

WESTERN VALLEY RECREATION ASSOCIATION INC.

CONSTITUTION

Article I - Name

⇒ This organization shall be recognized under the name **Western Valley Recreation Association Inc.**

Article II - Office

⇒ The office & principal place of business shall be designated by the association.

Article III - Purpose & Objectives

- ⇒ The Association shall be a non-profit organization with the purpose of developing and coordinating the regional recreation and parks services in the Western Valley for the benefit of the residents.
- ⇒ The association will develop, operate, or facilitate projects as it sees fit, congruent with the association's purpose, and will assume advocacy roles in the same manner.

Article IV - Affiliation

⇒ The Western Valley Recreation Association Inc. operates in co-operation with community recreation authorities in the area, Recreation New Brunswick and Canadian Parks & Recreation Association.

Article V - Membership

- ⇒ "Membership is open to a municipal authority within the Western Valley area of New Brunswick that employs full time recreation professionals (Perth-Andover, Plaster Rock, Florenceville Bristol, Hartland, Woodstock, Nackawick). This person(s) would become a member under the auspices and ultimate direction of the municipal authority in question". Each municipal authority is entitled to one voting member.
- ⇒ Members are required to be actively involved in association activities.
- ⇒ Only members in good standing will be permitted to attend, speak, and vote at association meetings. Guests and observers may attend and speak to issues only upon invitation by the Association.

Commented [KK(1)]: Remove and add Regional Community of Southern Victoria

Commented [KK(2)]: Remove and add District of Tobique Valley

Commented [KK(3)]: Remove and add District of Carleton North

Commented [KK(4)]: Remove and add Nackawic-Millville

Expectation Clause:

- a) Attend pre-scheduled monthly meetings
- b) Pay membership fee
- c) Host 2 meetings per year and provide a lunch as per scheduled
- d) Responsibility of Chairperson as identified in the rotational schedule
- e) Host a western valley initiative as decided and supported at a WVRA meeting (Senior Games, Western Valley Achievement Games, Western Valley Regional Games, clinics, etc.)

Commented [KK(5)]: Change to 1

Article VI - Associate Members

- ⇒ Membership is open to any village(s) or local service districts within the western valley region that have an interest in providing recreational opportunities to their residents but do not employ a full time recreation professional.
- ⇒ Any interested individual(s) may request in writing to join the association. A review from the current association members in accordance to the constitution will occur to determine membership

Commented [KK(6): New entities (Municipality of Lakeland Ridges & Western Valley Rural District

Expectation Clause:

- a) One community representative will be invited to attend the regularly scheduled monthly meetings.
- b) Become current with WVRA policies
- c) Pay a membership fee

Participation Clause in WVRA initiatives:

WVRA offers a wide variety of activities for youth, seniors and persons with disabilities that your community can participate in as an associate member. If you are participating under your own community, you are responsible for registration, supervision and care of your own as outlined in all Western Valley Recreation Association policies.

Article VII – Membership Fees

- Recreation Professionals Membership - \$250
- Associate Membership - \$150
- All membership fees run from April 1 – March 31 (fiscal year of the WVRA)

Article VIII - Officers

- ⇒ The officers of the association shall be chairperson, secretary and treasurer and will form the executive. A chairperson will be appointed for a term of one year at the April meeting. In the event of a vacancy, an appointment may be held at any regular meeting.

Article IX - Duties of Officers

- ⇒ **Chairperson:** The chairperson being the chief executive officer of the association; shall countersign all legal documents; chair meetings; and shall perform other duties as customarily pertain to the office.
- ⇒ The position of chair will be done on a rotational basis unless another position is held within the association.
- ⇒ In the absence of the chairperson at any meeting, the most immediate past chairperson shall take the chair.
- ⇒ **Secretary:** The secretary shall keep the records of association meetings, and notify all members of association meetings. This position is to be held by a Wellness, Culture and Sport representative (provincial government)
- ⇒ **Treasurer:** The treasurer with the direction of the board shall:
 - a) countersign all financial documents
 - b) have custody of the association's funds
 - c) keep the records concerning such funds
 - d) make all payments by cheque
 - e) prepare financial reports as directed by the chairperson.

Article X - Financial

- ⇒ Funding shall be provided for and by the association through its own efforts and the efforts of its members.
- ⇒ All invoices to be paid and deposits made, will be brought to a scheduled meeting for board approval.
- ⇒ Along with the treasurer, two members will have signing authority. At all times, there must be two out of the three that sign cheques.

Article XI - Annual Meeting

- ⇒ The annual general meeting of the association shall be held in the month of April
- ⇒ The fiscal year of the association shall be April 1 through March 31; the annual financial statement shall be presented at each A.G.M.
- ⇒ |add| _____

Commented [KK(7): The annual planning meeting of the association shall be held in the month of January

Article XII - Other

- ⇒ A quorum of the A.G.M. and regular meetings shall be the number present at the meeting.
- ⇒ Amendments to the constitution and/or policies may be made at any meeting of the association by motion.
- ⇒ Any association events that have policies in place must be adhered to.

Adopted: February, 1984
Revised: February, 2006
Revised: October 2008
Revised: June 2011