

Ontario Special Constable Association (OSCA)
Constitution 2016
(Amended 2019)

ARTICLE I. NAME AND PURPOSE

Section A. NAME

- 1 The official name for this Association is the **Ontario Special Constable Association**.
- 2 This Association will use the name or its acronym, **OSCA**, in all publicity materials and correspondence.
3. The below Logo shall be the official logo of OSCA.



Section B. PURPOSE

- 1 The purpose of this Association is to promote the mutual interests of Ontario Special Constables, uphold the honour of our profession and strive to elevate the standards for Special Constables.
- 2 All activities of this Association must be directed toward this purpose.

ARTICLE II. MEMBERSHIP

Section A. REQUIREMENTS (Appendix A Membership application)

Membership Information

1. **Individual Member:** \$ 100.00 Per year renewable on January 1st.
1 Vote
2. **Organization Membership:** \$ as per Table per year renewable on January 1st. 1 Vote per member
Organization membership's will be based on your member base the following is a scale in which to follow to identify your yearly payable amount.

Amount of Members	Yearly Membership Fee
5-10	\$650.00
11-20	\$1450.00
21-30	\$2000.00
31-40	\$2550.00
41-50	\$3100.00

Amount of Members	Yearly Membership Fee
50+	\$3100.00

3. **Associate Membership:** \$ 50.00 per year renewable on January 1st. No Vote

4. Member Definition:

A current Special Constable in Ontario (Peace Officer) employed in Ontario. The member shall be in good standing with their employer.

5. Organization Definition:

A group of 5 or more members represented by either a collective or a labour trade union. In good standing with the employer.

6. Associate Definition:

A retired Special Constable or current Peace officer (Police) not employed as a special constable in good standing with their previous or current employment.

Section B. Rights of Members

- 1 All members are eligible to attend all meetings and events of this Association.
- 2 If a fee is charged to attend a particular event, the membership will establish a fee scale for voting members, non-voting members, and others as appropriate.

Section C. WITHDRAWAL OF MEMBERSHIP

- 1 Members may have their membership withdrawn for failure to adhere to the requirements for membership as stated above.
- 2 A **simple majority** vote of the quorum of membership at a regular or special meeting shall be sufficient to withdraw membership.
- 3 Members to be voted upon in this regard will be notified of the intention to do so in writing **at least one week** prior to the meeting at which the vote will be taken.

ARTICLE III. OFFICERS

Section A. OFFICER TITLES

President

Vice President

Treasurer

Secretary

Membership Coordinator

Social Media Officer

Government Affairs Liaison

Section B. DUTIES

- 1 The President will chair all meetings of **OSCA** and will call special meetings as needed. The President will vote on **OSCA** matters only in case of a tie.
- 2 The Vice President will stand in for the president when the President is unavailable.
- 3 Treasurer will report on the financial transactions of OSCA.

- 4 The Secretary will take, record, and file meetings minutes and maintain those records.
- 5 Membership Coordinator will ensure to keep accurate membership records and notify members of renewals. Forward all membership renewals to the Treasurer.
- 6 Social Media Officer will control all social media outlets and portray the association in good light with the approval of the executive members.
- 7 Government Affairs Liaison will work in conjunction with the President and Vice President to arrange meetings with various levels of government and liaise between the association and any external business.

Section C. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

- 1 All officers and candidates for office must be a current Special Constable in Ontario (Peace Officer) employed in Ontario. The member shall be in good standing with their employer.
- 2 All officers must be paid members of **OSCA**

Section D. NOMINATIONS AND ELECTIONS

- 1 Nominations for all offices will be taken via an online vote or during a regular annual meeting of members.
- 2 Any member may nominate any other member, including himself or herself.
- 3 Elections will be held at the annual meeting of that year of term expiry of the officer.

- 4 Nominations may also be made during the election meeting itself, prior to closing off nominations and taking the vote.
- 5 A simple **majority** vote of the quorum present at that meeting will be sufficient to elect an officer. If there are more than two candidates and no candidate receives a majority, there will be a run-off vote between the top two vote recipients in the general meeting.

Section E. REMOVAL FROM OFFICE

- 1 Officers may be removed from office for failure to perform duties or for violation of membership clause.
- 2 Officers to be voted upon in this regard will be notified of the intention to do so in writing **at least one week** prior to the meeting at which the vote will be taken.
- 3 A **two-thirds** majority of quorum present at a regularly scheduled meeting shall be sufficient for removal from office.
- 4 Any officer may resign by submitting a letter to the President. The President may resign by submitting a letter to the Vice President.

Section F. TERMS OF OFFICE AND VACANCIES

- 1 The term of office shall be for 5 years.
- 2 Should a vacancy in office occur, there will be another nomination procedure and election for the vacant office.
- 3 In the meantime, the Vice President will assume the duties of the President, the Secretary will assume the duties of the Vice

President and Treasurer will assume the duties of the Secretary should those offices be vacant.

ARTICLE IV. MEETINGS

Section A. Regular meetings will be held 3 times a calendar year.

Section B. Special meetings may be called by any combination of the officers. Notice of special meetings must be communicated to all members at least 72 hours in advance of the meeting.

Section C. To conduct business at any meeting, 5 members of voting membership must be present to form quorum.

ARTICLE V. BY-LAWS AND AMENDMENTS

Section A. BY-LAWS

- 1 By-laws can be added to this constitution by **a simple majority vote** of the entire membership at a regular meeting of **OSCA**.
- 2 This constitution takes precedence over any and all by-laws.
- 3 Federal and Provincial laws take precedence over constitution and any and all by-laws.

Section B. AMENDMENTS

- 1 This constitution can be amended by a two-thirds vote of the entire membership at a regular meeting of OSCA.

- 2 Notification of such a motion must be made to members at least one meeting in advance of the one in which the actual vote is taken.
- 3 All amendments shall be in accordance with the purpose of this association in mind.

ARTICLE IX. FINANCIAL MATTERS

Section A. RESPONSIBILITES

- 1 All financial transactions shall be approved by two officers.
- 2 Any member shall have the right to audit and see the financials of OSCA.

Date approved by Association _____

Signature of President _____

Signature of Vice President _____

Signature of Treasurer _____

Signature of Secretary _____



Appendix A.

OSCA Membership Application

Contact Information

Name: _____

Mailing Address: _____

Contact Number: _____

Email address: _____

Preferred Method of contact Email: _____ Phone: _____

Employment Information (Your employer will not be contacted)

Employed by: _____

Position: _____

Years of Service: _____

Type of Employer: Transit: _____ Education: _____ Housing:

_____ Courts _____ Other: _____

Membership type

Individual Member: _____ Organization: _____ Associate: _____

Proof of status (Peace officer) and employment:

(Choose 1)

1. *Warrant Card (photo copy)*

