

BYLAWS

Canadian Section of The Wildlife Society

Organized: May 3, 2007

Amended: October 6, 2011

Proposed Changes: April 28, 2016

ARTICLE I. NAME, JURISDICTION, AFFILIATION, MISSION, AND OBJECTIVES

Section 1. Name. The name of the organization shall be the Canadian Section of The Wildlife Society (La Société de la Faune, Section Canadien), hereinafter referred to as the Section.

Section 2. Jurisdiction. The jurisdiction of the Section shall include the provinces and territories of Canada.

Section 3. Criteria of Affiliation with The Wildlife Society, Inc.¹ Affiliation with The Wildlife Society, Inc. (hereinafter referred to as The Wildlife Society) shall require that the Section conform to the bylaws, code of ethics, objectives, policies and positions of The Wildlife Society. Failure to comply with this standard may result in dissolution of the Section by The Wildlife Society Council.

Section 4. Mission Statement. The mission of the Canadian Section of The Wildlife Society is to foster excellence in wildlife stewardship through science and education ~~among wildlife professionals~~ in Canada.

Comment [EHM1]: By deletion we are including the public as well.

Section 5. Objectives. [Statement of Purposes] The principal objectives of the Section shall be those set forth in the Bylaws of The Wildlife Society. Additionally, the Section shall: (1) provide an opportunity for improved communication among members and chapters within the Section; (2) offer programs and services to members and chapters within the Section; (3) recognize and commend outstanding work by wildlife professionals, organizations, and agencies in Canada; and (4) serve as a unified voice of Canadian wildlife professionals on wildlife affairs both within Canada and internationally through The Wildlife Society. There will be no pecuniary gain to the members from the activities of the Section.

ARTICLE III. ADMINISTRATION AND FINANCES

Section 1. Executive Board

CLAUSE A. COMPOSITION. The Section shall be governed by an Executive Board composed of the President, President-Elect, Vice President, Past President, **Secretary**, **Treasurer**, and Chapter Representatives. Board members cannot be less than 18 years of age.

¹ The Wildlife Society was incorporated in 1948 under the laws of the District of Columbia, U.S.A.

CLAUSE B. DUTIES. The Executive Board shall act as the governing body of the Section and shall be responsible for the affairs and finances of the Section. The Executive Board shall be authorized to publish position statements pertaining to issues within the Section's jurisdiction: (1) when the content of the statement falls within the established policy of The Wildlife Society, or (2) in the absence of existing Society position statements. No position statement will be issued that may be in conflict with the policy of The Wildlife Society without prior approval of The Wildlife Society Council.

Section 2. Finances. Finances of the Section shall be under the supervision of the Executive Board and shall be handled by the **Treasurer**.

CLAUSE A. FISCAL YEAR. The fiscal year of the Section shall ~~end at the close of the last day of December~~ be the 12-month period beginning on 1 July and ending on 30 June of the next calendar year.

Comment [EHM2]: This will correspond to the new fiscal year of TWS and is more convenient for us given timing of the AGM.

CLAUSE B. FUNDS. Funds shall be derived from dues, meeting fees, sale of Section sponsored publications or merchandise, special activities, contributions, and other activities approved by the Executive Board.

CLAUSE C. DEPOSITS. Funds shall be placed in a federally insured bank, savings and loan association, or any other financial instrument or institution approved by the Executive Board.

CLAUSE D. AUDIT. At the Annual Meeting, the President shall appoint a committee to audit the Section's financial records and supporting documentation for any financial irregularities or mismanagement, to ensure that the financial statements are fairly presented in accordance with generally accepted accounting principles. This committee shall report its findings to the subsequent annual meeting.

...

ARTICLE V. ELECTIONS AND BALLOTING

Section 1. Nominations

CLAUSE A. NOMINATIONS AND ELECTIONS COMMITTEE. A three-member Nominations and Elections Committee chaired by the Past President shall prepare a slate of two candidates for each elective position: Vice President and President Elect. At the initiation of the Section, the ad hoc Section organizing committee shall prepare a slate of two candidates for all officer positions excluding Secretary **and** Treasurer.

CLAUSE B. ELIGIBLE CANDIDATES. Only Voting Members that reside or work within the jurisdiction of the Section as defined in Article I, Section 2 may be nominated and hold office. No individual may be nominated for more than one officer position.

CLAUSE C. GEOGRAPHIC REPRESENTATION. The Nominations and Elections Committee is encouraged, to the extent practical, to find candidates for officer positions so that

the full breadth of the Section's geographic jurisdiction may be represented on the Executive Board.

CLAUSE D. NOMINATION STATEMENTS ~~AND DISSEMINATION~~. Candidates shall submit nomination statements to the Chair of the Nominations and Elections Committee. ~~The Committee Chair will compile these statements and forward them to the Newsletter Editor in time for the Summer Newsletter. Nomination statements and ballots will be disseminated to the membership via the Summer Newsletter at least 30 days prior to the date of the Annual Business Meeting.~~

Comment [EHM3]: See changes below

CLAUSE E. ADDITIONAL NOMINATIONS. Additional nominees may be added to the election slate upon signed petition of 5 percent of the Section membership delivered to the Secretary within 20 the first 15 days of the voting period mailing of the Summer Newsletter. Upon verification of the petition by the Secretary, the Nominations and Elections Committee shall place the additional candidates on the ballot.

Comment [EHM4]: We need more flexibility to match flexibility in timing of AGM so have eliminated the timing of the new letter. We believe 15 days is sufficient.

CLAUSE F. APPROVAL BY CANDIDATES. Approval shall be obtained from all candidates prior to placing their name on the ballot.

Section 2. Dissemination and Voting

Comment [EHM5]: These changes to allow flexibility for the timing and use of electronic voting.

CLAUSE A – The Nominations Committee Chair will compile the nomination statements and ensure dissemination of nominee information and ballots.

CLAUSE B - Elections for Officers of the Section may be conducted by a mail-in or electronic election process. For voting purposes, it is the sole responsibility of members to ensure they have provided the Section with a valid and current email address and/or postal address prior to the voting period.

1. Mail-in and electronic voting systems will ensure that only one vote may be registered per Voting Member.

2. Voting for elections will commence at least 25 days prior to the Annual Meeting of the Section.

3. All Voting Members with valid email addresses will be notified electronically at the beginning of the voting period, and be provided with the names and nomination statements of the candidates that are on the ballot; this information also will be posted on the Section website at the beginning of the voting period.

4. Electronic voting will be open to all Voting Members for 25 days. Reminders will be sent electronically to all members with valid email addresses on the work day closest to 15 days after voting begins.

5. Members without email addresses will be mailed a summary of the issues or candidates that are on the ballot and paper ballots at least 25 days before electronic balloting closes, and a reminder at least 15 days before closing of the voting period.

Section 32. Balloting. Ballots, whether for election of officers or approval of bylaws amendments or other official Section business, shall be counted by the Nominations and Elections Committee. Only those ballots received by the Committee prior to the close of the Old Business session at the Annual Business Meeting shall be counted. For ballot counting purposes, the President shall appoint a replacement for any member of the Nominations and Elections Committee who has been nominated for office. The new Section officers shall be announced and assume office at the close of the New Business session of the Annual Business Meeting.

CLAUSE A. VOTER ELIGIBILITY. Only members in good standing, as defined in Article II, Section 2, Clause B, are eligible to vote in Section elections and on other Section ballot issues.

CLAUSE B. ELECTION. Candidates will be elected and other ballot issues decided on a majority basis. No member may hold more than one elective position simultaneously.

CLAUSE C. TIES. In the case of a tie vote for election of a Section officer, the outgoing officer shall select the winner by a coin toss.

Section 3. Tenure of Office. Newly elected or appointed officers shall be installed immediately prior to adjournment of the Annual Business Meeting and serve for approximately a one-year term.

Section 4. Vacancies. Vacancies in officer positions are filled by appointment by the Executive Board unless otherwise specified herein. [See for example, Article IV, Section 2, Clause C.] Vacancies in Chapter Representatives are filled by appointment by the Chapter Executive Board.

Section 5. Removal of Officers. Officers may be removed for just cause by majority vote at either a general or an executive board meeting. A notice of motion regarding the intent to remove must be included in the thirty days notice for such meetings.

...

ARTICLE VII. COMMITTEES

Section 1. Establishment. The Executive Board shall establish committees as warranted and invite members to serve as appropriate, considering the committee's mandate and member expertise. ~~Except for the Standing Membership Committee (Section 2, Clause B) that will be chaired by the Secretary Treasurer,~~ the chair of each committee is appointed by the President. Other committee members are appointed by the committee chair. Any member in good standing, as defined in Article II, Section 2, Clause B, may be appointed as chair or member of a committee. Appointments to Standing Committees (Section 2) will be for a period of one year and may be renewed by the incoming President following the Annual General Meeting.

Comment [EHM6]: To be consistent with below.

Committee chairs, or members, may be removed for just cause, by majority vote of the Executive Board, upon request for consideration, in writing, by a committee chair or member.

Section 2. Standing Committees.

CLAUSE A. NOMINATING AND ELECTIONS. See Article V, Section 1, Clause A.

CLAUSE B. MEMBERSHIP AND RECRUITMENT. This committee shall encourage the maximum number of qualified persons residing or working within the Section's organizational area to become members of the Canadian Section of The Wildlife Society. The Secretary and Treasurer will be members of this committee.

Comment [EHM7]: We have split the membership and recruitment off from the main duties of the secretary because that person already has sufficient to do.

CLAUSE C. CONSERVATION AFFAIRS COMMITTEE. This committee shall review legislative proposals, administrative regulations, environmental assessments and impact statements, prepare white papers on critical wildlife issues, and other subjects or issues affecting wildlife or wildlife habitat within the geographical area of the Section and make recommendations to the Executive Board for any action that should be taken by the Canadian Section.

CLAUSE D. AWARDS COMMITTEE. This committee shall coordinate, prepare submissions for, solicit for and receive unsolicited nominations for deserving members of the Canadian Section of The Wildlife Society. The scope of this committee's work includes nominations for annual awards of both the Section and parent Society.

CLAUSE E. AUDIT COMMITTEE. At the Annual Meeting, the President shall appoint a committee to review the financial records and support documents of the **Treasurer** for report to the members at the next annual meeting. This committee shall consist of a Chair and two additional members. The committee also shall review these records and documents prior to any change in the office of **Treasurer**.

CLAUSE F. EDUCATION COMMITTEE. This committee shall seek education resources and opportunities for members of the Canadian Section of The Wildlife Society, such as access to online training courses, web-based seminars and workshops.

ARTICLE VIII. BYLAWS

Section 1. Adoption. The Section shall adopt Bylaws that will become effective upon approval by The Wildlife Society. Furthermore, all Bylaws approved by The Wildlife Society shall be binding on the Section without further action on the part of the Section.

Section 2. Amendments

CLAUSE A. VOTING. The Bylaws may be altered or amended by a majority vote of the Section members voting at the Annual Business Meeting of the Section membership (Article VI, Section 1), a Special Meeting, or by mail -in or electronic ballot any time of the year provided the details of such alterations or amendments have been submitted to all members via the newsletter.

Comment [EHM8]: These changes to be consistent with above.

website or email at least ~~30~~25 days prior to such meeting or vote. Electronic voting for changes to Bylaws shall follow the same procedures as the Elections for Officers described in Article V, Section 2.

CLAUSE B. VOTING BY PROXY. Any member in good standing not able to attend a meeting when Bylaws amendments are to be acted upon may authorize in writing another member as proxy, such proxy being valid only during the vote on such amendments. A reminder of right to use a proxy will be attached to the notice of meeting going to all voting members.

CLAUSE C. ORIGIN. Proposals to amend the Bylaws may originate with a majority vote of the Executive Board, a majority vote of the membership at the Annual Business Meeting or a Special Meeting, or by signed petition of 5% of the Section membership.

CLAUSE D. CONFORMANCE. No amendment to these Bylaws shall be enacted that results in a conflict with The Wildlife Society Bylaws.

Section 3. Availability. Copies of the Bylaws of the Section shall be available to any member at no cost upon request to the **Secretary**, and copies shall be available for inspection at each Annual Business Meeting of the Section membership.

...