

**Northwest B.C. Area Council (a.k.a.: N.W.A.C.)
Of
The Public Service Alliance of Canada
BY-LAWS**

**Adopted 12th day of January 2005
Amended 1st day of October 2005
Amended 24th day of October 2008
Amended 18th day of February 2016
Amended 9th day of December 2019
Amended 23rd day of February 2021**

Section I: Name

The name of this Council shall be The Northwest B.C. Area Council.

The area of jurisdiction of the Area Council shall be Atlin south to and including Kitimat, Burns Lake west and including Prince Rupert, Bella Bella, Bella Coola and Haida Gwaii.

Section II: Authority

The Northwest B.C. Area Council is established in accordance with Section 14 of the Constitution of the Public Service Alliance of Canada.

Section III: Members and Dues

Subsection 1 Membership in the Northwest BC Area Council is open to all Locals, Branches, Directly Chartered Locals and Regional Committees where members work from west of Burns Lake to Haida Gwaii, the B.C. - Yukon border south to Bella Bella - Bella Coola, north to Kitimat (including Bute Dale, Hartley Bay and nearby reserves.

Subsection 2(1) Dues per Section 14 subsection 2 of the Constitution shall be \$1.00 per member per year.

Subsection 2(2) It shall be the responsibility of each member Locals, Branches, Directly Chartered Locals and Regional Committees to ensure dues are paid to the Treasurer by December 31 of each year.

Section IV: Meetings

Subsection 1(1) Meetings will be held per Section 14 subsection 12 of the Constitution.

Subsection 1(2) The annual general meeting may be held in October.

Subsection 1(3) There shall be 14 days' notice of all meetings.

Subsection 2 Quorum shall be three members from different affiliated bodies, and two of those members must be Officers.

Section V: Officers

- Subsection 1** There shall be a minimum of three (3) Officers.
- Subsection 2** Elections of officers shall be at the Annual General Meeting, by a simple majority.
- Subsection 3** Only Locals, Branches, Directly Chartered Locals and Regional Committee delegates per Section III subsection 2(3) can be elected.

Section VI: Finances

- Subsection 1** The expenditure of Council funds shall be vested in the Council.
- Subsection 2** The fiscal year shall be the 1st of January to 31st of December.
- Subsection 3** The annual budget shall be presented at the Annual General Meeting.
- Subsection 4** The accounts of the Council shall be audited annually, and the auditor's report shall be presented at the Annual General meeting.
- Subsection 5** Funds of the Council shall be held in a Credit Union in the name of Northwest B.C. Area Council.
- Subsection 6** The officers of the Council shall be the signing authorities. The minimum of 2 Officers' signature must be on all cheques and those Officers cannot be a recipient of the cheque. In the case of e-transfers, there must be dual authorization by a minimum of 2 Officers, and those Officers cannot be a recipient of the payment.
- Subsection 7** The executive shall have authority to spend up to \$200.00. Expenditures over \$200.00 require the pre-approval of the Northwest B.C. Area Council.

Section VII: Amendments

By-laws of the Council may be amended by two-thirds of the voting delegates in attendance at a General Meeting by motions posted with 28 days.