

# Ontario Good Roads Association

## Information for New Candidates

Are you thinking of putting your name forward to sit on the Ontario Good Roads Association Board of Directors? Here some information you should know.

### Diversity

**The OGRA Board of Directors is committed to achieving a diverse leadership team. We encourage women and individuals from diverse backgrounds to put their names forward for these positions.**

### The Board

The Board is comprised of 15 representatives from across the Province selected by Zones. ([Zone Map](#) and [Description](#))

- Northern Zone – 4 Members
- Southwestern Zone – 3 Members
- South Central Zone – 3 Members
- Southeastern Zone – 3 Members
- City of Toronto – 2 Members

OGRA attempts to retain a balance of 8 politicians and 7 staff on the Board. This however is subject to the whims of the membership during the election process. Staff members of the Board are drawn from the Public Works/Engineering Departments and from Administration such as a CAO, Clerk, HR, Planning or Finance. All members of the Board are eligible to serve as President.

### Officers

The Officers of the Board consist of the President, 1<sup>st</sup> Vice-President, 2<sup>nd</sup> Vice-President and 3<sup>rd</sup> Vice-President who all serve for a one year term. The above four officers and the Immediate Past President form the Executive Committee.

The Board elects the 3<sup>rd</sup> Vice-President at the Inaugural Board meeting. Once a Director is elected to the position of 3<sup>rd</sup> Vice President they automatically ascend through the positions to President. The officers are not subject to re-election by the membership.

### Nominations

To be nominated you must submit a completed Nomination Form.

- The form must be signed by two eligible individuals of an OGRA member municipality. The signatories could be members of Council or any full time staff person working for the municipality. A resolution of Council is acceptable, however it is not mandatory.

- The person being nominated must sign the consent section of the nomination form.
- All Nominations received by the deadline are submitted to the Nominating Committee.
- The Nominating Committee recommends a slate of candidates to the Board
- The Board recommends a slate of candidates to the general membership.
- A second call for nominations follows allowing anyone who previously applied or any other person to put their name forward.
- If additional names are received an election is held during the Annual Conference for any contested seats.
- All Directors are elected for a two year term.

## Meetings

The Board meets 7 times per year however the first and last Board meeting are held in conjunction with the annual conference in February. The dates for the upcoming year have been approved and can be [downloaded here](#).

All meetings (except June) are held at the Fairmont Royal York Hotel, Toronto. OGRA staff arrange for accommodations. The June meeting is generally held in the home municipality of the current President. A typical set of meetings are as follows:

- Wednesday Evening – Most Board members arrive – Some choose to arrive Thursday morning.
- Thursday
  - 8:30 a.m. - Executive Committee Meeting (only members of the Executive Committee attend this meeting)
  - 10:00 a.m. – Member Services Committee
  - 12:00 – Lunch
  - 1:00 p.m. – Policy Committee Meeting
  - Board and Staff dinner arranged at local restaurant
- Friday
  - 9:00 a.m. – Board of Directors meeting – Usually finished by no later than 11:00 a.m.

All Board members are appointed to either the Member Services or the Policy Committee. They are welcome to attend both Member Services and Policy (most do) however they are only obligated to attend the Committee meeting to which they have been appointed. Board members are asked for their preference and the President makes the appointments based on that while trying to maintain a balance on each committee

The September set of meetings is one extra day as that is when we hold our annual advocacy day at Queen's Park. OGRA sets up meetings with 60+ MPPs during the day and groups of Board members and staff attend and present three issues of importance to our membership. All Board members are expected to take part. On occasion, due to

the legislature not sitting in September, Advocacy day has been held during the November Board meetings.

## **Expenses**

OGRA covers most expenses to attend all meetings and the conference, however since the term of office does not officially start until after the conference is over, someone coming on the Board in February is not eligible to claim any expenses to attend the conference or the inaugural meeting. The current mileage rate is \$0.50 per km. OGRA does not pay a per diem. ([Expense Policy](#))

## **Constitution, Procedural By-law and Code of Conduct**

OGRA is governed by a [Constitution](#) and the Board and Committee meetings are governed by a [Procedural By-law](#). If you are elected to the Board you will receive copies of other pertinent policies. Board members and staff are subject to the [Code of Conduct](#)

Any additional questions can be forwarded to [Joe Tiernay](#), OGRA Executive Director