



**R.C.M.P. VETERANS' ASSOCIATION  
ASSOCIATION DES VÉTÉRANS DE LA GRC**

4225, Dorchester, Westmount, Quebec, H3Z 1V5

**R.C.M.P. Veterans' Association  
Quebec Division**

**Constitution**

The Constitution, Bylaws and regulations of the R.C.M.P. Veterans' Association are the Constitution of this Division and make up the Manual for this Division.

**Divisional Bylaws**

The following divisional Bylaws have been adopted in accordance with Part III – Divisions, of the 2015 R.C.M.P. Veterans' Association Manual, article 1.

The divisional regulations were sanctioned on 23 February 1952.

Amended: 18 January 1983  
11 April 2000  
12 June 2007  
13 September 2011  
9 January 2018

**Article I. Name of the Division**

This Division shall be known as “R.C.M.P. Veterans' Association Quebec Division” and will have its Headquarters in the Greater Montreal area.

**Article II. Address of the Head Office**

The address of Divisional Headquarters shall be at a location in the Greater Montreal area to be decided by the Division Executive Committee.

**Article III. Membership**

- a) The conditions of admission as a member of this Division are governed by Part VI – Members, of the R.C.M.P. Veterans Association Bylaws dated 2 June 2017;

- b) Regular members must have completed training and at least two years of service;
- c) To become a Life Member, a member must have been 15 years in the Association and be 80 years of age in the following year.

#### **Article IV. Membership Fees**

- a) The membership fees for this Division are fixed in accordance with article 35 and those following of Part VII – Membership Fees and Contributions, of the R.C.M.P. Veterans' Association Bylaws dated 2 June 2017. A two-thirds (2/3) majority of members present and eligible to vote will be required to adopt any changes.
- b) Since the voting rights of the division are determined by the number of members in good standing on December 31, all members must pay their annual membership fees for the following year before this date or at the latest by the 15<sup>th</sup> of January of that same following year.
- c) Any eligible candidate will have to pay their membership fees upon joining the Association.
- d) Upon receipt of membership fees, the Treasurer or the Recruiting Director must register the names of every Association Member in the National Data Base in accordance with article 5 of Part II – Members, of the 2015 R.C.M.P. Veterans' Association Manual.
- e) The Quebec Division will, however, continue to name lifetime memberships once a member has attained their eightieth (80) birthday if they have contributed to the Association in an active manner and have been an active member of the Association for more than 15 years.

#### **Article V. Fiscal Year**

The fiscal year for this Division will be the calendar year commencing the first of January each year.

#### **Article VI. Meetings**

- a) Regular General Meetings: The Regular General Meetings of this Division will be held four times a year, in January, June, September and November. Notices to members shall include date, time and place
- b) Special General Meetings: Special General Meetings may be called and held in cases of emergency provided that a notice to members is posted five (5) days prior to the meeting.
- c) Quorums: Quorums for Regular General Meetings or Special General Meetings for this Division will be 25 Life Members and Active Members in good standing.
- d) Voting: Voting will be by show of hands unless the majority decides otherwise, and only Life Members and Active Members in good standing of this Division will have the right to vote. The adoption of any proposal will be by simple majority unless otherwise determined, either in the Constitution or in its Bylaws, and the President will only vote to break a tie.
- e) General Procedures: The rules and procedures of the deliberative assemblies of this Division will be that of the Victor Morin Code.



## Article VII. Divisional Executive Committee

- a) The Divisional Executive Committee: The Divisional Executive Committee is formed as follows: position one (1) President, position two (2) Executive Vice-President, position three (3) Treasurer, position four (4) Executive Secretary, position five (5) Social Committee Director, position six (6) Communication Director, position seven (7) Assistant Communication Director, position eight (8) Recruiting Director, position nine (9) National Director, position ten (10) Past President. All those positions have the right to vote in Executive Committee meetings and may vote by electronic courier.
- b) Terms of Office: All members of the Executive Committee, except for the Past President and the National Director, are elected for a period of two years commencing on January 1<sup>st</sup> in any year and ending December 31<sup>st</sup> of the following year. An election will be held every even numbered year for even-numbered positions and every odd year for the odd-numbered positions. Only an Active Member in good standing or a Life Member of the division may be elected and serve on the Executive Committee. The member holding the position of Past President will remain in office until his successor, the President, retires and is able to take on the tasks of Past President.
- c) Voting procedure: Procedure for the election of the Executive Committee will be the following:
  - (i) At the Regular General Meeting of the month of September, the President shall appoint an active member in good standing or a life member to act as Chairman of the Nominating Committee. The Chairman of the Nominating Committee shall choose two active members in good standing or life members who are not members of the current Executive Committee, who will form with him the Nominating Committee. The Nominating Committee will develop procedures for the election and set a deadline for nominations. Thereafter, the Nominating Committee will prepare a list of active members in good standing and/or life members who wish to stand for election for all the positions mentioned in articles VII.a. and b., except the Past President and National Director.
  - (ii) At the Regular General Meeting of the month of November, the Nominating Committee will report the nominations received to the President. The report will be read at the Regular General Meeting and subsequently published in the Division bulletin and this before the Regular General Meeting of the month of January of the following year. Elections shall be by secret ballot when more than one candidate is nominated for a position and it will be done by way of postal mail.
  - (iii) At the Regular General Meeting of the month of January, after all usual businesses have been cleared, the President will announce the result of the ballot for the positions which were up for election as listed in articles VII.a and b.
  - (iv) Only active members in good standing and life members of this Division will be allowed to vote.
  - v) The Secretary will inform the National Office of the members of the Division's Executive Committee in accordance with article 4.c. of the R.C.M.P. Veterans' Association Manual.

- d) Duties of Officers: The duties of Officers are indicated in article 142(a) of Part VIII of the R.C.M.P. Veterans' Association Bylaws dated 2 June 2017.
- e) Meetings of the Executive Committee: The Executive Committee will meet at a place and time determined by the President. Three (3) members of the Executive shall constitute a quorum.

#### **Article VIII. Relations with Head Office (National)**

- a) Right to Vote: Any active member in good standing or life member can vote at General meetings. The expenses of the designated member may be authorized at a General Meeting.
- b) Official Communication: Official communications transmitted to the National Association Office or any other Division must be signed by the Division President or by the Secretary and no member of this Division can act by themselves on any subject concerning this Division without prior authorization from the Executive Committee.

#### **Article IX. Funds & Properties**

- a) Funds & other Properties: Division Funds or property cannot be transferred or sold without the authorization of a General Meeting, except routine monthly expenses or expenses of urgent nature which must be subsequently ratified at a General Meeting.
- b) Independent Audit: An independent audit of Division's books and financial records shall be made at the end of each fiscal year.

#### **Article X. Sickness or Affliction**

It will be the duty of all Members of this Division to report to the Executive Committee any case of death, sickness or affliction among its Members, so that the necessary action may be taken by the Division.

#### **Article XI. Amending the Bylaws**

- a) The Divisional Bylaws cannot be amended, substituted, or repealed unless:
  - i) A notice of motion to that effect is submitted to a General Meeting, recorded in the minutes of the General Meeting and included in the call for that General Meeting during which it will be submitted to a vote.
  - ii) The Bylaw may be amended when a two-thirds (2/3) majority of Active Members in good standing and Life Members, present at the General Meeting, vote in favour of the motion.

**RECOMMENDED**

**APPROVED**

.....  
Marc-André Aubry, Secretary

.....  
Line Carbonneau, President

Quebec Division

On the 13<sup>th</sup> day of February 2018 at Montreal, Quebec

**RECOMMENDED**

**APPROVED**

.....  
President Association Operating Committee

.....  
National President

This ..... Day of ..... in the Year 2018

at Ottawa, Ontario

