



**Soft-Coated Wheaten Terrier
Association of Canada**

**CONSTITUTION
and BY-LAWS**

Approved July 2002

CONSTITUTION

- 1. This national organisation is to be known as the Soft-Coated Wheaten Terrier Association of Canada (SCWTAC). Its area of operation shall include all of Canada. The head office will be at the residence of, or as specified by, the secretary.**
- 2. The objects and aims of the Association shall be:**
 - 2.1 to do all in the Association's power to protect and advance the interests of the Soft-Coated Wheaten Terrier (SCWT).
 - 2.2 to guard against commercial exploitation of the SCWT.
 - 2.3 to support the conscientious and careful breeding of the Soft-Coated Wheaten Terrier (SCWT) according to the Breed Standard.
 - 2.4 to encourage the organisation of Local Section Clubs (LSC) in those localities where there are sufficient fanciers of the SCWT, and to support LSC activities.
 - 2.5 to support the training and exhibiting of the SCWT and encourage sportsmanlike competition at dog shows, obedience trials and other events, in accordance with CKC rules.
 - 2.6 to make information available on the proper care of SCWT and to provide ongoing education on pertinent issues.
 - 2.7 to conduct Boosters and Specialty Shows under Canadian Kennel Club (CKC) rules.
- 3. The Association shall not be conducted nor operated for profit, and no part of any profits or remainder or residue from dues or donations to the Association shall be to the benefit of any member or individual.**
- 4. The members of the Association shall adopt the by-laws and may, from time to time, revise such by-laws as may be required to carry out these objectives.**
- 5. Except by the Association itself, the use of the SCWTAC emblem or name in any form of advertising by any member or group of members is prohibited without written approval of the Board.**

BY-LAWS

Section 1 - Membership

1.1 Membership Year

1.1.1 The membership year shall be from January 1 to December 31.

1.2 Eligibility Requirements for Membership

1.2.1 Any adult (age 16 years and older) who is in agreement with the aims of the Association shall be eligible for membership.

1.2.2 Members must be in good standing with the CKC. Although not mandatory, membership in the CKC is encouraged.

1.3 Types of Memberships

1.3.1 Associate and Regular memberships are available within the SCWTAC. Individuals meeting the eligibility requirements may apply to be Associate Members. Associate Members in good standing for a minimum of one calendar year are eligible to apply for Regular Membership and, having paid the appropriate dues, attain full voting privileges within the SCWTAC.

1.3.2 Membership is open to residents of Canada as well as foreign residents.

1.3.3 For the purposes of electing Regional Directors, only Regular Members residing in the region will have voting privileges.

1.3.4 For the purpose of holding an elected office, only Regular Members who are residents of Canada and who are also members of the Canadian Kennel Club are eligible to seek elected office.

1.3.5 Place of residency will be considered to be the address listed in the current official membership list of the Association

1.4 Application for Membership and Membership Renewal

1.4.1 All applications for membership or for annual membership renewal must be accompanied by:

- a) the signed official Code of Ethics of the SCWTAC;
- b) the completed and signed application or renewal form; and

c) the prescribed fees.

1.4.2 The Board shall reject the application of any applicant not meeting all requirements. Any individual rejected for membership by the club must be provided with a written explanation.

1.4.3 Procedures for membership application and membership renewal are outlined in the "Procedures Document".

1.5 Approval of Membership

1.5.1 Procedures for approval of membership are outlined in the "Procedures Document" and are subject to revision by majority vote of the Board of Directors.

1.6 Termination of Membership - Membership will be terminated:

1.6.1 by resignation - Any member in good standing may resign from the Association upon written notice to the Secretary.

1.6.2 by lapsing (failure to renew) - If a member's dues remain unpaid 90 days after the first day of the fiscal year, the membership will be considered as lapsed and automatically terminated.

1.6.3 by expulsion - A membership may be terminated by expulsion as provided in Article 8 of these by-laws.

1.6.4 by deprivation, suspension, debarment, expulsion or termination of Canadian Kennel Club membership as imposed by The CKC's Discipline Committee.

1.7 Voting Privileges

1.7.1 Regular Members in good standing will be eligible to vote.

1.7.2 No member whose dues are not paid for the current year shall vote.

1.8 Fees

1.8.1 Associate and Regular members shall be charged the prescribed fee(s) as defined in the Procedures Document.

1.8.2 Any new member having paid a membership fee after November 1st of any year shall be deemed to have paid the dues for the ensuing year.

Section 2 - Conduct of the Association

2.1 Meetings

2.1.1 The Board should take the opportunity to hold national meetings.

- 2.1.2 Notice of the meeting should be officially published by the Secretary in the issue(s) of Wags, prior to the meeting.
- 2.1.3 The President will call an Annual General Meeting of the Membership and an Annual Meeting of the Board of Directors, both meetings, if possible to coincide with the place and date of the SCWTAC Specialty Show.
- 2.1.4 Considering the difficulties involved in organising national association meetings, the Board shall be able to conduct the Association's activities by means of telephone, correspondence, Wags, or any other means that the Board determines from time to time as feasible.

2.2 Official Publication

- 2.2.1 Wheaten Wags shall be the official publication of the SCWTAC.
- 2.2.2 Wheaten Wags shall be mailed to all member households a minimum of four (4) times a year.

2.3 Breed Pamphlet

- 2.3.1 The SCWTAC shall have a pamphlet about the Soft-Coated Wheaten Terrier and shall have such pamphlet available for distribution to interested parties.

2.4 CKC Sanctioned Events

- 2.4.1 In order to maintain CKC accreditation, the Association will hold a CKC sanctioned or approved event a minimum of once in every 30 months.
- 2.4.2 Procedures for holding such an event are detailed in the Procedures Document.

Section 3 - Board of Directors

3.1 Definition and Establishment of the Board of Directors

- 3.1.1 The Officers and Directors of the SCWTAC must be residents of Canada, Regular Members of the SCWTAC and Canadian Kennel Club Regular Members in good standing.
- 3.1.2 The Board of Directors shall be comprised of the Officers of the club (President, Vice-President, Secretary and Treasurer) plus all Regional Directors.
- 3.1.3 General management of the Association's affairs shall be entrusted to the Board of Directors.
- 3.1.4 The Officers shall be elected from the SCWTAC Regular Membership as a whole and shall be nominated in writing,

to the Secretary. The procedure for nomination and voting are detailed in the Procedure Document.

- 3.1.5 The Regional Directors shall be elected from the SCWTAC Regular Membership residing in the region and shall be nominated in writing, to the Secretary. The procedures for determining the number of Regional Directors, nomination and voting are detailed in the Procedure Document.
- 3.1.6 There must be a minimum of 4 Regional Directors, representing a minimum of 4 of the 6 regions across Canada. No more than 3 Directors may be elected from any one region and Directors must reside in the region they represent and are elected by members residing in that respective region.

3.2 Duties of the Officers

- 3.2.1 The President shall be the Chief Executive Officer.
- 3.2.2 The President may cast a vote to make or break a tie vote.
- 3.2.3 The Vice-President shall have the duties and exercise the powers of the President in case of the President's absence, incapacity or death for the period necessary or until the term in office is complete.
- 3.2.4 The Treasurer shall be bondable.
- 3.2.5 The Treasurer shall collect and receive all monies due or belonging to the Association, and shall deposit same in a Chartered Bank or Credit Union in an account in the name of the Association (see 5.1).
- 3.2.6 The Treasurer shall have authority to co-sign all cheques, with the President or Secretary or other Board-appointed officer (necessitated by geography) (see 5.2).
- 3.2.7 Other duties of the Officers (President, Vice-President, Secretary and Treasurer) are detailed in the Procedures Manual.

3.3 Duties of the Regional Directors

- 3.3.1 Regional Directors shall serve on the Board of Directors to represent the members living in their region.
- 3.3.2 Other duties of the Regional Directors are detailed in the Procedures Manual.

3.4 Vacancies on the Board of Directors

- 3.4.1 Any vacancies occurring on the Board of Directors during the term of office shall be filled by election of a majority

vote of all the then members of the Board, except that of a vacancy in the office of President, which is automatically filled by the Vice-President.

3.5 Terms of Office for Officers and Regional Directors

- 3.5.1 The Officers shall hold office for two (2) years, beginning on the first of the fiscal year following the election.
- 3.5.2 The Regional Directors shall hold office for two (2) years, beginning on the first of the fiscal year following election.
- 3.5.3 Terms of office for Officers and Regional Directors will run concurrently.

3.6 Residence Requirements

- 3.6.1 The Officers must reside in Canada.
- 3.6.2 The Regional Directors must reside in the area that they represent.

Section 4 - Branch Clubs (SCWTAC Local Section Clubs)

- 4.1 **A branch club may exist at the will of the National Club and will be known as a Local Section Club. If the LSC is simply assisting the 'parent' club, or acting as a sponsor for the parent club, official accreditation (from the CKC) is not needed. However, all credits will be given to the National Club.**
- 4.2 **The Local Section Club President, Vice-President, Secretary and Treasurer (or Secretary/Treasurer) are required to be members in good standing of the SCWTAC.**
- 4.3 **Procedures for forming and operating a Local Section Club are detailed in the Procedures Document.**

Section 5 - Finances

- 5.1 **The Association will have a separate and independent bank account in the name of the Soft-Coated Wheaten Terrier Association of Canada (see 3.2.5).**
- 5.2 **All cheques drawn from the club account must have the signature of a minimum of two (2) pre-approved Officers and naming the office (see 3.2.6).**

Section 6 - Club Year, Voting, Nominations, Elections

6.1 Club Year

- 6.1.1 **Fiscal Year - The fiscal year runs parallel to the membership (see 1.1).**

6.1.2 Terms of Office - (see 3.5).

6.2 Voting

6.2.1 Voting by proxy shall not be permitted.

6.2.2 All elections must be conducted by secret ballot

6.2.3 The Club will conduct nominations, elections and voting by mail with a minimum of three (3) weeks (i.e. twenty-one days) return period for ballots.

6.2.4 Procedures for determining ELIGIBILITY FOR VOTING are detailed in the Procedures Document.

6.2.5 NOMINATION, VOTING and PROBING PROCEDURES are detailed in the Procedures Document.

6.3 Electoral Irregularities

6.3.1 Upon receipt and subsequent substantiation of a complaint with respect to electoral irregularities, The Canadian Kennel Club may request that a new election take place under the supervision of The Canadian Kennel Club. The list of eligible Regular Members, in effect immediately prior to the call for nominations for the original election, shall be utilised for this purpose.

6.3.2 The Canadian Kennel Club will continue to recognise the Board that was in place prior to the original election being invalidated and until such time as the supervised election has been completed. The accreditation of the club will be suspended until such time as the results of The Canadian Kennel Club supervised election have been determined. The Canadian Kennel Club may invoice the club for any costs related to the new election. Such costs must be paid prior to any consideration being given to reinstatement.

Section 7 - Committees

7.1 The Board shall establish any committees it deems necessary to further the aims of the Association.

7.2 The procedure for the establishment, duration and termination of committees and their appointees is detailed in the Procedures Document.

Section 8 - Discipline

8.1 Canadian Kennel Club Suspension - Any member of the club who is suspended, debarred, deprived, expelled, or whose membership has been terminated by The Canadian Kennel Club's Discipline Committee, shall be suspended from the

privileges of this Association for a like period.

- 8.2 **Complaints - Any member(s) may prefer charges, in writing to the secretary, against a member(s) for alleged misconduct prejudicial to the best interests of the Association, the SCWT or the Association's Code of Ethics.**
- 8.3 **Discipline Procedure - A Board hearing shall be convened as required to hear the charges. The Discipline Procedure is outlined in the Procedures Document.**

Section 9 - Amendments

- 9.1 **Amendments to the Constitution and By-Laws may be proposed by the Board or by written petition addressed to the Secretary, signed by twenty (20) percent of the Regular Members in good standing. Amendments proposed by such petition shall be promptly considered by the Board and must be submitted to the members with the recommendations of the Board, by the Secretary, for a probing within three months of the date of the petition being received by the Secretary. Probing procedures are set out in the Procedures Document.**
- 9.2 **The Constitution and By-Laws may be amended at any time. For approval a minimum of two-thirds (2/3) of all eligible voters (Regular Members) must vote in favour. Voting must be by mail in ballot. Proxies are not allowed.**
- 9.3 **Proposed amendments to the Breed Standard must receive acceptance by a minimum of two-thirds (2/3) of the returned ballots from Regular Members in order for these amendments to be submitted to the Canadian Kennel Club. Voting must be by mail in ballot. Proxies are not allowed.**
- 9.4 **Amendments to the Code of Ethics, Breeder's Guidelines and Procedures Document may be proposed by the Board, or by written petition addressed to the Secretary, signed by twenty (20) percent of the Regular Membership in good standing. Amendments proposed will be discussed and voted upon by the Board of Directors. A majority vote will prevail.**

Section 10 - Dissolution

- 10.1 **The Association may be dissolved at any time by providing The Canadian Kennel Club with written documentation signed by at least two-thirds (2/3) of the Regular Members of the Association who are in favour of this decision.**
- 10.2 **In the event of dissolution of the Association, other than for**

purposes of reorganisation, whether voluntary or involuntary or by operation of law, none of the property of the Association, nor any proceeds thereof, nor any assets of the Association shall be distributed to any members of the Association. After payment of the debts of the Association, its archival materials will be given to the Canadian Kennel Club and its other property and assets shall be given equitably to veterinary colleges across Canada, as selected by the Board.

Section 11 - Order of Business

- 11.1 Unless otherwise stipulated in these By-Laws, all meetings of the members will be governed by Robert's Rules of Order.**
- 11.2 The President, or his/her designate, will chair the meeting.**
- 11.3 The Secretary, or his/her designate, shall keep accurate minutes of all meetings and these shall be published in the next issue of Wags and shall be available to members upon request to the Secretary.**
- 11.4 The Order of Business for general membership meetings and for Board of Directors Meetings is detailed in the Procedures Document.**



**Soft-Coated Wheaten Terrier
Association of Canada**

**PROCEDURES
DOCUMENT**

October 24, 2001

Section 1 - Membership

1.1 Application for Membership:

- 1.1.1 Application can be made for an Associate or Regular Membership in accordance with the Constitution and By-Laws, by submitting the official application form, properly completed, a signed code of ethics and the prescribed fee. Associate Members may participate in all aspects of the association including committees but cannot hold office or vote. A Regular Member has all privileges of the Association.
- 1.1.2 In the event of more than one member residing at an address only one copy of official mailings will be sent to each household.
- 1.1.3 From time to time the application form may be updated, subject to the approval of the Board.
- 1.1.4 New members will be informed of their acceptance, in writing, by the Secretary. The names of new members will be published in the following issue of the Association's official publication, called *Wheaten Wags* (Wags).
- 1.1.5 Any individual rejected for membership by the club must be provided with a written explanation.

1.2 Renewal Procedure:

- 1.2.1 The Secretary will officially signify to all members the necessity of renewing their membership for the following year, including a membership application form and Code of Ethics for this purpose (to be signed by the renewing member(s), each year).
- 1.2.2 Typically this notification for renewal of membership will be included with the final issue of the year of the *Wheaten Wags*.
- 1.2.3 Members not submitting their membership fees by the first day of April each year will be deleted from the records and must reapply for membership to be reinstated.

1.3 Membership Fees:

- 1.3.1 Each Associate Member in a household will be assessed a fee of \$5.00 in addition to the household *Wags* fee of \$25.00 per subscription.
- 1.3.2 Each Regular Member in a household will be assessed a fee of \$10.00 in addition to the household *Wags* fee of \$25.00 per subscription.
- 1.3.3 Canadian resident fees shall be in Canadian dollars; all other nationalities will submit fees in US dollars.

Section 2 - Board of Directors

2.1 The Board of Directors shall be comprised of the Officers:

President;

Vice-President;

Secretary; and

Treasurer;

plus a minimum of four (4) Regional Directors representing a minimum of four (4) of the six (6) Regions across Canada.

The six Regions are:

British Columbia;

Prairie Provinces (Alberta, Saskatchewan, Manitoba);

Ontario;

Quebec;

Atlantic Provinces; and

Yukon and the Northwest Territories.

As per CKC Club Policy, each Region may be represented by a maximum of three Regional Directors.

2.2 The number of Regional Directors from each region with a membership of at least three (3) Regular Members (to a maximum of three per Region), for the next two (2) year term of office, will be as follows:

British Columbia: 1 Regional Director;

Prairie Provinces (Alberta, Saskatchewan, Manitoba): 3 Regional Directors (one for each province);

Ontario: 3 Regional Directors (one for North/Central Ontario representing members with telephone area codes 705 and 807; one for South/Central Ontario representing members with telephone area codes 416, 647, 905, and 519; and one for Eastern Ontario representing members with telephone area code 613;

Quebec: 1 Regional Director;

Maritime Provinces: 1 Regional Director; and

Yukon and the Northwest Territories: 0 Regional Director.

2.3 The distribution of Regional Directors in 2.2 is subject to revision by majority vote of the Board of Directors prior to the call for nominations.

2.4 A Regular Member may hold a specific position on the Board of Directors for up to two consecutive terms of office. A Regular Member may hold only one position on the Board of

Directors at a time.

- 2.5 The Past-President will be included on the Board of Directors in a non-voting advisory position.**
- 2.6 All business of the Board shall be conducted according to Robert's Rules of Order unless otherwise stipulated in these Procedures.**

Section 3 - Nomination and Election Procedures

- 3.1 The procedure for the nomination and election of Officers and Regional Directors shall be conducted by the Association in a democratic manner.**
- 3.2 All elections must be conducted by secret ballot.**
- 3.3 The Club will conduct nominations, elections and voting by mail with a minimum of three (3) weeks (i.e. twenty-one days) return period for ballots.**
- 3.4 Election of Executive Officers:**
 - 3.4.1 In an initial (first) issue of Wags, the office(s) will be opened.
 - 3.4.2 Nominations will be received from members until the deadline of the next (second) issue. Nominations must be submitted, in writing, to the Secretary, and must be accompanied by a written letter of acceptance of the nomination by the nominee.
 - 3.4.3 In the next (second) issue, the candidates' names and offices will be published and ballots provided to each eligible voter (Regular Member). The Board shall name a member, who is not among the nominees, to receive and oversee the counting of the ballots. The named member shall select two non-members to witness the counting of ballots. Marked ballots are to be returned by the deadline to the designated member. The voting results will be published in the next (third) issue.
 - 3.4.4 A majority of voting members shall prevail.
- 3.5 Election Of Regional Directors:**
 - 3.5.1 In an initial (first) issue of Wags, the positions for Regional Directors will be opened.
 - 3.5.2 Nominations will be received until the deadline of the next (second) issue.
 - 3.5.3 Nominations must be submitted, in writing, to the Secretary and must be accompanied by a written letter of acceptance of the nomination by the nominee. Nomina-

tions must specify the region of representation.

- 3.5.4 Nominations will be accepted only from members residing in the specified region. The nominee must also reside in the specified region.
- 3.5.5 In the next (second) issue, the candidates' name and region will be published and ballots provided to each eligible voter in the region. The Board shall name a member, who is not among the nominees, to receive and oversee the counting of the ballots. The named member shall select two non-members to witness the counting of ballots. Marked ballots are to be returned by the deadline to the designated member. The voting results will be published in the next (third) issue.
- 3.5.6 A majority of voting members shall prevail.
- 3.5.7 As a minimum, only four (4) regions need to be represented by a Regional Director.

Section 4 - Probing and Voting - Other National Issues

4.1 Voting - Other National Issues:

- 4.1.1 Issues considered by the Board to require a membership vote shall be published in an initial (first) issue, inviting written comment for publication in the next (second) issue. Any proposed changes to the Constitution and By-Laws or to the Breed Standard requires a membership vote.
- 4.1.2 Written comments will be published in the following (second) issue.
- 4.1.3 Ballots will be provided for each eligible voting (Regular) Member in the second issue if no written comments are received by the published deadline OR in the third issue if written comments are submitted for publication.
- 4.1.4 A majority of voting members shall prevail, except in the case of an amendment to the Constitution or By-Laws or changes to the Official Breed Standard. Refer to the Constitution for voting requirement when amending the Constitution or the Official Breed Standard.

4.2 Probing:

- 4.2.1 Probing is a procedure whereby the Board of Directors may invite direct membership input/comment regarding issues which do not require a membership vote.
- 4.2.2 Procedure for Probing - In an initial (first) issue of Wags, members will receive the detailed proposition(s). It will be

clearly signified that if after the deadline of the next (second) issue, no serious opposition(s) has been received, the Board will pursue without other notification.

- 4.2.3 If, before the deadline of the next (second) issue, some acceptable amendment(s) has been received, the Board will begin another probing or the Board will amend the proposition(s) and pursue without other notice if the amendment(s) is of a minor nature. Results to be published.

Section 5 - Eligibility to Vote

- 5.1 Only Regular Members are eligible to vote during the election of Officers and on other National issues. In order to be a Regular Member, one must have been an Associate Member in good standing with the Association for a minimum of one calendar year, applied for Regular Membership and paid the required fee.**
- 5.2 Only Regular Members residing in the region are eligible to vote for a Regional Director.**

Section 6 - Duties of the Officers and Regional Directors

6.1 The PRESIDENT:

- 6.1.1 shall be the Chief Executive Officer.
- 6.1.2 shall automatically be a member of all committees.
- 6.1.3 shall have the responsibility of the Wags editorship team.
- 6.1.4 shall, with the aid of the Secretary, have charge of all external correspondence.
- 6.1.5 may cast a vote to make or break a tie vote.
- 6.1.6 shall be authorised to be a co-signer as required, with the Secretary or Treasurer or other Board-appointed officer (necessitated by geography), of all cheques.
- 6.1.7 shall arrange to have the books audited annually by a member other than those with signing authority.

6.2 The VICE-PRESIDENT:

- 6.2.1 shall have the duties and exercise the powers of the President in case of the President's absence, incapacity, or death for the period necessary or until the term is served.

6.3 The SECRETARY:

- 6.3.1 shall keep record of all meetings, activities, decisions,

votings, and probings of the Association.

- 6.3.2 shall produce regular reports of the Board's decisions and activities, and results of probing and voting.
- 6.3.3 shall have charge of internal correspondence; and shall have charge of external correspondence as directed by the President.
- 6.3.4 shall keep a roll of the members.
- 6.3.5 shall notify membership of renewal requirements.
- 6.3.6 shall be responsible for the record centre and produce subsequent contents lists and documents, as required.
- 6.3.7 shall be authorised to be a co-signer as required, with the Treasurer or President or other Board-appointed officer (necessitated by geography), of all cheques.

6.4 The TREASURER:

- 6.4.1 shall collect and receive all monies due or belonging to the Association.
- 6.4.2 shall deposit same in a Chartered Bank or Credit Union in an account in the name of the Association.
- 6.4.3 shall keep books opened, at all times, for inspection by the Board.
- 6.4.4 shall give at least one annual financial report for publication in the first quarter issue of Wheaten Wags.
- 6.4.5 shall provide at least one other detailed financial report to the Board by August 31st each year, covering transactions up to, and including, June 30th.
- 6.4.6 shall be authorised to be a co-signer as required, with the Secretary or President or other Board-appointed officer (necessitated by geography), all cheques.
- 6.4.7 shall be bondable.

6.5 Transfer of Charges:

- 6.5.1 All previous charges can be given to one other officer but the responsibilities of the charge(s) remain to the officer.

6.6 The REGIONAL DIRECTORS:

- 6.6.1 shall serve on the Board of Directors to provide a regional perspective and represent the members living in their region.
- 6.6.2 shall attend Local Section Club meetings in their region whenever possible in order to accurately represent the members in their area.
- 6.6.3 shall share ideas from members in their region and

information about Wheaten activities in their region through submission of articles, reports and photos to the editor of Wheaten Wags. Reports from each of the Regional Directors shall be submitted for inclusion in each issue of Wheaten Wags.

Section 7- Meetings

7.1 Meetings of the Board of Directors and of the Club Membership:

- 7.1.1 All meetings of the members will be governed by Robert's Rules of Order unless otherwise stipulated in these Procedures.
- 7.1.2 The President, or his/her designate, will chair the meeting.
- 7.1.3 Order of procedure for general membership meetings:
 - a) Call to order;
 - b) Adoption of minutes of the previous meeting as accepted or amended;
 - c) Reports of the Treasurer, Secretary, Committees;
 - d) Unfinished business;
 - e) New business; and
 - f) Adjournment.

7.2 The President will call an Annual General Meeting of the Membership and an Annual Meeting of the Board of Directors, both meetings, if possible, to coincide with the place and date of the SCWTAC Speciality Show.

Section 8- Establishment, Duration and Termination of Committees

8.1 Establishment:

- 8.1.1 Upon determining the need for a committee, the Board of Directors will publish, typically in Wheaten Wags, the mandate of the proposed committee. The Board of Directors will invite volunteers from the membership to join the committee.
- 8.1.2 Any member of the Association is eligible to join a committee at any time by written notification to the Secretary with a copy to the Committee Chairperson.

8.2 Committee Chairperson:

- 8.2.1 The Board of Directors shall direct each committee to

select a chairperson in a democratic manner. An interested board member will be assigned to oversee each Committee.

8.2.2 The chairperson is responsible for reporting on the progress of the committee to the Board of Directors and to the membership (through regular committee reports published in each issue of Wheaten Wags).

8.2.3 The Chairperson may appoint a co-chair to assist.

8.3 Duration:

8.3.1 Committees will be in effect until their mandate is completed.

8.4 Operation:

8.4.1 All committees of the Association shall operate on a democratic premise.

8.4.2 Any business conducted within a committee shall be done with the knowledge of all committee members. If there is a difference of opinion within a committee, a majority vote of all committee members shall prevail.

8.4.3 Before any proposal is presented to the Board, it is the Chair's responsibility to make certain all committee members have full knowledge of the proposal.

8.4.4 Any proposal of a committee shall be presented to the Board of Directors for approval.

8.4.5 Committee Chairs must submit a yearly activity report to the Board of Directors (see 8.1.2).

8.4.6 If a committee is not performing the duties as described in the mandate of the committee, the Board of Directors may dismantle the committee.

8.4.7 Application for funding for committee projects must be made by submitting a detailed budget proposal to the Board of Directors. Acceptance or rejection of the application will be based on majority vote of the Board of Directors.

8.5 Termination:

8.5.1 Notification of termination of committees will be published in Wheaten Wags.

Section 9 - Official Publication - Wheaten Wags

9.1 The number of issues of Wheaten Wags published per year is at the discretion of the Board of Directors, but there will be no fewer than four issues per year. These may be newsletter-type

publications.

- 9.2 Each membership household is entitled to receive one copy of each issue published during the term of their membership.
- 9.3 The President shall appoint the editor of *Wheaten Wags*.
- 9.4 The Editor may receive the help of a Co-editor or editorship team.
- 9.5 The President shall act as Director of the Editorship Team.
- 9.6 Deadlines for all editions shall be printed in each issue.
- 9.7 The following statement is to be included in each issue of *Wags*: “*Wheaten Wags* is the official publication of the SCWTAC. The opinions expressed herein are those of the author and not necessarily those of the Editor(s) or the Board of the SCWTAC. The Editor(s) reserve the right to reasonably edit all material submitted for publication. Permission to reprint is granted, provided proper credit is given to the author, SCWTAC and *Wheaten Wags*.”
- 9.8 The Board’s reports shall be published in an administration section in *Wags* (including authors’ names).
- 9.9 All information regarding voting and/or probing, including results, shall typically be conveyed by means of this publication.

Section 10 - SCWTAC Local Section Clubs

- 10.1 Considering the Association’s Constitution, referring to the Aims of the SCWTAC, the Board should be able to, indirectly and never by dictatorial means, use the Local Section Club’s activities for the improvement of the SCWTAC.
- 10.2 To be a “SCWTAC Local Section Club”, these obligations shall be followed:
 - 10.2.1 Members of the SCWTAC will make an official written request to the Secretary of the SCWTAC to establish a Local Section Club (LSC) in a defined geographical region. The Secretary will forward the request to the Board of Directors for discussion and a vote to accept or reject the request. The Secretary will inform the applicants, in writing, of the decision of the Board.
 - 10.2.2 The LSC will reserve regular membership for members, in good standing, of the SCWTAC and may establish associate membership for those who elect not to join the National Association.

- 10.2.3 The LSC President, Vice-President, Secretary and Treasurer (or Secretary/Treasurer) are required to be Members in good standing of the SCWTAC.
 - 10.2.4 The President of the LSC, or his/her designate (who must also be a member of the SCWTAC), will act as a liaison between the LSC and the Board of Directors.
 - 10.2.5 The President of the LSC, or his/her designate will submit a quarterly report describing their activities to the editor of Wheaten Wags.
 - 10.2.6 The LSC will follow the By-Laws, Constitution and Code of Ethics of the SCWTAC.
- 10.3 The Board of Directors shall be able to define from time to time, other regulations with respect to LSC(s).**
- 10.4 The SCWTAC Board retains the right:**
- 10.4.1 to edit news from the LSC's activities in Wags if items reported are not considered to be acceptable.
 - 10.4.2 to help by means of the parent association's resources.
 - 10.4.3 to grant a LSC permission to hold a Booster or a Speciality Show, once a year, in the SCWTAC's name (only one SCWTAC Speciality Show per year in Canada).
- 10.5 The President and Secretary of the SCWTAC shall be "complimentary" members of all LSCs. No voting privileges are attached to these memberships but memberships include subscriptions to all LSC newsletters and other mailings.**

Section 11 - CKC Sanctioned Events

- 11.1 The Association will hold one National SCWT Specialty event per year, to be rotated through the different regions. As per CKC Club Policy, the Association may hold only one national event per year and the event must be held within Canada, unless approved otherwise by The Canadian Kennel Club.**
- 11.2 Procedure for Holding a National Event:**
- 11.2.1 LSCs may apply to the Board of Directors to hold a SCWTAC National event. The application must be signed by at least four (4) SCWTAC Regular Members.
 - 11.2.2 The application must detail a plan, including a proposed method for selection of venue and judge, as well as a budget and proposed sources of funding.
 - 11.2.3 If the application is accepted by the Board of Directors, a specific year for holding the national event will be assigned to the successful applicants and the applicants

will be informed, in writing, by the Secretary.

- 11.2.4 The group organising the national event will provide periodic reports to the Board of Directors, detailing the organisational progress to date.
- 11.2.5 If the group wishes to apply for financial support from the Association, application can be made by submitting a detailed budget proposal. The application for funding will be accepted or rejected by a majority vote of the Board of Directors. Funding will only be made during the year of the event. The Treasurer will set aside approved funding.
- 11.2.6 All credits for this event will be given to the National Club.

11.3 The “Specialty and Booster Guidelines” will be reviewed, assessed and updated by committee, a minimum of every five (5) years.

Section 12 - Discipline Procedures

12.1 Filing of Complaints/Charges against Member(s):

- 12.1.1 Written charges with specifications must be filed in duplicate with the Secretary.
- 12.1.2 The Secretary will immediately send a copy to the accused member(s) by registered mail.
- 12.1.3 The accused member(s) then has the opportunity to provide an explanation and/or defence.

12.2 Response to Complaints/Charges:

- 12.2.1 The Secretary shall promptly send a copy of the charges and defence to each Officer.
- 12.2.2 The Officers shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interest of the Association, the SCWT or the Association’s Code of Ethics.
- 12.2.3 The Officers have the option to call upon the remainder of the Board at this time.
- 12.2.4 If the Officers consider that the charges do not allege conduct, which might be prejudicial, they may refuse to entertain jurisdiction.
- 12.2.5 All correspondence and discussion amongst the Officers or Board of Directors and the involved members must be considered confidential.
- 12.2.6 If the Officers entertain jurisdiction of the charges, the Secretary shall promptly send, by registered mail, a notice

of the hearing by the Board to the defendant and the complainant, together with an assurance that the defendant may personally send a letter in his/her own defence and bring witnesses' letter(s) if he/she wishes.

12.2.7 The Secretary will then send a copy of the charge, plus any explanation or defence provided by the accused, to the Board members, together with the notice of the hearing.

12.2.8 The Board shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard.

12.2.9 No Board member having a direct relation with the complaint shall be a voting part, or take part in the discussion in the Board complaint committee.

12.3 Suspension or Expulsion:

12.3.1 Should the charges be sustained after hearing all the evidence and testimony presented by complainant and defendant, the Board may, by majority vote, suspend the defendant from all privileges of the Association for not more than six (6) months from the date of the hearing.

12.3.2 If the Board deems that punishment is insufficient, it may also recommend to the voting membership that the penalty be expulsion.

12.3.3 Immediately after the Board has reached a decision, its findings shall be put in written form by the Secretary and filed. The Secretary, in turn, shall notify each of the parties of the decision and penalty, if any.

12.3.4 Until the Board has reached its decision, all aspects of a disciplinary case will remain confidential. Only if the charges are sustained shall the confidentiality be lifted.

Section 13 - Procedures Amendments

13.1 Amendments to the Procedures Document may be proposed by the Board or by written petition addressed to the Secretary, signed by twenty (20) percent of the Regular Members in good standing.

13.1.1 Board proposed amendments will be voted on by the Board with a simple majority being required for acceptance to submit the amendments to the Regular Membership for a vote (see 4).

13.1.2 Amendments proposed by petition shall be promptly subjected to the probing procedure (see 4.2).

Section 14 - Breeders List Requirements

- 14.1** The list is to begin with the waiver “While our association has a Code of Ethics to guide our breeder-members, the Association does not assume responsibility for the conduct of individual members nor for your decision as a buyer. The ultimate responsibility for the selection of a breeder falls on you.”
- 14.2** In order to be on the SCWTAC Member/Breeder List it is required that each individual has been a member of the SCWTAC for two consecutive years, immediately prior to inclusion on the list.
- 14.3** In order to be included on the SCWTAC Member/Breeder List each individual is required to be a member of the Soft Coated Wheaten Terrier Open Registry.
- 14.4** Request/consent for inclusion on said lists web site and hard copy to be made/given via the membership application for the year.
- 14.5** Said listings to include mailing address(es) e-mail and postal, one telephone number, one fax number (to be determined on the application to be included on the Member/Breeder List).
- 14.6** The fee for inclusion on said list is \$10.00 (\$10.00 US for members residing outside of Canada). This fee includes listing distributed via the postal system.

Section 15 - Specialty and Booster Guidelines (TBD)

Section 16 - SCWTAC Code of Ethics

1/24/94

This Code of Ethics outlines basic procedures and sets forth principles of general conduct to be followed by all members. Failure to comply with the code will subject a member to disciplinary procedures provided by the Constitution and By-Laws of the Soft-Coated Wheaten Terrier Association of Canada. Allegations of violations of the Code shall be adjudicated by the Board of Directors of the Soft-Coated Wheaten Terrier Association of Canada.

16.1 General:

- 16.1.1 Abide by the regulations of the Canadian Kennel Club (CKC).
- 16.1.2 Promote the best interests and welfare of the breed and the Soft-Coated Wheaten Terrier Association of Canada.
- 16.1.3 Exhibit good sportsmanship and the highest profes-

sional attitudes at all times.

- 16.1.4 Provide every dog with humane living quarters, veterinary supervised health care, proper nutrition and grooming.
- 16.1.5 Promote the cause of responsible dog ownership by personal example and by providing assistance and education geared toward responsible dog ownership.

16.2 Breeding:

- 16.2.1 Breeding will be in concurrence with the current Soft-Coated Wheaten Terrier Association of Canada's Breeder's Guidelines (Breeder's Guidelines are available from Secretary upon request.).
- 16.2.2 Breed only:
 - 16.2.2.1 Purebred dogs, CKC registered or eligible for CKC registration.
 - 16.2.2.2 Dogs in excellent health.
 - a) X-rayed free of Hip Dysplasia.
 - b) Routinely examined free of Progressive Retinal Atrophy and other significant hereditary eye disorders.
 - c) Routinely tested (blood, urine, etc.) to assure current excellent health.
 - d) Free of internal and external parasites.
 - 16.2.2.3 Dogs characteristic of the breed standard with excellent conformation, no disqualifying faults, and of sound temperament.
 - 16.2.2.4 Mature animals.
- 16.2.3 A bitch, ideally, should have only one litter in a twelve month period.
- 16.2.4 A bitch shall be bred to only one male at each heat.
- 16.2.5 Keep precise breeding records and make sure that registration applications are sent to the CKC as soon as possible.

16.3 Selling:

- 16.3.1 Conscientiously plan the placement of all Soft-Coated Wheaten Terriers.
 - 16.3.1.1 No dogs will knowingly be sold to pet dealers, pet wholesalers, pet brokers, or puppy mills, singly or in litter lots.
 - 16.3.1.2 No dogs will be offered as a raffle or contest

prizes or for other types of giveaways.

16.3.1.3 No dogs will knowingly be sold to any person who would act as a third party to the transactions referred to in 16.3.1.1 or 16.3.1.2.

16.3.2 All advertising and claims regarding the sale of Soft-Coated Wheaten Terriers will be of an honest and forthright nature.

16.3.3 Sell only healthy dogs:

16.3.3.1 Well started with adequate nourishment and care.

16.3.3.2 With tails docked and dew claws removed according to the breed standard.

16.3.3.3 With no known temperament problems.

16.3.3.4 Free of internal and external parasites.

16.3.3.5 With protection against those diseases which can be controlled by vaccination according to current veterinary practices.

16.3.4 At the time of sale, supply the buyer with:

16.3.4.1 A detailed signed contract with:

- a) Adequate description of the dog.
- b) Responsibilities of buyer.
- c) Guarantees of seller.

16.3.4.2 An accurate pedigree.

16.3.4.3 Written instructions of feeding, health care, training, grooming, etc.

16.3.4.4 Medical records indicating date of examination and vaccinations and any medication given.

16.3.5 Use the CKC "Non-Breeding Agreement" (CKC form 201) for the sale of dogs (not already neutered/spayed) that should not reproduce and encourage the owner to have the dog neutered/spayed.

16.3.6 Register dogs born in Canada in accordance with the Animal Pedigree Act.

16.4 Exhibiting:

16.4.1 The Soft-Coated Wheaten Terrier shall be entered and exhibited in accordance with the CKC rules.

16.4.2 Dogs presented in the show ring will be clean and properly groomed according to the breed standard.

16.4.3 Be responsible for the appearance and conduct of his

dog at all times.

16.4.4 Conduct themselves in a sportsman like manner in and out of the ring.

I/we, the undersigned, have read and understand the Code of Ethics of the Soft-Coated Wheaten Terrier Association of Canada and agree to comply with it.

Date _____ Signature _____

Date _____ Signature _____

Section 17 - Breeders Code of Ethics

1/24/94

17.1 Breed only purebred dogs, registered with the Canadian Kennel Club (CKC) or registered with a kennel club recognized by the CKC (and thus, eligible for CKC registration).

17.2 Breed only dogs in excellent health. These are dogs who have thrived from birth and who have consistently maintained good weight and physical condition.

17.3 Breeding stock shall be x-rayed and evaluated free of hip dysplasia. Dogs over the age of two years shall be certified free of hip dysplasia by a recognized veterinary radiologist (such as the Ontario Veterinary College (OVC), other recognized veterinary colleges, or the Orthopaedic Foundation for America (OFA).

17.4 Breeding stock should be routinely (a minimum of every two years during the breeding years) examined free of Progressive Retinal Atrophy (PRA) and other significant hereditary eye disorders. Ideally, examination will include certification by a certified veterinary ophthalmologist. Alternatively, examination by dilation (but without certification) should be performed by a qualified veterinarian.

17.5 Before each breeding, a bitch should have blood and urine tests to screen for Protein Losing Enteropathy (PLE) and/or Protein Losing Nephropathy (PLN). Dogs at stud should have blood and urine tests annually (at a minimum) to screen for PLE and PLN. These pre-breeding tests should include:

- a) Preliminary urinalysis. Elevated protein levels or abnormal specific gravity results warrant further testing.
- b) Urinalysis to determine the protein-creatinine ratio. This value should be determined on the supernatant.
- c) Full urinalysis with sediment examination to clarify whether

protein in the urine is due to urinary tract infection or other reasons.

- d) Blood chemistry work to determine protein, creatinine and BUN (blood-urea-nitrogen) levels, and any additional chemistry screening recommended by your veterinarian.

- 17.6 Breeding stock shall be free from internal and external parasites.**
- 17.7 Typically, test for brucellosis prior to breeding.**
- 17.8 Breeding stock should conform to the breed standard (See Appendix A, Official Breed Standard for the Soft-Coated Wheaten Terrier.) and exhibit no disqualifying faults. The dog's or bitch's conformation should be evaluated by more than one qualified person, preferably by showing the dog to his/her Championship.**
- 17.9 Breeding stock shall have sound temperament, as described by the breed standard.**
- 17.10 A bitch shall not be bred before 18 months of age or before her third season. Ideally, a bitch should not be bred before two years of age, and should have only one litter in a twelve month period. Breed to only one male at each heat. After each litter, the breeder should assess the breeding, pregnancy, whelping and mothering instinct exhibited by the bitch before breeding her again.**
- 17.11 A dog should not be used at stud before twelve months of age. When selecting a stud dog, it is prudent to assess his mature characteristics and the quality of his offspring. These traits are not usually apparent until a stud dog is about three years of age or older.**
- 17.12 Keep precise breeding records (The CKC publication, The Private Breeding Record Book, provides an organized means of keeping accurate records. It is available from the CKC at a nominal cost.) including the registered names and registration numbers of the sire and dam, the date of breeding, the date of whelping, and the number and sex of surviving puppies (on the date of the "Application for Registration of a Litter Born in Canada").**
- 17.13 "Application for Registration of a Litter Born in Canada" should be sent to the CKC as soon as possible in order that the individual registrations for the puppies can be processed. As per the Animal Pedigree Act, individual dogs must be registered within six months of the date of sale.**
- 17.14 When using foreign-registered stud dogs, not registered with**

the CKC, additional paperwork must be completed before the litter can be registered in Canada. Refer to the CKC "Application for Registration of a Litter Born in Canada" for details.

- 17.15 Excellent books (See Appendix B, A List of Suggested Reading and Reference Materials.) on breeding are available and are highly recommended as references for breeders. Dogs in Canada (Dogs in Canada, 89 Skyway Avenue, Suite 200, Etobicoke, Ontario M9W 6R4.) is a good source of mail order materials of this type if they are not readily available in your area.

APPENDIX A

Official Breed Standard for the Soft-Coated Wheaten Terrier

Origin and Purpose: The Soft-Coated Wheaten Terrier originated in Ireland. It was an all-purpose working farm dog used for destroying vermin, hunting small animals, and guarding against intruders.

General Appearance: The Soft-Coated Wheaten Terrier is a medium-sized, hardy, well-balanced sporting terrier, covered with a soft, wavy coat of clear, warm, wheaten colour. The breed requires moderation in all points and any exaggerated features are to be avoided.

The Soft-Coated Wheaten Terrier should present a square outline with the overall appearance of a steady, happy, well-coordinated animal who is alert to his environment and carries himself with a gentle dignity and self-confidence.

Temperament: Good-tempered, spirited, and game. Affectionate and loyal. Alert and intelligent. Defensive without aggression. He does not start a fight, but should always stand his ground; exhibits less aggressiveness than is sometimes encouraged in other terriers.

Size: Ideal height for males is 18 ½ inches (47 cm); for females 17 ½ inches (44 cm). Ideal weight for males is 35-40 lbs. (16-18 kg); for females 30-35 lbs. (14-16 kg). Deviations from the ideal should be penalized according to the amount of deviation from the ideal.

Coat and Colour: Abundant, single-coated, soft, silky textured, and gently waving. Neither woolly nor wiry, crispy nor cottony, curly nor straight.

Colour is any shade of wheaten. Upon close examination occasional red, white or black guard hairs may be found. However, the overall colouring must clearly be wheaten with no evidence of any other colour except on ears and muzzle where blue-grey shading may be present. Puppies under one year may carry deeper colouring and some black tipping. The adolescent under two years may be quite light in colour, but must never be white nor carry grey, other than on ears and muzzle.

In both puppies and adolescents, the mature, wavy coat is generally not yet seen.

Coat colour and texture do not stabilize until about two years of age and some latitude should be given in young dogs. However, the softer and darker puppy coat should not be preferred over the lighter and slightly harsher adult coat. For show purposes, the coat should be trimmed to present a neat terrier outline. Overstyling is to be discouraged and severely penalized.

Head: Well-balanced and moderately long with skull and foreface of equal length and in good proportion to the body. The *skull* is flat and not too wide. Cheeks are clean; moderate stop. The *muzzle* is square, powerful, and strong with no suggestion of snipiness. The *nose* is black and large for the size of the dog. *Lips* are tight and black. *Teeth* are strong and white, meeting in a scissor or level bite with scissors preferred. The *eyes* are dark hazel or brown, medium sized and well protected under a strong brow. Eye rims are black. Coat should fall forward over the eyes. The *ears* are small to medium in size, breaking level with the skull, and dropping slightly forward, close to the cheeks, pointing to the ground rather than the eye.

Neck: Medium in length and set will upon the shoulders, gently sloping into the back.

Forequarters: The Soft-Coated Wheaten Terrier should have good reach in front. The shoulders should be well laid back with a clean, smooth appearance. The forelegs are straight when viewed from all angles and are well boned and muscled. Dew claws should be removed. Feet are round and compact with good depth of pad. Nails are dark, pads are black.

Body: The body is compact; the chest is deep but not round. The ribs are well sprung. The back is strong with relatively short coupling. Topline is level.

Hindquarters: The Soft-Coated Wheaten Terrier requires good drive from behind, so requires well-muscled rear assembly. The legs should be well developed with powerful muscles, well-bent stifles, turning neither in nor out. The hocks are well let down and parallel when viewed from behind. Dew claws on rear legs must be removed. The nails are dark.

Tail: The tail is docked so that two-thirds of its original length remains. It is high set, carried gaily but not over the back.

Gait: The gait is free, graceful and lively, having good reach in front and strong drive from behind, straight action fore and aft.

Faults: The foregoing description is that of the ideal Soft-Coated Wheaten Terrier. Any deviation from the above-described dog must be penalized to the extent of the deviation, keeping in mind the original purpose of the breed.

Disqualifications: *Overshot or undershot mouth; over-aggression; nose not solid black; yellow or light eye.*

APPENDIX B

A List of Suggested Reading and Reference Materials

- Carricato, Annette M., V.M.D. Veterinary Notes for Dog Breeders, MaxwellMacmillan Canada, (1200 Eglinton Ave. East, Suite 200, Don Mills ON M3C 3N1), 1992 [Written by a veterinarian so a layman can understand. Major topics: Screening for Genetic Diseases; Understanding Canine Reproduction; Managing a Healthy Breeding Kennel.]
- Holst, Phyllis A., M.S., D.V.M. Canine Reproduction: A Breeder's Guide, Alpine Publications Inc. (214 Nineteenth St. S.E., Loveland, CO 80537), 1985. [A general textbook on breeding and whelping, written from a medical-scientific point of view.]
- Lee, Muriel P. The Whelping and Rearing of Puppies: A Complete and Practical Guide, Plantin Press (P.O. Box 905, Minneapolis, MN 55440), 1983 . [A practical, "cookbook" handbook covering all the aspects of whelping and rearing a litter. Written by an experienced breeder with input from 27 other breeders who had, in total, produced 1043 litters.]
- Onstott, Kyle (revised by Philip Onstott) The New Art of Breeding Better Dogs, Howell Book House, NY, Maxwell Macmillan Canada, (1200 Eglinton Ave. East, Suite 200, Don Mills, ON M3C 3N1), 1962. [Applying genetic principles to breeding dogs. A revision of a 1942 publication. Considered a "classic".]
- Seranne, Ann The Joy of Breeding Your Own Show Dog, Howell Book House, NY, Maxwell Macmillan Canada, (1200 Eglinton Ave. East, Suite 200, Don Mills, ON M3C 3N1), 1987. [General information on breeding and whelping as well as discussion about heredity, pedigrees and breeding systems. Her summary advice, 12 tips for breeders on pages 74/75, is noteworthy.]
- Sutton, Catherine G. DOGS Breeding and Showing, ARCO Publishing Inc. New York (215 Park Ave. South, New York, NY 10003), 1983. [Written by a judge/breeder. The first section on breeding is good with some unique ideas on how to choose a show pup. The rest is interesting and is mostly about British rules, etc.]
- Walkowicz, Chris and Wilcox, Bonnie D.V.M. SUCCESSFUL DOG BREEDING The Complete Handbook of Canine Midwifery, ARCO Publishing Inc. New York (215 Park Ave. South, New York, NY 10003). [Written by a long time breeder and columnist for Dog World. Up-to-date and down to earth advise with easy to read format. Includes an appendix of breed predispositions.]

