



Part 1: General

Definitions

The “Act” means the *Nursing Profession Act, S.N.W.T., c. 2023*

The “Nunavut Act” means the *Nursing Profession Act, S.N.W.T., c. 2023*

“College” means the College of Nurses of the Northwest Territories and Nunavut.

For the purposes of section 1(2)(m) of the Act and section 1(2)(o) of the *Nunavut Act*,

“Unprofessional Conduct” includes any act or omission that:

- constitutes engaging in the practice of nursing when the nurse knew or ought to have known that their capacity to do so was impaired by a disability or condition that could compromise the health or safety of a patient;
- constitutes failing or refusing to cooperate with reasonable inquiries by or on behalf of the College;
- contravenes an undertaking given to the College;

Bylaws In Force

These bylaws are in force effective September 25, 2024.

Part 2: Corporate Matters

1. Head Office
 - 1.1 The head office of the College shall be located in the City of Yellowknife, Northwest Territories.
2. Service of Documents
 - 2.1 In addition to the methods described at section 103 of the *Act* and section 99 of the *Nunavut Act*, documents may be served:
 - 2.1.1 On the College, by electronic mail addressed to the College’s general electronic mailbox address.
 - 2.1.2 On a registrant, by electronic mail addressed to the registrant at the most recent electronic mail address provided by the registrant in writing to the College.

Part 3: Governance

3. Board of Directors

Composition of the Board of Directors

- 3.1 The Board of Directors shall be comprised of:
 - 3.1.1 Eight registrant members appointed in accordance with these Bylaws and who have voting power;
 - 3.1.2 No less than one and no more than three members of the public who are residents in the Northwest Territories and appointed by the Minister, and who have voting power;
 - 3.1.3 No less than one and no more than three members of the public who are residents in Nunavut and appointed by the Minister, if the Minister recommends the appointment, and who have voting power;
 - 3.1.4 The Executive Director as a non-voting member;
 - 3.1.5 There shall not be less than five and no more than 14 Directors elected to the Board of Directors.

Board of Directors Positions

- 3.2 Positions on the Board of Directors shall be determined as follows:
 - 3.2.1 The Board of Director shall annually elect a President-Elect, Treasurer and Secretary by a majority of the voting members of the Board of Directors who vote.
 - 3.2.2 All voting members of the Board of Directors are eligible to be elected President-Elect, Treasurer or Secretary.
 - 3.2.3 The President-Elect shall serve a one-year term, followed by a one-year term as President, followed by a further one-year term as Past-President, unless otherwise determined by the Board of Directors.
 - 3.2.4 The authority and responsibilities of the President-Elect, President, Past-President, Treasurer and Secretary shall be as determined by the Board of Directors.

Vacancies

- 3.2.5 In the event the President-Elect does not succeed to the office of President, the President shall be elected by a majority of the voting members of the Board of Directors who vote.
- 3.2.6 In the event the President is unable to complete their term, the President-Elect shall immediately succeed to the office of President for the balance of the term and serve as President for the following term.
- 3.2.7 In the event the President does not succeed to the office of Past-President, then the term of the current Past President may be extended for an additional one-year term.
 - A. In the event the Past-President is unable to remain on the Board of Directors, the Board may elect a member to the position from within its membership and whom has experience serving on the Board previously.
- 3.2.8 In the event the Treasurer or Secretary is unable to complete their term, a new Treasurer or Secretary may be elected for the balance of the term by a majority of the voting members of the Board of Directors who vote.

- 3.2.9 If any other registrant member of the Board of Directors is unable to complete their term, the Board may at its discretion, appoint a registrant for the balance of the term.

Appointments to the Board of Directors

- 3.3 The Board of Directors shall establish an Appointment Committee to review applications, interview and otherwise assess candidates, nominate candidates, and recommend appointments to the Board of Directors:
- 3.4 The Appointment Committee shall consist of:
 - 3.4.1 The Past-President, who shall serve as Chairperson;
 - A. In the event that the Past-President is unable to serve as Chairperson or the position is vacant, the Board may – at its discretion, appoint a member for the balance of the term.
 - 3.4.2 One member of the public who is appointed to the Board of Directors;
 - 3.4.3 One registrant member of the Board of Directors; and
 - 3.4.4 The Executive Director as a non-voting member of the Appointment Committee.
- 3.5 Subject to the *Act*, the *Nunavut Act* and these Bylaws, the Appointment Committee will operate in accordance with the terms of reference and the policies and procedures approved by the Board of Directors.
- 3.6 The Appointment Committee shall create a skills, knowledge, and attributes matrix, to be reviewed annually and taking into account the following factors:
 - 3.6.1 the requirements of the *Act*, the *Nunavut Act*, and these Bylaws with respect to the composition of the Board of Directors;
 - 3.6.2 current or expected vacancies on the Board of Directors;
 - 3.6.3 skills, knowledge or attributes that:
 - A. relate to the duties and functions of regulated members of the Board of Directors, or
 - B. may not be adequately represented among the regulated members currently on the Board of Directors; and
 - 3.6.4 the location of candidates' primary residences or their primary places of practice.
- 3.7 The Executive Director shall annually identify members of the Board of Directors whose terms are expiring that year.
- 3.8 At least ninety (90) days prior to the end of the Board term, a call for applications shall be forwarded at the direction of the President to all registrants, together with the following:
 - 3.8.1 A blank application form;
 - 3.8.2 Notice of the closing date for receipt of applications, which will be no later than forty-five (45) days prior to the end of the Board term;
 - 3.8.3 A description of the process for applications for appointment to the Board of Directors; and
 - 3.8.4 A copy of the skills, knowledge and attributes matrix.
- 3.9 Completed application forms shall be submitted to the Appointment Committee within the time provided in the call for applications. The Appointment Committee may also nominate eligible registrants for appointment to the Board of Directors.

- 3.10 In the event that an insufficient number of applications are received to fill all of the vacant positions on the Board of Directors, the Appointment Committee may initiate a second call for applications or the Board of Directors may appoint any eligible registrant to fill the vacancy for a term specified by the Board of Directors.
 - 3.11 After the closing date for applications, the Appointment Committee shall consider the eligible applicants and nominees and recommend candidates for appointment to the Board of Directors. The Appointment Committee's recommendations shall make specific reference to the skills, knowledge and attributes matrix.
 - 3.12 The Appointment Committee may interview and request documents and information from any applicant or nominee.
 - 3.13 The Board of Directors will consider its needs, the applicants, the nominees and the Appointment Committee's recommendations and make an appointment to fill each vacant Board position.
- 4. Terms of Office
 - 4.1 Members of the Board of Directors are appointed for terms of three years, except as otherwise provided in these Bylaws.
 - 4.2 Members of the Board of Directors may be re-appointed.
- 5. Meetings of the Board of Directors
 - 5.1 Meetings of the Board of Directors shall be held at least once per year at a time and location as determined by the Board.
 - 5.2 The President may authorize a vote of the Board of Directors by mail, telephone, electronic mail, or other virtual or electronic means without calling a meeting and may use any virtual or electronic means to communicate with the Board.
 - 5.3 Quorum at meetings of the Board of Directors shall be 50% of the current voting members of the Board plus one.
- 6. Powers and Duties
 - 6.1 The Board of Directors shall manage and conduct the business affairs of the College and exercise the powers and duties of the College in the name of and on behalf of the College.
 - 6.2 The Board may delegate any of its powers and duties to any officer, employee or committee of the College, other than the power to make bylaws.
 - 6.3 Without restricting Section 8.1, the Board shall provide for the following:
 - 6.3.1 the management of the collection of fees and the disbursement of funds.
 - 6.3.2 the establishment and maintenance of an appropriate accounting system.
 - 6.3.3 the authorization of signing officers.
 - 6.3.4 the appointment of at least three members of the College to act as bank signees.
 - 6.3.5 an annual audit.
 - 6.3.6 reporting on the business of the College between general meetings, to the membership at each general meeting.
 - 6.3.7 the appointment of legal advisors for the College.
 - 6.3.8 the annual preparation of financial statements for the College and their provisions to the Board of Directors at least thirty (30) days before the General Meeting.

- 6.3.9 the maintenance of professional liability insurance or protection on behalf of designated classes of members.
- 7. Termination of Office
 - 7.1 Any registrant member of the Board of Directors shall cease to be a member of the Board:
 - 7.1.1 if the Board member resigns from the Board;
 - 7.1.2 upon termination of their active registration in the College;
 - 7.1.3 in accordance with the conflict of interest policy of the College.
 - 7.2 When a person ceases to be a member of the Board, the person shall return all property of the College to the head office of the College.
- 8. Executive Director
 - 8.1 The Board of Directors shall appoint an active registrant of the College in good standing as Executive Director. One registrant may be appointed Executive Director and Registrar.
 - 8.2 The Executive Director shall:
 - 8.2.1 Perform all duties and functions necessary for the administration of the College in accordance with the *Act*, the *Nunavut Act*, these Bylaws, and policies adopted by the Board of Directors;
 - 8.2.2 Be responsible for the hiring, supervision, management and termination of College employees;
 - 8.2.3 Report to the Board of Directors;
 - 8.2.4 Serve as Registrar as and when required;
 - 8.3 The Executive Director shall be the custodian of the Public Register and the College's corporate seal.
 - 8.4 The Executive Director may delegate any of the powers and duties given to them by the *Act*, the *Nunavut Act*, these Bylaws, or the Board of Directors to any officer, employee or committee of the College.

Part 4: Committees

- 9. The Board shall establish such committees as are required by the *Act*, including but not limited to the Registration Committee, the Education Advisory Committee, the Professional Conduct Committee and the Appeals Committee and may establish such other committees that it considers necessary in carrying out its duties and responsibilities.
- 10. Subject to the *Act*, the *Nunavut Act* and these Bylaws, committees will be constituted and operate in accordance with the terms of reference and the policies and procedures approved by the Board of Directors.
- 11. Subject to each Committee's terms of reference, policies and procedures, Committee appointments shall be for a term of three years.
- 12. The Board of Directors will set out a process for the appointment and removal of members of committees.
- 13. Committees must annually prepare and submit to the Board a report on their activities for the preceding twelve (12) months.

Part 5: Membership

14. Classes of Membership
 - 14.1 The following are the classes of membership in the College:
 - 14.1.1 Active Registration;
 - 14.1.2 Active Registration – Virtual Care;
 - 14.1.3 Associate Non-Practicing Registration; and
 - 14.1.4 Honorary Registration.
15. Rights of Each Class of Membership
 - 15.1 Active Registration
 - 15.1.1 The members of this class consist of registrants registered under one of the Nursing Designations in Bylaw 18.
 - 15.1.2 The rights and privileges of this class, in addition to any right or privilege conferred under the *Act* or the *Nunavut Act* are:
 - A. to seek appointment to the Board of Directors;
 - B. to speak, make resolutions and vote at general meetings,
 - C. to participate in the work of the College by volunteering on committees,
 - D. to receive the College newsletter,
 - E. to be eligible for professional liability insurance or protection maintained by the Board,
 - F. to receive any benefits resulting from the College’s membership in affiliated national and international associations, and
 - G. the right to communicate with the College at any time on nursing matters.
 - 15.2 Active Registration – Virtual Care
 - 15.2.1 The members of this class consist of registrants registered under one of the Nursing Designations in Bylaw 18.
 - 15.2.2 The rights and privileges of this class, in addition to any right or privilege conferred under the *Act* or the *Nunavut Act* are:
 - A. to participate in the work of the College by volunteering on committees,
 - B. to receive the College newsletter, and
 - C. the right to communicate with the College at any time on nursing matters.
 - 15.2.3 Members registered in the Active Registration – Virtual Care class are limited to practicing nursing through virtual care.
 - 15.3 Associate Non-Practicing Registration
 - 15.3.1 The members of this class are those members of the College who are no longer practicing nursing in the Northwest Territories or Nunavut who choose to be associate non-practicing members and pay an annual fee prescribed by the Board.
 - 15.3.2 The rights and privileges of this class are:
 - A. the right to participate as a non-voting member in the activities of the College, and
 - B. the right to receive the College newsletter.

- 15.3.3 Associate non-practicing members are not authorized to use the titles R.N., N.P., L.P.N., or R.P.N.
- 15.4 Honorary Registration
 - 15.4.1 Honorary registration may be conferred upon any person who in the opinion of at least two-thirds of the Board of Director has rendered such service or made such a contribution to the College or to nursing in the Northwest Territories or Nunavut, as to be so honored.
 - 15.4.2 Members or former members may submit names for consideration by the Board in writing.
 - 15.4.3 A maximum of two members may be selected during the biennial period and the honor is conferred at the next annual general meeting of the College.
- 16. Nursing Designations
 - 16.1 The *Act* and the *Nunavut Act* set out the following Nursing Designations:
 - 16.1.1 Registered Nurse;
 - 16.1.2 Registered Nurse Authorized Prescriber;
 - 16.1.3 Nurse Practitioner;
 - 16.1.4 Licensed Practical Nurse;
 - 16.1.5 Registered Psychiatric Nurse; and
 - 16.1.6 Registered Psychiatric Nurse Authorized Prescriber.
- 17. Temporary Certificate Holder
 - 17.1 In addition to the Nursing Designations set out in Bylaw 18, Applicants may apply for registration as a Temporary Certificate Holder of a Nursing Designation.
 - 17.2 The Registrar or Registration Committee shall determine a date that a temporary certificate expires.
 - 17.3 Temporary Certificates may be extended by the Registrar or Registration Committee.
- 18. Nursing Registers
 - 18.1 The Registrar shall maintain the following Nursing Registers:
 - 18.1.1 A Registered Nurse Register, in which must be entered the prescribed information for each Registered Nurse, Temporary Certificate Holder (Registered Nurse), Registered Nurse Authorized Prescriber, Temporary Certificate Holder (Registered Nurse Authorized Prescriber);
 - 18.1.2 A Nurse Practitioner Register, in which must be entered the prescribed information for each Nurse Practitioner and Temporary Certificate Holder (Nurse Practitioner);
 - 18.1.3 A Licensed Practical Nurse Register, in which must be entered the prescribed information for each Licensed Practical Nurse and Temporary Certificate Holder (Licensed Practical Nurse); and
 - 18.1.4 A Registered Psychiatric Nurse Register, in which must be entered the prescribed information for each Registered Psychiatric Nurse, Temporary Certificate Holder (Registered Psychiatric Nurse), Registered Psychiatric Nurse Authorized Prescriber, and Temporary Certificate Holder (Registered Psychiatric Nurse Authorized Prescriber).
 - 18.2 Registrants registered on the Registered Nurse Register with Active Registration are entitled to dispense, compound, package and administer drugs in accordance with section 2(1)(g) of the *Act* and the *Nunavut Act*.

- 18.3 Registrants registered on the Registered Psychiatric Nurse Register with Active Registration are entitled to dispense, compound, package and administer drugs in accordance with section 11(1)(f) of the *Act* and the *Nunavut Act*.
- 18.4 Registrants registered on the Licensed Practical Nurse Register with Active Registration are entitled to dispense, compound, package and administer drugs in accordance with section 9(3)(g) of the *Act* and the *Nunavut Act*.
- 18.5 Subject to any terms and conditions in their Certificate of Registration, registrants registered on the Licensed Practical Nurses Register with Active Registration are entitled to apply nursing knowledge, skills and judgment as described in sections 9(3) and (4) of the *Act* and the *Nunavut Act*, for unstable patients with unpredictable health outcomes if the nurse does so under supervision of a registered nurse, nurse practitioner, medical practitioner or other healthcare professional regulated under an *Act* of the Northwest Territories in the Northwest Territories or Nunavut in Nunavut and authorized to provide such supervision.
- 18.6 Certificates of Registration and Temporary Certificates for any nursing designation or class of member may be made subject to obligations, exceptions, conditions, or restrictions on scope of practice or entitlements by the Registrar.
- 18.7 The Registrar shall maintain a record of the following information in the Nursing Register for each registrant:
 - 18.7.1 Name given on Application;
 - 18.7.2 Nursing designations;
 - 18.7.3 Designated registration number;
 - 18.7.4 Date registration or temporary certificate will expire;
 - 18.7.5 Whether the registrant's certificate of registration or temporary certificate is subject to any conditions or limitations, suspended, or cancelled;
 - 18.7.6 Decisions and orders made by the Board of Inquiry, Appeals Committee, or a Court;
 - 18.7.7 Information provided by the Professional Conduct Committee in respect of a voluntary surrender;
 - 18.7.8 Any censures, undertakings, orders, terms, conditions or penalties included in an agreement reached pursuant to an alternative dispute resolution process or otherwise;
 - 18.7.9 Registrant's primary place of practice;
- 18.8 The Registrar may request any other information about an applicant or registrant's demographic status, education, training, experience, professional practice, or contact information considered necessary by the Registrar.
- 19. The Public Register
 - 19.1 The Registrar shall maintain a Public Register on the College's website.
 - 19.2 The Public Register for each registrant shall include the following information for a minimum of ten years:
 - 19.2.1 Decisions and orders made by a Board of Inquiry, Appeals Committee, or a Court;
 - 19.2.2 Information provided by the Professional Conduct Committee in respect of a voluntary surrender;
 - 19.2.3 Censures by the Professional Conduct Committee;

- 19.2.4 Conditions, restrictions and requirements imposed pursuant to an alternate dispute resolution process or otherwise, for as long as the conditions, restricts or requirements remain in effect.
- 19.3 Information on the Public Register shall be maintained there for a minimum of 10 years.

Part 6: Registration

- 20. In this Part,
 - 20.1 “Grace period” is the period commencing 15 December and ending 31 December in each calendar year;
 - 20.2 “Registration Year” is the period commencing 01 January to 31 December;
 - 20.3 “Renewal period” is the period commencing 15 October and ending 31 December in each calendar year;
- 21. The Registration Committee shall include a minimum of three people appointed by the Board of Directors from among the membership of the College and the number of members of the public required by section 29 of the *Act*.
- 22. General Requirements:
 - 22.1 Every applicant for Registration with the College must provide:
 - 22.1.1 a completed application in the form determined by the Board of Directors;
 - 22.1.2 satisfactory evidence that they meet the requirements for the nursing designation and class of membership set out in the *Act*, the *Nunavut Act*, these Bylaws, and the policies;
 - 22.1.3 satisfactory proof of identity;
 - 22.1.4 payment of all applicable fees as prescribed in the policies;
 - 22.1.5 satisfactory proof of fluency in English as prescribed in the policies;
 - 22.1.6 satisfactory evidence, as required by the policies, to confirm fitness to practice nursing, including but not limited to:
 - A. a declaration, or if requested by the Registrar or Registration Committee, evidence that they are not suffering from a physical, medical, and/or mental health condition or addiction to alcohol and/or drugs that impairs their ability to practice nursing, and
 - B. evidence of registration or resignation in good standing in all other jurisdictions in which they are, and have ever been registered;
 - 22.1.7 satisfactory evidence, as required by the policies, to confirm good character and reputation, including but not limited to:
 - A. satisfactory references from present and/or previous employers,
 - B. no record of criminal convictions relevant to the practice of nursing,
 - C. no record of outstanding investigations or other disciplinary proceedings,
 - D. no history of fraud, misrepresentation or dishonesty related to application for registration;
 - 22.1.8 any additional information required by the Registrar or Registration Committee.

- 22.2 An applicant who becomes eligible for active registration as a nurse must submit full payment for registration by the date required by the policies.
- 22.3 An applicant who becomes eligible for active registration as a nurse shall comply with any requirements prescribed in the policies respecting the type and amount of required professional liability insurance or protection.
- 23. Renewal of Membership
 - 23.1 Application to Renew Certificate of Registration
 - 23.1.1 Every applicant for renewal of a Certificate of Registration must provide the following within the Renewal Period:
 - A. a completed application in the form determined by the Board of Directors;
 - B. payment of all applicable fees as prescribed in the policies.
 - 23.1.2 A person who fails to submit a complete application to renew a Certificate of Registration within the Renewal Period shall be removed from the applicable Register by the Registrar.
 - 23.1.3 The Registrar may reinstate a person removed from the register for failing to submit a complete application for renewal of a Certificate of Registration upon payment of all applicable fees as prescribed in the policies.
 - 23.2 Application to extend a Temporary Certificate
 - 23.2.1 Every applicant for extension of a Temporary Certificate must provide the following no less than thirty days before the expiry of the Temporary Certificate:
 - A. a completed application in the form determined by the Board of Directors;
 - B. payment of all applicable fees as prescribed in the policies.
 - 23.2.2 The total duration of a Temporary Certificate, including any extensions, must not exceed 24 months.
 - 23.2.3 A Temporary Certificate that is not extended by its expiry date terminates automatically and the Registrar shall remove the Temporary Certificate Holder from the applicable register.
- 24. Registration Appeal
 - 24.1 A person whose application for registration is refused may, within 30 days after receiving notice of the refusal, appeal the refusal to the Registration Committee by submitting a notice of appeal stating the grounds and reasons for appeal to the Registrar.
 - 24.2 Registration appeals will be conducted in accordance with procedures set by the Board of Directors.

Part 7: Branches

- 25. Registrant's Primary Place of Practice
 - 25.1 A member's primary place of practice shall be determined firstly by the Territory in which they perform the majority of their work.
 - 25.2 If the time spent in each Territory is equal, the member's primary place of practice shall be determined by the Territory in which they hold the most senior position.

Part 8: Continuing Competence

26. The Board of Directors may establish or approve a continuing competence program and continuing competence program rules for registrants in accordance with section 20(1)(z.12) of the *Act* and section 16(1)(ac) of the *Nunavut Act*.
27. The Board of Directors may recognize continuing competence programs administered by nursing regulators in a province or another territory as substantially equivalent to the program established or approved by the Board.
28. The Board of Directors will require registrants to comply with the continuing competence program rules.

Part 9: Professional Conduct

29. The Professional Conduct Committee shall include a minimum of three people appointed by the Board of Directors from among the membership of the College and the number of members of the public required by section 52 of the *Act*.
30. The Board of Directors may prescribe processes to be used in the professional conduct process, including processes for complaints, and processes for the suspension of a nurse's registration and certificate pursuant to sections 61 and 63 of the *Act* and sections 56 and 60 of the *Nunavut Act*.
31. The Board of Directors may establish a Board of Inquiry in accordance with section 71 of the *Act* and section 68 of the *Nunavut Act* and consisting of a minimum of three people.

Part 10: Meetings

32. General Meetings
 - 32.1 The College shall hold a General Meeting of the members at a time and in a place or in a manner to be determined by the Board of Directors, provided that a General Meeting shall be held at least once every twenty-four (24) months;
 - 32.2 Notice of the General Meeting shall be provided to each member of the College at least sixty days in advance of the meeting;
 - 32.3 General Meetings may be held in person, by teleconference, videoconference or other electronic or virtual means at the discretion of the Board of Directors.
 - 32.4 The Secretary shall make available for the General Meeting, a copy of the *Act*, the *Nunavut Act*, the Bylaws, and a copy of the procedural rules of order approved by the Board.
33. Business to be Transacted at General Meeting
 - 33.1 At each General Meeting of the members, the Board of Directors shall present:
 - 33.1.1 A report of the proceedings of the Board of Directors since the previous General Meeting in a form determined by the Board of Directors; and
 - 33.1.2 A statement of the financial position of the College since the previous General Meeting in a form determined by the Board of Directors.
34. Special General Meetings

- 34.1 Special Meetings may be called by the Board of Directors at any time, by providing a Notice of Special Meeting to the members at least sixty (60) days before the Special Meeting is to be held and specifying the date, time, location or manner of meeting.
- 34.2 A Special Meeting shall be called by the Board of Directors within sixty (60) days after the President receives a written request supported by at least fifty of the actively registered members of the College.
- 34.3 Only business specified in the Notice of Special Meeting shall be transacted at the Special Meeting.
- 34.4 Conduct of Special meetings shall be the same as that of general meetings.
- 35. Quorum
 - 35.1 Seventy-five active members of the College constitutes a quorum for the purposes of any General or Special Meeting of the College.
- 36. Voting at General Meetings
 - 36.1 Each active registrant member of the College who has been a member for at least six weeks prior to a general meeting is eligible to vote at the general meeting.
 - 36.2 Voting on motions and resolutions shall be by show of hands, roll call, or electronic or virtual poll at the discretion of the Board of Directors.
- 37. Branch General Meetings
 - 37.1 Special general meetings of the Northwest Territories Branch and the Nunavut Branch of the College may be held according to the same notice, quorum and voting requirements as general meetings of the College.

Part 11: Administration

- 38. The Board of Directors may establish and amend any fees, costs, levies, or assessments for any application, process, procedure or step under the *Act*, the *Nunavut Act*, Regulations or these Bylaws from time to time.
 - 38.1 Notices of amended fees, costs, levies, or assessments for any application, process, procedure or step will be communicated with the membership at least sixty days prior to the change.

Part 12: Enactment, Repealing or Amending Bylaws

- 39. The Board of Directors may make bylaws in accordance with the following process:
 - 39.1 Notice of a proposed bylaw, amended bylaw or revocation of a bylaw shall be:
 - 39.1.1 forwarded to all members of the College at least sixty days prior to the vote on the proposed bylaw, amended bylaw or revoked bylaw in accordance with the *Act* and the *Nunavut Act*; and
 - 39.1.2 published for public and nursing profession comments at least sixty days prior to the vote on the proposed bylaw, amended bylaw or revoked bylaw in accordance with the *Act* and the *Nunavut Act* and the comments will be considered before voting.
 - 39.2 Notices of proposed new bylaws, bylaw amendments or bylaw revocations will be deemed given if sent by electronic mail to the last electronic mailing address

provided by all members of the College, mailed to the last mailing address provided by members of the College who have not provided an electronic mailing address, and posted to the College's website at least sixty days prior to the vote on the proposed bylaw, amended bylaw or revoked bylaw in accordance with the *Act* and the *Nunavut Act*.

- 39.3 Notice of a proposed bylaw, amended bylaw or revocation of a bylaw is sufficient if it indicates where the proposed bylaw, amended bylaw or revocation of a bylaw may be found on the College's website.

Part 13: Code of Ethics and Standards of Practice

40. The College may adopt standards of practice, codes of professional conduct or ethics as determined by the Board of Directors for each nursing designation.