

Regulatory Bylaws

Amended: March 11, 2026

TITLE

1. These bylaws may be referred to as the *Regulatory Bylaws of the Saskatchewan Institute of Agrologists*.

DEFINITIONS

2. In these bylaws:
 - (a) **“Act”** means *The Agrologists Act, 1994*;
 - (b) **“Institute”** means the Saskatchewan Institute of Agrologists;
 - (c) **“fees”** means the fee prescribed in the Administrative Bylaws of the Saskatchewan Institute of Agrologists;
 - (d) **“agrologist”** means a registered and licensed member of the Institute that holds the designation of Professional Agrologist, Technical Agrologist, Articling Agrologist or Articling Technical Agrologist;
 - (e) **“articling agrologist”** means Articling Agrologist and Articling Technical Agrologist;
 - (f) **“supervision”** means an agrologist reviews any and all work performed by the supervised person, and is accountable for all of the work of the supervised person as if that work were performed by the supervising agrologist;
 - (g) **“management”** is classified as practising agrology when an individual provides direct or indirect oversight of an agrologist or organizational groups of agrologists when knowledge of the practice of agrology would be necessary in providing said oversight. This does not include supervision of support staff doing routine work;
 - (h) **“injunction”** means such injunctive relief as the Institute may be granted by the court to enjoin any person from doing any act or thing that contravenes the Act or bylaws.

RULES OF INTERPRETATION

3. In these bylaws:
 - (a) unless the context requires otherwise, the terms used in these bylaws and not otherwise defined have the definitions provided in the Act;
 - (b) unless the context requires otherwise, words in one (1) gender include all genders and the neutral and words in the singular include the plural and vice versa;
 - (c) wherever the words "include", "includes" or "including" are used in these bylaws they shall be deemed to be followed by the words "without limitation" and shall not be considered to set forth an exhaustive list; and
 - (d) all references to the Act, bylaws, policies, procedures and any other document refer to

the most recent amendment to the Act, bylaws, policies, procedures or other document.

REGISTRATION

4. Classes of Registration

4.1. Professional Agrologist

Any person shall be considered for registration as a Professional Agrologist who has completed:

- (a) a four-year bachelor of science degree from a university program in agriculture, bioresources, food or related environmental program approved by the Admissions and Registration Committee and in compliance with relevant standard(s) of Alliance of Canadian Agrology Regulators as agreed to by the Saskatchewan Institute of Agrologists (SIA); or
- (b) a related four-year bachelor's degree approved by the Admissions and Registration Committee and in compliance with relevant standard(s) of Alliance of Canadian Agrology Regulators as agreed to by the SIA; or
- (c) a graduate degree in agriculture, bioresources, food or related environmental area or related discipline from a university program and approved by the Admissions and Registration Committee and in compliance with relevant standard(s) of Alliance of Canadian Agrology Regulators as agreed to by the SIA; or
- (d) the articling agrologist program; or
- (e) the requirements for and who has received a professional agrologist designation from another provincial institute.

4.2. Technical Agrologist

Any person shall be considered for registration as a Technical Agrologist who has completed:

- (a) a two-year diploma in agriculture, bioresources, food or related environmental program approved by the Admissions and Registration Committee; or
- (b) a related two-year diploma approved by the Admissions and Registration Committee; or
- (c) an applied science degree approved by the Admissions and Registration Committee; or
- (d) the articling technical agrologist program; or
- (e) the requirements for and who has received a technical agrologist (or equivalent) designation from another provincial institute.

4.3. Articling Agrologist

Any person shall be considered for registration as an Articling Agrologist who has completed:

- (a) a four-year bachelor of science degree from a university program in agriculture, bioresources, food or related environmental program approved by the Admissions

and Registration Committee and in compliance with relevant standard(s) of Alliance of Canadian Agrology Regulators as agreed to by the SIA; or

- (b) a related four-year bachelor's degree as approved by the Admissions and Registration Committee and in compliance with relevant standard(s) of Alliance of Canadian Agrology Regulators as agreed to by the SIA; or
- (c) a graduate degree in agriculture, bioresources, food and related environmental programs approved by the Admissions and Registration Committee and in compliance with relevant standard(s) of Alliance of Canadian Agrology Regulators as agreed to by the SIA.

4.4. Articling Technical Agrologist

Any person shall be considered for registration as an Articling Technical Agrologist who has completed:

- (a) a two-year diploma in an agriculture, bioresources, food or related environmental program or as approved by the Admissions and Registration Committee; or
- (b) a related two-year diploma approved by the Admissions and Registration Committee; or
- (c) an applied science degree approved by the Admissions and Registration Committee.

4.5. Student Affiliate

Any person who is registered in a program leading to a diploma, undergraduate or graduate degree in agriculture, bioresources, food, or related environmental programs in Saskatchewan may, upon application, be accepted as a student affiliate. The designation as a student affiliate shall cease upon qualification for application to become an articling agrologist or articling technical agrologist and/or lapse of membership. Student affiliate memberships are valid between September 1 to August 31 to coincide with the academic year.

4.6. Retired Agrologist

A person who is a Professional Agrologist or Technical Agrologist at the time of their retirement from the practice of agrology, upon application to the Registrar, may be designated a Retired Professional Agrologist or Retired Technical Agrologist and retains all rights and privileges of registration with the exception of practising.

5. Applications

- 5.1. Applications for registration shall be made on forms prescribed by Council and forwarded to the Registrar at the Provincial Office. Each applicant shall certify on the application form that they have read and agree to be bound by the Code of Ethics and Practice Standards.
- 5.2. Applications for registration as a dual member, a transfer request, and a temporary licence to practise are to be made prior to commencing the practice of agrology.
- 5.3. Applications for registration as an articling agrologist are to be made prior to commencing the practice of agrology.

6. Validation of Registration and Licensing

- 6.1. The Registrar shall register all agrologists in good standing.
- 6.2. Being in “good standing” includes and is not restricted to:
 - (a) not being under orders from the Discipline Committee to remove the agrologist from the register;
 - (b) being current in payment of all relevant fees in accordance with the Bylaws, policies and procedures; and
 - (c) being current in continuing professional development reporting as required by these bylaws and Institute policies and procedures.
- 6.3. The Registrar shall issue to each agrologist, upon payment of the prescribed annual registration fee, evidence in the form approved by Council, that such annual registration fee has been paid.
- 6.4. All agrologists shall be issued a licence to practise as an agrologist and rights to use a professional designation.
 - (a) The licence to practise shall be displayed to the public in a prominent location in the workplace.
 - (b) The professional designation shall be used in written and electronic communications as a notice to the public that the individual is qualified, registered and committed to the Code of Ethics, Practice Standards and protection of the public interest.
 - (c) Agrologists are permitted to only use the title and designation that they are licensed to use.
 - (d) Articling agrologists may refer to themselves as an agrologist provided they use the qualifier “articling.”
- 6.5. When the agrologist has a temporary licence, the licence to practise issued shall be a temporary licence to practise, which will be issued following approval by the Admissions and Registration Committee and payment of the registration fee. The licence to practise is to be displayed in a visible location while performing the temporary work and the expiry date is to be disclosed to the agrologist’s employer or client.

7. Professional Designations

- 7.1. Each class of registration is entitled to use the appropriate professional designation as follows:
 - (a) Professional Agrologist PAg
 - (b) Technical Agrologist TechAg
 - (c) Articling Agrologist AAg
 - (d) Articling Technical Agrologist ATechAg
 - (e) Professional Agrologist (Retired) PAg (Ret)

(f) Technical Agrologist (Retired) TechAg (Ret)

7.2. Individuals on leave are not entitled to use a professional designation.

8. Leave of Absence

8.1 An agrologist may, upon application, request the Registrar to grant a leave of absence for up to one (1) year, extendable upon request.

8.2 It is the responsibility of the individual on leave to make timely applications for an extension to their leave of absence. Failure to do so may result in the removal of the individual's name from the annual register.

8.3 Articling agrologists on a leave of absence are not eligible to complete the required milestones, including work experience.

8.4 Individuals on leave are eligible to report Continuing Professional Development hours, if any.

8.5 Prior to resuming practice, agrologists who have been on a Leave of Absence must apply to the Admissions and Registration Committee for reinstatement.

9. Resignations

The Council may accept the written resignation of an agrologist supported by a signed declaration of non-practice submitted to the Registrar.

10. Lapse of Registration

10.1. All registration renewal fees are due as of December 31 of the year preceding the year of registration. An individual who has not paid the registration fees as of January 15 of the year of registration will receive a notice indicating fees are not paid. Anyone who has not paid by February 1 of the year of registration will be automatically removed from the register without further notification.

10.2. The aforementioned notice will be by:

(a) electronic transmission when the individual has provided their electronic address to the Institute and has consented to receive electronic communication from the Institute; or

(b) regular mail, if no electronic address has been provided, unless Council determines registered mail is appropriate in the circumstances.

11. Reinstatement

11.1. Applications for reinstatement are to be submitted prior to commencing the practice of agrology.

11.2. An agrologist who has been retired and has not been a registered agrologist may reinstate their registration upon recommendation of the Admissions and Registration Committee, with a reinstatement fee, as prescribed in the Administration Bylaws.

11.3. An individual who has resigned as an agrologist may reinstate their registration upon recommendation of the Admissions and Registration Committee, with a reinstatement fee, as prescribed in the Administration Bylaws.

- 11.4. An agrologist who has been granted a leave of absence must apply for reinstatement to the Admissions and Registration Committee 30 days prior to returning to practice, with a reinstatement fee, as prescribed in the Administration Bylaws.
- 11.5. A person who has not been a registered agrologist for more than one (1) year, or who has not officially requested a leave of absence, retired or resigned for any period of time may reinstate their registration upon the recommendation of the Admissions and Registration Committee, and will be subject to reinstatement fees as defined in the Administrative Bylaws.
- 11.6. An individual who has been removed from the register under these bylaws may apply for reinstatement to the Admissions and Registration Committee. Upon approval, they will be subject to the application fee, annual registration fee, and a penalty as prescribed in the Administrative Bylaws.

12. Probation

A practising agrologist may be placed on probation for a specific timeframe or be required to complete a specific milestone when the individual does not meet the requirements of an agrologist in "good standing" as defined in these bylaws, including upon:

- (a) directive of the Admissions and Registration Committee or Council when an agrologist has been on extended leave and is not current in continuing professional development reporting as defined in these bylaws; or
- (b) directive of the Admissions and Registration Committee or Council when a registered agrologist applies for a change in their declared scope of practice when the individual requires additional training or courses to be completed; or
- (c) directive of the Discipline Committee following a guilty verdict for professional misconduct or incompetence.

13. Articling

- 13.1. Individuals who have been accepted for registration as an articling agrologist must complete a minimum of two (2) years relevant professional experience in their declared scope of practice and the area(s) in which they are trained and qualified to practise, and as approved by the Admissions and Registration Committee and defined in the policies and procedures.
- 13.2. Individuals who have been accepted for registration as an articling agrologist must complete the articling program within five (5) years of initial payment of licence fees.
- 13.3. Agrologists in the articling program are required to complete defined milestones approved by Council and the Admissions and Registration Committee and achieve a minimum 70% grade on a Professionalism and Ethics Exam as the final milestone.
- 13.4. The Admissions and Registration Committee may, during the articling program, impose conditions to be met by an articling agrologist in order to be eligible for full registration.

14. Scopes of Practice

- 14.1. Agrologists, with the exception of retired agrologists, shall review and update their self-declared scope of practice annually to accurately reflect their agrology practice. All changes in the declared scope of practice shall be supported by their annual continuing professional development reports as defined in the policies and procedures.

15. Continuing Professional Development (CPD)

15.1. All practising agrologists shall be required to demonstrate they are continuing their professional education and development by reporting 30 hours of CPD per year or a minimum of 90 hours in the last continuous three-year period, to maintain their registration.

15.2. Notwithstanding the previous subsection, an agrologist, who has on file with the Registrar a current declaration of non-practice stating that the agrologist is not actively engaged in the practice of agrology, is exempt from the requirements of this bylaw.

(a) An agrologist who has on file a current declaration of non-practice and has an exemption under this subsection, and intends to resume the practice of agrology, must apply for reinstatement as per these bylaws.

(b) An agrologist who has filed a declaration of non-practice and has an exemption under this subsection, and intends to resume the practice of agrology, must apply for reinstatement as per these bylaws.

(c) An agrologist shall not engage in the practice of agrology while an exemption under this subsection is in effect.

(d) The Admissions and Registration Committee may require an agrologist who has applied for reinstatement under clause (b) to comply with any conditions that the Admissions and Registration Committee may set prior to allowing that agrologist to resume the practice of agrology as outlined in the policies and procedures.

15.3. The Professional Development and Practice Standards Committee will randomly conduct practice reviews which include agrologists' CPD reports to assess how well it supports the declared scopes of practice. Practice reviews shall proceed in accordance with the policies and procedures.

15.4. On the request of the Professional Development and Practice Standards Committee, an agrologist shall satisfy the Committee that they are complying with the requirements of this section. If the agrologist fails to satisfy the Committee, the Committee may undertake a further review of the practice of an agrologist, and/or may lodge a complaint with the Professional Conduct Committee.

PROFESSIONAL CONDUCT

16. Code of Ethics

Agrologists will assent to and conform to the Code of Ethics (professional conduct) set out in Schedule A to these bylaws.

17. Practice Standards

Agrologists will assent to and conform to the Practice Standards (professional competence) set out in Schedule B to these bylaws.

DISCIPLINE

18. Professional Conduct Committee

18.1. The Registrar, upon receiving a complaint, will ensure the complaint meets validity standards as outlined in the policies and procedures.

- 18.2. The Professional Conduct Committee shall notify, in writing, the agrologist who is the subject of a complaint, that a complaint has been received and ask for a written response. The Committee will inform the complainant and the agrologist who is the subject of the complaint that the investigation process is to be held in confidence by all parties.
- 18.3. The Professional Conduct Committee shall notify, in writing, the person who made the complaint that the complaint will be reviewed.
- 18.4. The Professional Conduct Committee shall take appropriate action including:
 - (a) request any person to answer any questions and to produce any physical or electronic records, notes, photographs, videos, films, books, papers or other documents or things in the person's possession or under their control that are or may be relevant to the report or conduct being investigated; and
 - (b) with the consent of the person producing them, copy and keep copies of any of the documents or things that are produced under the previous clause.
- 18.5. The Professional Conduct Committee shall hold in confidence, all documentation and information received.
- 18.6. At any time, the Professional Conduct Committee or the agrologist may request formal mediation by a jointly agreed upon qualified mediator.
- 18.7. If, at the conclusion of its investigation, the Professional Conduct Committee finds there is insufficient evidence to refer a matter to discipline and the investigation tends to show undesirable practice, the Professional Conduct Committee may issue a letter or letters of guidance for the purpose of giving confidential feedback including suggestions in order to improve and strengthen the agrologist's practice and protect the public interest.
- 18.8. If, at the conclusion of its investigation, the Professional Conduct Committee determines there is sufficient evidence of professional misconduct and/or professional incompetence to refer the matter to the Discipline Committee, the Professional Conduct Committee may pursue alternate, low-level resolution of the matter, including the negotiation of a Consensual Resolution Agreement (CRA) or the agrologist may request formal mediation by a jointly agreed upon qualified mediator if it improves and strengthens the agrologist's practice and protects the public interest.
- 18.9. Entering a CRA or mediation agreement with the Professional Conduct Committee shall not be considered discipline against the agrologist. Failure by the agrologist to comply with the terms and conditions of the agreement may result in the matter being referred to the Discipline Committee.

19. Discipline Committee

- 19.1. When the Professional Conduct Committee refers a complaint to the Discipline Committee to hear and determine the complaint, Council shall establish a committee as described in the Act.
- 19.2. The committee shall hold hearings in Saskatoon unless otherwise directed by the Registrar.
- 19.3. Discipline hearings shall be open to the public.
- 19.4. The Discipline Committee may exclude any members of the public and the complainant from

any part of the hearing when the committee is of the opinion that the evidence brought in the presence of the persons to be excluded will unduly violate the privacy of a person other than the agrologist who is the subject of the hearing.

- 19.5. When the Committee determines that the agrologist is not guilty of professional misconduct or professional incompetence, written notice that the complaint has been dismissed shall be provided to:
- (a) the agrologist who is the subject of the complaint;
 - (b) the complainant; and
 - (c) the public.
- 19.6. The Discipline Committee or the Council may direct that reports or summaries of disciplinary decisions, including the agrologist's personal information, be published in any manner it deems appropriate.
- 19.7. When an agrologist is found by the Discipline Committee to have been guilty of professional misconduct or professional incompetence, the Discipline Committee may exercise any of its powers under the Act.

MISCELLANEOUS

20. Requests for Special Meetings

Special meetings of the Institute may be called by the President when requested by 20 agrologists.

21. Professional Liability Insurance

- 21.1. Prior to providing independent agrology services, an agrologist shall notify the client, in writing, that they have professional liability insurance which applies to those services to protect the public interest.
- 21.2. The Council may take steps to ensure all agrologists declare that they are covered by insurance with respect to professional liability claims to protect the public interest.

CERTIFIED AND TRUE COPY

Valerie Pearson PAg
Valerie Pearson PAg
Registrar



March 20/2026