

**NOMINATION RULES
OF THE
ONTARIO LIBERAL PARTY**

As passed by the Campaign Committee, November 22, 2016.

SECTION A – AUTHORITY AND INTERPRETATION

1. Authority. These Nomination Rules (the “**Rules**”) are the “Rules of Procedure” referred Section 11.1 of the Constitution of the Ontario Liberal Party (the “**Constitution**”), as adopted by the Provincial Election Campaign Committee on November 22, 2016. In the event of any express conflict between these Rules and the Constitution that cannot be resolved by comply with both, the provisions of the Constitution shall prevail.
2. Defined Terms. Capitalized terms used but not otherwise defined in these Rules have the meaning given to them in the Constitution, and the following terms shall have the following meanings:
 - a. “**Alternate**” means the person who shall replace the President of a Constituency Association as a member of a Panel, if s/he is unavailable, unable or unwilling to act. Such person shall be the first available official of the Constituency Association from the following list:
 - i. Executive Vice-President;
 - ii. Treasurer;
 - iii. General Secretary (if any);
 - iv. Membership Secretary (if any); and
 - v. 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.
 - b. “**Campaign Committee**” means the Provincial Election Campaign Committee of the Ontario Liberal Party established under Article 12 of the Constitution.
 - c. “**Campaign Director**” means the senior official of the Ontario Liberal Party with responsibility for the oversight and management of the campaign team appointed by the Leader and the chair of the Campaign Committee.
 - d. “**Candidate for Nomination**” means a person seeking nomination as a Nominee pursuant to these Rules
 - e. “**Candidate Vetting Committee**” has the meaning ascribed to in Section 4.
 - f. “**Chair**” has the meaning given to it in Section 47(a).
 - g. “**Chief Returning Officer**” is the officer appointed pursuant to Section 46.

- h. **“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.
 - i. **“Contested Nomination Meeting”** means a Nomination Meeting in respect of which more than one candidate has been included on the Nomination Plan and has submitted valid Nomination Papers within the required time period.
 - j. **“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.
 - k. **“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 Nominee in the immediately prior election.
 - l. **“Nomination Commissioner”** means the official of the Ontario Liberal Party with responsibility for the oversight and management of the process of nomination of Candidates for Nomination in each electoral district throughout Ontario.
 - m. **“Nomination Meeting”** means a meeting of the voting members of a Constituency Association held for the purpose of choosing a Liberal Nominee for the electoral district in the next general election or by-election, as the case may be.
 - n. **“Nomination Papers”** means the documents prescribed pursuant to these Rules which must be duly completed and submitted by a Candidate for Nomination for nomination in order for that Candidate for Nomination to be eligible to seek election.
 - o. **“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 these Rules and the Constitution.
 - p. **“Nominee”** means a Candidate for Nomination who has been selected or appointed as a candidate of the Ontario Liberal Party to be a member of the Legislative Assembly of Ontario pursuant to these Rules.
 - q. **“Returning Officer”** has the meaning given to it in Section 47(a).
3. Nomination Pursuant to Rules. A Candidate for Nomination may only be nominated as a Nominee (1) by selection of a Candidate for Nomination as a Nominee by a Constituency Association at a nomination meeting called and conducted in accordance with these Rules, or (2) by appointment of a Nominee by the Leader pursuant to these Rules.
4. Appeals. Pursuant to Section 11.14 of the Constitution, 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. No

appeal of any matter by a Candidate for Nomination shall be valid unless notice of such appeal is delivered within 72 hours of such matter coming to the attention of such Candidate for Nomination (or, in the case of an appeal of decisions made at the Nomination Meeting, within 72 hours of the start of the Nomination Meeting).

SECTION B – NOMINATION COMMISSIONER

1. Appointment. Pursuant to Section 11.2 of the Constitution:
 - 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.
 - c. 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.
 - d. The Nomination Commissioner shall, upon its request, provide a report as to his or her activities to the Executive Council.
2. Freeze on Nominations. Pursuant to Section 11.3 of the Constitution, 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.
3. Role and Responsibilities. Pursuant to Section 11.2.4 of the Constitution, 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 has not satisfied the requirements set out in Section 27 of these Rules;:
- f. receive Nomination Papers from all prospective Candidates for Nomination;
- g. on appropriate grounds, have the ability to impose sanctions on Candidates for Nomination and Nominees, up to and including disqualification, as more fully described in Section 19 of these Rules;
- 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 for Nomination.

SECTION C – CANDIDATE VETTING COMMITTEE

- 4. Appointment. The Nomination Commissioner shall establish a sub-committee, to be referred to as the “**Candidate Vetting Committee**” to be composed of a chair and such additional members as the Nomination Commissioner shall, in consultation with the Campaign Committee, from time to time designate. Notwithstanding the foregoing, the Nomination Commissioner shall be an *ex officio* member of the Candidate Vetting Committee, entitled but not required to attend and participate in deliberations thereof. The chair of the Candidate Vetting Committee may delegate any powers of the Candidate Vetting Committee to any member or members of the Candidate Vetting Committee.
- 5. Eligibility for Approval. To be approved by the Candidate Vetting Committee as eligible for inclusion on a Nomination Plan, a person must:
 - a. have submitted a complete set of Vetting Papers in the form attached hereto as Exhibit A (provided that an Incumbent Member may submit the short form of Vetting Papers provided for Incumbent Members herein);
 - b. have submitted a valid criminal reference check and credit check to the Candidate Vetting Committee;
 - c. have delivered to the Ontario Liberal Party a non-refundable vetting fee of \$1,000 by way of a cheque from the nomination contestant’s bank account, or, in the case of an Incumbent Member, from the bank account of the Constituency Association which such Incumbent Member represents (except to the extent waived by the Nominations Commissioner or the Campaign Committee);
 - d. have completed an interview with the Candidate Vetting Committee (except that an Incumbent Member need only complete an interview where requested by the Candidate Vetting Committee);

- e. have resigned any role as an officer of the applicable Constituency Association held by such person; and
 - f. have satisfied the Candidate Vetting Committee that:
 - i. the person is qualified to be a Nominee or sit as a member of the Legislative Assembly under the Ontario *Elections Act*, the *Legislative Assembly Act* and any other applicable legislation;
 - ii. the person has not been convicted of a non-regulatory federal or provincial offence or has not been removed from elected office pursuant to the Municipal Conflict of Interest Act where the nature of the offence and its date are such that it is not in the best interest of the Ontario Liberal Party that the person be entitled to be a Candidate for Nomination, notwithstanding any other penalty to which he or she has been subject pursuant to law;
 - iii. the person has not made a material misrepresentation to the Panel;
 - iv. the person has not made a material misrepresentation in his or her Nomination Papers or campaign literature;
 - v. the person has not engaged 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;
 - vi. the person is not engaged in a claim, litigation or dispute of any sort which is liable to bring controversy or disrepute upon the Candidate for Nomination or the Ontario Liberal Party (including, without limitation, any claim against the Ontario Liberal Party, the Liberal Party of Canada, or any current or former official of the foregoing);
 - vii. the person has not made statements on social media, in written publications or otherwise, that would bring controversy or disrepute upon the Candidate for Nomination or the Ontario Liberal Party; and
 - viii. the person will not otherwise bring controversy or disrepute upon the Candidate for Nomination or the Ontario Liberal Party.
6. Form of Vetting Papers. Nomination Papers shall be in the form attached hereto as Exhibit A and shall be signed and sworn by the Candidate for Nomination and notarized as required therein. Vetting Papers shall include an undertaking by the person signing them (1) not to run except as a Liberal Nominee in the election to which such Nomination Papers relate, (2) not to make public statements critical of any decision of the Candidate Vetting Committee or party officials, (3) to release and not to pursue any claim they may have now or in the future against the Nominee, the Ontario Liberal Party or party officials, (4) to consent to the review and background checks to be undertaken by the Candidate Vetting Committee, and (5) to pay a liquidated damage of \$25,000 in respect of any breach of the foregoing or a breach of any of the restrictions on nomination campaigns set out herein.

7. Scope and Powers of Review. In conducting a review of a person hereunder, the Candidate Vetting Committee shall consider the best political interest of the Ontario Liberal Party, and without limiting the foregoing, may review and consider any of the following:
 - a. Vetting Papers;
 - b. the criminal reference check and credit check delivered to the Candidate Vetting Committee;
 - c. information provided to the Candidate Vetting Committee by any source;
 - d. public statements made by the person, on social media, in publications, or otherwise;
 - e. any claim, dispute or litigation in which the person is involved or in which the person has previously been involved;
 - f. ethical questions or concerns;
 - g. history of contribution to the community and/or participation in public life;
 - h. whether the Candidate for Nomination has demonstrated a history of commitment to the Ontario Liberal Party; and
 - i. whether the Candidate for Nomination subscribes to the policies and values of the Ontario Liberal Party.
8. Incumbent Members. An Incumbent Member shall, for the purposes of the review by the Candidate Vetting Committee, be presumed to satisfy the criteria in Sections 5 and 7 hereof, absent clear and convincing evidence to the contrary. The Candidate Vetting Committee will make every effort to provide an expedited review to an Incumbent Member.
9. Timing. The Candidate Vetting Committee will use its best efforts to complete a review of a Candidate for Nomination within four weeks of receiving completed Vetting Papers of such Candidate for Nomination, and where volume of applications prevents such timing, the Candidate Vetting Committee will consult the Nominations Commissioner as to the priority of review.
10. Approval. Upon approval by the Candidate Vetting Committee of a person as eligible for inclusion on a Nomination Plan, the chair of the Candidate Vetting Committee will notify (1) the Nominations Commissioner, (2) the President of the Constituency Association or the Alternate of such President, (3) the Regional Vice-President for the region to which the Constituency Association is assigned, (4) the Executive Director of the Ontario Liberal Party, and (5) the Campaign Director.
11. Exclusion Following Approval. Each of the Leader, the Campaign Director, and the Nominations Commissioner retain the sole and unfettered discretion to overturn an approval by the Candidate Vetting Committee, and deem a Candidate for Nomination ineligible for inclusion on a Nomination Plan.

SECTION D – CANDIDATES

12. Appointment of Candidates. Pursuant to Section 11.8 of the Constitution, where, in the sole and unfettered discretion of the Leader of the Ontario Liberal Party, it is in the best interests of the Ontario Liberal Party that a Nominee 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 Nominee, in accordance with the following:

- a. For any general election, no more than five (5) such Nominees 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 Constituency 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 Nominee 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.
- d. Pursuant to Section 18.3(b) of the Constitution, and for the purpose of Section 12(c), an Incumbent Member will be deemed to represent a New Electoral District, following Redistribution, to the extent that such New Electoral District is an Overlapping Electoral District having a population at least 85% of which were resident in the Old Electoral District which the Incumbent Member was elected to represent. If no New Electoral District exists which has a population at least 85% of which were resident in the Old Electoral District which the Incumbent Member was elected to represent, the Campaign Co-Chairs shall, in consultation with the Incumbent Member, designate a New Electoral District for this purpose.

13. Candidate Eligibility for Inclusions on Nomination Plan.

- a. To be eligible for inclusion on a Nomination Plan, a Candidate for Nomination (including, for greater certainty, an Incumbent Member) must, by the time of approval of the Nomination Plan, except to the extent waived by the Nominations Commissioner, have been approved by the Candidate Vetting Committee as eligible for inclusion on a Nomination Plan. Eligibility for inclusion on a

Nomination Plan is not a guarantee that a Panel will include such a Candidate for Nomination on a Nomination Plan.

- b. Notwithstanding the foregoing, where a Constituency Association is (in entirety) represented in the Legislature by an Incumbent Member who has both indicated an intention to seek re-election and been approved by the Candidate Vetting Committee, such Constituency Association may not submit a Nomination Plan that does not include the name of such Incumbent Member except with the consent of the Nominations Commissioner.
- c. Notwithstanding the foregoing, an Incumbent Member will not be required to complete the following Sections of the Vetting Papers, except upon with the express request of the Nominations Commissioner:

Sections 1(d) through (j) and Section 1(l)

Section 3, other than 3(h) and 3(i)

Sections 4, 5, 6 7 and 9 except with respect to matters arising since the most recent provincial election

Section 10 to 14.

14. Candidate Eligibility for Inclusions on Ballot. Pursuant to Section 11.9.1 of the Constitution, and subject to the Nomination Commissioner's discretion to permit the rectification of minor or strictly technical flaws, no Candidate for Nomination 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 herein 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.
15. Form of Nomination Papers. Pursuant to Section 11.9.2 of the Constitution, Nomination Papers shall be in the form attached hereto as Exhibit B, 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 for Nomination, and prior to the date of election, there is a material change in the circumstances of that Candidate for Nomination, as previously reported in the nomination papers, the Candidate for Nomination shall forthwith disclose such changes, in writing, to the Nomination Commissioner.
16. Procedures Relation to Nomination Papers. The Commissioner may require any person who wishes to be a Candidate for Nomination to provide additional information before approving the person as a Candidate for Nomination. A person's Nomination Papers shall be deemed to have been received by the Nomination Commissioner when they are received at the offices of the Ontario Liberal Party provided that if the Nomination Papers were received electronically or by fax, the originals are received within 72 (seventy-two) hours.
17. Notices and Information. A Candidate for Nomination may designate a person to receive or give notices and information on his or her behalf. A Candidate for Nomination shall be

entitled to receive a copy of (1) the Constitution, (2) these Rules, (3) the Constitution of the Constituency Association, (4) from time to time as determined by the Commissioner prior to the call of the Nomination, the Membership List of the Constituency Association, and (5) from time to time as determined by the Chief Returning Officer or a designate thereof, the Voters' Lists for the Nomination Meeting.

18. Restrictions on Nomination Campaigns. No Candidate for Nomination shall, or shall permit (knowingly or by recklessness or wilful blindness) any person acting on their behalf to:

- a. use the logo of the Ontario Liberal Party prior to successful nomination as the Candidate for Nomination for a Constituency Association;
- b. spend any amount in excess of \$25,000 or such lesser amount as proscribed by law on their nomination campaign from the period beginning on the call of the Nomination Meeting and ending upon the completion of balloting;
- c. make any allegations of fraud, irregularities or misconduct against any opposing Candidate for Nomination, the Nominee, the Ontario Liberal Party, or any party official; or
- d. engage in voter suppression of supporters of another Candidate for Nomination.

19. Disqualification. Pursuant to Section 11.2.5 of the Constitution, and without limiting the authority of the Nomination Commissioner to disqualify a Candidate for Nomination or Nominee on other appropriate grounds in accordance with Section 11.2.4 (g) of the Constitution, the following constitute grounds for the disqualification of a Candidate for Nomination or of a Nominee:

- e. the person is not qualified to be a Nominee or sit as a member of the Legislative Assembly under the Ontario *Elections Act*, the *Legislative Assembly Act* or any other applicable legislation;
- f. 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 for Nomination or Nominee, notwithstanding any other penalty to which he or she has been subject pursuant to law;
- g. the person has made a material misrepresentation to the Panel;
- h. the person has made a material misrepresentation in his or her Nomination Papers or campaign literature;
- i. 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;

- j. the person has become unable or unwilling to continue to be the Candidate for Nomination or Nominee for a constituency.

20. Expected Conduct of Candidates; Social Media.

- a. For the purposes of Section 11.2.5 of the Constitution, the failure of a Candidate for Nomination to conduct themselves (1) with decorum and respect for opposing Candidates for Nomination the Ontario Liberal Party or any of its officials, or (2) in a manner that will unduly and material diminish the chances of any Nominee to win their constituency for the Ontario Liberal Party in a general election, may, in each case and in the sole discretion of the Nomination Commissioner, constitute grounds for the disqualification of a Candidate for Nomination or of a Nominee.
- b. For the purposes of Section 11.2.5 of the Constitution, the Nomination Commissioner may rely on any statement on social media deemed to be offensive, inflammatory, controversial or presenting untenable political risk as grounds for the disqualification of a Candidate for Nomination or of a Nominee.

SECTION E – NOMINATION PLANS

21. Request for Nomination Plan. Pursuant to Section 11.5 of the Constitution:

- a. 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 these Rules and the Constitution of the Constituency Association; and
- b. where a Constituency Association has not submitted a Draft Nomination Plan within thirty days of a general request having been made pursuant to Section 11.5.1, the Nomination Commissioner may issue a specific request that it do so within fourteen (14) days.

22. Draft Nomination Plan. Pursuant to Section 11.5 of the Constitution, 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 15.9 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 Constituency 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 for Nomination eligible to receive Nomination Papers;
- i. the proposed form of Notice for the Meeting, its proposed Agenda and the proposed form of the ballot; and
- 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.

23. Composition of the Panel: Pursuant to Section 11.6 of the Constitution:

- a. 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:
 - i. the Nomination Commissioner or his or her designate,
 - ii. the Constituency Association President or his or her Alternate; and
 - iii. 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.
- b. 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 Constituency 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.

24. Conflict of Interest. Pursuant to and for the purposes of Section 11.6.3 of the Constitution:

- a. 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 for Nomination, 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.
- b. 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.
- c. For the purposes of Section 11.6.3, the Nomination Commissioner shall have authority to determine whether a proposed member of the Panel has a conflict of interest and should be replaced by an Alternate.

25. Approval Process. Pursuant to Section 11.6 and 11.7 of the Constitution:

- a. The Panel for a particular Constituency Association may meet in person or by telephone conference call.
- b. 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.
- c. 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.
- d. Upon the reconvening of a meeting of the Panel adjourned pursuant to clause (c), 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.
- e. Where a Constituency Association fails or refuses to propose a Draft Nomination Plan within fourteen (14) days of it being requested pursuant to Section 11.5.2, the Nomination Commissioner may adopt a Nomination Plan for that Association on such terms as he or she may see fit.
- f. A copy of the Nomination Plan as approved by the Panel or by the Nomination Commissioner shall be provided forthwith to all Candidates for Nomination

named in the Plan, to the Secretary of the Ontario Liberal Party and to the President of the Constituency Association.

26. Further Notifications Upon Approval. In addition to the foregoing, upon the approval of a Nomination Plan, the Nomination Commissioner shall be responsible to notify (1) the Campaign Director, (2) the Executive Director of the Ontario Liberal Party, and (3) the Chief Returning Officer.
27. Constituency Association Eligibility. A Constituency Association shall be required to establish, in order to deliver its draft Nomination Plan, that it:
- i. has met its financial commitments to the Ontario Liberal Party;
 - ii. has completed and/or had approved all filings required by Elections Ontario;
 - iii. except for Constituency Associations represented by an Incumbent Member, has completed a Candidate for Nomination search process to the satisfaction of the Nominations Commissioner;
 - iv. has a membership not lower than the membership threshold fixed for that Association by the Commissioner;
 - v. has held, or called, an Annual General Meeting in the twelve (12) months preceding the submission of the Draft Nomination Plan; and
 - vi. has held a minimum of four (4) Riding Executive meetings within the twelve (12) months preceding the submission of the Draft Nomination Plan.
28. Membership Threshold. The membership threshold for a Constituency Association shall be determined by the Nominations Commissioner pursuant to section 11.2.2 of the Constitution.
29. Form of Nomination Plan. The Nomination Papers shall be in the form attached hereto as Exhibit C.

SECTION F – MEMBERS

30. Eligibility to Vote. Every member in good standing of a Constituency Association may vote at a Meeting, provided that the member was a member in good standing on or prior to the date specified in the Nomination Plan. An Immediate Past Member of a Constituency Association who resides in the electoral district, and who is eligible to renew his or her membership at any time before the Meeting is called to order, shall be deemed to have been a Member fourteen (14) days before the date of the Meeting. No person shall vote at a Meeting of more than one Association during any calendar year.
31. Membership Administration. Pursuant to Section 11.4.1 of the Constitution, 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 Nominee 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. No membership form shall be valid if it does not contain a valid phone number or email address.

32. Membership Fees – Pursuant to Section 11.4.2 of the Constitution, no Constituency Association shall amend its membership fee structure during the period commencing on the date of the lifting of the Freeze pursuant to Section 11.3 and ending on the day after the Nomination Meeting is held.
33. Membership Process for Paper Forms during Nomination Period. If any person wishes to submit applications for membership in a Constituency Association other than his or her own application, to the Ontario Liberal Party after a Nomination Meeting has been called, the person shall also submit, at the same time, a list of the applicants in alphabetical order by surname, including all information required for a Membership List. No membership may be submitted to a Constituency Association directly after a Nomination Meeting has been called, and any officer of a Constituency Association who receives applications of membership after a Nomination Meeting has been called shall direct the holder of such applications of membership to submit them directly to the Ontario Liberal Party.
34. Deficient Memberships. If a membership application received by the Ontario Liberal Party is deficient in any way or is not submitted in compliance with these Rules, the person's application may be rejected and the Returning Officer may refuse to allow the person to vote at the Nomination Meeting.
35. Draft Voters List. As soon as practicable after the date specified in the Nomination Plan for membership cut-off for members resident in the riding, the Returning Officer for a Nomination Meeting shall prepare Draft Voters' Lists for the Constituency Association, in a manner and form as may be determined by the Executive Council from time to time, which consist of:
 - a. a list of Members eligible to vote at the Nomination Meeting;
 - b. a list of Immediate Past Members who will be eligible to vote at the Nomination Meeting if they renew their memberships at any time before the Meeting is called to order; and,
 - c. a list of Members who are not eligible to vote at the Nomination meeting.
36. Distribution of Draft Voters List. The Returning Officer shall provide the Draft Voters' Lists, in an electronic format, to each Candidate for Nomination included in the Nomination Plan who has submitted Nomination Papers in the required time.
37. Corrections. The Draft Voters' Lists may be corrected by the Returning Officer at any time before the Nomination Meeting is adjourned.

38. Timing of Receipt. Subject always to the Returning Officer's discretion to determine whether a person is eligible to vote at a Nomination Meeting, a new membership in a Constituency Association is deemed to be effective on the earlier of:
- a. the date the completed application form and prescribed fee was received by the Ontario Liberal Party;
 - b. the verifiable date and time of the legible postmark on an envelope in which the completed application form and prescribed fee were sent to the Ontario Liberal Party at its correct address, and if no time is shown or legible, it shall be deemed to be 4:59 p.m. Eastern Time;
 - c. the verifiable date and time a courier picked up the envelope in which the completed application form and prescribed fee were sent to the Ontario Liberal Party at its correct address, and no presumption of time applies;
 - d. if the membership application was submitted on-line through the Ontario Liberal Party web site, the later of the date the information that would otherwise be required on the application form and the prescribed fee were received by the Ontario Liberal Party; or,
 - e. such other date and time that the applicant can prove to the satisfaction of the Returning Officer.
39. Discretion of Returning Officer. A decision made by the Returning Officer regarding the validity of a membership, or the date and time a new membership was effective shall be final and not subject to appeal.
40. Non-Resident Members. Notwithstanding any other Rule to the contrary, no new Member shall be admitted to a Constituency Association if it would result in fewer than ninety (90) per cent, or such higher percentage as the Constituency Association's local constitution may provide, of the Members residing in the electoral district. For clarity, a Member is not a new Member if he or she continues his or her membership by renewing it. No waiting list of applications for non-resident Members shall be maintained by the Ontario Liberal Party or a Constituency Association.
41. Challenges Before Meeting. Upon receipt of a draft Voters' List, a Candidate for Nomination or their designate may submit challenges to such list, for consideration by the Returning Officer, challenges to the inclusion of any person on the draft Voters' List, on the basis that such person (1) did not pay their own membership fee or such fee was not paid a member of such person's immediate family, (2) did not sign their own membership form, if applicable, (3) does not reside at the address contained on the membership list, (4) did not provide a valid email address or telephone number, or (5) otherwise does not meet the criteria for valid membership. The Returning Officer's shall make reasonable efforts to rule on a challenge prior to the Nomination Meeting, and may mark a challenged voter for greater scrutiny at a "credentials" desk at the Nomination Meeting.

SECTION G – NOMINATION MEETINGS

42. Time and Date of Meeting. A Nomination Meeting shall be held on the date and at the time set out in the Nomination Plan, provided that a Nomination Meeting shall not be held on a date or at a time that is a statutory or civic holiday, or a religious holiday that would preclude or impede the ability of a substantial number of Members to attend the meeting. The Nomination Commissioner may waive compliance with any part of this Rule where s/he considers it to be necessary in the best interests of the Ontario Liberal Party.
43. Location of Meeting. A Nomination Meeting shall be held at the location set out in the Nomination Plan. The Nomination Commissioner may waive compliance with this Rule where s/he considers it to be necessary in the best interests of the Ontario Liberal Party.
44. Call of Nomination Meeting. A Constituency Association shall be deemed to have called its Nomination Meeting for the date set out in its Nomination Plan upon the approval of such Nomination Plan, and staff of the Ontario Liberal Party shall be responsible to issue a call of the Nomination Meeting upon such event.
45. Notice of Meeting.
- a. After being notified of the approval of a Nomination Plan, the Secretary shall send a Notice of a Nomination Meeting to (i) all Members of the applicable Constituency Association, and (ii) all Immediately Past Members of the applicable Association, in each case at least seven (7) days, and no more than twenty-one (21) days, before the date of the Meeting.
 - b. The Nomination Commissioner, in consultation with the Campaign Committee, may determine (i) the form of the Notice and direct the Secretary to include additional information from time to time, and (ii) the manner by which the Secretary may send Notice from time to time.
 - c. Notice may be sent by email, and shall be sent, addressed to the most current email address of the member known to the Constituency Association.
 - d. Notice shall only be sent by regular or registered mail or by courier if (1) one or more relevant members do not have a valid, up to date email addresses, and (2) the Constituency Association undertakes the cost of such a mailing.
 - e. If Notice is sent electronically, it shall be deemed to have been sent on the date it was transmitted. If Notice is sent by mail, it shall be deemed to have been sent either on the day it was delivered by the Secretary to Canada Post or on the day following the day on which it was provided to a third party mailing service. If Notice is sent by courier, it shall be deemed to have been sent on the day that it was provided to the courier company.
 - f. The failure of any person entitled to Notice to receive it shall not invalidate a Nomination Meeting or any decisions taken at it. The Party shall have no responsibility to take steps to ensure that an individual who has not provided a valid email address to the Party receives any Notice.
46. Chief Returning Officer. The Campaign Committee shall appoint a Chief Returning Officer, to discharge the responsibilities assigned in these Rules to such person, to co-

ordinate the training and appointment of Returning Officers for each Contested Nomination Meeting, and to discharge the responsibilities of a Returning Officer in the absence thereof.

47. Meeting Officials. For each Nomination Meeting, there shall be appointed as soon as possible following the call of the Nomination Meeting:
- a. a meeting chair (the “**Chair**”), appointed by the Nominations Commissioner or a designate thereof (and the Nominations Commissioner may appoint themselves to such role); and
 - b. for each Contested Nomination Meeting, a meeting returning officer (the “**Returning Officer**”), appointed by the Chief Returning Officer or a designate thereof in consultation with the Nominations Commissioner (and the Chief Returning Officer may appoint themselves to such role).
48. Chair. The Chair shall have final authority at the Nomination Meeting to rule on all matters other than matters relating to the voting process. The Chair may reconsider or modify any previous ruling or earlier direction, but may also decline to do so with or without explanation and without further appeal at the Nomination Meeting. The Chair shall read aloud any notice or script as and when required by these Rules, the Nomination Plan or the President. The Chair may:
- a. delay, recess, or postpone the Nomination meeting;
 - b. move the Nomination to another location; or
 - c. require any alternation of the physical arrangement of the meeting location;

where the Chair believes that such action is necessary in order to allow the Nomination Meeting to be conducted in a fair and orderly manner in accordance with the Constitution, these Rules, the Nomination Plan and any direction from the the Commissioner. If the Chair believes that it is necessary to change the location of the Nomination meeting, then prior to making such a decision, the Chair shall where practicable, consult with the Nomination Commissioner regarding both the need for such a change, and the new location. If the Chair decides to move the location of the Nomination Meeting, the Chair shall forthwith inform the Candidates for Nomination, the President of the Constituency Association, and the Returning Officer of the decision and the new location; and, if the Nomination Meeting has not yet been called to order and there is sufficient time, the Secretary shall issue, and deliver by such means as are feasible, a revised Notice, in accordance with the Rules applicable to Notice of a Nomination Meeting, setting out the new location and time.

49. Returning Officer. The Returning Officer has the final authority to rule on all matters relating to the voting process during the Nomination Meeting, including extension of voting hours and the eligibility of any person to vote. The Returning Officer may reconsider or modify any ruling or direction he or she previously made, but may also decline to do so with or without explanation and without further appeal at the Nomination Meeting. The Returning Officer may appoint one or more Deputy Returning Officers to assist in the conduct of the meeting.

50. Nomination and Speeches. The nomination of each Candidate for Nomination shall be moved and seconded by Members of the Constituency Association who are eligible to vote, but if the mover or seconder is thereafter determined to be ineligible to vote, the nomination shall not thereby be invalidated. Each Candidate for Nomination will be allocated an opportunity to speak for a period of time set by the Chair of the meeting, in consultation with the Candidates for Nomination.
51. Scrutineers. Each Nominee may appoint (a) balloting scrutineers, in a number not more than the number of Deputy Returning Officers present at the Nomination Meeting, to be present when Members are provided with ballots and when members deposit ballots into ballot boxes; (b) counting scrutineers, in a number not more than the number of vote counting stations, to be present when the ballots cast are counted; and (c) one chief scrutineer who may present when Members are provided with ballots, when members deposit ballots into ballot boxes, and when the ballots cast are counted. Scrutineers shall not hinder or interfere with voters, voting or vote counting, except to raise challenges or objections to the Returning Officer and Deputy Returning Officers, and shall comply with all directions given by the Returning Officer (who shall have the power to remove scrutineers).
52. Voting Time. Voting shall not close until at least one (1) hour after it begins. The Returning Officer shall ensure that voting does not end before the time indicated on the Notice as the earliest time at which voting may end. The Returning Officer may permit voting to be extended, if he or she determines that it is appropriate to do so, in which case he or she shall inform each Nominee, or his or her chief scrutineer, of the new time at which voting will end, and further extensions of the voting hours may similarly be implemented.
53. Proof of Identity. Before being provided with a ballot, a person who wishes to vote at a Nomination Meeting must present to the Deputy Returning Officer or such other official as the Returning Officer may direct, proof of his or her identity and place of residence. In order for a document to constitute proof of a person's identity, it must be an original document that shows the person's name and signature, and which is described in the current list of acceptable forms of documents published by the Chief Electoral Officer of Ontario on a website on the Internet, pursuant to section 4.2 of the *Ontario Election Act* as amended from time to time. In order for a document to constitute proof of a person's residence, it must be an original document that shows the person's name and residence, and which is described in the current list of acceptable forms of documents published by the Chief Electoral Officer of Ontario on a website on the Internet, pursuant to section 4.2 of the *Ontario Election Act* as amended from time to time. A single document may be accepted if it meets all the requirements of identity and residency. In exceptional circumstances, the Returning Officer may authorize the issuance of a ballot to a person who is unable to comply with Rule 13.1 where s/he or his or her designate is fully satisfied as to the individual's identity and residence based upon thorough inquiry including a comparison of the individual's signature to his or her signed membership application, or where the individual has applied and paid for membership online, he/she or an immediate family member produces a credit card bearing the account number with which the membership was paid for.
54. Ballots. Ballots shall be in a form approved by the Chief Returning Officer. In all cases where it is practicable to do so, ballots shall be pre-printed with the name of each Nominee. A Member to whom a ballot was issued who has marked his or her ballot but

wishes to correct the ballot before casting it may exchange the original ballot for a new ballot by returning it to the Returning Officer who shall personally destroy the original marked ballot immediately, without ascertaining or revealing its contents. To be valid, a ballot must be anonymous, and the intention of the voter must be clear.

55. Balloting. Pursuant to Section 11.11 of the Constitution:

- a. Balloting for Candidates for Nomination 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 prescribed by these Rules.
- b. On each ballot cast, 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. 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 for Nomination remains on the ballot.
- c. 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.
- d. 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.
- e. 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.
- f. 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 for Nomination, or for the purpose of calculating a majority.
- g. In the event of a tie between Candidates for Nomination, the tie shall be broken in favour of the Candidate for Nomination receiving the most first preference votes, if possible, or otherwise by the toss of a coin.
- h. 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 for Nomination is declared elected as Nominee.

56. Counting and Results. Immediately upon the end of voting, the Returning Officer and the Deputy Returning Officers shall collect the ballot boxes and all unused ballots. The ballots shall be counted by the Deputy Returning Officers under the direction of the Returning Officer in a private place, in the presence of the counting scrutineers. The Returning Officer shall be the final authority at the Nomination Meeting in deciding how

ballots should be counted in the event that the meaning of one or more ballots is doubtful. Upon the completion of the tabulation of all ballots cast, the Returning Officer shall certify the result of the vote and report it to the Chair and each Candidate for Nomination for nomination. Upon receipt of the Returning Officer's report, the Chair shall announce which Nominee was elected the Constituency Association's Nominee. Upon the adjournment of the Nomination Meeting, the Returning Officer shall seal all of the ballots that were cast and all of the ballots that were not used, and deliver them to the Ontario Liberal Party. The ballots so delivered shall be kept in a secure location for at least seven days after the Nomination Meeting adjourns and thereafter, if no objection to the results of the Nomination Meeting is pending before the Arbitration Committee, the Ontario Liberal Party shall destroy the ballots.

SECTION G – ELECTORAL URGENCY AND ELECTORAL PERIOD

57. Electoral Urgency. Pursuant to Section 11.12 of the Constitution:

- g. The Nomination Commissioner may provide a Nomination Plan for any Constituency Association that, by the time that an Electoral Urgency has been declared, has not nominated a Nominee. 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.
- h. If Nomination Papers were not previously due, the filing deadline shall be deemed to be 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.
- i. 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.

58. Suspension of Rules. The Nomination Commissioner may amend, suspend or vary any of these Rules or impose additional Rules during Electoral Urgency.

**EXHIBIT A
VETTING PAPERS**

Nomination Contestant Vetting Papers

1. This form must be completed fully and frankly by each potential candidate for nomination as a candidate of the Ontario Liberal Party (hereinafter referred to as a "Potential Nomination Contestant") who is not a sitting Member of Provincial Parliament for the same Electoral District in the immediately prior general election or by-election. All items must be completed on this Form. If you answer "Yes" to a question, written details must be provided.
2. IT IS IMPORTANT TO EMPHASIZE THAT NEITHER THE COMPLETION NOR THE SUBMISSION OF THIS FORM ENTITLES A POTENTIAL NOMINATION CONTESTANT TO BE APPROVED, AND THEREBY BECOME ELIGIBLE FOR INCLUSION ON A NOMINATION PLAN.
3. The Form must be signed (and initialed where necessary) manually and not mechanically or electronically. No faxes or copied versions will be accepted. Please type or print using BLOCK letters. Failure to respond to all questions accurately and completely may delay the application for approval of the Potential Nomination Contestant and may result in the refusal to approve you as eligible for inclusion in a Nomination Plan.
4. All attachments pertaining to any questions must be made exhibits to this Form and each one must be so marked. All signatures must be originals. The Commissioner of Oaths/Notary Public before whom the statutory declaration at the end of this Form is made, as well as the person completing this Form must sign all attachments.
5. Completion of any of the questions set out in this Form may be waived by the Nominations Commissioner.
6. This form should be submitted in a sealed envelope addressed to the Nominations Commissioner, and will be reviewed exclusively by the Nominations Commissioner and the Candidate Vetting Committee. The information contained therein will be kept private, except in the case of a compelling need for disclosure to the campaign committee, in the best interest of the Ontario Liberal Party. The form should be sent to:

Ontario Liberal Party
Attn: Nominations Commissioner
10 St. Mary Street, Suite 210
Toronto, ON
M4Y 1P9

If you have any questions, please phone your regional contact on the Political Organization team at the Ontario Liberal Party office at 1-800-268-7250.

1.0 Basic information

1.a Identification

Family name

Full legal given names

Name(s) by which you are commonly known

1.b Personal information (no abbreviations)

Male Female

| | | | |
|-----------------|-------------------------------|------------------|---------|
| Date of birth: | Day | Month (in words) | Year |
| Place of birth: | City | Province/State | Country |
| Marital Status | Number of dependents (if any) | | |

1.c. Current residential address (no abbreviations)

| | | |
|----------------|---------|--------|
| Street Address | City | |
| Province | Country | Postal |

Residential phone number

Office phone number

Mobile phone number

| | |
|---------------|---------|
| Email address | Website |
|---------------|---------|

1d. Residential history for past 10 years (no abbreviations). Provide attachments if additional space is necessary.

| Street Address, City, Province/State, Country, Postal/Zip code | From (Month/Year) | To (Month/Year) |
|--|----------------------|--------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

1.e Citizenship (no abbreviations)

Are you a Canadian citizen?

Yes

No

List any countries (other than Canada) of which you are or have been a citizen or which assert obligations of citizenship over you.

| | From (Month/Year) | To (Month/Year) |
|--|----------------------|--------------------|
| | | |
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| | | |

1.f Professional designation(s)

List all professional designations that you have and professional associations to which you belong (please include your membership number where applicable). Please specify dates.

| | From (Month/Year) | To (Month/Year) |
|--|----------------------|--------------------|
| | | |
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| | | |

1g. Employment history

List all full-time or part-time employment since you graduated from high school or for the immediately preceding 10 years, whichever is less. Start with the most recent and account for the entire applicable period, including unemployment periods if applicable. Any omission will result in a delay in the processing of your application.

| Name, address and telephone number of employer | From (Month/ Year) | To (Month/ Year) | Name of supervisor | Reason for cessation |
|---|--------------------------|------------------------|--------------------|-------------------------|
| | | | | |
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1.h. Positions with political parties

Provide the name of any municipal, provincial, territorial or federal political party in any jurisdiction, in which you have been a member, the positions you held or sought (if any) and the period during which you held the position(s) or the date on which you sought them. Use an attachment if necessary.

| Name of political party | Position held with political party | From (Month/Year) | To (Month/Year) |
|-------------------------|------------------------------------|-------------------|-----------------|
| | | | |
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| | | | |

1.i. Involvement with organizations

What social, recreational, political, cultural, community or other organizations in Canada or elsewhere, whether formally or informally constituted, have you been a member of?

| Name of organization | Position held with organization | From (Month/Year) | To (Month/Year) |
|----------------------|---------------------------------|-------------------|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

1.j Matrimonial and custody proceedings

Are you presently involved in any matrimonial or custody proceedings in any court or have entered into a matrimonial or custody agreement?

- No Yes (if "Yes", provide details)

1.k Electoral district information

In which provincial electoral district do you live?

| | From (Month/Year) | To (Month/Year) |
|-------|----------------------|--------------------|
| _____ | | |
| _____ | | |

1.1 Publications

Have you ever written anything that has been published or widely distributed through the Internet or other means? Without limiting the breadth of this question, this includes academic or professional papers, books or textbooks, newsletters, newspaper reports, “op-ed” pieces, columns, letters to the editor, magazine articles, short stories, novels or other fiction. If so, copies of all such writings must be provided herewith or, if the volume of your writings or other obstacles makes that impractical, ten representative samples must be provided (extracts from a book will suffice if a copy is not readily available) along with a comprehensive list of all publications.

- No Yes (if “Yes”, provide details)

1.m Social Media

Please list each social media account you maintain or have maintained, and attach a full print out of all postings made on such account.

2.0 Change of name or use of different name

Have you ever had, used or operated under or carried on business under any name other than the names mentioned in Question 1a of this Form or have you ever been known under any other name? (Name changes resulting from marriage, divorce, court order or any other process should be included, giving appropriate dates.)

No Yes (if "Yes", provide details)

| Previous names | From (Month/Year) | To (Month/Year) |
|----------------|----------------------|--------------------|
| | | |
| | | |

Instructions for Questions 3 through 7: Full details are required as attachments in respect of any question to which the answer is "Yes". These details must include the circumstances, the relevant dates, the name of the parties involved and the final determination if known. All questions must be answered with YES or NO unless otherwise specified.

3.0 Proceedings by regulators and miscellaneous information

3.a Have you personally ever been the subject of disciplinary action undertaken by any tribunal, organization or society? If so provide details.

No Yes (if "Yes", provide details)

3.b Have you ever been suspended, expelled or required to withdraw from a post-secondary institution? If so provide details.

No Yes (if "Yes", provide details)

3.c Have you ever been discharged, suspended or asked to resign from any employment? During your employment have you been involved in any law suits, dismissal for cause, unfair or illegal employment or labour practices, been charged or found guilty of sexual or other harassment, been involved with any misappropriation of funds or fraud, been disciplined by any professional association, breached any tax or immigration statutes or any other matters of a similar nature, had any improper dealing with governments? If so provide details.

No Yes (if "Yes", provide details)

3.d Have you ever been denied or had revoked a license or permit the procurement of which required proof of good character? If so provide details.

No Yes (if "Yes", provide details)

3.e If you have served as a member of a police force or armed forces (a) have any formal charges or proceedings ever been instituted against you, (b) have you been a defendant in a court martial or similar proceeding or (c) have you ever been discharged from your duties? If so provide details.

- No Yes (if "Yes", provide details)
-

3.f Have you ever been denied entry, landed immigrant status or citizenship in Canada or any other country? If so provide details.

- No Yes (if "Yes", provide details)
-

3.g Have you been the subject of any legal proceeding, inquiry or investigation instituted or undertaken by an agency of government or by a regulatory body in Canada or elsewhere? If so provide details.

- No Yes (if "Yes", provide details)
-

3.h Do you have any outstanding liabilities to any taxation authorities in Canada? Have you made any special arrangements or special payment plans with respect to any such liabilities? Are there any matters that remain to be resolved with respect to any of your obligations owed to any taxation authority in Canada (unresolved assessment challenges, reassessments. etc.)? Are your tax filings not up-to-date?

- No Yes (if "Yes", provide details)
-

3.i Do you, or any campaign organization that supported your election for any electoral event at any level, have any debts or liabilities?

- No Yes (if "Yes", provide details)
-

3.j Have you been charged or convicted of plagiarism, cheating on examinations or other conduct that was the subject of academic discipline? If so provide details.

- No Yes (if "Yes", provide details)
-

4.0 Offences under the law

Note: If a pardon under the Criminal Records Act (Canada) has been formally requested and you have received formal written notice that such pardon has been granted and it has not been

revoked, you are not obliged to disclose any such pardoned offence. In such circumstances, the appropriate written response would be: "Yes, pardon granted on [date]."

4.a Past convictions involving other contraventions or criminal offences

Have you ever been charged in Canada or elsewhere, with any crime, offence or delinquency under a statute or ordinance? If yes, please provide full particulars (use a separate sheet if needed) including applicable dates, places, nature of acts or offences, penalties and pardons.

- No Yes (if "Yes", provide details)
-

4.b Current charges or indictments

Are you currently the subject of a charge or indictment, under any law of any province, territory, state or country for contraventions, criminal offences or other conduct of the type described in Question 4.a?

- No Yes (if "Yes", provide details)
-

4.c Partnership or company convictions or current charges or indictments

Has any partnership or company of which you were at the time of such event a partner, officer, director or beneficial owner of more than 10% of the voting securities, ever been convicted or is any partnership or company in which you hold such a position currently the subject of a charge or indictment, under any law of any province, territory, state or country for contraventions, criminal offences or other conduct of the type described in Question 4.a?

- No Yes (if "Yes", provide details)
-

4.d Breach or private rules

Have you been charged or convicted or involved in any breach of trust or rules of a private organization? During your political career, have you been charged or convicted of any election financing offence, received illegal payments or gifts, breached any Ontario Liberal Party (or any other party) rules, continued fraud or been charged with or found guilty of any abuse or complaint in the holding of a public office? Have you ever resigned a public office? Have you ever been investigated respecting any public office or any campaign for public office? To your knowledge, has anyone campaigning with you or on your behalf done any of the foregoing?

- No Yes (if "Yes", provide details)
-

5.0 Civil proceedings

5.a Has a court in a civil proceeding ever held that you or any partnership or company of which you were at the time of such event a partner, officer, director or beneficial owner of more than 10% of the voting securities committed fraud or similar conduct?

No Yes (if "Yes", provide details)

5.b Are there any civil proceedings now pending in which fraud or similar conduct on the part of you or any partnership or company of which you are or were at the time such proceedings commenced a partner, officer, director or beneficial owner of more than 10% of the voting securities is alleged?

No Yes (if "Yes", provide details)

5.c Have you or any partnership or company of which you were at the time of such event a partner, officer, director or beneficial owner of more than 10% of the voting securities been involved in any court in a civil proceeding?

No Yes (if "Yes", provide details)

5.d Are you or any partnership or company of which you were at the time of such event a partner, officer, director or beneficial owner of more than 10% of the voting securities involved in any issue or controversy that is now or is likely to go to litigation or public review?

No Yes (if "Yes", provide details)

5.e Are you or any partnership or company of which you were at the time of such event a partner, officer, director or beneficial owner of more than 10% of the voting securities involved in any dispute with a public body or government, whether or not the dispute has gone to litigation or a hearing?

No Yes (if "Yes", provide details)

5.f Are you presently involved, as a party, witness or otherwise, in any litigation before a court of law or tribunal of competent jurisdiction, which, if publicized before or during an election campaign, could adversely affect your campaign or the campaign of the Ontario Liberal Party or cause embarrassment to the Party of its Leader?

No Yes (if "Yes", provide details)

6.0 Bankruptcy

6.a Have you ever been declared bankrupt, made a voluntary assignment in bankruptcy, made a compromise or agreement with your creditors or gone out of business leaving debts outstanding or has a receiver or a receiver and manager appointed by or at the request of your creditors ever assumed control of your assets?

- No Yes (if "Yes", provide details)
-

6.b If so, have you been discharged? (A copy of the discharge must be attached.)

- No Yes (if "Yes", provide details)
-

6.c Has any partnership or company of which you were at the time of such event a partner, director, officer or beneficial owner of more than 10% of the voting securities ever been declared bankrupt or made a voluntary assignment in bankruptcy or had control of its assets assumed by a receiver and manager appointed by or at the request of its creditors?

- No Yes (if "Yes", provide details)
-

6.d Are you, your spouse/common-law partner or any partnership or company of which you are a partner, director, officer or beneficial owner of more than 10% of the voting securities unable to pay liabilities as they become due?

- No Yes (if "Yes", provide details)
-

7.0 Judgment or garnishment

Is any judgment or garnishment outstanding against you, in any civil court in any province, state or country for damages or other relief in respect of a fraud or for any reason whatsoever?

- No Yes (if "Yes", provide details)
-

8.0 Qualification to be a candidate

Certain legislation is reproduced below. Are you eligible to be a candidate in the next provincial election?

- Yes No (if "No", provide details)
-

Section 26(1) of the *Election Act* (Ontario), provides that the following persons are eligible to be a candidate:

“Every person is qualified to be a candidate who, at the time of signing the consent to nomination,

(a) is of voting age;

(b) is a Canadian citizen;

(c) has resided in Ontario for the six months next preceding polling day; and

(d) is not disqualified by the *Legislative Assembly Act* or by any other Act.”

Section 26(2) of the *Election Act* (Ontario), provides that “No person who has been engaged as a returning officer, election clerk, revising agent or revision assistant at the revision of any list of electors to be used at the election, is eligible as a candidate.”

Section 7(1) of the *Legislative Assembly Act* (Ontario) provides that:

“No person who on the day of nomination for election to the Assembly is a member of the Senate of Canada or of the House of Commons of Canada is eligible as a member of the Assembly or shall be returned as elected thereto, and if any such person receives a majority of votes at an election, the votes cast for that person shall be thrown away and the returning officer shall return the person having the next greatest number of votes if he or she is otherwise eligible.”

Section 8(1) of the *Legislative Assembly Act* (Ontario) prohibits most federal and provincial civil servants from sitting in the Legislative Assembly, but leaves of absence may be possible for the purposes of an election depending on the seniority and role of the civil servant. Applicants meeting this description should review the legislation and consult with the Candidate Vetting Committee.

9.0 Full disclosure

Are you aware of any other material fact not otherwise disclosed in this Form that, if publicly known, could cause your electoral chances or the electoral chances of the Ontario Liberal Party to be materially worsened, could hinder the performance of your public duties as a Member of Provincial Parliament or could be used by your opponents against you or the Ontario Liberal Party?

No Yes (if “Yes”, provide details)

10.0 References

Please provide the full names, address, phone and fax numbers for two personal and two business references.

Personal Reference 1

Personal Reference 2

Business Reference 1

Business Reference 2

11.0 Education and interests

11.a Educational background (please attach verifying documents):

11.b Specialized training:

11.c Languages spoken and/or written (please specify proficiency):

11.d Hobbies, recreational and pursuits:

11.e Other information that you consider the Party should have in order to “get to know you” (feel free to expand and attach additional material as you see fit):

12.0 Reasons for running

12.a Why did you become a member of the Ontario Liberal Party?

12. b Why do you want to represent your electoral district in the Legislative Assembly of Ontario?

13. Candidate profile

13.a Do you live in the electoral district in which you plan to seek the nomination?

Yes No

If "Yes", how long have you lived or worked in your electoral district?

13.b What elected, appointed, or practical experience have you had in the following governments, organizations or associations?

| | From (Month/ Year) | To (Month/ Year) |
|--------------------------------|--------------------------|------------------------|
| Federal government involvement | | |

| | | |
|-----------------------------------|--------------------------|------------------------|
| Provincial government involvement | From (Month/ Year) | To (Month/ Year) |
|-----------------------------------|--------------------------|------------------------|

| | | |
|----------------------------------|--------------------------|------------------------|
| Municipal government involvement | From (Month/ Year) | To (Month/ Year) |
|----------------------------------|--------------------------|------------------------|

| | | |
|--|--------------------------|------------------------|
| Any other level of government or governmental organization involvement | From (Month/ Year) | To (Month/ Year) |
|--|--------------------------|------------------------|

| | | |
|--|--------------------------|------------------------|
| Boards, commissions or task forces involvement | From (Month/ Year) | To (Month/ Year) |
|--|--------------------------|------------------------|

| | | |
|---|--------------------------|------------------------|
| Community, cultural and non-profit organizations involvement | From (Month/ Year) | To (Month/ Year) |
| Union, corporate, professional or business experience involvement | From (Month/ Year) | To (Month/ Year) |
| Other involvement | From (Month/ Year) | To (Month/ Year) |

13.c What, if any, experience/training do you have in election campaigns?

13.d Have you had experience in public speaking, both to large and small groups, and if so, elaborate?

13.e What experience have you had in public debating?

13.f What training or experience have you had with the media (print, radio or TV)?

13.g What experience have you had in receiving and answering correspondence?

13.h In your judgment, who would your principal opponent be in your electoral district if you were the Ontario Liberal Party candidate?

13.i If you become the Ontario Liberal Party candidate, what strategy would you employ to defeat your principal opponent in your electoral district?

13.j What are your principal sources of information with respect to provincial politics and issues your electoral district?

13.k How do you plan to approach raising funds for your nomination and potential candidacy?

13.l With which community or interest groups in the electoral district do you have strong person relations?

13.m Have you ever been associated with any organizations that engage in or promote any public policy that encourages hatred against people or persons on the basis of ethnicity, language, colour, religion, culture, gender, or sexual orientation?

No Yes (if "Yes", provide details)

14. Policy

14.a Are there public Ontario Liberal Party policy positions that you object to, or that you believe will be a challenge for you to support?

Yes No (if "Yes", provide details)

Caution

Steps will be taken to verify the answers you have given in this Form including verification of information relating to any previous criminal record.

Acknowledgement, Consent, Solemn Declaration and Undertaking

1. I hereby authorize and consent to the collection by the Candidate Vetting Committee, the Nomination Commissioner, or any other person or persons appointed as contemplated by the Nomination Rules or their designates or agents or any of them of any information whatsoever (which may include personal, credit, criminal or military records or other information) from any source, including without limitation from any person, government, educational institution, police force, military authority, investigative agency, retail credit agency, governing body or other organization, as permitted by law in any jurisdiction in Canada or elsewhere. I will promptly execute and deliver to the Candidate Vetting Committee, Nomination Commissioner or any other person or person appointed as contemplated by the Nomination Rules as the campaign chair or co-chairs for a province or territory any further consents, whether verbal or in writing, requested of me.
2. I acknowledge and agree that such information and the information disclosed in this Form may be used by the Candidate Vetting Committee, Nomination Commissioner or any other person or person appointed as contemplated by the Nomination Rules or their designates or any of them for the purpose of evaluating and substantiating my suitability to be eligible for inclusion on a Nomination Plan and for no other purpose, such use to be made strictly in accordance with all applicable laws governing the use and disclosure of personal information in Ontario. I understand that all copies of this Form shall be retained in a secure location designated by the Nomination Commissioner.
3. I have read and understand the Questions, Caution and Acknowledgement and Consent in this Form. I understand that neither the issuance to me of these materials, nor their acceptance nor my approval for eligibility for inclusion on a Nomination Plan constitutes an agreement by or on behalf of the Ontario Liberal Party or its Leader to the effect that the Leader of the Party has in any way waived or compromised his or her right to designate a person other than myself as the Ontario Liberal Party candidate in the forthcoming election or by-election.
4. I understand that I may be required, either before or subsequent to approval of my candidacy, to consent to any and all background check(s) that the Nomination Commissioner considers to be appropriate to have undertaken in the best political interests of the Ontario Liberal Party. I further understand that the results of such background checks shall be kept confidential by the Nominations Commissioner unless, based upon information contained therein, they conclude that it is not in the interest of the Ontario Liberal Party that my candidacy be approved as eligible for inclusion in the Nomination Plan and, upon refusal of approval, I claim that the approval was refused without good reason. Notwithstanding the foregoing, I understand and agree that the Nominations Commissioner may, upon receiving negative information as a result of such a background check, disclose such information to the Campaign Committee, to the Leader and to legal counsel in order to consult upon a decision, but those individuals shall not make further disclosure of such information, except in accordance with the foregoing.
5. The answers I have given to the questions in this Form and in any attachments to this Form are true and correct except where stated to be to the best of my knowledge in which case I believe the answers to be true.

6. In consideration of the Ontario Liberal Party vetting me for inclusion in a Nomination Plan, I, the undersigned, undertake as follows:

(a) in the event that if I am not included on the nomination plan, or if I do not win the nomination, that I will not, in any electoral district in Canada, seek election as an independent candidate or as a candidate for another political party in that election or any simultaneous by-election;

(b) not to make public statements critical of any decision of the Candidate Vetting Committee or party officials in connection with any Nomination;

(c) to release and not to pursue any claim I may have now or in the future against the ultimate Nominee, the Ontario Liberal Party, the Candidate Vetting Committee, the Nominations Commissioner, the Leader, the Campaign Director or party officials; and

(d) to pay a liquidated damage of up to \$25,000, as may be assessed by the Nominations Commissioner, in respect of any breach of the foregoing or a breach of any of the restrictions on nomination campaigns set out herein.

7. I make this acknowledgement, consent, solemn declaration and undertaking conscientiously believing it to be true and knowing it is of the same legal force and effect as if made under oath and by virtue of the Canada Evidence Act.

ALL ATTACHMENTS MUST BE INITIALED BY THE PERSON COMPLETING THIS FORM AND BY A NOTARY PUBLIC/COMMISSIONER OF OATHS BEFORE WHOM THIS FORM IS EXECUTED. ALL SIGNATURES MUST BE ORIGINALS.

List any attachments

Sworn/declared before me at the City of ____ in the Province of Ontario this ____ day of _____, 20__.

X
A Commissioner of Oaths/Notary Public

Print
name: _____

X
Nomination Contestant

Note: This Form must be executed in the presence of a duly authorized Commissioner of Oaths- or Notary Public in and for the jurisdiction in which it is sworn

**EXHIBIT B
NOMINATION PAPERS**

**ONTARIO LIBERAL PARTY
CANDIDATE NOMINATION PAPERS**

In order to become eligible to be nominated as a candidate for the Ontario Liberal Party at a nomination meeting, two requirements must be met. The prospective candidate's name must be included on the Nomination Plan that is approved by the Nominations Panel or the Nominations Commissioner, and the prospective candidate must complete all of components of the Candidate Nomination Papers.

All necessary forms are contained in this package, as follows:

1. OLP Form P-1: Certification of Eligibility and Affirmation of Principles
2. OLP Form P-2: Members Signatures (25 required; multiple copies of the form can be used)
3. OLP Form P-3: Reimbursement Allocation
4. OLP Form P-4: Election Readiness Questionnaire

If you have any questions, please phone your regional contact on the Political Organization team at the Ontario Liberal Party office at 1-800-268-7250.

All four documents must be completed and returned to the Ontario Liberal Party office in order for a prospective candidate to be nominated. Please submit to:

Ontario Liberal Party
10 St. Mary Street, Suite 210
Toronto, ON
M4Y 1P9

NB: These documents are separate from the required Elections Ontario registration and nomination forms.

OLP Candidate Nomination Papers
Form P-1 (First of four forms)
Certification of Eligibility and Affirmation of Principles

I, the undersigned, nominee to be the candidate for the Ontario Liberal Party at a meeting of the Constituency Association for the electoral district of _____, undertake to support the candidacy of whomsoever shall be the Liberal candidate for the next provincial election in this electoral district; and confirm that in the event I do not win the nomination, I will not seek election as an independent candidate or as a candidate for another political party in any electoral district in the election.

I certify that I am a member in good standing of the Ontario Liberal Party in the Constituency Association of: _____.

I certify that I am qualified pursuant to the Ontario Election Act to be elected and to sit as a member of the Legislative Assembly of Ontario. I further undertake to withdraw as a nominee or nominated candidate in the event that I become disentitled by law to be elected or to sit as a member of the Legislative Assembly of Ontario.

I hereby affirm the following principles:

- a) that fairness and equity will apply in all matters within the Party and with other political parties;
- b) a commitment to respect the dignity and worth of all people;
- c) a commitment to the full and equitable participation of all members;
- d) a commitment to respect the laws of Canada and Ontario; and
- e) a commitment to fairness in electoral competition.

Signature: _____

Dated: _____

Print Name: _____

Witness: _____

Dated: _____

Print Name: _____

Candidate Contact Information:

Name

Address

Home Phone Number

Mobile Phone Number

Email

In the event that I am unable to be contacted, please contact the following (optional):

Name

Address

Home Phone Number

Mobile Phone Number

Email

RECEIVED AT THE ONTARIO LIBERAL PARTY

Date: _____

Received By: _____

Time: _____

Signature: _____

**OLP Candidate Nomination Papers
Form P-2 (Second of four forms)
Members' Signatures**

We, the undersigned Ontario Liberal Party members in the electoral district of _____, hereby nominate _____ as a candidate for the Ontario Liberal Party nomination.

| NAME (PRINT CLEARLY) | SIGNATURE |
|----------------------|-----------|
| 1. | |
| 2. | |
| 3. | |
| 4. | |
| 5. | |
| 6. | |
| 7. | |
| 8. | |
| 9. | |
| 10. | |
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| 12. | |
| 13. | |
| 14. | |
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| 16. | |
| 17. | |
| 18. | |
| 19. | |
| 20. | |
| 21. | |
| 22. | |
| 23. | |
| 24. | |
| 25. | |

OLP Candidate Nomination Papers

Form P-3 (Third of four forms)

Reimbursement Allocation

In consideration of the Ontario Liberal Party allowing me to stand for nomination, and for other consideration, the receipt and sufficiency of which is hereby acknowledged, I, the undersigned nominee to be a candidate for the Ontario Liberal Party at a meeting of the constituency association for the electoral district of:

hereby assign to the Ontario Liberal Party, the entire portion of the reimbursement that I am entitled to receive pursuant to section 44 of the Election Finances Act, R.S.O. 1990, c.F.7 as amended, in accordance with the following:

1. In signing this document, I agree that the Ontario Liberal Party will extend credit to my campaign in provision of certain goods and services. Accordingly, and subject only to written variation or waiver executed by the Chief Financial Officer of the Ontario Liberal Party, this assignment is irrevocable, and is to be honored by the Chief Election Officer in preference to any other assignment that I may sign;
2. I recognize that the Ontario Liberal Party shall retain 50% of the reimbursement to offset the costs incurred by the Ontario Liberal Party campaign, and shall apply the remaining 50% against whatever credit has been extended to my campaign for certain goods and services;
3. I hereby swear to the Ontario Liberal Party that I have not as of this date executed any other previous assignments of the funds herein, and undertake not to execute any potentially conflicting assignment of these funds except with the written consent of the Chief Financial Officer of the Ontario Liberal Party, which may be combined with the written variation or waiver referred to in the preceding paragraph; and
4. I agree that my Chief Financial Officer and I will sign further assignments and other documents that may be necessary to give further legal or practical effect to this assignment.

Signature: _____

Dated: _____

RECEIVED AT THE ONTARIO LIBERAL PARTY

Date: _____

Received By: _____

Time: _____

Signature: _____

Print Name: _____

Witness: _____ Dated: _____

Print Name: _____

RECEIVED AT THE ONTARIO LIBERAL PARTY

Date: _____ Received By: _____

Time: _____ Signature: _____

Signature: _____

Dated: _____

Print Name: _____

RECEIVED AT THE ONTARIO LIBERAL PARTY

Date: _____

Received By: _____

Time: _____

Signature: _____

**EXHIBIT C
NOMINATION PLAN**

Please refer to the accompanying instructions before you begin. Aussi disponible en français.

Date _____

1. SUMMARY INFORMATION

1a. Name of Constituency
Association _____

1b. Draft Plan version
number _____

1c. Name of incumbent
MPP _____

1d. Number of potential
candidates _____

1e. Proposed date of Nomination
Meeting _____

2. CONTACT INFORMATION

2a. Name of Association
President _____

Mailing Address _____

Telephone(home) _____

Telephone(business) _____

Telephone(mobile) _____

E mail _____

2b. Name of Membership
Secretary _____

Mailing Address _____

Telephone(home) _____

Telephone(business) _____

Telephone(mobile) _____

E mail _____

2c. Name of Chair, Candidate
Search

Mailing Address

Telephone(home)

Telephone(business)

Telephone(mobile)

E mail

3. MEMBERSHIP INFORMATION

3a. Membership fee
\$10 individual | \$25 family (6 individuals) | \$5 youth/senior

3b. Out-of-riding limit
10% of the riding's total membership, grandfathered to November 18, 2016.

3c. Date at which in-riding members must be in good standing _____

3d. Date at which out-of-riding members must be in good standing November 18, 2016 _____

3e. Other information _____

4. CANDIDATE SEARCH INFORMATION

4a. Summarize the activities of the Association's Candidate Search committee

5. MEETING INFORMATION *May be changed at the discretion of the Chair of the Nomination Meeting*

5a. Proposed date of Nomination Meeting _____

5b. Proposed meeting start time _____

5c. Meeting site _____

Site address _____

Name of site contact person _____ Telephone _____

5d. Seating capacity of hall: _____ Layout attached

5e. Access times: In _____ Out _____

5f. Wheelchair accessible? Yes No

5g. Privacy for the count? Yes No

5h. Sound system? On site Rented Not required

5i. Podium? On site Rented Not required

5j. Tables and chairs? On site Rented Not required

5k. Parking? _____ Number of vehicles _____

5l. Wireless Internet? Yes No

5m. Food/beverages for volunteers? Yes No

6. RIDING FINANCE INFORMATION

6a. 2013 Commitment paid? Yes No

6b. Prior debts to the OLP Paid? Yes No

6c. Debt Payment Plan attached? Yes No N/A

6d. Number of ABC Members: _____

6e. Total Value of Monthly ABC Contributions: _____

6f. Most Recent monthly bank statement attached? Yes No

6g. 2011 AR-1 approved by Elections Ontario? Yes No

6h. 2011 CR-1 approved by Elections Ontario? Yes No

6i. 2011 CR-3 approved by Elections Ontario? Yes No

7. CANDIDATE INFORMATION (Only candidates who have been approved by the Candidate Vetting Committee or the Nominations Commissioner are eligible for inclusion on a Nomination Plan)

7a.
Name _____

7b. Mailing
address

Telephone(home) Telephone(business) Telephone(mobile)

E mail _____

7a.
Name _____

7b. Mailing
address

Telephone(home) Telephone(business) Telephone(mobile)

E mail _____

7a.
Name _____

7b. Mailing
address

Telephone(home)

Telephone(business)

Telephone(mobile)

E mail

7a.
Name

7b. Mailing
address

Telephone(home)

Telephone(business)

Telephone(mobile)

E mail

**CHIEF FINANCIAL OFFICER
APPOINTMENT & UNDERTAKING**

I, _____, a candidate for the Ontario Liberal Party in the provincial riding of _____ have appointed the person named below as my chief financial officer pursuant to Section 33(1) of the *Election Finances Act*.

Name of Chief Financial Officer: _____

X _____
(Nomination Candidates' Signature)

Identification of Chief Financial Officer

Family Name: _____

Full Legal Given Names: _____

Residential Address: _____

City: _____, Ontario. Postal Code: _____

Office Address: _____

City: _____, Ontario. Postal Code: _____

Work Phone: _____ Personal Phone: _____

Email: _____ @ _____ Fax: _____

MEMORANDUM

Name of Nomination Contestant: _____

Nature of principal business or
occupation of contestant _____

Home Address & Telephone Business Address & Telephone

() _____

() _____

To: Financial Institution Official
Subject: Appointment of Chief Financial Officer

The purpose of this memorandum is to advise you of my intention to stand as a nomination contestant at the next provincial election and to inform you that the following person has been appointed and has agreed to act as my chief financial officer, and in this capacity is requesting access to banking services from your institution:

Name of chief financial officer: _____

Nature of principal business or
occupation of chief financial officer _____

Home Address & Telephone Business Address & Telephone

() _____

() _____

Section 33(4) of the *Election Finances Act* (Ontario) imposes upon the nomination contestant's chief financial officer an obligation to ensure that contributions to the nomination contestant are placed in an appropriate depository.

In support of this obligation, I would ask for your assistance in facilitating access to banking services by my chief financial officer.

Signature of Nomination Contestant/Date

Signature of Chief Financial Officer/Date

Undertaking of Chief Financial Officer

In consideration of the Ontario Liberal Party submitting _____ (the "Nomination Contestant") to the Candidate Vetting Committee the undersigned, hereby undertake and confirm as follows:

I am the person appointed by the Nomination Contestant in this Chief Financial Officer Appointment and Undertaking as his or her chief financial officer. I am eligible to be the chief financial officer of the Nomination Contestant in accordance with the *Election Finances Act* (Ontario).

I consent to act as the chief financial officer on behalf of the Nomination Contestant in accordance with the terms of the *Election Finances Act* (Ontario).

I have read the Nomination Rules of the Ontario Liberal Party, and the appropriate publications of Elections Ontario relating to the administration of nomination contests, and understand my obligations under all of them, as chief financial officer, and will comply with such obligations in all respects. In particular, I will maintain accurate books and records of the Nomination Contestant's campaign, will comply with the reporting procedures as outlined in the *Election Finances Act*, and will provide copies to the office of the Ontario Liberal Party all material that either the Nomination Contestant or I am required to submit to the Elections Ontario in accordance with the *Election Finances Act* (Ontario).

Dated this ____ day of _____, 20__ and
Signed before me on that date:

Witness: _____
Name:

Chief Financial Officer: _____
Name:

If you have any questions or require further information, please call the Nominations Commissioner of the Ontario Liberal Party, 416-961-3800 ext. 505 (toll free 800-268-7250) or e-mail alevine@ontarioliberal.ca.

Section 1 -SUMMARY INFORMATION

- 1a. Name of Constituency Association*
Enter the full name of your riding association.
- 1b. Draft Plan version number*
If this is the first submission of your draft Plan, enter 1. Subsequent versions, if required, should be consecutively numbered.
- 1c. Name of incumbent MPP*
The current Member of Provincial Parliament for the riding.
- 1d. Number of potential candidates*
Number of individuals currently eligible to receive nomination papers.
- 1e. Proposed date of Nomination Meeting*
Proposed date of Nomination Meeting. The Constitution of the Ontario Liberal Party requires that the Meeting occur no earlier than twenty-one (21) days following the adoption of the Plan.

Section 2- CONTACT INFORMATION

- 2a. Name and contact information of Association President*
- 2b. Name and contact information for the Association Membership Secretary*
- 2c. Name and contact information for the Chair of the Association Candidate Search effort.*

Section 3 -MEMBERSHIP INFORMATION

- 3a. Membership fee*
The current membership fee structure as described Meeting, expressed as a percentage of total membership.

3b. Out-of-riding limit

The maximum allowable non-resident members of the Association eligible to vote at a Nomination

3c. Date at which in-riding members must be in good standing

The latest date at which a membership applicant, resident in the constituency, is eligible to vote at a Nomination Meeting. The Constitution requires that this date occur no earlier than seven (7) days following the adoption of the Plan, and no later than fourteen (14) days prior to the Meeting.

3d. Date at which out-of-riding members must be in good standing

The latest date at which a membership applicant, non-resident in the constituency, is eligible to vote at a Nomination Meeting. The Constitution requires that this date be November 18, 2016.

3e. Other information

Any other information with respect to membership that the Nominations Commissioner should be advised of.

Section 4- CANDIDATE SEARCH INFORMATION

- 4a. Summarize the activities of the Association Candidate Search Committee.*

Section 5- MEETING INFORMATION

- 5a. Proposed date of Nomination Meeting*
Proposed date of Nomination Meeting. See Section 1e.
- 5b. Proposed meeting start time*
Proposed starting time of the Nomination Meeting.

5c. Meeting site

Name of facility, municipal address and the name and telephone number of the facility contact person.

5d. Seating capacity of hall

The meeting space should be suitable for the task at hand. There must be facilities for people to have some privacy when they are marking the ballots. There must also be an allowance for people who are going to stay a while i.e. a place for them to sit. If there is to be a podium set up, its location must be considered as well. If possible, please attach a sketch of the facility layout.

5e. Access times

Make sure that the site will be available for the whole day. If your association will have to set up the space, then make sure that you have adequate time to complete this task before proceedings get underway. Also ensure that you are under no pressure to vacate the facility in the evening, to allow for long counting times and other unforeseen circumstances.

5f. Wheelchair accessible

The Constitution of the Ontario Liberal Party requires that the location of the Nomination Meeting be wheelchair accessible.

5g. Privacy for the count

The meeting space must also allow for privacy for the counting of ballots. Another room adjacent to the meeting room space is ideal. If the adjacent room has windows, can the windows be covered? If an adjacent room is not available, can provisions be made in the voting area to create privacy?

5h. Sound system

If you anticipate a large turnout for the meeting, a sound system may be necessary.

5i. Podium

A podium or a head table will be useful for the meeting chair while conducting the nomination portion of the meeting.

5j. Tables and chairs

You should ensure that there are enough tables and chairs available, either on site or rented by your association, to fulfill the requirements for your site. You will need at least one Deputy Returning Officer (DRO) for every 300 members of your association. Each DRO will need a table approximately 4 feet in length, and a chair. Space will be required for people to line up in front of the table. There will have to be a table for renewals, a table for credentials and a table for the ballot boxes to sit on. You may also require tables for refreshments.

5k. Parking

There should be an adequate number of clear parking spaces available to ensure that your members will be able to park at or near the site. It is recommended that the number of available parking spaces be equal to 25% of the Association eligible voting members.

5l. Wireless internet

If wireless internet is available, it can be very useful.

5m. Food/beverages for volunteers

It is appropriate for the riding association to provide refreshments for the volunteers that will be working all day.

Section 6 – RIDING FINANCE INFORMATION

6a. 2013 Commitment paid

Has the riding association paid its 2013 annual commitment to the OLP?

6b. Prior debts to the OLP paid

Has the riding association paid its 2012 annual commitment to the OLP as well as any other outstanding debts?

6c. Debt Payment Plan attached

If the riding hasn't paid off its 2013 commitment or any previous debt, please attach a detailed plan for completing this task.

6d. Number of ABC members

How many current ABC members does the riding have?

- 6e. *Total Value of monthly ABC contributions*
What is the total monthly value of all the ABC contributions.
- 6f. *Most recent monthly bank statement attached*
Attach the most recent bank statement for the riding association bank account.
- 6g. *2011 AR-1 approved by Elections Ontario*
Has the AR-1 from the 2011 year been fully approved by Elections Ontario?
- 6h. *2011 CR-1 approved by Elections Ontario*
Has the CR-1 from the 2011 campaign been fully approved by Elections Ontario?
- 6i. *2011 CR-3 approved by Elections Ontario*
Has the CR-3 from the 2011 campaign been fully approved by Elections Ontario?

Section 7- CANDIDATE INFORMATION

Name, contact information and biographical data for those individuals eligible to receive Nomination Papers. Please attach a resume for each candidate that includes their political experience, work experience, education, and community or volunteer involvement.

Please email your completed draft Nomination Plan to your regional outreach contact at the OLP office, or mail it to:

*Nominations Commissioner
Ontario Liberal Party
10 St. Mary Street, Suite 210
Toronto, Ontario M4Y 1P9*

Or fax it to 416-323-9425.

Questions? Please contact your regional outreach staff at the OLP office or call the Nominations Commissioner 416-961-3800 extension 505 (toll free 800-268-7250) or e-mail alevine@ontarioliberal.ca.