



NORTHWEST TERRITORIES ASSOCIATION OF  
**A R C H I T E C T S**

April 7, 2021

To All Voting Members,

**RE: Summary - Bylaw Revision & Amendments**

Enclosed are a series of memorandums regarding a full revision of the bylaws plus additional amendments. This package is being delivered as part of the Annual General Meeting materials as INFORMATION ONLY. A Special General Meeting will be required to allow members adequate time to review the revision and amendments, and to also allow for a legal review beforehand.

The full revision, which will replace the current bylaws entirely, is a “comb-through” or “spring cleaning”. In short, its purpose is to clean up and simplify the bylaws as they exist today and with no intentional change to the spirit or intent of each bylaw. Both a annotated *Redlined Edition* and *Final Renumbered Edition* are included for your review.

There are also three sets of amendments bring presented:

1. General Amendments
  - a. Minister’s Appointee – Proposes terms for this position, resolving a loophole with the Act.
  - b. Roles of Registrar, Secretary, Treasurer and Executive Director – Reassigns responsibilities from the Registrar to their appropriate officers (Secretary, Treasurer) and clarifies the role of Registrar and staff.
  - c. Practice Review Board – Removes this defunct committee.
  - d. Register & Roll; Emails – Further simplifies the contents of the register/roll and introduces emails.
  - e. Intern Architect – Bridges national practice with the Act by defining “Intern Architect”.
  - f. Stamps – Further cleaning/simplification.
  - g. Mail Vote – Provides ability for “electronic” option.
  - h. Eligibility for President – Introduces eligibility prerequisite of having served on Council before becoming President.
  - i. Amendments to Bylaws – Further cleaning/simplification.
2. Amendments re Complaints Review – Expands on some aspects of the complaints review procedure, in part to bridge some gaps between the Act and policy.
3. Amendments re Elections – Simplifies the election process and provides for electronic voting.

Barring any concerns or issues from members, it is Council’s wish to ratify the revision as is and with no further change, then to discuss and approve (or not) each amendment individually. Through this process, it’s expected that any amendment which requires further discussion and deferral will not impact the ratification of the revision or other amendments.

We look forward to presenting these materials at the Annual General Meeting. Should you have any questions or concerns, please do not hesitate to contact the NWTA office.

Thank you,

Ben Russo  
Executive Director