

**CONSTITUTION OF  
WEST NOVA SCOTIA REGIMENT  
REGIMENTAL ASSOCIATION**

*(Amended to include changes agreed upon at AGM 14 Sep 2014)*

(Male pronouns are used throughout this document to indicate members of both genders.)

**1. Name**

The name of the society is West Nova Scotia Regiment Regimental Association.

**2. General**

A. Objects of the Association are:

- (1) To constitute an association of all who have served or are serving with the West Nova Scotia Regiment.
- (2) To perpetuate the memory and deeds of those Members of the West Nova Scotia Regiment who gave their lives in the service of humanity,
- (3) To perpetuate the memory of those members of the West Nova Scotia Regiment who have died since the Second World War,
- (4) To promote and care for memorials to their sacrifice and preserve the records and memories of their service and to see that such services shall not be forgotten by the Nation,
- (5) To provide opportunities for members to renew old friendships,
- (6) To encourage and aid the West Nova Scotia Regiment to maintain its identity,
- (7) To maintain contact with veterans of the West Nova Scotia Regiment who are confined to hospitals, institutions, or their homes because of ill health
- (8) To establish and maintain contact with and give support to Memory Clubs of the West Nova Scotia Regiment,
- (9) To hold an Annual Reunion of the Association.

**3. By-Laws:**

- A. The activities of the Association are to be carried on in the Province of Nova Scotia.
- B. The registered office of the Association is the address of the current Secretary to be filed in the Office of the Registrar of Joint Stock Companies for the Province of Nova Scotia after the election of the Secretary.
- C. Title #1 - West Nova Scotia Regiment Regimental Association,
- D. Short Title #1 - Association or RA,
- E. Title #2 - West Nova Scotia Regiment,
- F. Short Title #2 - The Regiment or WNSR,
- G. This Association shall be non-sectarian, shall not be affiliated to, or connected directly or indirectly with any political party or organization.

**4. Membership**

- A. The following are eligible for Ordinary Membership in the RA:
  - (1) 1st Battalion - CAASF
  - (2) 2nd Battalion- NPAM (Reserve)

- (3) 3rd Battalion- CAASF (Pacific Force)
- (4) Post World War Two Reserve, Militia, Ex- Members of The Regiment,
- (5) Serving Members of The Regiment,
- (6) Members of other arms or services who were or are attached to The Regiment,
- (7) Serving and former members of the Cadet Instructor Cadre (CIC) who have served with WNSR affiliated Cadet Corps
- (8) Former Cadets who have served with WNSR affiliated Cadet Corps,
- (9) From time to time prominent citizens and members of other armed forces may be accepted as Honorary Members,
- (10) A person may apply for Associate Membership if he or she is the parent, spouse, widow/er, sibling, child, grandchild, or niece / nephew of a person who is/was eligible for Ordinary Membership and is a Canadian Citizen, Commonwealth subject, or citizen of a NATO country.
- (11) All memberships are subject to the approval of the Executive.

## 5. Life-Membership

Life Membership may be extended to individuals whom the Executive unanimously determine possess extra-special merit.

## 6. Administration

A. The Association shall be governed by an Executive Committee consisting of an Executive and an Executive Council as follows:

- (1) Executive - The Executive shall consist of the:
  - (a) Honorary Colonel, Ex-Officio,
  - (b) Honorary Lieutenant Colonel, Ex-Officio,
  - (c) Immediate Past President,
  - (d) President,
  - (e) Vice-president,
  - (f) Secretary,
  - (g) Treasurer,
- (2) A (1) (d), (e), (f), and (g) elected for a term of three (3) years at an Annual General Meeting,
- (3) Executive Council Members shall be known as Directors and will be appointed by the Executive as recommended by the Memory Clubs, and where Memory Clubs are non-existent the Executive Committee may appoint independent council members.

B. Duties of the Executive

- (1) Honorary Colonel - The HCol is a member of the Regiment and Honorary President of the Association and shall act in an advisory capacity and maintain communication between The Regiment and the Association,
- (2) Honorary LColonel - The duties of the HLCol shall be as for the HCol expecting he will act as HCol only in the absence of the HCol,
- (3) Immediate Past President- The Immediate Past President shall be a member of the

Executive,

- (4) President shall:
  - (a) Be the chief spokesperson for the Association,
  - (b) Preside at all General, Special, and Executive Meetings,
  - (c) Ensure the safe keeping and accounting of all funds and property including funds and property held in trust,
  - (d) Report on business at the Annual General Meeting and shall ensure that only business as defined in the Constitution and By-Laws is conducted,
  - (e) Ensure the Annual Reunion Committee members are properly briefed,
  - (f) The President or his delegate shall represent the RA on the Regimental Advisory Committee of The Regiment,
  
- (5) Vice President shall:
  - (a) Assume the duties of the President in his absence,
  - (b) Be responsible for other duties that may be assigned from time to time.
  
- (6) Secretary shall:
  - (a) Maintain a record of members together with their address,
  - (b) Record the proceedings of meetings in the minute book and sign and present same to the President as soon as possible after the meeting,
  - (c) Be responsible for the safe keeping of the minute book, the Constitution and By-Laws and shall keep a record of all amendments thereto,
  - (d) Be responsible for the conduct of the correspondence of the Association,
  - (e) Operate and maintain a Kit Shop for the Association,
  - (f) Receive all monies paid to the Association as dues and shall keep a correct account thereof and pay the same to the Treasurer as soon as possible, and,
  - (g) Such other duties as he may be allotted from time to time,
  
- (7) Treasurer shall:
  - (a) Ensure that the accounts of the Association are kept by means of a double entry system of accounting,
  - (b) Prepare financial statements for the Annual General Meeting and for meetings of the Executive,
  - (c) Be responsible for the handling and safe keeping of all monies belonging to the Association and for their deposit in the general bank account with which the Association is doing business,
  - (d) Maintain a record of investments and property owned or held in trust by the Association,
  - (e) Pay all accounts by cheque only,
  - (f) Submit the books and accounts with proper vouchers and monies in his possession to an Audit Committee when requested, and,
  - (g) Ensure that bank signing authorities are current.
  
- (8) Executive Committee Members shall:
  - (a) Attend all Executive Committee and Association Meetings,

- (b) Keep their Memory Clubs informed of the proceedings and decisions of the Executive Committee, and
- (c) Perform such other duties as may be prescribed by the President.

(9) Dress shall be in accordance with details contained in Appendix RA-2.

## **7. Financial**

### **A. Annual Dues:**

- (1) Annual dues of the Association shall be determined at the Annual General Meeting,

### **B. Travelling Expenses:**

- (1) Travel expenses at a rate determined by the Executive will be paid to those authorized to travel at Association expense,
- (2) Travel and related expenses incurred as a result of attendance at the Annual General Meeting and Reunion will not be borne by the Association.

### **C. Special Expenses:**

- (1) The Executive shall not spend more than Three Thousand Dollars (\$3,000) in one year except with approval of the membership, and
- (2) The President may authorize a sum not exceeding One Thousand Dollars (\$1,000) in one year for sick and visiting activities or emergencies,

### **D. Miscellaneous Expense:**

- (1) Miscellaneous expense such as postage, telephone, office, and kit shop supplies, etc., may be administered by the Secretary, and recorded by the Treasurer.

## **8. Communications**

- A. All normal communications with The Regiment or other external organizations shall be by the President through the office of the Secretary,
- B. Where circumstances appear that Sec 7 A cannot be followed, then the Secretary shall be informed of the proceedings as soon as possible.

## **9. Meetings and Reunion**

### **A. There will normally be two types of meetings held each year as follows:**

- (1) Executive Committee Meeting:
  - (a) Spring Meeting - held to conduct regular business of the Association and to receive the report of the Reunion Committee for the next following reunion arrangements,
  - (b) Fall Meeting - held to conduct regular business of the Association and to receive the report of the Reunion Committee and close the accounts for that Reunion,
- (2) Annual General Meeting:
  - (a) This meeting, for the purpose of convenience will normally be held, but not necessarily, coincidentally with the annual reunion to conduct the business of the Association and the election of officers as necessary.
  - (b) The Executive will assume all responsibility for the conduct of the AGM and

Reunion.

(c) A suggested format for all meetings of the Association is attached as Appendix RA 1.

**10. Amendments**

A. To amend the Constitution and By-Laws this procedure shall be followed:

- (1) A notice of the proposed amendment signed by five (5) members stating the desired change or changes shall be forwarded to the Secretary three (3) months prior to the Annual General Meeting.
- (2) The Executive Committee will consider the proposed amendment as a notice of motion to be brought forward at the next AGM,
- (3) The motion to amend will require a seventy-five (75%) majority to be approved.

**11. Audit**

- A. An Audit Committee of two (2) or more members shall be appointed by the AGM,
- B. No person who has been a member of the Executive Committee during the year shall qualify, and
- C. The Audit Committee shall assemble at the call of the President.

**12. Quorum**

- A. No business shall be transacted at any meeting of the Executive Committee unless at least five (5) members of that Committee are present at the commencement of business.

Appendices:

- Appendix RA-1 Suggested Agenda
- Appendix RA-2 Dress Code
- Appendix RA-3 Battle Honors

**Suggested Format For Meetings**

1. Date \_\_\_\_\_ 20\_\_ Time \_\_\_\_\_ Hrs
2. Place \_\_\_\_\_
3. Call To Order
4. Roll Call
5. Moment of Silence
6. Book of Remembrance, Page \_\_\_\_\_
7. Act of Remembrance  
    They shall grow not old,  
    As we who are left grow old,  
    Age shall not weary them  
    Nor the years condemn,  
    At the going down of the sun  
    And in the morning  
    We will remember them, Amen.
8. Minutes of last meeting
9. Old Business
10. Correspondence
11. Treasurer's Report
12. Committee Reports
  - A. Sick and Visiting
  - B. Membership
  - C. Ways and Means
  - D. Entertainment
  - E. Nominating
13. Association Report
14. Regimental Report
15. New Business
16. Recess
17. Guest Speaker \_\_\_\_\_
18. Subject \_\_\_\_\_
19. Introduction by \_\_\_\_\_
20. Thanked by \_\_\_\_\_
21. Next meeting \_\_\_\_\_ 20\_\_ at \_\_\_\_\_ Hrs
22. Adjournment \_\_\_\_\_ Hrs

## **Regimental Association Dress**

Dress for Members of the Regimental Association shall be divided into Ceremonial Dress and Social Dress:

### **1. Ceremonial**

#### **A. RA No.1 Order**

- (1) Reg'tl Beret, c/w badge
- (2) Reg'tl Blazer c/w Reg'tl Crest worn on breast pocket and Reg'tl buttons,
- (3) Shirt and Reg'tl tie (White shirt preferred, light blue accepted),
- (4) Grey trousers (Dark preferred),
- (5) Shoes, black oxford type,
- (6) Medals,

NOTE: There will be three (3) buttons worn on each sleeve of the Blazer in honour of the three battalions of World War Two, Lapel pins may be worn,

#### **B. RA No. 5 Order**

- (1) Business suit w/Medals

### **2. Social**

#### **A. RA No. 2 Order**

- (1) As for 1 above, less head dress,
- (2) Miniatures may be worn in lieu of Medals,

#### **B. RA No. 3 Order**

- (1) Reg'tl Mess Kit w/Miniatures

#### **C. RA No. 4 Order**

- (1) Tuxedo w/Miniatures,

#### **D. RA No. 5 Order**

- (1) Business suit w/Medals or Miniatures

**WEST NOVA SCOTIA REGIMENT  
BATTLE HONOURS**

**FIRST WORLD WAR**

**ARRAS 1917- 18**  
**HILL 70**  
**YPRES 1917**  
**AMIENS**  
**HINDENBURG LINE**  
**PURSUIT TO MONS**

**SECOND WORLD WAR**

**LANDING IN SICILY**  
VALGUARNERA  
ADRANO  
**CATENANUOVA**  
CENTURIPPE  
SICILY 1943  
LANDING AT REGGIO  
**POTENZA**  
GAMBATESA  
**THE SANGRO**  
CASTEL DI SANGRO  
**THE GULLY**  
CASSINO II  
GUSTAV LINE  
LIRI VALLEY  
**HITLER LINE**  
MELFA CROSSING  
**GOTHIC LINE**  
**LAMONE CROSSING**  
**RIMINI LINE**  
SAN MARTINO - SAN LORENZO  
SAN FORTUNATO  
SAVIO BRIDGEHEAD  
ITALY 1943-45  
APELDOORN  
**NORTH WEST EUROPE 1944-45**

\* Battle Honours in bold appear on the Regimental Colour

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