

CN PENSIONERS'  
ASSOCIATION Atlantic  
Regional council



Constitution and By-Laws Revised  
and Approved at Moncton, NB.  
June 1990/94/95/96/99/2010/2015

## ARTICLE 1

### NAME

A. This Association shall be known as the Atlantic Region Council of the Canadian National Pensioners Association, all affiliated with the National Council of the Canadian National Pensioners Association Inc., which Association was granted a Federal Charter and recorded under File 349, document 109 at Ottawa, February 28, 1974. The Atlantic Regional Council is a non-profit organization with its own autonomy and finances.

### HEADQUARTERS

B. The Headquarters group is to be known as the Atlantic Region Council with the Head Office in the City of Moncton, county of Westmorland, New Brunswick, CANADA. All Local Councils shall be known and identified by number recommend by the Secretary-Treasurer and approved by the Board of Directors.

### EXECUTIVE

C. The Executive Officers shall be known as:

President

Vice-President

Secretary-Treasurer Directors

Immediate Past President

D. A quorum of five shall be required for all legal executive meetings. The Executive Officers will administer the affairs of the Council in all things, and make or cause to be made for the Council, in its name, any description of contract which the Council may lawfully enter into, and generally may exercise all powers and do all such things which the Council is otherwise authorized to do. The term of office for the President shall not be more than two consecutive years, the Past President cannot let his name stand for nomination for a third term in any office. However, he may run again after a year's absence, for any office of the Association.

## ARTICLE II

### PURPOSE AND AUTHORITY OF THE ASSOCIATION

A. The purpose of this Association shall be to promote and protect the interests of all retired CN employees in the Atlantic Region, including all pensioners and their spouses formerly

connect with CN e.g. VIA Rail, and Marine Atlantic, to provide the proper liaison between CN pensioners and the Officers of CN in the Atlantic Region.

The Association shall have jurisdiction over the recognized Local Councils, namely Moncton, Saint John, Campbellton, Edmundston, PEI, Truro, Halifax and Sydney. Any issues as described in ARTICLE II-C arising in these Local Councils that cannot be resolved by that Council shall be brought to the Atlantic Region Council for determination and/or resolve at any time during the year or at the Annual General Meeting, Issues must be made in writing to the Secretary-Treasurer of the Atlantic Region Council by the President of the Local Council or by any “recognized” Executive member of said Local Council.

#### MEMBERSHIP

- B. Membership shall consist of retired CN employees, spouses and honorary members. Retirees and their spouses from groups formerly connected with CN i.e. VIA Rail and Marine Atlantic. Active employees can be admitted as social members without voice or vote.

A member desiring transfer from one Council to another must make application to the Secretary-Treasurer of his council for such transfer.

- C. A member or Local Council may be suspended by majority vote by secret ballot at a regular meeting or via email until such time as a Formal hearing can be held, at which time an accused can appear for: (a) Misappropriation of funds (b) Failure or refusal to comply with the Constitution or By-Laws of the Association, (c) Improperly using the name of the Association without proper authority. A member suspended may be reinstated to good standing by a majority vote.

#### ANNUAL DUES

- D. Each Council shall determine the amount of Dues to be collected from its members. Any member failing to pay dues as provided for in paragraph (d) of this article will be subject to suspension. A member desiring transfer from one council to another must make application to the Secretary-Treasurer of his council for such transfer.

#### ARTICLE III

##### PER-CAPITA TAX

- A. Each Council shall remit to the Secretary-Treasurer of the Atlantic Region Council, on or before April of each year, the sum of \$3.00 Per-Capita Tax for every member of his or her Council, \$2.00 of this will be submitted as Per-Capita Tax to the National Council, and the remaining \$1.00 will be credited to the Atlantic Region Council.
- B. In order to keep the Atlantic Region Council funds solvent, the Executive may levy a special assessment of a reasonable amount.

## ARTICLE IV

### MEETINGS

- A. This Association shall hold its Annual Meeting in the month of June of each calendar year, unless otherwise decided by a majority vote of the delegates at the Annual Meeting. The Secretary-Treasurer shall give each Council 90 days' notice in advance of the date of Annual Meeting.
- B. The City in which the next Annual meeting will be held shall be decided by a majority vote of the delegates assembled at the Annual Meeting. (Normally annual meetings are held in Moncton)
- C. Each Council shall be entitled to one authorized delegate for 100 members or less, and one for each additional 100 members or major portion thereof.
- D. Special Meetings of the Atlantic Region Council may be called by the President, or in his absence, by the Vice-President, or when requested by 25 members in good standing. A 30-day notice shall be sent to all Councils for any Special Meeting.
- E. At a calling of a Special Meeting, no business shall be discussed or transacted other than that for which the meeting was called.

## ARTICLE V

### ANNUAL MEETINGS

- A. The Executive shall meet the day (evening) prior to the opening of the Annual Meeting to coordinate activities, select committees and other related matters.
- B. The morning session of the Atlantic Region Council Annual meeting shall commence at 9:00 am. and shall continue in session until all business has been concluded, with a break for lunch at a time determined by the meeting.
- C. Resolutions shall be typewritten (emailed) and presented in duplicate to the Secretary-Treasurer, and must be signed by the President of the Council submitting the resolution.
- D. Emergency resolutions, which are in proper form, may be entertained and disposed of by the Annual Meeting without necessarily referring them to a committee.
- E. All resolutions (except emergency resolutions) are to be submitted 30 days prior to the date of the Annual Meeting.

## ARTICLE VI

### ELECTION OF OFFICERS

- A. A Nominating Committee of three (3) shall be appointed by the President, and shall present nominees for each office to be filled. It shall be the privilege of any delegate seated at the Annual Meeting to nominate other candidates. Any member of this Association who is in good standing is eligible to stand for election, providing that he or she meets all requirements outlined in this Constitution and By-Laws.
- B. In election of Officers, a majority of votes cast will be necessary to elect. The nominees receiving the highest number of votes for each office will be declared elected. If there is no election on the first ballot, the candidate receiving the lowest number of votes shall be dropped. The successful candidates shall assume office immediately following the election, with the exception of the Secretary-Treasurer, who shall assume office on the first day of the second month following the election.

## ARTICLE VII

### ELECTED OFFICERS

- A. The following officers shall be elected at the Regular Annual Meeting:
  - President
  - Vice-President
  - Secretary-Treasurer
  - Directors (1 each Council & 1 from each Ladies Auxiliary)
- B. The Atlantic Region Council is entitled to three (3) Directors on the National Council, whose term shall be for three (3) years. Elections shall be held to fill one (1) vacancy each year for the Director whose term of office has expired. Each Director shall not serve for more than three (3) consecutive terms. Atlantic Region may extend Director to National Council to additional terms if warranted. Directors will assume position on January 1<sup>st</sup> of year following the Annual Meeting.
- C. If a vacancy occurs in Section (b), the Executive Officers shall be authorized to appoint a replacement.
- D. A quorum of five (5) officers shall be required to hold the Annual Meeting.

## ARTICLE VIII

### CHANGES IN BY-LAWS

- A. Three (3) copies of resolution which have for their purpose the changing of existing laws, shall be forwarded to the Secretary-Treasurer, on approval of the Council, not less than 30 days before the Annual Meeting convenes.
- B. Resolutions not in conformity with Section (a) of this Article will not be entertained.
- C. It will require a 2/3<sup>rd</sup> majority vote of all duly authorized delegates to an Annual Meeting to change existing laws, or enact new laws.

## ARTICLE IX

### VACANCIES

- A. In the event of a vacancy on the Atlantic Region Council, for any reason, the President will fill the vacancy by appointment, pro-tem.

## ARTICLE X

### OFFICERS DUTIES

- A. The **PRESIDENT** — shall preside at all regular and special meetings of the Atlantic Region Council, and shall perform all duties pertaining to the Office.
- B. In the absence of the President, the **VICE-PRESIDENT** will perform the duties pertaining to that Office.
- C. The **SECRETARY-TREASURER** shall keep a true record of all meetings of the Atlantic Region Council. Shall keep a record of all active members throughout the Region, (including Local Councils), and report same as required by the Board. Shall also perform such other duties as may from time to time be directed by the Board.
- D. The **FUNDS** of the Council shall not be drawn from the bank account except by cheque duly signed by the President and/ or the Secretary-Treasurer.
- E. An **AUDIT** of the Secretary-Treasurer's books and accounts shall be made prior to the Annual Meeting of the Council, by the Audit Committee, said report to be presented to the delegates while in meeting session.
- F. The **BOARD OF DIRECTORS** shall exercise general supervision over the interest and of the Council. They shall assist the Secretary-Treasurer in bringing in new members into the Atlantic Region Council, as well as providing assistance when required- to Local Councils, and the formation of NEW ones.

## ARTICLE XI

### EXPENSES

- A. Atlantic Region Council Officers in attendance at Local Council Meetings, Special Meetings and Annual Meetings, shall be paid reasonable traveling, meal and hotel expenses, from the General Fund when approved by the President and Secretary-Treasurer.
- B. Duly elected Delegates in attendance at the Annual Meeting shall be paid reasonable traveling, meal and hotel expenses by their respective Local Councils whom they represent. This shall also include those delegates required to report in advance for Annual Meeting Committees.
  - 1. Expenses for meal without receipts will be \$15-\$15-\$30, all expenses over those amounts must be receipted.
  - 2. Mileage shall be compensated at a rate of \$0.45 per km.

ARTICLE XII

ORDER OF BUSINESS OF ANNUAL MEETINGS

**9:00 A.M.**

OPENING WITH THE LORD'S PRAYER

ONE-MINUTE SILENCE FOR DECEASED MEMBERS

OPENING REMARKS BY THE PRESIDENT

ROLL CALL OF LOCALS AND NAMES OF DELEGATES

INTRODUCTION OF VISITORS

**BREAK FOR COFFEE**

PRESIDENT'S REPORT

SECRETARY-TREASURER'S REPORT

NATIONAL DIRECTORS REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

RESOLUTIONS

AUDIT REPORT

**BREAK FOR LUNCH**

NOMINATION AND ELECTION OF OFFICERS

INSTALLATION OF OFFICERS (ARTICLE XIII)

GOOD OF THE COUNCIL

CLOSING REMARKS

**ADJOURNMENT**



ARTICLE XIII

INSTALLATION OF OFFICERS

**INSTALLING OFFICER:**

Officers, you are to be installed in the Office to which you have been elected. Will each of you please raise your right hand and repeat after me, using your name where I use mine.

I \_\_\_\_\_ do solemnly promise, that I will faithfully carry out the duties of the office to which I have been elected. I will do my best to promote the welfare of my Fellow Members and this Association, and when my term of Office expires, I will deliver to my successor all property in my possession, which belongs to this Council.

**INSTALLING OFFICER:**

I congratulate you on your election to Office. The Offices to which you have been elected are important ones. Your fellow members have placed their confidence in you and they have a right to expect that their confidence will be justified. You will be expected to give leadership, and by your personal example, maintain the high standards, which this Association enjoys. I now declare each of you installed for the ensuing year.