

BURLINGTON PROVINCIAL NDP
RIDING ASSOCIATION CONSTITUTION

1. Preamble/Name

- 1.1. The name of the Association shall be the Burlington Provincial NDP Riding Association, hereinafter referred to as the Association.
- 1.2. The Association is established in accordance with the Constitution of the Ontario New Democratic Party and accepts the principles of democratic socialism.
- 1.3. The term "constituency", as used hereafter, includes "riding" or "electoral district".

2. Purpose

- 2.1. The purpose of the Association shall be:
 - 2.1.1. To support and promote the principles and policies of the Ontario New Democratic Party through political education and organization;
 - 2.1.2. To nominate the candidate of the Ontario New Democratic Party in each provincial election and to conduct campaigns to elect those candidates;
 - 2.1.3. To encourage its members to participate in developing party policy and party governance at the provincial level; and
 - 2.1.4. To support and advocate for the Burlington Riding and surrounding areas.

3. Membership

3.1. The membership of the Association shall consist of:

3.1.1. All New Democratic Party Members in good standing who reside within the boundaries of the riding/constituency, except those who have been accepted as members in any other provincial or unified New Democratic Party Constituency Association; and

3.1.2. New Democratic Party Members in good standing who reside in other constituencies in Ontario and who request membership and are accepted by the Executive of the Association *or by the membership at a general membership meeting.*

3.2. No member of this Association may hold membership in any other provincial New Democratic Party Association.

4. Meetings

4.1. There shall be an Annual General Meeting of the Association, the business of which shall include:

4.1.1. Annual reports of the President, the Membership Officer, the Chief Financial Officer;

4.1.2. Election of the Association's Executive and its delegates to Provincial Council; and

4.1.3. Any items as seen fit by the Executive.

4.2. Other General Meetings of the Association shall be called:

- 4.2.1. As determined by the Executive, or
- 4.2.2. Upon the written request of at least fifty (50) members in good standing or one quarter of the Association's members, whichever is less.
- 4.2.3. A General Meeting under the provisions of Article 4.2.2. shall be held no later than forty-five (45) days after receipt of the original request. The request shall specify the business to be put before the meeting and this information shall be included in the notice of the meeting sent to the membership of the Association. The first order of business shall be this business.
- 4.3. A General Meeting shall be called to elect the Association's delegates and alternates to a Provincial Convention of the Ontario New Democratic Party.
- 4.4. In accordance with the Constitution of the Ontario New Democratic Party and the direction of Provincial Council, a nomination meeting shall be held to nominate the Association's candidate for Member of Provincial Parliament.
- 4.5. Only New Democratic Party members in good standing who reside in the constituency shall be eligible to cast ballots for candidates at a nomination meeting.
- 4.6. Notice for all General Meetings shall be communicated at least fourteen (14) days prior to the meeting. Notice period requirements for nomination meetings shall be governed by the Constitution of the Ontario New Democratic Party and the Nomination Guidelines adopted by Provincial Council for provincial elections.

- 4.7. Quorum at a General Meeting shall be a number equal to 10% of the members in good standing of the Riding Association.

5. Executive

- 5.1. The Executive shall consist of the following:
- 5.1.1. President;
 - 5.1.2. Provincial Vice-President, who shall serve as interim President in the event of a vacancy in the presidency;
 - 5.1.3. Secretary;
 - 5.1.4. Provincial Chief Financial Officer;
 - 5.1.5. Membership Organizer;
 - 5.1.6. Youth Officer;
 - 5.1.7. Women's Representative;
 - 5.1.8. Disability Rights Committee Representative;
 - 5.1.9. The Member of Provincial Parliament for the constituency, provided she/he is a member in good standing of the Ontario New Democratic Party Caucus;
 - 5.1.10. Those delegates to Provincial Council who have not been elected to any of the above positions; and
 - 5.1.11. At its first meeting after its election, the incoming

Executive shall appoint a member of the Association as a liaison to *each Federal Constituency Association within or partially within its boundaries.*

5.1.12. The executive may appoint up to three executives-without-portfolio.

5.2. The positions referred to in Articles 5.1.1 through 5.1.10 (above) constitute the core members of the Executive. Other Executive positions may be created through by-laws adopted by the Association, according to the procedures set forth in Article 9 (below). In the absence of such by-laws, the Association may create and fill other positions on the Executive at an Annual General Meeting or at a General Meeting called for this purpose. Members of the Executive must be members in good standing of the Association.

5.3. Those elected to positions on the Executive shall serve from the adjournment of the Annual General Meeting at which they were elected until the adjournment of the following Annual General Meeting. In the event of a vacancy in the office of Chief Financial Officer, the President shall immediately appoint a member to fill the vacancy at the next Executive meeting. Other vacancies on the Executive may be filled by appointment of the Executive. If the position of President is vacated, the Provincial Vice-President shall serve as interim president until the next Executive meeting, and a new President shall be appointed by the Executive at such meeting. All appointments to the Executive are subject to ratification by the Association at its next General Meeting.

5.4. Members of the Executive who cannot attend a

meeting shall give notice to the President or the Secretary in advance if possible. A member of the Executive who fails to attend three consecutive meetings shall be deemed to have resigned at the discretion of the Executive and shall be notified accordingly in writing. The Executive should vote to affirm or reject such resignation at the third missed meeting.

- 5.5. The Executive may appoint such committees as may be necessary or desirable to carry out the functions of the Association. Each committee so appointed shall report regularly to the Executive and shall include at least one member of the Executive.
- 5.6. The Executive shall meet at least three (3) times during its term of office.
- 5.7. A quorum at Executive meetings shall be forty percent (40%) of the members of the Core Executive. (see 5.2) Quorum shall be based on the number of individuals elected to Executive at a properly called General Meeting of the Association.
- 5.8. Each member of the executive shall be entitled to only one vote at executive meetings regardless of the number positions held on the executive.
- 5.9. Meetings of the Executive shall be open to members of the Association. Non-Executive members may participate in discussions but shall not have the right to vote.
- 5.10. The responsibility of the Executive members shall be as designated by the Standard Operating Procedures document.

6. Affirmative Action

- 6.1. Nothing in this section affects the democratic right for members of the Association (as set out in section 3) to stand for election to executive positions.
- 6.2. The Executive shall ensure that gender parity is encouraged to be sought for the Executive, Convention Delegates, and Provincial Council.
- 6.3. The Executive shall ensure that members of Affirmative Action Target Groups, as designated by Provincial Council, are encouraged to seek executive positions.

7. Funds

- 7.1. The Association shall comply with all laws, regarding the funds of political Constituency Associations. The funds of the Association shall be kept in a clearly separate account in the name of the Provincial Constituency Association in chartered financial institutions;
- 7.2. The signing officers for provincial accounts shall be the Chief Financial Officer and two (2) other designated members of the Executive. No cheque or other instrument shall be issued without the signatures of the Chief Financial Officer and one other signing officer. Every attempt should be made to prevent any perceived conflicts of interest.
- 7.3. When soliciting or receiving donations, the Association shall ensure that the donor specify that the donation is a provincial donation.

8. Amendment

- 8.1. This Constitution may be amended at any General Meeting of the Association by a two-thirds majority of those present and voting, provided that the text of the proposed

amendment has been circulated to the membership at least fourteen (14) days prior to the meeting.

- 8.2. Amendments shall be submitted to Provincial Council for approval in accordance with section 5.05(2) of the Constitution of the Ontario New Democratic Party.

9. By-Laws

- 9.1. By-laws consistent with this Constitution may be adopted or amended by majority vote at any General Meeting of the Association, provided the text of the proposed by-law or amendment has been circulated to the membership at least fourteen (14) days prior to the meeting.

10. Rules of Order

- 10.1. The Association may adopt rules for the conduct of its business. Unless otherwise governed by this Constitution and its duly adopted by-laws or the Constitutions of the New Democratic Party and the Ontario New Democratic Party, the business of the Association shall be conducted according to *Robert's Rules of Order*.
- 10.2. In an election, either for an office on the Executive which is held by more than one person, or for more than one delegate to another body, a valid ballot for such office or delegate position shall show as many names as there are positions to be filled, unless fewer candidates are nominated than the number of positions to be filled.

11. Interpretation and Appeals

- 11.1. In any conflict that may arise between this Constitution and its by-laws and the Constitution of the

New Democratic Party or the Constitution of the Ontario New Democratic Party, the senior level Constitution shall supersede and prevail.

- 11.2. On a day-to-day basis, this Constitution shall be interpreted by the President of the Association, or by the Provincial Vice-President in the absence of the President. Decisions of the President or Vice-President may be appealed to the Executive of the Association. Decisions of the Executive may be appealed to the membership at a General Meeting, whether or not the meeting was called for the specific purpose of hearing such an appeal.
- 11.3. At a meeting of the Association or its Executive, this Constitution and its by-laws shall be interpreted by the President of the Association or by the chairperson in the absence of the President. Any decision of the President or the chairperson may be overturned on appeal by a majority of those present and voting.
- 11.4. Any interpretation or appeal under Sections 11.2 or 11.3 may at any stage be the subject of a complaint to the Secretary of the Ontario New Democratic Party, to be dealt with in a manner similar to Constitutional matters under Article 16 of the Constitution of the Ontario New Democratic Party. Interpretations and appeals under this section shall give some weight to the benefits of resolving Association decisions at the local level. Actions taken under the authority of this section shall take precedence over actions taken under the authority of sections 11.2 or 11.3.