

Summary of Amendments to Bylaw Regulations, Bylaws and the Code of Professional Conduct from September 2017 to August 2018

CPABC Bylaw Regulations

SEPTEMBER 2017

Part 7 Licensure for Public Practice

Exemptions from Licensure Bylaw Regulation 700/1 sections (1) and (1.1) were amended to add, in specific circumstances, a licensure exemption for CPABC members who are also practising lawyers covered under the *Legal Profession Act*.

Part 13 General

Transition Bylaw Regulation 1301/2(2) was amended to extend the transitional provisions for legacy professional liability insurance holders.

FEBRUARY 2018

Part 2 CPABC Board, General Meetings and Officers

Election Ballots Bylaw Regulation 204/2(2) – Minor changes were made to eliminate the need to group board candidate names by their declared electoral region or in alphabetical order.

Voting Procedures Bylaw Regulation 204/3(2) was amended to align the cut-off times for the receipt of electronic and paper ballots to five business days prior to the annual general meeting.

Proxies Bylaw Regulation 207/4 sections (1) and (2) were amended to align the cut-off times for receipt or revocation of proxies and electronic voting to five business days prior to the annual general meeting.

Electronic Voting Bylaw Regulation 207/5 sections (1) and (2) were amended to align the cut-off times for receipt or revocation of proxies and electronic voting to five business days prior to the annual general meeting.

Part 5 Membership

Limitations on Registrar's Authority Bylaw Regulation 500/1(1)(c)(ii) was deleted to repeal the limitation that prevented the Registrar from admitting to membership a

student who re-enrolled in CPA PEP after having their enrolment cancelled. Re-enrolment is allowed under education policies, and students who have failed out of the program may re-enrol if they start at the beginning of the program.

Part 6 Continuing Professional Development

Definitions Bylaw Regulation 600/1 – Minor amendments were made to two definitions. In the definition of “**ethics hours**,” the descriptor of ethics was changed from “business” to “professional.” In the definition of “**verifiable qualifying hours**,” the requirement for “third-party” verification was deleted.

CPD Program: Basic Requirements Bylaw Regulation 600/2(4) was amended for clarity, with specific reference added to the annual CPD requirement. This provision applies to members admitted under **Bylaw 501(5) to (9) or section 35(2) of the Act**.

CPD Program: Basic Requirements Bylaw Regulations 600/2 sections (5) and (6) were deleted, as they were transitional provisions referring to legacy CA and CMA members and had expired. **Bylaw Regulation 600/2(7)** was subsequently renumbered as **600/2(5)**.

CPD Program: Post-Admission Requirement for Foreign Qualified Members Bylaw Regulation 600/3 was amended to broaden the scope of the CPD requirements to reflect requirements and sanctioning for post-admission CPD requirements under new or newly renegotiated Mutual Recognition Agreements and Reciprocal Membership Agreements. The amendments outline the requirement for either post-admission CPD coursework or a reciprocity exam. In addition, the coursework requirements have been broadened to add more flexibility.

Retention of Documentation Bylaw Regulation 600/6 was created to establish a retention requirement for verifiable CPD supporting documentation. This documentation must be retained for at least five years in order to objectively verify the CPD claimed.

CPABC Bylaws

AUGUST 2018

Part 2 CPABC Board, General Meetings and Officers & Part 3 Committees

Sound succession planning normally would protect members of the Board on the leadership ladder, and these proposed changes enable the continuity of the Board leadership. This resolution confirms amendments to:

Composition of the Board 200

Ceasing to Hold Office 202

Extension of Term of Office of Board Vice Chair or Board Chair 202.1

Executive Committee 300

On April 4, 2018 the Board also approved the following amendment to the bylaw regulations, to come into effect at the same time as the above bylaw amendments:

Number of Elected Board Members 200/1

Electoral Regions 200/2

Annual General Meetings 203 -To develop more effective Board voting and election processes, Bylaw 203 was amended to allow additional notice time to the membership of the candidate nominations for election.

CPABC Code of Professional Conduct

Housekeeping Amendment 201.2 –The housekeeping amendment to the Code of Professional Conduct deletes an unnecessary reference and is not considered substantive.