

# 2019

Bay of Quinte Provincial  
Liberal Association  
Constitution 2019

**[ CONSTITUTION OF BAY OF QUINTE PROVINCIAL LIBERAL ASSOCIATION ]**

Adopted at the AGM on April 27, 2019.

**CONSTITUTION OF  
BAY OF QUINTE  
PROVINCIAL LIBERAL ASSOCIATION**

**(Hereinafter referred to as the “Association”)**

**1. OBJECTIVES**

1.1. The objectives of the Association shall be:

- 1.1.1. to advocate and to make more widely known and understood Liberal principles and policies;
- 1.1.2. to provide a means of forwarding to the Leader, the Members of the Legislative Assembly of Ontario, and the Executive Council and the Committees of the Ontario Liberal Party, the opinions of the members of the Association and the riding of Bay of Quinte;
- 1.1.3. to elect, promote and assist Liberal Members to the Legislative Assembly of Ontario;
- 1.1.4. to adhere to the provisions of the Constitution of the Ontario Liberal Party;
- 1.1.5. to organize the electoral district for the Ontario Liberal Party; and
- 1.1.6. to promote the election of Liberals to municipal and local elected offices.

**2. DEFINITIONS**

- 2.1. “Associate Member” means a member who has complied with all requirements to become a Member of the Association, including as set out in Article 3.2, but whose residence is not within the boundaries of the Bay of Quinte riding;
- 2.2. “Executive Committee” means the committee described at Article 7.1;
- 2.3. “Executive Council” means the Executive Council of the Ontario Liberal Party as established by the Constitution of the Ontario Liberal Party;
- 2.4. “Member” means a member in good standing of the Ontario Liberal Party and is a person whose residence is within the boundaries of the Bay of Quinte Riding;
- 2.5. “Ontario Liberal Party Constitution” as amended from time to time and most recently as amended on February 3, 2018;
- 2.6. Capitalized terms not otherwise defined in this Constitution shall have the meanings ascribed to them as set out in the Ontario Liberal Party Constitution.

### **3. MEMBERSHIP**

- 3.1. Any person resident in Ontario who subscribes to and supports Liberal political principles, the objectives of the Ontario Liberal Party Constitution, the objectives of this Constitution, and who pays the biannual dues prescribed by the issuing body may apply for membership in the Ontario Liberal Party and this Association.
- 3.2. At least ninety per cent (90%) of the members of the Association must be residents of the electoral district of Bay of Quinte. Notwithstanding the foregoing, any member whose membership has been transferred as a non-resident membership, in compliance with section 19.4.2 of the Constitution of the Ontario Liberal Party, of a New Constituency Association shall be entitled to remain a non-resident member provided he or she complies with the requirements of Section 15.3.15 of the Constitution of the Ontario Liberal Party.
- 3.3. Any person who subscribes to the objectives of the Ontario Liberal Party and to the objectives of this Constitution and who, upon application for membership in the Association or for transfer of his/her membership, is refused membership shall have the right to have such matter decided by a Board of Arbitration as provided in section 13 hereof and shall have the right of appeal provided in such section.
- 3.4. A member is in good standing when he/she has paid his/her biannual membership dues and otherwise complies in all respects with the constitution of the Ontario Liberal Party and this Constitution. No dues or fees are payable by members except the biannual membership dues which are from time to time fixed by resolution of the Executive Committee. The member shall be issued a membership card provided by the Ontario Liberal Party. Application forms for membership in the Association shall show name, residence address, telephone number and usual signature of the applicant and shall be accompanied by the prescribed biannual membership dues.
- 3.5. A list of the Executive Committee of the Association and all members of the Association in good standing shall be kept by the Association and a copy of such list shall be forwarded to the Secretary of the Ontario Liberal Party within four (4) weeks after the holding of every Annual Meeting.
- 3.6. The list of all members in good standing shall be open for inspection, upon request, to any member in good standing of the Association.

### **4. VOTING PRIVILEGES AND ASSOCIATION DELEGATES**

- 4.1. Except as set out below, all members of the Association in good standing who have attained the age of fourteen (14) years are entitled to vote at any meeting of the Association, and to move or second resolutions, and to nominate or second a nomination for any Association office, delegate position or candidacy.

- 4.2. Those persons entitled to vote at an Annual Meeting of the Association or a meeting to elect Association delegates to an Annual Meeting of the Ontario Liberal Party or Policy Rally shall, in the case of members who are resident in the electoral district, be members in good standing of the Constituency's Association seven (7) days prior to the Constituency Association's meeting or convention and shall, in the case of members who are not resident in the electoral district, be members in good standing of the Constituency Association three (3) months prior to the Association's meeting or convention, provided that an immediate past-member of the Constituency Association may renew his or her membership at such meeting or convention but immediate past members who are not resident in the electoral district shall only be entitled to vote if they have been members in good standing for three (3) months prior to the commencement of the meeting or convention. Except as aforesaid, all members of the Constituency Association are entitled to vote at any meeting of the Constituency Association.

## **5. NOMINATION CONVENTION**

5.1.1. Those persons entitled to vote at a Nomination Convention shall be the same persons described in section 4.1 and 4.2 except that the advance time period for persons resident in the electoral district shall be members in good standing of the Association at 5:00 p.m. (local time) on the fourteenth (14) day prior to the Date of the Call of the Nomination Convention, and shall, in the case of members who are not resident in the electoral district, be members in good standing of the Association ninety (90) days prior to the Date of the Call of the Nomination Convention.

5.1.2. Immediate past members of the Association may renew their membership up to the end of voting at the Nomination Convention, but immediate past members of the Association who are not resident in the electoral district, shall only be entitled to vote if they had been members in good standing for at least ninety (90) days prior to the Date of the Call of the Nomination Convention.

5.1.3. However, in the case of a Nomination Convention called during an electoral urgency, the advance time period for persons resident in the electoral district shall be 5:00 p.m. (local time) on the day prior to the Date of the Call of the Nomination Convention, and shall, in the case of members who are not resident in the electoral district, be members in good standing of the Association ninety (90) days prior to the Date of the Call of the Nomination Convention.

## **6. LEADERSHIP ELECTION MEETING AND DELEGATE SELECTION MEETING**

- 6.1. Those persons entitled to vote at the election of delegates and substitute delegates to a Leadership Convention shall be those persons described in the Ontario Liberal Party Constitution and the Rules of Procedure.
- 6.2. The Association shall hold a general meeting to elect delegates and alternate delegates to the events referred to in section 4.2 and delegates and delegate substitutes to the events referred to in section 5.

- 6.3. To be eligible to be a delegate, alternate delegate or delegate substitute to such events, a person must be a member of the Association in good standing and have attained the age of fourteen (14) years.
- 6.4. Each Association is entitled to elect fifteen (15) delegates to the Ontario Liberal Party Annual General Meeting or Policy Rally, provided that:
  - 6.4.1. at least three (3) shall not have attained the age of twenty-six (26) years and, in the event that there is an Ontario Young Liberal Club affiliated with Association, such persons shall be elected by such Ontario Young Liberal Club; and
  - 6.4.2. at least three (3) shall be women and, in the event that there is a Women's Liberal Club affiliated with the Association, such persons shall be elected by such Women's Liberal Club; and
  - 6.4.3. at least three (3) shall be men.
- 6.5. Association members may vote in only one Constituency Association. An Associate Member who seeks to be a delegate or alternate delegate must confirm that he or she is only seeking to be a delegate or alternate delegate for Bay of Quinte.
- 6.6. Delegates and alternates to an Annual General Meeting or a Policy Rally shall be elected by way of one (1) ballot being cast for all positions. The persons receiving the highest number of valid votes shall be delegates up to the required number and the persons receiving the next highest number of valid votes shall be alternates up to the required number. If the required youth's, women's or men's positions are not thus filled, the youth, women or men respectively receiving the highest number of valid votes shall be elected to those respective positions as delegates and alternates. In the event that delegates fail to register at the meeting or convention of the Ontario Liberal Party to which they have been elected, alternates present shall fill the vacancies in the order of valid votes received, provided that the youth's, women's, and men's positions shall be filled by youth, women and men respectively if present.

## **7. EXECUTIVE COMMITTEE**

- 7.1. An Executive Committee for the Association shall be elected at the Annual Meeting, consisting of:
  - 7.1.1. President;
  - 7.1.2. Executive Vice-President;
  - 7.1.3. Treasurer;
  - 7.1.4. Secretary;
  - 7.1.5. Membership Director;
  - 7.1.6. Youth Director;
  - 7.1.7. Communications Director;
  - 7.1.8. Policy Director;

- 7.1.9. Outreach Director;
  - 7.1.10. Event Director;
  - 7.1.11. Director of Information Technology;
  - 7.1.12. Fundraising Director
  - 7.1.13. Volunteer Director
  - 7.1.14. Election Readiness Director
  - 7.1.15. Constitution Chair
  - 7.1.16. Twelve (12) Directors at Large
- 7.2. The Executive Committee of the Association shall appoint the following to be voting members of the Executive Committee:
- 7.2.1. a Chief Financial Officer who shall be appointed at the earliest possible opportunity following the Annual Meeting; and
  - 7.2.2. the Chairs of the Committees provided for in section 8 hereof, if such Chairs are not already elected members of the Executive Committee.
- 7.3. The following shall be ex-officio voting members of the Executive Committee of the Association:
- 7.3.1. the immediate Past President or the Presidents of the component Associations until a Past President for the new Association has been established;
  - 7.3.2. the Liberal Member of the Legislative Assembly of Ontario for the electoral district and, where there is no Liberal Member, the Liberal candidate of the electoral district and where there is no Liberal candidate the past Liberal candidate; and
  - 7.3.3. the President of any Ontario Young Liberal Club affiliated with the Association.
- 7.4. The following shall be ex-officio non-voting members of the Executive Committee:
- 7.4.1. The Central East Region VP whose responsibilities include the electoral district;
  - 7.4.2. the President of the corresponding Federal Liberal Riding Association representing such federal electoral district;
  - 7.4.3. the Liberal Member of the House of Commons of Canada of the corresponding federal electoral district and, where there is no Liberal Member, the Liberal candidate for such federal electoral district and, where there is no Liberal candidate, the past Liberal candidate;
  - 7.4.4. the President of any Ontario Women's Liberal Commission Club affiliated with the Association;

- 7.4.5. the President of the Loyalist College Liberal Association.
- 7.4.6. an Election Readiness Director, appointed by the sitting Liberal MPP for Bay of Quinte or the nominated Liberal Candidate.
- 7.5. At least one (1) person who has not attained the age of twenty-six (26) years shall be elected to be a voting member of the Executive Committee elected by members of the Association present and voting at the Annual Meeting of the Association, in addition to the President of the Ontario Young Liberal Club referred to in section 6.4.1.
- 7.6. The President shall, when present, preside at all meetings of the Association and of the Executive Committee, and shall not ordinarily vote on any matter at such meetings, but may exercise a vote in the event of any tie. He/she shall be an ex-officio member of all committees. The President or his/her designate shall represent the Association at the Presidents' Council of the Ontario Liberal Party. The President shall possess and may exercise such other powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.7. The Vice-President shall be vested with all the powers and shall perform all the duties of the President in the absence or inability or refusal to act of the President, such inability or refusal to be determined by a two-thirds vote of the Executive Committee. The Vice-President shall possess and may exercise such other powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.8. The Treasurer shall keep or cause to be kept the books of record and bank account of the Association and shall present a financial report at the Annual Meeting and meetings of the Executive Committee. The Treasurer shall also be responsible for establishing a budget, as well as serving as a member of the fundraising committee. The Treasurer shall also be the Chair of the Finance Committee. The Treasurer shall possess and may exercise such other powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.9. The Secretary shall, when present, act as Secretary of all meetings of the Executive Committee and of the Association and shall have charge of the minute book of the Association. The Secretary shall be responsible for preparing and circulating all notices of meetings and minutes of meetings of the Executive Committee and of the Association. The Secretary shall be responsible for the preparation and maintenance of the list of Executive Committee members with addresses and emails, and for forwarding a copy of such list to the Secretary of the Ontario Liberal Party within four (4) weeks after the holding of every Annual Meeting as required by section 3.5. The Secretary shall possess and may exercise such other powers and duties as may from time to time be assigned to him/her by the Executive Committee.

- 7.10. The Membership Director shall be responsible for the recruitment, orientation, and maintaining the active involvement of members in the Association. The Membership Director shall be responsible for the preparation and maintenance of the list of members in good standing of the Association with addresses and emails and will work to ensure that all databases of, about, for, and assigned to the Association are kept accurate. The Membership Director shall be responsible for ensuring that at least ninety per cent (90%) of the members of the Association are residents of the electoral district. The Membership Director shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.11. The Youth Director shall be responsible for recruiting and maintaining the active involvement of youth members in the Association. The Youth Director must be under twenty-six (26) years of age. The Youth Director shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.12. The Communications Director shall be responsible for communications matters within the Association and with the Ontario Liberal Party. The Communications Director shall also be responsible for ensuring that members of the Association are kept informed, through means such as an Association newsletter, maintaining a website, creating and maintaining email addresses and creating and sending invitations. The Communications Director shall be the Chair of the Communications Committee. The Communications Director shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.13. The Policy Director shall be responsible for the discussion of policy issues within the Association. The Policy Director shall also ensure the active participation of the Association and its members in the policy process of the Ontario Liberal Party. The Policy Director may also organize policy rallies, workshops, guest speakers, regional meetings, etc., and facilitate the discussion and resolution of policy issues for the Association. The Policy Director shall also be the Chair of the Policy Committee. The Policy Director shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.14. The Outreach Director will work with the Membership, Volunteer and Policy Directors and shall be responsible for reaching out to such groups as the riding veterans, etc. The Outreach Director shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.15. The Event Director will work with the Membership and Outreach Directors and shall be responsible for all social activities of the Association. The Event Director shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.16. The Volunteer Director will recruit, engage and manage a roster of active volunteers to help provide capacity for the projects and activities undertaken by the other directors, ramping up as required in the lead-up to election campaigns.



- 7.17. The Chief Financial Officer shall comply with the provisions of the Elections Finances Act, as amended, and with the provisions of the Elections Act, as amended.
- 7.18. The Fundraising Director shall be responsible for creating and implementing a yearly fundraising plan, including coordinating fundraising events with the Events Coordinator. The Fundraising Director shall be responsible for the ABC membership.
- 7.19. The Director of Information Technology (IT) shall assist the Communications Director with the website and other forms of electronic communications; and the Membership Director and the Treasurer with duties that require the use of LibE and Liberalist. The Director of Information Technology shall possess and may exercise such powers and duties as may from time to time be assigned to him/her by the Executive Committee.
- 7.20. The Election Readiness Director shall work with the executive committee to develop and implement a plan to prepare the Association for the upcoming and subsequent election campaigns.
- 7.21. The Executive Committee shall have charge of the administration of the affairs of the Association, subject to the direction of the Annual Meeting.
- 7.22. The Executive Committee shall appoint a Chair for, and direct the activities of, any committee the Executive Committee shall from time to time deem necessary.
- 7.23. In the event of a vacancy occurring in any elected position, the Executive Committee shall appoint a person to hold the office until the next Annual Meeting.
- 7.24. The Treasurer and the Membership, Youth, Communications, Policy, Outreach, Events, Volunteer and Fundraising Directors may, subject to the approval of the Executive Committee, each appoint a deputy director to assist their respective director and to exercise the duties and responsibilities of that director should he or she be unavailable, including voting privileges at Executive Committee meetings.
- 7.25. The presence of six of the members entitled to vote at the Executive Committee meeting shall constitute a quorum. If the number of voting members of the Executive Committee falls below 12 members, the presence of fifty percent (50%) of the members entitled to vote at the Executive Committee meeting shall constitute a quorum.
- 7.26. The Executive Committee may, with a two-thirds majority vote (defined as two-thirds of all non-vacant Executive Committee voting positions), declare vacant the position of any of its members who has failed to carry out his or her duties with good behaviour.
- 7.27. All members of the Executive Committee must remain neutral during a nomination race and nomination convention where the Association is electing a candidate for Bay of Quinte.

- 7.28. The Executive Committee shall meet at the call of the President or at the written request of any three (3) elected members of the Executive Committee. Notice of the time and place of a meeting of the Executive Committee shall be given by the Secretary to each member of the Executive Committee at least five (5) days prior to the meeting. For the transaction of business, quorum shall be fulfilled by section 7.25. Except as otherwise specified herein, questions arising at any meeting of the Executive Committee shall be decided by a majority of votes.

## **8. COMMITTEES**

- 8.1. The following shall be the standing committees of the Association:
- 8.1.1. Nominations Committee – Chair, Past President;
  - 8.1.2. Constitution Committee – Chair, Vice President;
  - 8.1.3. Finance Committee – Chair, Treasurer;
  - 8.1.4. Fundraising Committee – Chair, Fundraising Director;
  - 8.1.5. Policy Committee – Chair, Policy Director;
  - 8.1.6. Communications – Chair, Communications Director.
- 8.2. Unless specified in this Constitution, the Executive Committee shall appoint a Chair and direct the activities of the standing Committees.
- 8.3. Each committee, and any additional if convened, shall have at least two (2) members in addition to the Chair.

## **9. PRESIDING OFFICER AT MEETINGS AND NOMINATION CONVENTIONS**

- 9.1. Upon receipt of the general request of the Leader or the Nomination Commissioner, the Association shall prepare and submit a draft Nomination Plan within thirty (3) days. The Draft Nomination Plan must be approved by a majority vote of the Executive Committee.
- 9.2. The President of the Ontario Liberal Party or his/her delegate or the President of the Area Association concerned or his/her delegate, whoever shall do so first, may attend any Annual, General or Special meeting or Nomination Convention or meeting to elect delegates and shall conduct the election of officers, delegates and alternates, or the nomination of a candidate.
- 9.3. Impartial membership and steering committees for the Association may be set up by the President of the Ontario Liberal Party at the request in writing often (10) members of the Association. The cost of such committees to be borne by the Association and the powers of such committees shall be as specified in the appointment.

## 10. ANNUAL MEETING

- 10.1. An Annual Meeting shall be held each year at a time and place within the electoral district fixed by the Executive Committee to elect the elected members of the Executive Committee, to receive the Treasurer's Financial Report and to conduct the business of the Association.
- 10.2. If no Annual Meeting is held within one (1) year of the last one either the Executive Committee of the Ontario Liberal Party or the Executive Committee of the Area Association concerned, whichever shall do so first, shall have the authority to call and conduct such meeting at such time and place in the electoral district as it sees fit.
- 10.3. Written notice must be given fourteen (14) days in advance of the Annual Meeting to all members and immediate past members of the Association and to the Secretary of the Ontario Liberal Party. The notice must be given as required by the Ontario Liberal Party's Rules of Procedure. There must be delivered to the Secretary of the Ontario Liberal Party as part of the notice a copy of the Association's constitution which shall comply with the Constitution of the Ontario Liberal Party. Failure to give such notice to the Secretary of the Ontario Liberal Party may render the meeting a nullity if the Executive Council of the Ontario Liberal Party so declares.
- 10.4. There shall be reports from the President and the Treasurer, and there may be reports from any other members of the Executive Committees.
- 10.5. All members in good standing of the Association who have attained the age of fourteen (14) years shall be entitled to hold office in the Association or in the Ontario Liberal Party or represent the Association to any delegated meeting of the Ontario Liberal Party.
- 10.6. If there is a contest for any of the elected Executive Committee positions, the elections for these positions shall be conducted by secret ballot. Intention to run for an executive office must be filed with the Riding Association no later than seven (7) days prior to the AGM. The list of candidates shall be distributed no later than five (5) days prior to the AGM.
- 10.7. Notwithstanding the foregoing, in the event that no intention to run has been filed with the Riding Association six (6) days prior to the AGM, the Riding Executive may elect to waive the requirement for written notice with respect to that office for that election.
- 10.8. The presence of twelve (12) or more members entitled to vote at the meeting shall constitute a quorum.
- 10.9. An auditor shall be appointed by motion made at the Annual Meeting. If the auditor becomes unable or unwilling to perform his or her responsibilities, the Executive Committee shall appoint an auditor until the next Annual Meeting.
- 10.10. The Executive Council of the Ontario Liberal Party or a Board of Arbitration may declare null and void any Annual Meeting for which, or at which, proper procedures have not been followed.

## **11. GENERAL MEETINGS**

- 11.1. Written notice must be given fourteen (14) days in advance of all Association meetings and conventions to all members and immediate past members of the Association and to the Secretary of the Ontario Liberal Party. The notice must be given as required by the Ontario Liberal Party's Rules of Procedure. There must be delivered to the Secretary of the Ontario Liberal Party as part of the notice, a copy of the Association's constitution which shall comply with the Constitution of the Ontario Liberal Party. Failure to give such notice to the Secretary of the Ontario Liberal Party may render the meeting a nullity if the Executive Council of the Ontario Liberal Party so declares.
- 11.2. A General meeting must be called by the President or the Executive Committee on being petitioned in writing by at least fifteen (15) members in good standing of the Association. The reason for the General Meeting must be stated in the petition. If the General Meeting is not called by the President or the Executive Committee of the Association within forty-eight (48) hours of the presentation of the petition the President of the Ontario Liberal Party, or of the Area Association, whoever shall do so first, may call the General Meeting.
- 11.3. The Executive Council of the Ontario Liberal Party or a Board of Arbitration may declare null and void any General Meeting for which or at which proper procedures have not been followed.

## **12. NOMINATION CONVENTION**

- 12.1. "Date of Call of the Nomination Convention" means the date on which the Panel for the electoral district determines, by majority vote, to fix a date for the Nomination Convention.
- 12.2. "Panel" means the Panel of persons which shall exist for each Constituency Association, consisting of the President of the Liberal Party (or his/her designate), the Ontario Campaign Chair (or his/her designate), and the Constituency Association President (or his/her Alternate). Where the position of Ontario Campaign Chair is held jointly by more than one person, any of them may act as Ontario Campaign Chair on a particular Panel.
- 12.3. "Date of the Nomination Convention" means the date on which the Nomination Convention for a particular Constituency shall be conducted, being no sooner than forty-nine (49) and no later than fifty-six (56) days after the Date of the Call of the Nomination Convention.
- 12.4. Nomination Conventions to elect the candidate for the Ontario Liberal Party in any electoral district shall be conducted in accordance with the Constitution of the Ontario Liberal Party and the procedures set forth in the Rules of Procedure.

- 12.5. Notice of a Nomination Convention shall be given by the Constituency Association in writing in the form prescribed in the Rules of Procedure to all members and immediate past members of the Constituency Association and to the Secretary of the Ontario Liberal Party within seven (7) days of the Date of Call of the Nomination Convention. If the Constituency Association fails to send the notice within seven (7) days of the Date of the Call of the Nomination Convention, it shall be sent by the Ontario Liberal Party within fourteen (14) days of the Date of the Call of the Nomination Convention.
- 12.6. Any person intending to seek nomination as a candidate shall, in order to be eligible to stand for election, unless there is an electoral urgency, submit nomination papers to the Secretary of the Ontario Liberal Party no later than 5:00 pm (Eastern time) on the twenty-first (21st) day following the Date of the Call of the Nomination Convention. The Panel may waive or postpone the time requirements for the filing of nomination papers if it is expedient and in the best interests of the Ontario Liberal Party.
- 12.7. A member shall not stand as a candidate for election in the electoral district as a Liberal unless duly nominated at a Nomination Convention of the Constituency Association held under the supervision of the Ontario Liberal Party, and a Liberal Member for the electoral district shall cease to be a member of the Association and its candidate upon leaving the Liberal Party.
- 12.8. Each candidate for nomination at a Nomination Convention shall, as of such Nomination Convention, be eligible to sit as a Member of the Legislative Assembly of Ontario and shall be a member in good standing of the Ontario Liberal Party at the cut-off for such Nomination Convention.
- 12.9. Balloting for candidates at a Nomination Convention shall be by secret ballot, and in the event that there are more than two (2) nominees, balloting at the meeting shall be conducted by one ballot only, which shall be a secret preferential ballot, using a form of ballot similar to Form 'D' in the Rules of Procedure.
- 12.10. Notwithstanding section 12.8, the Officers of the Ontario Liberal Party may direct that balloting for candidates at Nomination Convention held for any by-election shall be by secret preferential ballot conducted in accordance with the Ontario Liberal Party's Rules of Procedure.
- 12.11. The procedure to be followed at a Nomination Convention shall be as provided in the Rules of Procedure adopted by the Executive Council of the Ontario Liberal Party from time to time for the conduct of meetings of Constituency Associations.
- 12.12. The Executive Council of the Ontario Liberal Party or a Board of Arbitration may declare null and void any Nomination Convention for which, or at which, proper procedures have not been followed.
- 12.13. The Association's candidate and that candidate's Chief Financial Officer must comply with the provisions of the Election Act, 1990, and with the provisions of the Election Finances Act, 1990, as amended.

12.14. A Nomination Convention may be held at more than one location within the electoral district, if the Executive Committee so determines. This provision is only available with the prior consent of the Ontario Liberal Party Executive Council, if it determines that geographic circumstances make such a provision advisable.

### **13. BOARD OF ARBITRATION**

13.1. Disputes arising with respect to meetings or any other matter relating to the Association, an Ontario Young Liberal Club, a Women's Club, or an Area Association shall be decided by a Board of Arbitration as set out in the Constitution of the Ontario Liberal Party.

### **14. CONSTITUTIONAL AMENDMENTS**

14.1. This constitution may be amended by a two-thirds majority of the Association members in good standing and entitled to vote, and present at any duly called meeting of the members of the Association provided that notice has been given of intention to amend the constitution.

14.2. Other than amendments proposed by the Constitution Chair, amendments may be proposed by any two (2) members by submitting the amendments in writing to the Secretary of the Association at least seven (7) days prior to the meeting at which the proposed amendments are to be moved. The Secretary shall refer any such proposed amendments to the Constitution Chair.

14.3. A copy of the constitution and any amendment thereto shall be forwarded in writing to the Secretary of the Ontario Liberal Party within ten (10) days of the enactment of such constitution or amendment. Within ninety (90) days of receipt in writing by the Secretary of the Ontario Liberal Party of any such constitution or amendment or at any time such constitution or amendment comes to the attention of the Executive Council of the Ontario Liberal Party, the Executive Council may declare some or all of such constitution or amendment to be null and void.

14.4. In all cases where the provisions of this constitution are inconsistent with the provisions of the Constitution of the Ontario Liberal Party or where the provisions of this Constitution do not provide for some matter, the provisions of the Constitution of the Ontario Liberal Party shall govern the Association.

14.5. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with either this constitution, the Constitution of the Ontario Liberal Party or any Rules of Procedure which the Executive Council of the Ontario Liberal Party may adopt.

## **15. DISCIPLINE**

- 15.1. The Executive Committee of the Association may, after written notice to the person affected, and after providing him/her with an opportunity for a hearing with the right of counsel, by a two-thirds vote of the members of the Executive Committee present at a meeting, suspend any officer or expel any member, subject to an appeal, in each case to the Executive Council of the Ontario Liberal Party, or if so delegated, to the Area Association Executive Council from such a decision.
- 15.2. The Executive Council of the Ontario Liberal Party is empowered to take direct action to bring the Association into compliance with the Election Finances Act, whenever the Association contravenes that Act. The cost, if any, of such action shall be borne by the Association should the Executive Council of the Ontario Liberal Party so decide.
- 15.3. The Association will adhere to all Rules of Procedure from time to time passed by resolution of the Executive Council of the Ontario Liberal Party.

## **16. ASSOCIATION ASSETS**

- 16.1. The President of the Association may purchase assets upon a majority vote of the Executive. These assets shall be kept in the possession of the President, or the person to whom the President assigns the responsibility of the possession of the assets.
- 16.2. Upon election of a new President, the aforementioned assets shall be transferred from the previous President, or his or her designate to the new President, or his or her designate.

## **17. YEAR END**

- 17.1. The year end of the Constituency Association is December 31st.

April 16, 2019