

HALTON PEEL DENTAL ASSOCIATION

THE CONSTITUTION

Approved by General Membership on April 12, 2018

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 – ELECTED OFFICERS

The Elected 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 have been an Executive Member of HPDA for a minimum of 2 consecutive years immediately preceding the election.

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 Elected Officers shall be held at the Annual General Meeting.
- b) The Elected officers shall be considered installed on the first day of July.

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.
- (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 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 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 General Secretary once elected will serve as a General Secretary in 1st year, as Treasurer in 2nd year, as Vice President in 3rd year, as a President in 4th year and as an Immediate Past President in 5th 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 and conducted by the Nominations Committee.

CLAUSE V

COUNCILLORS TO THE GENERAL COUNCIL OF THE ODA

Councillors of the General Council of the ODA shall be Active Members of HPDA 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 by two thirds affirmative vote of the members of this Association present, 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.

CLAUSE X

PRIVACY POLICY

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

Constitutional Committee

Dr. Stephen Gangbar, Chair