

THE NEWMARKET VETERANS' ASSOCIATION



LEST WE FORGET

THE ORIGIN OF THE NEWMARKET VETERANS' ASSOCIATION

Sometime before 1918 a Military Organization called "The Great War Veterans Association" came into being in Canada. The President was Dr. Gunn. This organization operated branches all over Canada. Closer to home, the branches were Newmarket and Aurora. Inspired with the idea of continuing their service to their country in peace even as in war, the veterans of Newmarket separated from the Great War Veterans Association and aligned themselves with various military organizations following the conclusion of hostilities. In 1926 the veterans of the Federal Riding of North York came into being with thirteen branches, namely, Newmarket, Aurora, Georgina, Sutton, North Gwillimbury, North York, King, Vaughan, Richmond Hill, Markham, Stouffville, Woodbridge, and Whitchurch. Newmarket remained affiliated with the North York Veterans Association until 1930. Since 1930, the veterans of Newmarket have been known as "The Newmarket Veterans' Association". In 1936 there were in excess of fifty members in good standing. Mr. A. Elphinstone was the immediate Past President while the President for 1936-37 was Alfred (Mickey) Smith and the Vice-President was Bob White. The NVA's energy in procuring the creation of the War Memorial in 1935 is indicative of the manner in which our club has carried on its work since the conclusion of the Great War. Noteworthy among our achievements was playing a major part in relieving distress in recent years. Our Association is credited with the greatest contributions of any organization in the area for this purpose. In 1948 our Association affiliated itself with the Canadian Corps in Toronto. We were known as Branch 119 of this organization. In this same year, our club was responsible for the erection of the Cenotaph on our plot at the Newmarket Cemetery which we had previously acquired for the sole use of destitute veterans. Our organization remained affiliated with Canadian Corps until January 1965. Still determined to have a club we could call our own, the Newmarket Veterans' Association acquired the property at 406 Millard Avenue which was known as the Free Methodist Church. Since that time our membership has increased to approximately 400.

In conclusion, the policy of our organization always has been and still remains to assist the veteran and his or her family whenever needed, to associate and promote good fellowship among war veterans, to preserve the memories and incidents of former comradeship, and, to maintain and conduct a club for the accommodation, convenience and recreation of the war veterans and their friends.

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The name of the Association shall be THE NEWMARKET VETERANS' ASSOCIATION.

The Directors of the Association shall be the elected officers of the association as per the Charter.

UNIFORM AND COLOURS

The official uniform of the Newmarket Veterans' Association shall be a maroon beret with our crest attached, a maroon jacket with our crest on the left pocket, a grey tie with our crest attached, grey pants or skirt, black shoes & white shirt and white gloves.

The official colours of the Newmarket Veterans' Association shall be maroon, grey and gold. Maroon is for the blood of our fallen comrades, gold is for the valour & courage of our veterans and grey is for our solemn promise that, "We Will Remember Them".

MEMBERSHIP

REGULAR MEMBERS

- (A) A person shall be eligible to be a Regular Member of the Association if he or she has served with any branch of the Armed Forces of Canada or the Allied Forces in time of war, or has served one (1) year active in time of peace and can produce proof of service with an honourable discharge certificate, or Reserve Forces in time of peace and can produce proof of three (3) years service with an honourable discharge certificate. All applications for membership shall be sponsored by one (1) Regular or Associate Member in good standing and presented to the Executive Committee before being passed at a General Meeting. Social membership, including Honourary membership shall not exceed twenty-five percent (25%) of the total count of Life, Regular and Associate Members.

ASSOCIATE MEMBERS

- (B) Spouse, common-law partner, sons, daughters, grandchildren, nieces, nephews and step-children of a Regular or Associate Member and/or a Veteran who can produce an honourable discharge papers, being nineteen (19) years of age, can be eligible to become an Associate Member. Associate Members may attend and vote at all General Meetings. As an Associate Member, they may run for and be elected to any office.
- (B)(i) Non-Lineal Associate Membership is open to a person who is of good character and has served for no less than three (3) years in the Royal Canadian Sea Cadets or Patriot, the Queens York Rangers or the 94th Squadron Canadian Air Cadets. They must be nineteen (19) years of age to apply. Membership application to be accompanied by a letter from the applicable Commanding Officer attesting to the validity of the above mentioned requirements.

LIFE MEMBERS

- (C) On recommendation of the Membership Chairperson, a Veteran or Associate Member shall be eligible for life membership if he/she has been a member in good standing for not less than ten (10) consecutive years and has reached the age of sixty-five (65) years. He/she shall be honoured with a LIFE MEMBERSHIP card and certificate, pay no dues and retain all privileges of the Association.

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HONOURARY MEMBERS

- (D) The Chaplains, who are not Veterans, shall be offered Honorary Membership of the Association, pay no dues and shall not have a vote at any meetings. All other Honorary Members shall be accepted at a regular meeting on the recommendation of the Executive.

SOCIAL MEMBERS

- (E) The application for Social Members must be reviewed each year and each application shall be voted on at the Regular March Meeting of the voting members. Social Members are entitled to attend general meetings but have neither vote nor voice until they have completed five (5) years of continuous membership. These voting Social Members are eligible to run for any Executive Office. These Social Members are not entitled to a Life Membership at sixty-five (65) years of age.
- (E)(i) A chairperson (a voting Social Member) shall be appointed to represent the Social Members and will attend all meetings to deal with Social Members business only. Upon default of membership by a Social Member, he/she shall lose all privileges of the association and cannot be signed in as a guest. Any Social Member with less than five (5) years service, who is appointed to the Executive, is allowed a voice and vote at Executive Meetings only.
- (E)(ii) Social candidates must reside within the Town of Newmarket or within a thirty (30) mile radius of the Town of Newmarket to be considered for membership, and they must be sponsored by a Veteran or Associate Member. Dues must be paid by May 31st of each year. Should the Social Member move residence beyond the thirty (30) mile radius of the Town of Newmarket, membership will be terminated; however, he/she will be welcomed into the club as a guest.

VOTING REGULAR & ASSOCIATE MEMBERS

- (F) Dues are payable by June 30th of each year. After this date, a fine will be levied for lateness in paying. If payment is not made by July 1st, the unpaid members name will be taken off the Mailing List. They may be reinstated upon a new application. If a Regular or Associate Member who has been suspended for failure to pay dues on time re-applies for membership and is accepted within the next fiscal year, he/she will not lose his/her seniority.

DISCIPLINARY COMMITTEE

- (G) A Disciplinary Committee shall be appointed by the President. This committee shall be comprised of three (3) voting non-Executive members. The Committee shall recommend to suspend or expel for just cause any member of the Association with the approval of the Executive Committee. A charge must be notified within three (3) days and a hearing held within one (1) week.

DEATH BENEFITS

- (H) The spouse of a Veteran Member who, having three (3) years service and being in good standing at the time of death, may be entitled to receive death benefits. The flag outside the Clubroom shall be lowered to half-mast on the day of the funeral of any member.

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A Veteran is a Regular Member, who has served their country in time of war. (i.e.: Boer War, WW1, WW2, Korean War, Bosnia, Afghanistan or where Canada has sent our Armed Forces for Peace Keeping).

BARRED/SUSPENDED MEMBERS

- (I) any member who has been barred or while suspended from this Association may not at any time be brought in as a guest by any member of this Association. Failure to comply will lead to disciplinary action. A current up-to-date list of all Barred/Suspended Members shall be kept at the bar.

SPECIAL GENERAL MEETINGS

- (J) A special General Meeting may be called by a petition signed by at least twenty percent (20%) of the voting members, stating the reason for the meeting and must be presented to the Executive.

AFFILIATE BODIES

- (K) Any affiliate bodies of this Association come under the jurisdiction of the governing body of the Association.

HEAD DRESS

- (L) All head wear must be removed when entering the clubroom, with the following exceptions:
 - (1) The Newmarket Veterans' Association beret may be worn when the member is in full dress uniform.
 - (2) Scarves/hats may be worn when a member or guest is receiving medical treatments.
 - (3) Costume hats, wigs, etc., may be worn for a sanctioned N.V.A. function only on the date of the function (i.e.: St. Patrick's Day, Canada Day, Halloween, Christmas, New Year's Eve). If there is not a sanctioned N.V.A. function, hats/wigs, etc., are not allowed to be worn in the clubroom.
 - (4) Religious headwear, as supported by the Human Rights Act, may be worn in the clubroom (i.e.: Jewish Yarmulke, Sikh Turbans).
 - (5) Entertainment groups performing in the clubroom may wear appropriate head wear.

COMMITTEES

- (M) A Past Presidents Committee has been formed of all living Past Presidents and all future Past Presidents. This committee is called The Past Presidents Advisory Board. Their sole purpose is to act as an advisory board to the President and Executive if called upon for any reason at any time.

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CHAPLAINS

- (M) The Chaplains of the Club are appointed by the Executive of the Club for a period of three (3) years, and they may succeed themselves for one (1) additional term if so elected.

DISBURSEMENT OF ASSOCIATION FUNDS

- (O) The Executive is responsible to the membership for all association funds paid and except for the usual utilities, taxes, continuing required purchases or the correction of an emergency situation, permission must be requested and approved by a majority vote of the Membership for all purchases over a maximum amount of five hundred (\$500.00). The maximum amount may be changed from time to time but only upon a majority vote by the Membership at a General Meeting.

ELECTION PROCEEDINGS

- (A) The nomination and election of Officers and Committee Chairpersons of the Association shall take place at a regularly called meeting held in June each year.
- (B) A nomination committee shall be appointed by the President one (1) month prior to the election meeting in June. The nomination committee is to appoint an election chairperson and will canvass the membership for candidates for office. The committee will ensure that these candidates are qualified to hold office.
- (C) Nominations will only be accepted at the June meeting.
- (D) The new officers and executive committee shall take office the first (1st) day of July each year.
- (E) Any officer or executive member who absents himself/herself from three (3) consecutive general or executive meetings without just cause may be voted out of office by a majority vote of the executive.
- (F) With the exception of the position of President, any Regular and Associate Member may run for office, providing he/she has been a member in good standing for one (1) year, is properly nominated and elected at a duly called election meeting of the Association.
- (G) No member may be elected to the office of President unless he/she has served at least two (2) complete years on the Executive Committee.
- (H) Any member nominated for office and unable to attend the election meeting must submit a Letter of Intent to the Secretary at least seventy-two (72) hours prior to the meeting.

DUTIES OF OFFICERS AND EXECUTIVE COMMITTEE

(See the binder in the clubroom for more detailed information.)

- (A) THE PRESIDENT will conduct all meetings in an orderly manner. He/she will be responsible for all proceedings throughout the meeting. He/she may call on any officer or executive member to assist him/her.
- (B) THE FIRST VICE PRESIDENT will generally assist the President in all duties. The First Vice President will be responsible for the WAYS AND MEANS of the Association.
- (C) THE SECOND VICE PRESIDENT will be the MEMBERSHIP CHAIRPERSON and in the absence of the First Vice President will assist the President. The Membership

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Chairperson shall accept applications for membership and will verify the applicant. Every effort will be made to see that the new members are aware of the rules and By-Laws and all aspects of the Association.

- (D) THE SECRETARY shall keep a record of all correspondence pertaining to the Association. He/she will keep a record of the minutes of all meetings. He/she will record all motions, with the names of movers and seconders, and the result of the vote. He/she will read the minutes of the previous General Meetings, record all elections, appointments and committee reports, read all correspondence and reply to same. It will be his/her responsibility to prepare the newsletter.
- (E) THE TREASURER shall perform the usual duties of a Treasurer keeping an accurate account of all receipts and disbursements of the Corporation in proper books of accounting and shall deposit all monies or other valuable effects in the name of and to the credit of the Corporation, in such bank or banks as may from time to time be designated by the Board of Directors. He/she shall disburse the funds of the Corporation under the direction of the Executive, taking proper vouchers therefore, and shall render to the Executive at a regular meeting, or whenever required of the Treasurer, an account of all transactions as Treasurer and of the financial position of the Corporation. All cheques issued must be signed by the Treasurer and either the President or the First Vice President. An audit of all accounts shall take place between July 1st and September 1st of each year with reports available for the September General Meeting.
- (F) THE SGT. AT ARMS will be responsible to maintain good order at all meetings and guard the entrance ensuring members only in good standing are admitted. He/she will be responsible for the Association Colours at General Meetings and Parades.
- (G) THE SOCIAL CHAIRPERSON shall be responsible for all social functions of the Association.
- (H) THE PUBLIC RELATIONS OFFICER (P.R.O.) shall be responsible for all public relations of the Association with Executive approval.
- (I) THE WELFARE CHAIRPERSON shall visit the sick and assist the needy and keep posted those in hospital or at home. He/she will visit the deceased member's family and arrange funeral services if required, as well as flowers and pall bearers.
- (J) THE BAR CHAIRPERSON will be responsible for daily operations of the bar including the bartenders. He/she will be responsible for ordering and receiving all bar stock and supplies, weekly stock taking of all bar stock and recording all information in a proper ledger. He/she will be responsible for reporting to the general meeting on bar profit or loss for the previous month.
- (K) THE PAST PRESIDENT shall be an officer during the term of his/her immediate successor and will assist the incoming President when called upon to do so and will attend all executive meetings.
- (L) THE BUILDING CHAIRPERSON will be responsible for all aspects of the maintenance of the main Association building ensuring all relevant Government codes, regulations and standards are met and kept current. He/she is responsible to ensure the security system meets the requirements of the Association.

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- (M) THE PROPERTY/MEMORIAL CHAIRPERSON will be responsible for the maintenance of all Association property, excluding the main Association building, but including the two Cenotaphs, the flag staffs and flags, the Millard Avenue rental property and its rental, the Memorial Cross Inventory and the designation of same for individual deceased veterans.
- (N) THE HALL BOOKING CHAIRPERSON will be responsible for the promotion and rental under contract of the upstairs banquet hall, and through the Ladies Auxiliary, the use of the upstairs kitchen facilities.
- (O) THE LADIES AUXILIARY PRESIDENT or her designate will be a member of the N.V.A. Executive Board with voice and vote.

The duties of all other Chairpersons shall be as directed by the officers of the Association. All Committee Chairpersons shall select a working committee to assist them in fulfilling their term of Office and submit a list of said committee to the President.

MEETINGS

- (A) A quorum at a General Meeting shall be twenty-five (25) voting members in good standing, providing the meeting has been advertised to the members at least forty-eight (48) hours prior to the meeting and called by the President, or in his/her absence, the First or Second Vice President in that order.
- (B) At least fifty-one percent (51%) of the Executive shall form a quorum at the Executive meetings, providing that at least one (1) of the following is in attendance the President, First or Second Vice President, in that order.
- (C) The rules of procedure at all meetings shall be in accordance with Roberts Rules of Order.

THE FISCAL YEAR shall be from July 1st to June 30th.

AMENDMENTS AND CHANGES

These By-laws may be amended or changed by a majority vote of those voting members present at a General meeting of the Association, providing such amendments and changes are set out as a written notice of motion. A notice of motion must be posted in the club for forty-eight (48) hours prior to the proposal of said resolution.

The Executive is authorized to correct errors, re-name and/or number or re-designate any or all sections of the By-laws and motions by a majority vote of the Executive but not change the meaning or intent of the wording of the By-laws or motions. The Executive will advise the General Membership of any changes.

TERMINATION OF CHARTER

In the event that the N.V.A. desires to terminate the Charter, the following remedy will be adhered to:

1. The N.V.A. executive and the Past Presidents will convene to determine the dissolution of the N.V.A. and its Charter and all assets.
2. A full meeting of the membership must be put in place within ninety (90) days after each member has been sent a registered letter to their last known address then on file.

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3. There will be a full discussion and a secret vote taken of the full membership at the said meeting concerning the Executive's decision
4. The ballot will be entrusted to an outside source, as determined by the Executive Committee.
5. The NVA monuments and plots at the Newmarket Cemetery are included as assets of the Newmarket Veterans' Association.

INTERPRETATION

On all matters of interpretation of these Bylaws, the decision of the General Membership shall be final.

COLOURS

In accordance with the recommendation of the Chief of Defence Staff Canadian Armed Forces, the following flags will be flown by the Association at all parades as outlined. The Canadian Flag will be flown on the right of the Colour Party marching in columns of threes. In the centre of the line will be the Union Jack, and on the left front will be the Association Flag. On the rear right will be the White Ensign, in the centre rear will be the Royal Canadian Ensign, and on the left rear will be the Royal Canadian Air Force.

DEFINITION

Allied Forces shall mean all Armed Forces of Nations which were Canada's Allies at the time of War, the Merchant Marines, and the R.C.M.P. (who may become regular members) and the Auxiliary Services at the time of war (who may become Associate members).

All members whose dues are currently paid up are members in good standing.

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ORDER OF MEMORIAL SERVICE

Music prelude: "ABIDE WITH ME" (when available)

(1) PRESIDENT: "MEMBERS OF THE CLUB, WE GATHER TOGETHER ALONG WITH THE DECEASED MEMBER'S FAMILY AND FRIENDS TO CELEBRATE THE LIFE OF OUR COMRADE _____ WHOSE LOSS WE MOURN, BUT WHOSE SPIRIT LIVES ON. IN OUR PLACING OF POPPIES ON THE CASKET, WE SHARE OUR SENSE OF LOSS".

(2) CHAPLAIN, PSALM 91: 1-2: "HE WHO DWELLS IN THE SHELTER OF THE MOST HIGH, WHO ABIDES IN THE SHADOW OF THE ALMIGHTY WILL SAY OF THE LORD, MY REFUGE AND MY FORTRESS: MY GOD, IN WHOM I TRUST".

LORD'S PRAYER: OUR FATHER WHO ART IN HEAVEN, HALLOWED BE THY NAME, THY KINGDOM COME, THY WILL BE DONE, ON EARTH AS IT IS IN HEAVEN, GIVE US THIS DAY OUR DAILY BREAD; AND FORGIVE US OUR TRESPASSES, AS WE FORGIVE THEM THAT TRESPASS AGAINST US; AND LEAD US NOT INTO TEMPTATION, BUT DELIVER US FROM EVIL, FOR THINE IS THE KINGDOM, THE POWER AND THE GLORY, FOR EVER AND EVER. AMEN.

(3) PRESIDENT: (PURPOSE OF THE SERVICE)

"IN THE PRESENCE OF THE LAST EARTHLY REMAINS OF _____, OUR COMRADE, WHOSE LOSS WE MOURN BUT WHOSE SPIRIT LIVES ON, WE COME TOGETHER ASKING THAT YOUR PRESENCE WILL HELP US TO REALIZE THE SHORTNESS OF TIME AND TO BE ABLE TO COMFORT ONE ANOTHER AND THE MEMBERS OF _____, OUR COMRADE'S FAMILY".

(4) CHAPLAIN, PRAYER: "O GOD WE REMEMBER BEFORE YOU THOSE WHO LAID DOWN THEIR LIVES FOR FREEDOM AND TRUTH IN WARS PAST. THEIR SOULS HAVE ALREADY BEEN COMMENDED INTO THY GRACIOUS CARE. WE PRAY THAT WE MAY BE WORTHY OF THEIR SACRIFICE AND THAT WITH YOUR HELP WE WILL BE FAITHFUL AND TRUE TO THOSE IDEALS FOR WHICH THEY FOUGHT AND DIED".

(5) PRESIDENT: "AND NOW O GOD, ONE OF OUR VETERAN COMRADES HAS DIED. WE HAVE GATHERED TOGETHER WITH FAMILY AND FRIENDS IN THIS TIME OF LOSS. MAY WE OFFER SUPPORT AND CARING TO EACH OTHER. HELP US TO PERPETUATE THE MEMORY OF THOSE WHO ARE TAKEN FROM US BY WILLING ACTS OF LOVE AND SUPPORT, AND REMEMBERING OUR SOLEMN OBLIGATION, MAY WE EVER PRAY LORD GOD OF HOSTS BE WITH US YET. LEST WE FORGET: LEST WE FORGET".

(6) SGT-AT-ARMS, LAST POST: -will be played here -followed by brief silence.

(7) SGT-AT-ARMS: "THEY SHALL NOT GROW OLD, AS WE THAT 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".

(8) ALL: "WE WILL REMEMBER THEM".

(9) SGT-AT-ARMS, REVEILLE: -will be played here.

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(10) CHAPLAIN, 23rd PSALM: THE LORD IS MY SHEPHERD, I SHALL NOT WANT. HE MAKETH ME TO LIE DOWN IN GREEN PASTURES. HE LEADETH ME BESIDE THE STILL WATER. HE RESTORETH MY SOUL. HE LEADETH ME IN THE PATHS OF RIGHTEOUSNESS FOR HIS NAME'S SAKE. YEA, THOUGH I WALK THROUGH THE VALLEY OF THE SHADOW OF DEATH, I WILL FEAR NO EVIL; FOR THOU ART WITH ME; THY ROD AND THY STAFF THEY COMFORT ME. THOU PREPAREST A TABLE BEFORE ME IN THE PRESENCE OF MINE ENEMIES. THOU ANOINTEST MY HEAD WITH OIL; MY CUP RUNNETH OVER. SURELY GOODNESS AND MERCY SHALL FOLLOW ME ALL THE DAYS OF MY LIFE AND I WILL DWELL IN THE HOUSE OF THE LORD FOREVER. AMEN.

(11) PRAYER: OUR HEAVENLY FATHER, GRANT WE BESEECH THEE, TO THE LOVED ONES OF OUR DEPARTED COMRADE, THY COMFORT AND PROTECTION. AMEN.

(12) ALL, 0 CANADA: -will be played (sung) here.

GRAVESIDE SERVICE

(1) PRESIDENT: (PURPOSE OF THE SERVICE)

“IN THE PRESENCE OF THE LAST EARTHLY REMAINS OF _____,
OUR COMRADE, WHOSE LOSS WE MOURN BUT WHOSE SPIRIT LIVES ON, WE COME TOGETHER ASKING THAT YOUR PRESENCE WILL HELP US TO REALIZE THE SHORTNESS OF TIME AND TO BE ABLE TO COMFORT ONE ANOTHER AND THE MEMBERS OF _____, OUR COMRADE'S FAMILY”.

(2) SGT-AT-ARMS, LAST POST: -will be played here -followed by brief silence.

(3) PRESIDENT: “THEY SHALL GROW NOT OLD, AS WE THAT 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”.

(4) ALL: “WE WILL REMEMBER THEM”.

(5) SGT-AT-ARMS, REVEILLE: -will be played here.

(6) CHAPLAIN: “CHERISHING MEMORIES THAT ARE FOREVER SACRED, SUSTAINED BY A FAITH THAT IS STRONGER THAN DEATH, ALL THAT IS MORTAL OF _____,
_____, OUR COMRADE AND FRIEND, WE COMMIT TO ITS RESTING PLACE. AMEN”.

‘MAY THE LORD BLESS US AND KEEP US, THE LORD MAKE HIS FACE TO SHINE UPON US AND MAY HE GIVE US PEACE. AMEN’.

(7) PRESIDENT: IF FAMILY WISHES IT, INVITE FAMILY, FRIENDS AND COMRADES TO PLACE A FLOWER ON THE CASKET AS A FAREWELL GESTURE.