



Addictions Professionals Association of Saskatchewan, Inc.

www.apask.org

Members Communiqué

July 7, 2015

CONTENTS: Your invitation to a special bylaw ratification meeting; CACCF AGM

- The APASK Board of Directors has scheduled a special meeting of the general membership for August 19 at 7:00 p.m. to ratify the changes to the bylaws via the use of the computer download program, GoToMeeting in mid-August. You will find a copy of the suggested updated **Bylaws** for your review and comments attached to this communiqué. We hope you will be able to take some time out of busy summer schedules to attend and make your thoughts known. **If you have any problems downloading the GoToMeeting software, let me know and we will have someone assist you.**
- This year's **CACCF AGM** was held **Thursday, July 9th**. Unfortunately it was plagued with some technical difficulties with the website and communications. CACCF is pleased to announce they have a full Board of Directors following the recent election. There are many interesting things happening at the national level as new CACCF staff come on board in the new Ottawa office and open discussion with Members of Parliament and Members of Ontario Legislative Assembly following news announcement that a prominent, private treatment facility in Ontario had two employees who were misrepresenting their credentials, promoting themselves as medical doctors without ever having attained those degrees. This has opened dialogue again on who is regulating the addiction treatment industry and addiction professionals. You will be pleased to know that CACCF is becoming the recognized gold-standard for addiction counsellors across Canada and CACCF is working diligently with the Federal government to continue to build awareness of the needs for national standards and certification.

Brenda Hearn
Membership Committee Chair,
APASK Board of Directors

APASK Bylaws presented to the membership for ratification May 20, 2015

Currently reads

Suggested Changes

<p>MISSION STATEMENT To unify and serve addiction professionals to provide public safety while further enhancing the quality of addiction services for the residents of Saskatchewan.</p>	<p>MISSION STATEMENT To unify and serve addiction professionals in providing public safety while further enhancing the quality of addiction services for the residents of Saskatchewan. (to present to special mtg. of the</p>
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<p>OBJECTIVE We are a professional association that stands for client safety, working in the best interest of the public by having qualified and certified addiction specialists.</p>	<p>membership Aug. 2015 for approval)</p>
<p>ARTICLE I MEMBERSHIP</p> <p>1.0 Any person may become a member of the Association upon application for membership, payment of prescribed fee, and approval of his/her application by the executive, according to Article 113 (1) of the Non-Profit Corporations Act.</p> <p>1.1 Voting membership – Persons professionally employed in the fields of alcoholism and/or other drug dependencies and problem gambling counsellors with chemical dependency training and/or experience, who derive their income from these endeavours, who support the aims and objective of the association and are in agreement with its bylaws, are eligible to become full members having one vote apiece.</p> <p>1.2 Non-voting membership – Persons sympathetic to the aims and objectives of the association and who are in agreement with its bylaws, may join the association having full membership rights and privileges, except those rights and privileges of voting and membership on the Association Executive.</p> <p>1.3 Any member may withdraw from the association at any time by giving notice to the Association or by ceasing to pay annual membership fees. However, upon withdrawal the member shall not be entitled to a refund of any portion of the fees that he/she paid and must cease using any certification designation.</p>	<p>1.0 Any person may become a member of the Association upon application for membership, payment of prescribed fee, and approval of his/her application by the Board of Directors, according to Article 113 (1) of the Non-Profit Corporations Act.</p> <p>1.2 Non-voting membership – Persons sympathetic to the aims and objectives of the association and who are in agreement with its bylaws, may join the association having full membership rights and privileges, except those rights and privileges of voting and membership on the Association Board of Directors.</p> <p>1.3 Any member may withdraw from the association at any time by giving notice to the Association or by ceasing to pay annual membership fees. However, upon withdrawal the member shall not be entitled to a refund of any portion of the fees that the member has paid and must cease using any certification designation until such time as Member in Good Standing is again reinstated. (to present to special mtg. of the membership Aug. 2015 for approval)</p>
<p>ARTICLE II - MEMBERSHIP FEES</p> <p>2.0 The fee for an annual membership in the Association for the period of January 1 to December 31 of each year shall be prescribed by the Board and presented to the members at the preceding annual meeting for ratification.</p>	<p>ARTICLE II - MEMBERSHIP FEES</p> <p>2.0 APASK membership fee will be levied annually at the end of the month in which a membership is initially granted. Renewal forms will be sent to each member one month prior to their upcoming date of renewal. (to present to special mtg. of the membership Aug. 2015 for approval)</p> <p>2.1 The Board of Directors will assess membership dues and fees on an annual basis. Any changes to the fee structure will be ratified at an annual general meeting or at a special general meeting</p>

	<p>called by the Board of Directors to take effect at the beginning of the next fiscal (calendar) year. (to present to special mtg. of the membership Aug. 2015 for approval)</p>
<p>ARTICLE III - EXECUTIVE</p> <p>3. The Executive shall consist of a chairperson and eight (8) members or such other number as may be determined from time to time by the membership. In addition, the past chairperson shall be a director, ex officio.</p> <p>3.1 Subject to Article 5, at the first annual general meeting of the association and at each subsequent annual general meeting, one-half (½) the executive shall retire from office. Elected term of office shall not exceed two years (Mar 29/14)</p> <p>3.2 Executives retiring from office shall be deemed to hold office until the conclusion of the meeting at which they retire.</p> <p>3.3 A retiring executive shall be eligible for re-election.</p> <p>3.4 The executive may, by special resolution remove any executive before the expiration of his/her term of office and may elect another person in his/her stead; the person so elected shall retire from office at the same time as the executive whom he/she is replacing would have retired.</p> <p>3.5 The executive may meet together for the dispatch of business, adjourn and otherwise regulate their</p>	<p>ARTICLE III – Change title from EXECUTIVE to DIRECTORS</p> <p>3.0 The Board of Directors shall be made up of voting members of the Association and shall manage the affairs of the Association. (to present to special mtg. of the membership Aug. 2015 for approval)</p> <p>3.1 The Board of Directors shall consist of the executive positions of a president, a vice president, a secretary, and a treasurer and up to seven (7) members at large, two (2) members of which must be full time students enrolled in an approved post-secondary training institution in Saskatchewan with an interest/focus towards Addictions & Mental Health. In addition, the past president shall be a director ex officio and shall not have a vote. All directors shall be elected from the membership by a show of hands or ballots if requested, subject to requirements contained in these bylaws.</p> <p>a) Executive positions shall hold office for the following terms: President – 2 years, Vice President – 3 years; Secretary – 2 years; Treasurer – 2 years.</p> <p>b) All director positions are considered two (2) year terms. The position will be resigned at the AGM at the end of their two year term. They may be eligible for re-election for one additional term (not to exceed four (4) years as a Board member) after which time that same director must take one year off the board prior to seeking re-election.</p> <p>(to present to special mtg. of the membership Aug. 2015 for approval)</p> <p>3.2 Directors retiring from office shall be deemed to hold office until the conclusion of the meeting at which they retire.</p> <p>3.3 A retiring Director shall be eligible for re-election for no more than two consecutive terms.</p> <p>3.4 The Board of Directors may, by special resolution remove any board member before the expiration of their term of office and may elect another person in their stead; the person so elected shall retire from office at the same time as the board member whom they are replacing would have retired.</p> <p>3.5 The Board of Directors shall meet together to dispatch of business of the organization, adjourn and</p>

<p>meetings as they may determine.</p> <p>3.6 Notice of an executive meeting shall be given to the executive at least one week prior to the date of the meeting, provided however that the executive may meet on regular dates without notice or may, by unanimous consent, meet at any time or place without notice.</p> <p>3.7 The majority of the executive personally present shall constitute a quorum for the purpose of a meeting of the executive.</p>	<p>otherwise regulate their meetings as they may determine.</p> <p>3.6 Notice of Board meetings shall be given to the Board members at least one week prior to the date of the meeting, provided however that the Board may meet on regular dates without notice or may, by unanimous consent, meet at any time or place without notice.</p> <p>3.7 The majority of the Board personally present shall constitute a quorum for the purpose of a meeting of the executive. (to present to special mtg. of the membership Aug. 2015 for approval)</p>
<p>ARTICLE IV - OFFICERS</p> <p>4.0 The chairperson shall preside over all general meetings of the association and at all executive meetings. He/she shall also be an ex-officio member of all executive committees and meetings.</p> <p>4.1 Board members sit for a maximum 3 terms then step down for one year. (Mar. 23/14)</p> <p>4.2 The vice-chairperson shall perform the duties of the chairperson in his/her absence or inability to act.</p> <p>4.3 The executive may appoint a vice-chairperson, a treasure, or a secretary-treasurer and such officers as may be required. The executive shall assign duties to them.</p>	<p>4.0 The president shall act as the chairperson and preside over all general meetings of the association and at all Board meetings. They shall also be an ex-officio member of all executive committees and meetings. (to present to special mtg. of the membership Aug. 2015 for approval)</p> <p>4.1 Board members sit for a maximum 2 terms then step down for one year. (as per Article 3.1b above) (to present to special mtg. of the membership Aug. 2015 for approval)</p> <p>4.2 The vice-president shall perform the duties of the president in his/her absence or inability to act. (to present to special mtg. of the membership Aug. 2015 for approval)</p> <p>4.3 The Board will appoint a vice-president, a treasure, and a secretary and such officers as may be required and assign duties to them as necessary. (to present to special mtg. of the membership Aug. 2015 for approval)</p>
<p>ARTICLE V – GENERAL MEETINGS</p> <p>5.0 Meetings of members shall be at the place within Saskatchewan that the directors determines.</p> <p>5.1 The directors of the corporation:</p> <ol style="list-style-type: none"> a) shall call an annual meeting of members not later than 15 months after holding the preceding annual meeting; and b) May, at any time, call a special meeting of the members. <p>5.2 Notice of the time and place of a meeting of the members shall be sent, not more than 50 or less than 15 days before the meeting.</p> <ol style="list-style-type: none"> a) to each member entitled to a vote at the meeting b) to each director and c) to the auditor of the corporation 	<p>5.2</p> <p>d) Dispensing with auditor The members of the organization may resolve not</p>

<p>5.3 Twenty members or one half the voting membership whichever is smaller will constitute a quorum at a meeting of the members.</p> <p>5.4 Voting may be by mail-in ballot when requested by any member and ratified by a simple majority vote of the directors and/or at annual general meetings.</p> <ul style="list-style-type: none"> a) The chairperson or designate, four (4) months prior to the annual general meeting, shall distribute a call for nominations. b) Nomination papers providing the nominee’s name, certification of membership and the nominator’s name shall be returned to the chairperson or designate three (3) months prior to the annual general meeting. c) Ballots shall be distributed to all voting members on the basis of one (1) ballot per contested position. Ballots shall be returned to the chairperson or designate no later than five (5) days prior to an annual general meeting. d) Ballots shall be counted by three (3) members of the Executive Committee or their designates. Upon their request, each candidate may appoint a scrutinizer to be present at the counting of the ballots. e) Nominations will be accepted from the floor at the AGM and, for the purposes of election to the Board of Directors, be treated the same as a written nominations received prior to the deadline date of said nomination. (Mar. 29/14) 	<p>to appoint an auditor. Such resolution is valid only until the next annual meeting of members. Where the members pass a resolution to appoint an auditor, they shall appoint a person who meets the qualifications prescribed to conduct a review of the financial statements of the corporation. Such resolution is not valid unless it is consented to by a majority of 20 members or the majority of those present at the Annual General Meeting, whichever is smaller of the two. (to present to special mtg. of the membership Aug. 2015 for approval)</p> <ul style="list-style-type: none"> a) The president or designate, four (4) months prior to the annual general meeting, shall distribute a call for nominations. b) Nomination papers providing the nominee’s name, certification of membership and the nominator’s name shall be returned to the president or designate three (3) months prior to the annual general meeting. c) Ballots shall be distributed to all voting members on the basis of one (1) ballot per contested position. Ballots shall be returned to the president or designate no later than five (5) days prior to an annual general meeting. (to present to special mtg. of the membership Aug. 2015 for approval)
<p>ARTICLE VI - CUSTODY AND USE OF SEAL</p> <p>6.0 The seal of the association shall be in the custody of the secretary or such other person as may be designated by the executive. All papers or documents required to be sealed on behalf of the association shall be sealed in the presence of the chairperson and the secretary or of such persons as may be designated by resolution of the executive.</p> <p>6.1 No document or agreement executed on behalf of the association by the executive is invalid merely because the seal is not affixed (as per Article 24 or the</p>	<p>6.0 The seal of the association shall be in the custody of the secretary or such other person as may be designated by the Board of Directors. All papers or documents required to be sealed on behalf of the association shall be sealed in the presence of the president and the secretary or of such persons as may be designated by resolution of the Board.</p> <p>6.1 No document or agreement executed on behalf of the association by the Board of Directors is invalid merely because the seal is not affixed (as per Article</p>

Non-Profit Corporations Act.)	24 or the Non-Profit Corporations Act.)
<p>ARTICLE VII - AMENDMENTS OF BYLAWS</p> <p>7+.0 Any member of the association may purpose amendments to any of the bylaws of the association by providing notice of a proposed amendment to the Executive for circulation to the membership (as per Article 90 of the Non-Profit Corporations Act.)</p> <p>7.1 Members at a meeting of the association shall vote on the proposed bylaw amendment by a show of hands, unless any one member who is entitled to vote requests that the vote be taken by secret ballot.</p> <p>7.2 Amendments must be introduces in the form of a motion in accordance with the rules set out for motions.</p> <p>7.3 The amendment is voted on before the main motion is put to a vote.</p>	<p>7.0 Any member of the association may purpose amendments to any of the bylaws of the association by providing notice of a proposed amendment to the Board of Directors for circulation to the membership (as per Article 90 of the Non-Profit Corporations Act.)</p>
<p>ARTICLE VIII - DISSOLUTION</p> <p>8.0 In the event of dissolution of the association, property and assets, after payment of all liabilities, shall be donated to one or charitable organizations in Canada as may be decided by the association at a general meeting. (As per Section 47 of the Non-Profit Corporations Act.)</p>	