

APPENDIX A
BYLAWS – VICE-PRESIDENT / PRESIDENT-ELECT

Bylaw 1.01

Officer
“dirigeant”

(15) “Officer” means a person holding the office of President, ~~Vice-President~~President-elect, Immediate Past President, or Secretary-Treasurer;
[Modified July 1/00]

Bylaw 9.01

Idem

(2) The Board shall annually appoint a Tribunal Panel which shall consist of at least 15 Members, who have agreed in general terms to make themselves available for appointment to a Disciplinary Tribunal or an Appeal Tribunal. None of the President, the ~~Vice-President~~President-elect, the Immediate Past President or a member of the Committee on Professional Conduct shall be members of the Tribunal Panel. The Board shall also annually appoint two members of the Tribunal Panel to act as Chairperson and Vice-Chairperson of the Tribunal Panel, who shall have such powers as may be necessary or convenient for the purposes for which they are appointed.
[Adopted Nov. 20/98; Modified July 1/00]

Ex officio members

9.09 The ~~Vice-President~~President-elect, the Secretary-Treasurer and the Immediate Past President shall not sit as members or *ex-officio* members of a Council. The Executive Director and the President shall sit as *ex officio* members of a Council, but shall not be entitled to vote, shall not count towards the required minimum of six members or towards the quorum for a vote on a particular item of business, and shall not act as Chairperson or Vice-Chairperson of a Council.
[Adopted July 1/00]

Bylaw 10.01

Additional General Meetings

(2) Additional General Meetings may be convened by order of the President or the ~~Vice-President~~President-elect, or at the written request of five percent or more of the Members.
[Modified July 1/00]

Bylaw 10.03

Choosing of Chairperson

(3) At any General Meeting, if the President is absent, or is unable or refuses to act as Chairperson, the ~~Vice-President~~President-elect or failing the ~~Vice-President~~President-elect, the Immediate Past President, or failing the Immediate Past President, the Secretary-Treasurer, shall take the Chair. If all Officers are absent, or are unable or refuse to act as Chairperson, the Members present at the meeting shall choose another member of the Board as Chairperson, and if no member of the Board is present or if all the members of the Board present decline to take the Chair, then the Members shall choose one of their number to be the Chairperson.
[Modified July 1/00]

Terms of Office	<p>11.03 Unless the office is vacated earlier,</p> <p>(a) each of the President, the Vice-President<u>President-elect</u> and the Immediate Past President shall hold office for a period of one Board Year;</p> <p>(b) the Secretary-Treasurer shall hold office for a period of two Board Years; and</p> <p>(c) each Director shall hold office for a period of three Board Years.</p> <p style="text-align: right;"><i>[Modified July 1/00]</i></p>
First ballot	<p>11.06 (1) The Elections Committee shall cause a first ballot to be prepared for nomination of candidates for Vice-President<u>President-elect</u>, Secretary-Treasurer and Directors, as required. <i>[Modified March 25/98; Modified July 1/00]</i></p>
Contents of first ballot	<p>(2) The first ballot shall provide space for the Members to indicate five choices for Vice-President<u>President-elect</u> and five choices for Secretary-Treasurer. The ballot shall also provide space for the Members to indicate eight choices for Directors. <i>[Modified March 25/98 Modified July 1/00]</i></p>
Counting of votes on the first ballot	<p>11.08 The Elections Committee shall count the votes for Vice-President<u>President-elect</u>, Secretary-Treasurer and Directors on the first ballot and shall seek permission of those receiving the highest number of votes to place their names on the second ballot. <i>[Modified March 25/98; Modified July 1/00]</i></p>
Contents of second ballot	<p>11.09 The second ballot shall contain at least three such names for Vice-President<u>President-elect</u>, at least two such names for Secretary-Treasurer, if required, and at least eight such names for Directors. <i>[Modified July 1/00]</i></p>
If election not completed	<p>11.12 If, for any reason, the Elections Committee is unable to complete an election before the date of the Annual General Meeting, the Vice-President<u>President-elect</u> shall nevertheless assume office as President as of the close of such meeting, the Immediate Past President shall vacate office and be succeeded by the retiring President, and all Directors and all other Officers shall remain in office until such time as the election is completed.</p> <p style="text-align: right;"><i>[Modified March 25/98; Modified July 1/00]</i></p>

Filling of vacancies

11.16 (1) So long as there is a quorum of members of the Board remaining in office, when a vacancy occurs in the membership of the Board, other than by expiration of term of office, or by election of a Director as an Officer, such vacancy shall be filled as follows:

- (a) in the office of the President: by the ~~Vice-President~~President-elect for the balance of the current presidential term of office and one further term thereafter;
- (b) in the office of the ~~Vice-President~~President-elect: by election at the next general election, at which time both a President and a ~~Vice-President~~President-elect shall be elected in accordance with a procedure to be determined by the Elections Committee;
- (c) in the office of both the President and ~~Vice-President~~President-elect: by appointment by the Board of one of its members to the position of President, and by election of a Member to the position of ~~Vice-President~~President-elect, as described in Bylaw 11.16(1)(b);
- (d) in the office of the Immediate Past President: by appointment by the Board from among other past Presidents qualified for such office;
- (e) in the office of the Secretary-Treasurer: by appointment by the Board from among those Members qualified for such office; and
- (f) in the office of any Director: by appointment by the Board from among those Members qualified for such office.

[Modified March 25/98; Modified July 1/00]

Bylaw 11.16

Filling of vacancies

(3) When a vacancy occurs in the membership of the Board by reason of expiration of term of office, such vacancy shall be filled as follows:

- (a) in the office of the President: by the ~~Vice-President~~President-elect;
- (b) in the office of the Immediate Past President: by the retiring President; and
- (c) in the office of any other member of the Board: by election by the Members, as provided in this Section. *[Modified July 1/00]*

Date, time and place

12.01 (1) Meetings of the Board shall be held at such dates, times and places as the Board may determine, from time to time by resolution. A meeting of the Board may also be convened by the President or the ~~Vice-President~~President-elect, or by any four other members of the Board. Meetings may be held in person, by mail, by fax or by telephone. *[Modified July 1/00]*

~~Vice-President~~
President-elect

13.02 The ~~Vice-President~~President-elect shall

- (a) have all the powers and perform all the duties of the President when the President is absent, or is unable or refuses to act; and
- (b) have such other powers and duties as may be assigned from time to time to the ~~Vice-President~~President-elect by the Board, the President or the Bylaws. *[Modified July 1/00]*

Immediate Past
President

13.03 The Immediate Past President shall have such duties as may be assigned by the President, the Board or the Bylaws. In the case of the absence of both the President and the ~~Vice-President~~President-elect, or in the event of the inability or refusal of both to act, the Immediate Past President or the Secretary-Treasurer shall be designated by the Board to perform, for the time being, the duties of the President. *[Modified July 1/00]*

Appointing of
Disciplinary Tribunal

20.06 (1) The Chairperson of the Tribunal Panel shall appoint a Disciplinary Tribunal to hear a charge filed against a Member or Student. If the Chairperson of the Tribunal Panel is in a position of conflict of interest or is otherwise unable to appoint a Disciplinary Tribunal, the Vice-Chairperson of the Tribunal Panel shall appoint the Disciplinary Tribunal in accordance with this Bylaw. Except as provided in Bylaw 20.06(13), a Disciplinary Tribunal shall consist of three members, two of whom shall be members of the Tribunal Panel. The third member, who shall be a retired judge, shall be the Chairperson of the Disciplinary Tribunal. In the event that two members of a Disciplinary Tribunal cannot be appointed from the Tribunal Panel, the Chairperson or the Vice-Chairperson of the Tribunal Panel may appoint a Member to sit as a member of a Disciplinary Tribunal. None of the President, the ~~Vice-President~~President-elect, the Immediate Past President, the members of the Investigation Team that investigated the complaint laid against the Respondent, the Chairperson of the Tribunal Panel or the Vice-Chairperson of the Tribunal Panel shall be eligible to sit as a member of a Disciplinary Tribunal. *[Modified July 23/97; Modified Nov. 20/98; Modified July 1/00]*

Bylaw 20.09

Constitution of
Appeal Tribunal

(2) In the event that a notice of appeal is filed, an Appeal Tribunal shall be appointed by the Board. Except as provided in Bylaw 20.10(11), an Appeal Tribunal shall consist of three members, two of whom shall be members of the Tribunal Panel, and the third shall be a retired judge and shall be the Chairperson of the Appeal Tribunal. In the event that two members of an Appeal Tribunal cannot be appointed from the Tribunal Panel, the Board may appoint a Member who is a member of the Board at the time of appointment or a Member who is a past Officer or who was prior to 1977, a Secretary, Treasurer or Editor of the Institute to sit as a member of an Appeal Tribunal. None of the President, the ~~Vice-President~~President-elect, the Immediate Past President, the members of the Investigation Team that investigated the complaint laid against the Respondent, the members of the Disciplinary Tribunal, the Chairperson of the Tribunal Panel or the Vice-Chairperson of the Tribunal Panel shall be eligible to sit as a member of an Appeal Tribunal.

[Modified July 23/97; Modified March 25/98; Modified Nov. 20/98; Modified July 1/00]

President-elect /
Vice-President

24.04 The person who on June 30, 2000 was the President-elect pursuant to the Bylaws as they existed on or before June 30, 2000, shall assume the office of Vice-President pursuant to the ~~present~~ Bylaws in force as of July 1, 2000. Notwithstanding anything in the ~~present~~ Bylaws in force as of July 1, 2000, this person shall assume the office of President at the close of the Annual General Meeting in 2001. *[Adopted July 1/00]*

Vice-President /
President-elect

24.04.1 The person who on June 30, 2001 was the Vice-President pursuant to the Bylaws as they existed on or before June 30, 2001, shall assume the office of President-elect pursuant to the present Bylaws. Notwithstanding anything in the present Bylaws, this person shall assume the office of President at the close of the Annual General Meeting in 2002.