

HALTON-PEEL DENTAL ASSOCIATION

THE CONSTITUTION

Approved by General Membership on February 24, 2022

ARTICLE I – NAME

The name of this organization shall be the Halton-Peel Dental Association (HPDA), a component society of The Ontario Dental Association (ODA).

ARTICLE II – OBJECTS

The objects of this Association shall be:

- (a) To be the voluntary, non-profit professional organization of the ODA dentists in the Halton and Peel Regions to represent them to other bodies.
- (b) To encourage the improvement of the oral and overall health of the public.
- (c) To promote the mutual improvement of its members and the advancement of the art and science of dentistry, and to do all things incidental or conducive to the attainment of these objects.
- (d) To cultivate harmony, professional support and good fellowship among its members.
- (e) To be an integral and active component of the Ontario Dental Association.

ARTICLE III – GOVERNMENT

The administrative body shall be the HPDA Executive of the Association whereas the General Membership of the association will be the legislative body.

ARTICLE IV –EXECUTIVE OFFICERS

The Executive Officers of the Association shall be:

- (a) General Secretary who then proceeds on a yearly basis to the Officer positions of Treasurer, Vice President, President, and Immediate Past President.
- (b) Executive Members (minimum 7)
- (c) In order to stand for election to any Elected Officer position, the candidate must be an Executive Member of HPDA.

ARTICLE V – MEETINGS

- (a) At least one business meeting shall be held each year.
- (b) One of the business meetings shall be called the Annual General Meeting (AGM).
- (c) The Annual General Meeting shall be held toward the end of the fiscal year.
- (d) Scientific and social meetings shall be held at such times and places as designated by the HPDA Executive.

Article VI – ELECTIONS

- a) The election of the Executive Officers shall be held at the Annual General Meeting.
- b) The Executive officers shall be considered installed on the first day of July.
- c) If a position is vacant, and only one person is seeking that position, the nominating committee can appoint that person as an officer at any time. If the position is vacant, and more than one person is seeking that position, the nominating committee can arrange a vote with a quorum of the membership at any time.

Article VII – FISCAL YEAR

- a) The fiscal year shall commence on July 1.

By-laws

CLAUSE I

MEMBERSHIP

Section 1 - Classification

Members shall be classified as follows:

Active Members

Non-Registered Members (Retired Members)

Associate Members

Section 2 - Description

- (a) An Active Member is an ODA dentist who holds a current certificate of registration to practice in the Province of Ontario and either resides in or practices within the Association's geographic area, has paid their annual dues to the HPDA and is therefore a member in good standing with this Association. The active member must register the HPDA as their component society with the ODA.
- (b) A Non-Registered Member (Retired Member) is an ODA dentist and no longer holds a Current Certificate of Registration to practice Dentistry but would otherwise be registered in good standing.
- (c) An Associate Member is an ODA dentist, who holds a current certificate of registration to practice in the province of Ontario and neither resides nor practices within the Association's geographic area, and is in good standing with this Association.

Section 3 - Privileges

- (a) Active Members may attend all meetings, vote, hold office, and receive such other services as are provided by the Association provided they are members in good standing.
- (b) Non-Registered Members (Retired Members) shall have the privileges of Active Members, except the right to vote and hold office.
- (c) Associate Members shall have all the privileges of Active Members except the right to vote and hold office.

Section 4 – Membership Dues

Annual dues are determined by the HPDA executive by a simple majority vote. Members are considered “in good standing” when dues are paid in full.

Section 5 – Membership Policies

Once membership is fully paid, it is good for the current fiscal year, without refunds or cancellations. Membership is non-transferable.

Section 6 – Annual General Meeting

One meeting shall be held towards the end of each fiscal year and shall be designated as the Annual General Meeting (AGM). The purpose of this meeting shall be to elect Officers of HPDA and to present a financial report to the Members of HPDA. Only HPDA members and HPDA management are allowed to attend the AGM.

Section 7 – Business Meeting

Business Meetings shall be in addition to the Annual General Meeting and shall be for general business, social, educational or other purposes as determined by the HPDA Executive. Business Meetings shall be open to all HPDA Members and invited guests of the HPDA Executive.

Section 8 – Special Meetings

A special meeting of the general membership must be called by the President on request by a simple majority of the HPDA Executive, or by the written petition signed by 10% of the membership. At least two weeks’ notice should be given to call a Special Meeting.

Section 9 – Quorum for General Membership Meetings Including AGM

Quorum for HPDA membership meetings including AGM and Special Meetings shall be 20% of total membership of HPDA.

CLAUSE II

HPDA EXECUTIVE

Section 1 – Composition

- (a) Immediate Past President
- (b) President
- (c) Vice President
- (d) Treasurer
- (e) General Secretary
- (f) Executive Members (minimum seven)

Section 2 – Terms of Office

1. The positions of General Secretary, Treasurer, Vice President, President, and Past President shall be one year.
2. The term for the representatives to the General Council of Ontario Dental Association will be as laid down in Clause V.
3. There shall be no specified term for Executive Members.

Section 3 – Powers

The HPDA Executive shall administer the functions of this Association according to the current Constitution and Bylaws of the HPDA. The President, in consultation with the Executive, may create Committees as required to advise the Executive on specific issues. The members of the Committees shall be elected from the active Executive Members of the HPDA. The HPDA Executive shall have the power to administer charitable giving in a fiscally responsible manner and according to HPDA Policies and Procedures.

Section 4 – Special Meetings

A Special meeting of the HPDA Executive must be called by the President on written request of a simple majority of the HPDA Executive, or by written petition signed by 10% of the active membership.

Section 5 – Quorum for Executive Meetings

Quorum for Executive Meetings shall be a simple majority of the Elected Officers and at least 4 HPDA Executive Members.

CLAUSE III

FISCAL YEAR

The fiscal year of this Association shall begin July 1st of each calendar year and end June 30th of the following year.

CLAUSE IV

ELECTIONS

The election of Executive officers shall be by secret ballot in person or by on-line voting and conducted by the Nominations Committee. On-line voting is open to all active members of HPDA.

CLAUSE V

COUNCILLORS TO THE GENERAL COUNCIL OF THE ODA

Councillors of the General Council of the ODA shall be Active Members of the ODA, assign HPDA as their component society, and shall be selected in accordance with the By-Laws of the Ontario Dental Association and shall hold office for a term of two years, with a maximum of three consecutive terms.

CLAUSE VI

CONSTITUTION AND BY-LAWS

This Association shall file a copy of its Constitution and By-Laws with The Ontario Dental Association.

CLAUSE VII

AMENDMENTS

Amendments to the Constitution and By-Laws may be made at a meeting by two thirds affirmative vote of the active members of this Association present, or on-line at an online business meeting or the online AGM, by acceptance of two thirds of the active membership present at such a meeting, provided that the proposed amendment(s) has been presented to the membership a minimum of 30 days in advance. Amendments to the Constitution and By-Laws that are solely of a grammatical/spelling nature, and do not reflect a change of the intent of these

documents may be approved by the HPDA Executive. These amendments shall be filed with the Ontario Dental Association.

CLAUSE VIII

CONFLICT OF INTEREST POLICY

The Conflict of Interest Policy is outlined in the P&P manual and is consistent with the conflict of interest policy of the Ontario Dental Association.

CLAUSE X

PRIVACY POLICY

The Privacy Policy of the HPDA shall be consistent with that of the Ontario Dental Association.

Constitution and Bylaws Committee

Dr. Stephen Gangbar, Chair

Dr. Dick Yu

Dr. Michael Vrbensky, President HPDA

Dr. William Rodriguez, Vice-President HPDA