



Constitution The Toronto Gunners

Approved 17 May 2010

NAME

1. The name of the organization shall be “The Toronto Gunners”, (TG).

OBJECT

2. a. Locally, to provide community and financial support to 7th Toronto Regiment, Royal Canadian Artillery;
- b. Nationally, to support the Royal Regiment of Canadian Artillery, including serving and retired members, regular and reserve, relatives and friends;
- c. To promote the awareness of the Artillery Community in the Greater Toronto Area (GTA);
- d. To provide a connection to the Gunner Community for retiring Regimental members; and,
- e. The Toronto Gunners shall be a non-profit organization.

MISSION

3. a. The Mission of the TG is to connect the Regimental family and the local community. The members provide financial and physical support for items not funded by the federal government to 7th Toronto Regiment, Royal Canadian Artillery;
- b. The TG connects through the Royal Canadian Artillery Association (RCAA) to the Royal Regiment of Canadian Artillery; and,
- c. The operational component of the TG is the Limber Gunners (LG) whose members operate vintage equipment including a 25 Pounder Gun Howitzer with Limber and Field Artillery Tractor that is capable of firing blank rounds for salutes. As associates or members of Toronto Gunners, the Limber Gunners (LG) participate in unit events and social activities as well as public events.

MEMBERSHIP

4. a. Ordinary Members

- (1) Any serving member of 7th Toronto Regiment, Royal Canadian Artillery.
- (2) Interested persons associated with the RCA or 7th Toronto Regiment, RCA, acceptable to the Association who have donated, through the TG, to 7th Toronto Regiment, RCA, or the Limber Gunners.

b. Honorary Life Members

(1) Veteran Members

- (i) Eligibility: any retired member of the Canadian or allied forces who served in the Second World War or Korea; and
- (ii) Such properly documented person shall be reviewed by the Executive Committee who may, if they so decide, appoint them to be an Honorary Life Member;

(2) Elected Honorary Life Members

- (i) Any person who is deemed to have rendered outstanding service to the Artillery may be elected an Honorary Life Member of the TG at an Annual General Meeting. The record of service in and to the Royal Regiment of Canadian Artillery will normally be the dominant factor in selection.

RIGHTS OF MEMBERSHIP

5. At the Annual General Meeting and regular meetings, all members shall have the privilege of taking part in the proceedings with voting privileges.

CANCELLATION OF MEMBERSHIP

6. The membership of any member may be cancelled by the TG Executive Committee with a unanimous vote. Before a vote is taken, the person concerned shall be given an opportunity to present his/her case in writing and may address the Executive in person.

MEETINGS

7. a. An Annual General Meeting (AGM) will be held unless otherwise decided at an AGM;
- b. Regular Meetings shall be held as announced by the President during the fall, winter and spring training period;
- c. All members are eligible to attend and participate in the meetings; and
- d. The President will preside, but in his absence, the Vice-President will take his place or, if not present, another member of the Executive Committee as designated by the President.

VOTING PROCEDURES

8. a. Eligible Voters: At meetings all members are eligible to vote; and
- b. At the request of any eligible voter, their abstention on any motion will be recorded by name.

ORDER OF BUSINESS

9. The following order of business will be observed at the meetings:
 - a. Call to order;
 - b. Review and approval of the minutes of the last meeting;
 - c. Report by the Commanding Officer, 7th Toronto Regiment, RCA, or a representative, if available;
 - d. Financial report;
 - e. Report from committees;
 - f. At the Annual General Meeting, the Election of Officers;
 - g. Old Business;
 - h. New Business; and
 - i. Adjournment.

MINUTES OF MEETING

10. The minutes will be distributed to members electronically for those who have email accounts. Upon request, paper copies may be mailed.

OFFICERS AND EXECUTIVE COMMITTEE

11. Officers of the Toronto Gunners

- a. The Officers of the Toronto Gunners shall consist of:
 - (1) A President who shall be elected to serve for one year and may be re-elected to serve further one-year terms, consecutively;
 - (2) A Vice-President who shall be elected to serve for one year and may be re-elected to serve further one-year terms, consecutively;
 - (3) A Secretary who shall be elected to serve for one year and may be re-elected to serve further one-year terms, consecutively; and,

(4) A Treasurer who shall be elected to serve for one year and may be re-elected to serve further one-year terms, consecutively.

b. The offices of Secretary and Treasury may be combined. Duties of any of the Executive can be reallocated as directed by the executive committee.

THE EXECUTIVE COMMITTEE

12. For the administration and the conduct of the business of the organization throughout the year, there will be an Executive Committee consisting of:

a. The President;

b. The Vice-President;

c. The Treasurer;

d. The Secretary;

e. The Chair of the Limber Gunners; and

f. Ex-officio:

(1) The Commanding Officer, 7th Toronto Regiment, RCA;

(2) The Honorary Colonel, 7th Toronto Regiment, RCA;

(3) The Honorary Lieutenant-Colonel, 7th Toronto Regiment, RCA; and

(4) The Regimental Sergeant Major, 7th Toronto Regiment, RCA.

ELECTION OF OFFICERS AND EXECUTIVE COMMITTEE

13. a. The members attending the Annual General Meeting shall elect all Officers and Members of the Executive Committee; and

b. Nominations will be made by the members at the Annual General Meeting or can be submitted in writing to the Executive prior to the meeting. The nominator is to have confirmed the availability of the nominee prior to the meeting.

DUTIES OF THE PRESIDENT

14. a. To preside at the Annual General Meeting and regular meetings;

b. To preside at meetings of the Executive Committee;

c. To take such action with respect to new business as cannot wait until the next Annual General Meeting of the Executive Committee or the next regular meeting;

- d. To attend or appoint a replacement at the Royal Canadian Artillery Association Annual General Meeting;
- e. To appoint the Chairman and members of the various Standing Committees or Special Committees to serve in the interval between regular meetings; and
- f. To carry out such other duties as may be assigned by an Annual General Meeting or a meeting of the Executive Committee.

DUTIES OF THE VICE-PRESIDENT

- 15. a. To preside in the absence of the President. In the absence of the Vice-President the functions shall be carried out by a member of the Executive as appointed by the President; and
- b. To carry out such additional duties as shall be assigned by the President, the Executive Committee, or by an Annual General Meeting.

DUTIES OF THE SECRETARY

- 16. a. To attend all meetings of the organization and of the Executive Committee and to keep minutes of the transactions at such meetings in books provided by the organization and to be kept for that purpose;
- b. To carry out the orders of the TG or of the Executive Committee, as the case may be, or the presiding officers thereof;
- c. To be responsible for notifying all members and prospective members of the amount of the suggested contributions; and
- d. To discharge other duties as may be required from time to time by the Annual General Meeting, the Executive Committee, or by the President.

DUTIES OF THE TREASURER

- 17. a. To deposit to the credit of the Toronto Gunners in a bank named by an Annual General Meeting, all sums of money paid to on behalf of the organization;
 - b. To pay for current expenses in accordance with the instruction of Annual General Meetings, regular meetings or the Authority of the Executive Committee, by cheque drawn by the Treasurer.
 - c. The cheque will be signed by any two of the President, the Treasurer or designated members of the TG;
 - d. To insure the transfer of the donations (after payment of the expenses to collect the donations) to 7th Toronto Regiment, RCA; and
 - e. To prepare annually the accounts up to the end of the TG year (31 December) and to present the financial report and statement to the next Annual General Meeting.
18. Two members shall be designated as signing authorities at a regular meeting. One will be from the LG chair and one from the TG.

FUNCTIONS AND MEETINGS OF THE EXECUTIVE COMMITTEE

19. To perform such functions as are allotted to it by the Annual General Meeting or Regular Meeting.

COMMITTEES

20. a. Special or standing committees may be struck as approved at an Annual General Meeting or Regular Meeting.

b. The terms of reference of each special or standing committee shall be determined by the President in consultation with the Executive Committee.

FINANCES OF THE TORONTO GUNNERS

21. All donations less costs of the fund raising shall be donated to the 7th Toronto Regiment, Royal Canadian Artillery.

ROLE OF THE TORONTO GUNNERS

22. The Toronto Gunners functions include:

a. Short term fund raising on behalf of the 7th Toronto Regiment, RCA through the annual donations;

b. Support of the Regiment and its activities;

c. Input into local/national Artillery and Reserve issues, etc.;

d. Electronic and mail communication to the members;

e. Assistance with acquisition and restoration of Toronto Artillery Foundation (TAF) historic equipment as directed; and

f. Support for the Toronto Artillery Foundation.

23. As a component of the TG, the **Limber Gunners** functions are:

a. To be the operational arm of the TG;

b. Maintain and operate Historic Equipment in co-operation with and on behalf of the Regiment and TAF;

c. Day to day funding of operations and maintenance of the Historic Equipment;

d. Training of personnel for displays, salutes, etc.;

e. Support of the Regiment;

f. Promote awareness of the Gunner Community in the Greater Toronto Area;

g. Provide a means of transition for retiring Regimental members; and

h. Acquisition of parts, equipment, uniforms, etc. to complete the Historic Equipment as required.