

CN Pensioners Association
Of Manitoba
BYLAWS



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1. Name

- a.** For the purposes of these By Laws, the CN Pensioners Association of Manitoba will be referred to as CNPA Manitoba (Association)

2. Privacy Policy

- a.** For the purposes of this Association only, the personal information of our members shall be administered on an “implied consent” basis.

3. Executive Officers

- a.** The Executive Officers of the Association shall be the President, Vice President, Treasurer and Secretary. The President and Treasurer positions may never be combined together.
 - i.** The above slate of officers will constitute the minimum requirement to remain in good standing under CNPA Constitution Article 10.03 a).
- b.** Executive Committee members of the Association will consist of, at minimum, a President, Vice President, Secretary, Treasurer, Membership Chair, Special Events Chair, Outreach Chair, Publicity Chair, and Webmaster.

4. Meetings

a. Procedure

- i.** Robert’s Rules of Order (latest revision) will apply on all questions of procedure not specified in these By Laws

b. Executive Committee meetings

- i.** Executive Committee meetings will be held prior to all General Meetings, or as otherwise required
- ii.** A quorum shall consist of at least five (5) members of the Executive Committee

iii. Minutes of all Executive Committee meetings will be recorded and provided to all participants in the meeting

c. General Meetings

i. General Meetings will be held up to nine (9) times per year

ii. At least five (5) Executive Committee Members must be in attendance before a General Meeting can be properly constituted

iii. Minutes of all General Meetings will be recorded and provided back to the attendants at the next General Meeting

d. Special Meetings

i. Special Meetings of the Executive Committee or General Membership may be called by the President or at the joint request of at least two (2) Executive Committee Officers.

ii. The purpose and results of such Special Meetings shall be communicated to the membership at the next General Meeting

5. Finance

a. The financial year end of the Association will be the last day of August every year

b. No Officer or member of the Association shall, without prior approval of the Executive Committee, incur any debt, obligation or liability for, or on behalf of, the Association

c. Once plans and funding submissions for a specific purpose have been approved by the Executive Committee, individual expenses within the limits specified in the approved plan, do not require further approval.

d. All amounts to be paid on behalf of the Association will be paid by one of two methods:

i. Paid directly by an Association cheque to the provider of the materials or service

ii. With prior approval, paid directly by a member of the Association, and reimbursed by an Association cheque

- e. For all expenditures, a completed Expense Summary must be submitted along with a paid receipt.
- f. Signing Officers
 - i. For final payment of all expenditures of the Association, the signatures of any two (2) of the Executive Officers (President, Vice President, Secretary, Treasurer) are required.

6. Amendments

- a. **Resolutions to amend the Association By Laws** must be submitted to the Association Secretary not less than thirty (30) days prior to the scheduled date of the November monthly meeting of the Executive Committee of the Association
 - i. The final resolution would then be subject to a vote of the Executive Committee Members with a required two thirds (2/3) majority in favor to pass.
- b. **Resolutions to amend the CNPA Constitution** are governed by the requirements of Article 9 of the CNPA Constitution

7. Honorary Membership

- a. Any Executive Committee Member who leaves the Executive Committee of the Association, after having served a least five (5) years on the Executive, may elect to be named an Honorary Member.
- b. If they elect the Honorary designation, there will be a dinner in their honor, attended by all available Executive Committee members and their spouses
- c. The meal expenses, including alcohol, for the Honorary Member and spouse will be paid by the Association.
- d. Meal expenses only, will be covered for Executive Committee members and spouses
- e. The Honorary Member will be presented with a gift at a General Meeting or at a dinner held in their honour, under the provisions of Article 7b.

8. Dissolution

- a.** The Association may be dissolved by a two-thirds (2/3) majority vote of the members present at a Special Meeting called for that purpose under the provisions of Item 4 (d)
- b.** Any subsequent dissolution or merger of this Council would be managed under the provisions of Articles 10.03, 10.04 and 10.05 of the CNPA Constitution.

Revised and approved on Sept 6, 2023

Association Executive Officers

President, Ron Davis

Vice President, Patrick McMullin

Secretary, Patrick McMullin

Treasurer, Bruce Anderson