

LIBERAL

Constitution of the Ontario Liberal Party

As amended on **September 22, 2024**
at the annual meeting held in London, Ontario.

(with amendments to take effect upon the call of the 2025 annual meeting)

Explanatory Note: This version of the Constitution contains provisions related to the creation of the Ontario Liberal Seniors' Commission. The Commission, and any provisions related to it, do not come into effect until the call of the 2025 Ontario Liberal Party annual meeting.

This Constitution is supplemented by various Rules of Procedure on various topics. Please refer to the Ontario Liberal Party website, www.ontarioliberal.ca, for the most current version of these documents.

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1. PURPOSES

1. The purposes of the Ontario Liberal Party (the “Party”) are to:
 - (a) elect Ontario Liberal candidates to the Legislative Assembly of Ontario;
 - (b) advocate for and support liberal political principles;
 - (c) develop provincial policy; and
 - (d) encourage and facilitate participation in the Party by individuals from all demographic groups in Ontario.

2. DEFINITIONS

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

“**affiliated association**” means:

- a) a constituency association;
- b) a club or association of a recognized commission and recognized by the Executive Council;
- c) any other club or association specifically recognized as an affiliated association by the Executive Council.

“**associate member**” of a constituency association means a member who has specifically completed membership application for a constituency association for which they do not reside within the boundaries of the corresponding electoral district.

“**candidate**” means the person nominated by a constituency association to be the Party’s official candidate in the constituency association’s electoral district;

“**commission**” means a subsidiary organization consists of member of the Party that meets specific criteria and with the objective to advance the equitable representation of a specific demographics that would otherwise be under-represented within the provincial government or the Party, and to support the Party’s engagement, mobilization of said demographics.

“**electoral district**” means an electoral district as set out in the *Representation Act*¹ or any Act which has been passed to replace it, notwithstanding that such Act has not been proclaimed;

“**past candidate**” means a person nominated by a constituency association to be the Party’s official candidate in the most recent election in the constituency association’s electoral district;

“**residence**” or any similar expressions used in relation to a person means the ordinary and permanent lodging place of the person.

¹ Since December 3, 2015, *Representation Act*, 2015, S.O. 2015, c. 31, Sched. 1

3. MEMBERSHIP

Members

3.1 The membership of the Ontario Liberal Party is open to any person who:

- (a) has attained the age of fourteen (14);
- (b) is resident in Ontario;
- (c) supports the purposes of the Party;
- (d) abides by the Constitution and principles of the Party; and
- (e) is not a member of any other provincial political party in Ontario.

Membership Periods

- 3.2 A membership shall begin the date the membership application submission is completed and accepted by the Party.
- 3.3 A membership shall expire at midnight on December 31 of the year after the membership is granted, provided that, where an applicant becomes a member on or after October 1 of a given year, the membership will expire at midnight on December 31 of the second year following the year in which membership was granted.
- 3.4 A member who is participating in a pre-authorized monthly giving plan shall automatically have their membership renewed on October 1 of each year.

Administration of Membership

- 3.5 There shall be no fee for membership.
- 3.6 The Executive Council shall establish Rules of Procedure to prescribe the rules and process governing the administration of membership, and any additional membership requirements and limitation for membership of affiliated associations.
- 3.7 A membership application shall be submitted through the Party website.
- 3.8 The Party office shall maintain the membership list of record of the Party and all affiliated associations.

Membership of Constituency Association

- 3.9 A member of the Party is automatically a member of the constituency association for the electoral district in which they reside.
- 3.10 If a member's residency changes during the membership period, the member shall notify the Party. The membership shall automatically transfer to the constituency association in which they reside.
- 3.11 A person may become an associate member of a constituency association in which they do not reside by submitting a completed membership application specifying the constituency association.

Rights of Membership

3.12 A member has rights to the following:

- a) receive information of activities for any constituency association in which they are a member, including notices of general meetings, delegate election meetings, nomination meetings, and Leadership Election Votes;
- b) attend and speak at general meetings or delegate election meetings of a constituency association in which they are a member;
- c) vote at a general meeting, delegate election meeting, nomination meeting or Leadership Election Vote of the constituency association in which they reside;
- d) stand for election to be an elected officer of any constituency association in which they are a member, provided they meet the eligibility criteria for the office;
- e) stand for election to be a delegate representing any constituency association in which they are a member;
- f) all rights in subsection (a) to (e) for any other affiliated association that are not constituency association in which they are a member, subject to any additional requirement and limitation prescribed by any applicable Rules of Procedures and commission constitution.
- g) attend an annual meeting of the Party, provided they pay the relevant fee and register by the prescribed deadline; and
- h) stand for election to be an officer of the Party, provided they meet the eligibility criteria for the office.

4. OFFICERS

4.1 The following officers of the Party shall be elected at each annual meeting:

- a) President
- b) Executive Vice-President
- c) Treasurer
- d) Secretary
- e) Vice-President (Policy)
- f) Vice-President (Organization)
- g) Vice-President (Communications)
- h) Vice-President (Engagement)
- i) The Regional Vice-Presidents of each of the regions set out in the Rules of Procedures.

4.2 The following shall be officers of the Party ex-officio:

- a) the Immediate Past President;
- b) the Leader or their designate;
- c) the President of the Ontario Young Liberals, or a designate in the President's place;
- d) the President of the Ontario Women's Liberal Commission, or a designate in the President's place;
- d1) the President of the Ontario Liberal Rural and Northern Commission, or a designate in the President's place;
- d2) the President of the Ontario Liberal Seniors' Commission, or a designate in the President's place; and
- e) A Caucus Liaison designated by the Liberal Caucus.

4.3 At such time as the Aboriginal People's Liberal Commission of Ontario, presently constituted under the Constitution of the Liberal Party of Canada (Ontario), amends its Constitution to make that Commission a jointly and equally federal and provincial entity to the satisfaction of the Executive Council, the following subparagraphs shall be added to sections 4.2 and 5.1 respectively, and this provision shall otherwise be repealed as spent:

4.2 The President of the Aboriginal People's Commission of Ontario, or their designate.

5.1 The President of the Aboriginal People's Commission of Ontario, or their designate.

4.4 The term of office of an elected officer shall expire upon the election or appointment of a successor to the office, or upon a vacancy in the office, whichever may occur first.

4.5 Elections to offices of the Party shall be conducted in accordance with this Constitution and any procedure adopted at an annual meeting for that purpose.

4.6 A candidate for the office of a Regional Vice-President shall be a current resident in the region that they are seeking to represent.

4.7 The nomination of a candidate for the office of a Regional Vice-President shall be made and seconded by delegates who are members of affiliated associations in the region that the Regional Vice-President will represent.

4.8 No vote shall be cast for the office of Regional Vice-President by a delegate who is not a member of an affiliated association in the region that the Regional Vice-President will represent.

- 4.9 A delegate may only be deemed to be from one region for the purposes of the Regional Vice-Presidency elections held at any one annual meeting.

President

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

Executive Vice-President

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

Treasurer

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

Secretary

- 4.20 The Secretary shall keep a record of all meetings of the Executive Council, the Provincial Council, annual meetings and of the members of the Party.
- 4.21 The Secretary is responsible for preparing and circulating notices of meetings and minutes of meetings of the Executive Council, the Provincial Council and of the members of the Party.

- 4.22 The Secretary shall prepare and maintain a list of the members of the Party.
- 4.23 The Secretary shall perform all other duties incident to their office and other duties that are properly required of them from time to time by the Executive Council.

Portfolio Vice-Presidents

- 4.24 Each of the Vice-Presidents with the portfolios of Policy, Organization, Communications and Engagement shall be responsible for matters related to their office, and other duties and responsibilities assigned from time to time by the Executive Council.
- 4.25 Within one month after the conclusion of each annual meeting, the Vice-President (Engagement), the Vice-President (Organization) and the Secretary shall convene a panel that shall consult with the Executive Director and appoint six (6) engagement coordinators of the Party, as follows:
- a) Franco-Ontarian Engagement Coordinator
 - b) Indigenous and Métis Engagement Coordinator
 - c) Rural and Small Communities Engagement Coordinator
 - d) LGBTQ+ Engagement Coordinator
 - e) Multiculturalism Engagement Coordinator
 - f) Seniors Engagement Coordinator

The work of these engagement coordinators will be monitored and mandated by the Vice-President (Engagement);

Regional Vice-Presidents

- 4.26 A Regional Vice-President shall, in respect of the region that they represents:
- a) monitor and help to coordinate the work of the area coordinators, if any, and the constituency associations in the region;
 - b) report to the Executive Council on the political activity and other concerns within or affecting the region;
 - c) communicate the decisions of the Executive Council and the Provincial Council to the affiliated associations in the region;
 - d) perform any duty required of them by this Constitution; and,
 - e) perform other duties that are assigned to them from time to time by the Executive Council.

Executive Director

- 4.27 The Executive Director shall have responsibility:
- a) for the day-to-day operation of the Party and of the Party office;
 - b) to report to the Executive Council on a regular basis;
 - c) to ensure that the Executive Council is made aware of its legal and constitutional responsibilities; and
 - d) for implementing the decisions and policies of the Executive Council and the Provincial Council.
- 4.28 The Executive Director shall circulate a summary of the minutes of each the Executive Council meeting, worded to preserve the confidentiality of appropriate matters, to members of the Provincial Council within two weeks after their adoption.

5. EXECUTIVE COUNCIL

Composition

- 5.1 The Executive Council shall consist of all officers of the Party, elected and ex- officio, namely:
- a) President
 - b) Executive Vice-President
 - c) Treasurer
 - d) Secretary
 - e) Vice-President (Policy)
 - f) Vice-President (Organization)
 - g) Vice-President (Communications)
 - h) Vice-President (Engagement)
 - i) Past President
 - j) The Regional Vice-Presidents of each of the regions set out in the Rules of Procedures.
 - k) The Leader or their designate appointed in accordance with section 4.2(b);
 - l) President of the Ontario Young Liberals, or a designate in the President's place;
 - m) President of the Ontario Women's Liberal Commission, or a designate in the President's place;
 - n) President of the Ontario Liberal Rural and Northern Commission, or a designate in the President's place, unless its constitution designates one of its officers elected at its most recent annual meeting to serve on the Executive Council in the place of its President;
 - o) President of the Ontario Seniors' Liberal Commission, or a designate in the President's place.
- 5.2 The Ontario Young Liberals may designate, in its constitution, one of its officers elected at its most recent annual meeting to serve on the Executive Council in place of its President.
- 5.3 The Ontario Women's Liberal Commission may designate, in its constitution, one of its officers elected at its most recent annual meeting to serve on the Executive Council in place of its President.
- 5.3.1 The Ontario Liberal Rural and Northern Commission may designate, in its constitution, one of its officers elected at its most recent annual meeting to serve on the Executive Council in place of its President.
- 5.3.2 The Ontario Seniors' Liberal Commission may designate, in its constitution, one of its officers elected at its most recent annual meeting to serve on Executive in place of its President.
- 5.4 An ex officio member of the Executive Council shall have the same rights and privileges as a member of the Executive Council who is an elected officer of the Party.
- 5.5 The Executive Council shall also include, as a non-voting member, the Executive Director.

Compliance with the Provincial Council, Constitution & Applicable Laws

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

Powers and Duties of the Executive Council

- 5.8 The Executive Council shall be responsible for the administration of the affairs of the Party between the meetings of the Provincial Council.
- 5.9 In administering the affairs of the Party, the Executive Council shall:
- a) review and give preliminary approval to the annual budget of the Party in each year;
 - b) facilitate the exchange and dissemination of information to members and affiliated associations as appropriate;
 - c) annually consider the request for recognition of Ontario Young Liberals clubs, based on a report prepared by the Ontario Young Liberals of those clubs that have complied with the constitution of the Ontario Young Liberals and have been approved by resolution of the executive of the Ontario Young Liberals;
 - d) annually consider the request for recognition of women's Liberal clubs, based on a report prepared by the Ontario Women's Liberal Commission of those clubs that have complied with the constitution of the Ontario Women's Liberal Commission and have been approved by resolution of the executive of the Ontario Women's Liberal Commission. The Executive Council shall ensure that no electoral district has more than one club recognized as an electoral district women's Liberal club and no Region has more than five (5) clubs recognized as area women's Liberal clubs;
 - d1) annually consider the request for recognition of Ontario Liberal Rural and Northern Commission Regional Committees, based on a report prepared by the Ontario Liberal Rural and Northern Commission of those Regional Committees that are in compliance with the constitution of the Ontario Liberal Rural and Northern Commission and have been approved by resolution of the executive of the Ontario Liberal Rural and Northern Commission;
 - d2) annually consider the request for recognition of Ontario Liberal Senior Regional Committees, based on a report prepared by the Ontario Liberal Senior Commission of those Regional Committees that are in compliance with the constitution of the Ontario Liberal Senior Commission and have been approved by resolution of the Executive of the Ontario Liberal Senior Commission;
 - e) determine the Rules of Procedure, forms and scripts for use in any affair or process of the Party or an affiliated association other than for the Nomination of Liberal Candidates under section 11 of this Constitution;
 - f) determine rules regarding the membership fees payable by members to the Party or to an affiliated association, including minimum, maximum, or fixed fees;
 - g) determine rules regarding the adoption and administration of multiple year memberships;
 - h) designate one meeting of the Provincial Council in each year as the annual policy development conference;
 - i) appoint the Executive Director; and
 - j) maintain a Code of Conduct for the Party, addressing the conduct of all members of the Executive Council, the Provincial Council, other party officials, staff, affiliated associations and their members and volunteers. The Code of Conduct shall be subject to annual review by the Executive Council and a report on the outcome of such review, including any proposed amendments, shall be presented to the Provincial Council for consideration, and amendment and ratification at its first meeting convened more than two months after the adjournment of each annual meeting. The Code of Conduct, as amended from time to time, shall be published on the Party website.
- 5.10 The Executive Council may:
- a) establish committees to make recommendations to the Executive Council or to discharge responsibilities delegated by the Executive Council;
 - b) appoint the chair of a committee established by the Executive Council;

- c) adopt and amend by-laws and Rules of Procedures to facilitate the administration of the affairs of the Party, including the conduct of the affairs and processes of affiliated associations;
- d) Upon posting the vacancy on the Party website at least three weeks in advance, appoint an individual to any office that has become vacant;
- e) exercise any other power or authority conferred on it by this Constitution; and,
- f) postpone the date of the annual policy development conference if it has also postponed the date of the annual meeting.

- 5.11 In addition to the powers, duties and responsibilities set out in this Constitution, the Executive Council shall have the authority to take any action required by this Constitution or an applicable law.
- 5.12 The Executive Council may, from time to time, delegate any power or authority granted to it by this Constitution to an officer of the Party or a committee established by the Executive Council.
- 5.13 The Executive Council may, at any time, rescind a delegation of power or authority it previously made.

Meetings

- 5.14 Seven (7) member of the Executive Council shall constitute a quorum.
- 5.15 Questions voted on by the Executive Council shall be decided by a majority of votes cast.
- 5.16 The Executive Council shall meet at least eight (8) times during each year.
- 5.17 A regular meeting of the Executive Council shall be called by the President.
- 5.18 A special meeting of the Executive Council shall be called by the Secretary upon receiving a written request signed by:
 - a) the President; or,
 - b) four (4) members of the Executive Council.
- 5.19 An emergency meeting of the Executive Council shall be called by the President if they have declared that an emergency exists.
- 5.20 Where a member of the Executive Council has made a public declaration of their intention to seek nomination as a candidate in the next forthcoming general election or in a by-election, they shall neither participate in discussion nor vote on a matter relating to that election, but shall, if in attendance, be counted as part of a quorum for the purposes of section 5.15, above.

Notice

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

Attendance

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

Presiding Officer

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

6. PROVINCIAL COUNCIL

Composition

6.1 The following shall be voting members of the Provincial Council:

- a) Each member of the Executive Council
- b) Each regional chair appointed by the Liberal Caucus, or a person designated by them in writing from time to time
- c) Each Liberal regional minister appointed by the Government
- d) The president of each constituency association, or a person designated by them in writing from time to time
- e) Up to a maximum of 16 members appointed by the Ontario Young Liberals from amongst the officers of that organization
- f) The chair of each of the following committees:
 - i) Nominations Committee
 - ii) Constitution Committee
 - iii) Finance Committee
 - iv) Membership Committee
- g) Five (5) table officers of the Ontario Women's Liberal Commission and the President, as recognized by the Executive Council
- h) Four (4) table officers of the Ontario Liberal Rural and Northern Commission and the President, as recognized by the Executive Council
- i) five (5) table officers of the Ontario Liberal Seniors' Commission and the President, as recognized by Executive Council;

6.2 The following shall be non-voting members of the Provincial Council:

- a) Chief Financial Officer
- b) Legal Counsel
- c) Chair of the Arbitration Committee
- d) Executive Director
- e) The remaining members of the Liberal Caucus
- f) A number of constituency association executive committee members in addition to the president of the constituency association that may be determined from time to time by the Executive Council.

6.3 Delegates to an annual policy development conference shall be non-voting members of the Provincial Council only for the purposes of a the Provincial Council meeting that is held in conjunction with that conference.

Compliance with Ontario Liberal Party, Constitution & Applicable Laws

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

Decisions Valid Pending Ratification

- 6.6 Upon being ratified by the Provincial Council, an appointment shall be deemed to have been valid and in effect from the time it was made.
- 6.7 Upon being ratified by the Provincial Council, a decision of the Executive Council, including an amendment to the Rules of Procedure and the adoption of a by-law, shall be deemed to have been valid and in effect from the time it was made.

Powers of the Provincial Council

- 6.8 The Provincial Council shall have charge of and be responsible for the administration of the affairs of the Party between annual meetings.
- 6.9 In administering the affairs of the Party, the Provincial Council shall:
- a) approve an annual budget for the Party in each year;
 - b) consider and, if it deems it appropriate, ratify a decision of the Executive Council to:
 - i) appoint the chair of a committee;
 - ii) appoint a person to fill an office that has become vacant and to hold the office until the next annual meeting;
 - iii) recognize an Ontario Young Liberals club;
 - iv) recognize a women's Liberal club in Ontario;
 - v) amend the Rules of Procedure for meetings and processes other than for the Nomination of Liberal Candidates under section 11 of this Constitution; and
 - vi) adopt or amend a by-law;
- 6.10 Provincial Council is responsible for the political review and assessment of, and consultation regarding, the Party's:
- a) progress in Ontario;
 - b) policy;
 - c) organization;
 - d) communications;
 - e) election readiness; and,
 - f) any other matter related to the conduct and success of the Party.
- 6.11 In addition to the powers, duties and responsibilities set out in this Constitution, the Provincial Council shall have the authority to take any action required by this Constitution or an applicable law.
- 6.12 Provincial Council may, from time to time, delegate any power or authority granted to it by this Constitution to the Executive Council.
- 6.13 Provincial Council may, at any time, rescind a delegation of power or authority it previously made.

Meetings

- 6.14 Thirty (30) voting members of the Provincial Council shall constitute a quorum.
- 6.15 Questions voted on by the Provincial Council shall be decided by a majority of votes cast.
- 6.16 The Provincial Council shall meet at least three (3) times in each year. One such meeting may be constituted as a set of regional meetings encompassing all regions, provided that such meetings shall not exercise any of the powers of the Provincial Council as enumerated in Sections 6.8, 6.9, 6.11, 6.12 or 6.13 hereof.

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

6.17.2 There shall be a session of no less than thirty (30) minutes at each regular the Provincial Council meeting that is not held in conjunction with the annual meeting for registered attendees to pose questions to all elected members of the Executive Council who serves by virtue of Section 4.1, and the Leader.

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

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

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

Notice

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

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

6.23 The notice of a regular meeting shall include:

- a) an agenda;
- b) a report from the Treasurer;
- c) a report from each of the Vice-Presidents with the portfolios of Policy, Organization, Communications and Engagement; and
- d) a report from the Chair of each committee established by the Provincial Council who wishes to submit such a report.

6.24 A special meeting of the Provincial Council may, if circumstances so warrant, be held on less than thirty (30) days' notice, but on not less than seven (7) days' notice, and a meeting held on such shortened notice may be conducted by way of teleconference or other suitable technology, provided that the right of each member to be heard is not thereby compromised, and that a secure mechanism for the taking of any necessary vote is implemented for that meeting. An agenda for a special meeting shall be provided with the notice of the meeting, and if the meeting is to be held on less than 30 days' notice, the reason for the shortened notice shall be provided with the notice.

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

Regional Meetings

6.26 The agenda for a Provincial Council meeting may include regional meetings to review matters of regional interest.

6.27 The Regional Vice-President shall preside at a regional meeting for the region they represent.

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

Fees

- 6.29 For each meeting of the Provincial Council, the President shall establish a meeting fee that a member of the Provincial Council shall be required to pay in order to attend the meeting.
- 6.30 The meeting fee shall be an amount that results in a projected budget for the meeting and does not produce a profit.
- 6.31 The President shall establish a reduced meeting fee for:
- a) all members who are 25 years of age or less;
 - b) all members of an Ontario Young Liberals club who are full-time students;
 - c) all members who have attained the age of 65, and
 - d) all members who are low-income.
- 6.32 The reduced meeting fee shall not exceed two-thirds (2/3) of the amount of the meeting fee payable by all other members.
- 6.33 Every member of the Provincial Council who has paid the meeting fee shall be entitled to attend the meeting.

7. COMMITTEES

Permanent Committees

- 7.1 There shall be seven permanent committees of the Executive Council:
- a) Nominations Committee
 - b) Constitution Committee
 - c) Membership Committee
 - d) Finance Committee
 - e) Engagement Committee
 - f) Policy Committee
 - g) Arbitration Committee
- 7.2 As soon as practicable following an annual meeting, the Executive Council shall appoint one member in good standing to be the Chair of each of the permanent committees.
- 7.3 No person shall be the chair of more than one permanent committee.
- 7.4 The Nominations Committee Chair shall appoint additional members, at least one (1) of whom shall be a woman and one (1) of whom shall be a man. The Nominations Committee shall endeavour to recruit candidates to stand for election to the Executive Council who reflect the diversity of Ontario.
- 7.5 The Constitution Committee Chair shall appoint additional members, at least two (2) of whom shall be women and at least two (2) of whom shall be men. The Executive Council may direct the Constitution Committee to consider such aspects of the Constitution as it sees fit. The Constitution Committee shall also consider suggestions for amendments to the Constitution received from members of the Committee itself, or any member of the Party, or any recognized organization, committee or association of the Party. The Constitution Committee shall propose such amendments as it deems beneficial to the business of the Party.
- 7.6 The Membership, Finance and Engagement Committees shall each have a minimum of three (3) members who may be appointed by the Executive Council in consultation with the chair of the relevant committee. The chair of one of these committees may appoint additional members.
- 7.7 The Policy Committee shall be comprised of the following members:
- a) The Vice-President (Policy), who shall be the chair of the committee
 - b) The President or their designate
 - c) The Chair of the Liberal Caucus
 - d) The President of the Ontario Young Liberals or their designate
 - e) The President of the Ontario Women's' Liberal Commission or her designate
 - e1) The President of the Ontario Liberal Rural and Northern Commission or the Ontario Liberal Rural and Northern Commission's Vice-President Policy as designate in the President's place
 - e2) The President of the Ontario Liberal Seniors' Commission or the Ontario Liberal Seniors' Commission's Vice-President Policy as designate in the President's place;
 - f) The Chair of the Platform Committee for the next forthcoming general election, if appointed
 - g) Each Regional Vice-President or their designate
 - h) The Vice-President (Engagement)
 - i) Such other members as may be appointed by the Vice-President (Policy)

Arbitration Committee

- 7.8 The Arbitration Committee Chair shall appoint nine additional members to the committee.
- 7.9 Any dispute arising with respect to meetings or any other matter relating to an affiliated association shall be decided by a panel of the Arbitration Committee.
- 7.10 When a matter is referred to the Arbitration Committee for a hearing, the chair shall appoint three members of the Committee, one of whom may be the chair, to sit and exercise the authority of the Arbitration Committee in relation to that matter.
- 7.11 In the event that the Arbitration Committee Chair is unable to assemble a panel of the committee from the members of the committee within a reasonable period of time, they may appoint the necessary number of party members as ad hoc committee members to sit as the panel for the purposes of that particular matter.
- 7.12 Upon the written consent of the President of the Party, an appeal may be made from the decision of the Arbitration Committee to the Executive Council.
- 7.13 The President of the Party shall consent to an appeal from the decision of the Arbitration Committee if, in their sole discretion, they are not satisfied that the decision of the Arbitration Committee is correct.

Special Committees

- 7.14 The Executive Council may establish special committees from time to time as needed.
- 7.15 The Executive Council shall appoint a member in good standing to be the chair of a special committee at the time it is established.
- 7.16 The Executive Council may direct the activities of the permanent committees and any special committees that it has established.

Ad Hoc Committees

- 7.17 Each of the vice-presidents with the portfolios of Policy, Organization, Communications and Engagement may establish ad hoc committees from time to time as needed to assist with the organization and promotion of matters within their area of responsibility.
- 7.18 A vice-president who establishes such an ad hoc committee shall, at the time the committee is established, appoint a member in good standing to be chair of the ad hoc committee.

8. ANNUAL MEETING

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

Notice

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

Procedure

- 8.9 One hundred (100) delegates shall constitute a quorum at an annual meeting, except where this Constitution provides otherwise.
- 8.10 Every question considered at the annual meeting shall be decided by a majority of votes, except where this Constitution provides otherwise.
- 8.11 Votes shall be cast by a show of hands or such other means as may be permitted in accordance with Rules of Procedure adopted by the delegates at the commencement of the annual meeting.
- 8.12 Only a person who is present at the annual meeting and who has been accredited as a delegate by the Party shall be entitled to vote on a question considered by the members at the annual meeting.

Delegate Composition

- 8.13 The following persons shall be entitled to accreditation as elected delegates:
 - a) fifteen (15) delegates elected by each constituency association, of whom:

- i) at least three (3) shall be under the age of twenty-six (26) and, if there is an Ontario Young Liberals riding club affiliated with the constituency association, these three (3) delegates shall be elected by the Ontario Young Liberals riding club; and, in addition,
- ii) at least three (3) shall be women; and, in addition,
- iii) at least three (3) shall be men; and, in addition,
- iv) no more than five (5) may be associate members of the constituency association. For greater certainty, delegate positions shall be left vacant once five (5) associate members are elected and the list of delegate-candidates who are resident-members is exhausted
- b) five (5) delegates elected by each Ontario Young Liberals student club
- c) two (2) delegates elected by each women's Liberal club recognized by the Executive Council, provided that the delegate and electors are members in good standing of the Party
- d) three (3) delegates elected by each Ontario Liberal Rural and Northern Commission Regional Committee recognized by the Executive Council, provided that the delegate and electors are members in good standing of the Party
- e) three (3) delegates elected by each Ontario Liberal Seniors' Commission Regional Committee recognized by the Executive Council, provided that the delegate and electors are members in good standing of the Ontario Liberal Party.

8.14 For each delegate elected, the association or organization that elected the delegate may also elect an alternate delegate.

8.15 Each of the following shall be entitled to accreditation as delegates ex-officio if they are a member in good standing of an affiliated association.

- a) President of each constituency association
- b) President of each Ontario Young Liberals riding club
- c) President of each Ontario Young Liberals student club
- d) President of each women's Liberal club
- d1) Regional Vice-President of each Ontario Liberal Rural and Northern Commission regional committee
- d2) Regional Coordinator of each Ontario Liberal Seniors' Commission regional committee
- e) Every member of the Provincial Council, who is not otherwise accredited
- f) The members of the executive of the Ontario Young Liberals
- g) The five (5) Table Officers of the Ontario Women's Liberal Commission
- g1) The five (5) Table Officers of the Ontario Liberal Rural and Northern Commission
- g2) The five (5) Table Officers of the Ontario Liberal Seniors' Commission
- g3) The five (5) Table Officers and the Vice President (Regions) of the Ontario Liberal Seniors' Commission
- h) Every Liberal Member of the Legislative Assembly of Ontario
- i) Every former Liberal Member of the Legislative Assembly of Ontario who was a member of the Liberal Caucus immediately prior to the time when they ceased to be a Member of the Legislative Assembly
- j) Every Liberal Member of the House of Commons elected from an Ontario electoral district
- k) Every former Liberal Member of the House of Commons elected from an Ontario electoral district who was a member of the Liberal Caucus immediately prior to the time when they ceased to be a Member of the House of Commons
- l) Liberal candidate in each electoral district or, where there is no candidate, the immediate past candidate
- m) Every past leader of the Party if they reside in Ontario
- n) Every past leader of the Liberal Party of Canada if they reside in Ontario
- o) Every past president of each of the following, if they reside in Ontario.
 - i) Ontario Liberal Association
 - ii) Liberal Party in Ontario
 - iii) Ontario Liberal Party
 - iv) Liberal Party of Canada (Ontario)

- 8.16 Upon confirmation of a person's entitlement to accreditation as a delegate or alternate delegate, the Party shall accredit and issue delegate or alternate delegate credentials to that person.

Notice of Intention to Stand for Office

- 8.17 Any person who wishes to seek election as an officer must deliver written notice to the Executive Director at least twenty-one (21) days prior to the date of commencement of the Annual Meeting. The notice shall include:
- a) the person's name, residential address, and telephone number;
 - b) such other address of the person seeking to be nominated to which he/she prefers notices and communications to be mailed or delivered;
 - c) the telephone number at which the person seeking to be nominated or his/her agent can be reached during ordinary business hours;
 - d) the office for which such person seeks nomination; and
 - e) the constituency association in which they hold membership in the Party.
- 8.18 Notwithstanding the foregoing, in the event that no notice has been delivered for a position by the 20th day prior to the commencement of the annual meeting, the nominations committee shall waive the requirement for written notice with respect to that office.

Regional Meetings and Accountability Session

- 8.19.1 At the annual meeting of the Party, each region shall hold a regional meeting for the purpose conducting such business as determined by the Regional Vice-President.
- 8.19.2 There shall be a session of no less than thirty (30) minutes at each annual meeting for delegates to pose questions to all elected members of the Executive Council who serves by virtue of Section 4.1, and the Leader.

Fees

- 8.20 For each annual meeting, the Executive Council shall establish an annual meeting fee that a member of the Party shall be required to pay in order to attend the meeting.
- 8.21 The annual meeting fee shall be an amount that results in a projected budget for the meeting that does not produce a profit.
- 8.22 The Executive Council shall establish a reduced annual meeting fee for:
- a) all members who are 25 years of age or less;
 - b) all members of an Ontario Young Liberals club who are full-time students;
 - c) all members who have attained the age of 65, and
 - d) all members who are low-income.
- 8.23 The reduced meeting fee shall not exceed two-thirds (2/3) of the amount of the meeting fee payable by all other members.

All Members May Attend

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

9. LEADERSHIP REVIEW AND LEADERSHIP CONTEST

Direct Vote by All Members

- 9.1 The Leader of the Party shall be chosen by a direct vote of all members, with points allotted to each affiliated association and awarded to each leadership candidate in accordance with the system set out in this section. The points system shall award points to each leadership candidate in each affiliated association to directly reflect the support they received in that affiliated association.

Call of Leadership Contest

- 9.2 The Executive Council shall by resolution call a Leadership Contest at such time and place as it may deem appropriate:
- a) upon the request of the Leader;
 - b) upon the death or resignation of the Leader;
 - c) upon the adoption of a resolution calling for a Leadership Contest as described in section 9.5; or
 - d) upon the adoption by the Provincial Council of a motion calling for a Leadership Contest,

and shall, immediately upon passage of such resolution, take all reasonable and appropriate measures to publicize the call of the Leadership Contest to Party members and to the public at large.

- 9.2.1 Section 9 of the Constitution and the Rules of Procedure shall constitute the complete legal authority over the Leadership Contest, and any provision relating thereto contained in the constitution of any affiliated association shall be of no force or effect.
- 9.2.2 The Executive Council shall, in consultation with constituency association presidents, establish a committee ("Leadership Vote Committee").
- 9.2.3 Notwithstanding the foregoing, where the Executive Council deems it advisable, it may enact "interpretation bulletins", not inconsistent with this Constitution or the Rules of Procedure, in order to clarify any provision in either document.
- 9.2.4 The Executive Council shall, in consultation with the Leadership Vote Committee, enact Rules of Procedure to regulate the procedures of the Leadership Vote. Such Rules of Procedure must include provisions for:
- a) voting procedures;
 - b) leadership candidate nomination criteria;
 - c) leadership candidate registration fees and procedures; and
 - d) leadership candidate deposit requirements.
- 9.2.5 At least 30 days before the first vote for Leader, the Executive Council must publish on the website of the Party the Rules of Procedure for the Leadership Vote.
- 9.2.6 The Leadership Vote Committee and the Executive Council shall jointly appoint the Chief Returning Officer who shall act as the senior election official in respect of all aspects of the Leadership Contest, and who shall have the authority to appoint local returning officers for each Leadership Election Vote to exercise authority on their behalf. The Chief Returning Officer must act independently of the Executive Council and the Leadership Vote Committee and each of the leadership candidates. Subject to the arbitration provisions of this Constitution and the Rules of Procedure, the rulings of the Chief Returning Officer shall, in all instances, be final.

- 9.3 In the event that the position of Leader becomes vacant, the President shall, at the earliest possible opportunity, arrange for the election, by simple plurality of votes, of an interim Leader to be so elected by a body comprised of the following members of the Party:
- a) The members of the Liberal Caucus
 - b) The presidents of those constituency associations that are not represented by members of the Liberal Caucus
 - c) The members of the Executive Council

The interim Leader so elected shall be entitled to exercise all constitutional authorities of the Leader and shall be identified to the Chief Electoral Officer as the Leader of the Party, until such time as a Leader is elected through a Leadership Contest.

Time Requirement Not Subject to Modification

- 9.4 The time requirements in this section 9 are not subject to modification in the event of electoral urgency.

Leadership Review

- 9.5 A resolution calling for a Leadership Contest shall be automatically placed on the agenda of an annual meeting not later than two (2) years subsequent to a provincial general election, unless a new Leader has been elected through a Leadership Contest held subsequent to that general election. If such a resolution is duly adopted by secret ballot, the Executive Council shall, pursuant to its authority under section 9.2, call a Leadership Contest that shall be held not later than one (1) year subsequent to the said annual meeting vote.

Call Date

- 9.6 Subject to the one (1) year limitation referred to in section 9.5, the date of the Leadership Contest, as determined by the Executive Council, shall be not less than one hundred and forty (140) days and not more than one hundred and eighty (180) days after the date on which the Executive Council decides to call the contest pursuant to section 9.2.

Leadership Election Votes

- 9.7 Leadership Election Votes shall be held for each affiliated association on dates to be determined by the Executive Council in consultation with the affiliated associations. All Leadership Election Votes in any region shall be held on the same date throughout that region.
- 9.8 Location and notice of Leadership Election Votes
- 9.8.1 The location of the Leadership Election Vote for each affiliated association shall be determined by the executive committee of that affiliated association, subject to review by the Chief Returning Officer. The executive committee of the relevant affiliated association shall make arrangements for the location.
 - 9.8.2 The executive committee of the affiliated association may, where geographical considerations warrant, propose a Leadership Election Voting location apart from the primary location for the affiliated association.
 - 9.8.3 Two (2) or more affiliated associations may propose to hold their Leadership Election Votes at a common location, provided that the polling places within that location shall be arranged so as to

ensure that the actual voting process for each affiliated association shall be conducted separately.

- 9.8.4 Every effort shall be made to ensure that the polling place is conveniently located and every polling place shall have level access.
- 9.8.5 The Executive Council may, on the recommendation of the Chief Returning Officer, direct that Leadership Election Votes for selected associations, or all associations, be conducted by online voting or by mail-in ballots. The remainder of section 9.8 shall be of no effect to the Leadership Election Votes for those selected associations.
- 9.8.6 Notice, in the prescribed form, of the date, time and location of the Leadership Election Vote for each affiliated association, shall be provided by the relevant affiliated association to all current members of the affiliated association no later than thirty (30) days prior to the Leadership Election Vote.
- 9.9 For the purposes of Section 9.9, the term “Qualifying Date” shall refer to a time fixed as 6:00 p.m. local time on the first Monday that is at least sixty (60) days following the date of the call of the Leadership Contest.
- 9.9.1 Persons who meet the following requirements shall be eligible to vote at a Leadership Election Vote:
- a) of a constituency association, members in good standing of who are resident in the constituency as of the Qualifying Date.
 - b) (Repealed)
 - c) of an Ontario Young Liberals student club, members of the student club in good standing as of the Qualifying Date, provided, however, that where the Qualifying Date falls between April 15 and September 15, inclusive, the Executive Council, upon consultation with the executive of the Ontario Young Liberals, may fix a special Qualifying Date which shall apply only to Ontario Young Liberals student clubs. This provision shall only apply to Ontario Young Liberals student clubs, which were recognized by the Executive Council sixty (60) days prior to the call of the Leadership Contest.
 - d) (Repealed)
 - e) of a women’s Liberal club, members of the club in good standing as of the Qualifying Date, provided that the women’s Liberal club was recognized by the Executive Council sixty (60) days prior to the call of the Leadership Contest.
 - f) (Repealed)
- 9.10 In the event that the membership of an individual expires between the Qualifying Date and the date of the Leadership Election Vote, that membership shall be deemed to have continued, for all purposes relating to the Leadership Contest, including the Leadership Election Vote, until the day following the Leadership Election Vote.
- 9.11 No person shall vote at more than one (1) Leadership Election Vote. If a member is eligible to vote at the Leadership Election Vote of a Ontario Young Liberals student club and/or a women’s Liberal club, they shall vote at the Leadership Election Vote of the constituency association for the constituency in which they reside, unless they elect to vote at the Leadership Election Vote for such an Ontario Young Liberals student club or women’s Liberal club and inform the Chief Returning Officer of such election in writing.
- 9.12 (Repealed)

Count of Leadership Election Vote

- 9.13 Voting in a Leadership Election Vote shall be conducted by preferential ballot. For greater certainty, a ballot is not considered spoiled because a voter has not indicated a preference for all leadership candidates.
- 9.14 The ballots for a Leadership Election Vote shall be counted by a returning officer, under the direction of the Chief Returning Officer, and points shall be allotted and awarded in accordance with the following procedure:
- 9.14.1 Each constituency association shall be allotted one hundred (100) points.
- 9.14.2 Each Ontario Young Liberals student club is allotted fifty (50) points.
- 9.14.3 Each women's Liberal club is allotted five (5) points;
- 9.14.4 On the first count:
- a) For each affiliated association, the first preference votes recorded in favour of each leadership candidate shall be counted. The affiliated association's allotted points shall be awarded to the leadership candidates in proportion to the number of first preference votes the leadership candidates receive.
 - b) The total number of points awarded to each leadership candidate from all affiliated associations across the province are added to produce a total (the "Provincial Total") for each leadership candidate.
- 9.14.5 On each subsequent count after the first ballot:
- a) the number of points allotted to the affiliated association remain unchanged.
 - b) the leadership candidate who receives the fewest points in the Provincial Total of the previous count is eliminated.
 - c) the valid votes cast for the eliminated leadership candidate for each affiliated association shall be distributed among the remaining leadership candidates in accordance with the members' next preferences indicated and counted according to the procedure set above as if they were first preference votes.
- 9.15 The first leadership candidate to receive more than 50% of the points of the Provincial Total at any count is elected as the Leader.

Nomination Requirements

- 9.16 Candidates for Leader shall be nominated in writing over the signatures of not less than two hundred and fifty (250) members in good standing of the Party, shall be a member, shall be eligible to sit as a member of the Provincial Legislature, (or is willing to meet the necessary criteria), and shall otherwise comply with the nomination criteria, deposit requirements, if any, and spending limitations as required in the Rules of Procedure or by motion of the Executive Council.
- 9.17 (Repealed)
- 9.18 (Repealed)
- 9.19 (Repealed)
- 9.20 (Repealed)

Election by Acclamation

- 9.21 If, at any point after the close of nominations, only one leadership candidate remains in the Leadership Contest, the Executive Council may suspend the Leadership Contest and declare the remaining leadership candidate elected.

10. POLICY DEVELOPMENT PROCESS

- 10.1 The Executive Council shall establish Rules of Procedures for a policy development process, which must provide for the following:
- a) communication and discussion between members;
 - b) engagement of members;
 - c) reporting and accountability to members;
 - d) flexibility to accommodate changing technology, conditions and electoral cycles;
 - e) input into the platform development process.
 - f) form of policy development conference
 - g) policy resolution process
- 10.2 The delegate composition of a policy development conference shall be the same as the delegation of an annual meeting as prescribed in sections 8.13, 8.14 and 8.15.
- 10.3 The Leader and the Liberal Caucus shall give due consideration to Party policy when developing an election platform and during the day-to-day management of policy issues.
- 10.4 The Leader, or a member of the Liberal Caucus designated by the Leader, shall present a report on policy action to each annual meeting and each policy conference to outline how the policy development process relates to policy positions taken by the Leader and the Liberal Caucus, including the development of an election platform. The report shall specifically report on decisions made and actions taken in response to policy formally adopted at policy conferences.

11. NOMINATION OF CANDIDATES

Nomination of Liberal Candidates

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

Definitions

11.2 In this Section 11:

“alternate” means the person who shall replace the president of a constituency association as a member of a panel, if they are unavailable, unable or unwilling to act. Such person shall be the first available official of the constituency association from the following list:

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

“draft nomination plan” means a proposed nomination plan, prepared by a constituency association in a manner determined by its executive committee or otherwise in accordance with its constitution, for consideration by a Panel.

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

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

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

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

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

“Rules of Procedure” means the Rules of Procedure for the Nomination of Candidates, as adopted by the Provincial Election Campaign Committee from time to time

The Nomination Commissioner

- 11.3.1 a) In respect of each general election, the Leader shall appoint the Nomination Commissioner in consultation with the Executive Council, to serve until the date of the next general election. In the event of the incapacity, resignation or death of the Nomination Commissioner, the Leader may appoint an interim replacement to serve until the Nomination Commissioner is able to again fulfil the role, or until such time as the Leader has had an opportunity to consult with the Executive Council and appoint a replacement to serve the balance of the term.
- b) In the event that a by-election or general election is called prior to the appointment of a Nomination Commissioner for the next forthcoming general election, the previous Nomination Commissioner shall act until such time as an appointment is made. If this person is unable or unwilling to act in that capacity, the President shall be the acting Nomination Commissioner until such time as an appointment is made. In either case, the appointment may be for the limited purpose of one or more by-elections or for the next general election.
- 11.3.2 The Nomination Commissioner shall act in consultation with the Executive Council, the presidents of the constituency associations, and others as they deem appropriate.
- 11.3.3 The Nomination Commissioner shall, upon its request, provide a report as to their activities to the Executive Council.
- 11.3.4 **Role and Responsibilities of the Nomination Commissioner** - In addition to any other authority granted to them by virtue of this Constitution, the Rules of Procedure or a resolution of the Executive Council or the Provincial Council, the Nomination Commissioner or their designate shall:
- a) regulate the timing of nomination meetings in the best overall interest of the Party;
 - b) receive the draft nomination plan from each constituency association;
 - c) have the right to require that any constituency association submit a draft nomination plan;
 - d) have the right to resolve specific issues or terms within the draft nomination plan consistent with fairness and common practice;
 - e) have the right to withhold approval of any proposed draft nomination plan if the constituency association:
 - i) has not met its financial commitments to the Party;
 - ii) has not completed and/or had approved all filings required by Elections Ontario;
 - iii) has a membership lower than the membership threshold fixed for that Association in the Rules of Procedure;
 - iv) has not held, or called, an annual general meeting in the twelve (12) months preceding the submission of the draft nomination plan;
 - v) has not held a minimum of four (4) executive committee meetings within the twelve (12) months preceding the submission of the draft nomination plan.
 - f) receive nomination papers from all prospective nomination contestants;
 - g) on appropriate grounds, have the ability to impose sanctions on nomination contestants, up to and including disqualification;

- h) have the discretion to waive or postpone the time requirements for the filing of nomination papers, if it is expedient and in the best interest of the Party, and
- i) where requested by a constituency association, to assist that constituency association in the identification and recruitment of potential contestants.

11.3.5 Without limiting the authority of the Nomination Commissioner to disqualify a nomination contestant on other appropriate grounds in accordance with section 11.3.4 (g), the following constitute grounds for the disqualification of a nomination contestant or of a nominated candidate:

- a) the person is not qualified to be a candidate or sit as a member of the Legislative Assembly under the *Ontario Elections Act*, the *Legislative Assembly Act* or any other applicable legislation;
- b) the person has been convicted of a non-regulatory federal or provincial offence or has been removed from elected office pursuant to the *Municipal Conflict of Interest Act* and the nature of the offence and its date are such that, in their best judgement, it is not in the best interest of the Party that the person be entitled to be a nomination contestant, notwithstanding any other penalty to which they have been subject pursuant to law.
- c) the person has made a material misrepresentation to the panel;
- d) the person has made a material misrepresentation in their nomination papers or campaign literature;
- e) the person engages in conduct or a pattern of conduct which shows lack of respect for the rule of law, for the rights, dignity and worth of other people, or for fairness in electoral competition, including the nomination process, or which shows breach of trust.
- f) the person has become unable or unwilling to continue to be the candidate for a constituency.

11.4 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.

Administration of Membership

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

Nomination Plan

11.6. Upon the general request of the Leader or the Nomination Commissioner, each constituency association shall prepare and submit to the Nomination Commissioner a draft nomination plan which shall be consistent with the Constitution and the Rules of Procedure of the Party and the constitution of the constituency association. The draft nomination plan shall indicate, but is not limited to, the following:

- a) the membership fee structure as determined by the constituency association's executive committee in accordance with the Constitution and Rules of Procedure;
- b) the date on which persons 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;
- c) 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;
 - d) 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;
 - e) the names, and contact addresses and telephone numbers of nomination contestants eligible to receive nomination papers;
 - f) the proposed form of notice for the meeting, its proposed agenda and the proposed form of the ballot;
 - g) such other matters not inconsistent with this Constitution, the constitution of the constituency association or the *Election Finances Act*, as may be desired by the constituency association to enable a fair and open nomination meeting to be conducted.

11.6.2 Where a constituency association has not submitted a draft nomination plan within thirty days of a general request having been made pursuant to section 11.6.1, the Nomination Commissioner may issue a specific request that it do so within fourteen (14) days.

The Panel

11.7.1 The panel is the group of persons that shall convene for each constituency association for the purpose of considering a draft nomination plan, and shall consist of:

- a) the Nomination Commissioner or their designate,
- b) the constituency association president or their alternate, and
- c) the Regional Vice-President for the region to which the constituency association is assigned pursuant to the Rules of Procedure. If the Regional Vice-President is unavailable or unwilling to act, they shall be replaced by a member of the Executive Council appointed by the President of the Party.

11.7.2 Once the Nomination Commissioner is in receipt of a draft nomination plan, they shall, within fourteen (14) days, convene a meeting of the panel, set a subsequent date for the panel to convene, or advise the president of the association (or their alternate) and the President of the Party, that a panel will not be convened to consider the draft nomination plan as submitted.

11.7.3 Conflict of Interest

11.7.3.1 If the president of the constituency association has expressed support for a nomination contestant in that constituency association, or is themselves such a nomination contestant, they shall be replaced on the panel by their alternate. If the Regional Vice-President has a conflict of interest, as determined by the Executive Council, they shall be replaced as outlined above.

11.7.3.2 No member of the panel for a particular constituency association may seek nomination in that electoral district unless no other person submits nomination papers by the required date. In such case, that member shall forthwith resign the position by virtue of which they are a member of the Panel.

11.7.4 The panel for a particular constituency association may meet in person or by telephone conference call.

11.7.5 a) Where the draft nomination plan does not receive the unanimous approval of the panel, the panel shall attempt, by unanimous vote, to amend it in such way as it sees fit, provided that it remains in compliance with this Constitution and the Rules of Procedure.

b) Where a nomination plan is not unanimously agreed upon by the panel at its initial meeting, the Nomination Commissioner may, in their 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 they may direct.

11.7.6 Upon the reconvening of a meeting of the panel adjourned pursuant to section 11.7.5(b), where unanimous agreement is again not reached, the Nomination Commissioner may, in their sole and unfettered discretion, unilaterally resolve any specific item or items within the nomination plan on which there is not unanimous approval, in accordance with practices previously or currently utilized by the Party, or adopt a nomination plan on terms set by the Nomination Commissioner.

Adoption of the Nomination Plan

11.8.1 Where a constituency association fails or refuses to propose a draft nomination plan within fourteen (14) days of it being requested pursuant to section 11.6.1, the Nomination Commissioner may adopt a nomination plan for that association on such terms as they may see fit.

11.8.2 A copy of the nomination plan as approved by the panel or by the Nomination Commissioner, shall be provided forthwith to all nomination contestants named in the plan, to the Secretary of the Party and to the president of the constituency association.

Appointment of Candidates

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

- a) For any general election, no more than five (5) such candidates may be so appointed. For greater clarity, this limitation does not apply in respect of by-elections;
- b) The Leader shall communicate their 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 committee of the association and to any person known to the president to be considering seeking the nomination, within three business days of receiving such notification.
- c) Except where an incumbent member has indicated an intention not to seek re-election, no candidate other than the incumbent member shall be appointed in any electoral district represented by such person in the Legislative Assembly. In the event that the boundaries of an electoral district have been readjusted pursuant to the *Representation Act, 2015*, an electoral district shall be deemed for the purposes of this provision to be represented by an incumbent member who declares their 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.

Submission of Nomination Papers

11.10.1 Subject to the Nomination Commissioner's discretion to permit the rectification of minor or strictly technical flaws, no nomination contestant named in the nomination plan shall be eligible

to be elected unless they submits fully completed and executed nomination papers in the form provided in the Rules of Procedure to the Nomination Commissioner or their designate, not later than 5:00 P.M. Eastern Time on the seventh (7th) day subsequent to the date of approval of the nomination plan.

- 11.10.2 Nomination papers shall be in the form prescribed by the Rules of Procedure, and such papers shall be signed by at least twenty-five (25) members in good standing of the constituency association. If, at any time subsequent to the nomination of a candidate, and prior to the date of election, there is a material change in the circumstances of that candidate, as previously reported in the nomination papers, the candidate shall forthwith disclose such changes, in writing, to the Nomination Commissioner.

Notice of meeting

- 11.11 Notice of a nomination meeting, in the form prescribed by the nomination plan, and containing such information as may be prescribed by the Rules of Procedure, shall be given by the Party to all members of the constituency association either by mail or electronic transmission, at least seven (7) days prior to the date of the nomination meeting.

Balloting

- 11.12.1 Balloting for nomination contestants at a nomination meeting shall be by one secret ballot only, and in the event that there are more than two (2) nomination contestants, it shall be a secret preferential ballot, using a form of ballot similar to that prescribed in the Rules of Procedure.
- 11.12.2 On each ballot cast,
- a) each eligible member shall vote for at least one nomination contestant and may vote for more than one contestant by ranking each contestant in order of preference.
 - b) If the eligible member votes for only one nomination contestant, then the ballot shall be counted in favour of that contestant for as many tallies as that contestant remains on the ballot.
- 11.12.3 Each ballot cast shall, on the initial tally, be counted in favour of the nomination contestant opposite whose name the voter has indicated the highest preference or a vote.
- 11.12.4 If, on the first tally, a nomination contestant obtains a majority of the valid votes cast, they shall be declared elected. Otherwise, the returning officer shall conduct additional tallies until such time as one nomination contestant has obtained a majority of the votes counted on a tally and is thereby declared elected.
- 11.12.5 On such further tallies as may be required in order to declare a nomination contestant elected, the returning officer shall declare eliminated the contestant who received the fewest votes on the previous tally.
- 11.12.6 The returning officer shall reassign each vote received by a nomination contestant 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 nomination contestants 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 contestants, or for the purpose of calculating a majority.
- 11.12.7 In the event of a tie between nomination contestants, the tie shall be broken in favour of the nomination contestant receiving the most first preference votes, if possible, or otherwise by the toss of a coin.

- 11.12.8 The returning officer shall conduct the appropriate calculations, and shall require such further tallies, in accordance with these provisions and the Rules of Procedure, until a nomination contestant is declared elected.

Electoral Urgency

- 11.13.1 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 candidate. If a plan has been submitted, but not approved, the Nomination Commissioner may amend it as to dates and any other items they 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 they considers appropriate.
- 11.13.2 If nomination papers were not previously due, section 11.10.1 of this Constitution shall be deemed to specify a filing deadline which is not later than two (2) days after the approval of the plan, or two (2) days after the declaration of Electoral Urgency, whichever occurs last.
- 11.13.3 The Nomination Commissioner may waive or postpone the time requirements for the filing of nomination papers if it is expedient and in the best interest of the Party.

Nomination of a candidate for a by-election

- 11.14 In the event that the Leader has not appointed a Nomination Commissioner, the President shall act as the Nomination Commissioner.

Arbitration

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

12. PROVINCIAL ELECTION CAMPAIGN COMMITTEE

- 12.1 A Campaign Committee shall be established to conduct the provincial general election campaign.
- 12.2 The chair of the Campaign Committee shall be appointed by the Leader of the Party.
- 12.3 The Campaign Committee shall consist of members appointed from time to time by the chair in consultation with the Leader.
- 12.4 The Campaign Committee shall include five members appointed by the Executive Council from amongst its members.
- 12.5 The Campaign Committee shall have the exclusive authority to approve and amend the *Rules of Procedure for Candidate Nomination*.

13. DISCIPLINE

Authority to discipline

- 13.1 The Executive Council may, in accordance with the provisions of this Constitution, suspend or expel any officer or member of the Party or any of its affiliated associations or other affiliated organizations recognized under this Constitution.
- 13.1.1 All disciplinary matters involving any officer or member of the Party or any of its affiliated associations or other affiliated organizations recognized under this Constitution related to workplace discrimination, harassment, and violence shall be evaluated under the *Workplace Discrimination, Harassment and Violence Prevention Policy*.
- 13.1.2 All other disciplinary matters involving any officer or member of the Party or any of its affiliated associations or other affiliated organizations recognized under this Constitution shall be evaluated under the *Code of Conduct*.

Process

- 13.2 Before making a decision on the suspension or expulsion of any person, the Executive Council shall convene a special meeting to consider the matter.
- 13.3 A special meeting of the Executive Council to consider a suspension or expulsion may be held immediately prior to or immediately following a regular meeting of the Executive Council.
- 13.4 A person who would be affected by a suspension or expulsion considered by the Executive Council shall be provided with written notice of the meeting that shall include:
- a) The date, time and location of the meeting;
 - b) A summary of the allegations against them;
 - c) A letter advising the person:
 - i) that they may attend and address the meeting;
 - ii) that they may be represented by a lawyer at the meeting; and,
 - iii) that the meeting may proceed whether or not they attend.
- 13.5 A decision to suspend or expel a person shall require a two-thirds majority of all members of the Executive Council who are present and voting at the meeting.

Appeal of a suspension or expulsion

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

14. REGIONS

- 14.1 There shall be a minimum of six (6), and a maximum of nine (9) regions, in order to facilitate regional organization, policy development, and communications between members.
- 14.2 The number of regions and the electoral districts to be included in each region shall be determined by the Executive Council, in consultation with the Provincial Council.
- 14.2.1 The number of regions and the electoral districts to be included in each region may be amended not more than once during the period between two annual meetings, and may not be amended between the date of the call of an annual meeting and the conclusion of that annual meeting.
- 14.2.2 Such amendment shall take effect at the annual meeting following the adoption of the amendment, with election of Regional Vice-Presidents to take place with the new arrangements at the annual meeting.
- 14.3 The boundaries of the regions shall align with the boundaries of provincial electoral districts and shall be as set out in the Rules of Procedure.

Constituency Association Presidents Meeting with the Leader

- 14.4 The Leader shall convene a meeting with the presidents of all constituency associations in each region at least once every twelve (12) months

15 CONSTITUENCY ASSOCIATIONS

- 15.1 There shall be a constituency association for each Ontario electoral district. The purpose of each constituency association is to engage in organization, outreach and fundraising within that electoral district, to endorse and support the Ontario Liberal candidate for that electoral district, and to facilitate input into the policy process.
- 15.2 A constituency association may adopt a local constitution that prescribes the composition of its executive committee. Any provision of a local constitution that is inconsistent with this Constitution or any Rules of Procedure shall be null and void to the extent of the inconsistency.

Annual General Meeting

- 15.3 A constituency association shall hold an annual general meeting every year to elect members of its executive committee from among its members.
- 15.4 The annual general meeting shall be called no later than one year following the previous annual general meeting.
- 15.4.1 If a constituency association fails to call an annual general meeting within one year following the previous annual general meeting, the Executive Council may call and conduct an annual general meeting for that constituency association.
- 15.4.2 An annual general meeting called by the Executive Council shall be held at any time and location in the constituency association's electoral district as may be determined by the Executive Council.
- 15.5 The Executive Director shall ensure that notice of an annual general meeting of a constituency association is provided to all members of the constituency association.
- 15.6 A member of a constituency association shall be entitled to vote at general meetings of the constituency association, except for nomination meetings and Leadership Election Votes, if the member is a member seven (7) days prior to the meeting.

Authority of the Party

- 15.7 The President or their designate may attend any general meetings of a constituency association, and any meetings of its executive committee.
- 15.8 The President or their designate shall conduct the general meetings of a constituency association.
- 15.9 A nomination meeting, an annual general meeting, or a delegate election meeting held by a constituency association may be declared null and void by the Executive Council or by a panel of the Arbitration Committee if it is determined that the meeting was not conducted in accordance with the procedures required by this Constitution or any applicable Rules of Procedure.
- 15.10 Where a constituency association is found to be in contravention of any applicable law, the Executive Council may take direct action to bring the constituency association into compliance with the law. The cost of any action taken by the Executive Council to bring a constituency association into compliance with an Act shall be borne by the constituency association.

- 15.11 A member shall not stand as a candidate for election in an electoral district unless nominated as the Party candidate pursuant to section 11.

Trusteeship

- 15.12 The Executive Council may, by resolution supported by two-third vote, place a constituency association in trusteeship on the following grounds:
- a) The constituency association or its executive committee has failed to support or has contravened the purposes of the Party.
 - b) The constituency association or its executive committee has failed to support or has indicated an intention to withhold support from the nominated or appointed candidate for the constituency association.
 - c) The constituency association or its executive committee has failed to comply with its financial obligations to the Party.
 - d) The constituency association, its executive committee or its Chief Financial Officer has failed in a material manner to meet their obligations prescribed by the law.
- 15.13 The Executive Council shall convene a special meeting to consider placing a constituency association in trusteeship. The constituency association's president, executive vice-president, secretary, treasurer and Chief Financial Officer shall be given not less than seven (7) days' notice of a special meeting setting out the grounds to be relied upon, and shall be given an opportunity to make submissions and to submit evidence to the special meeting. the Executive Council may grant standing to such other parties as it may deem appropriate.
- 15.14 Upon placing a constituency association in trusteeship and the naming of the trustee:
- a) All assets of the constituency association shall vest in the trustee, in trust for the constituency association;
 - b) The term of office for all members of the executive committee of the constituency association shall end;
 - c) All further revenue of the constituency association shall be paid to the trustee;
 - d) All assets and revenue of the constituency association shall be dealt with and disposed of by the trustee, for appropriate purposes of the constituency association, as the Executive Council may from time to time direct by resolution;
 - e) The trustee shall be the executive committee of the constituency association; and
 - f) The trustee shall be registered with Elections Ontario as the Chief Financial Officer of the constituency association.
- 15.15 The decision to place a constituency association in trusteeship may be appealed to the Arbitration Committee. Where a constituency association placed in trusteeship has appealed the decision of the Executive Council, it remains in trusteeship until the appeal has been disposed of, and all actions of the trustee undertaken during such time shall remain in full force and effect. Notwithstanding section 7.8 of this Constitution and the Rules of Procedures of the Arbitration Committee, the decision of Arbitration Committee shall be final.
- 15.16 The Executive Council shall call a new annual general meeting of a constituency association that is in trusteeship notwithstanding that an annual general meeting may have been held during the current year, not more than 12 months after the date on which it placed the constituency association in trusteeship. The trusteeship shall end upon the election of a new executive committee at said annual general meeting.

16 AMENDMENTS TO THE CONSTITUTION

- 16.1 This Constitution may be amended by a resolution supported by two-thirds (2/3) of delegates voting at an annual meeting.
- 16.2 Where an amendment is adopted at an annual meeting, the amendment will take effect upon the adjournment of the annual meeting at which it was adopted, unless a different date is specified in the motion.
- 16.3 Where an amendment adopted at an annual meeting impacting an officer elected at that annual meeting
- a) if the amendment alters the title or role, the person elected to fill the pre-existing position shall be deemed to have been elected to fill the position that has been altered.
 - b) if the amendment creates a position that was not previously in existence, the incoming the Executive Council may make an appointment to fill the office pursuant to section 5;
 - c) if the amendment eliminates an existing position, the person elected at the annual meeting to the eliminated position shall be deemed not to have been elected and shall not assume office.

Amendments to be Considered

- 16.4 Amendment proposals shall be submitted in writing to the Executive Director or the Chair of the Constitution Committee at least forty-two (42) days prior to the first day of the annual meeting at which the amendment proposals are to be considered.
- 16.5 For an amendment proposal to be accepted and for consideration at the annual meeting, it must be sponsored in writing by one of the following:
- a) Executive Council
 - b) The Leader
 - c) A recognized commission, acting upon a resolution adopted at a general meeting of that organization or by its executive committee
 - d) At least three (3) constituency associations, jointly and each acting upon a resolution adopted either at a general meeting of each such association or by its executive committee;
 - e) At least seven (7) current members of the Provincial Council, jointly
 - f) At least twenty (20) members who were members as of the date of the notice of the annual meeting, residing in at least three different electoral districts, jointly
- 16.6 At least fifteen (15) days prior the first day of the annual meeting, the Constitution Committee shall publish on the Party website a report setting out, with such explanations as the Constitution Committee considers appropriate, amendment proposals from the Constitution Committee and all amendment proposals duly submitted to the Constitution Committee. The Constitution Committee may modify or merged amendment proposals in a manner consistent with the substance of the submitted proposal.
- 16.7 The proposed amendments contained in the Constitution Committee's report shall be deemed to have been moved and seconded when brought forward for consideration at the annual meeting.
- 16.8 After each annual meeting where the Constitution is amended, the Constitution Committee shall oversee the publication of the Constitution as amended, and may, in so doing:
- a) renumber any provisions to accommodate changes that have been made;
 - b) correct typographical errors, spelling errors, and cross-references between provisions which are no longer accurate; and
 - c) replace gender biased language with gender neutral language.

17. PARLIAMENTARY AUTHORITY

- 17.1 The current edition of *Robert's Rules of Order Newly Revised* shall govern the proceedings of the Party to the extent that they are applicable, and except where they are inconsistent with this Constitution or with the Rules of Procedure or by-law adopted from time to time by the Executive Council.

18. REDISTRIBUTION

Definitions

- 18.1 In this Section 18:

All terms associated with electoral districts have the corresponding meaning when being associated with constituency associations.

“component electoral district” means an old electoral district any part of which forms a part of that overlapping new electoral district.

“effective date” means the date upon which the new electoral boundaries upon which the next provincial general election will be conducted shall take effect for the internal administration of the Party.

Transition of Constituency Associations

- 18.2 In the event of a change in provincial electoral boundaries through redistribution, the following should govern the transition of all constituency associations.

- a) Unchanged constituency association - For an electoral district that experienced no change to its boundaries, its constituency association shall continue to function without interruption, and shall update its registration as appropriate.
- b) Inherited constituency association – For a new electoral district where 80% or more of its registered voters were from a single component electoral district, the constituency association of that component electoral district shall be deemed, on the effective date, to have become the constituency association for new constituency association and shall be registered with Elections Ontario as such.
- c) New constituency association – For any new electoral district to which no single component electoral district has contributed more than 80% of its registered voters, a constituency association shall be formed through a founding meeting, and shall register with Elections Ontario upon the conclusion of its founding meeting.

- 18.3 All inherited constituency associations must call an annual general meeting for a date within six (6) months after the effective date.

Chief Redistribution Officer

- 18.4 The Leader in consultation with the Executive Council shall appoint the Chief Redistribution Officer, when they deem it appropriate to do so, to administer the redistribution process and to serve until a replacement is appointed or the redistribution process is completed, whichever comes first. In the event of the incapacity or vacancy of the office of the Chief Redistribution Officer before the completion of the process, the Executive Director shall discharge its function on an acting basis.

- 18.5 The Chief Redistribution Officer shall have charge of the redistribution process and is responsible for ensuring the process is at all times carried out fairly and in the best interests of the Party. The Chief Redistribution Officer shall
- a) determine the effective date, subject to the ratification by the Executive Council
 - b) regulate the timing of founding meetings of constituency associations for new electoral districts in the best interest of the Party, and to appoint the chair and returning officers of such meetings. In determining the timing of each founding meeting, the Chief Redistribution Officer shall consult the relevant Regional Vice-President and the presidents of each of the component constituency associations
 - c) have the authority to, on behalf of the Party, request Elections Ontario to register a constituency association for a new electoral district or to dissolve a constituency association for an old electoral district
 - d) have the authority to determine any dispute over transfer of assets and liabilities from any old constituency association to any new constituency association, including the authority to fix any retroactive or future date for which the assets and liabilities of a component constituency association will be determined upon.
 - e) have the authority to, on behalf of the Party, issue a written direction to an old constituency association requiring it to transfer its assets and liabilities to one or more new constituency associations or to the Party in such proportion corresponding to the transfer of the populations between the old electoral district and the new electoral districts
 - f) upon the request of the Executive Council, report to it on their activities.
- 18.6 The Executive Council shall approve or amend Rules of Procedure setting out any additional rules or processes for the redistribution process.

Transfer of Assets and Liabilities

- 18.7 The assets and liabilities of each component constituency association shall be transferred to overlapping new constituency associations in the proportion that the number of registered voters of that part of the component electoral district which forms part of the overlapping new electoral district bears to the total number of registered voters in the component electoral district.

Electoral Urgency

- 18.8 If following a founding meeting of a new constituency association:

- a) a by-election is held or;
- b) the Legislative Assembly is dissolved, and a general election is called;

and the by-election or general election is to be conducted on the boundaries of the component electoral districts, the Campaign Chair or Co-Chairs shall have the authority to enact such directives as he, she or they may consider to be required to conduct the general election or by-election effectively on the component electoral district boundaries. If no Campaign Co-Chairs have been appointed, the President shall exercise their powers as contained in this provision.