

# The Constitution of the Westmeath & District Recreation Association (WDRA)

## Article I Name

The official title of the Association shall be “Westmeath and District Recreation Association”, commonly known as the WDRA.

## Article II Objectives

1. To offer programming and sponsor activities to promote good mental and physical health and fitness to all residents and to promote a sense of community.
2. To manage, maintain and operate the Westmeath Recreation Centre; facilities, grounds and components on behalf of the Township of Whitewater Region.

## Article III Membership

All persons 18 years of age or older living in that northern peninsular part of the Township of Whitewater Region bordered by the Ottawa River, the township line with Laurentian Valley Township on the northwest and the LaPasse Road #49 on the east. Also bordering on the southeast by a one mile limit from the Beachburg Road #21. This includes the communities of Perretton, LaPasse and Westmeath. These persons must maintain a permanent residence to be a full voting member.

Members of Council for the Township of Whitewater Region shall also be members of the Association.

## Article IV Board of Management

1. There shall be a Past President, President, Vice President, Secretary, Treasurer and five Directors on the Board.
2. The Association may at its discretion delegate operations of certain parts of the year’s programs to sub-committees. The chairpersons of these committees may or may not be members of the Board.

## Article V Duties and Responsibilities of the Board of Management

1. The President of the Association presides at all meetings of the Board of Management as well as all General Meetings. He or she shall be responsible to see that all sub-committees are operating and as an automatic member of the committees be prepared to help out if they flounder. The President shall call an Annual Meeting prior to May 1<sup>st</sup> each calendar year to hear reports, elect new officers as well as review audited financial statements for the past calendar year.
2. Terms of all officers and committees shall be for one year with members eligible for re-election.
3. The Treasurer shall receive all monies payable to the Westmeath and District Recreation Association by way of an account at a chartered bank in the above name. He or she shall disburse all monies payable by cheque wherever possible and shall keep proper records which shall be audited prior to each annual meeting by a firm of chartered accountants.  
There shall be three signing authorities for cheques namely: Treasurer, President and Secretary with any two signing each cheque or any other financial transaction.

4. The Secretary shall keep all records of all business at meetings as well as correspondence and shall generally assist the President with agendas for meetings. The secretary is responsible for notices of meetings.
5. If a vacancy occurs in any Board of Management office it shall be filled by election at the next General Meeting.
6. All decisions of the Board of Management are subject to ratification by the membership at the next general meeting.
7. The Board of Management shall have the power to appoint standing or special committees.
8. Only the President or in his or her absence the Vice President can call a General Meeting.
9. Any five members can with a written request instruct the President to call a General Meeting.

**Article VI**      **Conflict of Interest**

Those entities with contractual agreements with the WDRA and employees of the WDRA are not eligible to hold positions on the Board of Management.

**Article VII**      **Ownership or Trusteeship of Property**

The Association holds legal title to goods and chattels purchased for use by the association in its maintenance, management and programming roles. The Association is bound by the codes and standards used by regulatory and governmental agencies. The Township of Whitewater Region owns the facility and grounds and maintains the insurance and the overall liability coverage for the Association.

**Article VIII**      **Notice of Meetings**

1. Meetings of the Board of Management may be called with three day verbal notice.
2. Meetings of the general membership may be called with circulated notices to all members at least 5 days in advance.
3. Annual meetings shall be called with 30 days written notice to all members as posted in the WDRA monthly Newsletter and online website.

**Article XIX**      **General Conditions**

1. An annual meeting must have at least 12 members present to be valid.
2. In the event of less than 12 appearing for an annual meeting, a second meeting shall be called and clause 3 of this article included in the circular.
3. If less than 12 members appear for the second call of the annual meeting, the properties, duties and responsibilities of the Westmeath and District Recreational Association shall default to the Township of Whitewater Region.

4. Any clause or Article in this constitution may be altered or added to by a constitution committee appointed by the Board of Management by way of such amendment circulated as part of the notice of annual meeting and voted upon by same. Any amendment shall require a two-thirds majority to change.
5. Voting shall be done by show of hands or secret ballot if deemed necessary by the Association.

Explanatory Notes:

### **The Modernizing of the WDRA's Constitution:**

**Provenance:** We have two documents regarding the Constitution currently as of April 2012 available to us.

Originating Document #1, entitled "*Draft Constitution for Presentation to Westmeath Community Club*", was prepared and presented to the Westmeath Community Club by the Constitution Committee of Izett McBride, Robert Bromley and Edgar White, March 13, 1974. Retyped May 25, 1976.

A second Document #2, labelled as "*Article VII*", is not dated and has no explanatory notes. It contains descriptions of committee structure and work. This document probably dates from sometime in the late 1970's or 1980's; however it is not known if the document was ever accepted at an Annual General Meeting. No further documentation showing any other constitutional amendments, clauses or bylaws has been found.

In October of 1994 application was made to incorporate an entity with the name **Westmeath & District Recreation Corporation**. Bylaw #1 relating to the transactions of the affairs of the Corporation and Bylaw #2 respecting the borrowing of money and issuing of securities were set out under seal of the corporation.

In April of 1996 application was made to manage and conduct a Bingo Lottery. The Corporation then to now has conducted Bingo nights at Bingo Country, in the west end of Pembroke.

In December of 2005 a Corporation Meeting was held and a motion passed that read: "*A motion that the Corporation accept the Recreation Association as a member and that all members of the Recreation Association are members of the Corporation*". The two entities of the Association and the Corporation were merged into one.

**Updating:** The originating 1976 document was revised and typed in digital format as a Word Document on April 3rd, 2012. The revised version with changes to modernize current titles, descriptions and usages was reviewed and accepted by the 2011-12 Board of Management. Then the revised "WDRA Constitution (2012 Revised)" was presented to the 2012 Annual General Meeting on April 16<sup>th</sup> 2012 for general membership approval, ratification and confirmation. The document was accepted as follows.

### **A Motion:**

**The General Membership of the WDRA accepts, ratifies and confirms the revised Constitution of the Westmeath and District Recreation Association, as presented at the April 16<sup>th</sup> , 2012 Annual General Meeting.**

Moved: Keith Bromley

Seconded: Cathy Williamson

Majority voted in favour. Passed.