



**The Constitution and By-laws
The Rules and Regulations**

**Governing Piping, Drumming
and Pipe Band Competitions**

Adopted by

**The Atlantic Canada Pipe Band Association
(October 1996)**

Last Revision – AGM, October 18, 2009

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1. The Association

- 1.1. The name of the Association is the Atlantic Canada Pipe Band Association (ACPBA).
- 1.2. The ACPBA is a partner and world leader in the preservation and promotion of the Scottish culture, particularly as it relates to piping and drumming. We provide and/or support world-class instruction, adjudication, competition and other activities that foster excellence and appreciation in the art form for our musicians and the people of Atlantic Canada.
- 1.3. The ACPBA is a partner in the preservation and promotion of Celtic art forms through education, competition and support of Scottish piping and drumming events
- 1.4. The primary activities of the Association are to be carried on in Atlantic Canada.

2. By-laws

2.1. Membership

- 2.1.1. **Individuals or bands** in Atlantic Canada wishing to compete in competitions sponsored or sanctioned by the Association must be paid up members of the Association prior to the event. Also, solo competitors from Atlantic Canada must be registered as individual members or registered as a family membership of the ACPBA with the exception of practice chanter and drum pad competitors. Membership shall be conditional upon payment of the annual fees to be set from time to time by the Association.
- 2.1.2. **The Association may suspend or terminate the membership** of any member for conduct detrimental to the interests of the Association. Notice of the intention to take such action shall be given to the member concerned and shall require a vote of three-quarters of the delegates in attendance at the next Association meeting. Until such a meeting has been called and held, and after due consideration, the Executive has the ability to issue a temporary suspension in membership status.
- 2.1.3. **All memberships end at the AGM.** Bands and individuals must re-register at the earliest opportunity following the AGM and before January 1st. In the event of fall competitions after the AGM and prior to January 1st, the previous year's registration will be considered to be in effect until December 31st.
- 2.1.4. **Individuals playing with member bands** of this, or any other association, **must be registered with their band at least two (2) weeks prior to any competition.**

- 2.1.5. **Bands and/or individuals from outside the Atlantic Provinces**, who are full members of a recognized pipe band association, may compete in a maximum of two (2) events sanctioned by this Association without being required to become associate members. An event shall be considered to be a full highland games competition. However should they not be members of a recognized pipe band association, they must join this or another recognized association prior to being permitted to compete.
- 2.1.6. All band and individual registration fees are payable to the association and sent to the attention of the association Membership/Treasurer.
- 2.1.7. **All bands and individuals shall be required to pay a membership fee** in order to compete in games under the jurisdiction of the Association.
- 2.1.8. **Categories of membership**
- 2.1.8.1. **Any individual or group playing highland music on the pipes and/or drums in Atlantic Canada** are eligible to be full members of the Association. At Association meetings, individual members are entitled to one (1) vote while bands are entitled to a maximum of two (2) votes. Individuals who are members through band affiliation are encouraged to attend and participate in Association meetings but they may not vote unless they are exercising one (1) of the bands two (2) votes.
- 2.1.8.2. **Any piper, drummer, pipe band or non-playing individual from outside the Atlantic Provinces may become an associate member** of the Association. These associate members are welcome to participate in Association meetings with the understanding that they are not eligible to vote.
- 2.1.8.3. **Individual residents of Atlantic Canada who do not play pipes or drums** may be full members of the Association. As such, each individual member is entitled to one (1) vote at Association meetings.
- 2.1.8.4. **Families in Atlantic Canada may take out a family membership**. While all family members are welcome to participate in association meetings, each family shall be restricted to one (1) vote.
- 2.1.8.5. **Corporations and businesses in Atlantic Canada** may take out a corporate membership in the Association. Corporate members are welcome to participate in Association meetings but are not eligible to vote or to hold office on the executive.
- 2.1.8.6. **All Atlantic Canada Pipe Band Executive members** must be paid members of the ACBPA. Each Executive member is entitled to one (1) vote at Association meetings.

2.1.8.7. **All ACPBA judges** must be paid members of the ACPBA. Each judge is entitled to one (1) vote at Association meetings.

2.2. Officers and Committees

2.2.1. **President:** The President shall call the meetings of the Executive and of the Association. The President shall preside at all meetings as chairman and shall be an ex-officio member of all committees. The elected term of office shall be two (2) years. After two (2) years, the President shall move into the position of Past President and remain a contributing member of the Executive. After a term as past president, the incumbent may offer for any vacant or elected position in the Association.

2.2.2. **Vice-President:** The Vice-President shall preside over meetings of the Executive and the Association in the absence of the President. At the end of the President's term, the Vice-President will become the Association's new President. Should the office of President become prematurely vacant, the Vice- President shall immediately assume all duties of the President until the election of officers at the next annual general meeting (AGM).

2.2.3. **Secretary:** The Secretary shall maintain the records of the Association and the minutes of all meetings and shall send written notices of all meetings to all Executive members at least one (1) week prior to the meeting.

2.2.4. **Membership/Treasurer:** The Membership/Treasurer shall maintain the books and records of the Association and shall maintain a bank account in which all Association monies shall be deposited. The Membership/Treasurer shall present an audited financial statement to the AGM. Signing officers of the bank account shall be decided from time to time by the Executive. The Membership/Treasurer is charged with the responsibility of maintaining all membership lists throughout the year. The incumbent of the position will also be responsible for notifying all categories of members when their membership is about to lapse

2.2.5. **Chief Steward:** The Chief Steward shall be responsible for overseeing that all competitions are conducted in accordance with the Association's by-laws. To accomplish this the Chief Steward will:

- review and suggest revision to the Association, of the rules for competition once a year or as necessary.
- consult with games organisers to ensure that the rules of competition are clear and followed.
- collect all score sheets and ensure the accuracy of results.
- where there is misunderstanding over the rules the Chief Steward will interpret the situation and make a reasoned decision based on the rules. This decision will be binding and uniformly applied. Any such decision that has the effect of changing a given rule must be presented to the Executive and later the membership for ratification.

- maintain an ongoing tally of points for champion supreme in each appropriate category.
- presents a listing of all champion supreme scores for the current year to the AGM.

2.2.6. **Regional Directors:** The geographic regions of the Association shall be represented by Regional Directors as follows: one (1) to represent Cape Breton Island; one (1) to represent Antigonish, Guysborough, Pictou, Colchester, Cumberland; one (1) to represent Halifax Regional Municipality, Western N.S. and the Valley; two (2) to represent New Brunswick; one (1) to represent Prince Edward Island.

2.2.7. **Adjudication Committee:** The Adjudication Committee is responsible to:

- set the standard and criteria for adjudicators and adjudicating.
- provide and conduct appropriate testing for adjudicators.
- appoint adjudicators to the panel
- recommend adjudicators to games organisers.
- The panel of adjudicators shall at no time consist of less than four (4) piping and two (2) drumming adjudicators. Adjudicators can be added or deleted to/from the panel on the recommendation of the chairman of the adjudication committee, and subject to approval at an AGM. Apprentice adjudicators will adjudicate the grades for which they are seeking certification and in conjunction with an approved adjudicator. Their results and comments will be reviewed and approved by the adjudication committee and Executive before they can be added to the panel.

2.2.8. **Music Board:** The Music Board shall act as technical and musical advisors to the Executive and are responsible for the interpretation of the rules and regulations of piping, drumming and pipe bands of the ACBPA. The makes recommendations to the Executive regarding changes to the Rules and regulations and also any changes to the grading of solo competitors and pipe bands.

2.2.8.1 The executive may, at any time, under the advisement of the Music Board, change the music requirements for solo piping, drumming, and pipe band competitions, provided notice is given to the general membership.

2.2.9. **Public Relations:** Public Relations promote the activities of the Association in all the news media and supervise the production of the Association newsletter.

2.2.10. **Nominating Committee:** The Nominating Committee shall produce a list of persons willing to serve and eligible for nomination to any office in the Association.

- 2.2.11. **Constitution Committee:** The Constitution Committee shall meet as required to consider any changes to the Constitution.
- 2.2.12. **Special Activities Committee:** The Special Activities Committee shall organize and administer special projects approved by the Association.
- 2.2.13. **Liaison Officer:** The Liaison Officer will maintain and promote dialogue and relations with other Scottish cultural associations.

2.3. Executive

- 2.3.1. **The Executive shall consist of the officers, regional directors and committee chairpersons.** The immediate Past President shall also be a member of the Executive. The Executive will be elected for a two (2)-year term at the AGM. Each year one-half of the Executive (not including the President, and Vice President) will stand for election at the AGM.
- 2.3.2. **Any three (3) members of the Executive shall constitute a quorum** for an Executive meeting.
- 2.3.3. The Executive shall meet on the call of the President, the Secretary or any two (2) of the officers of the Association.
- 2.3.4. A minimum of four (4) Executive meetings shall be called in a year.

2.4. General Meetings

- 2.4.1. General meetings of the Association may be called at any time by the Executive and shall be presided over by the President.
- 2.4.2. **Each member band may provide two (2) voting delegates at general meetings** and any number of observers. Credentials may be required.
- 2.4.3. **Each band delegate and each member of the Executive shall be entitled to one (1) vote** at an annual meeting of the Association. The President may vote only in the event of a tie.
- 2.4.4. **Any member band without a delegate at a meeting** may appoint a person present at that meeting to vote for it in respect of any motion or matter proposed in the notice calling the meeting. The appointment of proxy must be in writing signed by the Band's President and one (1) other official of the member band and presented to the Secretary prior to the meeting.
- 2.4.5. **Observers, associate and corporate members may discuss matters being considered but shall have no vote.** All other members are eligible to vote in accordance with section 2.1.
- 2.4.6. **The AGM shall be held in October of each year** at the call of the Executive. Notice of any motion will be submitted to the Executive, in writing, 30 days prior to the AGM. Those members of the Executive who are retiring shall be replaced or re-elected for a term of two (2) years and any non-active officer shall be replaced for the remainder of the term of office thus vacated.

2.4.7. **A quorum for any general meeting shall consist of delegates representing 25% of the member bands.**

2.4.8. All resolutions and motions shall be decided by a simple majority vote, with the exception of amending the by-laws, which requires a 60% majority of those present and able to vote.

2.5. By-laws

2.5.1. **The by-laws of the Association may be amended** at any general meeting or at any other meeting in which notice proposing the amendment is given with the notice of the meeting.

2.5.2. **Rules of parliamentary procedure as contained in Robert's Rules of Order shall be followed** where not inconsistent with these by-laws.

2.6. Fees

2.6.1. **All fees, as set from time to time by the Association, shall be due by January 1st.** After March 1st, the Association is not obligated to continue mailings to those in default.

2.7. Travel costs

2.7.1. Members of the Executive traveling on Association business will be reimbursed for reasonable expenses, or by an agreed upon stipend and as budgets allow.

2.7.2. When attending highland games as the representative of the Association, the Chief Steward will be compensated for travel, meals and accommodation, where appropriate, by the games' sponsoring society.

2.8. Fiscal Year

2.8.1. The fiscal year of the Association shall be from October 1st to September 30th.

2.9. Auditor

2.9.1. **The Auditor shall be elected for the ensuing year at each AGM.** It shall be the duty of the Auditor to examine the records and accounts of the Membership/Treasurer prior to the AGM. Any person other than the Membership/Treasurer may be appointed Auditor.

2.10. Competition Rules

2.10.1. The rules of competition and adjudication as approved by the AGM shall be recorded and distributed by the Secretary.

2.10.2. **The rules of competition and adjudication can be amended by a meeting of the Executive.** Such changes will be considered in force until the next AGM where they will be presented for ratification.