

New Brunswick Medical Society: Section of Family Medicine Terms of Reference

ARTICLE 1 – ORGANIZATION

- 1.1 The Section of Family Medicine is an unincorporated association created pursuant to Article 10.2 of the New Brunswick Medical Society (“**NBMS**”) Rules, as amended.

ARTICLE 2 – PURPOSE

- 2.1 The Section of Family Medicine represents all family medicine specialists practicing medicine in the Province of New Brunswick.
- 2.2 The Section of Family Medicine’s mandate includes but is not limited to the following operations or activities:
 - 2.2.1 Providing a supportive community of family medicine specialists to share leadership experiences, learnings, and challenges with the purpose of building capacity and improving physician engagement into health system planning and decision making;
 - 2.2.2 Facilitating communication between Section of Family Medicine members and the NBMS Board, government and other third parties; and
 - 2.2.3 Giving direction to the economics committee on distribution and other economic issues through its representation.

ARTICLE 3 – MEMBERSHIP

- 3.1 The Members of the Section of Family Medicine shall be comprised of all medical practitioners recognized as family physicians by the College of Physicians and Surgeons of New Brunswick.
- 3.2 The Members of the Section of Family Medicine shall hold at least two meetings each year, either in person or virtually.
- 3.3 Other meetings of the Members of the Section of Family Medicine may take place as the Leadership Committee may determine.
- 3.4 At any meetings of the Members of the Section of Family Medicine, fifty (50) members shall constitute a quorum.
- 3.5 Members of the Section of Family Medicine have the right to attend all meetings of the Section of Family Medicine, to have a deliberative voice therein, to vote, to hold office, and to propose and second resolutions.

ARTICLE 4 – SECTION OF FAMILY MEDICINE LEADERSHIP COMMITTEE

- 4.1 The Section of Family Medicine Leadership Committee shall consist of:
 - 4.1.1 Eight Executive Members, elected from the Section of Family Medicine with one physician elected from each health zone; and
 - 4.1.2 The President, elected from one of the Executive Members; and

- 4.1.3 The Vice President, elected from one of the Executive Members; and
- 4.1.4 One non-voting representative from the College of Family Physicians of New Brunswick; and
- 4.1.5 One Family Medicine Resident.
- 4.2 The Section of Family Medicine Leadership Committee have the powers and duties in the management of the Section of Family Medicine, subject to any restrictions determined by the Membership.
- 4.3 The President presides over all meetings of the Section of Family Medicine Leadership Committee and meetings of the Section of Family Medicine.
- 4.4 The President shall not occupy the role of NBMS Section Representative during her/his term as President.
- 4.5 The Vice-President assists the President in the performance of the responsibilities of that office, acts for the President in the absence or inability of the President to act, and performs other duties that the President or Section of Family Medicine Leadership Committee may direct.
- 4.6 The seven other Section of Family Medicine Leadership Committee members assist the Section of Family Medicine Leadership Committee to carry out their mandate.
- 4.7 The Section of Family Medicine Leadership Committee members shall attend at least one meeting of the Section of Family Medicine each year.
 - 4.7.1 If a Section of Family Medicine Leadership Committee member is absent from two consecutive meetings of the Section of Family Medicine, the Section of Family Medicine Leadership Committee may vote to remove the member from the Leadership committee.

TERMS OF OFFICE

- 4.8 The term of office for the President and the Vice-President commences at the conclusion of a Section of Family Medicine meeting where they are appointed, and continues for two (2) years. The President and Vice-President may re-offer for one (1) additional term of two years.
- 4.9a The term of office for the Section of Family Medicine Leadership Committee members commences at the conclusion of a Section of Family Medicine meeting where they are appointed, and continues for two (2) years. The Section of Family Medicine Leadership Committee members may re-offer for two (2) additional terms of two years.
- 4.9b The term of office for the Section of Family Medicine Leadership Family Medicine Resident member commences at the conclusion of a Section of Family Medicine meeting where they are appointed, and continues for one (1) year. The position will alternate between an anglophone and francophone Family Medicine Resident.

ARTICLE 5 – ELECTION OF EXECUTIVE COMMITTEE

- 5.1 The timing and manner of canvassing for nomination may be determined by the Section of Family Medicine Leadership Committee.
- 5.2 All nominees for the Section of Family Medicine Leadership Committee shall be members of the Section of Family Medicine.
- 5.3 In any year where a Section of Family Medicine Leadership Committee member has her or his term expire, the Members of the Section of Family Medicine shall conduct a vote during a Section meeting to determine the successful candidate(s). This vote may be done in person or electronically and will be determined by the Section of Family Medicine Leadership Committee.
- 5.4 When a President or Vice-President is elected, a member from their health zone will replace them on the Section Leadership Committee.

ARTICLE 6 – OTHER

- 6.1 The Section of Family Medicine Leadership Committee members shall be given a standard honoraria rate.
- 6.2 The Section of Family Medicine shall be funded with a stipend from the NBMS.
- 6.3 The President of the Section of Family Medicine Leadership Committee shall report work to the Board of Directors and attend Board meetings.
- 6.4 These Rules shall be amended by a two-thirds vote of members voting at a meeting of the Section of Family Medicine after notice has been given in accordance with this Article 8.3.

ARTICLE 7 – EFFECTIVE DATE

- 7.1 These Rules are effective on the date they are approved by the voting members of the Section of Family Medicine {Approved June 5, 2021}.