

**CHARTER and CONSTITUTION**  
of the  
**ONTARIO ALLIANCE**

As originally adopted October 15, 2017. Revised & subsequently adopted March 21, 2020

# Charter

We the Citizens of the Province of Ontario...

acknowledging the Supremacy of God and the Rule of Law in accordance with the principles of Natural Law and fundamental justice;

affirming a Provincial Regional Republic within Canada;

guided by a sincere desire to promote the common good of the people of Ontario, present and future, while respecting the inherited wisdom and sacrifice of previous Generations embodied in our culture and traditions;

do hereby found the Ontario Alliance to promote and provide responsible government of the Province of Ontario in accordance with the following principles:

## Declaration of Principles

1. We believe in the ethical, responsible and accountable execution of the business of government which, in a free and democratic society, is to secure the life, liberty and property of the people through the prudent development and judicious enforcement of sensible laws and policies;
2. We believe in limited government and the indispensable role that autonomous institutions such as church, family and other voluntary associations play in maintaining those limits by balancing and diffusing the power of the state;
3. We recognize the Natural Family as the basic building blocks of a free, prosperous and democratic society and the place where healthy and responsible citizens are formed. We believe in honouring parents and respecting the common-sense values they choose to live and raise their children by;
4. We acknowledge that the people may choose for the government, as a secondary role, to provide essential services where the private sector is unable to do so. We reject, however, the practice of government monopolization and overreach of such services except in cases where monopoly is demonstrably necessary for the safe and efficient delivery and/or operation of that service;

5. Subject to reasonable limits designed to deter incitement to violence against people or property, we believe in freedom of conscience and worship, unabridged freedom of speech and assembly, freedom of association and the principle of equality before the law;
6. We acknowledge that a responsible government might be compelled, from time to time, to adopt budgets that are not balanced. We reject, however, the practice of accumulating public debt through regular budget deficits, and the passing on of that debt to future generations, as a violation of the principle of no taxation without representation. We also reject the practice of regularly submitting surplus budgets as over-taxation;
7. We reject the divisive politics of envy and resentment that has come to dominate contemporary public discourse. We believe that government should encourage independence, celebrate hard work and inspire personal success, because it is only through personal success that wealth is created, communities thrive, and our province flourishes.
8. We believe in the good stewardship of our natural environment which includes its responsible exploration and development as well as its renewal and conservation, both of which are vital to improving the economic well-being and quality of life of all Ontarians; and
9. We believe in a decentralized government that respects regional balance and empowers local government to develop and execute policies that reflect the needs and concerns of the citizens of those regions.
10. We believe that Canada should seek to maximize the benefits of our unique geographical and economic relationship with the United States and that the establishment of more positive relations with the U.S. need not in any way impair Canada's national sovereignty or cultural core identity.

DEFINITIONS

"Affiliated Organization" means an organization which has been recognized by Executive Council provided for in Article V of this Constitution.

"By-law" means a by-law enacted by Executive Council pursuant to Article VIII, Paragraph 13 of this Constitution.

"Constitution" means this Constitution of the Ontario Alliance as amended from time to time.

"Electoral District Association" means an association in a provincial Electoral District recognized by Executive Council provided for in this Constitution.

"Executive Council" means the body provided for in Article VIII of this Constitution.

"General Assembly" means a meeting of members provided for in Article IX of this Constitution.

"Leader" means the leader of the Party provided for in Article X of this Constitution.

"Legislative Caucus" means members of the Party who are sitting members of the Ontario Legislature who belong to the Ontario Alliance Caucus pursuant to the rules thereof and the Standing Orders of the Ontario Legislature.

"Member" and "membership" means a member of, and membership in, the Party in accordance with Article III of this Constitution and applicable by-laws unless the context otherwise requires.

"Provincial Council" means the body provided for in Article VI of this Constitution.

"Regional Council" means the body provided for in Article VII of this-Constitution.

"Party" means the Ontario Alliance.

## ARTICLES

### I NAME

- 1 The name of the Party shall be ONTARIO ALLIANCE.

### II CHARTER

- 1 The Charter of the Party including the Declaration of Principles is incorporated into this Constitution as a foundational document and basic guide to the policies and practices of the Party.
- 2 All policies and practices of the Party shall be scrutinized to ensure that they are consistent with the principles outlined in the Declaration of Principles.

### III MEMBERSHIP

- 1 Membership in the Party is open to every Canadian citizen or permanent resident of Canada who:
  - a) ordinarily resides in the Province of Ontario;
  - b) has attained the minimum age set out by by-law;
  - c) is not a member of another provincial political party registered in the Province of Ontario;
  - d) actively supports the principles of the Party as outlined in the Declaration of Principles and the provisions of this Constitution;
  - e) signifies his/her intention to join the Party by completing an application as directed by Executive Council and has personally paid any membership fee set out by by-law.
- 2 Thirty (30) days after submission of the prescribed Application to join and payment of any required membership fee, every member is entitled to:

- a) participate in any meeting of the Electoral District Association in which that person resides or serves as a board member;
  - b) vote for, and stand for election to, the board of directors of any Electoral District Association in which that person resides;
  - c) attend any provincial convention upon registration and payment of the prescribed fee;
  - d) vote for, and stand for election as, a delegate or alternate delegate at any meeting called by an Electoral District Association in which that person resides or serves as a board member for the selection of delegates or alternate delegates to any general meeting of the Party; and
  - e) stand for election to the board of directors of an Electoral District Association other than the one in which that person resides.
- 3 Only members in good standing with the Party may serve on an Electoral District Association Board, or Congress, or on any committee established pursuant to this Constitution or its applicable by-laws. Furthermore, to be eligible to serve on an Electoral District Association Board, or Congress or on any committee established pursuant to this constitution or its applicable by-laws, members must first sign a Confidentiality and Non-Disclosure Agreement as prescribed by by-law.
- 4 A member may only serve on the Board of Directors of two (2) Electoral District Associations at any one time.
- 5 Any member whose membership has expired within the previous sixty (60) days of an event may participate in any event as a member in good standing provided that he or she completes an Application to join (selecting the "renew membership" option) and pays any required membership renewal fee "at the door".
- 6 The Party shall maintain a Provincial Membership Registry.
- 7 Any membership fee established by the Party shall be shared between the Party and Electoral District Associations as directed by Provincial Council.
- 8 To exercise their rights and privileges, a member must first provide identification as directed by Executive Council.
- 9 Notwithstanding any provision of this Article (III) Executive Council may, on the recommendation of the Disciplinary Committee provided for in Article XV of this Constitution, suspend or revoke the membership of any member.

IV ELECTORAL DISTRICT ASSOCIATIONS

- 1 Recognition may be granted by Executive Council to an Electoral District Association in each provincial Electoral District, and such recognition may be revoked by Executive Council as provided for in the by-laws.
- 2 To obtain recognition, an Electoral District Association shall:
  - a) have a membership of not less than ten (10) members in good standing of the Party;
  - b) actively support the principles of the Party as outlined in the Declaration of Principles and the provisions of this Constitution;
  - c) adopt, with appropriate modifications specific to the name and location of the relevant Electoral District, the "Electoral District Association Constitution" at Schedule A which is incorporated as part of this Constitution; and
  - d) apply in writing to Executive Council for recognition, including a copy of the member approved Constitution, the minutes of the meeting in which it was approved, and a list of the Officers and Directors of the Association in the manner and form prescribed in the by-laws.
- 3 Except as authorized or directed by any provision of this Constitution or its applicable bylaws, the affairs of each Electoral District Association, including its financial affairs, shall be under the control of its members acting through the Electoral District Association Board of Directors who shall be responsible to ensure that the said affairs are conducted in accordance with all applicable federal and provincial laws, the principles of the Party as enumerated in the Declaration of Principles, the Constitution of the Party and its applicable by-laws, and the Constitution of the respective Electoral District Association.
- 4 Notwithstanding Paragraph 3 of this Article (IV), and subject to the conditions and procedures provided for in the by-laws, Executive Council may assume exclusive control of any or all of an Electoral District Association's affairs including, but not limited to, assuming control of an Association's bank account, assets and financial affairs.
- 5 Where no Electoral District Association exists in an Electoral District, Executive Council may, at its sole discretion, appoint an individual to represent the Party in that Electoral District, and that Electoral District as part of the Regional and Provincial Councils, such appointment will be terminated upon the recognition of an Electoral District Association in the respective Electoral District as per this Article (IVd).

- 6 The rights and privileges of any member of Regional and Provincial Councils appointed by the Executive Council provided for in Paragraph 5 of this Article (IV) shall be as follows:
  - a) If the appointed member resides in the Electoral District he or she represents, that member shall possess all the rights and privileges with respect to voting without qualification or restriction;
  - b) If the appointed member does not reside in the Electoral District he or she represents, that member's role shall be advisory only. For further clarity, this means that he or she may attend all meetings and participate in all deliberations as a full member of Provincial Council and their respective Regional Council(s), but may not vote.

## V AFFILIATED ORGANIZATIONS

- 1 The Executive Council may grant recognition to Affiliated Organizations and such recognition may be revoked by Executive Council at its sole discretion subject to the terms and conditions established by the Executive Council through by-law.
- 2 The purpose of Affiliated Organizations shall be to promote the principles and policies of the Party and to encourage membership therein.
- 3 The rights and obligations of Affiliated Organizations and/or their members may be established by the Executive Council through by-law.
- 4 Notwithstanding any provision of this Article (V), the democratic rights and privileges of all Party members shall be exercised through the Electoral District Association to which they belong. For greater clarity, membership in an Affiliated Organization shall not confer upon any individual or group of individuals any rights or privileges not enumerated in this Constitution, nor shall recognition of an Affiliated Organization confer upon that entity any such rights or privileges.

## VI PROVINCIAL COUNCIL

- 1 Provincial Council shall consist of the following members:
  - a) the President of the Party;
  - b) the Vice-President of the Party;
  - c) the Secretary of the Party;
  - d) the Leader or Interim Leader;

- e) the Party Chief Financial Officer;
  - f) the Party Executive Director as a non-voting member;
  - g) a representative of the Party Legislative Caucus elected by that caucus; and
  - h) the President of each Electoral District Association.
- 2 Except as authorized by this Constitution or its applicable by-laws, the following may not hold office as a member of Provincial Council:
- a) Members of Parliament, Senators, and Members of Provincial or Territorial Legislative Assemblies;
  - b) employees or contractors of the Party;
  - c) employees or contractors of Members of Parliament, Senators, and Members of Provincial or Territorial Legislative Assemblies including political staff of federal or provincial Ministers of the Crown; and
  - d) individuals holding a membership in another political party registered in the Province of Ontario.
- 3 The President and Vice-President of the Party shall not concurrently be the President or Vice President of an Electoral District Association. If the President or Vice President of an Electoral District Association is elected President or Vice-President of the Party, the office of President or Vice-President (as the case may be) in that Electoral District Association shall be deemed vacated and shall be filled as provided for in its Constitution.
- 4 Except as authorized or directed by any provision of this Constitution or its applicable bylaws, only Presidents of Electoral District Associations shall have the right to vote on matters before Provincial Council.
- 5 Provincial Council shall meet once every calendar year which, in all cases shall be no more than fifteen (15) months after its last annual meeting to:
- a) elect a Party President;
  - b) elect a Vice-President;
  - c) elect a Chief Financial Officer;
  - d) elect a Party Secretary;

- e) receive and approve the Auditor's Report;
  - f) receive committee reports;
  - g) appoint an Auditor for the upcoming fiscal year; and
  - h) conduct all other business authorized or mandated by this Constitution or its applicable by-laws.
- 6 The annual meeting provided for in Paragraph 5 of this Article (VI) shall be held in conjunction with the Annual General Assembly provided for in Article IX.
- 7 Notwithstanding Paragraph 5 of this Article (VI), upon receiving the written request of one-third (1/3) of its members, the President shall, within fourteen (14) days convene a special meeting of the Provincial Council.
- 8 The written request referred to in Paragraph 7 of this Article (VI) shall be delivered to the Secretary of the Party, such delivery being deemed receipt by the President.
- 9 Provincial Council may, from among its members or members of the Party, establish such committees as it deems necessary for the proper and efficient operation of the Party.
- 10 In addition to any committee established pursuant to Paragraph 9 of this Article (VI) or any other provision of this Constitution or its applicable by-laws, Provincial Council shall establish a Nominating Committee to identify and recruit qualified persons willing to serve on Executive Council. The Nominating Committee shall report on such matters at every Annual Meeting of the Provincial Council.
- 11 Except as authorized or mandated by this Constitution or its applicable by-laws, sixty (60) percent of the voting members of the Provincial Council shall constitute a quorum.
- 12 Except as authorized or mandated by this Constitution or its applicable by-laws, all Motions and Resolutions of the Provincial Council shall require a majority of fifty percent plus one (50% + 1) of votes cast to pass.
- 13 Members of Provincial Council may participate in meetings through teleconference and/or video-conference as well as in person.
- 14 Proxy voting shall not be permitted.
- 15 Meetings of the Provincial Council shall be conducted in accordance with *Robert's Rules of Order Newly Revised*.

VII REGIONAL COUNCILS

- 1 Electoral Districts across Ontario shall be part of sixteen (16) Electoral Regions as directed by Congress. Each Electoral Region shall have a Regional Council consisting of the duly elected presidents of Electoral District Associations in each Electoral Region or their delegated representative.
- 2 The following may not hold office as a member of Regional Council:
  - a) Members of Parliament, Senators, and Members of Provincial or Territorial Legislative Assemblies;
  - b) employees or contractors of the Party;
  - c) employees or contractors of Members of Parliament, Senators, and Members of Provincial or Territorial Legislative Assemblies including political staff of federal or provincial Ministers of the Crown; and
  - d) individuals holding a membership in another political party registered in the Province of Ontario.
- 3 Regional Councils shall meet a minimum of once every three (3) months to coordinate activities and initiatives between the Electoral District Associations in their region.
- 4 Members of each Regional Council shall elect, once a year, a Chair who will be the respective region's representative on the Executive Council. The election shall be by secret ballot organized and supervised by a Returning Officer appointed for that purpose by the Party's Executive Council.
- 5 The appointed Returning Officer shall be strictly neutral with respect to the election he or she is supervising and shall sign a Declaration in the manner prescribed by by-law to that effect.
- 6 Upon receiving the written request of one-third (1/3) of its members, the Chair of a Regional Council shall, within seventy-two (72) hours of having received such a request, convene a special meeting of the Regional Council.
- 7 Regional Councils may, from among their members or members of the Party, establish such committees as they deem necessary for the proper and efficient operation of the Party within their respective regions.
- 8 Except as authorized or mandated by this Constitution or its applicable by-laws, sixty (60) percent of the voting members of a Regional Council shall constitute a quorum.

- 9 Except as authorized or mandated by this Constitution or its applicable by-laws, all Motions and Resolutions of Regional Councils shall require a majority of fifty percent plus one (50% + 1) of votes cast to pass.
- 10 Members of Regional Councils may participate in meetings through teleconference and/or video-conference as well as in person.
- 11 Proxy voting shall not be permitted.
- 12 Regional Council meetings shall be conducted in accordance with *Robert's Rules of Order Newly Revised*.

## VIII EXECUTIVE COUNCIL

- 1 An Executive Council shall be formed consisting of the following members:
  - a) the Party President
  - b) the Party Vice-President;
  - c) the Leader or Interim Leader;
  - d) the Party Chief Financial Officer;
  - e) the Party Secretary;
  - f) the Party Executive Director as a non-voting member;
  - g) a representative of the Party Legislative Caucus elected by that caucus;
  - h) the Chairs of each Regional Council.
- 2 Executive Council shall be the governing board of the Party, effectively a Working Board.
- 3 The President of the Party shall preside over all meetings of the Provincial and Executive Councils and shall oversee the management and administration of the business and affairs of the Party and any other task as directed by Executive Council.
- 4 The Vice-President of the Party shall have such duties as are assigned by the President and/or Executive Council and shall assume and perform the duties of the President in his or her absence or incapacity.
- 5 The Secretary of the Party shall:

- a) be the official custodian of all non-financial records and documents of the Party;
  - b) supervise the preparation and maintenance of minutes of meetings of the Provincial and Executive Councils of the Party;
  - c) call meetings upon the direction of the President; and
  - d) have such other duties as are assigned by Executive Council and/or the President.
- 6 The Secretary shall make available copies of approved minutes of Executive Council meetings to members of the Provincial Council upon request.
  - 7 The Chief Financial Officer is responsible for the assets and administration of the financial affairs of the Party. He or she shall carry out the responsibilities of, and be designated as, the Party's "Chief Financial Officer" under the Election Finances Act and all other applicable laws and regulations of the Province of Ontario.
  - 8 The Chief Financial Officer shall provide an update of the Party's current finances for the review of Executive Council as part of his or her regular report.
  - 9 Upon the approval of two-thirds (2/3) of the votes cast at a Special Meeting called pursuant to Article VI, Paragraph 7 for the purpose, the Provincial Council may remove an Executive Council member who has missed three (3) consecutive regularly scheduled Executive Council meetings without reasonable explanation or whose conduct is judged improper, unbecoming or likely to adversely affect the interest or reputation of the Party.
  - 10 Upon ceasing to hold office, Executive Council members shall promptly deliver to the President or incoming President (as the case may be) all records, materials and property in their possession which belong to the Party.
  - 11 Executive Council shall meet at the call of the President, such meetings occurring at least once a month.
  - 12 The President of the Party shall, within seventy-two (72) hours, convene a special meeting of Executive Council at the written request of either the Leader or one-third (1/3) of its members, such request being delivered to the Secretary of the Party.
  - 13 Executive Council shall create, and from time-to-time as needed amend, by-laws required by this Constitution, or any other by-law it deems necessary for the proper and efficient operation of the Party.

- 14 Executive Council may, from among its members or members of the Party, establish such committees as it deems necessary for the proper and efficient operation of the Party.
- 15 Sixty (60) percent of the members of Executive Council shall constitute a quorum.
- 16 Motions and Resolutions of Executive Council shall require a majority of fifty percent plus one (50% + 1) of votes cast to pass.
- 17 Members of Executive Council may participate in meetings through teleconference and/or video-conference as well as in person.
- 18 Proxy voting shall not be permitted.
- 19 All Executive Council meetings shall be conducted in accordance with *Robert's Rules of Order Newly Revised*.

#### IX GENERAL ASSEMBLIES

- 1 The President of the Party shall, in conjunction with the annual meeting of the Provincial Council set out in Article VI, Paragraph 5, convene a General Assembly of the Party at least once every calendar year which, in all cases shall be no more than fifteen (15) months after the last General Assembly to conduct business authorized or mandated by this Constitution or Party by-law.
- 2 The Annual General Assembly (AGM) shall be open to all members in good standing of the party who register and pay the appropriate registration fee. However, only delegates elected as provided for in Paragraph 3 of this Article (IX) shall be entitled to vote for or against proposed amendments to this Constitution, Policy Resolutions or any other item mandated by this Constitution or by-law.
- 3 In the event that the agenda of an upcoming General Assembly includes items which require a vote, each Electoral District Association shall be entitled to elect delegates to attend said General Assembly in the manner determined by the Executive Council.
- 4 Members of Provincial Council may not be a delegate at a General Assembly, nor may they participate in any vote by delegates at a General Assembly. They may, however, participate fully in all debates and deliberations pertaining to matters which are subject to a vote by delegates.
- 5 Except as authorized or mandated by this Constitution or its applicable by-laws, all Motions and Resolutions of the General Assembly shall require a majority of fifty percent plus one (50% + 1) of votes cast to pass.

6 Proxy voting shall not be permitted.

X LEADER

1 The Leader is the chief public official of the Party whose authority includes that specified for the leader of a registered political party provided for in Ontario law.

2 The Leader shall promote the Party, its principles and policies.

3 In keeping with the Westminster principle of "first amongst equals", the Leader shall be elected at a Special Joint Meeting of the Party Legislative Caucus and the Provincial Council convened specifically for that purpose.

4 For greater clarity, only Presidents of Electoral District Associations (Provincial Council) and members of the Ontario Alliance Legislative Caucus shall be entitled to vote in the Leadership Election.

5 The President of the Party shall convene the Special Joint Meeting referred to in Paragraph 3 of this Article (X) within thirty-five (35) days of any of the following events:

- a) the death or retirement of the current Leader;
- b) the current Leader indicates an intention to resign by submitting notice in writing to the Secretary of the Party; or
- c) more than fifty percent plus one (50 % +1) of the votes cast at a Special Meeting as provided for in Paragraph 9 of this Article (X) are in favour of selecting a new Leader.

6 Except as permitted in Paragraph 7 of this Article (X), if any of the events enumerated in Paragraph 5 occur, the Legislative Caucus shall elect from among its members an Interim Leader of the Party who shall, in consultation with Executive Council, exercise the powers and responsibilities of the Leader until a new Leader has been selected.

7 If no member of the Legislative Caucus is willing or able to serve as Interim Leader, Executive Council shall appoint an Interim Leader.

8 The Interim Leader may not be a Candidate in the leadership selection process.

9 An Interim Leader need not be appointed where the outgoing Leader indicates an intention to resign upon the selection of a new Leader.

10 Within fourteen (14) days of receipt by the Secretary of the Party of a written request for such a meeting, signed by at least thirty (30) percent of members of either the Legislative Caucus

or the Provincial Caucus, the Party President shall convene a Special Joint Meeting of the Legislative Caucus and Provincial Council for the purpose of reviewing the leadership status of the current Leader.

- 11 All votes at a Special Joint Meeting of the Legislative Caucus and Provincial Council to review the leadership status of a current Leader or to elect a new Leader shall be by secret ballot presided over by the President. Voting for a Leader shall be through a single transferable (preferential) ballot. If the purpose of the vote is to select a new Leader, each candidate for Leader may appoint up to a maximum of three (3) scrutineers to observe the preparation, distribution, collection and counting of said ballots.
- 12 A Leader shall be deemed elected upon attaining a majority of fifty percent plus one (50% + 1) of votes cast.
- 13 In the event that more than two (2) candidates are standing for election, if no candidate attains a majority of fifty percent plus one (50% + 1) of votes cast on the first count, the candidate receiving the lowest number of votes shall be dropped on the next and all subsequent counts, and the second and subsequent choice votes on his/her ballot shall be assigned to the appropriate candidate remaining in the race on all subsequent counts.
- 14 Proxy voting shall not be permitted.

#### XI POLICY DEVELOPMENT AND APPROVAL

- 1 An ongoing Policy Development, Review and Approval Process shall be established by Executive Council.
- 2 Each Electoral District Association shall establish a Policy Committee, led by a Policy Chair, to encourage submission of Policy Resolutions and facilitate the participation of its members in the Party's ongoing policy development process.

#### XII CONSTITUTIONAL AMENDMENTS

- 1 An ongoing Constitution Renewal and amendment Process shall be established by Executive Council.
- 2 Each Electoral District Association shall establish a Constitution Committee, led by a Constitution Chair, to encourage submission of necessary amendments and facilitate the participation of its members in the Party's ongoing constitution renewal process.

#### XIII CANDIDATE RECRUITMENT, NOMINATION AND DEVELOPMENT

- 1 Executive Council shall establish an ongoing candidate development process consisting of:

- a) candidate recruitment;
  - b) candidate assessment and approval; and
  - c) candidate training;
  - d) filing of candidate nomination papers with Elections Ontario.
- 2 The Party shall create and maintain a list of individuals approved to seek the nomination of any Electoral District Association anywhere in the province.
- 3 Electoral District Associations may recruit prospective nominees from the list of approved candidates, or they may conduct their own search.
- 4 Notwithstanding Paragraph 3 no individual shall be permitted to run for a nomination to represent the Party unless he or she has been approved according to the criteria established provided for in Paragraph 5.
- 5 Executive Council shall establish:
- a) rules governing the application and approval of prospective candidates and their inclusion in the list referred to in Paragraph 2;
  - b) rules governing the process by which nominees are elected by Electoral District Associations; and
  - c) rules governing the conditions and process whereby the approval of a duly nominated candidate is revoked.
- 6 In the event that no Electoral District Association exists in an Electoral District, or that an existing Electoral District Association is either unable or unwilling to nominate a candidate in accordance with the rules established by Executive Council, the Leader, or Interim Leader (as the case may be) may, on the advice of Executive Council and representatives of the relevant Electoral Region, appoint a candidate to represent the Party in the Electoral District.
- 7 Except as provided in Paragraph 6 of this Article, and subject to the rules set in this Constitution or through by-law, all decisions respecting the selection of candidates rest exclusively with members of the relevant Electoral District Associations.

#### XIV NOTICES AND TIME

- 1 Unless otherwise provided for by this Constitution or by-law, all periods of time computed in days shall include Sundays, provincial holidays and national holidays.

- 2 Unless otherwise provided for by this Constitution or by-law, required notice may be given by 1st class mail, tele copier (fax), courier, email or personal delivery. Date of deliver of such notice shall be:
  - a) for 1st class mail, the date of the post-mark or the date of the delivery to the post office, whichever is later;
  - b) for tele copier (fax), the date of transmission;
  - c) for personal delivery, on the day of delivery to the recipient as per signed receipt;
  - d) for bulk mail, 3 days after delivery to the post office as evidenced by the postal receipt and the Secretary's certificate as to the addressees; and
  - e) For courier, when signed for or as per receipt.
- 3 Notices to the Party, or Executive Council, or the Secretary of the Party, shall be addressed to the Office of the Party and marked to the attention of the appropriate person or body.
- 4 Notices to a member shall be addressed to such member at the member's address according to the most recent Party or Constituency records, as applicable.
- 5 Notices to an Electoral District Association shall be addressed to the President (or failing a President at the time, to the Secretary) of the Electoral District Association at the address of such officer according to the most recent Party records.
- 6 Any notice provision in this Constitution shall be considered to have been satisfied if reasonable compliance has been accomplished and no material prejudice is done as a result of the absence of strict technical compliance with the applicable notice provision.

#### XV INTERNAL CONTROL and ACCOUNTABILITY

- 1 Executive Council shall, through by-law, establish an Internal Control and Accountability process which includes a Disciplinary Committee.

#### XVI LIABILITY

- 1 When acting within the scope of their authority, no member of the Party's Provincial Council, Regional Council, Executive Council or duly established Committee, shall be liable for any debts, actions, claims, demands, liabilities or commitments of any kind made by the Party. The Party shall indemnify and hold harmless each such Director, against any such debt, action, claim, demand, liability or commitment whatsoever.

XVII FISCAL YEAR

- 1 The fiscal year of the Party shall be from 1 January to 31 December of each year.

SCHEDULE A – ELECTORAL DISTRICT ASSOCIATION CONSTITUTION

DEFINITIONS

"Annual General Meeting" means a meeting of the members at which Directors are elected.

"Association" means the [insert official Electoral District name here] Ontario Alliance Electoral District Association.

"Association Constitution" means this constitution of the Association, as amended from time to time.

"Board of Directors" means the body provided for in Article V of this Association Constitution.

"Candidate" has the same meaning as provided for in the Elections Finance Act of Ontario.

"Chief Financial Officer" means the office provided for in Article VI of this Association Constitution.

"Director" means any member of the Board of Directors of the Association.

"Executive Committee" means the body provided for in Article VI of this Association Constitution.

"Member" and "Membership" means a member and the membership of this Association respectively, unless the context otherwise requires.

"Party" means the Ontario Alliance.

"Party Constitution" means the constitution of the Ontario Alliance as amended from time to time.

"President" means the office provided for in Article VI of the Association Constitution.

"Secretary" means the office provided for in Article VI of the Association Constitution.

"Special General Meeting" means a meeting of all the members except one called for the purpose of fulfilling the requirements of Article IV, Paragraphs 5 and 6.

"Vice-President" means the office provided for in Article VI of the Association Constitution.

I NAME

- 1 The name of the Association is "[insert official Electoral District name here] Ontario Alliance Electoral District Association."

II OBJECTIVES

- 1 The objectives of the Association are:
  - a) to support and promote the principles and policies of the Ontario Alliance;
  - b) to identify and recruit supporters and new members;
  - c) to solicit the input, and to encourage and facilitate the participation, of members in all aspects of governance of the Party and the Association;
  - d) to provide logistical and financial support for the Ontario Alliance Candidate in the Electoral District of [insert official Electoral District name here] prior to and during a general election or by-election campaign;
  - e) to provide logistical and financial support for the sitting Member of the Ontario Legislature if said Member is a member of the Party; and
  - f) to raise the funds necessary to achieve these objectives and to discharge all other duties as directed by Executive Council and/or mandated by this Constitution and the Party Constitution or its applicable by-laws.
- 2 Notwithstanding anything in Paragraph 1 of this Article (II) the Association may provide logistical and/or financial support to assist any other Electoral District Association in achieving its objectives provided for in this and the Party Constitution and its applicable by-laws, and/or logistical and/or financial support to any Party Candidate anywhere in the Province of Ontario prior to and during a general election or by-election campaign, provided that any support requiring the transfer or expending of Association funds, or the use of Association assets, is approved by the Association's Board of Directors.
- 3 All transactions between Electoral District Associations provided for in Paragraph 2 shall be conducted in accordance with all applicable laws and regulations.
- 4 All transactions between Electoral District Associations provided for in Paragraph 2 shall be reported to the Chief Financial Officer of the Central Party in the manner and time prescribed by by- law.

### III MEMBERSHIP

- 1 Membership in the Association is open to every citizen or permanent resident of Canada who satisfies the requirements of the Party Constitution and its applicable by-laws who normally resides in the Electoral District of [insert official Electoral District name here].
- 2 Membership in the Party shall constitute membership in the Association. Similarly, membership in the Association shall constitute membership in the Party with all the rights and privileges thereof.
- 3 As provided for in Article III Paragraph 6 of the Party Constitution, the Party maintains a registry of all members of the Party. For the purpose of participation in any activity limited to Party members, proof of membership shall be inclusion on the Provincial Membership Registry.
- 4 Recruitment and retention of members is a joint responsibility of the Association and the Party. The Association shall submit all applications for membership and their associated fees to the Party, and the Party shall in turn provide an updated membership list for the [insert official Electoral District name here] and transfer the appropriate portion of membership fees to the Association in accordance with Article III, Paragraph 7 of the Party Constitution and its applicable by-laws.
- 5 The Association shall use information and contact management systems as directed by Executive Council to manage events, fundraising, voter ID, volunteers, membership or any other information required or campaigns implemented in pursuit of the Association's objectives.

### IV MEETINGS

- 1 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, participation in any meeting of the Association is subject to a minimum membership period of thirty (30) days.
- 2 Except as authorized or directed-by Executive Council or any provision of the Party Constitution or its applicable by-laws, all Motions and Resolutions shall require a simple majority of fifty percent plus one (50% + 1) of votes cast to pass.
- 3 Proxy voting is not permitted.
- 4 For the purposes of accrediting members at Annual or Special General Meetings, members are required to prove identity, residence, and eligibility as specified in accordance with Article III, Paragraph 8 of the Party Constitution and is applicable by-laws.

- 5 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, the Association shall convene one (1) Annual General Meeting each calendar year which in all cases shall be no later than fifteen (15) months after the last Annual General Meeting.
- 6 The business conducted at an Annual General Meeting shall include, but shall not be limited to:
  - a) a report by the President on behalf of the Board of Directors;
  - b) presentation and approval of the auditor's report;
  - c) presentations of committee reports;
  - d) Presentation of Nominating Committee report and election of Directors;
  - e) appointment of auditor: and
  - f) any other business mandated by this Constitution, the Party Constitution or applicable by-law.
- 7 Minutes of Annual and Special General Meetings shall be recorded by the Secretary of the Association, a copy of which, along with copies of any reports and/or supporting documents, shall be delivered to the Secretary of the Party no later than 14 days after the meeting was held in the manner and time prescribed by by-law.
- 8 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, meetings of the Association shall be convened by the President or his/her designate.
- 9 The President or his/her designate shall chair all meetings of the Association.
- 10 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, all meetings of the Association, its Board of Directors, its Executive Committee and its Committees shall be conducted in accordance with *Robert's Rules of Order Newly Revised*.
- 11 Subject to the requirements of Article VII of this Constitution, the Board of Directors shall, or Executive Council may, call a Special General Meeting of the Association upon receiving the written request for such a meeting signed by one-third (1/3) of the members of the Association, such written request being delivered to the Secretary of Association or Party as applicable.

- 12 Subject to the requirements of Article VII of this Constitution and notwithstanding anything in Paragraph 11 of this Article (IV), Executive Council may, at its sole discretion, call an Annual General Meeting or Special General Meeting of the Association.

## V BOARD OF DIRECTORS

- 1 Subject to the following rules and conditions, all members in good standing shall be eligible to stand for election to the Board of Directors of the Association at an Annual General Meeting:
  - a) The total number of elected Directors shall not exceed fifteen (15).
  - b) Prospective Directors must be nominated, either by the Nominating Committee provided for in Paragraph 12, or from the floor; and
  - c) Nominees must sign the Confidentiality and Non-Disclosure Agreement prescribed by by-law to be eligible to stand for election.
- 2 The Member of the Ontario Legislature representing the Electoral District of [insert name of Electoral District] if said Member is also a member of the Party, or the Party candidate of record for either the most recent general election or by-election, or the next general election or by-election (as the case may be) shall automatically be a member of the Board of Directors.
- 3 If there are more nominees than the maximum set out in Paragraph 1 (a) of this Article (V) the election shall proceed by secret ranked ballot, supervised by a Returning Officer appointed for that purpose by the Party's Executive Council, otherwise all nominees shall be acclaimed.
- 4 The Returning Officer appointed by Executive Council provided for in Paragraph 3 of this Article (V) shall be strictly neutral with respect to the election he or she is supervising and shall sign a Declaration to that effect in the manner prescribed by by-law.
- 5 In the case of a tie, the tie shall be broken by drawing lots.
- 6 The term of office of Directors lasts until elections have occurred at the next Annual General Meeting of the Association.
- 7 If a director ceases to hold office, the Board of Directors may elect a replacement Director from the membership.
- 8 The Board of Directors, on the approval of two-thirds (2/3) of those present and voting, may elect additional Directors to the Board of Directors between Annual General Meetings to the

maximum set out in Paragraph 1 (a) of the Article (V). Said elections shall be held at a meeting of the Board of Directors called for that purpose.

- 9 The Board of Directors, on the approval of two-thirds (2/3) of those present and voting, may remove a Director who has missed three (3) consecutive regularly scheduled meetings of the Board of Directors without reasonable explanation or whose conduct is judged improper, unbecoming or likely to adversely affect the interest or reputation of the Association or the Party. The removal may only occur at a meeting of the Board of Directors called for that purpose.
- 10 Subject to the requirements of Article VII, the President shall, within 14 days of the Secretary receiving the written request of one-third (1/3) of the Association's members, call a Special General Meeting of the Association.
- 11 The Board of Directors may, from among its members or members of the Association, establish such committees as it deems necessary for the proper and efficient operation of the Association.
- 12 In addition to any committee established provided for in Paragraph 11 of this Article (V), the Board of Directors shall establish
  - a) a Nominating Committee to identify and recruit qualified persons willing to serve the Association as Directors;
  - b) a Policy Committee;
  - c) a Fund-Raising Committee;
  - d) a Finance Committee;
  - e) a Candidate Search Committee;
  - f) a Constitution Committee; and
  - g) a Membership Committee.
- 13 All committees shall be chaired by a member of the Board of Directors.
- 14 The Board of Directors shall meet at least once every three months.
- 15 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, sixty (60) percent of the voting members of the Board of Directors shall constitute a quorum.

- 16 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, all Motions and Resolutions of the Board of Directors shall require a simple majority of fifty percent plus one (50% + 1) of votes cast to pass.
- 17 Members of the Board of Directors may participate in meetings through teleconference and/or video-conference as well as in person.
- 18 Proxy voting shall not be permitted.

## VI EXECUTIVE COMMITTEE

- 1 Subject to the direction of the Board of Directors, this Constitution and the Party Constitution and its applicable by-laws, the Executive Committee shall manage and direct the day-to-day affairs of the Association.
- 2 The Executive Committee shall be comprised of:
  - a) the President;
  - b) the Vice-President;
  - c) the Secretary;
  - d) the Chief Financial Officer;
  - e) the Chairs of Committees; and
  - f) The Member of the Ontario Legislature representing the Electoral District of [insert name of Electoral District] if said Member is also a member of the Party, or the Party candidate of record for either the most recent general election or by-election, or the next general election or by-election (as the case may be).
- 3 Within fourteen (14) days after an Annual General Meeting, the Board of Directors shall elect the members of the Executive Committee, all of whom except the Chief Financial Officer must be Directors.
- 4 Members of the Executive Committee shall complete the Affirmation of Office as prescribed by by-law at the first meeting of the Board of Directors following the Annual General Meeting.
- 5 The President shall preside over all meetings of the Association, Board of Directors and Executive Committee and shall oversee the management and administration of the business and affairs of the Association and any other task as directed by Executive Council.

- 6 The Vice-President shall have such duties as are assigned by the Board of Directors or the President and shall assume and perform the duties of the President in his or her absence or incapacity.
- 7 The Secretary shall be the custodian of all non-financial records and documents of the Association.
- 8 The Secretary of the Association shall notify the Secretary of the Party of the election, appointment or change of status of Directors, Officers and Officials of the Association in the manner and time prescribed by by-law. The Secretary of the Association shall also ensure that the Chief Electoral Officer of the province is notified of the election, appointment or change of status of Directors, Officers and Officials of the Association in accordance with the requirements of the Elections Finance Act and all other applicable laws and regulations of the Province of Ontario.
- 9 In addition to the duties outlined in Paragraph 8 of the Article (VI), the Secretary shall:
  - a) prepare and maintain minutes of meetings of the Association, the Board of Directors and the Executive Committee;
  - b) call meetings upon the direction of the President; and
  - c) have such duties as are assigned by the Board of Directors or the President.
- 10 The Secretary shall make available copies of approved minutes of Executive Committee meetings to members of the Board of Directors upon request.
- 11 The Chief Financial Officer is responsible for the assets and administration of the financial transactions of the Association. He or she shall carry out the responsibilities of, and be designated as, the Association's "Chief Financial' Officer" under the Election Finances Act and all other applicable laws and regulations of the Province of Ontario.
- 12 The Chief Financial Officer shall provide a financial update of the Association's current finances for the review of the Board of Directors as part of his or her regular report.
- 13 The Board of Directors, on the approval of two-thirds (2/3) of those present and voting, may remove an Executive Committee Member who has missed three (3) consecutive regularly scheduled Executive Committee meetings without reasonable explanation or whose conduct is judged improper, unbecoming or likely to adversely affect the interest or reputation of the Association or the Party. The removal may only occur at a meeting called for that purpose.

- 14 Upon ceasing to hold office, Executive Committee members shall promptly deliver to the President or the Vice-President of the Association, all records, materials and property in their possession, which belong to the Association.
- 15 The Executive Committee shall meet at the call of the President, or upon written request to the Secretary by a majority of the Executive Committee members.
- 16 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, all Motions and Resolutions of the Board of Directors shall require a simple majority of fifty percent plus one (50% + 1) of votes cast to pass.
- 17 Members of the Board of Directors may participate in meetings through teleconference and/or video-conference as well as in person.
- 18 Proxy voting shall not be permitted.

## VII NOTICES

- 1 The Secretary of the Association shall notify all members of the Association of all Annual or Special General Meetings of the Association using any or all of the following methods:
  - a) regular mail sent to the member's address of record;
  - b) e-mail sent to the member's e-mail address of record; or
  - c) live phone call to the member's phone number of record.
- 2 Returned emails shall be deemed not to have been sent.
- 3 Except as authorized or directed by Executive Council or any provision of the Party Constitution or its applicable by-laws, notice of all Annual or Special General Meetings of the Association shall be sent not fewer than fourteen (14) days and not more than forty-five (45) days prior to the meeting.
- 4 Notice of all Annual and Special General Meetings shall also be provided to the Secretary of the Party in the manner prescribed by by-law.
- 5 Notice of Board of Directors meetings shall be sent to all Directors. Board of Directors meetings require at least five (5) days notice, unless the requirement is waived at the meeting by a motion supported by two-thirds (2/3) of the Directors present and voting.

- 6 Notices of meetings shall include the date, time and location of the meeting, and a list of the matters to be dealt with at the meeting.

#### VIII FISCAL YEAR

- 1 The fiscal year of the Association shall be from 1 January to 31 December of each year.
- 2 Nothing in this Constitution shall be interpreted as preventing an Association from appointing the same auditor as other Associations.

#### IX CANDIDATE SELECTION

- 1 The Party will provide rules and procedures for recruiting, selecting and training candidates.
- 2 When directed to do so by Provincial Council, the Board of Directors shall appoint a Candidate Selection Committee to administer the candidate selection process.
- 3 Members of the Candidate Selection Committee shall remain neutral with respect to the nomination process and all potential nomination contestants and shall complete the Affirmation of Neutrality (Appendix "C").
- 4 A member of the Board of Directors seeking the nomination as a candidate in an upcoming general election or by-election shall, upon filing the required nomination application, take a leave of absence as a Director and may only resume the duties a Director when they are no longer a contestant for the nomination for the election or by-election.

#### X LIABILITY

- 1 When acting within the scope of their authority, no Director of an Association shall be liable for any debts, actions, claims, demands, liabilities or commitments of any kind made by the Association. The Association shall indemnify and hold harmless each such Director, against any such debt, action, claim, demand, liability or commitment whatsoever.

#### XI AMENDMENTS

- 1 This Constitution is an integral part of the Party Constitution and, as such, is not subject to amendment by members of the Association. Amendments to Electoral District Association Constitutions are accomplished by amending "Schedule A" of the Party Constitution in accordance with the relevant provisions thereof.