



Constitution of the
Ontario Conference of Casualty Actuaries

Effective: October 16, 1991
Amended: December 3, 2009

Article I – Name

This organization shall be called the *Ontario Conference of Casualty Actuaries*.

Article II – Purposes

The purposes of this organization shall be to advance the knowledge of actuarial science as applied to the problems of insurance, other than life insurance to foster the education of actuarial students in the geographical area in which its members are employed or reside, to promote and maintain high standards of conduct and competence within the actuarial profession, and to promote good fellowship among its members.

Article III – Members and Subscribers

Fellow and Associates of the Casualty Actuarial Society who are employed, on a full time basis, in or reside in Ontario shall be eligible to be members of this organization.

Professors, teachers, and students of insurance or actuarial mathematics or other persons in the property and casualty actuarial profession who are employed in or reside in Ontario may, upon approval of two-thirds of the members of this organization, become subscribers but shall not be accorded any of the rights reserved to the members.

Article IV – Dues

The dues of this organization shall be established by the Executive Committee, as hereinafter described, and become due and payable as of the annual meeting each year.

Article V – Officers

SECTION 01 – The officers must be members of this organization, or subscribers of this organization who have completed the equivalent of at least seven examinations offered by the Casualty Actuarial Society. The officers shall consist of a President, Vice President and Secretary-Treasurer, all of whom shall be elected by the affirmative vote of a majority of the members present and voting.

In the event a vacancy occurs among any of the officers of this organization, another member of this organization or a subscriber of this organization who has completed the equivalent of at least seven examinations offered by the Casualty Actuarial Society may, by the affirmative vote of majority of the members present and voting, be elected to fill the vacancy for the unexpired term.

The President shall be elected at the first meeting of the organization and shall hold office for one year.

The Vice President shall be elected at the first meeting of the organization and shall hold this office for one year. At the conclusion of the term of office as Vice President, the person holding this office shall become President and hold this office for one year. At the meeting at which the current Vice President becomes President, an election shall be held to elect a new Vice President.

The Secretary-Treasurer shall be elected biannually and shall serve for a term of two years.

No officer shall be elected to succeed himself/herself for the same office.

SECTION 02 – The officers of this organization shall constitute an Executive Committee of which the President shall be the Chairperson. The duties of the Executive Committee shall be to consider and implement the current policies and programs of the organization, to approve Committee appointments made by the President, and to act in an advisory capacity to the president on all policy matters that may come before the organizations. Meetings of the Executive Committee shall be called by the President and shall be held at least once each year.

SECTION 03 – The duties of the president shall be: to preside at the meetings of the organization and the Executive Committee and, with the approval of the Executive Committee, to appoint member of any standing or special committees herein provided for or hereafter established by this organization.

SECTION 04 – The duties of the Vice President shall be: to preside at meetings of the members, in the absence of the President and to assume such other duties as may be assigned by the Executive Committee.

SECTION 05 – The duties of the Secretary-Treasurer shall be: to maintain a complete list of the members and subscribers of this organization, the officers and members of all committees; to notify new members of their membership; to furnish each new member with a copy of this Constitution and of any By-Laws; to receive and keep on file records of the finances of this organization; to receive, review and keep on file information furnished by the President or Executive Committee; to perform the secretarial duties for the Executive Committee; to keep minutes of all meetings of this organization; and to perform any other secretarial duties which may arise.

Article VI – Educational Committee and Its Duties

The Education Committee shall consist of three members, two appointed by the President and a Chairperson elected by the members present and voting at each annual meeting. The Committee may elect to appoint temporary members, all of whom shall have a non-official status only.

The committee shall encourage the organization of courses in actuarial science and render such other assistance as it deems advisable to further the education of actuarial students in the geographical area in which the members of this organization are employed or reside.

The Committee shall file an annual report with the Executive Committee of this organization at least ten days prior to the annual meeting, summarizing its activities for the year.

Article VII – College Community Relations Committee and Its Duties

The College Community Relations Committee shall consist of three members, two appointed by the President and a Chairperson elected by the members present and voting at each annual meeting. The Committee may elect to appoint temporary members, all of whom shall have a non-official status only.

The Committee shall establish and maintain contacts with the colleges in the Province of Ontario for the purpose of:

- 1) developing an awareness in the universities and colleges of the actuarial profession;
- 2) encouraging the establishment of property and casualty actuarial science courses; and
- 3) assisting in carrying out the policies of the Casualty Actuarial Society.

The Committee shall file an annual report with the Executive Committee of this organization at least ten days prior to the annual meeting, summarizing its activities for the year.

Article VIII – CIA Liaison Committee and Its Duties

The CIA Liaison Committee shall consist of three members, two appointed by the President and a Chairperson elected by the members present and voting at each annual meeting. The Committee may elect to appoint temporary members, all of whom shall have a non-official status only.

The committee shall ensure that members and subscribers of this organization are informed of and have a forum to respond to significant initiatives within the Canadian Institute of Actuaries affecting the property and casualty actuaries in Ontario.

The Committee shall file an annual report with the Executive Committee of this organization at least ten days prior to the annual meeting, summarizing its activities for the year.

Article IX – Meetings

This organization shall hold at least two regular meetings each calendar year with the date for each meeting determined at the next preceding meeting. The second meeting in the calendar year shall be designated as the Annual Meeting.

Other meetings may be called by the Executive Committee from time to time and shall be called by the president at any time upon the written request of ten members. At least two weeks notice of all meetings shall be given to the members by the Secretary-Treasurer.

Article X – Recognition and Compliance

This Section shall be an affiliate of, but subordinate to, the Casualty Actuarial Society; shall take no action contrary to the Constitution or policies of that body; shall file copies of the minutes of all meetings with the Secretary and General Chairman of the Education and Examination Committee, and Chairman of the Continuing Education Committee of the Casualty Actuarial Society; and shall function as a Section only after petition to the Casualty Actuarial Society for recognition, the granting of such recognition, and which such grant has not been suspended or revoked. This Section and its committees shall not be permitted to make public expression of opinion on issues of public interest.

Article XI – Amendments

This Constitution may be amended by an affirmative vote of two-third of the members present, provided that at least twenty-five percent of the members are present, at any meeting held at least one month after notice of such proposed amendment shall have been sent to each member by the Secretary-Treasurer.