



2016 PROPOSED CONSTITUTION CHANGES

#1

ARTICLE 3, Sentence 3.02

Presently reads:

All memberships shall be subject to a favourable report of the Membership Committee;

Proposed to read:

All memberships shall be subject to a favourable review of the Executive Committee;

Rational:

Any new membership is discussed with the Executive Committee and is then decided based on the review.

Motion: Carried



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#2

ARTICLE 7, Sentence 7.02

Presently reads:

The Executive Officer positions of the Ontario Municipal Fire Prevention Officer Association (President, Vice President, Treasurer & Secretary) shall be elected biannually at the Annual General Meeting. The President and Treasurer shall be elected in every odd year and the Vice-President, Secretary shall be elected in every even year. All other officers position (Directors) shall be elected annually at the Annual General Meeting. All officers of the OMFPOA shall serve in their office until the close of business of the meeting at which their successors are elected.

Proposed to read:

The Executive Committee positions of the Ontario Municipal Fire Prevention Officer Association (President, Vice President, Treasurer & Secretary) shall be elected biannually at the Annual General Meeting.

The President and Treasurer shall be elected in every odd year and the Vice- President, Secretary shall be elected in every even year.

All Directors shall be elected annually at the Annual General Meeting.

All officers of the OMFPOA shall serve in their office until the close of business of the meeting at which their successors are elected.

Rational:

House cleaning - separate the different requirements into sentences and remove all other officers.

Motion: Carried



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#3

Article 4, Sentence 4.06

Presently reads:

Persons eligible to Student Membership shall be those persons who are enrolled in a recognized course of study in fire prevention, fire protection, fire fighting or life safety systems and not eligible for other memberships.

Proposed to read:

Student Membership:

Persons eligible to Student Membership shall be those persons who are enrolled in a recognized course of study in fire prevention, fire protection, fire fighting or life safety systems and not eligible for other memberships.

Rational:

House cleaning – add heading to paragraph

Motion: Carried



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#4

This proposal is to replace “Board” with “Committee” (as indicated in red below) to use the same terminology throughout the constitution.

Article 13

Executive Committee /Meeting Expenses:

- 13.01 The **Executive Committee** shall have the discretionary ability to expend the necessary funds required to conduct the business of the corporation upon confirmation that funds are available. This is to include the registration cost for the annual convention with the following guidelines:
- (a) Travel costs – CRA mileage rate/ per kilometer.
 - (b) Hotel Accommodations
 - (c) Meals
 - (d) All air travel by advance booking at lowest rate available
 - (e) The Treasurer is authorized to pay such reasonable travel and other expenses of Officers, Directors, and Committee members as are approved by the **Executive Committee** with the submission of receipts and other documentation in conformance with the Standard Operating Guidelines (SOG)
- 13.02 The Executive **Committee** shall supervise and be responsible for all affairs and property of the OMFPOA.
- 13.03 The Executive **Committee** shall have the power to inspect with just cause, all records, books and accounts of the Executive Officers, and/or the records, books and accounts of the Chapters. It shall be the obligation of all Chapters of the OMFPOA to make their records reasonable available to the Executive Board or Association Treasurer for review. Such obligations shall include, but not be limited to furnishing copies of requested records to the Executive Board.
- 13.04 The Executive **Committee** shall be empowered to accept or reject all applications for Chapters after investigation and review if necessary.
- 13.05 The Executive **Committee** may employ personnel or advisors necessary to conduct business of the Executive **Committee** and shall be empowered to authorize the payment of reasonable compensation for their services. By



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formal action, the Executive **Committee** may delegate specific authority to such persons or to Committees to act on behalf of OMFPOA.

- 13.06 The Executive **Committee** shall have the power to accept on behalf of the OMFPOA any contributions, appropriation or grants-in-aid from whatever source and in any form.
- 13.07 The Executive **Committee** may, by a two-thirds (2/3) vote of the entire Executive **Committee** membership require a subordinate Chapter that does not conform to the Constitution of the Association, to surrender it's Charter and all funds and property to the OMFPOA. In the event that the executive board requires a subordinate chapter to surrender it's assets it shall be done in writing to the chapter executive and shall immediately cease using the OMFPOA name.
- 13.08 The Executive **Committee** shall not receive any stated salary for their services other than what has been approved by the general membership in conformance with section 14 of this constitution.
- 13.09 The Executive **Committee** shall purchase and maintain Director and Officer Liability Insurance for a minimum of \$2,000,000.

Article 17

Chapter Government:

- 17.01 All Chapters must be established by the Executive **Committee** in accordance with all the provisions of the Constitution, By-Laws and Rules & Regulations relating to the granting of Chapters.
Each Chapter shall adopt the Constitution of the OMFPOA for the administering of its business or, if needed for the purpose of incorporation of their chapter, may develop Chapter Constitution for approval by the OMFPOA Executive.
- 17.02 A Chartered Chapter, so established, may exercise full power and authority of a Chapter business SOG (Standard Operating Guideline) to the extent that the transaction of Chapter business SOG is consistent with the OMFPOA



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- 17.03 Chapter Government is responsible for the organization of the Chapter executive for all business of the chapter is conducted in conformance with the OMFPOA Constitution including without limitations, the collection of dues if required by chapter
- 17.04 Any proposed Chapters shall be required to make application for membership to the OMFPOA Executive Committee and will be given the next consecutive number or number selected and approved by the OMFPOA Executive Committee.
After a Chapter is no longer active for three (3) years, that Chapter's number may be reissued with the exception of the number, # 1.
- 17.05 Chapter Officers shall be the President, Vice-President, Secretary, Treasurer. Other positions may be established and elected or appointed as determined by the Chapter members in accordance with elections that are consistent with the OMFPOA Constitution.
The only offices that may be combined and be held by one member is the office of Secretary/Treasurer.
In the absence of a Vice-President, the Secretary/Treasurer will serve as Interim President when required.
- 17.06 Active Committees may be established in accordance with procedures set forth in the OMFPOA Constitution for conducting business as required by the OMFPOA Executive Committee or Chapter
- 17.07 Each Chapter of the OMFPOA may assess any annual membership fees as the Chapter deems necessary for the operation of the chapter in addition to membership being maintained in good standing.
It shall be the responsibility of each Chapter to collect any individual dues or fees associated with operating the chapters business.

Article 19

Awards

- 19.01 Only the OMFPOA Executive Committee on a 2/3 majority vote shall have the authority to issue recognition awards as defined by article 20, 21 & 22.
- 19.02 The Executive Committee shall be authorized to issue awards and other items of recognition to persons, corporations or organizations in conformance with the awards SOG.



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#5

ARTICLE 8, Sentence 8.04

Presently reads:

When there are more nominations than vacancies to be filled, the Secretary shall present the names of the nominees in order of their nomination,

The nominees, when called in reverse order of their nomination, shall answer with “stand” or “decline” to indicated their intention,

The presentation of nominees is done after all nominations are completed and closed.

Proposed to read:

The nominees, when called in reverse order of their nomination for each position, shall answer with “stand” or “decline” to indicated their intention,

Rational:

Electing nominations and elector’s intentions are conducted in order (President to Director)

Motion: Carried



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#6

ARTICLE 8, Sentence 8.01

Presently reads:

Nominations for the purpose of electing officers shall be accepted by the Nominating Committee, in the afternoon of the first day of the Annual Meeting.

The order of nominations shall be from the top of the list (President) to the bottom of the list (Director);

Proposed to read:

Nominations for the purpose of electing officers shall be from the floor on the first day of the Annual Symposium.

The order of nominations shall be from the top of the list (President) to the bottom of the list (Director);

Rational:

House cleaning – the President will call for nominations from the floor and no Committee is required.

Motion: Carried



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#7

ARTICLE 8, Sentence 8.08

Presently reads:

The Secretary may appoint a designate to conduct the nominating procedure. The designate must be a non-voting member and must be approved by the Executive.

Remove from Constitution

Rational:

Based on the Constitution, we may not have people in the meeting or attending the Symposium who are non-voting members. As we don't have non-voting members this article should be removed as is cannot be used.

Motion: Carried



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#8

ARTICLE 11, Sentence 11.05

Presently reads:

SPECIAL COMMITTEES may be elected by the members or may be appointed by the President.

Each Special Committee shall elect a Chair who shall be responsible for conducting all meetings of said committees.

Each Special Committee shall submit written reports to the Executive Committee informing them of the progress of the Special Committee and details respecting meetings attended on behalf of the Association.

Proposed to read:

SPECIAL COMMITTEES may be elected by the Executive Committee or may be appointed by the President.

Each Special Committee shall elect a Chair who shall be responsible for conducting all meetings of said committees.

Each Special Committee shall submit written reports to the Executive Committee informing them of the progress of the Special Committee and details respecting meetings attended on behalf of the Association.

Rational:

As the Executive Committee is responsible for the day-to-day operations of the Association and if there was a need to strike a Special Committee the only time allowed for this would be at the General Meeting.

The Executive Committee would not be able to complete the work required until a vote from the membership was held.

Motion: Defeated



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#9

ARTICLE 11, Sentence 11.07 - NEW

Presently reads:

Committee list not included in the Constitution

Proposed to read:

The following list of Committees may be formed:

O AFC Fire Prevention & Public Education Committee
Executive Committee
Legislations Committee
Finance Committee
Training & Education Committee
Chapter Committee
Certification Committee
Communication/Web Site Committee
Symposium Committee
Constitution and Resolutions Committee
FMPFSC Committee
CAN/ULC-S500 Series Committee
Public Education Liaison Committee
Health & Safety Committee

Rational:

To have a detailed list of the active Committees in the Constitution.

Motion: Defeated



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#10

ARTICLE 10, Sentence 10.03

Presently reads:

The “SECRETARY” shall keep a record of the attendance at all meetings, record and forward to all members the minutes of the Annual meetings. The SECRETARY shall record the minutes of all executive and special meetings and have them available on request to any member in good standing.

He/She shall be the custodian of the minute book and all records, correspondence and literature pertaining to the business of the Association.

He/She shall keep the members informed as to the progress of the Association business and shall record and answer all correspondence promptly and in an efficient manner.

He/She shall ensure that all members are notified in writing of the Annual Meetings and informed of any proposed changes to the Constitution at least thirty (30) days prior to such Annual Meeting.

He/She shall be permitted a Petty Cash Account not to exceed the sum of Fifty (\$50.00) dollars.

Proposed to read:

The “SECRETARY” shall keep a record of the attendance at all meetings, record and forward to all members the minutes of the Annual meetings. The SECRETARY shall record the minutes of all executive and special meetings and have them available on request to any member in good standing.

He/She shall be the custodian of the minute book and all records, correspondence and literature pertaining to the business of the Association.

He/She shall keep the members informed as to the progress of the Association business and shall record and answer all correspondence promptly and in an efficient manner.



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He/She shall ensure that all members are notified in writing of the Annual Meetings and informed of any proposed changes to the Constitution at least thirty (30) days prior to such Annual Meeting.

Rational:

Petty cash account no longer exists.

Motion: Carried



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#11

Throughout Constitution Document

Remove the acronym OMFPOA throughout the Constitution

Rational:

The Constitution is an Ontario Municipal Fire Prevention Officers' Association document and the acronym is not necessary.

Motion: Carried



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#12

ARTICLE 12, Sentence 12.02

Presently reads:

Times, dates and fees of the Training and Education Symposium shall be decided by a majority vote of the Executive Committee.

Proposed to read:

Times and dates for the Training and Education Symposium shall be decided by a majority vote of the Executive Committee.

Rational:

House cleaning only

Motion: Defeated



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#13

ARTICLE 12, Sentence 12.03

Presently reads:

The location of the Training and Education Symposium shall be decided by a majority vote of the membership.

Proposed to read:

The location of the Training and Education Symposium shall be decided by a majority vote of the Executive Committee.

Rational:

Having to rely on a vote from the membership causes delays in host departments from starting their planning.

Motion: Carried



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#14

ARTICLE 12

Presently reads:

Title: Meetings

Proposed to read:

Title: Symposium and Meetings

Rational:

House cleaning only

Motion: Carried



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#15

ARTICLE 14, Sentences 14.01.14.02, 14.03

Presently reads:

14.01 A honorarium of \$750.00 shall be paid to the President annually.

14.02 A honorarium of \$450.00 shall be paid to the Secretary annually.

14.03 A honorarium of \$450.00 shall be paid to the Treasurer annually.

Proposed to read:

14.01 A honorarium of \$750.00 shall be paid to the President annually at the end of the Annual General Meeting.

14.02 A honorarium of \$450.00 shall be paid to the Secretary annually at the end of the Annual General Meeting.

14.03 A honorarium of \$450.00 shall be paid to the Treasurer annually at the end of the Annual General Meeting.

Rational:

House cleaning - to clarify when honorariums are to be paid out.

Motion: Carried



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#16

ARTICLE 16, Sentence 16.01

Presently reads:

Article 16

Rules of Order:

16.01 All questions not herein provided for shall be decided upon the principles laid down in "Robert's Rules of Order" and when the ruling of the Chair is so based upon these Rules of Order, it cannot be against to unseat him or her.

Proposed to read:

Article 23

Rules of Order:

23.01 All questions not herein provided for shall be decided upon the principles laid down in "Robert's Rules of Order" and when the ruling of the Chair is so based upon these Rules of Order, it cannot be against to unseat him or her.

Rational:

House cleaning - as the location does not fit with the flow of the Constitution.

Motion: Carried



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#17

ARTICLE 19, Sentence 19.01

Presently reads:

Only the OMFPOA Executive on a 2/3 majority vote shall have the authority to issue recognition awards as defined by article 20, 21 & 22.

Proposed to read:

The Executive Committee, on a 2/3 majority vote, shall have the authority to issue recognition awards as defined by article 20, 21 & 22.

Rational:

House cleaning only

Motion: Carried