



Constitution of the Ontario Liberal Party

(As amended Nov 1st, 2009)

This document is also accompanied by six other documents – Rules of Procedure for Arbitrations and Appeals, Rules of Procedure for Constituency Association Founding Meeting, Rules of Procedure for General Meetings, Rules of Procedure for Nomination Meetings, Rules of Procedure for the Allocation of Area Coordinators and Rules of Procedure Governing the Selection of the Leader. Please contact the Ontario Liberal Party office for the most current version of these documents.

Originally adopted November 5, 1983.
Substantially revised June 12, 2005, and further amended June 15, 2008 and November 1, 2009.

Constitution of the Ontario Liberal Party

Table of Contents

Section		Page
1	Objects	1
2	Definitions	1
3	Membership	2
4	Officers	3
5	Executive Council	4
6	Provincial Council	6
7	Committees	8
8	Annual Meeting	9
9	Leadership Review and Leadership Conventions	11
10	Policy Development Process	14
11	Nomination of Candidates	15
12	Provincial Election Campaign Committee	20
13	Discipline	20
14	Regions and Areas	20
15	Constituency Associations	21
16	Amendments to the Constitution	24
17	Parliamentary Authority	24
18	Redistribution	25
19	Arbitration	27
	Index	29

1 OBJECTS

The objects of the Ontario Liberal Party shall be:

- 1.1 To advocate and support liberal political principles;
- 1.2 To develop and determine provincial policy;
- 1.3 To organize the Ontario Liberal Party;
- 1.4 To promote the election of Liberal candidates to the Legislative Assembly of Ontario;
- 1.5 To promote the election of Liberals to municipal and local elected offices.
- 1.6 To encourage and facilitate participation in the Ontario Liberal Party by individuals from all demographic groups in Ontario.

2 DEFINITIONS

Unless otherwise defined by this Constitution, the following definitions shall apply:

- 2.1 "Affiliated Association" means:
 - a) a constituency association;
 - b) an Ontario Young Liberal Riding Club recognized by the Ontario Liberal Party;
 - c) an Ontario Young Liberal Student Club recognized by the Ontario Liberal Party;
 - d) a Women's Liberal Club recognized by the Ontario Liberal Party;
 - e) any other club or association in Ontario recognized as an Affiliated Association from time to time by the Executive Council.
- 2.2 "candidate" means the person nominated by a constituency association to be the Ontario Liberal Party's official candidate in the constituency association's electoral district;
- 2.3 "constituency association" means an association in an electoral district means the association endorsed by the Ontario Liberal Party as its official association in that electoral district;
- 2.4 "electoral district" means an electoral district as set out in the Representation Act or any Act which has been passed to replace it, notwithstanding that such Act has not been proclaimed;
- 2.5 "electoral urgency" means the state existing following issuance of an Election Writ or following the declaration thereof at any other time by resolution of the officers of the Ontario Liberal Party, provided that in the event of a by-election an electoral urgency exists for only the electoral district in which the by-election is to be held;
- 2.6 "Executive Council" means the Executive Council of the Ontario Liberal Party as established by this Constitution;
- 2.7 "immediate past member" means a person who was a member at any time during the immediately preceding membership year, and who is eligible to renew his or her membership for the current year on or before 5:00 p.m. eastern time, on March 31st of the current year. An Immediate Past Member who renews his or her membership before the deadline shall be deemed for all purposes to have been a current member of the association from the time of expiry of the membership until the time of renewal.
- 2.8 "member" means a member in good standing of the Ontario Liberal Party;
- 2.9 "Ontario Young Liberals" means the association recognized by the Ontario Liberal Party as its youth organization;
- 2.10 "Ontario Young Liberal Club" means either an Ontario Young Liberal Riding Club or an Ontario Young Liberal Student Club;
- 2.11 "Ontario Young Liberal Riding Club" means an association of Young Liberals established in conformity with the geographical boundaries of an electoral district;
- 2.12 "Ontario Young Liberal Student Club" means an association of Young Liberals established in relation to a post-secondary educational institution, or a physically distinct campus thereof, and in which membership is limited exclusively to students currently registered at that institution or campus;
- 2.13 "past candidate" means a person nominated by a constituency association to be the Ontario Liberal Party's official candidate in the most recent election in the constituency association's electoral district;
- 2.14 "Policy Development Process" means the process that is utilized by the Ontario Liberal Party to set the goals, objectives, and specific proposals that guide decision making for the Party as government as well as opposition;
- 2.15 "the Provincial Council" means the Provincial Council of the Ontario Liberal Party as established by this Constitution;
- 2.16 "residence" or any similar expressions used in relation to a person means residence as defined in the *Election Act*;
- 2.17 "Women's Liberal Club" means an association recognized by the Ontario Liberal Party and the Ontario Women's Liberal Commission as:
 - a) an Electoral District Ontario Women's Liberal Club, or
 - b) an Area Women's Liberal Club.

3 MEMBERSHIP

Members

- 3.1 A person is a member in good standing of the Ontario Liberal Party if he or she has paid his or her annual membership dues and is in compliance with all other requirements of this Constitution and the constitution of the Affiliated Association to which he or she has applied for, or in which he or she has renewed, a membership.

Membership periods

- 3.2 The Ontario Liberal Party membership period shall be January 1 to December 31, inclusive, unless this Constitution provides otherwise.
- 3.3 Subject to section 3.4, membership shall expire at midnight on December 31 of the year in which the membership is granted, provided that, where an applicant becomes a member on or after October 1 of a given year, the membership will expire at midnight on December 31 of the following year.
- 3.4 Multiple year membership, of up to 5 years in duration may be obtained only in respect of a constituency association, and on the following terms:
- a) The fee for a multiple year membership shall equal the annual membership fee for the class of membership obtained, multiplied by the number of years for which the membership is to be in effect;
 - b) A multiple year membership is not transferable from one association to another;
 - c) A multiple year membership expires on December 31st of the last year of membership; and
 - d) If a multiple year membership is granted on or after October 1 of a particular year, then despite the fact that it becomes effective upon being granted, the year in which it is purchased shall not be considered in determining its duration.
- 3.4.1 Section 3.4 shall take effect only upon the adoption of a resolution of the Executive Council to the effect that all necessary administrative measures for the implementation of multiple year memberships have been taken.
- 3.5 An Ontario Young Liberal Student Club may adopt a special membership period of September 1 to August 31, inclusive.
- 3.6 If an Ontario Young Liberal Student Club has adopted a special membership period, then every membership in it shall expire at midnight on August 31 of the year in which the membership is granted, provided that, where an applicant becomes a member on or after April 1 of a given year, the membership will expire at midnight on August 31 of the following year.
- 3.7 A member in good standing may renew his or her membership at the end of each membership period by paying the required dues and submitting a membership renewal form in accordance with the requirements of this Constitution.
- 3.8 A member in good standing who is participating in the Ontario Liberal Party Automatic Bank Cheque ("ABC") Plan shall automatically have his or her membership renewed without the need to submit a membership renewal form.
- 3.9 The Executive Council may determine to extend membership to the family members of ABC Plan participants.

Applications for membership

- 3.10 Any individual may apply for a new or renewal membership in the Ontario Liberal Party if he or she:
- a) has attained the age of 14;
 - b) is resident in Ontario;
 - c) supports the objects of the Ontario Liberal Party; and,
 - d) is not a member of any other provincial political party in Ontario.
- 3.11 To apply for membership in the Ontario Liberal Party, a new applicant shall submit a completed membership application form and the applicable annual membership dues to:
- a) the Secretary of the Ontario Liberal Party; or,
 - b) the Secretary of an Affiliated Association.
- 3.12 To renew a membership in the Ontario Liberal Party, a member in good standing shall submit a completed membership renewal form and the applicable annual membership dues to:
- a) the Secretary of the Ontario Liberal Party; or,
 - b) the Secretary of an Affiliated Association.
- 3.13 Upon receiving a membership application or renewal form, the Secretary of the Ontario Liberal Party shall forward a copy of the form to the Secretary of the appropriate Affiliated Association as soon as practicable.
- 3.14 Upon receiving a membership application or renewal form, the Secretary of an Affiliated Association shall indicate the date of receipt on the form, and shall forward a copy of the form to the Secretary of the Ontario Liberal Party as soon as practicable.

Membership and renewal forms

- 3.15 The Ontario Liberal Party shall determine, from time to time, the form of the membership application to be used by the Ontario Liberal Party and Affiliated Associations except for those to be used by Ontario Young Liberal Student Clubs and the Ontario Women's Liberal Commission.

- 3.16 The Executive Council may determine, from time to time, the form of the membership application to be used by Ontario Young Liberal Student Clubs and the Ontario Women's Liberal Commission.
- 3.17 The Executive Council may determine, from time to time, rules and procedures for the processing and distribution of application forms to Affiliated Associations.
- 3.18 The Ontario Liberal Party shall determine, from time to time, the form of the membership renewal form to be used by the Ontario Liberal Party and Affiliated Associations, except for those to be used by Ontario Young Liberal Student Clubs.
- 3.19 The Executive Council of the Ontario Liberal Party may determine, from time to time, the form of the membership renewal form to be used by Ontario Young Liberal Student Clubs and the Ontario Women's Liberal Commission.
- 3.20 The Executive Council of the Ontario Liberal Party may determine, from time to time, rules and procedures for the processing and distribution of membership renewal forms to Affiliated Associations.

Membership card

- 3.21 An Affiliated Association may issue a membership card to members of the Affiliated Association in a form determined by the Executive Council.
- 3.22 The cost of issuing a membership card shall be borne the Affiliated Association that issues it.

Membership dues

- 3.23 No dues or fees shall be payable by a member except the annual membership dues levied by the Ontario Liberal Party or by an Affiliated Association.
- 3.24 Membership dues shall conform to requirements that may be established from time to time by the Executive Council.
- 3.25 In the absence of membership dues requirements established by the Executive Council, the Executive of an Affiliated Association shall adopt a resolution to fix the dues payable by members of the Affiliated Association.
- 3.26 The membership dues owed by each applicant or member shall be paid by the applicant or by an immediate member of the applicant's or member's family.

List of members

- 3.27 The Ontario Liberal Party shall maintain a current list of all members indicating the name of each member, his or her membership status and the Affiliated Association in which each membership is held.

4 OFFICERS

- 4.1 The following officers of the Ontario Liberal Party shall be elected at each annual meeting:
 - a) President
 - b) Executive Vice-President
 - c) Treasurer
 - d) Secretary
 - e) Operational Vice-President (Policy)
 - f) Operational Vice-President (Organization)
 - g) Operational Vice-President (Communications)
 - h) Operational Vice-President (Engagement)
 - i) Regional Vice-President (Northern Region)
 - j) Regional Vice-President (Eastern Region)
 - k) Regional Vice-President (Central Region)
 - l) Regional Vice-President (Toronto Region)
 - m) Regional Vice-President (South Central Region)
 - n) Regional Vice-President (Southwestern Region)
- 4.2 The following shall be officers of the Ontario Liberal Party *ex-officio*:
 - a) Immediate Past President;
 - b) Leader of the Ontario Liberal Party;
 - c) Campaign Chair;
 - d) President of the Ontario Young Liberals, or a designate in the President's place; and,
 - e) President of the Ontario Women's Liberal Commission, or a designate in the President's place.
- 4.3 The term of office of an elected officer shall expire upon the election or appointment of a successor to the office, or upon a vacancy in the office, whichever may occur first.
- 4.4 Elections to offices of the Ontario Liberal Party shall be conducted in accordance with this Constitution and any procedure adopted at an Annual Meeting for that purpose.
- 4.5 A candidate for the office of a Regional Vice-President shall be a member of an Affiliated Association in the region that he or she is seeking to represent.
- 4.6 The nomination of a candidate for the office of a Regional Vice-President shall be made and seconded by delegates who are members Affiliated Associations in the region that the Regional Vice-President will represent.

- 4.7 No vote shall be cast for the office of Regional Vice-President by a delegate who is not a member of an Affiliated Association in the region that the Regional Vice-President will represent.
- 4.8 A delegate may only be deemed to be from one Region for the purposes of the Regional Vice-Presidency elections held at any one Annual General Meeting.

President

- 4.9 The President shall have charge of the administration of the affairs of the Ontario Liberal Party between the meetings of the Executive Council, and shall be responsible for:
- a) day to day operation of the Ontario Liberal Party;
 - b) preparation of the annual budget of the Ontario Liberal Party;
 - c) expenditures within the budget as approved by the Executive Council and further approved by the Provincial Council;
 - d) management of the staff and the office of the Ontario Liberal Party.
- 4.10 The President shall possess and may exercise all powers and shall perform the duties that may be assigned to him or her from time to time by Executive Council.
- 4.11 In exercising his or her duties and authorities, the President shall consult with members of Executive Council as appropriate.
- 4.12 The President shall follow the directions of Executive Council, and any act or decision of the President that conflicts with a decision of Executive Council shall, to the extent of the conflict, be of no force or effect.
- 4.13 The President shall, when present, preside at all meetings of the Executive Council and of members of the Ontario Liberal Party and of the Provincial Council and shall report to the annual meeting of members.

Executive Vice-President

- 4.14 The Executive Vice-President shall be vested with the powers and shall perform the duties of the President in the absence, inability or refusal to act of the President.
- 4.15 The Executive Vice-President shall possess and may exercise other powers and duties that may be assigned to him or her from time to time by Executive Council.

Treasurer

- 4.16 The Treasurer shall keep the books of record and bank account of the Ontario Liberal Party.
- 4.17 The Treasurer shall present a financial report at each meeting of Executive Council and at the annual meeting.
- 4.18 The Treasurer shall perform all other duties incident to his or her office and other duties that are properly required of him or her from time to time by the Executive Council.

Secretary

- 4.19 The Secretary shall keep a record of all meetings of Executive Council, Provincial Council and of the members of the Ontario Liberal Party.
- 4.20 The Secretary is responsible for preparing and circulating notices of meetings and minutes of meetings of Executive Council, Provincial Council and of the members of the Ontario Liberal Party.
- 4.21 The Secretary shall prepare and maintain a list of the members of the Ontario Liberal Party.
- 4.22 The Secretary shall perform all other duties incident to his or her office and other duties that are properly required of him or her from time to time by the Executive Council.

Operational Vice-Presidents

- 4.23 Each Operational Vice-President shall be responsible for matters related to his or her office, and other duties and responsibilities assigned from time to time by Executive Council.

Regional Vice-Presidents

- 4.24 A Regional Vice-President shall, in respect of the region that he or she represents:
- a) monitor and help to coordinate the work of the Area Coordinators and constituency associations in their respective Regions;
 - b) report to Executive Council on the political activity and other concerns within or affecting the region;
 - c) communicate the decisions of Executive Council and Provincial Council to the Area Coordinators and Affiliated Association in the region;
 - d) take all reasonable steps to ensure that there are sufficient capable candidates to serve as Area Coordinators for the region;
 - e) perform any duty required of him or her by this Constitution; and,
 - f) perform other duties that are assigned to him or her from time to time by the Executive Council.

5 EXECUTIVE COUNCIL

Elected Members

- 5.1 Executive Council shall consist of all officers of the Ontario Liberal Party, elected and *ex-officio*, namely:
- a) President

- b) Executive Vice-President
 - c) Treasurer
 - d) Secretary
 - e) Operational Vice-President (Policy)
 - f) Operational Vice-President (Organization)
 - g) Operational Vice-President (Communications)
 - h) Operational Vice-President (Engagement)
 - i) Past President
 - j) Regional Vice-President (Northern Region)
 - k) Regional Vice-President (Eastern Region)
 - l) Regional Vice-President (Central Region)
 - m) Regional Vice-President (Toronto Region)
 - n) Regional Vice-President (South Central Region)
 - o) Regional Vice-President (Southwestern Region)
 - p) Immediate Past President;
 - q) Leader of the Ontario Liberal Party;
 - r) Campaign Chair;
 - s) President of the Ontario Young Liberals, or a designate in the President's place;
 - t) President of the Ontario Women's Liberal Commission, or a designate in the President's place.
- 5.2 The Ontario Young Liberals may designate, in its constitution, one of its officers elected at its most recent annual meeting to serve on Executive in place of its President.
- 5.3 The Ontario Women's Liberal Commission may designate, in its constitution, one of its officers elected at its most recent annual meeting to serve on Executive in place of its President.
- 5.4 An *ex-officio* member of Executive Council shall have the same rights and privileges as a member of Executive Council who is an elected officer of the Ontario Liberal Party.

Compliance with Provincial Council, Constitution and Applicable Laws

- 5.5 Executive Council shall follow the directions of Provincial Council, and any act or decision of Executive Council that conflicts with a decision of Provincial Council shall, to the extent of the conflict, be of no force or effect.
- 5.6 Executive Council shall act at all times in accordance with, and in keeping with the spirit of the requirements of this Constitution and all applicable laws.

Powers and Duties of Executive Council

- 5.7 Executive Council shall be responsible for the administration of the affairs of the Ontario Liberal Party between the meetings of Provincial Council.
- 5.8 In administering the affairs of the Ontario Liberal Party, Executive Council shall:
- a) review and give preliminary approval to the annual budget of the Ontario Liberal Party in each year;
 - b) facilitate the exchange and dissemination of information to members and Affiliated Associations as appropriate;
 - c) appoint Area Coordinators as required;
 - d) consider requests for recognition of Ontario Young Liberal Clubs in accordance with the following:
 - i) the Executive Board of the Ontario Young Liberals shall meet during the last three months of each calendar year, and by resolution approve the continuation of each previously established and newly-established Young Liberal Club in Ontario that meets its constitutionally-determined requirements for such approval;
 - ii) the Executive Council of the Ontario Liberal Party shall, at its first meeting in each calendar year, grant recognition to each Young Liberal Club that meets all proper requirements for recognition.
 - iii) a Young Liberal Club that is not approved by the Executive of the Ontario Young Liberals shall be dissolved not later than December 31 of the relevant year, and a Young Liberal Club that is not recognized by the Executive Council of the Ontario Liberal Party shall be dissolved forthwith upon recognition having been denied.
 - e) annually consider the request for recognition of Women's Liberal Clubs, based on a report prepared by the Ontario Women's Liberal Commission of those Clubs that have complied with the constitution of the Ontario Women's Liberal Commission and have been approved by resolution of the Executive of the Ontario Women's Liberal Commission. The Executive Council shall ensure that no electoral district has more than one club recognized as an Electoral District Women's Liberal Club and no Region has more than five (5) clubs recognized as Area Women's Liberal Clubs;
 - f) determine the Rules of Procedure, forms and scripts for use in any affair or process of the Ontario Liberal Party or an Affiliated Association;

- g) determine rules regarding the membership fees payable by members to the Ontario Liberal Party or to an Affiliated Association, including minimum, maximum, or fixed fees; and,
 - h) determine rules regarding the adoption and administration of multiple year memberships.
 - i) designate one meeting of Provincial Council in each year as the Ontario Liberal Party Annual Policy Development Conference.
- 5.9 Executive Council may:
- a) establish committees to make recommendations to the Executive Council or to discharge responsibilities delegated by Executive Council;
 - b) appoint the chair of a committee established by the Executive Council;
 - c) adopt and amend by-laws and procedures to facilitate the administration of the affairs of the Ontario Liberal Party, including the conduct of the affairs and processes of Affiliated Associations;
 - d) appoint an individual to any office that has become vacant; and,
 - e) exercise any other power or authority conferred on it by this Constitution.
 - f) Postpone the date of the Annual Policy Development Conference if it has also postponed the date of the Annual General Meeting.
- 5.10 In addition to the powers, duties and responsibilities set out in this Constitution, Executive Council shall have the authority to take any action required by this Constitution or an applicable law.
- 5.11 Executive Council may, from time to time, delegate any power or authority granted to it by this Constitution to an officer of the Ontario Liberal Party or a committee established by Executive Council.
- 5.12 Executive Council may, at any time, rescind a delegation of power or authority it previously made.

Meetings

- 5.13 Seven (7) member of Executive Council shall constitute a quorum.
- 5.14 Questions voted on by Executive Council shall be decided by a majority of votes cast.
- 5.15 Executive Council shall meet at least eight (8) times during each year.
- 5.16 A regular meeting of Executive Council shall be called by the President.
- 5.17 A special meeting of Executive Council shall be called by the Secretary upon receiving a written request signed by:
- a) the President; or,
 - b) four (4) members of Executive Council.
- 5.18 An emergency meeting of Executive Council shall be called by the President if he or she has declared that an emergency exists.

Notice

- 5.19 Executive Council may determine the form and manner of notice of its meetings that is required to be given.
- 5.20 Notice of a regular meeting shall be given to each member of Executive Council at least seven (7) days in advance of the day the meeting is to be held.
- 5.21 Notice of a special meeting shall be given to each member of Executive Council at least fourteen (14) days in advance of the day the meeting is to be held.
- 5.22 Notice of an emergency meeting shall be given to each member of Executive Council at least twenty-four (24) hours in advance of the day that the meeting is to be held.

Attendance

- 5.23 An elected member of Executive Council shall not be absent from three consecutive regular meetings of Executive Council without the authorization of Executive Council.
- 5.24 If an elected member of Executive Council is absent from three consecutive regular meetings without authorization, the office held by that member shall become vacant at the conclusion of the third meeting.

Presiding Officer

- 5.25 The President shall preside at a meeting of Executive Council unless he or she is otherwise unable to do so.
- 5.26 In the absence or inability of the President, the Executive Vice-President shall preside at a meeting of Executive Council unless he or she is otherwise unable to do so.
- 5.27 In the absence or inability of both the President and Executive Vice-President to preside, the members who are present shall elect one of themselves to preside at the meeting until the President or an Executive Vice-President arrives or is able to preside.

6 PROVINCIAL COUNCIL

- 6.1 The following shall be voting members of Provincial Council:
- a) each member of Executive Council;
 - b) each Regional Chair appointed by the Liberal Caucus, or a person designated by him or her in writing from time to time;
 - c) each Liberal Regional Minister appointed by the Government;

- d) the President of each constituency association, or a person designated by him or her in writing from time to time;
 - e) up to a maximum of 16 members appointed by the Ontario Young Liberals from amongst the officers of that organization;
 - f) each Area Coordinator;
 - g) the Campaign Fund Treasurer;
 - h) the Chair of each of the following Ontario Liberal Party committees:
 - i.) Nominations Committee;
 - ii.) Constitution Committee;
 - iii.) Finance Committee;
 - iv.) Membership Committee; and,
 - i) five (5) table officers of the Ontario Women's Liberal Commission and the President, as recognized by Executive Council.
- 6.2 The following shall be non-voting members of Provincial Council:
- a) the Chief Financial Officer of the Ontario Liberal Party;
 - b) the Ontario Liberal Party Legal Counsel;
 - c) the Chair of the Ontario Liberal Party Board of Arbitration;
 - d) the remaining members of the Ontario Liberal Caucus;
 - e) a number of constituency association executive members in addition to the President of the constituency association that may be determined from time to time by Executive Council.
- 6.3 Delegates to an Ontario Liberal Party Annual Policy Development Conference shall be non-voting members of Provincial Council only for the purposes of a Provincial Council meeting that is held in conjunction with that conference.
- Compliance with Ontario Liberal Party, Constitution and Applicable Laws**
- 6.4 Provincial Council shall follow the directions of the Ontario Liberal Party, and any act or decision of Provincial Council that conflicts with a decision of the Ontario Liberal Party shall, to the extent of the conflict, be of no force or effect.
- 6.5 Provincial Council shall act at all times in accordance with, and in keeping with the spirit of the requirements of this Constitution and all applicable laws.
- Decisions Valid Pending Ratification**
- 6.6 Upon being ratified by Provincial Council, an appointment shall be deemed to have been valid and in effect from the time it was made.
- 6.7 Upon being ratified by Provincial Council, a decision of Executive Council, including an amendment to the Rules of Procedure and the adoption of a by-law, shall be deemed to have been valid and in effect from the time it was made.
- Powers of Provincial Council**
- 6.8 Provincial Council shall have charge of and be responsible for the administration of the affairs of the Ontario Liberal Party between annual meetings.
- 6.9 In administering the affairs of the Ontario Liberal Party, Provincial Council shall:
- a) approve an annual budget for the Ontario Liberal Party in each year;
 - b) consider and, if it deems it appropriate, ratify a decision of Executive Council to:
 - i.) appoint the chair of a committee;
 - ii.) appoint a person to fill an office that has become vacant and to hold the office until the next annual meeting;
 - iii.) appoint an Area Coordinator;
 - iv.) recognize an Ontario Young Liberal Club;
 - v.) recognize a Women's Liberal Club in Ontario;
 - vi.) amend the Rules of Procedure;
 - vii.) adopt or amend a by-law;
- 6.10 Provincial Council is responsible for the political review and assessment of, and consultation regarding, the Ontario Liberal Party's:
- a) progress in Ontario;
 - b) policy;
 - c) organization;
 - d) communications;
 - e) election readiness; and,
 - f) any other matter related to the conduct and success of the Ontario Liberal Party.
- 6.11 In addition to the powers, duties and responsibilities set out in this Constitution, Provincial Council shall have the authority to take any action required by this Constitution or an applicable law.
- 6.12 Provincial Council may, from time to time, delegate any power or authority granted to it by this Constitution to Executive Council.

6.13 Provincial Council may, at any time, rescind a delegation of power or authority it previously made.

Meetings

6.14 Thirty (30) voting members of Provincial Council shall constitute a quorum.

6.15 Questions voted on by Provincial Council shall be decided by a majority of votes cast.

6.16 Provincial Council shall meet at least three (3) times in each year. One such meeting may be constituted as a set of regional meeting encompassing all regions, provided that such meetings shall not exercise any of the powers of the Provincial Council as enumerated in Sections 6.8, 6.9, 6.11, 6.12 or 6.13 hereof.

6.17 In each year, one meeting of Provincial Council shall be held in conjunction with the annual meeting.

6.18 A regular meeting of Provincial Council may be called by the President.

6.19 A special meeting of Provincial Council shall be called by the Secretary upon receiving a written request signed by ten (10) voting members of Provincial Council.

6.20 The location for each meeting of Provincial Council shall rotate amongst the regions.

Notice

6.21 Provincial Council may determine the form and manner of notice of its meetings that is required to be given.

6.22 Notice of a meeting of Provincial Council shall be given to each member of Provincial Council at least thirty (30) days in advance of the day the meeting is to be held.

6.23 Notice of a regular meeting shall include:

- a) an agenda;
- b) a report from the Treasurer; and,
- c) a report from the Chair of each committee established by Provincial Council who wishes to address the meeting.

6.24 Notice of a special meeting shall include an agenda.

6.25 The agenda for a meeting shall include all matters that are to be considered at the meeting as far as is known.

Regional Meetings

6.26 At a meeting of Provincial Council, each region shall hold a regional meeting to review matters of regional concern.

6.27 The Regional Vice-President shall preside at a regional meeting for the region he or she represents.

6.28 The Liberal Regional Minister, if any, or his or her designate, and the Liberal Regional Caucus Chair, or his or her designate, shall attend a regional meeting.

Fees

6.29 For each meeting of Provincial Council, the President shall establish a meeting fee that a member of Provincial Council shall be required to pay in order to attend the meeting.

6.30 The meeting fee shall be an amount that results in a projected budget for the meeting and does not produce a profit.

6.31 The President shall establish a reduced meeting fee for:

- a) all members who are 25 years of age or less;
- b) all members of an Ontario Young Liberal Club who are full-time students; and,
- c) all members who have attained the age of 64.

6.32 The reduced meeting fee shall not exceed two-thirds (2/3) of the amount of the meeting fee payable by all other members.

6.33 Every member of Provincial Council who has paid the meeting fee shall be entitled to attend the meeting.

7 COMMITTEES

Permanent and Special Committees

7.1 There shall be six permanent committees of Executive Council:

- a) Nominations Committee;
- b) Constitution Committee;
- c) Membership Committee;
- d) Finance Committee;
- e) Engagement Committee; and
- f) Policy Committee

7.2 As soon as practicable following an annual meeting, Executive Council shall appoint one member in good standing to be the Chair of each of the permanent committees.

7.3 The Nominations Committee Chair shall appoint additional members, at least one (1) of whom shall be a woman and one (1) of whom shall be a man. The Nominations Committee shall endeavour to recruit candidates to stand for election to the Executive Council who reflect the diversity of Ontario.

7.4 The Constitution Committee Chair shall appoint additional members, at least two (2) of whom shall be women and at least two (2) of whom shall be men. The Executive Council may direct the Constitution Committee to consider such aspects of the Constitution as it sees fit. The Constitution Committee shall also consider suggestions for amendments to the

Constitution received from members of the Committee itself, or any member of the Party, or any recognized organization, committee or association of the Party. The Constitution Committee shall propose such amendments as it deems beneficial to the business of the Ontario Liberal Party.

- 7.5 The Policy Committee shall be comprised of the following members:
- a) The Operational Vice-President (Policy), who shall be the Chair of the Committee;
 - b) The President or his or her designate;
 - c) The Chair of the Liberal Caucus;
 - d) The President of the Ontario Young Liberals or his or her designate;
 - e) The President of the Ontario Women's' Liberal Commission or her designate;
 - f) The Chair of the Platform Committee for the next forthcoming general election (if appointed);
 - g) Each Regional Vice President or his or her designate;
 - h) The Operational Vice-President (Multiculturalism) [OR if the amendment to change this title is adopted, then the Operational Vice-President (Engagement)]; and
 - i) Such other members as may be appointed by the Operational Vice-President (Policy).
- 7.6 No person shall be the Chair of more than one permanent committee.
- 7.7 Each permanent committee shall have a minimum of three (3) members who may be appointed by Executive Council in consultation with the Chair of the committee. The Chair of the Committee may appoint additional members.
- 7.8 Executive Council may establish special committees from time to time as needed.
- 7.9 Executive Council shall appoint a member in good standing to be the Chair of a special committee at the time it is established.
- 7.10 Executive Council may direct the activities of the permanent committees and any special committees that it has established.

Ad Hoc Committees

- 7.11 Each Operational Vice-President may establish *ad hoc* committees from time to time as needed to assist with the organization and promotion of matters within his or her area of responsibility.
- 7.12 An Operational Vice-President who establishes an *ad hoc* committee shall, at the time the committee is established, appoint a member in good standing to be Chair of the *ad hoc* committee.

8 ANNUAL MEETING

- 8.1 There shall be an annual meeting of the members of the Ontario Liberal Party in each year.
- 8.2 Executive Council shall set the date, time and location for the annual meeting of the members of the Ontario Liberal Party.
- 8.3 Executive Council may postpone the date for the annual meeting for a period of no more than eighteen (18) months after the date of the previous annual meeting.
- 8.4 The location of the annual meeting shall be in Ontario.

Notice

- 8.5 The Secretary shall give notice of the annual meeting at least forty-five (45) days in advance of the day the meeting is to be held to:
- a) every person entitled to attend the meeting as a delegate;
 - b) the President and Secretary of each constituency association; and,
 - c) the President and Secretary of each Affiliated Association that is entitled to send a delegate to the annual meeting.
- 8.6 Notice of the annual meeting shall include the following:
- a) the day, time and location that the annual meeting will be held; and,
 - b) an agenda of the business to be considered at the meeting, as far as is known to the Secretary at the time.
- 8.7 The accidental omission to give notice to, or the non-receipt of notice by any person entitled to receive notice shall not invalidate the proceedings of the meeting or any resolution adopted at the meeting.
- 8.8 Executive Council shall determine the manner and form of notice to be given.

Procedure

- 8.9 One hundred (100) delegates shall constitute a quorum at an annual meeting, except where this Constitution provides otherwise.
- 8.10 Every question considered at the annual meeting shall be decided by a majority of votes, except where this Constitution provides otherwise.
- 8.11 Votes shall be cast by a show of hands.
- 8.12 Only a person who is present at the annual meeting and who has been accredited as a delegate by the Ontario Liberal Party shall be entitled to vote on a question considered by the members at the meeting.

Delegates

- 8.13 The following persons shall be entitled to accreditation as elected delegates:
- a) fifteen (15) delegates elected by each constituency association in addition to the constituency association President, of whom:
 - i.) at least three (3) shall be under the age of twenty-six (26) and, if there is an Ontario Young Liberal Club affiliated with the constituency association, these three (3) delegates shall be elected by the Ontario Young Liberal Club; and, in addition,
 - ii.) at least three (3) shall be women; and, in addition,
 - iii.) at least three (3) shall be men;
 - b) five (5) delegates elected by each Ontario Young Liberal Student Club; and,
 - c) two (2) delegates elected by each Women's Liberal Club recognized by the Executive Council, provided that the delegate and electors are members in good standing of the Ontario Liberal Party;
- 8.14 For each delegate elected, the association or organization that elected the delegate may also elect an alternate delegate.
- 8.15 Each of the following shall be entitled to accreditation as delegates *ex-officio* if he or she is a member in good standing of an Affiliated Association:
- a) the President of each constituency association;
 - b) the President of each Ontario Young Liberal Riding Club;
 - c) the President of each Ontario Young Liberal Student Club;
 - d) the President of each Women's Liberal Club;
 - e) every member of Provincial Council, who is not otherwise accredited;
 - f) the members of the Executive of the Ontario Young Liberals;
 - g) the five Table Officers of the Ontario Women's Liberal Commission;
 - h) every Liberal Member of the Legislative Assembly of Ontario;
 - i) every former Liberal Member of the Legislative Assembly of Ontario who was a member of the Liberal Caucus immediately prior to the time when he or she ceased to be a Member of the Legislative Assembly;
 - j) every Liberal Member of the House of Commons elected from an Ontario electoral district;
 - k) every former Liberal Member of the House of Commons elected from an Ontario electoral district who was a member of the Liberal Caucus immediately prior to the time when he or she ceased to be a Member of the House of Commons;
 - l) the Liberal candidate in each electoral district or, where there is no candidate, the immediate past candidate;
 - m) every Liberal Member of the Senate from Ontario;
 - n) every former Liberal Member of the Senate from Ontario who was a member of the Liberal Caucus immediately prior to the time when he or she ceased to be a Member of the Senate;
 - o) every past Leader of the Ontario Liberal Party if he or she resides in Ontario;
 - p) every past Leader of the Liberal Party of Canada if he or she resides in Ontario;
 - q) every past President of each of the following, if he or she resides in Ontario:
 - i.) Ontario Liberal Association;
 - ii.) Liberal Party in Ontario;
 - iii.) Ontario Liberal Party;
 - iv.) Liberal Party of Canada (Ontario); and,
 - v.) Ontario Young Liberals.
- 8.16 Upon confirmation of a person's entitlement to accreditation as a delegate or alternate delegate, the Ontario Liberal Party shall accredit and issue delegate or alternate delegate credentials to that person.

Notice of Intention to Stand for Office

- 8.17 Any person who wishes to seek election as an Officer or Area Coordinator must deliver written notice to the Executive Director of the Ontario Liberal Party at least twenty-one (21) days prior to the date of commencement of the Annual Meeting. The notice shall include:
- a) the person's name, residential address, and telephone number;
 - b) such other address of the person seeking to be nominated to which he/she prefers notices and communications to be mailed or delivered;
 - c) the telephone number at which the person seeking to be nominated or his/her agent can be reached during ordinary business hours;
 - d) the office for which such person seeks nomination;
 - e) the riding(s) in which he/she holds membership in the Ontario Liberal Party; and
 - f) in the case of the person seeking election as Area Coordinator, the Area, for which he/she wishes to serve.

- 8.18 Notwithstanding the foregoing, in the event that no notice has been delivered for a position by the 20th day prior to the commencement of the Annual General Meeting, the nominations committee shall waive the requirement for written notice with respect to that office.

Regional Meetings held at the Annual General Meeting

- 8.19 At the Annual General Meeting of the Ontario Liberal Party, each Region shall hold a Regional Meeting for the purpose of electing Area Coordinators and conducting such other business as determined by the Regional Vice-President.
- 8.20 A candidate for the office of Area Coordinator shall be a member of an Affiliated Association in the region in which the Area that he or she is seeking to represent is located.
- 8.21 The nomination of a candidate for the office of Area Coordinator shall be made and seconded by delegates who are members of Affiliated Associations in the region or area that the Area Coordinator will represent.
- 8.22 No vote shall be cast for the office of Area Coordinator by a delegate who is not a member of an Affiliated Association in the region or area that the Area Coordinator will represent.
- 8.23 For the purposes of the Area Coordinator elections held at an Annual General Meeting, a delegate shall be deemed to be from one Region only.
- 8.24 With the prior consent of the Executive Council, all constituency association delegates of a Region may elect such numbers of Area Coordinators as there are Areas within the Region.

Fees

- 8.25 For each annual meeting, Executive Council shall establish an annual meeting fee that a member of the Ontario Liberal Party shall be required to pay in order to attend the meeting.
- 8.26 The annual meeting fee shall be an amount that results in a projected budget for the meeting that does not produce a profit.
- 8.27 Executive Council shall establish a reduced annual meeting fee for:
- a) all members who are 25 years of age or less;
 - b) all members of an Ontario Young Liberal Club who are a full-time students; and,
 - c) all members who have attained the age of 64.
- 8.28 The reduced meeting fee shall not exceed two-thirds (2/3) of the amount of the meeting fee payable by all other members.

All Members May Attend

- 8.29 Every member of the Ontario Liberal Party who has paid the meeting fee shall be entitled to attend the meeting.

9 LEADERSHIP REVIEW AND LEADERSHIP CONVENTIONS

- 9.1 The Leader of the Ontario Liberal Party shall be chosen at a delegated Leadership Convention with delegates chosen in proportion to the support received by each Leadership Candidate.
- 9.2 The Executive Council of the Ontario Liberal Party shall by resolution call a Leadership Convention at such time and place as it may deem appropriate:
- a) upon the request of the Leader;
 - b) upon the death or resignation of the Leader;
 - c) upon the adoption of a resolution calling for a Leadership Convention as described in section 9.3;
 - d) upon the adoption by the Provincial Council of a motion calling for a Leadership Convention,
- and shall, immediately upon passage of such resolution, take all reasonable and appropriate measures to publicize the call of the convention to Party members and to the public at large.
- 9.2.1 Section 9 of the Ontario Liberal Party Constitution and the Rules of Procedure shall constitute the complete legal authority over the Leadership Convention process, and any provision relating thereto contained in the Constitution of any Constituency Association, or other affiliated body shall be of no force or effect.
- 9.2.2 The Executive Council shall, by resolution appoint the Chief Returning Officer who shall act as the senior election official in respect of all aspects of the Leadership Election Process, and who shall have the authority to appoint local Meeting Chairs and Returning Officers for each Leadership Election Meeting. Subject to the arbitration provisions of this Constitution and the Rules of Procedure, the rulings of the Chief Returning Officer shall, in all instances, be final. The Executive Council shall also appoint by resolution a Secretary General who shall have final authority over all other aspects of the Leadership Election Meeting Process and the Leadership Convention.
- 9.2.3 In the event that for any reason, a Leadership election has been called during a time of electoral urgency, the Executive Council may abridge any time period referred to in any part of Section 9.
- 9.2.4 Notwithstanding the foregoing, where the Executive Council deems it advisable, it may enact "Interpretation Bulletins", not inconsistent with this Constitution or the Rules of Procedure, in order to clarify any provision in either document.

- 9.3 A resolution calling for a Leadership Convention shall be automatically placed on the agenda of an Annual Meeting not later than two years subsequent to a provincial general election. If such a resolution is duly adopted by secret ballot, the Executive Council shall, pursuant to its authority under section 9.2, convene a Leadership Convention that shall be held not later than one year subsequent to the said annual meeting vote.
- 9.4 Subject to the one year limitation referred to in section 9.3, the date of the Leadership Convention as determined by the Executive Council shall be no later than one hundred and eighty (180) days after the date on which the Executive Council decides to call the convention pursuant to section 9.2.
- 9.5 Leadership Election Meetings shall be held for each constituency association and affiliated organization entitled to elect delegates on dates to be determined by the Executive Council in consultation with the constituency associations. All Leadership Election Meetings in any region shall be held on the same date throughout that region.
- 9.6 9.6.1 The location of the Leadership Election Meeting for each constituency association and affiliated association entitled to elect delegates shall be determined by the Executive Committee of that association, which shall have the discretion, where geographical considerations warrant, to authorize a meeting location apart from the primary location for the region. Two or more associations may elect to hold their meetings at a common location, provided that the polling places within that location shall be arranged so as to ensure that the actual voting process for each constituency association and/or affiliated association shall be conducted separately. Every effort shall be made to ensure that the polling place is conveniently located and every polling place shall have level access for the disabled.
- 9.6.2 Notice, in the prescribed form, of the date, time and place of the Leadership Election Meeting in each constituency, shall be provided by the association to all current members and Immediate Past Members of the association no later than thirty (30) days prior to the Leadership Election Meeting.
- 9.7 For the purposes of Section 9.7, the term "Qualifying Date" shall refer to a time fixed as 6:00 p.m. local time on the later of:
- a) the ninetieth (90th) day preceding the date of the call of the convention; and
 - b) the last day of the annual meeting of the Ontario Liberal Party next preceding the date of the call of the convention.
- 9.7.1 Persons who meet the following requirements shall be eligible to vote at a Leadership Election Meeting:
- a) Members in good standing of a constituency association or of the recognized affiliated Ontario Young Liberal Riding Club who are resident in the constituency as of the Qualifying Date.
 - b) Immediate Past Members of a constituency association or of the recognized affiliated Ontario Young Liberal Riding Club who are resident in the constituency and who renew their memberships at or prior to the Leadership Election Meeting.
 - c) Members in good standing of a constituency association or of the recognized affiliated Ontario Young Liberal Riding Club who are not resident in the constituency, and who have been members in good standing for at least ninety (90) days prior to the Qualifying Date.
 - d) Immediate Past Members of a constituency association or of the recognized affiliated Ontario Young Liberal Riding Club who are not resident in the constituency and who renew their memberships at or prior to the Leadership Election Meeting, provided that they had been members in good standing of the constituency association or club on a date in the previous membership year not less than ninety (90) days prior to the Qualifying Date.
 - e) Members of an Ontario Young Liberal Student Club in good standing as of the Qualifying Date, provided, however, that where the Qualifying Date falls between April 15 and September 15, inclusive, the Executive Council, upon consultation with the Executive of the Ontario Young Liberals, may fix a special Qualifying Date which shall apply only to Ontario Young Liberal Student Clubs. This provision shall only apply to Ontario Young Liberal Student Clubs, which had been recognized by the Executive Council at least six (6) months prior to the date of the Leadership Convention.
 - f) Immediate Past Members of an Ontario Young Liberal Student Club who renew their memberships at or prior to the Leadership Election Meeting, provided that the Ontario Young Liberal Student Club had been recognized by the Executive Council at least six (6) months prior to the date of the Leadership Convention.
 - g) Members of a Women's Liberal Club who are members in good standing of the Ontario Liberal Party as of the Qualifying Date, provided that the Women's Liberal Club had been continuously recognized by the Executive Council for at least twelve (12) months prior to the date of the opening of the Leadership Convention.
 - h) Immediate Past Members of a Women's Liberal Club who were members of the Ontario Liberal Party who renew their memberships at or prior to the Leadership Election Meeting, provided that the Women's Liberal Club had been continuously recognized by the Executive Council for at least twelve (12) months prior to the date of the opening of the Leadership Convention.

- 9.8 No person shall vote at more than one Leadership Election Meeting, or with respect to more than one constituency association, Student Club or Women's Liberal Club at the same Leadership Election Meeting.
- 9.9 A person who wishes to stand for election as a delegate to the Leadership Convention shall:
- a) be a member in good standing of the Ontario Liberal Party through an Affiliated Association; and
 - b) file a Notice of Intention to Stand and Declaration of Support in the prescribed form with the President of the Affiliated Association or his or her designate at least one hundred and sixty eight (168) hours prior to the start of the Leadership Election Meeting. The President of the Affiliated Association or his or her designate shall be available to receive such notices at such time and place as may be determined by the Chief Returning Officer in accordance with the Rules of Procedure. Such time and place shall be stated in the Notice of the Meeting.
- 9.10 **Form of Ballot** Members voting at a Leadership Election Meeting shall be provided with a two-part ballot. The first part shall contain the name of the candidates for leader, plus an "independent" option, and from these options the voter shall choose one. The second part shall contain the names, in alphabetic order by surname, of all those members of the association as the case may be, who have been duly nominated pursuant to Section 9.9, or shall contain the appropriate space in which to write the names of the candidates being voted for. The voter shall vote for up to the required number of delegates.
- 9.11 9.11.1 Each constituency association shall elect sixteen (16) delegates to the Leadership Convention, of whom at least:
- a) four (4) shall be women over the age of 25;
 - b) four (4) shall be men over the age of 25;
 - c) four (4) shall be 25 years of age or less, of whom at least one shall be a man and at least one shall be a woman.
- 9.11.2 Each Ontario Young Liberal Student Club recognized by the Executive Council shall elect eight (8) delegates to the Leadership Convention, of whom at least three (3) shall be men, and at least three (3) shall be women.
- 9.11.3 Each Women's Liberal Club recognized by the Executive Council shall elect one (1) delegate to the Leadership Convention.
- 9.12 The following shall be ex-officio delegates to the Leadership Convention, provided they are members of the Ontario Liberal Party prior to registering at the Leadership Convention:
- a) the members of the Executive Council;
 - b) Liberal Members of the Legislative Assembly of Ontario;
 - c) The President of each constituency association;
 - d) The Liberal candidate in each provincial electoral district, and, where there is no candidate, the past Liberal candidate;
 - e) the Area Coordinators;
 - f) Past Leaders of the Ontario Liberal Party;
 - g) Past Presidents of the Ontario Liberal Party;
 - h) the Chair of the Ontario Liberal Party Constitution Committee;
 - i) the Ontario Liberal Party Fundraising Chair;
 - j) the Campaign Fund Treasurer, if one has been appointed for the upcoming general election;
 - k) the eight (8) elected officers, and the immediate Past President of the Ontario Young Liberals;
 - l) the Chief Financial Officer of the Ontario Liberal Party;
 - m) the Ontario Liberal Party Legal Counsel;
 - n) the Chair of the Ontario Liberal Party Board of Arbitration;
 - o) the President of each Ontario Young Liberal Student Club provided that the club had been recognized by the Executive Council at least six (6) months prior to the date of the Leadership Convention;
 - p) the President of each Women's Liberal Club provided that the club had been recognized by the Executive Council at least twelve (12) months prior to the date of the Leadership Convention;
 - q) former Liberal Members of the Legislative Assembly of Ontario, provided they were Liberal Members at the time they ceased to be Members;
 - r) the President and immediate past President of the Liberal Party of Canada (Ontario);
 - s) Liberal Members of the House of Commons of Canada elected from Ontario;
 - t) Past Leaders of the Liberal Party of Canada who reside in Ontario;
 - u) Past Presidents of the Liberal Party in Ontario.
- 9.13 Candidates for Leader shall be nominated in writing over the signatures of not less than two hundred and fifty (250) members in good standing of the Ontario Liberal Party, shall hold a membership in a constituency association, shall be eligible to sit as a member of the Provincial Legislature, (or is willing to meet the necessary criteria), and shall otherwise comply with the nomination criteria, deposit requirements, if any, and spending limitations as required in the Rules of Procedure or by motion of the Executive Council.

- 9.14 9.14.1 If strict compliance with the proportionality and demographic requirements results in the election of fewer delegates than permitted in section 9.11 the remaining positions shall be filled by those candidates for delegate, not otherwise elected, who received the most votes, and who meet the proportionality requirements.
- 9.14.2 If vacancies still remain, each Leadership Candidate whose proportionality entitlement, based on the first part of the ballot, remains unfilled, may fill up to two (2) of those vacancies by appointing other persons as delegates for that Affiliated Association, subject to Section 9.16.
- 9.14.3 If vacancies still remain, they shall next be filled by those candidates for delegate, not otherwise elected or appointed, who received the most votes, and who meet the demographic requirements.
- 9.14.4 Any vacancies that continue to remain unfilled shall be filled on the basis of votes received, without regard for the proportionality and demographic requirements.
- 9.15 9.15.1 There may be no more than fifty (50) delegates appointed pursuant to Section 9.15 by or on behalf of any Leadership Candidate.
- 9.15.2 For the purposes of Section 9.9, such delegates shall be considered to have declared support for the Leadership Candidate who appointed them.
- 9.16 Delegates voting at the Leadership Convention, elected in support of a particular leadership candidate, shall be required, if they vote on the first ballot, to vote in favour of the Leadership Candidate for whom they declared support. This voting shall take place during convention registration.
- 9.17 9.17.1 A delegate nominee who wishes to fill a delegate position left vacant by the failure of a delegate to register must register in person as a delegate nominee during the convention registration period.
- 9.17.2 Where any delegate elected is unable to attend the convention, and this fact is made known by signed notification from the delegate in writing to the President of the Ontario Liberal Party or his or her designate prior to the close of registration of delegates at the convention or where a delegate fails to register prior to the close of registration, he or she may be replaced with the individual who was not otherwise elected or appointed who received the highest number of votes and who meets the proportionality requirement. Where, in the sole discretion of the President or his or her designate, it is practicable to do so, the substitute delegate shall be notified by the President or designate of his or her eligibility to be a delegate. Applications for registration as a substitute delegate in accordance with this provision shall not be entertained after the time fixed in the convention agenda for the close of substitutions.

10 POLICY DEVELOPMENT PROCESS

- 10.1 The Ontario Liberal Party Annual Policy Development Conference shall include at least one day dedicated to the deliberation and development of Ontario Liberal Party policy.

Policy Delegates

- 10.2 The following shall be policy delegates and shall be entitled to vote on any question under consideration at the conference:
- a) every member of Provincial Council;
 - b) every member of the Standing Committee on Policy Development;
 - c) five (5) members elected to be policy representatives by each constituency association;
 - d) every Liberal Member of the Legislative Assembly of Ontario;
 - e) every past Liberal Member of the Legislative Assembly of Ontario who was a member of the Liberal Caucus at the time he or she ceased to be a Member of the Legislative Assembly of Ontario;
 - f) the Liberal candidate in each electoral district or, if there is no Liberal candidate, the immediate past Liberal candidate;
 - g) five (5) members elected to be policy representatives by each Affiliated Association recognized by Executive Council; and,
 - h) every Past President of:
 - i) the Ontario Liberal Association;
 - ii) the Liberal Party in Ontario; and,
 - iii) the Ontario Liberal Party.

Form of Conference

- 10.3 For each Annual Policy Development Conference, the Executive Council shall determine the form of the Conference, not later than one hundred and twenty (120) days prior to the day on which it is to commence. In general terms, the form of the Conference shall be one of the following:
- a) an ideas generation conference comprised of any or all of:
 - i) presentations by knowledgeable individuals or groups;

- ii) workshops;
 - iii) resolution development sessions, with or without subsequent adoption procedures; and
 - iv) such other process as may be adopted by the Executive Council in order to facilitate the inception, development or implementation of policy initiatives designed to further the best interests of the people of Ontario and advance the objects of the Ontario Liberal Party.
- b) a resolution-based process focused upon one or more compelling sets of issues or themes, and in accordance with the policy resolution process set out in sections 10.4, 10.5 and 10.6 of this Constitution.
 - c) a hybridization of clauses (a) and (b), above.

Policy Resolutions

- 10.4 Where the form of an Annual Policy Development Conference is as described in subsection 10.3(b), above:
- a) the Secretary shall issue an invitation to all members of the Ontario Liberal Party to submit policy resolutions at least ninety (90) days before the first day of the conference.
 - b) The Executive Council shall establish procedures or by-laws regarding:
 - i) the manner and form for submitting policy resolutions; and,
 - ii) the procedure for considering policy resolutions that have been submitted.
 - c) A policy resolution that is adopted by a two-thirds (2/3) majority of policy delegates present at the conference shall be Ontario Liberal Party policy.

Leader and Caucus

- 10.5 The Leader and the Liberal Caucus shall give due consideration to Ontario Liberal Party policy when developing an election platform and during the day-to-day management of policy issues.
- 10.6 The Leader, or a member of the Liberal Caucus appointed by the Leader, shall present a report on policy action to the each annual meeting, or to the meeting of Provincial Council prior to the conference.
- 10.7 The purpose of the Leader's report on policy is to inform members about how the Ontario Liberal Party policy development process relates to policy positions taken by the Leader and the Liberal Caucus, including the development of an election platform.
- 10.8 The Leader's report on policy action shall indicate decisions made and actions taken in response to Ontario Liberal Party policy adopted at previous conferences.

11 NOMINATION OF CANDIDATES

11.0 *Nomination of Liberal Candidates*

Nomination Meetings to elect the candidate for the Ontario Liberal Party in any electoral district shall be conducted in accordance with section 11 of this Constitution, the procedures set forth in the Rules of Procedure and any further directions issued in accordance with them. Section 11 of the Ontario Liberal Party Constitution and the relevant section(s) of the Rules of Procedure shall constitute the complete legal authority over the process of nomination of candidates, and shall be deemed to be incorporated into the constitution of each and every constituency association as a necessary condition of its affiliation with the Ontario Liberal Party. Any provision relating to the nomination of candidates contained in the Constitution of any Constituency Association or any other document, which is inconsistent in any way with these provisions, shall be of no force or effect.

11.1 *Definitions*

“Alternate” means the person who shall replace the President of a Constituency Association as a member of a Panel, if he or she is unavailable, unable or unwilling to act. Such person shall be the first available official of the Constituency Association from the following list:

- a) Executive Vice-President
- b) Treasurer
- c) General Secretary (if any)
- d) Membership Secretary (if any)
- e) such other member of the Executive of the Constituency Association as may otherwise have been designated by that Executive, or, failing that, such other member of the Executive of the Constituency Association as may be chosen by the Nomination Commissioner.

“Draft Nomination Plan” means a proposed Nomination Plan, prepared by a Constituency Association in a manner determined by its Executive or otherwise in accordance with its Constitution, for consideration by a Panel.

“Incumbent Member” means a current member of the Legislative Assembly of Ontario who is a member of the Ontario Liberal Caucus, or the Speaker of the House, if such person was elected as a Liberal Candidate in the immediately prior election.

“Nomination Commissioner” means the senior official of the Ontario Liberal Party with responsibility for the oversight and management of the process of nomination of candidates in each electoral district throughout Ontario.

“Nomination Meeting” means a meeting of the voting members of a Constituency Association held for the purpose of choosing a Liberal Candidate for the electoral district in the next general election or by-election, as the case may be.

“Nomination Papers” means the documents prescribed pursuant to the Rules of Procedure which must be duly completed and submitted by a candidate for nomination in order for that candidate to be eligible to seek election.

“Nomination Plan” means the written plan for the conduct of the nomination process in a particular electoral district, as required to be adopted by a Panel or by the Nomination Commissioner pursuant to this Constitution.

“Rules of Procedure” means the Rules of Procedure for Meetings of Associations affiliated with the Ontario Liberal Party, as adopted by the Executive Council pursuant to Article 5.8 (f) of this Constitution, and subject to ratification pursuant to Article 6.9 (b) hereof.

11.2

The Nomination Commissioner

- 11.2.1 a) In respect of each general election, the Leader shall appoint the Nomination Commissioner in consultation with the Executive Council, to serve until the date of the next general election. In the event of the incapacity, resignation or death of the Nomination Commissioner, the Leader may appoint an interim replacement to serve until the Nomination Commissioner is able to again fulfil the role, or until such time as the Leader has had an opportunity to consult with the Executive Council and appoint a replacement to serve the balance of the term.
- b) In the event that a by-election or general election is called prior to the appointment of a Nomination Commissioner for the next forthcoming general election, the previous Nomination Commissioner shall act until such time as an appointment is made. If this person is unable or unwilling to act in that capacity, the President of OLP shall be the Acting Nomination Commissioner until such time as an appointment is made. In either case, the appointment may be for the limited purpose of one or more by-elections or for the next general election.
- 11.2.2 The Nomination Commissioner shall act in consultation with the Executive Council of the Ontario Liberal Party, the Presidents of the Riding Associations, and others as he or she deems appropriate.
- 11.2.3 The Nomination Commissioner shall, upon its request, provide a report as to his or her activities to the Executive Council.
- 11.2.4 **Role and Responsibilities of the Nomination Commissioner**
In addition to any other authority granted to him or her by virtue of this Constitution, the Rules of Procedure or a resolution of the Executive Council or Provincial Council, the Nomination Commissioner or his or her designate shall:
- a) regulate the timing of Nomination Meetings in the best overall interest of the Ontario Liberal Party;
- b) receive the Draft Nomination Plan from each Riding Association;
- c) have the right to require that any Constituency Association submit a Draft Nomination Plan;
- d) have the right to resolve specific issues or terms within the Draft Nomination Plan consistent with fairness and common practice;
- e) have the right to withhold approval of any proposed Draft Nomination Plan if the Constituency Association:
- i) has not met its financial commitments to the Ontario Liberal Party;
- ii) has not completed and/or had approved all filings required by Elections Ontario;
- iii) has a membership lower than the membership threshold fixed for that Association in the Rules of Procedure;
- iv) has not held, or called, an Annual General Meeting in the twelve (12) months preceding the submission of the Draft Nomination Plan;
- v) has not held a minimum of four (4) Riding Executive meetings within the twelve (12) months preceding the submission of the Draft Nomination Plan.
- f) receive Nomination Papers from all prospective candidates;
- g) on appropriate grounds, have the ability to impose sanctions on candidates, up to and including disqualification;
- h) have the discretion to waive or postpone the time requirements for the filing of Nomination Papers, if it is expedient and in the best interest of the Ontario Liberal Party, and
- i) where requested by a Constituency Association, to assist that Association in the identification and recruitment of potential candidates.
- 11.2.5 Without limiting the authority of the Nomination Commissioner to disqualify a candidate on other appropriate grounds in accordance with Article 11.2.4 (g), the following constitute grounds for the disqualification of a candidate for nomination or of a nominated candidate:
- a) the person is not qualified to be a candidate or sit as a member of the Legislative Assembly under the *Ontario Elections Act*, the *Legislative Assembly Act* or any other applicable legislation;

- b) the person has been convicted of a non-regulatory federal or provincial offence or has been removed from elected office pursuant to the *Municipal Conflict of Interest Act* and the nature of the offence and its date are such that, in his or her best judgement, it is not in the best interest of the Ontario Liberal Party that the person be entitled to be a candidate, notwithstanding any other penalty to which he or she has been subject pursuant to law.
- c) the person has made a material misrepresentation to the Panel;
- d) the person has made a material misrepresentation in his or her Nomination Papers or campaign literature;
- e) the person engages in conduct or a pattern of conduct which shows lack of respect for the rule of law, for the rights, dignity and worth of other people, or for fairness in electoral competition, including the nomination process, or which shows breach of trust.
- f) the person has become unable or unwilling to continue to be the candidate for a constituency.

11.3 **Freeze on Nominations**

Except where necessitated by a vacancy in the Legislative Assembly and the anticipated issuance of a writ for a by-election, no Nomination Meeting shall be held in respect of any electoral district until such time as the Leader announces the appointment of the Nomination Commissioner for meetings in anticipation of the next general election.

11.4 **Administration of Membership**

11.4.1 A Constituency Association shall comply with the Rules of Procedure and any directive issued by the Nomination Commissioner relating to the management of the membership process, between the date of the lifting of the freeze (or, in the case of a by-election, the date a vacancy in the Legislature arises) and the date upon which the nomination of its candidate becomes final and not subject to any further appeal. Such rules or directives may include requirements relating to the issuance, completion, and submission of membership applications and renewals, and the payment and receiving of and accounting for membership fees.

11.4.2 No Constituency Association shall amend its membership fee structure during the period commencing on the date of the lifting of the Freeze pursuant to Article 11.2 and ending on the day after the Nomination Meeting is held.

11.5 **The Draft Nomination Plan**

11.5.1 Upon the general request of the Leader or the Nomination Commissioner, each Constituency Association shall prepare and submit to the Nomination Commissioner a Draft Nomination Plan which shall be consistent with the Constitution and the Rules of Procedure of the Ontario Liberal Party and the Constitution of the Constituency Association. The Draft Nomination Plan shall indicate, but is not limited to, the following:

- a) the out-of-riding membership limit as determined pursuant to the Constituency Association's Constitution and in accordance with section 15.3.14 of the Ontario Liberal Party Constitution;
- b) the membership fee structure as determined by the Constituency Association's Executive in accordance with the Constitution and Rules of the Ontario Liberal Party;
- c) the current number of resident and non-resident members of the Association as of a date not more than thirty (30) days prior to the date of adoption of the Draft Nomination Plan;
- d) the date on which persons resident in the electoral district must be members in good standing of the Constituency Association in order to be entitled to vote, which shall be not earlier than 5:00 P.M. Eastern Time, on the seventh (7th) day subsequent to the date of adoption of the Nomination Plan, and not later than 5:00 P.M. Eastern Time on the fourteenth (14th) day prior to the date of the Nomination Meeting;
- e) the date on which persons not resident in the electoral district must be members in good standing of the Constituency Association in order to be entitled to vote, which shall be not more than one (1) year or less than three (3) months prior to the date of the Nomination Meeting;
- f) the date, location and start time of the Nomination Meeting, which shall be not less than twenty-one (21) days subsequent to the date of adoption of the Nomination Plan;
- g) the procedure to be used at the Nomination Meeting to determine the identity and qualifications of persons seeking to vote, and in particular, whether or not it is anticipated that all such persons will be required to produce proof of identity;
- h) the names, and contact addresses and telephone numbers of candidates eligible to receive Nomination Papers;
- i) the proposed form of Notice for the Meeting, its proposed Agenda and the proposed form of the ballot;
- j) such other matters (which may include spending limits or disclosure requirements and their means of enforcement) as may be desired by the Constituency Association to enable a fair and open Nomination Meeting to be conducted.

- 11.5.2 Where a Constituency Association has not submitted a Draft Nomination Plan within thirty days of a general request having been made pursuant to Article 11.6, the Nomination Commissioner may issue a specific request that it do so within fourteen (14) days.

11.6 **The Panel**

11.6.1 *Composition of the Panel*

The Panel is the group of persons that shall convene for each Constituency Association for the purpose of considering a Draft Nomination Plan, and shall consist of:

- a) the Nomination Commissioner or his or her designate,
- b) the Constituency Association President or his or her Alternate, and
- c) the Regional Vice-President for the region to which the Constituency Association is assigned pursuant to the Rules of Procedure. If the Regional Vice-President is unavailable or unwilling to act, he or she shall be replaced by a member of the Executive Council appointed by the President of the Ontario Liberal Party.

- 11.6.2 Once the Nomination Commissioner is in receipt of a Draft Nomination Plan, he or she shall, within fourteen (14) days, convene a meeting of the Panel, set a subsequent date for the Panel to convene, or advise the President of the Association (or his or her Alternate) and the President of the Ontario Liberal Party, that a Panel will not be convened to consider the Draft Nomination Plan as submitted.

11.6.3 *Conflict of Interest*

11.6.3.1 If the President of the Constituency Association has expressed support for a candidate for nomination in that Constituency Association, or is him/herself such a candidate, he or she shall be replaced on the Panel by his or her Alternate. If the Regional Vice-President has a conflict of interest, as determined by the Executive Council, he or she shall be replaced as outlined above.

11.6.3.2 No member of the Panel for a particular Constituency Association may seek nomination in that electoral district unless no other person submits Nomination Papers by the required date. In such case, that member shall forthwith resign the position by virtue of which he or she is a member of the Panel.

- 11.6.4 The Panel for a particular Constituency Association may meet in person or by telephone conference call.

- 11.6.5 a) Where the Draft Nomination Plan does not receive the unanimous approval of the Panel, the Panel shall attempt, by unanimous vote, to amend it in such way as it sees fit, provided that it remains in compliance with this Constitution and the Rules of Procedure.
- b) Where a Nomination Plan is not unanimously agreed upon by the Panel at its initial meeting, the Nomination Commissioner may, in his or her sole and unfettered discretion, adjourn the meeting to a date not more than thirty (30) days thereafter, and may request that a new Draft Nomination Plan be submitted by the Constituency Association within such time limit as he or she may direct.

- 11.6.6 Upon the reconvening of a meeting of the Panel adjourned pursuant to Article 11.6.5(b), where unanimous agreement is again not reached, the Nomination Commissioner may, in his or her sole and unfettered discretion, unilaterally resolve any specific item or items within the Plan on which there is not unanimous approval, in accordance with practices previously or currently utilized by the Ontario Liberal Party, or adopt a Nomination Plan on terms set by the Nomination Commissioner.

11.7 **Adoption of the Nomination Plan**

- 11.7.1 Where a Constituency Association fails or refuses to propose a Draft Nomination Plan within fourteen (14) days of it being requested pursuant to Article 11.5.2, the Nomination Commissioner may adopt a Nomination Plan for that Association on such terms as he or she may see fit.

- 11.7.2 A copy of the Nomination Plan as approved by the Panel or by the Nomination Commissioner, shall be provided forthwith to all candidates named in the Plan, to the Secretary of the Ontario Liberal Party and to the President of the Constituency Association.

11.8 **Appointment of Candidates**

Where, in the sole and unfettered discretion of the Leader of the Ontario Liberal Party, it is in the best interests of the Party that a candidate be appointed in a particular electoral district without the need for the holding of a Nomination Meeting, no Nomination Meeting need be held, and the Leader may instead appoint a candidate, in accordance with the following:

- a) For any general election, no more than five (5) such candidates may be so appointed;
- b) The Leader shall communicate his or her intention to make such appointment as soon as possible, and in writing, to the Nomination Commissioner and to the President of the Constituency Association. The President of the Constituency Association shall provide a copy of the Leader's notification or otherwise announce the Leader's decision to the Executive of the Association and to any person known to the President to be considering seeking the nomination, within three business days of receiving such notification.

- c) Except where an Incumbent Member has indicated an intention not to seek re-election, no candidate other than the Incumbent Member shall be appointed in any Electoral District represented by such person in the Legislative Assembly. In the event that the boundaries of an electoral district have been readjusted pursuant to the *Representation Act, 1996*, an electoral district shall be deemed for the purposes of this provision to be represented by an Incumbent Member who declares his or her intention to seek election in that electoral district in the next general election. Such declaration shall be made in writing to the Nomination Commissioner, with a copy to be provided to the president of the affected constituency association. No Incumbent Member shall declare such an intention for a second electoral district without first revoking all prior such declarations in respect of other electoral districts.

11.9 **Submission of Nomination Papers**

- 11.9.1 Subject to the Nomination Commissioner's discretion to permit the rectification of minor or strictly technical flaws, no Candidate named in the Nomination Plan shall be eligible to be elected unless he or she submits fully completed and executed Nomination Papers in the form provided in the Rules of Procedure to the Nomination Commissioner or his or her designate, not later than 5:00 P.M. Eastern Time on the seventh (7th) day subsequent to the date of approval of the Nomination Plan.
- 11.9.2 Nomination Papers shall be in the form prescribed by the Rules of Procedure of the Ontario Liberal Party, and such papers shall be signed by at least twenty-five (25) members in good standing of the Constituency Association. If, at any time subsequent to the nomination of a candidate, and prior to the date of election, there is a material change in the circumstances of that candidate, as previously reported in the nomination papers, the candidate shall forthwith disclose such changes, in writing, to the Nomination Commissioner.

11.10 **Notice of Meeting**

Notice of a Nomination Meeting, in the form prescribed by the Nomination Plan, and containing such information as may be prescribed by the Rules of Procedure, shall be given by the Ontario Liberal Party to all members and Immediate Past Members of the Constituency Association either by mail or electronic transmission, at least seven (7) days prior to the date of the Nomination Meeting.

11.11 **Balloting**

- 11.11.1 Balloting for candidates at a Nomination Meeting shall be by one secret ballot only, and in the event that there are more than two (2) nominees, it shall be a secret preferential ballot, using a form of ballot similar to that prescribed in the Rules of Procedure.
- 11.11.2 On each ballot cast,
- a) each eligible member shall vote for at least one nominee, and may vote for more than one nominee by ranking each nominee in order of preference.
 - b) If the eligible member votes for only one nominee, then the ballot shall be counted in favour of that nominee for as many tallies as that candidate remains on the ballot.
- 11.11.3 Each ballot cast shall, on the initial tally, be counted in favour of the nominee opposite whose name the voter has indicated the highest preference or a vote.
- 11.11.4 If, on the first tally, a nominee obtains a majority of the valid votes cast, he or she shall be declared elected. Otherwise, the returning officer shall conduct additional tallies until such time as one nominee has obtained a majority of the votes counted on a tally, and is thereby declared elected.
- 11.11.5 On such further tallies as may be required in order to declare a nominee elected, the returning officer shall declare eliminated the nominee who received the fewest votes on the previous tally.
- 11.11.6 The returning officer shall reassign each vote received by a nominee who has been declared eliminated to the remaining nominee whose name remains on the ballot as the voter's highest remaining preference. If all of the remaining nominees whose names are marked as preferences on a ballot have previously been eliminated, that ballot shall not be further counted, either for the purpose of assigning votes to candidates, or for the purpose of calculating a majority.
- 11.11.7 In the event of a tie between candidates, the tie shall be broken
- a) in favour of the candidate receiving the most first preference votes, if possible, or
 - b) otherwise by the toss of a coin.
- 11.11.8 The returning officer shall conduct the appropriate calculations, and shall require such further tallies, in accordance with these provisions and the Rules of Procedure, until a candidate is declared elected.

11.12 **Electoral Urgency**

- 11.12.1 The Nomination Commissioner shall provide a Nomination Plan for any Constituency Association that has not nominated a candidate at the time that an Electoral Urgency has been declared. If a Plan has been submitted, but not approved, the Nomination Commissioner may amend it as to dates and any other items he or she considers appropriate. If a Plan has been approved, but the Nomination Meeting has not been held,

the Nomination Commissioner may provide an alternate Plan revised as to dates and any other items which he or she considers appropriate.

11.12.2 If Nomination Papers were not previously due, Article 11.9.1 of this Constitution shall be deemed to specify a filing deadline which is not later than two (2) days after the approval of the Plan, or two (2) days after the declaration of Electoral Urgency, whichever occurs last.

11.12.3 The Nomination Commissioner may waive or postpone the time requirements for the filing of nomination papers if it is expedient and in the best interest of the Ontario Liberal Party.

11.13 **Nomination of a Candidate for a By-Election**

In the event that the Leader has not appointed a Nomination Commissioner, the President of the Ontario Liberal Party shall act as the Nomination Commissioner.

11.14 **Arbitration**

A Board of Arbitration shall decide disputes arising with respect to the preparation for or conduct of the Nomination Meeting itself, but shall have no authority to substitute its discretion for that of the Nomination Commissioner or of a Panel acting within the course of their authority.

12 PROVINCIAL ELECTION CAMPAIGN COMMITTEE

12.1 A Campaign Committee shall be established to conduct the Provincial Election Campaign.

12.2 The Chair of the Campaign Committee shall be appointed by the Leader of the Ontario Liberal Party.

12.3 The Chair of the Campaign Committee and the Leader of the Ontario Liberal Party may appoint additional members to the Campaign Committee from time to time.

12.4 The Campaign Committee shall include five members appointed by the Executive Council of the Ontario Liberal Party from amongst its members.

13 DISCIPLINE

Authority to discipline

13.1 The Executive Council of the Ontario Liberal Party may, in accordance with the provisions of this Constitution, suspend or expel any officer or member of the Ontario Liberal Party or any of its Affiliated Associations or other affiliated organizations recognized under this Constitution.

Process

13.2 Before making a decision on the suspension or expulsion of any person, the Executive Council shall convene a special meeting to consider the matter.

13.3 A special meeting of the Executive Council to consider a suspension or expulsion may be held immediately prior to or immediately following a regular meeting of the Executive Council.

13.4 A person who would be affected by a suspension or expulsion considered by the Executive Council shall be provided with written notice of the meeting that shall include:

- a) The date, time and location of the meeting;
- b) A summary of the allegations against him or her;
- c) A letter advising the person:
 - i) that he or she may attend and address the meeting;
 - ii) that he or she may be represented by a lawyer at the meeting; and,
 - iii) that the meeting may proceed whether or not he or she attends.

13.5 A decision to suspend or expel a person shall require a two-thirds majority of all members of the Executive Council who are present and voting at the meeting.

Appeal of a suspension or expulsion

13.6 A person who has been suspended or expelled by the Executive Council may appeal the decision to the next annual meeting of the Ontario Liberal Party.

14 REGIONS AND AREAS

Regions

14.1 There shall be six (6) Regions of the Ontario Liberal Party:

- a) Northern Region;
- b) Eastern Region;
- c) Central Region;
- d) Toronto Region;

- e) South Central Region; and,
- f) Southwestern Region.

Areas

- 14.2 Each region shall be divided into Areas.
- 14.3 The boundaries of the Regions and Areas shall align with the boundaries of provincial electoral districts.

Area Coordinators

- 14.4 For each Area there shall be one or more Area Coordinators as required by a procedure or by-law adopted by Executive Council.
- 14.5 The Area Coordinators for an Area shall be elected at the regional meeting, held at an annual meeting, for the region in which that Area is located.
- 14.6 Any member in good standing of a constituency association may be elected to be an Area Coordinator for the Area in which the constituency association is located.
- 14.7 If an Area Coordinator is absent without reason from two (2) consecutive meetings of the Provincial Council, or is otherwise deemed to be inactive, the Executive Council, after giving written notice to the Area Coordinator so deemed, may declare the position vacant. In the event of a vacancy occurring in any of the positions of Area Coordinator, including a vacancy as a result of resignation or as a result of a failure to elect an Area Coordinator, the Executive Council, upon consideration of those nominees recommended by the Regional Vice-President for the Region in which the Area Coordinator is to serve, shall appoint an Area Coordinator until such time as an Area Coordinator is elected.
- 14.8 Executive Council shall appoint a qualified person to fill any vacant Area Coordinator position.
- 14.9 A person is qualified to be appointed by Executive Council to fill a vacant Area Coordinator position if:
- a) the person is a member in good standing of a constituency association in the Area; and,
 - b) the person was nominated by the Regional Vice-President for the region in which the Area is located.
- 14.10 Executive Council may remove a person it appointed to be an Area Coordinator from the position, and may appoint another qualified person in his or her place.

Area Coordinator Responsibilities

- 14.11 Each Area Coordinator shall be responsible for:
- a) promoting and assisting the activities of the constituency associations in the Area;
 - b) liaising between and amongst the constituency associations that are in the Area; and,
 - c) liaising, through the local Regional Vice-President, between Executive Council and the constituency associations that are in the Area; and
 - d) encouraging and facilitating participation by individuals from all demographic groups in the Ontario Liberal Party.
- 14.12 Each Area Coordinator shall, in respect of the region that he or she represents:
- a) assist the Regional Vice-President with respect to political activity, problems and potential problems, and other matters affecting their Area and shall report to that Regional Vice-President on such matters prior to each Provincial Council meeting and from time to time as the Regional Vice-President may require;
 - b) report to the local Regional Vice-President before each meeting of Provincial Council, and as otherwise required, on matters he or she has assisted on;
 - c) liaise between the local Regional Vice-President and the constituency associations in the Area;
 - d) promote and assist with the implementation of Executive Council and Provincial Council programs and decisions in the area;
 - e) promote cooperation between constituency associations in different electoral districts;
 - f) provide advice and assistance for visits by the Leader, members of the Caucus, members of the Executive Council, and Party personnel;
 - g) attend constituency association events and executive meetings of constituency associations in the area;
 - h) assist in providing updates on long range planning and action plans for the constituency associations in the area, including planning regarding:
 - i) membership;
 - ii) executive and campaign lists;
 - iii) audited financial statement filings, financial status and fundraising plans;
 - iv) communications;
 - v) organization, recruitment and policy programmes; and
 - vi) annual meetings, social events and special events of constituency associations in the area;
 - i) attend Provincial Council meetings and contribute the knowledge of the strengths and capabilities of the constituency associations in the Area; and,
 - j) perform such other duties as Executive Council or the Regional Vice-President may direct.

15 CONSTITUENCY ASSOCIATIONS

Definitions

- 15.1 In this section, the following definitions shall apply:
- a) "applicant" means a person who subscribes to the objects of the Ontario Liberal Party and the objects contained in a local constitution and who has applied for members in the constituency association;
 - b) "local constitution" means the constitution adopted by a constituency association;
 - c) "local membership list" means the list of the Executive members and members in good standing of a constituency association.

Constituency association in each electoral district

- 15.2 There shall be a constituency association in each provincial electoral district.

Constituency association constitution

- 15.3 Each constituency association shall adopt a local constitution.
- 15.4 A local constitution shall be in the form and include any provisions that Executive Council may require from time to time.
- 15.5 A local constitution shall conform to any requirement of this Constitution, and shall contain any provision required by this Constitution.
- a) A local constitution shall be deemed to include any provision that is necessary for the local constitution to be consistent with the provisions of this Constitution.
 - b) Any provision of a local constitution that is inconsistent with a provision of this Constitution shall be null and void to the extent of the inconsistency.

Amendments to local constitution

- 15.6 A local constitution may be amended in accordance with any provision it includes for that purpose, except that a provision required by Executive Council shall not be amendable.

Membership

- 15.7 A person who subscribes to the objects of the Ontario Liberal Party and to the objects contained in a local constitution may apply for membership in the constituency association.
- 15.8 A person who has applied for members in a constituency association, and who is refused membership may appeal the decision of the constituency association to a Board of Arbitration.
- 15.9 A constituency association shall establish a maximum proportion of between zero (0) and ten (10) per cent to limit the number of members of the constituency association who do not reside in the electoral district.
- 15.10 Despite any limit on the number of members of the constituency association who do not reside in the electoral district, a current or immediate past member of the association who does not reside in the electoral district, but who was in compliance with the residency requirement or the limit that was in effect when he or she last joined the constituency association, shall be entitled to continue and renew his or her membership and to retain his or rights as if the member resides in the electoral district.
- 15.11 A Liberal Member of the Legislative Assembly shall cease to be a member of the constituency association in the electoral district he or she represents upon leaving the Ontario Liberal Party.
- 15.12 A Liberal candidate for election in an electoral district shall cease to be a member of the constituency association in the electoral district upon leaving the Ontario Liberal Party.
- 15.13 The President of a federal Liberal Riding Association for a federal electoral district that shares territory with a constituency association shall be an *ex-officio* member of the constituency association's Executive Committee.

Offices and external representatives

- 15.14 A member of a constituency association who is in good standing and who has attained the age of fourteen (14) shall be entitled to hold office in the constituency association, in the Ontario Liberal Party, and to represent the constituency association to a delegated meeting of the Ontario Liberal Party.
- 15.15 At least one elected member of the Executive of a constituency association shall be a member of the constituency association who has not yet attained the age of twenty-six (26), and who is not a member of the Executive *ex-officio*.
- 15.16 In addition to the elected members of the Executive of a constituency association, the President of the Young Liberal Riding Club, if one has been established and is affiliated with a constituency association, shall be an *ex-officio* member of the Executive of the constituency association.
- 15.17 The Executive of the constituency association shall appoint a Chief Financial Officer and an Auditor for the association at its first meeting following the Association annual meeting, and, if applicable, shall complete the notice of change and submit it to Elections Ontario without delay.

Local membership list

- 15.18 A constituency association shall maintain a local membership list of its Executive and all members in good standing of the constituency association.
- 15.19 A constituency association shall forward its local membership list to the Secretary of the Ontario Liberal Party no later than four weeks after the constituency association holds an annual meeting.

President of the Ontario Liberal Party may attend meetings

- 15.20 The President of the Ontario Liberal Party or his/her designate may attend any meeting of a constituency association.
- 15.21 The President of the Ontario Liberal Party or his/her designate shall conduct any general meeting of the constituency association.

Procedure

- 15.22 A constituency association shall adhere to the rules of procedure and any by-law established from time to time by Executive Council.
- 15.23 A Nomination Convention, an annual meeting, or a delegate election meeting held by a constituency association may be declared null and void by the Executive Council of the Ontario Liberal Party or by a Board of Arbitration if it is determined that the meeting was not conducted in accordance with the procedures required by this Constitution, the local constitution, or any applicable rules of procedure.

Annual meetings

- 15.24 In each year, a constituency association shall hold an annual meeting.
- 15.25 The annual meeting shall be held no later than one year following the previous annual meeting.
- 15.26 If a constituency association fails to hold an annual meeting within one year following the previous annual meeting, the Executive Council of the Ontario Liberal Party may call and conduct an annual meeting for that constituency association.
- 15.27 An annual meeting of a constituency association that is called and conducted by the Executive Council of the Ontario Liberal Party shall be held at any time and location in the constituency association's electoral district as may be determined by the Executive Council.
- 15.28 Notice of an annual meeting shall be given to members of the constituency association, immediate past members of the constituency association, and to the Secretary of the Ontario Liberal Party no later than fourteen (14) days before the meeting is to be held.
- 15.29 Notice of an annual meeting given to the Secretary of the Ontario Liberal Party shall include a copy of the local constitution.
- 15.30 The Executive Council of the Ontario Liberal Party may declare an annual meeting of a constituency association to be null and void if the required notice of the meeting was not given to the Secretary of the Ontario Liberal Party.

Meetings to Elect Delegates to Meetings or Conventions of the Ontario Liberal Party

- 15.31 Each constituency association shall hold general meetings to elect delegates and alternate delegates to a duly called meeting or convention of the Ontario Liberal Party. The procedure for electing delegates and alternates is as follows:
- a) One ballot shall be cast for all positions.
 - b) 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, provided that if the required women's or youth's or men's positions are not thus filled, the women, youth or men respectively receiving the highest number of valid votes shall be elected to their respective positions as delegates and alternates.
 - c) In the event that delegates fail to register at the meeting or convention to which they were elected, alternates present shall fill the vacancies in the order of valid votes received, provided that the women, youth and men positions shall be filled only by women, youths or men respectively if present.
 - d) To be a constituency association delegate to a meeting or convention of the Ontario Liberal Party, a person must be a member in good standing of the constituency association.

Impartial membership and steering committees

- 15.32 At the written request of ten (10) members of a constituency association, the President of the Ontario Liberal Party may establish an impartial membership committee and/or an impartial steering committee for the constituency association.
- 15.33 The cost of an impartial committee established by the President of the Ontario Liberal Party shall be borne by the constituency association for which it was established.

Voting eligibility

- 15.34 A member of a constituency association who has attained the age of fourteen (14) shall be entitled to vote on any question to be decided at a meeting of the constituency association if the member is a member in good standing at the time the meeting is held, except where this Constitution provides otherwise.
- 15.35 Where a person is a member of more than one constituency association, the person shall vote at meetings of only one of those constituency associations.
- 15.36 A member of a constituency association who resides in the electoral district shall be entitled to vote at an annual meeting of the constituency association, a meeting to elected delegates to an annual meeting of the Ontario Liberal Party, or a meeting to elect delegates to a policy rally if the member is a member in good standing of the constituency association seven (7) days prior to the meeting.

- 15.37 An immediate past member of a constituency association who resides in the electoral district may renew his or her membership to become a member in good standing at an annual meeting of the constituency association, a meeting to elected delegates to an annual meeting of the Ontario Liberal Party, or a meeting to elect delegates to a policy rally, and shall be entitled to vote at the meeting.
- 15.38 A member of a constituency association who does not reside in the electoral district shall be entitled to vote at the annual meeting of the constituency association, a meeting to elected delegates to an annual meeting of the Ontario Liberal Party, or a meeting to elect delegates to a policy rally if the member is a member in good standing of the constituency association three (3) months prior to the meeting.
- 15.39 An immediate past member of a constituency association who does not reside in the electoral district may renew his or her membership to become a member in good standing at an annual meeting of the constituency association, a meeting to elected delegates to an annual meeting of the Ontario Liberal Party, or a meeting to elect delegates to a policy rally, and shall be entitled to vote at the meeting provided that he or she has been a member for at least (3) months prior to the meeting.

Compliance with legislated requirements

- 15.40 A constituency association and its Chief Financial Officer shall comply with the provisions of all applicable legislated requirements.
- 15.41 A Liberal candidate for election in an electoral district, and his or her Chief Financial Officer shall comply with all applicable legislated requirements.

Compliance by Affiliated Association

- 15.42 Where an Affiliated Association is found to be in contravention of any Act of the Ontario Legislative Assembly, the Executive Council may take direct action to bring the Affiliated Association into compliance with the Act.
- 15.43 The cost of any action taken by the Executive Council to bring an Affiliated Association into compliance with an Act shall, at the discretion of the Executive Council, be borne by the Affiliated Association.

Nomination of candidates for election

- 15.44 A constituency association shall appoint a Candidate Search Committee to recruit and review potential candidates to be nominated as the Ontario Liberal Party candidate for election in the electoral district.
- 15.45 A member of a constituency association shall not stand as a candidate for election as a Liberal in an electoral district unless nominated as the Ontario Liberal Party candidate at a Nomination Convention of the constituency association.
- 15.46 A Nomination Convention of a constituency association shall be held under the supervision of the Ontario Liberal Party.
- 15.47 A local constitution may permit the constituency association to hold a Nomination Convention at more than one location in the electoral district with the prior consent of the Executive Council of the Ontario Liberal Party, and where geographic circumstances warrant.

Miscellaneous

- 15.48 The year end of a constituency association shall be December 31.
- 15.49 The Executive Council of the Ontario Liberal Party may declare that a constituency association is in trusteeship by following a procedure for that purpose as may be established by the Ontario Liberal Party from time to time.

16 AMENDMENTS TO THE CONSTITUTION

- 16.1 This Constitution may be amended by a two-thirds vote of the members present at any meeting of the members.
- 16.2 An amendment to the Constitution may be proposed on the motion of any member or by the Constitution Committee.
- 16.3 Subject to the following, an amendment to the Constitution that is adopted takes effect upon the adjournment of the meeting at which it is adopted:
- a) If an amendment to this Constitution contains an express provision with respect to the time at which it is to take effect, that express provision prevails over this section 16.3;
 - b) If an amendment to this Constitution alters the title or role of an existing position that is to be filled at the meeting at which the amendment is adopted, the person elected to fill the pre-existing position shall be deemed to have been elected to fill the position that has been altered;
 - c) If an amendment to this Constitution creates a new position that was not previously in existence, that amendment takes effect immediately upon the adoption of the amendment, and a provisional election may be conducted at the meeting, contingent upon the adoption of the amendment;
 - d) If an amendment to this Constitution eliminates an existing position, a person elected to fill such position at that meeting shall be deemed not to have been so elected and shall not assume office;

Amendments proposed by a member

- 16.4 A member who wishes to propose an amendment shall submit the proposed amendment in writing to the Secretary at least fifteen (15) days prior to the commencement of the meeting at which the proposed amendment will be moved.
- 16.5 The Secretary shall refer an amendment proposed by a member to the Constitution Committee.

- 16.6 The Chair of the Constitution Committee may present a report with recommendations before the amendment is considered by the members.

Amendments proposed by the Constitution Committee

- 16.7 The Constitution Committee shall, in consultation with Executive Council and Provincial Council, prepare a draft report on any amendment(s) that it intends to propose.
- 16.8 The Constitution Committee's report shall be provided to the President of each constituency association, each Area Coordinator and each member of Executive Council at least forty-five (45) days prior to the commencement of the meeting at which the proposed amendment will be moved.
- 16.9 After each Annual Meeting at which this Constitution is amended, the Constitution Committee shall oversee the publication of this Constitution as amended, and may, in doing so:
- a) renumber any provisions to accommodate the changes that have been made;
 - b) correct errors that are purely typographical;
 - c) correct spelling errors; and
 - d) replace gender-biased language with gender neutral language, unless doing so will change the substantive meaning or intent of a provision.

17 PARLIAMENTARY AUTHORITY

- 17.1 The current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the Ontario Liberal Party to the extent that they are applicable, and except where they are inconsistent with this Constitution or with a procedure or by-law adopted from time to time by Executive Council.
- 17.2 Executive Council may adopt rules from time to time for the conduct of meetings of constituency associations.
- 17.3 At an annual meeting, the members present may adopt rules for the conduct of all or any part of that meeting.

18 REDISTRIBUTION

Definitions

- 18.1 In this Article 18:
- 18.1.1 "Chief Redistribution Officer" means the senior official of the Ontario Liberal Party with responsibility for the oversight and management of the process of electoral district boundary changes.
 - 18.1.2 "Component Electoral District" in relation to an Overlapping Electoral District means an Old Electoral District, any part of which forms a part of that Overlapping Electoral District. "Component Constituency Association" has a corresponding meaning.
 - 18.1.3 "Effective Date" means the date upon which the Chief Redistribution Officer determines that the electoral boundaries upon which the next provincial general election will be conducted,
 - (a) will be different from those in effect at the immediately previous general election, and
 - (b) may be determined with reasonable certainty.
 In the event that a legislated change to electoral boundaries is pending or has recently been adopted, the Effective Date shall coincide with the effective date set out in the legislation.
 - 18.1.4 "Founding Meeting" means a general meeting of the members of a New Constituency Association held for the purpose of constituting the New Constituency Association, adopting a constitution and electing its officers and / or Executive Committee.
 - 18.1.5 "New Electoral District" means an electoral district as constituted immediately following Redistribution. "New Constituency Association" has a corresponding meaning.
 - 18.1.6 "Old Electoral District" means an electoral district as constituted immediately prior to Redistribution. "Old Constituency Association" has a corresponding meaning.
 - 18.1.7 "Overlapping Electoral District" in relation to a Component Electoral District means a New Electoral District that contains any portion of that Component Electoral District. "Overlapping Constituency Association" has a corresponding meaning.
 - 18.1.8 "Redistribution" means the process of determining new electoral boundaries for the purposes of representation in the Legislative Assembly of Ontario.
- 18.2 **The Chief Redistribution Officer**
- 18.2.1 After it has become apparent that Redistribution is likely to be effective for the next provincial general election, the Leader shall appoint the Chief Redistribution Officer in consultation with the Executive Council, to serve at the Leader's discretion until the date of the next general election, or the redistribution process is completed, whichever comes first. In the event of the incapacity, resignation or death of the Chief Redistribution Officer, the Leader may appoint an interim replacement to serve until the Chief Redistribution

Officer is able to again fulfil the role, or until such time as the Leader has had an opportunity to consult with the Executive Council and appoint a replacement to serve the balance of the term.

- 18.2.2 The Chief Redistribution Officer shall act in consultation with the Executive Council of the Ontario Liberal Party, the Presidents of the Riding Associations, and others as he or she deems appropriate.
- 18.2.3 The Chief Redistribution Officer shall, upon the request of the Executive Council, report to it on his or her activities.
- 18.2.4 The Chief Redistribution Officer shall act as the senior administrative and electoral official of the Ontario Liberal Party with respect to all aspects of the Redistribution process. Without limiting the generality of the foregoing, the Chief Redistribution Officer shall, in particular:
- 18.2.4.1 Have authority, on behalf of the Ontario Liberal Party, to approve the registration of a New Constituency Association pursuant to the Election Finances Act and to advise the Chief Election Officer of Ontario of such approval;
- 18.2.4.2 Have authority, on behalf of the Ontario Liberal Party, to request that the Chief Election Officer of Ontario dissolve an Old Constituency Association prior to the date upon which it would otherwise be automatically dissolved;
- 18.2.4.3 Have authority, on behalf of the Ontario Liberal Party, to issue a written direction to an Old Constituency Association requiring it to transfer its assets and liabilities to one or more Overlapping Constituency Associations or to the Ontario Liberal Party in such proportion as the Chief Redistribution Officer may determine, and to file such direction with the Chief Election Officer, provided that any such Overlapping Constituency Association has been registered under the Election Finances Act;
- 18.2.4.4 Have authority to set the date of founding meetings for New Constituency Associations and to appoint the Chairs and Returning Officers to preside at such meetings; and
- 18.2.4.5 Have responsibility to oversee the entire Redistribution process for the Ontario Liberal Party and to ensure that the process is, at all times carried out fairly and in the best interests of the Party.

18.3 **Unchanged Electoral Districts and Electoral Districts Not Substantially Changed**

- 18.3.1 Immediately following the Effective Date, the Chief Redistribution Officer shall prepare and distribute a list of:
- a) those Old Electoral Districts the boundaries of which are not changed by Redistribution, and
 - b) those Overlapping Electoral Districts having a population of which at least 85% appears to him or her to have been resident in a single Component Electoral District.
- 18.3.2 Old Constituency Associations for the Old Electoral Districts referred to on the list described in clause 18.3.1(a) shall be deemed, on the Effective Date, to have become New Constituency Associations and shall be registered as such, pursuant to the Election Finances Act. Such New Constituency Associations shall not be required to conduct a Founding Meeting.
- 18.3.3 The Old Constituency Association for each Component Electoral District referred to on the list described in clause 18.3.1(b) shall be deemed, on the Effective Date, to have become the New Constituency Association for the Overlapping Electoral District and shall be registered as such, pursuant to the Election Finances Act. Such New Constituency Associations shall not be required to conduct a Founding Meeting, but shall within 90 days of registration or such longer time as the Chief Redistribution Officer may allow, conduct an Annual General Meeting in order to permit the full participation of new residents in the management of the Association.

18.4 **Meetings and Membership**

- 18.4.1 In the case of each Overlapping Electoral District not referred to in Article 18.3, the Chief Redistribution Officer shall, upon consultation with the relevant Regional Vice-President and the Presidents of each of the Component Constituency Associations, call and have conducted a Founding Meeting of a New Constituency Association for the New Electoral District.
- 18.4.2 The Chief Redistribution Officer shall, not less than 15 days prior to the date upon which it is to be held, determine the date and location of the Founding Meeting of each New Constituency Association.
- 18.4.3 The Ontario Liberal Party shall give at least fourteen (14) days notice of the Founding Meeting of an Overlapping Constituency Association to each current member and immediate past member of each Component Constituency Association. Expenses incurred by the Ontario Liberal Party in giving notice of or conducting a Founding Meeting may be charged by the Ontario Liberal Party to the New Constituency Association. The notice of the Founding Meeting shall include an explanation of the rules that follow regarding the transfer of memberships from Component Constituency Associations to Overlapping Constituency Associations, and shall also include either a copy of the form referred to in clause 18.4.4.5 or the Internet address of a website from which it may be retrieved.
- 18.4.4 The following rules shall apply to the transfer of memberships from Component Constituency Associations to Overlapping Constituency Associations:

- 18.4.4.1 Each member and immediate past member of a Component Constituency Association is a provisional member of all of the Overlapping Constituency Associations related to it.
- 18.4.4.2 Subject to clause 18.4.4.3, the list of persons eligible to vote at the Founding Meeting of a New Constituency Association shall consist of all of the provisional members of that New Constituency Association, provided that a person who is an immediate past member of a Component Constituency Association must renew his or her membership as a necessary condition of being issued a ballot.
- 18.4.4.3 A provisional member of a New Constituency Association who is issued a ballot at the Founding Meeting of that New Constituency Association forthwith becomes a member of that New Constituency Association, ceases to be a provisional member of any other New Constituency Association, and is not eligible to vote at the Founding Meeting of any other Constituency Association.
- 18.4.4.4 Upon the conclusion of the last Founding Meeting held in respect of any of the Overlapping Constituency Associations associated with a particular Component Constituency Association, and at the direction of the Chief Redistribution Officer, the members and immediate past members of that Component Constituency Association who were not issued ballots at a Founding Meeting shall become members and immediate past members of the New Constituency Association for the Electoral District in which they reside.
- 18.4.4.5 Despite clause 18.4.4.4, if a member or immediate past member of a Component Constituency Association, who was not issued a ballot at any of the Founding Meetings held in respect of any of the Overlapping Constituency Associations associated with that Component Constituency Association, wishes to become a member of an Overlapping Constituency Association other than the one for the Electoral District in which he or she resides, he or she may do so by properly completing the prescribed notice form, and submitting it to the Secretary of the Ontario Liberal Party not later than the date prescribed by the Chief Redistribution Officer for that purpose. Upon satisfying himself or herself that all of the requirements of such transfer have been met, the Chief Redistribution Officer shall transfer the membership or immediate past membership status of that person on a non-resident basis to the New Constituency Association he or she wishes to join.
- 18.4.4.6 Any member of a Component Constituency Association whose membership has been transferred to a New Constituency Association pursuant to clause 18.4.4.5 shall be deemed to have been a member of the New Constituency Association during the time that he or she was a member of the Component Constituency Association.
- 18.4.4.7 Any member whose membership has been transferred as a non-resident membership of a New Constituency Association shall be entitled to remain a non-resident member provided he or she complies with the requirements of Section 15.3.14.

18.5 Transfer of Assets and Liabilities

- 18.5.1 The assets and liabilities of the Old Constituency Associations referred to in clauses 18.3.2 and 18.3.3 shall be transferred without division to the New Constituency Associations that replace them in accordance with those clauses.
- 18.5.2 In the case of all other Component Constituency Associations:
 - 18.5.2.1 The assets and liabilities of each Component Constituency Association shall be transferred to its Overlapping Constituency Associations in the proportion that the number of registered voters in the polls of that part of the Component Electoral District which forms part of the Overlapping Electoral District bears to the total number of registered voters in the Component Electoral District.
 - 18.5.2.2 Subject to the authority of the Chief Redistribution Officer under clause 18.2.4.3 to make a direction, no assets of any Component Constituency Association shall be transferred to an Overlapping Constituency Association until the Executive Committee of such Overlapping Constituency Association has agreed to assume the liabilities of all Component Constituency Associations which such New Constituency Association is required to assume.
 - 18.5.2.3 In order to facilitate agreement on the transfer of assets and liabilities from Component Constituency Associations to Overlapping Constituency Associations, the Chief Redistribution Officer may, at the request of the Executive Committees of the affected Component Constituency Associations, appoint a mediator or mediators to assist in the resolution of any disputes.
 - 18.5.2.4 Despite the foregoing, the Ontario Liberal Party Executive Council may, with the unanimous consent of the Executive Committees of the relevant Component Constituency Associations, direct how the assets and liabilities of the Component Constituency Association shall be transferred between the Component Constituency Associations and the relevant Overlapping Constituency Associations.

18.5.2.5 The Chief Redistribution Officer shall determine any dispute which is not resolved in accordance with the foregoing, and his or her decision is final and is not subject to arbitration. In such case, the Chief Redistribution Officer shall, pursuant to the Election Finances Act, issue a direction on behalf of the Ontario Liberal Party in exercise of his or her authority under clause 18.2.4.3, and file it with the Chief Election Officer.

18.5.2.6 In respect of the Redistribution process first occurring after the general election of October 2, 2003, all Founding Meetings shall be completed, in the absence of delay attributable to arbitrations or electoral emergencies, prior to December 31, 2006.

18.6 **Electoral Urgency**

18.6.1 If following a Founding Meeting of a New Constituency Association:

a) a by-election is held or;

b) the Legislative Assembly is dissolved and a General Election is called;

and the by-election or General Election is to be conducted on the boundaries of the Component Electoral Districts, the Campaign Chair or Co-Chairs shall have the authority to enact such directives as he, she or they may consider to be required to conduct the General Election or by-election effectively on the Component Electoral District boundaries. If no Campaign Co-Chairs have been appointed, the President of the Ontario Liberal Party shall exercise their powers as contained in this provision.

19 **ARBITRATION**

19.1 Any dispute arising with respect to meetings or any other matter relating to an Affiliated Association shall be decided by a Board of Arbitration.

19.2 Executive Council shall appoint a Chair of the Board of Arbitration and a panel of nine (9) persons.

19.3 When a matter is referred to the Board of Arbitration for a hearing, the Chair shall appoint three members of the panel, one of whom may be the chair, to sit and exercise the authority of the Board of Arbitration in relation to that matter.

19.4 In the event that the Chair of the Board of Arbitration is unable to assemble a Board of Arbitration from the members of the panel within a reasonable period of time, he or she may appoint the necessary number of *ad hoc* members to sit as the Board for the purposes of that particular matter.

19.5 Upon the written consent of the President of the Ontario Liberal Party, an appeal may be made from the decision of the Board of Arbitration to the Executive Council.

19.6 The President of the Ontario Liberal Party shall consent to an appeal from the decision of the Board of Arbitration if, in his or her sole discretion, he or she is not satisfied that the decision of the Board of Arbitration is correct.

INDEX

The following index is provided for convenience only, and does not attempt to be comprehensive.

	Sections
Ad Hoc Committees	7.10-7.11
Affiliated Association, compliance	15.42-15.43
Amendments to the Constitution	16
Annual Meeting	8
Annual Meeting, delegates	8.13-8.14; 15.31
Annual Meeting, ex-officio delegates	8.15
Annual Meeting, fees	8.25-8.28
Annual Meeting, notice	8.5-8.8
Annual Meeting, notice of intention to stand for office	8.17-8.18
Annual Meeting, questions	8.10-8.12
Annual Meeting, quorum	8.9
Arbitration	19
Arbitration, appeal	19.5-19.6
Arbitration, authority	19.1
Arbitration, panel	19.3-19.4
Area Coordinators, appointment	5.8 c); 6.9 b); 14.8-14.9
Area Coordinators, election	8.19-8.24; 14.5
Area Coordinators, responsibilities	14.11-14.12
Area Coordinators, vacancy	14.7
Auditor	15.17
By-laws, determination and adoption	5.9 c); 6.9 b)
Candidate for Leader, qualifications	9.14
Candidate Search Committee	15.44
Candidates, appointment by the Leader	11.8
Candidates, nomination papers	11.9; 11.12.2
Chief Financial Officer	15.17
Chief Redistribution Officer	18.2
Chief Redistribution Officer, authority	18.2.4
Committees	5.9 a); 7
Committees, chairs	5.9 b); 6.9 b); 7.2; 7.5; 7.8
Committees, members	7.6
Committees, permanent	7.1
Constituency Association, annual meeting	15.24-15.30
Constituency Association, general meetings	15.21
Constituency Associations	15
Constituency Associations, constitution	15.3-15.6
Constitution Committee	7.4; 7.9
Constitution, amendments	16
Constitution, application to Constituency Associations	15.22-15.23
Declaration of support for a Leadership Candidate	9.9; 9.16; 9.17
Definitions	2; 11.1; 15.1; 18.1
Delegate, from a region	4.6-4.8
Delegate, to a Leadership Convention	9.9; 9.11; 9.15; 9.17
Discipline	13
Disqualification of candidates for nomination	11.2.5
Draft Nomination Plan	11.5
Electoral urgency	9.2.3; 11.12; 18.6
Executive Council	5
Executive Council, absences of members	5.23-5.24
Executive Council, authority and responsibilities	5.5-5.6; 7.7-7.9; 8.2-8.3; 8.25; 9.2; 9.5; 9.14; 10.4; 13.1; 14.8; 14.10; 19.2
Executive Council, decisions pending ratification	6.7
Executive Council, delegation of authority	5.11-5.12
Executive Council, meetings	5.15-5.16
Executive Council, members	5.1-5.4
Executive Council, notice of meetings	5.19-5.22
Executive Council, presiding officer	5.25-5.27
Executive Council, questions	5.14
Executive Council, quorum	5.13
Executive Council, ratification of decisions	6.9 b)
Executive Council, vacancies	5.24; 6.9 b)
Executive Vice-President, responsibilities	4.14-4.15; 5.25-5.27
Forms and Scripts, determination	5.8 f)
Leader and Caucus, policy consideration	10.6-10.9

Leader, choosing	9.1
Leadership Convention, appointed delegates	9.16
Leadership Convention, call for	9.2
Leadership Convention, delegates	9.11; 9.15
Leadership Convention, ex-officio delegates	9.12
Leadership Convention, Returning Officer	9.2.2
Leadership Convention, substitute delegate	9.18
Leadership Convention, time	9.4
Leadership Convention, voting at	9.17
Leadership Election Meeting	9.5-9.6
Leadership Election Meeting, election as delegate	9.9
Leadership Election Meeting, eligibility to vote at	9.7.1-9.8
Leadership Review	9.3
Leadership Review and Leadership Conventions	9
Leadership Election Meeting, ballot	9.1
Liberal candidate	15.45
Members	3.1
Members, list	3.26; 15.18-15.19
Membership	3
Membership card	3.2
Membership fees	3.22; 5.8 g); 11.4.1-11.4.2
Membership periods	3.2
Membership renewal	3.14; 11.4.1; 15.37; 15.39
Membership, application for	3.9; 11.4.1; 15.7
Membership, out-of-riding cut-off	15.38-15.39
Membership, out-of-riding limit	15.9-15.10
Membership, refusal	15.8
Membership, resident in-riding cut-off	15.36; 15.38
Membership, suspension or expulsion	13
Membership, voting	15.34-15.39
Nomination Commissioner	11.2
Nomination Commissioner, accountability	11.2.2-11.2.3
Nomination Commissioner, appointment	11.2.1; 11.13
Nomination Commissioner, responsibility	11.2.4; 11.5.2
Nomination Convention, multiple locations	15.47
Nomination Meeting, balloting	11.11
Nomination Meeting, calling	11.6
Nomination Meeting, notice	11.1
Nomination of Candidates	11
Nomination Papers	11.9; 11.12.2
Nomination Plan	11.7; 11.12
Nominations Committee	7.3; 7.9
Notice of intention to stand for office	8.17-8.18
Objects	1
Officers	4
Officers, elected	4.1
Officers, ex-officio	4.2
Operational Vice-President, responsibilities	4.23; 7.10-7.11
Panel	11.6
Panel, conflict of interest	11.6.3
Parliamentary authority	17
Policy Development Conference	5.8 h); 10.1
Policy Development Conference, delegates	6.3; 10.2
Policy Development Process	10
Policy Resolutions	10.3-10.5
Policy Resolutions, action	10.6-10.9
Policy Resolutions, adoption	10.5
Preferential ballot	11.11
President, responsibilities	4.9-4.13; 5.25-5.27; 15.20-15.21
Procedures	5.9 c)
Provincial Council	6
Provincial Council, calling of meetings	6.18-6.19
Provincial Council, compliance	6.4-6.5
Provincial Council, decisions pending ratification	6.6
Provincial Council, delegation of authority	6.12-6.13
Provincial Council, fees	6.29-6.33
Provincial Council, location of meetings	6.2

Provincial Council, meetings	6.16-6.17
Provincial Council, members	6.1-6.2; 6.29
Provincial Council, notice of meetings	6.21-6.25
Provincial Council, powers	6.8-6.12
Provincial Council, questions	6.15
Provincial Council, quorum	6.14
Provincial Council, reduced fees	6.31-6.32
Provincial Council, responsibilities	6.4-6.5; 6.8-6.12
Provincial Election Campaign Committee	12
Redistribution	18
Redistribution, electoral urgency	18.6
Redistribution, founding meetings	18.4
Redistribution, transfer of assets and liabilities	18.5
Regional Meetings	6.26-6.28; 8.19-8.24
Regional Vice-President, candidate	4.5-4.7
Regional Vice-President, responsibilities	4.24; 8.19
Regions and Areas	14
Roberts Rules	17.1
Rules of Procedure, determination and adoption	5.8 f); 5.9 c); 6.9 b); 17.2
Secretary, responsibilities	4.19-4.22
Standing Committee on Policy Development	7.12-7.14
Standing Committee on Policy Development, chair	7.14
Standing Committee on Policy Development, members	7.13
Term of office	4.3
Treasurer, responsibilities	4.16-4.18
Trusteeship	15.49
Vacancies, appointments to fill	5.9 d); 5.24
Voting, cut-off for eligibility	15.36
Voting, one constituency association	15.35
Women's Liberal Commission, club recognition	5.8 e); 6.9 b)
Year end	15.48
Young Liberals President, ex officio	15.16
Young Liberals, club recognition	5.8 d); 6.9 b)
Youth, Executive member	15.15