**The Canadian Club of Western Australia – By-laws**

## PART 1 — PRELIMINARY

### TERMS USED

In these rules, unless the contrary intention appears —

***Act*** means the *Associations Incorporation Act 2015* (of Western Australia);

***associate member*** means a member with the rights referred to in rule 8(6) of the ***model rules***;

***Association*** means the incorporated association to which these rules apply;

***by laws*** means by-laws made by the Association under rule 64 of the ***model rules***;

***chairperson*** means the Committee member holding office as the chairperson of the Association;

***committee*** means the management committee of the Association;

***committee meeting*** means a meeting of the committee;

***committee member*** means a member of the committee;

***executive committee*** means the management committee of the Association***;***

***financial year***, of the Association, has the meaning given in rule 2 of the ***model rules***;

***general meeting***, of the Association, means a meeting of the Association that all members are entitled to receive notice of and to attend;

***member*** means a person (including a body corporate) who is an ordinary member or an associate member of the Association;

***model rules*** means the governing *Model Rules of the Canadian Club of Western Australia* document*;*

***ordinary committee member*** means a committee member who is not an office holder of the Association under rule 27(3) of the ***model rules***;

***ordinary member*** means a member with the rights referred to in rule 8(5) of the ***model rules***;

***rules*** means these rules of the Association, as in force for the time being;

***secretary*** means the committee member holding office as the secretary of the Association;

***special general meeting*** means a general meeting of the Association other than the annual general meeting;

***treasurer*** means the committee member holding office as the treasurer of the Association.

### ORGANISATION NAME

The Association shall be called the Canadian Club of Western Australia.

## PART 2 — GENERAL INFORMATION

### LEGAL GUIDELINES FOR ASSOCIATE BY-LAWS

The Association may, by resolution at a general meeting, make, amend or revoke by-laws.

By-laws may —

* 1. provide for the rights and obligations that apply to any classes of associate membership approved under rule 8(2); and
  2. impose restrictions on the committee’s powers, including the power to dispose of the association’s assets; and
  3. impose requirements relating to the financial reporting and financial accountability of the association and the auditing of the association’s accounts; and
  4. provide for any other matter the association considers necessary or convenient to be dealt with in the by-laws.

A by-law is of no effect to the extent that it is inconsistent with the Act, the regulations or these rules.

Without limiting subrule (3), a by-law made for the purposes of subrule (2)(c) may only impose requirements on the Association that are additional to, and do not restrict, a requirement imposed on the Association under Part 5 of the Act.

At the request of a member, the Association must make a copy of the by-laws available for inspection by the member.

## PART 3 — ORGANISATION VALUES, MISSION AND VISION

### ORGANISATIONAL VALUES

The Association has six core values or beliefs that guide actions and decisions.

**(**a) Welcoming – we welcome new members with open arms whatever their affiliation to Canada.  We care about our members and support their acclimatisation into the Western Australian community.  We are always looking at ways we can improve our service to members.

(b) Relationships – we work to build a community of members, based on open and honest relationships where family and friends are at the core.

(c) Tradition – we maintain and grow our cultural identity by preserving our past and passing on our Canadian traditions to future generations.

(d) Honour – we publicly represent the Canadian community in Western Australia and help recognise Canada’s global contributions

(e) Enjoyment – we provide fun social events for our members, family and friends.  This provides members with an opportunity to actively participate in events here in Western Australia with a Canadian touch.

(f) Integrity – we are financially prudent with the funds we are entrusted with so as to provide value-adding benefits to our members.

### ORGANISATIONAL MISSION

5.1 Background

The organisational mission is the stated purpose for the Association’s existence. This mission might be viewed as Association’s public statement of the contribution it promises to make to help accomplish the community vision.

5.2 Organisation Mission Statement

The Association welcomes Canadians living in Western Australia and provides a forum for new arrivals to connect to the community. We provide fellowship and opportunities for our members to celebrate our Canadian heritage through participation in Canadian inspired events. Our events provide networking opportunities to meet others in similar circumstances. We represent Canada at appropriate commemorations in Western Australia.

### COMMUNITY VISION

6.1 Background

The Association has a vision for the community it serves. The community vision is Association’s image of what the community it serves would be like if its values were shared and practiced by everyone.

6.2 Community Vision Statement

The Canadian community in Western Australia is a group of people who actively support one another through mutual interest in celebrating Canadian heritage.

## PART 4 — ASSOCIATION BY-LAWS

### ASSOCIATION MEMBERSHIP

Any member of the Association must be eligible as specified in the Act.

Ordinary Member - any person who is at least 15 years of age and who: (1) is a Canadian citizen or Canadian born; and/or (2) is the spouse, parent or child of a Canadian; and/or (3) has been an Associate Member in good standing.

Associate Member – Any person who is at least fifteen (15) years of ago who cannot qualify as an Ordinary Member, but who in the opinion of the Executive Committee can demonstrate a sincere and continued interest in Canada (whether based on family ties, business or cultural relationships) may be invited to become an Associate Member. Associate Members shall not be eligible to hold office, participate in elections or vote on any matter.

Life Member – In recognition of extraordinary contributions and/or continuous voluntary service to the Club, a person may be nominated for Life Membership of the Club. Nominations shall be proposed and seconded in writing by two (2) Members and made to the Executive Committee for endorsement by a majority ballot at the next General Meeting of the Club. Life Members shall be exempt from payment of the annual subscriptions and shall enjoy the same rights and privileges as Ordinary Members.

Honorary Member - Honorary Membership may, from time to time, be conferred on such persons who, in the opinion of the Committee, have shown through service or position, a sincere dedication to the Club. Honorary Members shall be exempt from payment of annual subscriptions for the period of one year and shall enjoy the same rights and privileges as Members.

### COMMITTEE

The committee members are the persons who, as the management committee of the Association, have the power to manage the affairs of the Association.

The committee consist of the four (4) office holders of the Association and ordinary committee members.

The following are the office holders of the Association: the chairperson (President); the duty chairperson (Vice-President); the secretary; and the treasurer.

The following convenors are ordinary committee members that represent the following portfolios: memberships; events; family events; newsletter editor; webmaster; communications; and immediate past chairperson.

### ANNUAL GENERAL MEETING

The Annual General Meeting will be held at the Association’s Thanksgiving event in accordance with rule 50 of the Act.

In the event that the Association’s Thanksgiving Event is not held, members will be informed of a special general meeting in accordance with rule 52 of the Act that shall be held within 6 months of the end of the previous financial year.

The special general meeting will be conducted in accordance with rule 51 of the Act.

### STANDING ORDERS / RULES OF DEBATE

The standing orders and rules of debate of the Association shall be determined by the chairperson (President) of the Association and shall be observed at all meetings of the Association held under the Model Rules and By-Laws unless the Model Rules and By-Laws otherwise provide.