

CONSTITUTION OF THE PROGRESSIVE CONSERVATIVE ASSOCIATION OF THE PROVINCIAL RIDING OF GUELPH

1. NAME

The name of this association shall be Guelph Provincial Progressive Conservative Association (herein called the "Riding Association").

2. STATEMENT OF PRINCIPLES

The following are the aims and principles of the PC Party of Ontario ("the Party") and this Riding Association:

- (a) We believe in freedom of speech, worship and assembly, in loyalty to Canada and to the Monarch of Canada and in the rule of law;
- (b) We believe that government should serve the people and that progress requires a competitive economy which, accepting its social responsibilities, allows every individual freedom of opportunity and initiative and the peaceful enjoyment of the fruits of his or her own labour;
- (c) We believe in the ethical and accountable execution of the business of government;
- (d) We believe that the interests of Ontario are best served by a strong, united and democratic Canada;
- (e) We believe that economic freedom, entrepreneurial spirit and the right to private property are essential to economic prosperity and political freedom;
- (f) We believe in the values of the family which encourage tolerance and mutual support;
- (g) We believe that social justice entails equality of opportunity, including fair and equal treatment of all Ontarians and the provision of support for those in need; and
- (h) We believe in and accept our responsibilities for the preservation of Ontario's heritage and cultural diversity and the conservation and renewal of our environment for the present and future generations.

3. OBJECTS

The objects of the Riding Association shall be:

- (a) To promote good government for the people of Ontario;
- (b) To promote the principles and policies of the Party;
- (c) To secure and maintain a thorough organization of the Party in every polling subdivision of this riding;
- (d) To call a convention for the nomination of a Party candidate for each election to the Provincial Legislature and to elect such candidate to the Provincial Legislature;
- (e) To select delegates and alternates to meetings of the Party; and
- (f) To participate in the election of the Leader of the Party.

4. MEMBERSHIP

Membership shall be without regard to race, origin, religion or sex.

There shall be two classes of members, namely:

(a) Active (Voting) Members

Such persons who:

- (i) reside within the Riding or who are elected or appointed to the Executive;
- (ii) have attained the age of fourteen (14) years;
- (iii) uphold the Party Constitution and this constitution; and
- (iv) shall have completed and signed a membership application and paid such reasonable fees, if any, as may from time to time be approved.

(b) Associate (Non-Voting) Members

Persons who are residents of Ontario and who qualify under provisions (ii), (iii) and (iv) above.

For greater clarity, these members shall not be entitled to vote at any meeting or convention of the Riding Association or to be a delegate or alternate for the Riding Association to a special or general meeting of the Party.

With reference to Article 8 of the Party's Constitution, membership takes effect when a membership application and fee are received:

- (a) by the association, or
- (b) by the Secretary of the Party, in the case of membership acquired through the Member Recruitment System.

Memberships shall be issued on an annual basis and shall be valid until December 31st each year, except that memberships sold in October, November and December shall be valid until the end of the following year.

If a member who held a valid membership for the preceding calendar year continues to qualify for membership in all save the payment for the fee for the current year, such membership may be renewed up to and including April 30th without loss of eligibility by payment of the current year's fee.

The Executive is authorized to establish, by a motion properly executed, such application forms and fees for membership as are reasonable with regard to the Rules Governing the Provincial Membership Registry issued by the Executive of the Party.

5. THE EXECUTIVE

Members of the Executive must be members of the Riding Association and shall consist of:

(a) the Officers:

- the President;
- five (5) Vice Presidents, including: fundraising, volunteers, communications, George Drew Society and special events;
- the Secretary;
- the Chief Financial Officer;
- the Membership Director; and

(b) the Directors:

- up to ten (10) Directors.

all as may from time to time be elected by the Riding Association ("Elected Officers"); and

(c) *Ex Officio*:

- the Immediate Past President;
- the Progressive Conservative Member of Provincial Parliament for the Riding, or if there is no MPP, the candidate nominated to represent the Party in the next provincial general or by-election or, if a Nomination Convention has not yet been held, the candidate who represented the Party in the last general or by-election;
- the President of the recognized Riding Youth Association (if any);
- the President of the recognized Riding Women's Association (if any); and,
- the President of the recognized University of Guelph Campus Association (if any).

The following provisions shall apply:

- (a) All the Officers and Directors of the Riding Association shall be elected at the Annual General Meeting of the Riding Association and shall hold office until the next Annual General Meeting.
- (b) The *ex-officio* members of the Executive shall have the same voting rights at the meetings of the Executive as if they were Elected Officers.
- (b) Any Active or Associate Member of the Riding Association shall be qualified to hold office. Associate Members who are elected or appointed to the Executive shall have voting rights at the meetings of the Executive.
- (c) In the event of the resignation of an Elected Officer, or if any Elected Officer is absent from three consecutive meetings of the Executive, the office shall automatically be declared vacant. Such declared vacancy may be reversed by a majority vote of the Executive.
- (d) Any vacancy occurring in any office may be filled by appointment of the Executive for the balance of the term of office.

6. DUTIES OF THE EXECUTIVE

THE EXECUTIVE

The management of the business and affairs of the Riding Association shall be vested in the Executive. They may exercise all such powers and do all such acts and things which, by this constitution, the Riding Association is authorized to exercise and do, subject always to any direction passed by resolution at any regularly called and properly constituted general meeting of the Riding Association.

The Executive shall ensure that the Riding Association does all necessary things to maintain recognition of the Riding Association by the Party and registration by Elections Ontario.

The Executive shall ensure that all documents required by the Party's Constitution to be delivered to the Party's Executive are delivered on a timely basis and in the form specified.

THE PRESIDENT

Subject to the authority of the Executive, the President shall be the Chief Executive Officer of the Riding Association. He or she shall have general supervision and responsibility for the management of the affairs and business of the Riding Association.

He or she shall preside at all the meetings of the Riding Association and shall be an *ex-officio* member of all committees of the Riding Association.

The President shall be responsible for the vigorous promotion by the Riding Association of the objectives of this constitution.

THE VICE PRESIDENTS

The Vice Presidents shall carry out such duties as may be assigned to them by the Executive or the President. A Vice President elected by the members of the Executive present, shall preside at meetings of the Executive and the Riding Association in the absence or resignation of the President.

SECRETARY

The Secretary shall keep full and complete minutes of all meetings of the Riding Association and shall conduct all ordinary correspondence. The Secretary shall be charged with the responsibility of giving notice of all meetings to the Executive and to the members of the Riding Association in accordance with this constitution.

MEMBERSHIP DIRECTOR

The Membership Director shall maintain a current record of the names and addresses of all Active and Associate Members of the Riding Association and may cause membership cards to be issued to all those persons who have fulfilled the qualifications set forth herein for membership.

The Membership Director shall submit membership information and fees to the Secretary of the Party as required by the Party's Constitution and in accordance with the Party's Rules Governing the Provincial Membership Registry. The Membership Director shall obtain from time to time a list of members from the Central Membership Registry of the Party and verify the information is correct.

The Membership Director shall prepare lists as required for meetings of the Riding Association in accordance with section 9 of this constitution.

CHIEF FINANCIAL OFFICER

The Chief Financial Officer shall receive all monies which are the property of the Riding Association, shall keep an accurate record thereof and shall submit the Riding Association's accounts for an audit annually or more often if required by the Riding Association or the Executive. He or she shall ensure that the Riding Association complies with each and every provision of the Election Finances Act and shall forward a copy of any Riding Statement of Income and Expenses filed with Elections Ontario to the Party.

7. COMMITTEES OF THE EXECUTIVE

The Executive is hereby empowered to establish, alter and dissolve such committees, standing or otherwise, as it deems necessary to vigorously promote the objects of this constitution and to appoint such chairpersons, vice chairpersons and secretaries thereof as the Executive deems appropriate.

8. MEETINGS OF THE EXECUTIVE

The Executive and each standing committee of the Riding Association shall meet at least four (4) times annually.

A quorum for meetings of the Executive shall be fifty percent of the Elected Officers.

A quorum for committee meetings shall be fifty percent of the members of the committee and must include the chair.

The President, or chair of a Committee or others, when presiding at a meeting of the Executive or a Committee, respectively, shall vote only to break a tie vote.

9. GENERAL PROVISIONS FOR MEETINGS OF THE RIDING ASSOCIATION

NOTICE

Prior to the giving of notice of any meeting of the Riding Association, the Membership Director shall prepare a list of names and addresses of all persons entitled to receive notice of such meeting based on the Provincial Party Membership Registry.

VOTERS' LIST

Subject to the provisions for eligibility to vote at the meeting, the Membership Director shall, as of the date for such eligibility, prepare a list of names and addresses of all persons entitled to vote at the meeting based on the Provincial Party Membership Registry.

QUORUM

A quorum for the transaction of business at any Annual or Special General Meeting of the Riding Association shall be twenty-five (25) or 25% whichever is less, of the Active Members of the Riding Association. The quorum for Delegate Selection Meetings or Nomination Conventions will be provided in the rules provided by the Party's Executive for such event.

PROCEDURE

Every Annual or Special General Meeting, Delegate Selection Meeting and Nomination Convention shall be open, public and democratic. Standard Parliamentary procedures shall be followed at all such meetings and conventions. In the event of a dispute as to any procedure at any such meeting or convention, Robert's Rules of Order shall govern.

10. ANNUAL GENERAL MEETINGS

The Riding Association shall hold an Annual General Meeting each calendar year at such time (within four (4) months of the end of the Fiscal Year) and in such place (within the boundaries of the Riding, wherever possible), as may be selected by the Executive.

The Annual General Meeting agenda shall include:

- approval of the minutes of the previous Annual General Meeting;
- a report from the President;
- a report from the Chief Financial Officer;
- a report from the Membership Secretary;
- election of Officers and Directors;
- appointment of an Auditor;

and may include:

- amendments to this constitution.

11. SPECIAL GENERAL MEETINGS

Special General Meetings may be called by the Executive at any time and shall be held at such place (within the boundaries of the Riding, wherever possible) as may be selected by the Executive.

The Executive shall call a Special General Meeting within twenty-one (21) days of a notice in writing to that effect, given to either the President or the Secretary, and signed by at least twenty-five (25) Active Members of the Riding Association. If, having received such notice, the Executive fails to call such meeting, a like request may be forwarded to the Executive of the Party, who shall have the right to call such meeting.

12. NOTICE OF AN ANNUAL OR SPECIAL GENERAL MEETING

Notice of any Annual or Special General Meeting of the members of the Riding Association shall be given to all members or record at least fifteen (15) days in advance of the meeting and shall be given in writing. Additional notice may also be given by means of an advertisement placed in at least one (1) English language newspaper having daily or weekly circulation within the Riding.

The notice of the meeting shall specify the purpose of the meeting, those eligible to vote at the meeting and such identification as may be required to register. In addition, the time of opening and closing of registration shall be clearly noted.

Any person who is an Active Member of the Riding Association at least fifteen (15) days prior to the Annual or Special General Meeting shall, upon presentation of such identification and under such conditions as may be specified in the notice of the Meeting, be entitled to register to vote at such Meeting.

13. CANDIDATE NOMINATION CONVENTION

The calling of a convention for the nomination of a candidate to the Provincial Legislature (herein called a "Nomination Convention") and the procedures to be carried out shall adhere to the rules issued by the Executive of the Party from time to time for such event and this section.

The Executive shall appoint a neutral person to chair the Nomination Convention, which person, as a result of such appointment shall not be eligible to be nominated as a candidate. The neutral Elections Officer shall be appointed by the Chair of Nominations of the Executive of the Party.

- (a) All provisions governing the Nomination Convention shall be subject to the provisions in the rules provided by the Party Executive.
- (b) Call the meeting to order and read the approval for such meeting as provided by the Party Executive.
- (c) Read the notice calling the meeting.
- (d) Announce the appointed Elections Officer.
- (e) Read the nominations.
- (f) Where more than one person's name stands in nomination to be balloted upon, each nominee shall have the opportunity to address the convention; such addresses not to exceed fifteen (15) minutes in length including any endorsements and demonstrations. The order of speaking shall be determined by drawing of lots.
- (g) Each nominee may appoint one scrutineer for each ballot box.
- (h) The number of votes cast on the final ballot shall not be announced.

14. DELEGATE SELECTION MEETINGS

The calling of the meeting and the procedures to be carried out shall adhere to the guidelines issued by the Executive of the Party from time to time for such event and this section.

The Executive shall appoint a neutral person to chair the Delegate Selection Meeting, which person shall not be eligible to be nominated at the Meeting for a delegate position.

The procedure at all such Meetings shall conform to the following rules of order:

- Call the meeting to order;
- Read the notice calling the meeting;
- Call for nominations. Each nomination must be proposed and seconded by a person entitled to vote at the meeting. The names of nominees, proposers and seconders shall be recorded.
- Declare nominations closed.

If more persons are nominated as delegates than there are delegate positions then available, the person chairing the Meeting shall appoint a returning officer and such assistant returning officers as may be required to assist in the conduct of the balloting.

The nominees shall have an opportunity to address the meeting and/or answer questions for a specified period of time to be determined by the person chairing the meeting.

Prior to balloting, the person chairing the Meeting shall advise the voters:

- of any person who qualifies automatically as a delegate; and
- of any requirements imposed by the Party's Constitution with respect to the delegates and alternates to be elected by the Riding Association and shall request those voting to distribute their votes in accordance with the requirements then in force, and if necessary, shall identify candidates according to those requirements.

The members of the Riding Youth Association shall, in separate meeting, elect the number of delegates and alternates specified by the Party's Constitution for recognized Youth Associations.

15. LEADERSHIP ELECTIONS

Leadership Elections shall be conducted in accordance with the leadership election process and the Rules and Regulations, as amended from time to time, established by the Executive of the Party.

16. AMENDMENTS

Amendments to this constitution may only be made by two-thirds majority vote of members present at a properly constituted general meeting of the Riding Association. Amendments may be brought by the Executive or by five (5) Active Members of the Riding Association.

Copies of proposed amendments must be given to the Secretary at least thirty (30) days in advance of the meeting at which it is proposed to present amendments.

A list of the paragraphs for which amendments are proposed shall be included in the notice for the meeting at which those proposed amendments are to be considered. A copy of the

text of all proposed amendments shall be provided to any member upon request to the Secretary.

17. ADMINISTRATION

FISCAL YEAR

The fiscal year shall end on the thirty-first (31st) day of December of each year.

AUDITOR

At every Annual General Meeting of the Riding Association, at least one (1) Auditor shall be appointed by the Riding Association for the audit of the accounts of the Association. Such Auditor shall not be a member of the Executive.

PROVINCIAL CONSTITUTION

The provisions of the Party's Constitution, including any rules and regulations thereto, shall apply to this constitution and, in the event of any conflict between this constitution and the Party's Constitution, the Party's Constitution shall prevail.

DEFINITIONS

Terms not already defined in this constitution shall have the same meaning as terms in the Party's Constitution.

DULY ACCEPTED at a meeting of the Riding Association held in the municipality of Guelph, Ontario on the 18th day of April, 2006, as certified by the person presiding as such meeting.

Certified: _____
(Signature)

Chair: Robert M. Mullin