

Legislation Committee Terms of Reference



Mandate

The mandate of the Legislation Committee is to advise Council with respect to changes in legislation governing and/or impacting the Professions.

Authority: Council Rule 2.5.3

Composition

Council shall appoint at least six Regular Members and other persons considered appropriate. There shall be a chairperson and a vice-chairperson chosen by the committee.

The chairperson and members on the committee will be appointed for a 3-year term with the potential of being reappointed twice for a maximum of nine years.

All committee members must be in good standing.

The Director of Professional Affairs & Registrar will serve as staff support.

Duties

The duties of the Legislation Committee shall be:

- a) to review the Act and By-Laws and advise Council of any changes considered desirable;
- b) to prepare proposed revisions to the Act and By-Laws when requested to do so by Council; and
- c) to monitor New Brunswick and Canadian legislation and regulations and inform Council of any items which may affect the engineering or geoscience professions in New Brunswick or which may otherwise warrant the attention of Council.

The review of the By-Laws will be carried out annually.

Confidentiality and Conflict of Interest

All members shall abide by *APEGNB Council and Committee Confidentiality Policy G-7*.

Meeting Schedule

The committee will normally meet 1-2 times per year. Meetings concerning proposed bylaw changes typically take place in the fall. Teleconferencing and other remote meeting technology will be used when possible.

Reporting

The committee will submit a report to Council following meetings. The chairperson will submit a summary of its activities for inclusion in the Association annual report.

Expenses

Members of the committee will be reimbursed meeting expenses as per *APEGNB Travel Policy F-1*.

Approved by Council February 11, 2021