

Constitution of the Vaughan Fire Honour Guard

Article 1 **Name**

The name of the organization shall be the Vaughan Fire Honour Guard. Hereinafter, it shall be referred to as the "Honour Guard".

Article 2 **Purpose**

The purpose(s) of the Honour Guard shall be as follows -

To represent the City of Vaughan, Vaughan Fire and Rescue Service and Vaughan Professional Fire Fighters Association at various functions.

To provide a uniform, professional and dignified presence at funerals, memorials, remembrance ceremonies and events related to the fire service.

To strengthen the bonds between Vaughan Firefighters, and promote camaraderie by our presence.

Article 3 **Motto**

Motto to be discussed.

Article 4 **Emblem and Crest**

Emblem to be discussed.

Article 5 **Membership**

Membership in the Honour Guard shall be open to all members of the VFRS. Only active and retired members of Vaughan Fire and Rescue Service may apply.

All members of the Honour Guard shall be able to perform the basic duties of the Honour Guard as required. It is understood that this may include, but not be limited to, standing as a sentry, marching, carrying flags, axes, etc. Certain details (i.e. casket party) are understood to be particularly physically demanding, and will be performed only by trained and selected members.

Article 6 Executive Officers

The Honour Guard shall be led by Executive Officers who will oversee the day to day operations, funding and deployment requests. The Executive Officers will consist of a Honour Guard Commander, Sergeant-Major and Clerk.

Article 7 Meetings

There shall be an annual General Meeting and at least one practice meeting of the Honour Guard per year. At the Annual General Meeting, the Honour Guard Commander shall present a recap of the previous year's activities, the Clerk shall provide a financial statement for the previous fiscal year, and the Executive shall be elected for the next 12 months. Other business may be conducted as may properly come to the floor.

Other meetings, referred to as Special Meetings, shall be called by the Executive as required. At these meetings, no business other than that for which the meeting was called, may be discussed. Notice of any special meeting shall be provided by the Clerk to all members as soon as possible.

Article 8 Quorum

For the purposes of conducting business at any regular, Annual or Special meeting of the Honour Guard, a minimum of 7 members in attendance is required. This number shall include members of the Executive.

Article 9 Amendments

Amendments to the Constitution shall be considered once a year. This shall usually be at the Annual General Meeting. Amendments shall be called for at least 60 days before the Annual General Meeting. There shall be a minimum of 30 days by the Clerk notice of any proposal to amend the Constitution. Changes to the Constitution will require a two thirds vote in favour of such change by the members in attendance at the Annual General Meeting.

Article 10 Ratification

This Constitution will come into effect immediately upon ratification by the membership. All members will have the opportunity to vote on this, the initial draft, at the Special Meeting on May 3, 2022.

Ratified this 03 day of May, 2022 in the City of Vaughan, province of Ontario.

Honour Guard Commander

Robert Ferreira

Sergeant-Major

John Wilmot

Clerk

Giovanna Casagrande