



ASSOCIATION of ALBERTA FOREST MANAGEMENT PROFESSIONALS

BYLAWS

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ARTICLE I – NAME

The name of the association is the Association of Alberta Forest Management Professionals (the “Association”), incorporated pursuant to the *Regulated Forest Management Profession Act*, RSA _____, _____ of Alberta (“the Act”), being the amalgamated corporation of the College of Alberta Professional Foresters and the College of Alberta Professional Forest Technologists by the *Regulated Forestry Profession Amendment Act*, 2017 _____, and the _____ (“Regulations”).

ARTICLE II – ASSOCIATION’S ROLE

The Association must, pursuant to Section 3(1) of the Act,

- a) carry out its activities and govern its regulated members in a manner that protects and serves the public interest,
- b) provide direction to and regulate the practice of the regulated profession by its regulated members,
- c) establish, maintain and enforce standards of practice, registration and continuing competence for the practice of the regulated profession,
- d) establish, maintain and enforce a code of ethics, and
- e) carry on the activities of the Association and perform other duties and functions by the exercise of the powers conferred by the Act.

ARTICLE III – MEMBERSHIP

Section 1. Membership. The membership of the Association shall include all Regulated Members who hold a practice permit issued by the Association and others who subscribe to the purposes of the Association apply for a Non-Regulated membership and are granted membership by the Registrar.

Section 2. Membership Categories. There shall be two (2) types of membership, Regulated and Non-Regulated, with eight (8) categories of Regulated membership and five (5) categories of Non-Regulated membership, being:

- a) Regulated members are;
 - i. Registered Professional Forester;
 - ii. Registered Professional Forest Technologist;
 - iii. Registered Professional Forester Conditional;
 - iv. Registered Professional Forest Technologist Conditional;
 - v. Registered Professional Forester Temporary;
 - vi. Registered Professional Forest Technologist Temporary;
 - vii. Forester-in-Training; and
 - viii. Forest Technologist-in-Training.
- b) Non-Regulated Members are;
 - i. Non-practicing;
 - ii. Retired;
 - iii. Associate;
 - iv. Honorary; and
 - v. Student.

Section 3. Registered Professional Forester Members. A holder of a Registered Professional Forester Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Registered Professional Forester Member of the Association.

Section 4. Registered Professional Forest Technologist Members. A holder of a Registered Professional Forest Technologist Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Registered Professional Forest Technologist Member of the Association.

Section 5. Registered Professional Forester Conditional Members. A holder of a Registered Professional Forester Conditional Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Registered Professional Forester Conditional Member of the Association.

Section 6. Registered Professional Forest Technologist Conditional Members. A holder of a Registered Professional Forest Technologist Conditional Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Registered Professional Forest Technologist Conditional Member of the Association.

Section 7. Registered Professional Forester Temporary Members. A holder of a Registered Professional Forester Temporary Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Registered Professional Forester Temporary Member of the Association.

Section 8. Registered Professional Forest Technologist Temporary Members. A holder of a Registered Professional Forest Technologist Temporary Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Registered Professional Forest Technologist Temporary Member of the Association.

Section 9. Forester-in-Training Members. A holder of a Forester-in-Training Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Forester-in-Training Member of the Association.

Section 10. Forest Technologist-in-Training Members. A holder of a Forest Technologist-in-Training Practice Permit issued by the Registrar pursuant to the Act, Regulation and these Bylaws is a Forest Technologist-in-Training Member of the Association.

Section 11. Voting Regulated Member Rights.

- a) The following members, who are also known as the Voting Members of the Association:
 - i. Registered Professional Forester,
 - ii. Registered Professional Forest Technologist,
- a) Shall have the right to:
 - i. Be eligible for election or appointment as a Councillor, Officer or Committee member;
 - ii. Have the right to receive notices, attend general meetings when any required registration fee has been paid, make motions, speak in debate, and shall have a single voting privilege on each question;
 - iii. Examine any witness appearing before a hearing tribunal when they are the investigated person; Act 61(2)
 - iv. Call as a witness and cause to be given to any person, including the complainant, a notice to attend or a notice to attend and a notice to produce at

the hearing any document, substance or thing related to the subject-matter of the hearing when they are the investigated person; Act 62

- b) Unless any rights have been suspended pursuant to the Act, Regulation or these Bylaws.

Section 12. Non-Voting Regulated Member Rights.

- a) The following members, who are the Non-Voting Regulated Members of the Association,
- i. Forester-in-Training, and
 - ii. Forest Technologist-in-Training,
 - iii. Registered Professional Forester Conditional,
 - iv. Registered Professional Forest Technologist Conditional,
 - v. Registered Professional Forester Temporary, and
 - vi. Registered Professional Forest Technologist Temporary,
- b) shall have the right to:
- i. Be eligible for appointment as a Committee member, and
 - ii. Receive notices, and attend general meetings when any required registration fee has been paid, make motions, and speak in debate,
 - iii. Examine any witness appearing before a hearing tribunal when they are the investigated person; Act 61(2)
 - iv. Call as a witness and cause to be given to any person, including the complainant, a notice to attend or a notice to attend and a notice to produce at the hearing any document, substance or thing related to the subject-matter of the hearing when they are the investigated person; Act 62
- c) unless any rights have been suspended pursuant to the Act, Regulation or these Bylaws.

Section 13. Regulated Member Responsibilities.

- a) The following Regulated Members:
- i. Registered Professional Forester,
 - ii. Registered Professional Forest Technologist,
 - iii. Registered Professional Forester Conditional,
 - iv. Registered Professional Forest Technologist Conditional,
 - v. Registered Professional Forester Temporary, and
 - vi. Registered Professional Forest Technologist Temporary,
- b) shall:
- i. display the regulated member's practice permit where the regulated member provides professional services, or on request, make the regulated member's practice permit available for inspection; Act 30(5)
 - ii. no later than May 31 of each year:
 1. submit a complete application for a practice permit renewal in a form approved by the Council;
 2. submit a completed continuing competence report in the form approved by the Council;
 3. have paid all annual dues and fees set by the Council;
 4. have paid all outstanding amounts owed to the Association;
 - iii. notify the Registrar of any change to their information in the register;
 - iv. upon request, return the practice permit to the Registrar if the practice permit is suspended or cancelled; Act 38
 - v. participate in an alternative complaint resolution process if a complaint about the regulated member has been referred by the Complaint Inquiry Committee;

- vi. answer an investigator's questions appointed pursuant to the Act, produce documents and comply with all requirements stipulated in the Act regarding an investigation;
- vii. attend a hearing tribunal if ordered to appear.

Section 14. Professional Seals.

- a) The following Regulated Members,
 - i. Registered Professional Forester,
 - ii. Registered Professional Forest Technologist,
 - iii. Registered Professional Forester Conditional, and
 - iv. Registered Professional Forest Technologist Conditional,
- b) shall:
 - i. be provided a professional seal by the Registrar, in a style prescribed by the Council, containing the name and registration number and protected title(s) of the regulated member,
 - ii. be entitled to use their professional seal,
 - iii. upon request, return the professional seal, to the Registrar if the practice permit is suspended or cancelled.

Section 15. Non-practicing Members. Non-practicing membership shall be open to persons who:

- a) were Regulated Members of the Association who do not hold a Practice Permit;
- b) have applied for Non-practicing Membership and provided all required information in the form prescribed by Council;
- c) have paid any prescribed annual membership fee; and
- d) has been granted Non-practicing Membership in the Association by the Registrar.

Section 16. Non-practicing Member Rights. Each Non-practicing Member shall have the right to receive notices, attend general meetings when annual dues and any required registration fee has been paid, and speak in debate, but shall not have any voting privileges, unless any rights have been suspended pursuant to the Bylaws.

Section 17. Retired Members. Retired membership shall be open to persons who:

- a) were Regulated Members of the Association who have retired and who do not hold a Practice Permit;
- b) have applied for Retired Membership and provided all required information in the form prescribed by Council;
- c) have paid any prescribed annual membership fee; and
- d) has been granted Retired Membership in the Association by the Registrar.

Section 18. Retired Member Rights. Each Retired Member shall have the right to receive notices, attend general meetings when annual dues and any required registration fee has been paid, and speak in debate, but shall not have any voting privileges, unless any rights have been suspended pursuant to the Bylaws.

Section 19. Associate Members. Associate membership may be open to persons who:

- a) have applied for Associate Membership and provided all required information in the form prescribed by Council;
- b) have paid any prescribed annual membership fee; and
- c) has been granted Associate Membership in the Association by the Registrar.

Section 20. Associate Member Rights. Each Associate Member shall have the right to receive notices, attend general meetings when annual dues and any required registration fee has been paid, and speak in debate, but shall not have any voting privileges, unless any rights have been suspended pursuant to the Bylaws.

Section 21. Honorary Members. Honorary membership may be granted by Council to persons who:

- a) have given long service and made a significant contribution to the forest industry and forest management in Alberta; and
- b) has provided all required information on the form prescribed by Council.

Section 22. Honorary Member Rights. Each Honorary Member shall have the right to receive notices, attend general meetings when any annual dues and any required registration fee has been paid, speak in debate, and shall have a single voting privilege on each question, unless any rights have been suspended pursuant to the Bylaws.

Section 23. Student Members. Student membership may be open to persons who:

- a) are full time students at a university or college in Alberta in a forestry or environmental science program leading to a degree, diploma or certificate;
- b) have applied for Student Membership and provided all required information on the form prescribed by Council;
- c) have paid any prescribed annual membership fee; and
- d) has been granted Student Membership in the Association by the Registrar.

Section 24. Student Member Rights. Each Honorary Member shall have the right to receive notices, attend general meetings when any annual dues and any required registration fee has been paid, speak in debate, and shall not have a single voting privilege on each question, unless any rights have been suspended pursuant to the Bylaws.

Section 25. Dues and Fees. All membership dues and registration fees shall be set by the Council.

Section 26. Termination. A membership shall terminate upon:

- a) the death of the member;
- b) the cancellation of a Practice Permit;
- c) a Non-Regulated Member sending a written resignation in a form prescribed by Council;
- d) non-payment by a Non-Regulated Member of any prescribed annual membership dues, fees, or any other amounts owed to the Association if not received by the Association within thirty (30) days of the due date; or
- e) the cancellation of the Non-Regulated membership by two-thirds vote of the Council.

Section 27. Reinstatement of Regulated Membership. Regulated members are limited to one reinstatement per lifetime where re-writing the professional exam is exempt, excepting changes to a Non-Regulated Non-practicing Membership status. A member who wishes to apply for reinstatement as a regulated member shall:

- a) submit a complete application for a practice permit renewal in a form approved by the Council;
- b) have rewritten the professional exam if the term of leave is greater than three years in length;
- c) have paid all annual dues and fees set by the Council;
- d) have paid all outstanding amounts owed to the Association.

ARTICLE IV – COUNCIL

Section 1. Composition. The Council of the Association, (the “Council”) shall consist of:

- a) eight (8) Councillors elected by the voting members of the Association;
- b) three (3) Councillors appointed by the Minister, pursuant to Section 12(1) of the Act; and
- c) the senior manager of the Association, who shall be a non-voting member of the Council.

Section 2. Duties of the Council. The Council shall manage and conduct the activities of the Association, exercise the rights, powers and privileges and carry out the duties of the Association in the name of and on behalf of the Association and carry out the powers and duties of the Council under the Act and the Bylaws, pursuant to Section 6 of the Act, and the Council shall:

- a) submit an annual report of the Association’s activities to the Minister, pursuant to Section 4(1) of the Act;
- b) appoint the Registrar;
- c) appoint the Registration Committee;
- d) appoint the Hearings Director;
- e) maintain a list of not less than four (4) Regulated Voting Members from which appointments to hearing tribunals, the Complaint Inquiry Committee and Complaint Review Committees shall be made; Act 15(1)
- f) appoint the Complaint Inquiry Committee; Act 16.1(1)
- g) maintain a directory of officials, pursuant to Section 21(1) of the Act;
- h) conduct reviews of the Registrar’s decision on applications for registration to refuse, defer or impose conditions; Act 25
- i) establish and maintain a continuing competence program; Act 43
- j) establish and maintain registers of regulated members and registers of non-regulated members; Act 27(1)
- k) schedule appeals of a decision of a hearing tribunal pursuant to Section 77 of the Act;
- l) consider appeals of a decision of a hearing tribunal, and make any finding, order or direction on appeals pursuant to Section 78 of the Act;
- m) adopt a code of ethics developed by the Registration Committee pursuant to Section 102 of the Act;
- n) adopt standards of practice developed by the Registration Committee pursuant to Section 102 of the Act.

Section 3. Election, Term of Office.

- a) Councillors shall be elected by the voting members of the Association by ballot at the annual general meeting, a special general meeting called for that purpose or by electronic vote, except for the Councillors who shall be appointed by the Minister.
- b) The Councillors shall serve for a term of three (3) years or until their successors are elected, and their term of office shall begin upon being declared elected and shall continue to hold office after the expiry of the Councillors term until a successor is appointed or elected.
- c) Each elected position on Council shall be assigned a number from one (1) through eight (8), and the election of Councillors shall follow a three (3) year rotation, during which, in the first year of the rotation Councillors One (1), Two (2) and Three (3) shall be elected, in the second year of the rotation Councillors Four (4), Five (5) and Six (6) shall be elected, and in the third year of the rotation Councillors Seven (7) and Eight (8) shall be elected.
- d) If a Councillor is appointed by Council to fill a vacancy on Council, an election shall be held

at the next election of Councillors for that Councillor position for the unexpired term of the Councillor position.

- e) At an annual general meeting, a special general meeting called for that purpose, or by electronic vote, an election for any Councillor position may be held, for the unexpired term of the Councillor position being elected.

Section 4. Eligibility. A candidate for election as a Councillor shall:

- a) be a Voting Member of the Association holding a current Practice Permit without any conditions;
- b) not have any past due amounts owing to the Association;
- c) not be involved in any legal proceeding against the Association, its Councillors, employees, or committee members;
- d) not be the subject of a Certificate or Order issued under the *MENTAL HEALTH ACT, RSA 2000, c M-13* or is deemed to be incapable of serving as a Councillor; and
- e) not have been convicted of an indictable offense.

Section 5. Ceasing to Hold Office. A Councillor shall cease to be a Councillor and a vacancy shall be created upon:

- a) the Councillor ceasing to be eligible for election as a Councillor;
- b) the death of the Councillor;
- c) the date specified in a written resignation from the Councillor delivered to any Officer of the Association; or
- d) the Councillor being absent from meetings of the Council for a continuous period of two (2) consecutive meetings without the consent of the Council and a majority of the remaining members of the Council resolve at the next subsequent meeting of the Council that the Council Position be vacated.

Section 6. Vacancies on the Council. When an elected Councillor vacancy occurs, the Council may appoint a person to fill that office until the next election of Councillors is held, provided such person is eligible for election to the Council.

Section 7. Authority and Duties of the Councillors.

- a) No Councillor shall have any authority to act on behalf of the Association except as may be authorized in these Bylaws, the standing orders, and as may be authorized, instructed or delegated by the Council.
- b) Every Councillor shall make full disclosure of any potential conflict of interest and any direct or indirect relationships he or she may have with the Association either contractual, financial or employment related.
- c) Every Councillor shall exercise the powers and discharge the duties of the office of Councillor honestly and in good faith.

Section 8. Regular Meetings. The Council shall hold at least four (4) regular meetings during the year at a time and by such means as determined by the Council.

Section 9. Special Meetings. The Council shall meet when any member of the Council gives to the other members of the Council notice of a meeting, specifying the purpose of the special meeting, specifically describing the subject matter of the motions or items of business to be considered at the Special meeting, and the only business that can be transacted is that which has been specified in the call of the meeting.

Section 10. Notice.

- a) Every member of the Council shall be given at least seven (7) days notice of regular and special meetings of the Council.
- b) Meetings of the Council shall be noticed to the members of the Council in writing or by electronic mail.
- c) Any member of the Council may waive notice of a meeting before, during or after the meeting and such waiver shall be deemed the equivalent of receipt of due and proper notice of the meeting.
- d) In computing the number of the days of notice of a meeting of the Council, the day on which the notice is given shall be excluded and the day of the meeting shall be included.

Section 11. Quorum. A majority of the voting members of the Council shall constitute a quorum at meetings of the Council, but during an appeal to the Council under Part 4 of the Act, all Councillors appointed by the Minister shall be present.

Section 12. Method of Meeting. Meetings of the Council may be held in person, telephonically, or electronically, so long as all participants can hear each other.

Section 13. Authority and Responsibilities. The Council shall carry on the day-to-day business and affairs of the Association, and:

- a) maintain a head office of the Association in the Province of Alberta at a place and under such manner, terms and conditions that the Council shall decide;
- b) keep complete and approved minutes of what was done at all Council meetings and general meetings in the manner prescribed in the Association's parliamentary authority;
- c) cause to be implemented and maintained financial accounting systems and procedures, and the recording of all financial transactions of the Association;
- d) cause financial statements to be prepared using Canadian Generally Accepted Accounting Principles;
- e) review and approve the year-end financial statements of the Association and make copies of these statements available to members of the Association within six (6) months of the year-end;
- f) consider and approve, as may be amended, an annual budget submitted by the Budget and Finance Committee prior to the beginning of the fiscal year, containing the anticipated revenues, expenses and capital expenditures for the upcoming fiscal year;
- g) not make any operating or capital expenditures unless approved within the approved annual budget or by resolution of the Council;
- h) set all fees, dues, levies, penalties, interest rates and such other charges as Council may decide;
- i) determine, by resolution from time to time, the manner in which an Officer or Officers shall sign cheques, drafts, notes and other instruments and documents, including banking forms and authorities not required to be under corporate seal;
- j) at least once a year, cause the books and accounts of the Association to have at least a review engagement by a Chartered Professional Accountant registered with Chartered Professional Accountants Alberta, appointed by the Council;
- k) at all times, keep and maintain in force, insurance as deemed appropriate by the Council.

The Council may,

- l) appoint or employ for and on behalf of the Association such agents as it thinks fit in connection with the control, management, maintenance and administration of the Association and its assets;

- m) restrict the rights or cancel the membership of any member of the Association;
 - n) delegate any of its powers and duties, at it thinks fit, to one or more Councillors, Officers, persons, panels or committees, except the power to make regulations or bylaws and to adopt a code of ethics or standards of practice, and at any time revoke such delegation.
- Act 19(1)

Section 14. Councillor’s Resolution. A resolution of the Council in writing signed by all of the Councillors shall have the same effect as a resolution passed at a meeting of the Council duly convened and held.

ARTICLE V – NOMINATIONS AND ELECTIONS

Section 1. Nominations.

- a) Candidates for election to Councillor positions need not be nominated, but may be nominated by the Nominating Committee, and voting members may vote for any eligible candidate nominated or not.
- b) The Nominating Committee shall nominate at least one candidate for each Councillor position for which an election will be held, and if the Secretary-Treasurer has been given the names of the candidates to be nominated the Secretary-Treasurer shall include those names in the notice of an electronic vote or of the meeting at which the candidates will be nominated.
- c) Those persons who declare to the Secretary-Treasurer their candidacy for election to Councillor positions prior to the issuance of the notice of an electronic vote or the general meeting at which the election will be held shall have their names and intention to seek office in the notice.

Section 2. Elections.

- a) Elections shall be conducted by a single ballot, for all Councillor positions for which an election is being held.
- b) Voting members shall have the right to cast the number of votes as there are Councillor positions for which the election is being held, and a voting member may vote for any eligible candidate and may create an illegal ballot.
- c) No candidate’s name shall be placed on the ballot prior to the election unless the candidate has provided their consent to serve if elected.
- d) Each candidate for election as a Councillor must receive at least a thirty percent (30%) of votes received to be elected. If there are any vacancies remaining to be filled after the initial vote, a subsequent vote shall be conducted, and if there are more than two candidates, the subsequent vote shall be a preferential vote.

ARTICLE VI – OFFICERS AND DUTIES

Section 1. Officers. The Officers of the Association shall be the;

- a) Chair,
- b) Vice-Chair,
- c) Secretary-Treasurer, and
- d) Occupant of the senior management position.

Section 2. Election, Term of Office.

- a) The Chair, Vice-Chair and Secretary-Treasurer shall be elected members of Council, elected sequentially by ballot by the voting members of Council, at the first meeting of Council after the annual general meeting, and shall require a majority vote to be elected.
- b) The Officers shall serve a term of one (1) year or until their successors are elected, and their term of office shall begin upon being declared elected.
- c) At a meeting of the Council with notice or at a special meeting of Council called for that purpose, an election may be held for any Officer position, for the unexpired term of the Officer position being elected.

Section 3. Eligibility for Election. A candidate for election as an Officer of the Association shall:

- a) be an elected member of Council; and
- b) have served at least two (2) years on Council to be eligible for election to the office of Chair.

Section 4. Duties of the Chair. The Chair shall:

- a) be the primary spokesperson of the Association;
- b) preside at, or appoint a presiding officer for, meetings of the Council and general meetings of the Association;
- c) have all of those duties and powers of a Chair, or a President or equivalent, set forth for same in the parliamentary authority of the Association; and
- d) have such further duties and powers as are set forth in these Bylaws, the standing orders, and as may be authorized or instructed by the Council.

Section 5. Duties of the Vice-Chair. The Vice-Chair shall have such duties and powers as are set forth in these bylaws, the standing orders, the parliamentary authority of the Association and as may be authorized or instructed by the Council or the Chair.

Section 6. Duties of the Secretary-Treasurer. The Secretary-Treasurer shall:

- a) oversee the records of the Association, other than the financial records, including but not limited to all Council documentation regarding contracts, awards, correspondence, minutes, and notices;
- b) be primarily responsible for the financial affairs of the Association, and the preparation and maintenance of the financial records of the Association;
- c) be responsible to compile the information with which to prepare the annual budget and the annual audit;
- d) report current financial information at each meeting of the Council and at the Annual General Meeting;
- e) Chair the Budget and Finance Committee; and
- f) have such other duties and powers as are set forth in these Bylaws, the standing orders, the parliamentary authority of the Association and as may be authorized or instructed by the Council.

Section 7. Authority and Duties of the Officers.

- a) No Officer shall have any authority to act on behalf of the Association except as may be authorized in these Bylaws, the standing orders, and as may be authorized, instructed or delegated by the Council.
- b) Every Officer shall make full disclosure of any potential conflict of interest and any direct or indirect relationships he or she may have with the Association either contractual,

- financial or employment related.
- c) Every Officer shall exercise the powers and discharge the duties of the office and as a member of the Council, honestly and in good faith.

Section 8. Ceasing to be an Officer. An Officer shall cease to hold the office and a vacancy shall be created upon:

- a) the death of the Officer;
- b) the date specified in a written resignation from the Officer delivered to any other Officer of the Association; and
- c) the Officer ceasing to be eligible for election as an Officer.

Section 9. Filling Officer Vacancies. In the event of a vacancy in an elected officer position the Council shall elect an eligible member of Council to fill the office for the unexpired term or until their successors are elected. The Chair shall secure and transfer the records of a vacant office to the successor expeditiously.

ARTICLE VII – MEETINGS OF THE MEMBERSHIP

Section 1. General Meetings. A general meeting is a meeting of the members of the Association and shall be an annual general meeting or a special general meeting.

Section 2. Annual General Meeting.

- a) An annual general meeting shall be held once in each calendar year within twelve (12) months of the Association's year-end, at such time, date and place in Alberta as the Council may decide.
- b) The order of business at annual general meetings shall be as prescribed in the adopted parliamentary authority and shall include the following which shall be Special Orders:
- i. presentation of the audited financial statements and auditors report thereon for the year most recently ended;
 - ii. presentation of the approved budget for the upcoming year; and
 - iii. election of Councillors.

Section 3. Special General Meeting.

- a) A general meeting other than an annual general meeting shall be called a special general meeting.
- b) The Council may whenever it thinks fit and shall upon a requisition in writing by at least fifteen (15%) percent of the voting members of the Association convene a special general meeting which meeting shall be held within forty-five (45) days of the Council's receipt of the said requisition.
- c) Notice of a special general meeting shall, specify the purpose of the special general meeting specifically describing the subject matter of the motions or items of business to be considered at the special general meeting, and the only business that can be transacted is that which has been specified in the call of the meeting.

Section 4. Notice.

- a) Notice of each general meeting shall be given to all members of the Association, in writing, by hand delivery, mail or electronic mail, to the address recorded on the register, at least twenty-one (21) days, but not more that sixty (60) days before every general meeting specifying the place, the date and the hour of meeting.
- b) Notice shall be given to the members of the Association in the manner prescribed in these

Bylaws, but the accidental omission to give notice to a member of the Association does not invalidate the meeting or any proceedings thereat.

- c) In computing the number of the days of notice of a general meeting, the day on which the notice is given shall be excluded and the day of the meeting shall be included.

Section 5. Quorum.

- a) A quorum for a general meeting shall be one hundred (100) voting members of the Association, of which at least five (5) must be members of the Council.
- b) No business shall be transacted at any general meeting unless a quorum is present.

Section 6. Voting. Prior to the commencement of a general meeting, one (1) voting card per voting member shall be issued to eligible voting members for use as instructed by the Chair on the taking of all non-ballot votes and for confirmation of voting on ballot votes.

Section 7. Proxy Voting. No member shall vote by proxy.

Section 8. Mail or Electronic Votes. The Council may direct the taking of a vote by mail or an electronic vote on any question that the membership could decide at a general meeting.

ARTICLE VIII – COMMITTEES

Section 1. Standing Committees. There shall be the following standing committees:

- a) Executive Committee;
- b) Registration Committee;
- c) Complaint Inquiry Committee;
- d) Complaint Review Committee;
- e) Governance Committee;
- f) Nominating Committee;
- g) Audit Committee; and
- h) Budget and Finance Committee.

Section 2. Executive Committee.

- a) The Executive Committee shall be comprised of the Officers of the Association and the Chair of Council shall be designated to be the Chair of the Executive Committee.
- b) Between meetings of the Council, the Executive Committee shall have the authority to consider any business that the Council might consider, except for hearing reviews or appeals required by the Act.
- c) All actions taken by the Executive Committee shall be subject to ratification at the next meeting of the Council.
- d) Any actions taken by the Executive Committee not ratified by the Council shall be invalid and the members of the Executive Committee who voted for the adoption of un-ratified actions that result in costs or liability accruing to the Association may be personally responsible for the cost or liability.

Section 3. Registration Committee.

- a) The Council shall appoint the Registration Committee consisting of at least three (3) members of the Association, the majority of whom must be regulated members, with one of the regulated members designated to be the Chair of the Registration Committee.
- b) The Registration Committee shall have all the duties and responsibilities stipulated in the Act for a Registration Committee and a Competence Committee.

- c) The Registration Committee shall develop, for approval by the Council:
 - i. policies regarding minimum experience requirements;
 - ii. courses and the professional examination;
 - iii. a continuing competence program and minimum requirements;
 - iv. other competence criteria;
 - v. a code of ethics pursuant to Section 102 of the Act;
 - vi. a standards of practice pursuant to Section 102 of the Act.
- d) The Registration Committee may:
 - i. appoint a person or persons who have technical expertise or other relevant knowledge to inquire into and report to the competence committee with respect to any matter related to any power or duty of the competence committee.

Section 4. Complaint Inquiry Committee.

- a) The Council shall appoint the Complaint Inquiry Committee consisting of three (3) members from the list of regulated members eligible for appointments maintained by the Council, with one of the appointed members designated to be the Chair of the Complaint Inquiry Committee, and at least twenty-five percent of the members of the Complaint Inquiry Committee shall be public members appointed from the list of public members supplied by the Minister.
- b) The Complaint Inquiry Committee shall:
 - i. have all the duties, responsibilities and authority stipulated in the Act;
 - ii. receive referrals from the competence committee, registration committee or Registrar if they are of the opinion that a regulated member has intentionally provided false or misleading information respecting participation in a continuing competence program;
 - iii. receive referrals from the competence committee regarding competence or unprofessional conduct;
 - iv. receive written signed complaints regarding regulated members or former members; Act 44(1)
 - v. provide the complaint and particulars of the complaint to the regulated complainee member;
 - vi. receive responses from regulated members in regard to a complaint;
 - vii. encourage resolution of the complaint, refer the complaint to an alternative complaint resolution process, appoint an investigator, or dismiss the complaint;
 - viii. give notice to a complainant of a dismissal and the right to apply for a review by the complaint review committee; Act 45(3)
 - ix. appoint investigators to investigate complaints or referrals;
 - x. give the complainant the name of an investigator if an investigation is conducted; Act 50
 - xi. give the investigated person the name of the investigator and particulars of a complaint at the appropriate time;
 - xii. receive the report of an investigator;
 - xiii. refer complaints to or withdraw complaints from the hearing director, or dismiss complaints;
 - xiv. notify complainants and investigated persons if a complaint has been referred to the hearings director for a hearing and if the complaint is dismissed, give reasons and advise complainants of the right to apply to the hearings director

- for a review; Act 56
- xv. refer proposed sanction agreements to the complaint review committee for ratification if the complaints inquiry committee has entered into a proposed sanction agreement with investigate person;
- xvi. receive notifications from the Complaint Review Committee of its decision to ratify or refuse to ratify sanction agreements, Act 58.1(4) then provide complainants with written notification of any agreements made;
- xvii. send a copy of an agreement to the Minister of Justice and Solicitor General if the Complaint Inquiry Committee is of the opinion that a criminal offence may have been committed; Act 58.1(9)
- xviii. receive copies of the notice of appeal filed with the Court of Appeal;
- xix. meet only when a quorum is present, except when the Chair of the Complaint Inquiry Committee may act alone to hear and decide those matters specified in Section 28 of the Regulation pursuant to Section 45(2.1) of the Act.

Section 5. Complaint Review Committee.

- a) The Council shall appoint the Complaint Review Committee consisting of three (3) members from the list of regulated members eligible for appointments maintained by the Council, with one of the appointed members designated to be the Chair of the Complaint Review Committee, and at least twenty-five percent of the members of the Complaint Review Committee shall be public members appointed from the list of public members supplied by the Minister.
- b) The Complaint Review Committee shall:
 - i. have all the duties, responsibilities and authority stipulated in the Act;
 - ii. receive proposed settlements of a complaint in an alternative complaint resolution process, from the person conducting the alternative complaint resolution process and may ratify or refuse to ratify the proposed settlement;
 - iii. notify the Complaint Inquiry Committee of actions taken with respect to proposed settlement agreements;
 - iv. receive copies of applications for a review of a dismissal of a complaint and copies of associated investigation reports;
 - v. conduct a review of a investigation report and the decision to dismiss a complaint;
 - vi. refer a reviewed matter to the hearings director for a hearing, direct the complaints inquiry committee to further investigate, or, confirm that the complaint is dismissed;
 - vii. provide written notification with reasons of any actions taken as a result of the review to the complainant and the investigate person; Act 57(6)
 - viii. receive proposed sanction agreements from the complaint review committee and may either ratify, or refuse to ratify a sanction agreement, then notify the complaints inquiry committee of the action taken.

Section 6. Governance Committee.

- a) The Council shall appoint the Governance Committee consisting of at least three (3) voting members of the Association, with one of the appointed members being appointed the Chair of the Governance Committee, and the senior manager who shall be a non-voting member of the Governance Committee.
- b) The Governance Committee shall:

- i. receive input regarding the Act, Regulation, these Bylaws and the Policies from members and others;
- ii. review the Act, Regulation, these Bylaws, Policies and input received, and shall make recommendations to the Council for amendments to the Act, Regulation, Bylaws or Policies;

Section 7. Nominating Committee.

- a) The Council shall appoint the Nominating Committee consisting of at least three (3) voting members of the Association, with one of the appointed members being appointed the Chair of the Nominating Committee.
- b) The Nominating Committee shall:
 - i. review the education, experience and skills of the current members of the Council;
 - ii. identify weaknesses or deficiencies on the Council;
 - iii. attempt to identify members eligible for election to the Council who have the education, experience or skills which may be lacking on the Council;
 - iv. nominate at least one candidate for each Councillor position for which an election will be held, notify the Secretary-Treasurer of the candidate names and obtain from each candidate a consent to serve if elected.

Section 8. Audit Committee.

- a) The Council shall appoint the Audit Committee consisting of at least two (2) voting members of the Association with one of the appointed members being appointed the Chair of the Audit Committee. No person may serve simultaneously on both the Audit Committee and the Budget and Finance Committee.
- b) The Audit Committee shall oversee:
 - i. oversee the integrity of the Association's financial statements, accounting and financial reporting processes and financial statement audits;
 - ii. oversee the Association's compliance with legal and regulatory requirements;
 - iii. oversee the performance of the Association's independent auditor;
 - iv. oversee the Association's systems and internal controls; and
 - v. submit a report annually to the Council and at each annual general meeting.

Section 9. Budget and Finance Committee.

- a) The Council shall appoint the Budget and Finance Committee consisting of at least two (2) voting members of the Association appointed by the Council, the Secretary-Treasurer who shall be the Chair of the Budget and Finance Committee, and the senior manager who shall be a non-voting member of the Budget and Finance Committee.
- b) The Budget and Finance Committee shall assist the Secretary-Treasurer in the preparation and submission of an annual budget prior to the beginning of the fiscal year for approval by the Council, containing the anticipated revenues, expenses and capital expenditures for the upcoming fiscal year.

Section 10. Special Committees. Except as otherwise provided in the Bylaws or standing orders, Special Committees may be established by the Council or the Chair.

Section 11. Terms. The term of office of each committee member shall begin upon appointment and conclude when a successor is appointed, the appointment is terminated by the appointer, or in the case of a Special Committee upon the completion of the work of the Special Committee.

Section 12. Call of Meetings. Committee meetings shall be at the call of the Chair of the committee or the Chair.

Section 13. Quorum. The quorum of all meetings of committees shall be a majority of the members on the committee, except:

- a) during a ratification or a settlement and a review by the Complaint Inquiry Committee, when all public members of the Council must be present; and
- b) when the Chair of the Complaint Inquiry Committee may act alone to hear and decide those matters specified in Section 28 of the Regulation pursuant to Section 45(2.1) of the Act.

Section 14. Vacancies. Any vacancies on a committee may be filled in the same manner as the original appointment of the members of the committee for the balance of the term.

Section 15. Meetings of Standing and Special Committees. Committee meetings may be held in person, telephonically, or electronically, so long as all participants can hear each other.

Section 16. Chair's Ex-Officio Committee Membership. The Chair shall be an ex-officio member of all committees except the Nominating Committee, and as such, when the Chair is not in attendance shall not be included in determining a quorum, but when in attendance shall be included in the count in determining the presence of a quorum.

ARTICLE IX – MANAGEMENT

Section 1. Appointment of a Senior Manager.

- a) The Council shall appoint a senior manager who shall:
 - i. be engaged, appointed and a title provided by the Council, reporting to the Council, to manage the day-to-day operations of the Association;
 - ii. be a non-voting member of the Council, and as such, shall not be counted in the determination of a quorum of a meeting of the Council;
 - iii. be an officer and voting member of the Executive Committee of the Association;
 - iv. be a non-voting member of the Budget and Finance and Governance Committees of the Association;
 - v. not be a member of, but shall have the right to, notice of meetings, attend, make motions, speak in debate, but not vote, at general meetings, Audit Committee, and all Special Committees;
 - vi. perform such other duties and responsibilities as may be assigned by the Council.

Section 2. Appointment of a Registrar. The Council shall engage and appoint an individual to act as Registrar, reporting to the senior manager, who shall:

- a) carry out the duties of the Registrar as specified in the Act, Regulation and these Bylaws;
- b) receive applications for registration as a Regulated member, and
 - i. acknowledge receipt of applications to the applicant,
 - ii. advise applicants of any deficiencies in the application, and
 - iii. advise applicants when an application is complete; Act 24(1)
- c) approve, defer, impose conditions or refuse applications for registration, after consideration of the application and the requirements specified in the Regulation;
- d) give notice of the decisions of the Registrar to the applicant and give reasons for the decision if conditions are imposed or the application is refused; Act 24(3)

- e) receive requests for a review, then
 - i. give a copy of the request for a review to the Council,
 - ii. notify the applicant of the time and place at which the Council will conduct the review; Act 25
- f) maintain the regulated member registers and the non-regulated member registers and record and maintain the information specified in the Act and Regulation; Act 27
- g) assign unique registration numbers to regulated members; Act 30(1)
- h) issue practice permits and professional seals;
- i) receive applications for Non-Regulated membership and approve or refuse applications after consideration of the application;
- j) receive applications for a practice permit renewal;
- k) approve, suspend, impose conditions or refuse applications for renewal;
- l) give a copy of the decision of the Registrar to the applicant for a practice permit renewal and the reasons for the decision if the application has been refused, suspended or has conditions imposed on it, and advise how a to request a review;
- m) receive applications for a stay of suspension and if thought fit, issue a stay of suspension until the Council review;
- n) suspend a regulated members practice permit if the regulated member's application for renewal is not received by May 31;
- o) cancel a regulated member's practice permit if a regulated member does not apply for a practice permit or has failed to pay amounts owed to the Association thirty days after notice as prescribed in the Act has been properly given;
- p) issue or reissue a practice permit and reinstate the registration, if a practice permit and registration were cancelled only because of outstanding amount owed to the Association, upon payment of those amounts;
- q) cancel the registration or practice permit on the member's request or upon the death of the regulated member;
- r) receive the practice permit and professional seals of a regulated member if the practice permit is suspended or cancelled;
- s) receive applications for a practice permit to be reissued or the registration to be reinstated from regulated members whose practice permit or registration were cancelled, then: Act 39(1)
 - i. give a copy of the application to the Registration Committee,
 - ii. if ordered to do so by the Registration Committee, reissue a practice permit or the registration, or both,
 - iii. give notice of the decisions of the Registration Committee to the applicant and give reasons for the decision if conditions are imposed or the application is refused;
- t) issue written requests to apply for registration if the Registrar is of the opinion that a person meets or may meet the requirements of mandatory registration specified in Section 40(1) of the Act;
- u) release information related to a complaint, investigated person and ratified settlement; Act 49(6)
- v) enter the conditions imposed on a regulated member's practice permit; Act 89(1)
- w) provide information respecting the suspension of, cancellation of, or any conditions imposed on, a regulated member's practice permit, to a person who employs the regulated member to provide professional services on a full-time or part-time basis as a paid or unpaid employee, consultant, contractor or volunteer;

- x) at the discretion of the Registrar, publish or distribute the information respecting the suspension of, cancellation of, or any conditions imposed on, a regulated member's practice permit, information respecting the imposition of a reprimand or fine, Act 89(1) and the information respecting a complaint and a ratified settlement; Act 49(6)
- y) have the right to, notice of meetings, attend, speak in debate, but not vote, at general meetings, if not a member of the Association;
- z) perform such other duties as may be assigned or delegated by the Council or the senior manager.

Section 3. Appointment of the Hearings Director. The Council shall engage and appoint a Hearings Director, reporting to the senior manager, who shall:

- a) establish a hearing tribunal or a Complaint Review Committee consisting of at least three (3) members from the list of regulated members eligible for appointments maintained by the Council, with one of the regulated members designated to be the Chair, and at least twenty-five percent of the members of the Complaint Review Committee shall be public members appointed from the list of public members supplied by the Minister.
 - i. a complaint review committee's powers and duties include reviewing and ratifying settlements under Section 49 of the Act and conducting reviews under Section 57 of the Act and ratifying sanction agreements under Section 58.1 of the Act.
- b) receive applications from complainants for a review of a dismissal of a complaint, then;
 - i. notify investigated persons of the receipt of the application for a review,
 - ii. provide a copy of the application to the Complaint Review Committee,
 - iii. provide a copy of the investigation report to the Complaint Review Committee
 - iv. receive referrals from the Complaint Review Committee for a hearing;
 - v. set dates for hearings;
 - vi. give the investigated person a notice to attend and give reasonable particulars of the subject-matter of the hearing; Act 66
 - vii. give the complainant reasonable notice of the date, time and location of the hearing; Act 66
 - viii. sign and keep copies of notices to appear or produce pursuant to Sections 62 and 63 of the Act;
 - ix. receive all written decisions and all records from hearing tribunals; Act 73(1)
 - x. give copies of hearing tribunal decisions to the Complaint Inquiry Committee, the senior manager, the Registrar, the complainant, the investigated person and the Minister of Justice and Solicitor General, if so ordered, and notify the investigated person of the right to appeal the decision to the Council;
 - xi. receive notices of appeal of a decision of a hearing tribunal;
 - xii. give copies of a notice of appeal with copies of the decision and record of the hearing to each member of the Council;
 - xiii. provide notice of the hearing of an appeal by the Council to the Complaint Inquiry Committee, the investigated person and the complainant; Act 76
 - xiv. certify the record of the hearing before the Council and the Council's decision, including the reasons for the decision which is the subject to appeal to the Court of Appeal.

ARTICLE X – DISCIPLINE

Section 1. Offenses in a Meeting. A member who breaches the rules in a meeting may:

- a) be censured, expelled from the meeting, have membership rights suspended, and have a complaint filed with the Registrar by a majority vote at the meeting; and
- b) be expelled from Non-Regulated membership in the Association by a two-thirds vote at a general meeting.

Section 2. Offenses Elsewhere Than in a Meeting. A member who breaches the rules other than in a meeting, may have a complaint filed with the Registrar, and may be subject to investigation and discipline pursuant to the Act and these Bylaws.

ARTICLE XI – CODE OF ETHICS

The Council shall adopt a code of ethics, developed by the Registration Committee, after the proposed code of ethics was provided to the Council, the Minister and to the regulated members for review and comment, and after the Registration Committee and the Council has reviewed and considered the comments received. Act 102

ARTICLE XII – STANDARDS OF PRACTICE

The Council shall adopt a standards of practice, developed by the Registration Committee, after the proposed standards of practice was provided to the Council, the Minister and to the regulated members for review and comment, and after the Registration Committee and the Council has reviewed and considered the comments received. Act 102

ARTICLE XIII – CONFLICT OF INTEREST

Section 1. Conflict of Interest. A Councillor of the Association who is a party to a material transaction or proposed material transaction with the Association, or is a Director or an Officer of or has a material interest in any organization, partnership, company, corporation, society or individual (“Person”) who is a party to a material transaction or proposed material transaction with the Association shall disclose fully the nature and extent of the interest. No such Councillor of the Association shall vote on any resolution to approve such a transaction, however, the Councillor may be present during such a vote and if present at the meeting, shall be counted to determine the presence of a quorum at the meeting whether the Councillor was present for the vote or not.

Section 2. Valid Contracts. If a material transaction is entered into between the Association and one or more of its Councillors, or between the Association and another Person of which a Councillor of the Association is a Director or Officer or in which he has a material interest: (i) any contract or transaction is neither void or voidable by reason only of the relationship, or by reason only that a Councillor with an interest in the contract or transaction is present or is counted to determine the presence of a quorum at a meeting of the Council that authorized the contract or transaction: and (ii) a Councillor or former Councillor of the Association to whom a profit accrues as a result of the contract or transaction is not liable to the Association for that profit by reason only of holding office as a Councillor if the Councillor disclosed their interest in accordance herewith and the contract or transaction was approved by the Council and it was reasonable and fair to the Association at the time it was approved.

Section 3. Notice of Conflict. A general notice that any Councillor is a member of a Person and if it is to be regarded as interested in any subsequent transaction with such Person, shall be sufficient disclosure under the previous section and after such notice, it shall not be necessary to give any further notice relating to any particular transaction with such Person.

ARTICLE XIV – INDEMNIFICATION

The Association shall indemnify every Councillor, committee member, senior manager or employee and their heirs, executors and administrators against all loss, costs and expense, including legal fees, reasonably incurred by them in connection with any action, suit or proceeding to which they may be made a party by reason of their being or having been a Councillor, committee member, senior manager or employee of the Association, except as to matters as to which they shall be finally adjudged in such action, suit or proceeding to be liable for costs, fines or penalties imposed,

- a) in a criminal action,
- b) suit for unjustified profit or advantage,
- c) suit for damages incurred by the Association resulting from actions taken by the Executive Committee which were not ratified by the Council,
- d) for any illegal act done or attempted in bad faith,
- e) dishonesty, or
- f) for any breach of the Act or these Bylaws.

ARTICLE XV – DISSOLUTION

In the event of the dissolution of the Association, after payment of all debts, all remaining assets of the Association shall be dispersed to a non-profit entity dedicated to forestry conservation, forestry education or forest management.

ARTICLE XVI – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with any legislation, the Bylaws and any special rules of order that the Association may adopt.

ARTICLE XVII – AMENDMENT

The Council shall make bylaws, after previous notice and a two-thirds vote of the Council, which must be approved by majority vote of the voting members,

- a) at a special meeting called for that purpose,
- b) by a mail or electronic vote, or
- c) at an annual general meeting.

ARTICLE XVIII – FINANCES, BORROWING AND RECORDS

Section 1. Fiscal Year. The fiscal year of the Association shall be from July 1 to June 30.

Section 2. Deposit of Funds. The funds of the Association shall be kept in such chartered bank, trust company, credit union or Treasury Branch as the Council may direct.

Section 3. Borrowing. The Association may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular, by the issue of debentures, but this power shall be exercised only under the authority of the Association, and in no case shall debentures be issued without the prior approval of the Association by majority vote.

Section 4. Delegation of Authority. The Council shall appoint, by resolution, those persons who are entitled to sign cheques and evidence of indebtedness on behalf of the Association.

Section 5. Records Inspection. The audited and approved financial statements of the Association and the registers of members shall be available for review by any member of the Association at the offices of the Association during the regular business hours of the Association.

Section 6. Corporate Seal. The seal of the Association will be kept in the custodial care of the senior manager and shall be used as directed by the Council. Any document executed under seal shall be signed by persons authorized by the Council.

Section 7. Remuneration. No Councillor, committee member, tribunal member or any other member of the Association shall receive any remuneration for their services as a Councillor, committee member, tribunal member or any other member of the Association or reimbursement of expenses incurred, or advances made, on behalf of the Association unless authorized and instructed by the Council. Act 101(1)(e)

INTERPRETATION

- a) In these Bylaws, words importing the singular or masculine shall include the plural and feminine, and *vice versa*, unless the context otherwise requires.
- b) References or notations to the Act and the Regulation are for reference purposes only, and provisions contained in the Act and Regulation shall prevail over any provision in any other document including these Bylaws.

PROVISOS

Bill 25 Regulated Forestry Profession Amendment Act, 2017 (“Amendment Act”) stipulates;
Transitional — Initial Council

83(1) In this section,

- (a) “year 1” means the period of time starting on the coming into force of this section and ending on a date set by the Council at the first meeting of the Council, which end date must be no less than 365 days and no more than 400 days after the coming into force of this section;
- (b) “year 2” means the one-year period that begins immediately after year 1.

(2) On the coming into force of this section, the council of the College of Alberta Professional Foresters and the council of the College of Alberta Professional Forest Technologists are collectively replaced with the Council established and the members appointed under the revised Act in accordance with the following:

- (a) the initial Council shall consist of
 - (i) one chair, elected by the Council from the members of the Council,
 - (ii) at least 4 members appointed by the council of the College of Alberta Professional Foresters who were members of the College of Alberta Professional Foresters immediately before the coming into force of this section, for terms ending at the end of year 2,
 - (iii) at least 4 members appointed by the council of the Alberta Professional Forest Technologists who were members of the College of Alberta Professional Forest Technologists immediately before the coming into force of this section, for terms ending at the end of year 2,
 - (iv) at least 2 or more public members, comprising at least 25% of the Council, appointed by the Lieutenant Governor in Council pursuant to section 13 of the revised Act;
- (b) at the end of year 2, the members appointed pursuant to clause (a)(i), (ii), (iii) or (c) must be replaced by a member elected in accordance with the bylaws;
- (c) where a member appointed in accordance with clause (a)(i) or (ii) is unable to fulfil the member’s term, the Council must appoint a replacement member, and that appointment expires at the end of the original term of the member being replaced.

Article IV – Council, Section 3 Election, Term of Office, Sub-section (c) states,
“Each elected position on Council shall be assigned a number from one (1) through eight (8), and the election of Councillors shall follow a three (3) year rotation, during which, in the first year of the rotation Councillors One (1), Two (2) and Three (3) shall be elected, in the second year of the rotation Councillors Four (4), Five (5) and Six (6) shall be elected, and in the third year of the rotation Councillors Seven (7) and Eight (8) shall be elected.”

Accordingly,

- a) at the end of year 2 as defined in the Amendment Act Section 83,
 - 1. Council positions 1, 2, and 3 shall be elected for a term of three (3) years,
 - 2. Council positions 4, 5, and 6 shall be elected for a term of one (1) year, and
 - 3. Council positions 7 and 8 shall be elected for a term of two (2) years.
- b) At the end of year 3,
 - 1. Council positions 4, 5 and 6 shall be elected for a term of three (3) years,
- c) At the end of year 4,
 - 1. Council positions 7 and 8 shall be elected for a term of three (3) years

d) Thereafter, the positions shall be elected in accordance with the Bylaws.

Position	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1	-----	-----			-----		
2	-----	-----			-----		
3	-----	-----			-----		
4	-----	-----	-----				
5	-----	-----	-----				
6	-----	-----	-----				
7	-----	-----			-----		
8	-----	-----			-----		

Section 2. Election of the Chair.

A candidate for election as the Chair of the Association shall have served a total of at least two (2) years, on the Council of the College of Alberta Professional Foresters, on the Council of the College of Alberta Professional Forest Technologists, or the Council of the Association to be eligible for election to the office of Chair.

Bylaw History