

Policy - Provincial Sections and Committees

1. Provincial Sections shall operate in compliance with the Sections Regulation made pursuant to CBA Bylaw Number 1.
<https://www.cba.org/Who-We-Are/Governance/Bylaws/Sections-Regulation>
2. Provincial Sections shall be known by the Section name in the form CBA Alberta South “xxx” Section or CBA Alberta North “xxx” Section.
3. Provincial Sections shall be organized and continued for each of the Sections identified in By-Law No. 1 of the Association, except the Board may decide not to organize or continue any Provincial Section. The Board may create such further Provincial Sections as it deems appropriate. In the event the Board decides not to organize or continue any Provincial Section, the Branch shall advise the Executive Director of the Association and the National Section Chair.
4. The Board may permit more than one Provincial Section of a National Section to operate within Alberta. Such Provincial Section shall be known by the Section name and a description of that portion of the province in accordance with the naming convention in the National Section Regulations These policies apply equally to each such Provincial Section.
5. Any Member in good standing may become a member of any Provincial Section by paying the appropriate fees. The President, Vice-President and the Executive Director of the Branch are *ex-officio* members of all Provincial Sections and Committees of the Branch.
6. The Chair of each Provincial Section shall endeavour to attend or send a representative to each General Meeting of the Branch and the annual meeting of the Association and shall provide an annual written report by June 30 each year.
7. Each Provincial Section shall elect a Chair before the fifteenth (15th) day of June.
8. The President shall, following their election, notify the Chair of the National Section and the Executive Director of the Association of the name and address of the Chair of each Provincial Section.
9. The Executive Committee:
 - (a) shall, failing election by the Provincial Section, fill the office of Chair or any other office of a Provincial Section within two (2) months of a vacancy occurring.

- (b) may discharge the Chair of any Provincial Section for cause.
- (c) may discharge any other Officer of any Provincial Section for cause.

10. The Board:

- (a) may create Standing Committees, sub-committees, task forces or working groups as are necessary or advisable;
- (b) shall appoint the Chair of each Committee established;
- (c) may fill vacancies on Committees as they occur;

11. The chairs of Branch Standing Committees shall endeavour to attend or send a representative to each annual and general meeting of the Branch and shall provide two written reports annually to the Board.