

ADMINISTRATIVE BYLAWS



Status:	APPROVED
Approved by Council:	April 2025
Amended:	April 2025
To be Reviewed:	April 2030

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SECTION 1 - INTERPRETATION

(1) Application

These bylaws have been made by the Council of the College of Dental Surgeons of Saskatchewan pursuant to *The Dental Disciplines Act*. These bylaws replace all other College of Dental Surgeons of Saskatchewan Administration Bylaws that were previously in force.

(2) Definitions

In these bylaws:

- (a) “Act” means *The Dental Disciplines Act*;
- (b) “Bylaws” means, collectively, the Regulatory Bylaws and the Administrative Bylaws of the College of Dental Surgeons of Saskatchewan;
- (c) “CDSS” means the College of Dental Surgeons of Saskatchewan;
- (d) “College” means the College of Dental Surgeons of Saskatchewan;
- (e) “Council” means the Board of Directors of the College of Dental Surgeons of Saskatchewan;
- (f) “Councilor” means a member of the Board of Directors of the College of Dental Surgeons of Saskatchewan, elected or appointed in accordance with the Act;
- (g) “Good Standing” means a licensed dentist who owes no money to the college, has no outstanding complaints, and is in compliance with any discipline orders or agreements or undertakings provided to the College;
- (h) “Officer” means one of the elected officers of Council (the President, President-Elect, and Vice-President) and the employed officers of Council (the Executive Director, Registrar, and Council Chairperson);
- (i) “Policy” means policy developed by the College of Dental Surgeons of Saskatchewan;
- (j) “Register” means the list of persons registered with the College of Dental Surgeons of Saskatchewan that is maintained in accordance with *The Dental Disciplines Act*.

SECTION 2 – COUNCIL AND COUNCILORS

(1) Council of the College

The governance, management, and regulation of the College shall be transacted by a Council of the College in accordance with the Council Terms of Reference and Individual Councilor Terms of Reference.

(2) Composition of Council

The Council shall consist of:

- (a) A minimum of five (5) with a maximum of eight (8) Registrant Councilors elected pursuant to the Annual Election Policy;
- (b) A maximum of three (3) Public Representative Councilors appointed by the Government of Saskatchewan pursuant to the Act.

(3) Term of Office of a Councilor

- (a) The term of office of an elected Councilor, other than an Officer, shall not exceed two years following their election.
- (b) The President and Executive Committee will monitor Councilor terms with a view to regular turnover to ensure

renewal and diversity on Council. No Councilor elected pursuant to subsection 2(3)(a) may hold office on Council in any capacity or capacities for more than 8 consecutive years.

(4) Voting Members of the Council

Voting privileges are extended to both the elected registrants and appointed public representatives only.

(5) Oath of Office

Every Councilor, officer, committee member, and employee of the College shall take and sign the oath of office approved by Council before taking their seat on Council or committee.

(6) Confidentiality

- (a) Every Councilor, officer, committee member, and employee of the College shall respect the confidentiality of matters:
 - (i) brought before the College;
 - (ii) brought before Council;
 - (iii) brought before a committee;
 - (iv) dealt with in the course of the employee's employment activities;
 - (v) dealt with in the course of registrants' activities in connection with the College.
- (b) Nondisclosure agreements shall be signed at the commencement of each annual Council term.

(7) Conflict of Interest

- (a) Every Councilor, officer, committee member, and employee of the College shall understand their obligation to avoid any activity, agreement, business interest or investment, or other situation that could create a real or perceived conflict of interest between the councilor's personal or financial interests and the best interests of the College.
- (b) Conflict of interest acknowledgements shall be signed at the commencement of each annual Council term.

(8) Code of Conduct

- (a) Every Councilor, officer, committee member, and employee of the College shall respect the Code of Conduct of the College. The purpose of the Code of Conduct is to ensure that Councilors properly perform their duties in a manner that promotes the highest standard of public trust and integrity. A Councilor who fails to comply with any of the provisions the Code of Conduct will be subject to disciplinary actions up to and including immediate removal from Council.
- (b) Code of Conduct agreements shall be signed at the commencement of each annual Council term.

(9) Procedures for the Election of Councilors

- (a) The procedures for the election of Councilors for the purposes of subsection 2(2)(a) are pursuant to the Annual Election Policy.
- (b) For the purposes of subsection 2(2)(a), the registrants eligible for election and to hold office must:
 - (i) be a General Dentist Registrant or Specialist Registrant who holds a practising licence;
 - (ii) be in good standing;
 - (iii) be a current resident in Saskatchewan; and
 - (iv) have completed the mandatory preparation procedures required by Council.
- (c) For the purposes of subsection 2(2)(a), the following persons are not eligible to be elected or to hold office or continue to hold office on the Council:
 - (i) a person who is employed by the College, or was employed by the College in the previous five years;
 - (ii) a person who is or was employed by the College in the position of Executive Director or Registrar;
 - (iii) a person who holds an equivalent governance position with an employer of members or union representing members;
 - (iv) a person who is not reasonably available to attend meetings of Council;
 - (v) a person who has been convicted of an indictable offence under the Criminal Code (Canada).

(d) Any vacancy of Council which occurs regarding a Councilor pursuant to subsection 2(2)(a) may be filled as provided for in the Act.

SECTION 3 – COUNCIL AND COUNCILORS DUTIES

(1) Duties of Council

For the purposes of 3.1 of the Act – Duty and objects of the association, the Council shall govern, manage, and regulate the affairs and business of the College, in accordance with the Act, the bylaws, and the terms of reference, and without restricting the generality of the foregoing shall:

(a) Determine the role and goals of Council by:

- (i) establishing revisions and amendments to the bylaws;
- (ii) making, adopting, or approving Council policies for any purpose authorized under the Act and the bylaws, with approval by the majority of the then acting Councilors.

(b) Establish policies regarding:

- (i) the role of Council.
- (ii) the governance and oversight of the College.
- (iii) the regulation of registrants including the registration, licensure, continuing competency, quality assurance, standards, conduct, and discipline.

(c) Elect or appoint Officers and determine duties and responsibilities.

- (i) The Council shall elect or appoint, pursuant to the Vice President Election Policy, a Councilor other than a public representative appointed pursuant to the Act, as Vice President for one year - who shall subsequently become the President Elect the next year and will subsequently become the President the following year.
- (ii) The immediate Past President shall serve in a nonvoting advisory position.
- (iii) The duties of the Officers are pursuant to the direction of and any limitations prescribed by the Council, the Act, the bylaws, the terms of references, the College strategic plan, and College policies.

(d) Appoint an Executive Director and Registrar and determine duties and responsibilities.

The Council shall appoint and oversee an Executive Director and Registrar to administer the affairs of the College pursuant to the direction of and any limitations prescribed by the Council, the Act, the bylaws, the terms of references, the College strategic plan, and College policies.

(e) Prescribe remuneration and expenses.

The Councilors, Officers, committee members, and employees of the College are entitled to remuneration for their services rendered to the business of the College in the amount determined by the Council pursuant to Remuneration Policies, and for reimbursement for expenses in accordance with the rates set by the Government of Canada.

(f) Prescribe the amount of registration, licensing, and other fees.

The Council may establish fees to be paid for: registration, licensing, permits, and services pursuant to Schedule 1 Registration, Licensing, Permits, and Other Fees; training or educational programs provided to registrants; and any other purpose relating to the business of the College.

(g) Prescribe the Seal of the College.

The seal of the College shall be a buffalo head within a wreath of leaves surrounded by the words "College of Dental Surgeons of Saskatchewan", whose imprint is affixed to these bylaws as Appendix A.

(h) Provide for the execution of documents.

The documents to be executed on behalf of the College shall be signed by the President and/or the Executive Director and/or the Registrar and/or the Chair and sealed with the Seal of the College.

(i) Respect the banking and financial dealings.

- (i) The Executive Director or designate is authorized by Council to:
 - (A) approve College financial commitments and authorize payments of amounts less than \$10,000;
 - (B) authorize the movement of College funds in any amount from one College account to another, and may invest the whole or any portion of the College funds in the name of the College;
 - (C) provide a balance sheet and statement of revenue and expenditures of the College to the Council with respect to the end of each calendar quarter.
- (ii) It shall be within the authority of, and be required of, the Council to assure itself that all just debts of the College are paid within a reasonable time.

(j) Fix the fiscal year.

The fiscal year of the College shall be that of the calendar year.

(k) Providing for the audit of the accounts and transactions.

- (i) The Council shall appoint a professional accountant to be the auditor of the College pursuant to the Financial Auditor Policy.
- (ii) The Executive Director shall arrange for an annual audit of the College's financial affairs and financial statements.
- (iii) The auditor shall annually, or more frequently as required by the Council, audit the College's accounts and transactions and shall, annually after the completion of the fiscal year, furnish a statement of the College's financial affairs, which shall be presented at the annual general meeting of the College.

(l) Respect the management of the property.

The College can acquire, hold, mortgage, lease, sell or dispose of any property to administer the affairs of the College pursuant to the direction of and any limitations prescribed by the Council, the Act, the bylaws, the College strategic plan, and College policies.

(m) Appoint external representation.

- (i) It shall be the right of Council to appoint a registrant or registrants of the College who will represent the College on any board or organization to which the College has representation.
- (ii) It shall be within the authority of the Council to affiliate the College with the Canadian Dental Association and like bodies on payment of whatever fee, grant, or subsidy is required.

(n) Attend annual and special meetings.

It shall be the duty of Councilors to attend all the meetings of Council and the Annual General and Special Meetings of the College.

(2) Duties of Councilors

- (a) Councilors shall perform any duties that may be assigned by the Council or the President.
- (b) Public Representative Councilors who are appointed to the Council by the Government of Saskatchewan pursuant to the Act shall:

- (i) represent the views of the public on matters before the Council;
- (ii) report to the Council on public concerns; and
- (iii) perform any duties that may be assigned by the Council or the President.

SECTION 4 – MEETINGS OF THE COUNCIL AND THE COLLEGE

(1) Meetings of the Council

(a) Frequency

- (i) The meetings of Council shall occur at least four times a year on such dates as are approved by Council, and as set out in an annual calendar.
- (ii) Additional meetings of Council may be held as deemed necessary by the President in consultation with Council.
- (iii) While meetings in person are generally preferred, meetings may convene in person or via electronic virtual means or any other communications facilities as agreed upon by Council.

(b) Attendance

- (i) Councilors are expected to attend all meetings.
- (ii) If circumstances require an absence from a meeting, the Councilor will inform the President and Chair and will remain responsible for Council meeting matters.

(c) Quorum

A quorum for a meeting of Council shall be the majority of its appointed and elected voting Councilors, with at least one appointed public representative pursuant to subsection 2(2)(b).

(d) Chair

- (i) The Council Chairperson shall act as Chair of the meeting.
- (ii) The President or their designate shall act as Chair of the meeting in the event of the absence of the Council Chairperson.

(e) Rules

The rules contained in the most current edition of "Robert's Rules of Order" shall govern the meeting of the Council, unless otherwise determined by Council in consultation with the Council Chairperson.

(f) Decisions

Unless the Act or these bylaws state to the contrary, the Council shall attempt to make decisions by consensus when possible. If consensus cannot be achieved, the Council may act by majority decision of those present at the meeting.

(g) Voting

- (i) Voting members of the Council are both the elected registrants and appointed public representatives only, including Council elected Officers.
- (ii) Every question, motion, and resolution shall, unless otherwise required by the Act or the bylaws, be determined by the majority of the votes cast on the question.

(h) Methods of voting

- (i) The vote may be taken by ballot or by a show of hand or by electronic forms at the discretion of the

President.

(ii) No proxy voting will be permitted.

(i) Tie Vote

In the event of a tie vote, the question, motion, or resolution is deemed not to have passed.

(j) Business

The Council will prescribe the agenda for the meeting and it must include provisions for:

- (i) Approval of the agenda;
- (ii) Approval of the consent items;
- (iii) Report of the President;
- (iv) Report of the Executive Director;
- (v) Report of the Registrar;
- (vi) Report, if any, of legislated committees;
- (vii) Review of action items, task calendar, decision items, discussion items, and risk items;
- (viii) In camera discussion as necessary;
- (ix) Any other business which the Council may so decide.

(2) Meetings of the College

(a) Annual General Meeting (AGM)

An Annual General Meeting of the College shall be held in each calendar year at a time and place decided upon by Council.

The annual general meeting may convene in person or via electronic virtual means or any other communications facilities as agreed upon by the Council.

(b) Special Meeting

- (i) The special meetings of the College are pursuant to section 2(14) of the Regulatory Bylaws.
- (ii) The President shall call a special meeting of the College on a requisition signed by three members of the Council, or where the Chair receives a petition signed by twenty five percent of the voting registrants of the College.
- (iii) The special meeting may convene in person or via electronic virtual means or any other communications facilities as agreed upon by the Council.

(c) Procedures

(i) Notice

(A) Annual General Meeting

- 1. Notice of the annual meeting shall be sent to the eligible registrants of the College at least 30 days prior to the annual meeting, and an agenda of the business to be transacted shall be additionally sent to each registrant at least 7 days prior to the meeting.

(B) Special Meeting

- 1. Notice of any special meeting shall be communicated to all registrants fourteen days before the date set for the meeting, and the meeting shall be held not more than twenty-one days after receipt of the requisition or petition.

(C) The notice of meetings of the College shall be by electronic mail to the email address recorded in the College's register.

(ii) Eligibility to Participate

All General Dentist and Specialist registrants who are in good standing with the College are entitled to attend the meetings of the College with the right to move or second any motion, and to speak and vote on any

motion.

(iii) **Quorum**

A quorum for a meeting of the College shall be the number of eligible registrants present at the meeting.

(iv) **Chair**

(A) The Council Chairperson shall act as Chair of the annual meeting.

(B) The President or their designate shall act as Chair of the meeting in the event of the absence of the Council Chairperson.

(v) **Rules**

The rules contained in the most current edition of "Robert's Rules of Order" shall govern the meeting of the College, unless otherwise determined by Council in consultation with the Council Chairperson.

(vi) **Voting**

(A) Every question, motion, and resolution shall, unless otherwise required by the Act or the bylaws, be determined by the majority of the votes cast on the question.

(B) Voting members of the College are the eligible registrants for the meeting.

(vii) **Methods of voting**

(A) The vote may be taken by ballot or by a show of voting cards or by electronic forms at the discretion of the President.

(B) No proxy voting will be permitted.

(viii) **Tie Vote**

In the event of a tie vote, the question, motion, or resolution is deemed not to have passed.

(ix) **Business**

(A) Annual General Meeting

The Council will prescribe the agenda for the meeting and it must include, but not limited to, provisions for:

1. Approval of the agenda;
2. Approval of the minutes of the previous Annual General Meeting;
3. Report of the President;
4. Report of the Executive Director;
5. Report, if any, of legislated committees;
6. Reporting on election of Council;
7. Reporting on changes, if any, to the regulatory bylaws;
8. Approval of audited financial statements;
9. Any other business which the Council may so decide.

(B) Special Meeting

1. The business to be conducted at any special meeting shall be specified in the notice of the meeting communicated to the registrants.
2. The notice shall state the nature of the business to be considered at the special meeting in sufficient detail to permit the registrants to form a reasoned judgment thereon and the text of any special resolution to be submitted to the meeting.
3. The business to be transacted at a special meeting will be limited to that specified in the notice.

(x) **Reporting**

(A) Annual General Meeting

1. The Council shall report on its activities of the past year in the Annual Report which is to be presented at the Annual General Meeting
2. The Annual Report will be provided to the Ministry of Health and will be published on the College website.
3. The Annual Report must include the following information for the year for which the report is submitted:
 - (a) a description of the structure of the College, including the committees of the Council names, descriptions, and functions;
 - (b) the names of the Councilors and of the members of the committees of the Council;
 - (c) a copy of the bylaws and any amendments to bylaws that were made;
 - (d) the number of registrants by registration category;
 - (e) the number of registrants who hold a licence;
 - (f) the number of applications for registration that were received and their disposition;
 - (g) the number of applications for licences that were received and their disposition;
 - (h) the number of complaints that were received and their disposition;
 - (i) the number of registrants disciplined, the reasons for the discipline, and the sanctions imposed;
 - (j) the number of practice audits conducted and the results of the audits;
 - (k) a description of the continuing competency program of the college and other methods used to maintain the competence of the registrants;
 - (l) audited financial information or financial information in a form and manner satisfactory to the minister;
 - (m) any other information the minister requires.

SECTION 5 – ELECTED AND EMPLOYED OFFICERS OF THE COLLEGE

(1) Officers

- (a) The elected officers of Council are the President, President Elect, Vice-President, and Past President.
- (b) The employed officers of Council are the Executive Director, the Registrar, and the Council Chairperson.
- (c) The collective group of elected and employed officers form the Executive Committee.

(2) Elected Officers – President, President-Elect, Vice-President

- (a) President
 - (i) The President shall represent the Council and the College, attend all meetings of the Council and the College, enforce due observance of the Act and the bylaws, and ensure proper governance and administration of the affairs and integrity of the College.
 - (ii) The President shall recommend to Council, in consultation with the Executive Committee, the appointment of such committee members and chairs as are deemed necessary.
 - (iii) With the exception of the statutory committees, the President shall be an ex officio member of each committee of Council.
 - (iv) The employed officers shall report to Council through the President.
 - (v) The President shall act in accordance with the applicable Council approved Terms of Reference as may be amended from time to time.
- (b) President-Elect

The President-Elect shall support the President and Vice-President in performing their duties and shall act as President in the absence of the President. The President-Elect shall act in accordance with the applicable Council approved Terms of Reference as may be amended from time to time.
- (c) Vice-President

The Vice-President shall support the President and President-Elect in performing their duties and shall act as

President in the absence of the President and President-Elect. The Vice-President shall act in accordance with the applicable Council approved Terms of Reference as may be amended from time to time.

(3) Employed Officers - Management

(a) Executive Director

- (i) The Executive Director shall be appointed by and accountable to the Council, and will be responsible for the administration, operation, and management of the College.
- (ii) The Executive Director shall act in accordance with the applicable Council approved Terms of Reference as may be amended from time to time.

(b) Registrar

- (i) The Registrar shall be appointed by and accountable to the Council, and will be responsible for the regulation of the College and its registrants.
- (ii) The Registrar shall act in accordance with the applicable Council approved Terms of Reference as may be amended from time to time.

(4) Employed Officers - Advisors

(a) Council Chairperson

- (i) The Council Chairperson shall be appointed by and accountable to Council, and will be responsible for the governance of the College.
- (ii) The Chairperson shall act in accordance with the applicable Council approved Terms of Reference as may be amended from time to time.

SECTION 6 – COMMITTEES OF COUNCIL

Committees of Council

(1) The Council may form and appoint such standing committees or ad hoc committees as may be necessary to attend to the business and governance of the College.

(2) The Council shall approve the mandate, Terms of Reference, policies, and procedures governing the duties and powers delegated to each Committee.

(3) The **Committees of Council** include, but are not limited to:

(a) Statutory Committees

- (i) Discipline
- (ii) Professional Conduct

(b) Governance Committees

- (i) Finance
- (ii) Governance
- (iii) Human Resources

(c) Council Committees

- (i) Quality Assurance
- (ii) Advertising Review
- (iii) Saskatchewan Health Authority Oral Health Sciences

(d) Management Committees

- (i) Professional Practice Standards
- (ii) Continuing Competency and Quality Assurance Program
- (iii) Continuing Education

- (e) Third Party Committees
 - (i) Economics

(4) Appointment

The President, having consulted with the Executive Committee, shall recommend to the Council the appointment of a chair and members to each of the committees for approval by motion at the meeting of Council following the annual general meeting.

(5) Eligibility to Participate

Unless the Act or the bylaws state to the contrary, there are no restrictions on the individuals appointed to be a committee member. A committee member could be, but is not limited to, a registrant in good standing, a public representative, a subject matter expert.

(6) Term

The Chair or committee member appointed under this section holds office until the Council approves a replacement.

(7) Chair

Pursuant to the Act, the chair of each committee, including the Statutory Committees, is not required to be a Councilor.

(8) Duties and Accountability

- (a) Each committee shall, in addition to the duties assigned by the Act and these bylaws, perform any duties assigned by Council and the chair of the committee.
- (b) Each committee shall report to Council in a manner and at a frequency determined by Council.

(9) Procedures

Pursuant to the Act, each committee may establish its own practice and procedures.

(10) Meetings

- (a) Committee meetings may be held as deemed necessary by the Chair in consultation with the committee members.
- (b) Committee meetings may convene in person or via electronic virtual means or any other communications facilities as agreed upon by the committee.

(11) Attendance

Committee members are expected to attend all meetings. If circumstances require an absence from a meeting, the committee member will inform the Chair and will remain responsible for committee meeting matters.

(12) Quorum

- (a) At a meeting of any committee other than the Discipline Committee, a majority of committee members present constitutes a Quorum.
- (b) The Discipline Committee, pursuant to the Act, requires at least three persons appointed by its council; and to constitute a quorum, a majority of the committee members must be practicing members and one of the members must be an appointed public representative.

(13) Decisions

Unless the Act or these bylaws state to the contrary, a committee shall attempt to make decisions by consensus when possible. If consensus cannot be achieved, a committee may act by majority decision of those present at the meeting.

(14) Voting

- (a) Voting members of the committee are the both the elected registrants and appointed public representatives only,

including Council elected Officers.

- (b) Every question, motion, and resolution shall, unless otherwise required by the Act or the bylaws, be determined by the majority of the votes cast on the question.

(15) Methods of voting

- (a) The vote may be taken by ballot or by a show of hand or by electronic forms at the discretion of the Chair.
- (b) No proxy voting will be permitted.

(16) Tie Vote

In the event of a tie vote, the question, motion, or resolution is deemed not to have passed.

SECTION 7 – SUSPENSION OR REMOVAL FROM OFFICE

(1) Employed Officers – Executive Director, Registrar, and Chairperson

- (a) The Employed Officers
 - (i) accept their term of employment on a standing employment contract or renewable annual contract with the understanding that they must successfully and professionally execute the duties contained in their specific Terms of Reference while following the College policies and procedures;
 - (ii) must exclude their personal interests and make decisions in the best interests of the public and the College;
 - (iii) must not engage in any action that would create any real or perceived situation where the College's impartiality, professionalism, or commitment to its mandate to protect and serve the public interest could be under question.
- (b) An Employed Officer may be removed from their position if:
 - (i) found guilty of an offense under the Criminal Code of Canada;
 - (ii) having been engaged in any conduct or activity that is, in the opinion of Council, unprofessional or contrary to their duties;
 - (iii) has engaged in any conduct contrary to the best interests of the College;
 - (iv) or failed to comply with Code of Conduct.
- (c) If Council believes that circumstances exist for suspension or removal, the Executive Committee shall convene to carefully and impartially investigate the alleged violation and provide an opportunity for the individual under question to respond to the allegation. At the end of the investigation, the Executive Committee shall make a recommendation to Council.
- (d) The President or designate shall give the Council seven days written notice of the date on which the vote is to be held to allow the individual encountering the vote for suspension or removal the opportunity to make written submissions to Council before the vote on the motion is held.
- (e) An Employed Officer shall be suspended or removed from their role upon a 2/3rd majority vote by Council.

(2) Elected Councilor, Elected Officer, or Committee Member

- (a) An Elected Councilor and Elected Officer accepts their election or a Committee Member accepts their appointment with the understanding that they must work within the applicable College Terms of Reference and governance policies, exclude their personal interests, and make collective decisions in the best interests of the public and the College.
- (b) They must not take any action that would create any real or perceived situation where the College's impartiality, professionalism, or commitment to its mandate to protect and serve the public interest could be under question.
- (c) An Elected Councilor, Elected Officer, or Committee Member may be suspended or removed from the College if:
 - (i) found guilty of an offense under the Criminal Code of Canada;
 - (ii) having been engaged in any conduct or activity that is, in the opinion of Council, unprofessional or contrary to

- their duties;
- (iii) has engaged in any conduct contrary to the best interests of the College;
- (iv) failed to comply with Code of Conduct;
- (v) ceased to be registered as a registrant of the College in good standing or ineligible to continue to hold office;
- (vi) a complaint alleging that the individual has engaged in conduct that constitutes professional incompetence or professional misconduct is received by the College, pending the resolution of the complaint.
- (d) If Council believes that circumstances exist for the suspension or removal, the Executive Committee shall convene to carefully and impartially investigate the alleged violation and provide an opportunity for the individual under question to respond to the allegation. At the end of its investigation, the Executive Committee shall make a recommendation to Council.
- (e) The President or designate shall give the Council seven days written notice of the date on which the vote is to be held to allow the individual encountering the vote for suspension or removal the opportunity to make written submissions to Council before the vote on the motion is held.
- (f) An Elected Councilor, Elected Officer, or Committee Member shall be suspended or removed from their role upon a 2/3rd majority vote by Council.

(3) Appointed Councilor – Public Representative

- (a) If Council believes that circumstances exist for the removal, the Executive Committee shall convene to carefully and impartially investigate the alleged violation, and provide an opportunity for the individual under question to respond to the allegation. At the end of its investigation, the Executive Committee shall make a recommendation to Council.
- (b) If Council concludes that a Public Representative Councilor has engaged in conduct or activity that is contrary to the duties of a Councilor or has engaged in conduct contrary to the best interests of the public or the College, the President or their designate shall arrange a meeting with the Ministry of Health outlining the concerns with a request for the removal of the Councilor.

SECTION 8 – DENTAL SERVICES PLAN

- (1)** The Economics Committee may on behalf of the registrants and professional corporations of the College enter into agreements to establish or participate in dental service plans for the purpose of providing dental services as provided by the Act. Any such agreements may include matters respecting the administration of the plan and the fees paid for dental services rendered under the plan.
- (2)** Where a registrant or professional corporation is prepared to or agrees to perform services on a patient pursuant to the terms of a dental services plan established or agreed to by the College as provided by the Act, the registrant or professional corporation shall perform such services and charge fees in accordance with the terms of such dental plan.

APPENDIX A

The following seal of the College is a buffalo head within a wreath of leaves surrounded by the words "College of Dental Surgeons of Saskatchewan":



Date of Revision

April 5, 2025

A handwritten signature in black ink, appearing to read 'Jmr' with a large, stylized 'Z' or 'J' at the beginning.

**Dr. Dean Zimmer
Registrar
CDSS**