

---

**A**JAX  
**P**ICKERING  
**F**EDERAL  
**L**IBERAL  
**A**SSOCIATION

---

**C**ONSTITUTION

---

As amended at the Association  
Annual General Meeting  
May 28, 2009

---

  
**Liberal**



# **Constitution**

## **Table of Content**

<b>Article 1.0 - Definitions</b>	<b>3</b>
<b>Article 2.0 - Purposes</b>	<b>3</b>
<b>Article 3.0 - Membership and Associate Members</b>	<b>3</b>
<b>Article 4.0 - Officers &amp; Executive Committee</b>	<b>4</b>
<b>Article 5.0 - Committees</b>	<b>6</b>
<b>Article 6.0 - Annual and General Meetings</b>	<b>6</b>
<b>Article 7.0 - Nominating Conventions</b>	<b>8</b>
<b>Article 8.0 - Constitutional Amendment and Application</b>	<b>9</b>
<b>Article 9.0 - Notice</b>	<b>9</b>



### **Article 1.0 - Definitions**

1.1 In this Constitution:

- "LPC" means Liberal Party of Canada
- "LPC(O)" means Liberal Party of Canada (Ontario)
- "OYL" means Ontario Young Liberals
- "Constituency Association" means a Federal Liberal Association in an Electoral District in Ontario
- "OLP" means Ontario Liberal Party
- "Electoral District / Association (EDA)" means the Federal Electoral District of Ajax-Pickering
- "AEC" means this Association's Executive Committee
- "OWLC" means Ontario Women's Liberal Commission
- "APLCO" means Aboriginal People's Liberal Commission of Ontario
- "APFLA" means Ajax-Pickering Federal Liberal Association
- "Officers" can also be referred to as "Table Officers"

### **Article 2.0 - Purposes**

2.1 The objects of this Constituency Association shall be:

- 2.1.1 to advocate and support Liberal philosophies, principles and policies;
- 2.1.2 to promote membership in the Party
- 2.1.3 to raise money to support the fundamental purposes of the Party
- 2.1.4 to provide a means of forwarding to the Leader of the LPC, to the Members of Parliament, and to LPC(O), the opinions of the members of the Constituency Association.
- 2.1.5 to elect, promote and assist nominated Liberal Candidates and Members of Parliament for that Electoral District, both through membership activities, and through the provision of reasonable financial support in election campaigns.
- 2.1.6 to respect the principle of equal division between men and women in the structure and operations of the Liberal Party to the greatest extent possible.

### **Article 3.0 - Membership and Associate Members**

3.1 Members: Subject to the LPC(O) Constitution every person may become a member in good standing of this Association.

3.2 Associate Members (formerly "out-of-riding members"): Pursuant to the LPC Constitution, an "Associate Member" has all the same right as other members of the Party except the right to vote at any General Meeting of the EDA (including a Delegate Selection Meeting or a Candidate Selection Meeting for the EDA) or on any part of the Leadership Vote conducted within the EDA unless the Member was "grand-parented" as an "out-of-riding member" and has maintained without any lapse his/her membership since December 3, 2006.



- 3.3 Subject to the LPC(O) Constitution, all members in good standing in this Association shall be eligible to vote or to be elected to office at any Annual or General Meeting of this Association or hold office in LPC(O) or to represent the Association to any meeting of LPC(O) or LPC as a delegate.
- 3.4 Association members may not vote in any other Constituency Association provided where electoral boundaries overlap as a result of redistribution, Members of Parliament and duly nominated candidates in the immediately preceding election or by-election (provided no subsequent candidate nomination has occurred in the Electoral District), and Constituency Association Presidents, may vote in the Constituency Association in which they stood for election and at any Constituency Association with a boundary overlapping such Electoral District.
- 3.5 All persons entitled to vote at Constituency Association meetings and delegated conventions shall be residents of the Electoral District, unless “grand-parented” as non-resident member as per article 3.2 herein.
- 3.6 Applications for membership shall be as set out in the LPC(O) Constitution as amended from time to time.
- 3.7 The membership fee of the Constituency Association shall be set from time to time by the AEC, but shall not be less than or greater than the minimum's and maximum's established from time to time by the Executive Board of LPC(O) and as defined in the LPC(O) Constitution.

#### **Article 4.0 - Officers & Executive Committee**

4.1 The Officers shall be defined as:

- a. President
- b. Vice President
- c. 2<sup>nd</sup> Vice President
- d. General Secretary
- e. Vice President Policy
- f. Vice President Fundraising
- g. Membership Secretary
- h. Treasurer (Financial Agent)

4.2 The Association shall have an Executive Committee composed of:

- a. the Officers and the immediate Past President (as defined by the LPC(O) constitution).
- b. Up to 30 Directors
- c. the Liberal Member of Parliament for the Electoral District or the defeated candidate in the last election or by-election
- d. the President of the OYL Club for the Electoral District, if there is one.
- e. the President of an APLCO Association, if any, within the Electoral District.
- f. the President of the Women's Liberal Clubs or Association, if any, within the Electoral District.
- g. Directors-at-Large (unlimited number with no voting privilege)



- 4.3 At least one (1) person twenty-five (25) years of age or under shall be on the Executive Committee of the Association, plus the President of the Young Liberal Association, if there is one, in the Electoral District. The office of Director shall be the last elected at an Annual Meeting, in order to ensure that this section is complied with.
- 4.4 The Presidents of those Provincial Liberal Associations whose boundaries overlap those of this Constituency Association shall be ex-officio members of this Association's Executive Committee.
- 4.5 The Quorum of the AEC shall be 10 Executive Members with no less than three (3) Officers
- 4.6 A list of the Executive and of all members in good standing, together with their full residential addresses and telephone numbers and an indication as to whether or not they are resident in the Electoral District (if non-resident, it should be indicated that they have been "grand-parented" as per article 3.2 herein), shall be kept by the Association and a copy of such a list shall be sent to LPC(O) within four (4) weeks after the holding of each Annual Meeting of the Association.
- 4.7. The AEC shall have the following powers:
  - 4.7.1. To manage the affairs of the Association between Annual Meetings, provided that the AEC shall act in accordance with any direction of the Association passed at a General Meeting thereof;
  - 4.7.2. Subject to the provisions of Section 3.7 herein, to set the membership fees of the Association.
  - 4.7.3. To delegate duties and responsibilities to those Committees established in accordance with the provisions herein;
  - 4.7.4. To declare vacant the position of a member of the AEC who has been absent without good reason from three consecutive meetings of the AEC;
  - 4.7.5. To fill a vacancy in the AEC for the remainder of the current mandate;
  - 4.7.6. To hire an auditor to audit the accounts of the Association in order to meet Elections Canada requirements.
- 4.8. The Officers of the Association shall have the following rights, duties and responsibilities:
  - 4.8.1. The President shall preside at all meetings of the Association and of the AEC and shall be an automatic member of all Committees of the Association. The President will normally be the public spokesperson for the Association. The President shall ensure that the Association comply with all non-financial provisions of the Canada Elections Act.
  - 4.8.2. The Vice-President, or in his/her absence the 2<sup>nd</sup> Vice President, will exercise the powers of the President in his/her absence;



- 4.8.3. The Treasurer shall be responsible for funds raised by or owing to the Association. The Treasurer shall attend to the Association's banking and pay all accounts of the Association by cheque after approval of the AEC. The Treasurer shall keep account books for the Association and will sign cheques with one (1) of three (3) designated members of the AEC. The Treasurer shall ensure that the Association comply with all financial provisions of the Canada Elections Act.
- 4.8.4. The General Secretary of the Association, on the advice of the President, shall call and set the agenda for all meetings of the Association and of the AEC. The General Secretary shall keep written minutes of each meeting and shall distribute such minutes of each meeting at the subsequent meeting for ratification. The General Secretary shall keep a record of all Association correspondence.
- 4.8.5. The Membership Secretary shall ensure the Association complies with the provisions of Section 4.6 herein. The Membership Secretary shall distribute applications for membership solely within the Electoral District, collect membership fees and accept new members in accordance with the provisions herein.
- 4.9. The AEC shall meet upon receiving five (5) days notice from the General Secretary acting under the direction of the President or acting at the written request of four (4) other members of the AEC.

#### **Article 5.0 - Committees**

- 5.1 The Association or AEC may form committees from time. Such committees must be established by way of resolution of the AEC or through a motion at an Annual General Meeting:

#### **Article 6.0 - Annual and General Meetings**

- 6.1 The procedure to be followed at an Annual Meeting of the Association shall be determined by the Executive Board of LPC(O) and as defined in the LPC(O) Constitution.
- 6.2 There shall be an Annual Meeting of the Association within fifteen (15) months of the previous Annual Meeting, failing which, the Executive Committee of LPC(O) or the District Executive Board, if there is one, whichever shall do so first, shall have the authority to call such meeting at such time and place and on such circumstances as it reasonably deems fit.
- 6.3 General Meetings may be called by the President of the Association or by the AEC. The AEC shall call a General Meeting of the Association if so petitioned in writing by forty (40) members in good standing of the Association. The petition must stipulate the reason for the request for the General Meeting. If the AEC fails to call a General Meeting within ten (10) days of receiving a petition, it shall be the responsibility of the President of LPC(O) to call the meeting.



6.4 Notices for Meetings.

- 6.4.1 Notice of any Annual Meeting or General Meeting at which Officers or members of the Executive Committee of the Constituency Association may be elected shall be given at least twenty-eight (28) days in advance of such. Notice of any General Meeting at which no Officers or members of the Executive Committee shall be elected shall be given at least fourteen (14) days in advance of such. However, notice of meetings to select delegates to any LPC Convention shall be given in accordance with the Constitution of the Liberal Party of Canada and any rules made thereunder. All notices shall be given to all members of the Association in writing in the manner authorized in rules enacted by the Executive Board. All such notices and a copy of the current Constitution of the Association shall be provided to LPC(O).
- 6.4.2 Notice requirements of Nominating Conventions shall be determined by the National Campaign Committee pursuant to their powers under the LPC Constitution to set rules for Nominations. If an election writ has been issued and an electoral emergency is declared by the President of LPC(O) on the advice of the Executive Committee of LPC(O) (Electoral Emergency), the notice for the Convention shall be reduced to seven (7) days (this is subject to change).
- 6.4.3 Notice of meetings to select delegates to a leadership convention shall be given in accordance with the Constitution of the Liberal Party of Canada and any rules made thereunder.
- 6.4.4 All notices shall be given to all members of the Association, and such notices and a copy of the current Constitution of the Association shall be provided to LPC(O) prior to mailing. At least six (6) months notice shall be given for any Nominating Convention called within two (2) years of a federal election at which a majority Federal government was elected.
- 6.4.5 Failure to give such notice and a copy of the current Constitution to LPC(O) may render the meeting a nullity if so declared by the LPC(O) Executive Committee.

6.5 Membership Voting "Cut-offs".

- 6.5.1 All persons entitled to vote at an Annual or General Meeting of the Association or at a meeting to elect constituency delegates to an LPC Convention, except a leadership convention, or an LPC(O) Annual Meeting or Policy Rally, shall be members of the Association for not less than seven (7) days prior to such, excluding the date of the notice but including the day of the meeting ("Membership Cut-off Date").
- 6.5.2 The Membership "Cut-off" date for Nomination Conventions shall be determined by the National Campaign Committee pursuant to the LPC Constitution.
- 6.5.3 The Membership "Cut-off" date for meetings to select delegates to a leadership convention shall be as determined pursuant to the Constitution of the Liberal Party of Canada and any rules made there under.
- 6.5.4 In the event of an Electoral Emergency, the Membership Cut-off date shall be seventy-two hours prior to the hour of the commencement of the nominating convention as set out in the notice calling the same. (This is subject to change by the National Campaign Committee Rules for Nominations).



- 6.5.5 Notwithstanding the foregoing, a member of the Association whose membership expired within the last 90 days may, subject to the provisions of the LPC(O) Constitution, renew his or her membership at meetings or conventions (this would only apply between January 1 and March 31 of each year).
- 6.6 The President of LPC(O) shall designate, in writing, a person to chair that part of any meeting of members or Convention relating to the election of officers, delegates. The Executive Board of LPC(O) may by resolution delegate such authority to the appropriate Regional President or the President of the District Association. The President of LPC(O) or their designate may name a person or persons to accept applications for memberships in the Association and to so chair the meeting or Convention, both at the expense of the Association. Regulations relating to the chairs of Nomination Conventions shall be set by the National Campaign Committee.
- 6.7 Delegate Selection Voting Requirements.
- 6.7.1 At a meeting to elect delegates to an LPC(O) or LPC convention one (1) ballot shall be cast for all positions. Those receiving the highest number of votes shall be delegates up to the required number, and those receiving the next highest number of votes shall be alternates up to the required number, provided the required men, women, and youth positions respectively receiving the highest number of votes shall be elected to the respective positions of delegates and alternates.
- 6.7.2 In the event any delegate fails to register at the meeting or convention of LPC(O) or LPC to which they have been elected, alternates present thereat shall fill such vacancy in order of votes received, provided that men, women and youth positions shall be filled only by men, women and youth respectively.
- 6.7.3 A delegate to a district meeting or an LPC(O) or LPC meeting or convention or policy rally, must be a member in good standing of the Association at the time of the election.
- 6.8 The President, Treasurer and Chairs of any Committees shall present reports to the Annual Meeting;
- 6.9 The election of members of the AEC shall be by secret ballot if there is more than the minimum required number of candidates nominated to fill each office, unless agreed upon by "all" of the members (unanimous) present at such election in which case it could be done by raise of hands.
- 6.10 Quorum for an Annual or General Meeting of the Association shall be 30 members.

#### **Article 7.0 - Nominating Conventions**

- 7.1 The procedure to be followed at a Nominating Convention for the nomination of a Candidate shall be as determined by the National Campaign Committee pursuant to the Liberal Party of Canada Constitution.
- 7.2 Where a person who is a member of the AEC indicates an intention to seek the nomination as a candidate of the Association in a Federal election or by-election, that person shall forthwith resign as a member of the AEC.



**Article 8.0 - Constitutional Amendment and Application**

- 8.1 This Constitution may only be amended at an Annual Meeting or a General Meeting called for that purpose. Notice of proposed amendments other than those proposed by the Constitution Committee, must be made by at least two (2) members in good standing of the Association. Proposed amendments must be forwarded, in writing, to the President of the Association and to the Chair of the Constitution Committee, if any, at least forty-eight (48) hours prior to the applicable Association's meeting.
- 8.2 Approval of a constitutional amendment requires the support of at least two-thirds (2/3) of the members present and voting (excluding abstentions).
- 8.3 Notwithstanding any express or implied statement in this Constitution to the contrary, this constitution shall conform with the provisions of the LPC(O) and LPC Constitutions. Any conflict between this Constitution and the LPC(O) and/or LPC Constitution, shall be determined by accepting the relevant article of the LPC(O) and/or LPC Constitution.
- 8.4 Where this Constitution is silent on a particular point or issue, the Association shall refer to the relevant provisions of the LPC(O) and/or LPC Constitution. If the LPC(O) and/or LPC Constitution is/are silent on that point or issue, the Association will act in accordance with the most democratic procedure possible.
- 8.5 The Association can, from time to time, and at the discretion of its Executive Committee define internal by-laws for the purpose of proper conduct within the Association. These By-Laws only require the consent of the Executive and are not deemed "Constitutional Amendments".
- 8.6 A copy of this Constitution as amended from time to time shall be sent to the Liberal Party of Canada (Ontario) within ten (10) days of its adoption or amendment.
- 8.7 After each Annual Meeting or General Meeting at which this Constitution is amended, the AEC shall oversee the publication of this Constitution as amended, and may, in so doing:
- (a) renumber the provisions hereof to accommodate the changes that have been made;
  - (b) correct errors which are purely typographical;
  - (c) correct errors of spelling, and
  - (d) correct references to the LPC(O) and/or LPC Constitution

**Article 9.0 - Notice**

- 9.1 Any written notice required or permitted to be given to any person shall be validly given if delivered personally, if sent via electronic mail (email) or if mailed by pre-paid ordinary mail to such person at his or her last known address, and such notice shall be deemed given and received on the date of such delivery or mailing, as the case may be.

PASSED AT A MEETING OF THE ASSOCIATION,

This 28<sup>th</sup> day of May 2009