ALBERTA SOCIETY OF REGISTERED CARDIOLOGY TECHNOLOGISTS
2009
BYLAWS

BYLAW NO. 1

HEAD OFFICE AND FISCAL YEAR

1.01 The head office of the Society shall be at such place as may be determined by the Board from time to time by rule. All notifications, notices, correspondence and any other directions shall be made to the Society or the Board at the head office.

1.02 The fiscal year of the Society shall terminate on the 31st day of December in each year, which date may be changed from time to time by resolution of the Board.

BYLAW NO. 2

SEAL

2.01 The corporate seal of the Society shall be in such form as the Board may approve from time to time and shall have the words "Alberta Society of Registered Cardiology Technologists" endorsed thereon. The Treasurer of the Society is the keeper of the seal.

BYLAW NO. 3

BOARD & OFFICERS

3.01 The Board of the Society consists of the President, Vice President, Provincial Director, Education Coordinator, Assistant Education Coordinator, CEU Coordinator, Treasurer, Registrar and Secretary. Board members must be members in good standing.

3.02 Subject to section 3.05, if any vacancy in any of the offices of the Society shall occur for any reason the Board shall fill such vacancy and such person shall hold office until his/her successor is elected or appointed.

3.03 If a vacancy occurs in the office of President, the Vice President shall fill the vacancy, and such person shall hold office until the next annual general meeting at which meeting an election will be held to fill the office of President.

3.04 In the event the Provincial Director is unable to attend meetings of the Canadian Society of Cardiology Technologists, he/she may temporarily resign the position of Provincial Director, for the purpose of the meetings and allow the Board to appoint a temporary representative. The Provincial Director will reclaim his/her position at the end of the Canadian Society of Cardiology Technologists meeting sessions.

3.05 Any Officer or Director, upon a majority vote of all Registered Members in good standing, may be removed from office for any cause which the Society may deem reasonable.

BYLAW NO. 4

DUTIES OF OFFICERS

4.01 PRESIDENT

This position is appointed by the Board for a two (2) year term in odd number years and does not have a vote, unless to break a tie-vote

The President shall:

a) Have a minimum of five (5) years work experience as a cardiology technologist,

b) Be the Chief Board Officer of the Society,

c) Preside at all meetings of the Society and Board of Directors,

d) Supervise the affairs of the Society,

e) Prepare the agendas of general and Board meetings,

f) Establish dates of meetings,

g) Answer correspondence of the Society when required,

h) Ensure that all orders and resolutions of the Board of Directors are carried into effect and, with the secretary or other officers appointed by the Board of Directors for the purpose, shall sign all by-laws and other documents requiring the signatures of the officers of the Society,

i) Vote in the event of a tie at any meeting at which he/she presides,

j) Perform all duties and exercise all powers assigned to the President in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.02 VICE PRESIDENT

This position is elected for a two (2) year term in odd number years and carries a vote.

The Vice President shall:

a) Have a minimum of three (3) years work experience as a cardiology technologist,

b) In the absence or disability of the President, perform all duties and exercise the powers of the President,

c) Perform all duties and exercise all powers assigned to the Vice President in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.03 PROVINCIAL DIRECTOR

This position is appointed by the Board for a two (2) year term in even number years and carries a vote.

The Provincial Director Shall:

a) Have a minimum of five (5) years work experience as a cardiology technologist,

b) Represents the Province of Alberta on the Canadian Cardiology Technologists, Board of Directors,

c) He/she acts as a liaison between the parent body and the Provincial Society, representing the provinces best interest,

d) He/she attends all meeting, prepares and presents a report to the Provincial Society, prepares and presents a Provincial report to meetings of the Canadian Society of Cardiology Technologists, Directors and members,

e) Bring and present, on behalf of his/her Province, any grievances, requests or problems that may be encountered,

f) Carry forth pertinent information/concerns from the Society to the Canadian Society of Cardiology Technologists,

g) Perform all duties and exercise all powers assigned to the Provincial Director in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.04 EDUCATION COORDINATOR

This position is appointed by the Board for a two (2) year term in odd number years and carries a vote.

The Education Coordinator shall:

a) Have a minimum of five (5) years work experience as a cardiology technologist,

b) Represent the province's best interests in educational matters,

c) Carry forth pertinent information/concerns from the Provincial Society to the Canadian Society,

d) Submit an annual education report at the annual general meeting,

e) Carry out the duties of Education Coordinator in accordance with the Canadian Society of Cardiology Technologists Education Policy and Procedure Manual,

f) Perform all duties and exercise all powers assigned to the Education Coordinator in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.05 ASSISTANT EDUCATION COORDINATOR

This position is elected for a two (2) year term in odd number years and carries a vote.

The Assistant Education Coordinator shall:

a) Have a minimum of three (3) years work experience as a cardiology technologist,

b) Be a Registered Cardiology Technologist, residing in close proximity to the Education Coordinator and assist the Education Coordinator in any way that may be required,

c) Perform all duties and exercise all powers assigned to the Assistant Education Coordinator in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.06 CEU COORDINATOR

This position is elected for a two (2) year term in even number years and carries a vote.

The CEU Coordinator shall:

a) Continually collect CEU's from all members,

b) Research different ways for members to collect CEU's,

c) Keep full records of each submission from members keeping them readily available when required,

d) Submit final numbers for each member to the CSCT board to keep members in good standing,

e) Mailing certificates after each triennium for members with more than thirty (30) CEU's,

f) Assist in planning AGM,

g) Perform all duties and exercise all powers assigned to the CEU Coordinator in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.07 SECRETARY

This position is elected for a two (2) year term on odd number years and has a vote.

The secretary shall:

a) Attend all sessions of the Board of Directors meetings and all meetings of the Members,

b) Record all votes and minutes of all proceedings in the books to be kept for that purpose,

c) Arrange for the disbursement of information pertaining to the Society to all members in both official languages,

d) Perform all duties and exercise all powers assigned to the Secretary in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.08 TREASURER

This position is appointed by the Board for a two (2) year term in even number years and has a vote.

The Treasurer shall:

a) Have custody of the Society funds and securities and shall keep full and accurate accounts for receipts and disbursements in books belonging to the Society and shall deposit all monies and other valuable effects in the name and credit of the Society,

b) Receive and disburse the funds of the Society with the approval of the Board taking proper vouchers for such disbursements, and shall render to the Board of Directors, at each regular meeting of the Board or whenever they may require it, an account of all the transactions and the financial position of the Society,

c) Present a report and the Annual Financial Statements at the annual meeting or as agreed by the Board of Directors,

d) Prepare a comprehensive budget for the ensuing fiscal year to be submitted to the Board by January of the current fiscal year,

e) Custodian of the Seal of the Society, which he/she shall deliver when authorized by a resolution of the Board of Directors to such person or persons as may be named in the resolution,

e) Perform all duties and exercise all powers assigned to the Treasurer in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

4.09 REGISTRAR

This position is appointed by the Board for a two (2) year term in even number years and has a vote.

The Registrar shall:

a) Issue proof of membership to registered members and if requested, inform Human Resources Departments of the Regional Health Authorities of members in good standing and members not in good standing,

b) Issue proof of membership and/or written notification of membership to all other members upon admission to membership and from time to time and in such form or forms as the Board may approve by resolution, to such persons who have met the requirements of the bylaws and rules and have paid all required fees,

c) Prepare annual renewal of registration and membership in such form or forms as the Board may approve by resolution, to such persons who have met the requirements of the bylaws and rules and have paid all required fees and meet all educational requirements,

d) Prepare notice of dues on or before December 31st,

e) Accurately keep or cause to be kept the register, temporary register and rosters of the Society and shall record or cause to be recorded all information required to be kept in such registers and rosters,

f) Submit to membership information as requested by the Board,

g) Deliver to his/her successor in office all books, papers and other property of the Society and Board,

h) Submit a membership report at the Annual General Meeting,

i) All proof of membership and all renewal of membership in such form as the Board has approved shall be and remain the property of the Society and shall be returned to the Society immediately upon demand by the Registrar,

j) Perform all duties and exercise all powers assigned to the Registrar in the bylaws and rules and perform such other duties and exercise such other powers as may be directed from time to time by all directors of the Board and for the efficient management of the Society.

BYLAW NO. 5

RENUMERATION AND PAYMENT OF EXPENSES OF OFFICERS, BOARD AND COMMITTEE MEMBERS

5.01

a) No Officer or Member of the Society shall receive any Remuneration for his/her services.

b) The reasonable out-of pocket expenses of officers, Board Members and persons acting on committees of the Society, incurred while carrying out business on behalf of the Society shall be paid by the Society subject to such rules as may be prescribed by the Board from time to time.

c) Remuneration – Directors, Officers and/or Committee Members as such, shall not receive any stated remuneration for their services. The costs or services of Directors, Officers and/or Committee Members shall, upon proper application, be fixed by resolution of the Board of

directors. Remuneration of any agent or employee of the Society shall be fixed by resolution of the Board of Directors.

BYLAW NO. 6

MEETINGS

6.01 ANNUAL

The Annual General meeting of the Society shall be held within six (6) months of the date of each fiscal year on such date and at such place as the Board may determine. As much as possible the meetings should rotate throughout the province.

6.02 SPECIAL

Special meetings of the Society shall be convened by order of the President or on written demand signed by any twenty (20) registered members in good standing in which a minimum of ten (10) will be active members, at such time and place as may be determined by the President and in no case later than ninety (90) days following receipt of such written request by the President.

6.03 BOARD

a) Face-to-face meetings of the Board shall be held at least once a year at any time or place determined by the President.

b) Additional meetings of the Board shall be determined by the President or on the written request by two Board Directors, at any time or place determined by the President and in no case later than thirty (30) days following receipt of such written

request by the President.

6.04 NOTICE OF ANNUAL, GENERAL AND SPECIAL MEETINGS OF THE SOCIETY

a) Notice of annual, general or special meetings of the Society shall be mailed, emailed, faxed, telegraphed or delivered to each member of the Society at his/her last known address in Alberta at least thirty (30) days before the holding of the meeting designating the time and place of such meeting.

b) In the case of a special meeting of the Society, such notice shall specify the nature of the proposed business to be transacted and no other business shall be transacted at such meeting or any adjournment thereof. The notice shall contain enough information to permit a member to make an informed and reasoned judgment on the decision to be taken or matters to be discussed.

6.05 NOTICE OF BOARD MEETINGS

a) Notice of the time and place of Board meetings shall be given to each Board Director not less than ten (10) days before the date of such meeting.

b) Notwithstanding the foregoing, a meeting of the Board may be held at any time or place without formal notice if all Board.

c) Directors are present or have waived notice of the meeting.

d) A meeting of the Board shall be held each year following the annual general meeting.

6.06 QUORUM - - SOCIETY, BOARD, COMMITTEES

The Quorum for meetings shall be in the case of,

a) Annual or General or Special Meetings of the Society – one tenth (10%) of total members in good standing,

b) The Board – Five (5) Board Directors ,

c) Committees – unless otherwise provided, a majority of the members of the Committee.

6.07 VOTING

a) Unless otherwise provided by the bylaws or rules, voting on any question at any meeting of the Society, the Board or any committee shall be determined by the majority of votes cast on such question.

b) Subject to paragraph 6.07(c), voting at all meetings of the Society shall be by show of hands unless the majority of registered members present request a secret ballot in which case the President shall appoint three (3) scrutineers for the purposes of taking the secret ballot.

c) Voting for the election of officers shall be by secret ballot in accordance with the provisions of section 6.09 and such rules which may be made by the Board.

6.08 PROCEDURE

a) Subject to the bylaws and rules the procedure at meetings of the Society and the Board shall be governed by the latest edition of "Roberts Rules of Order".

b) If within half an hour of the time appointed for the annual or a general or special meeting of the Society a quorum is not present the President shall in the case of an annual meeting call another meeting for such time and place and subject to such notice requirements as he/she shall determine and in the case of a special or general meeting the meeting shall be dissolved.

c) At any meeting at the discretion of the President the rules of order may be suspended to facilitate discussion.

6.09 ELECTIONS

a) Only registered members in good standing shall be eligible to stand for office.

b) The election of Officers shall be held at the annual meeting of the Society by a secret ballot of registered members in good standing present in person or represented by proxy issued in accordance with the rules. A majority vote of the ballots cast by registered members shall be sufficient to elect.

c) A call for nominations will also be sent with the notice of dues.

d) Nominations will be accepted up to and including four (4) weeks in advance of the meeting and nominations will be accepted from the floor.

e) Nominees for President-Elect must have a minimum of three (3) years work experience as a cardiology technologist.

f) Each nominee shall consent, either verbally or in writing to the President to allow his/her name to stand on a ballot.

g) An Election officer will be appointed by the Board and will prepare a ballot for election of officers containing the names of all consenting nominees at the time of the election at the annual meeting.

h) The Election officer will make a call for ballots, assign three (3) members to count the ballots and will announce the election results.

BYLAW NO. 7

EXECUTION OF DOCUMENTS AND ACCOUNTING

7.01 Contracts, documents, or other instruments in writing requiring the signature of the Society may be signed by the President, Vice President in the absence of the President, the Treasurer or any two of them, and the corporate seal may be affixed thereto and all contacts, documents and instruments in writing so signed shall be binding upon the Society without further authorization or formality. The Board shall have power from time to time by resolution to appoint any officer or officers on behalf of the Society either to sign contracts, documents and instruments in writing generally or to sign specific contracts, documents or instruments in writing.

7.02 The Board shall cause to be kept proper records and accounts of all transactions of the Society.

7.03 A copy of the Annual Financial Statements, approved by the Board and prepared by the Treasurer shall be available to each member at the annual meeting.

7.04 The books, accounts and records of the Society shall be audited once a year by an accountant appointed by the Board of Directors or by one (1) or more Registered Members of the Society elected for this purpose at the annual meeting and an appropriate statement shall be submitted by such auditor(s) at the annual meeting.

7.05 The books, accounts and records of the Society may be inspected by any member of the Society at the Annual Meeting or at anytime upon giving reasonable notice and arranging a mutually agreeable time with the officer(s) having charge of same. Each member of the Board shall at all times have access to such books and records.

BYLAW NO. 8

MEMBERSHIP FEES

8.01 Annual membership fees for registered members shall be in such amounts as may from time to time be determined by a resolution of the Board, which resolution shall be confirmed by an ordinary resolution at the annual meeting of the Society.

8.02 The Board may from time to time determine all other fees, dues and assessments for all other matters including annual fees for other categories of membership and initial admission or registration fees payable by any category of membership by an ordinary resolution of the Board.

8.03 All annual fees are due on February 1st in each year and the Registrar shall send an overdue notice to any member failing to pay his/her fees by that date.

8.04 On or before the 31st day of December in each year the Registrar shall send, by mail or otherwise, to each person liable to pay an annual fee, a notice with respect to such fees.

8.05 If the membership or registration fees and a completed renewal application in such form as may be prescribed by the rules are not received at the office of the Registrar on or before February 1st in any year from a member the Registrar shall not consider any renewal application until such time as the applicant has paid such late filing fees as may be set by the Board from time to time.

8.06 If a member has not filed the required renewal application together with the applicable annual fee by February 28th in any year, together with all late filing fees due, the name of the member shall be struck from the register.

8.07 Membership in the Society shall expire on February 28th in each year unless renewed prior to that date and each person whose membership has expired shall enjoy none of the rights and privileges of a member.

TERMINATION OF MEMBERSHIP

1) Resignation by any Member shall be effective upon acceptance of written notice received by the Registrar.

2) After due process, the board of Directors may terminate the membership of any member for unprofessional conduct or reasonable cause, provided

reasonable notice and opportunity for a hearing has been given to the Member, as prescribed in Bylaw No. 12, Hearing Tribunal.

3) Any Member who ceases to be a Member by reason of resignation, expulsion, default in payment of dues or any other reason, shall forfeit all rights, claims and interests associated with membership in this Society.

BYLAW NO. 9

BOARD

9.01

a) The Board shall be composed of:

i. President
ii. Vice President
iii. Provincial Director
iv. Education Coordinator
v. Assistant Education Coordinator
vi. CEU Coordinator
vii. Secretary
viii. Treasurer
ix. Registrar

b) The term of office for the Board mentioned in subparagraph 9.01 (a) (i.-v.) shall be two (2) years.

9.02 Subject to section 9.03 the term of office of all Board members, whether appointed or elected, shall commence and be effective immediately following the meeting at which he/she is elected.

9.03 If any vacancy on the Board occurs, the Board may fill such vacancy.

a) The Vice President shall assume the President position should it become vacant.

b) Any person appointed to fill a vacancy shall hold office until his/her successor whether appointed or elected, commences his/her term of office.

c) If any Board member fails to attend three consecutive meetings of the Board without valid cause after being duly advised of the holding of such meetings, the Board may declare his/her position to be vacant and may appoint another person to fill the vacancy so created.

9.04

a) Bylaws shall be made, amended and repealed by special resolution.

b) At all meetings of the Society, every motion made shall be passed by a majority of votes, unless otherwise specifically provided by the Alberta Societies Act or by the Bylaws.

c) No motion for the repeal or amendment of a rule at the instance of a member shall be considered at an annual, special or other meeting of the Society unless a Notice of Motion in writing signed by the proponent of the motion and setting out the exact wording of the proposed motion has been given to the Society not later than sixty (60) days prior to the date of the meeting at which the motion is to be considered. Such Notice of Motion shall be forwarded to the members by the Society at least twenty-five (25) days prior to the meeting at which it is to be considered.

9.05 The Board and any committee of the Board or the Society may conduct meetings by telephone or other communication facilities provided that a notice of meeting by telephone or other communication has been given not less than three (3) days before the date of such meeting or such notice has been waived. The minutes of any action, decision, order or determination taken or made by a meeting held by telephone or other communication facilities shall be made part of the minutes of the Board or committee, as the case may be.

9.06 INDEMNITY OF BOARD AND OFFICERS

Every Board Director, committee member, agent or officer of the Society and his/her heirs, executors and administrators, and estate and effects, respectively, shall from time to time and at all times, be indemnified and saved harmless out of the funds of the Society, from and against;

a) All costs, charge and expenses whatsoever which such Board Director, committee members, agent or officer sustains or incurs in or about any action, suite or proceeding which is brought, commenced or prosecuted against him/her, for or in respect of any act, deed, matters or things whatsoever made, done or permitted by him/her, in or about the execution of the duties of his/her office;

b) All other costs, charges and expenses which he/she sustains or incurs in or about or in relation to the affairs, thereof, except such costs, charges or expenses as are occasioned by his/her own willful neglect or default.

BYLAW NO. 10

COMMITTEES

10.01 The Board shall establish, maintain and appoint such other committees as it from time to time deems necessary or expedient.

10.02 Unless otherwise expressly provided, the Board may fill any vacancy on any committee and any person appointed to fill such a vacancy shall hold office.

10.03 Except as otherwise expressly provided the Board may from time to time appoint an additional member or members to any committee.

10.04 The Board may make rules respecting the duties, conduct and proceedings of committees.

BYLAW NO. 11

COMPLAINTS

11.01

a) The Board shall appoint a Complaints Committee if required.

b) The chair of the Complaints Committee shall have at least five (5) years work experience in his/her respective field.

c) The members of the Complaints Committee shall have two (2) references who can attest to the member's reputation for demonstration of fair and just conduct and respect for confidentiality.

d) The members of the Complaints Committee must be in good standing with the Society.

e) In the event of a vacancy for any reason, the Board shall fill such vacancy.

11.02 The Board shall, where:

a) A member of the Complaints Committee is the subject of a complaint,

b) A member of the Complaints Committee is in a conflict of interest position as defined in the Rules,

c) A member of the Complaints Committee is unable for any reason to fulfill his/her duties and responsibilities within sixty (60) days, designate another member who is determined to be a member in good standing to act as the Complaints Committee.

11.03 The Board shall, where the Registrar is the subject of a complaint, designate another member who is determined to be a member in good standing to carry out the duties of the Registrar with respect to that complaint.

11.04 Upon receiving a complaint in writing signed by the complainant, the Complaints Committee shall:

a) Notify the member in writing that a complaint has been received by the Complaints Committee and that an investigation will be conducted,

b) Forward a copy of the complaint to the member and registrar, and request the member to state his/her language preference,

c) Advise the member that he/she may make a written submission to the Complaints Committee with respect to the complaint within thirty (30) days after receiving the notice.

11.05 The Complaints Committee shall conduct a preliminary investigation, request and obtain such information, documents, evidence and things as he/she considers necessary for the purpose of the Committee.

11.06 After the Complaints Committee has made a determination, the Complaints Committee shall forward to the Board and Registrar, the member and the Complainant against whom a complaint has been made a copy of its signed decision.

11.07 The Complaints Committee shall, send a copy of its decision to the member against whom a complaint has been made, and the Complainant by registered or certified mail.

BYLAW NO. 12

TRIBUNAL

12.01 HEARING TRIBUNAL

The Hearing Tribunal shall be composed of:

a) Four (4) cardiology technologists in good standing,

b) One (1) person who is not a member of the Society,

And none of whom shall be Board Directors of the Society or members of the Complaints Committee.

The Board shall appoint one (1) member with five (5) years cardiology technology experience to be Chairperson.

12.02

a) The Board shall appoint the members of the Hearing Tribunal, including the Chairperson and the Vice-Chairperson, for terms of two (2) years provided that two (2) members of the first Hearing Tribunal shall be appointed for initial terms of three (3) years.

b) The Board shall appoint the Chairperson of the Hearing Tribunal and a Vice-Chairperson to serve in the place of the Chairperson in the event of his/her absence or inability to act at any time.

c) In the event of any vacancy for any reason on the Hearing Tribunal the Board shall fill such vacancy forthwith for the unexpired term of the vacated member.

d) Each of the cardiology technologists who are members of the Hearing Tribunal shall have at least two (2) years work experience in their respective fields.

e) The members of the Hearing Tribunal shall have two (2) references that can attest to the member's reputation for demonstration of fair and just conduct and respect for confidentiality.

f) The members of the Hearing Tribunal must be in good standing with the Society.

12.03 Upon receiving the complaint in writing signed by the complainant, and passed on from the Complaint Committee, the Chairperson of the Hearing Tribunal shall

a) If he/she deems it advisable, appoint a panel of three (3) members of the Hearing Tribunal to consider and investigate the complaint. The panel shall consist of the Chairperson or the Vice-Chairperson,

the committee member mentioned in 12.01 (c) and one (1) other member of the Committee;

b) Cause the Registrar to set a date for the first hearing of the Hearing Tribunal and notify the member.

12.04 When the Hearing Tribunal has made a determination, decision or order, the Hearing Tribunal shall forward to the Board, Registrar and the member against whom the complaint was made and the complainant a report of its determination, decision or order, signed by the members of the Hearing Tribunal concurring therein.

12.05 The panel mentioned in 12.03 (a) shall constitute a quorum and shall act for, carry out and exercise all the duties and powers of the Hearing Tribunal.

12.06

(a) Both the complainant and the member against whom a complaint is made have the right to be represented at any hearing by legal counsel, at their own expense.

(b) The Hearing Tribunal shall make such record of the evidence presented to it in such manner and form as it deems expedient and the Hearing Tribunal shall not in any case be obligated to keep or prepare a verbatim transcript of the evidence.

(c) It is the duty of the member against whom a complaint is made to appear at all hearings but in the event of non-attendance the Hearing Tribunal, upon proof of mailing or service of notice of such hearing, may proceed in the same way as though the member were in attendance.

12.07 REINSTATEMENT

a) The Hearing Tribunal or a panel thereof shall consider all applications for reinstatement of registration, membership or right to practice after revocation or suspension and all applications or removal or alteration of conditions, restrictions or limitations imposed on a member's registration, membership or right to practice (hereinafter collectively referred to as "sanctions") and shall make such investigations and conduct such hearings it deems necessary for the consideration of such applications.

b) A panel of the Hearing Tribunal appointed to consider an application under subsection 12.07(a) shall be appointed in the manner set out in subsection 12.03 (a) with such modifications as are necessary.

12.08 No application under section 12.07 may be made to the Hearing Tribunal within twelve (12) months from the date on which sanctions were imposed or within twelve (12) months from the date of the determination of any previous application under subsection 12.07.

12.09 The Hearing Tribunal shall determine its own rules of procedure with respect to applications made under section 12.07.

12.10

a) The Hearing Tribunal shall not consider any application made under section 12.07 unless:

i. The application is in writing and is signed by the applicant;

ii. The application sets out the grounds of the application, the remedy or order sought and the remedial measures taken by the applicant;

iii. The applicant has paid all fees determined by the Board by resolution from time to time; and

iv. The applicant has complied with any requirements set out in the rules with respect to such applications.

b) The Hearing Tribunal may dismiss the application made under section 12.07 or may make such decision, order or determination as it deems appropriate.

c) When the Hearing Tribunal has made a decision, order or determination with respect to an application under section 12.07 the Hearing Tribunal shall forward to the Board and the applicant a copy of its decision, order or determination signed by the members of the Hearing Tribunal concurring therein.

BYLAW NO. 13

RULES OF CONDUCT

13.01

a) The Society hereby adopts the Canon of Ethics of the Canadian Society of Cardiology Technologists as the Rules of Conduct of the Society and incorporates the same herein as bylaws by reference.

b) In the case of conflict between the Rules of Conduct and the other provisions of the bylaws, the other provisions of the bylaws shall have precedence.

13.02 No member shall act or practice or permit anything to be done on his/her behalf contrary to the Rules of Conduct.

13.03 When any member:

a) Fails to do anything required by the Rules of Conduct;

b) Does anything or permit anything to be done which is not permitted by the Rules of Conduct; or

c) Breaches any provision of the Rules of Conduct; or any combination thereof, the Registrar shall upon becoming aware of such conduct immediately complete, sign and deliver a complaint with respect to the member to the Complaints Committee.

BYLAW NO. 14

REGISTRATION AND MEMBERSHIP

14.01 CATEGORIES OF MEMBERSHIP

There shall be the following five (5) categories of membership in the Society:

a) Registered members
b) Active members
c) Inactive members
d) Student members
e) Business members

14.02 REGISTERED MEMBERS

Registered members shall be those persons whose names are entered in the Society's register, who have complied with the requirements of the bylaws and rules of any agreement of which the Society is a signatory.

14.03 ACTIVE MEMBERS

Active members shall be those persons who are members of the Canadian Society of Cardiology Technologists who are working as a Cardiology Technologist.

Active members shall be entitled:

(i.) To receive notice of, attend and participate in meeting of the Society and to receive copies of any regular bulletins or publications issued by the Society,

(ii.) Upon election or appointment, to hold office and to nominate persons to hold office in the Society,

(iii.) Upon election or appointment, serve on committees of the Society,

(iv.) To the right to vote.

a) Active membership shall be renewed annually in accordance with the bylaw and the rules.

b) Active members will be required to comply with standard of continuing education as set forth in the rules.

14.04 INACTIVE MEMBERS

Inactive members shall be those persons who are members of the Canadian Society of Cardiology Technologists who are not working as a Cardiology Technologist for greater than one (1) year.

Inactive members shall be entitled:

(i.) To receive notice of and attend meetings of the Society and to receive copies of any regular bulletins or publications issued by the Society; and

(ii.) To serve, upon appointment, on committees of the Society in accordance with the bylaws and rules.

a) Inactive membership shall be renewed annually in accordance with the bylaws and the rules.

b) Inactive members that have not worked in the field for five (5) years or more must complete a re-entry training program as stated in the CSCT guidelines.

c) Inactive members will be required to comply with standard of continuing education as set forth in the rules.

14.05 STUDENT MEMBERS

a) Student members shall be those persons enrolled in a cardiology program approved by the Society, who have complied with the requirements of the bylaws and rules and who have paid all required fees.

b) Student members may enjoy the privileges, provided that the tasks, duties and functions they perform are carried out under the supervision of a registered member.

c) Students shall pay a one (1) time membership fee in accordance with the bylaws and the rules.

14.06 BUSINESS MEMBERS

Business Members shall be Members of the business community with an interest in Society for the purpose of education, promotion and support. Business members are entitled to the same rights as inactive members. Business members are required to pay an annual membership fee as set by the Board.

14.07 REGISTRATION QUALIFICATIONS

The qualifications for registration or membership in the Society in existence at the coming into force of these bylaws except to the extent they are inconsistent with the bylaws shall continue to be the qualifications required for registration and membership and shall be deemed to be rules of the Board. The Board may from time to time as it deems necessary or expedient make rules respecting the qualifications for registration and membership.

14.08 RESIGNATION

(a) A member may resign in good standing by a resignation submitted in writing to the Society provided that all indebtedness of the member to the Society has been paid in full.

(b) A former member who has resigned and who is not indebted to the Society may apply for readmission to membership in accordance with the rules provided that a former member who applies for readmission, within twelve (12) months of resignation shall pay all fees, including late filing fees, that would have been due for the preceding year if the member had not resigned. Refer to the Canadian Society of Cardiology Technologists guidelines for their re-instatement requirements.

14.09 NOTIFICATION OF EMPLOYMENT

Any member who changes his place of employment or employment status must notify the Registrar in writing of such change within thirty (30) days thereof.

14.10 RULES AND REGULATIONS

The Board of Directors may prescribe such rules and regulations not inconsistent with the bylaws relating to the management and operation of the Society as they deem expedient, provided that such rules and regulations shall have force and effect only until the next annual meeting of the members of the Society when they shall be confirmed and in default of confirmation at such annual meeting shall at and from that time cease to have force and effect.

14.11 BORROWING POWERS

The Society may borrow or raise or secure the payment of money as it deems necessary such as by issue of debentures, but this power shall be executed only under authority of the Society, and in no case shall debentures be issued without the sanction of a Special Resolution of the Society.

14.12 EFFECTIVE DATE

The bylaws of the Society shall become effective upon approval by a Special Resolution of the members at the annual general meeting and approval of the membership. All previous by-laws of the Society will be null and void upon acceptance of these bylaws.

Done, passed and enacted at the city of Calgary, province of Alberta, this 9th day of May, 2009.

Christine Williams,
President

Larry Leduc,
Vice President