

DECLARATION OF THE FOUNDATION  
OF THE  
ATLANTIC CANADA ECONOMICS  
ASSOCIATION

WE THE UNDERSIGNED DECLARE THAT WE HAVE FORMED THE  
ATLANTIC CANADA ECONOMICS ASSOCIATION WHICH WILL PROCEED  
ACCORDING TO THE CONSTITUTION AND RULES ATTACHED HERETO.

# **Atlantic Canada Economics Association Constitution and Rules**

## I Introduction

- Art. 1) The name of the organization is the Atlantic Canada Economics Association, herein after referred to as the Association.
- Art. 2) The purpose of the Association is to promote acquisition, creation and dissemination of economic and policy research taking place in and/or of particular interest to Atlantic Canadians. the improvement and application of economics in Atlantic Canada.
- Art. 3) For this purpose the Association will
- a) organize a conference at least once each year
  - b) publish written material
  - c) maintain liaison with other appropriate professional organization
  - d) and use other means appropriate to the purpose

## II Memberships

- Art. 4) Those interested in the study and use of economics can become members.
- Art. 5) The Association has three categories of members
- a) Regular members are those who have paid their fee or who have been admitted by the Executive and have paid their fee.
  - b) Honorary Life members are those who have been invited and so declared by the association.
  - c) Student members are those who have been admitted by the executive and have paid their fee. Application for student's membership must be accompanied by confirmation of student's status in the institution in which they are registered.
- Art. 6) Fees shall be paid in accordance with the association.
- Art. 7) Both regular and life members have the right to vote and to hold administrative office in the Association. A member may hold only one administrative office at one time.

### III The General Meeting

- Art. 8) The General Meeting holds the Ultimate authority of the Association. Its particular functions are:
- a) to hear the report of the Executive and the reports of the committee responsible to the annual conference.
  - b) to elect the members of the Executive and the committee responsible to the annual conference.
  - c) to adopt and amend the constitution and bylaws.
  - d) to decide on any matter brought before it.
- Art. 9) The General Meeting is called by the Executive and held at least once each year.
- Art. 10) The Executive may call a General Meeting whenever necessary and must call a General Meeting on written demand signed by at least ten members of the Association.
- Art. 11) The Executive must announce any General Meeting at least fifteen days before it is held. The announcement must be accompanied by an agenda.
- Art. 12) Unless the bylaws state otherwise, decisions will be made by majority vote.
- Art. 13) Twenty five per cent of members constitute a quorum for the General Meeting.
- Art. 14) Any General Meeting will discuss only those matters put on the agenda.
- Art. 15) Minutes will be taken at each meeting.
- Art. 16) At each annual General Meeting, the meeting will set the place for the next annual General Meeting.

### IV The Executive

- Art. 17) The Executive of the Association is composed of a President, a Vice-President, A Secretary-Treasurer, the Chief Editor of the Atlantic Canada Economics Review, and at least three Directors. The past President as such is a member of the Executive. The Atlantic Provinces Economic Council will appoint a member of the Executive.
- Art. 18) The quorum for meetings of the Executive is four.
- Art. 19) The Executive has the following powers and responsibilities:
- a) presentation of the reports to the General Meeting

- b) administration of the properties and monies of the Association
- c) surveillance of observance of bylaws
- d) execution of the decisions of the General Meeting
- e) appointment of special committees according to the needs of the Association
- f) calling the General Meeting
- g) Overseeing the publication of the Atlantic Canada Economics Review
- h) conducting ongoing business

- Art. 20) The President presides at the General Meetings, maintains order, leads the discussion, signs official documents, and is ex-officio a member of all committees.
- Art. 21) The Vice-President takes the President's place in his absence. The Secretary-Treasurer takes the Vice-President's place in her/his absence.
- Art. 22) The Secretary-Treasurer keeps the registers, letters, papers and effects of the Executive and of the General Meetings/he records the minutes of the Executive and of the General Meeting and sees to their approval at the following meeting; s/he expedites the correspondence; s/he keeps an up-to-date list of members. S/he has the responsibility for all monies, signing all cheques conjointly with a designated signing officer or officers, submitting on demand from the Executive an account of all revenues and expenditures, presenting to the General Meeting an annual financial report, managing the funds of the Association under direction of the Executive.
- Art. 23) The decisions of the Executive are taken by simple majority vote. The President does not exercise her/his vote except in the case of a tie.
- Art. 24) In the case of a vacancy in one or several positions the Executive itself may nominate replacements who retain office until the next General Meeting.
- Art. 25) The members of the Executive are elected at an annual General Meeting each year and stay in office for two years.
- Art. 26) The Executive must meet at least twice each year.

## V Nominations

- Art. 27) The Executive must appoint a nominating committee each year. The Committee will be made up of at least three members of the Executive. This committee will report to the Executive prior to the annual General Meeting.

- Art. 28) The List of candidates for election presented by the nominating committee shall be announced prior to the discussion of any other business at the General Meeting.
- Art. 29) If a member wishes to nominate other candidates he may do so in writing in a sealed envelope to the Secretary-Treasurer. The written nomination must include an affirmation that the candidate consents to the nomination and must carry the signatures of three members. Nominations shall also be accepted from the floor of the annual General Meeting. A member nominated from the floor must be present and must consent to the nomination. A call for such nominations shall be made before any election of any member of the Executive. If no further nominations are received, nominations shall be declared closed.

#### VI The Elections

- Art. 30) The President will read the names of the nominees to the General Meeting, both those nominated by the Committee and those nominated by the regular members.
- Art. 31) If there is a vote it will be by secret ballot. The General Meeting will appoint two scrutineers for the counting of votes.
- Art. 32) The President will be elected first, the Vice-President second, the Secretary-treasurer third, the Chief Editor fourth, and the Directors last. The new President will receive the results of the elections from the past President and announce them to the General Meeting.

#### VII Amendment of the Constitution and Bylaws

- Art. 33) Requests for modifications to the Constitution and Bylaws must be made in writing by at least three regular members outside the Executive. The Executive may on its own initiative propose a change in the Constitution and Rules. Every proposed amendment must be written into the agenda of a General Meeting whether it is a special meeting or the regular annual meeting. The entire text of the amendment must be included in the agenda.

All amendments to the Constitution must be approved by at least two thirds of the members present at a General Meeting. An amendment to the Bylaws requires a simple majority of the members present.

#### VIII Dissolution and Liquidation

- Art. 34) In the case of dissolution of the Association its funds will be disposed of by the Executive at its discretion.

## IX Special Procedures

### Art. 35) The Founding Meeting

After the founding declaration has been signed the founding meeting will constitute a General Meeting. All those who have signed the founding declaration and have accepted the present text may participate in the ensuing election according to Art. 3 of the Constitution and Bylaws.

- a) The General Meeting will elect a President and a Secretary for the purpose of conducting an election of the Executive.
- b) A list of candidates will be presented by the President of the election.
- c) Additional nominations will be made verbally by members of the General Meeting.
- d) The election of members of the Executive will be made by secret ballot if the meeting demands it.
- e) The election will take place according to the procedure outlined in Article 32.

### Art. 36) Elections following the Founding Meeting

Prior to the first election following the founding meeting the Executive will choose by lot the names of three of its members who will retire from office for the sake of that election.

## ATLANTIC CANADA ECONOMICS ASSOCIATION BY-LAWS

### FEES

- 1.1 Fees will be twenty five dollars for regular members and one dollar for student members, annually.

### RULES OF ORDER

- 2.1 Roberts rules of order will apply to all Association meetings.

### BANKING

- 3.1 The account of the Association will be held in the Bank of Nova Scotia.
- 3.2 All cheques must be signed by the Secretary-treasurer and any one of the other designated signing officers.

### The Journal of the Association

4.1 The association shall create and maintain a journal for the dissemination of academic research and analysis pertaining issues of economic import to the Atlantic Provinces.

4.1.1 The name of the Journal shall be “Atlantic Canada Economics Review/Review Economique de Canada Atlantique” (ACER/RECA).

4.2 The operations of the journal shall be overseen by the Chief Editor

4.2.1 The Executive of the Association shall select a nominee for the post of Chief Editor.

4.2.2 Nominations for the post of Chief Editor shall also be taken from the floor of the AGM.

4.2.3 The Chief Editor shall be elected to a term of two years by a simple majority vote at the AGM.

4.2.4 The Chief Editor shall be a member of the Executive of the Association.

4.2.5 The Chief Editor may be removed by a two thirds vote of the Executive at any time.

4.2.6 In the instance that the Chief Editor is unable to perform their duties, the Executive shall appoint an Acting Chief Editor who will serve until the next AGM.

4.3 All submissions to the journal shall be peer reviewed prior to a final publication decision of the Chief Editor.

4.3.1 Associate Editors of the Journal shall, at the discretion of the Chief Editor, over see the peer review process for submissions to the journal.

4.3.2 The Chief Editor shall nominate Associate Editors of the Journal.

4.3.3 Associate Editors shall be approved by the Executive of the Association for a term of three years.

4.4 The Chief Editor will be advised on matters pertaining the operation and academic standing of the Journal by an Editorial Board of no more than twelve members.

4.4.1 Members of the Editorial Board may be nominated by any of; the Chief Editor, the Executive of the Association, or the AGM.

4.4.2 Members of the Editorial Board will be elected to a term of three years.

4.5 The method and frequency of publication of the Journal shall be at the discretion of the Chief Editor.