

This Application form must be completed by those in the role of Chief Administrative Officer/Town or City Manager for an Ontario municipality

**Option 1 – A Single Active Membership - \$375**

**Active Member Eligibility and Confirmation**

*This membership is open to a Chief Administrative Officer of an Ontario municipality or Reserve, duly appointed by by-law, who has submitted an application in the prescribed form for Active Membership and in that prescribed form has submitted to the role and code of ethics of the Association and has paid the prescribed fees shall, upon receipt by the Association of the application and fees, be deemed an Active Member and be notified accordingly by the Executive Director.*

Name \_\_\_\_\_

Title \_\_\_\_\_

Municipality \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Date of First Appointment as a Municipal Administrator (CAO, Town or City Manager etc)  
\_\_\_\_\_

**Instructions:**

OMAA accepts applications on an ongoing basis throughout the year. Simply fill in this online Application form and click below to submit. As soon as we receive your information we'll process your Application. You'll receive a confirmation email and an invoice for payment will be sent to you subsequently. OMAA memberships are renewed annually at the beginning of the year. Fees for your first year of membership are prorated based on the date you apply. . We'll send you a renewal invoice each January.

**Option 2 – A “Bundled” Membership (1 Active plus up to 2 “Associate – A” Members)- \$500**

Subject to meeting the eligibility outlined in Option 1 Active Members can enrol aspiring CAOs (known as Associate – A Members) within their corporate organization for OMAA Membership as well.

**Associate-A Member Eligibility and Confirmation**

- Associate - A” Membership Criteria
- Reports directly to the CAO
- Typical titles can include “Deputy CAO”, “Commissioner”
- Responsible for a multi functional portfolio
- Broad corporate management responsibilities
- Designated authority to act in the absence of the CAO
- Interested in advancing in their career to the position of CAO
- Membership application must be sponsored by the CAO

Associate Members shall enjoy all privileges of Active Members with the following exceptions:

- they shall not be qualified to hold office in the Association unless appointed by the Board
- they shall not be permitted to vote at any Annual General Meeting.

*All applications for Associate Membership shall be sponsored by an Active Member of the Association and in the case of 3.2(a), the sponsor must be the relevant CAO to which the applicant reports. Upon receipt of an application in the prescribed form for Associate Membership and in that prescribed form has submitted to the role and code of ethics of the Association and has paid the prescribed fees, the Board may, by majority vote, admit to Associate Membership and the individual will be so notified by the Executive Director.*

Name #1 \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Name #2 \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_