



2nd Regiment

THE CONSTITUTION OF THE REGIMENTAL SENATE OF THE 2ND REGIMENT, ROYAL CANADIAN HORSE ARTILLERY

Name

1. The organization shall be known as the "2nd Regiment, Royal Canadian Horse Artillery (2 RCHA) Regimental Senate", referred to hereafter as "the Regimental Senate".

Aim

The aim of the Senate shall be to support the Regimental Family of 2 RCHA.

2. Specific roles are to:

- a. Advance the welfare of the Regiment;
- b. Act as an advisory body to the Commanding Officer and Regimental Sergeant Major, referred to hereafter as the "Command Team";
- c. Assist the Command Team in all matters concerning the welfare of the Regiment;
- d. Reach out to and communicate with former members of the Regiment;
- e. Assist in the development and evolution, and act as guardians of the 2nd Regiment Association and Foundation. Actively support and enable Foundation fundraising;
- f. Foster interest in the military history and traditions of The Regiment and the Royal Regiment of Canadian Artillery;
- g. Encourage engagement in and support of matters of interest to the Royal Regiment as a whole and the RCA Association;
- h. Assist with the sponsorship of affiliated Cadet Corps, if so requested by the Command Team; and,
- i. Deal with such other matters as may be referred to it from time to time by the Command Team.

Membership

3. The Regimental Senate shall consist of:

- a. Past Commanding Officers (Serving and Retired) and Regimental Sergeants Major (RSMs) (Serving and Retired)
- b. Past members of 2 RCHA who served faithfully, who have a genuine interest in helping the Regiment and who are recommended by a current or former Commanding Officer of RSM
- c. The Chairman, who will be elected by a simple majority of voting senate members.
- d. The Vice Chairman, elected
- e. President of the 2 RCHA Foundation (When formed)

- f. President of the 2 RCHA Association (When formed)
 - g. Prominent and entrepreneurial Canadians as selected by Senate
2. The serving Command Team are not officially members of the Regimental Senate, but they (or a representative of the Regiment) will be invited to attend and speak at Senate meetings.
 3. At any meeting of the Regimental Senate a quorum shall consist of six members. At least three of the six must be members of the Executive Committee.
 4. Other individuals may be invited to attend Regimental Senate meetings (for example to give briefings), however they may be excluded from certain discussions and will not have voting privileges.
 5. Great care is to be taken to ensure that no currently serving member of the CAF comes into a real or perceived conflict of interest position. In the event that a member of the Senate occupies a position in the direct chain of command of 2 RCHA (Bde Comd, Div Comd), he or she may remain a member of the Senate, but may abstain from issues that may create a real or perceived conflict of interest

Executive Committee

6. There shall be an Executive Committee consisting of:
 - a. Chairman;
 - b. Vice-Chairman;
 - c. Secretary;
 - d. Treasurer; and
 - e. One other regular member appointed annually.
7. Any three members shall constitute a quorum of the Executive Committee.
8. The Executive Committee may deal with any matter which cannot await a meeting of the full Senate.
9. A full report of any action taken by the Executive Committee shall be presented to the next meeting of the Regimental Senate.

Other Committees

10. The Regimental Senate may appoint other committees or sub-committees as it deems necessary. All such committees shall report to the Senate.
11. No committee other than the Executive Committee may take independent action unless specifically authorized to do so by the Regimental Senate.

Meetings of the Senate

12. There will normally be three meetings annually, but at least one regular meeting of the Regimental Senate each year.
13. The Annual Meeting of the Regimental Senate will be held in the spring each year.

14. Six members present, including the Chairman or Vice-Chairman and one other member of the Executive Committee, shall constitute a quorum for a Regimental Senate meeting.

15. If the regular Secretary is not present, the Chairman will assign a member to take minutes of the meeting for submission to the Secretary.

Attendance by Regular Members

16. Attendance of all members is desirable at all meetings. Insofar as is possible, virtual attendance at meetings (VTC, Skype, conference call etc.) is acceptable and encouraged. Meeting organizers will establish the best mechanism possible to encourage maximum participation.

17. A member who is unable to attend a meeting of the Senate shall communicate his/her regrets to the Secretary, the Chairman or the Vice-Chairman who will advise those present.

18. The minutes of the meeting, as recorded by the Secretary, shall reflect those who have sent 'regrets' as well as other members who were not present.

Command Team

19. The Commanding Officer and Regimental Sergeant Major, or their delegate, shall be invited to all meetings of the Regimental Senate.

20. The Command Team will be requested to report upon the state of the Regiment and the support that the Regiment desires and needs.

21. The CO and RSM may state their disagreement with decisions of the Regimental Senate if they believe such would be detrimental to the Regiment.

22. The Command Team will ensure that members of 2 RCHA understand the role of the Regimental Senate and what it brings to the Regiment in advancing the welfare of the soldiers and the Regiment. This will be communicated through a 2 RCHA Family Strategy or other means.

Finances

23. One of the major interests of the Regimental Senate will be financial support to Regimental Family initiatives.

24. The Treasurer (who will also be the President of the Regimental Foundation) shall:

- a. Advise the Regimental Senate on the status of the Regimental Foundation;
- b. Direct and manage the fundraising strategy of the Regimental Foundation;
- c. Oversee Foundation initiatives;
- d. Act as "signing authority" (along with the Chairman or Vice-Chairman) on Foundation cheques; and
- e. Present the annual and long-term budget / business plan.

Amendments

25. This Constitution is subject to addition, correction or other amendment at any Regimental Senate Meeting, in response to a "Notice in Motion."

26. Any amendment will require "Notice of Motion" in writing, which must be submitted to the Secretary one month ahead of the Annual Meeting of the Senate. The Secretary shall send a copy of said "Notice of Motion" to each member of the Senate prior to the Annual Meeting.

27. Adequate discussion on the amendment shall occur prior to voting. Any amendment will require a two thirds majority vote at the Annual Meeting to become law. Absentee votes received by the Secretary in a sealed envelope prior to the meeting, shall be counted.

28. Should points arise in the discussion period before the vote which will require clarification beyond the time-frame of the meeting, then that amendment will be set over to the next Annual Meeting so adequate research can be completed.

Passed by the founding members of the Senate on this.....^{29th} day of^{June} 20..¹⁶

Signatures:



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Chairman
2 RCHA Regimental Senate



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Vice-Chairman
2 RCHA Regimental Senate

Acknowledged:



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Commanding Officer
2 RCHA



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Regimental Sergeant Major
2 RCHA