



## Constitution

of the Bay of Quinte (the “Electoral District”)  
constituency association of the Ontario Liberal Party (the  
“Association”)

*Adopted [or “Amended”] at the Association’s annual meeting held on November 1st, 2025.*

**NOTE:** This constituency association constitution is subordinate to the Ontario Liberal Party Constitution and all by-laws and rules of procedure adopted by the Ontario Liberal Party Executive Council that are currently in effect. Please refer to the Ontario Liberal Party website for the most current version of these documents.

### 1. Objects

1.1 The objects of the Association shall be:

- a) to further the objects of the Ontario Liberal Party;
- b) to organize the Electoral District for the Ontario Liberal Party;
- c) to elect, promote and assist the Liberal Member of the Legislative Assembly or the Liberal candidate of the Electoral District;
- d) to elect Liberal Members to the Legislative Assembly of Ontario; and
- e) to provide a means of forwarding to the Leader, the Members of the Legislative Assembly of Ontario, and the Executive Council and the Committees of the Ontario Liberal Party, the opinions of the members of the Association.

### 2. General

2.1 This constitution is adopted pursuant to section 15.3 of the Ontario Liberal Party Constitution and is subject in all respects to the provisions of the Ontario Liberal Party Constitution. The Association shall adhere to the Ontario Liberal Party Constitution currently in effect. In the event of a conflict between any provision in this constitution and any provision in the Ontario Liberal Party Constitution, the Ontario Liberal Party Constitution, only to the minimum extent necessary in order to resolve that conflict, shall prevail.

2.2 The Association shall adhere to all by-laws and rules of procedure adopted by the Executive Council of the Ontario Liberal Party that are currently in effect (the “Ontario Liberal Party Rules”). In the event of a conflict between any provision in this constitution and any provision in any Ontario Liberal Party Rules, the Ontario Liberal Party Rules, only to the minimum extent necessary in order to resolve that conflict, shall prevail.

### **3. Membership and Voting Privileges<sup>1</sup>**

- 3.1 All members of the Ontario Liberal Party currently residing in the Electoral District are automatically voting members of the Association.<sup>2</sup>
- 3.2 Unless otherwise prescribed by provisions in the Ontario Liberal Party Constitution or the Ontario Liberal Party Rules, those persons entitled to vote at any general meeting of the Association must be members in good standing of the Association seven (7) days prior to the meeting.

### **4. Executive Committee<sup>3</sup>**

- 4.1 The following officers of the Association shall be elected at the annual meeting of the Association, and shall be voting members of the Executive Committee of the Association:
  - a) a President;
  - b) an Executive Vice-President;
  - c) a Secretary;
  - d) a Treasurer; and
  - e) ten (10) Directors at Large
- 4.2 The Executive Committee shall appoint or re-appoint a Chief Financial Officer, who may or may not be another elected officer, to be voting members of the Executive Committee, at the earliest possible opportunity following an annual meeting.
- 4.3 The following shall be ex-officio voting members of the Executive Committee of the Association:
  - a) the immediate Past President;
  - b) the Liberal Member of the Legislative Assembly of Ontario for the electoral district and, where there is no Liberal Member, the Liberal candidate of the electoral district and where there is no Liberal candidate, the Liberal candidate in the most recent provincial election in the electoral district, and
  - c) the President of any Ontario Women's Liberal Commission Club established in a manner that strictly conforms to the boundaries of the electoral district corresponding to the Association; and
  - d) the President of any Ontario Young Liberal riding club corresponding to the electoral district.

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<sup>1</sup> Please see section 3 of the Ontario Liberal Party Constitution and the Ontario Liberal Party Rules of Procedures for Membership for provisions governing membership.

<sup>2</sup> Despite the foregoing, pursuant to section 3.30 of the Ontario Liberal Party Constitution, a person who was a voting member of the Association, or one of its predecessor constituency associations on November 18, 2016, but does not currently reside the electoral district shall be a voting member of the Association, but only as long as the person remains a member of the Association, or one of its predecessor associations, without interruption subsequent to November 18, 2016.

<sup>3</sup> Please see the Ontario Liberal Party Rules of Procedures for Constituency Associations for provisions governing the Executive Committee.

4.4 The following shall be ex-officio non-voting members of the Executive Committee:

- a) the Ontario Liberal Party Regional Vice-President whose responsibilities include the electoral district, or their delegate;
- b) in instances of overlapping federal and provincial electoral district boundaries, the Chair of the Liberal Party of Canada Electoral District Association representing such federal electoral district;
- c) in instances of overlapping federal and provincial electoral district boundaries, the Member of Parliament for each such overlapping federal electoral district, if such Member of Parliament is a member of the Liberal Party of Canada Caucus.

4.5 At the annual meeting of the Association, at least (1) person who has not attained the age of twenty-six (26) years shall be elected to be a voting member of the Executive Committee elected by members in of the Association present and voting, in addition to the President of the Ontario Young Liberal Riding Club referred to in section 4.3(c).

4.6 The President shall:

- a) when present, preside at all meetings of the Executive Committee, and shall not ordinarily vote on any matter at such meetings, but may exercise a vote in the event of any tie;
- b) be an ex-officio member of all committees;
- c) represent, or designate another member of the Executive Committee to represent, the Association at the Provincial Council of the Ontario Liberal Party.

4.7 The Executive Vice-President shall be vested with all the powers and shall perform all the duties of the President in the absence or inability or refusal to act of the President, such inability or refusal to be determined by a two-thirds vote of the Executive Committee. The Executive Vice-President does not have an automatic right of succession should the office of the President become vacant, and shall perform the duties of the President until the Executive Committee to appoint a President.

4.8 The Treasurer shall keep or cause to be kept the financial records and bank account of the Association and shall present a financial report at the annual meeting and meetings of the Executive Committee.

4.9 The Secretary shall

- a) when present, act as secretary of all meetings of the Executive Committee and of the Association
- b) be responsible for preparing and circulating all notices of meetings and minutes of meetings of the Executive Committee and of the Association, other than those notices to be issued by the office or officers of the Ontario Liberal Party;
- c) be responsible for the preparation and maintenance of the lists of Executive Committee members with contact information, and for forwarding a copy of such a list to the Secretary of the Ontario Liberal Party within four (4) weeks after the holding of every annual meeting of the Association.

4.10 The Chief Financial Officer shall comply, and shall be responsible for ensuring the Association comply, with the provisions of the *Elections Finances Act* and with the provisions of the *Elections Act*.

- 4.11 The Executive Committee shall appoint a Chair for, and direct the activities of, any committee the Executive Committee shall from time to time deem necessary.
- 4.12 Each member of the Executive Committee shall possess and may exercise such other powers and duties as may from time to time be assigned to them by the Executive Committee.
- 4.13 The presence of six of the members entitled to vote at the Executive Committee meeting shall constitute a quorum. If the number of voting members of the Executive Committee falls below 12 members, the presence of fifty percent (50%) of the members entitled to vote at the Executive Committee shall constitute a quorum.
- 4.14 The Executive Committee may, with a two-thirds majority vote (defined as two-thirds of all non-vacant Executive Committee voting positions), declare vacant the position of any of its members who has failed to carry out his or her duties or follow the rules and procedures of the Association, Ontario Liberal Party.
- 4.15 The Executive Committee shall meet at the call of the President or at the written request of any three (3) elected members of the Executive Committee. Notice of the time and place of a meeting of the Executive Committee shall be given by the President to each member of the Executive Committee at least five (5) days prior to the meeting. For the transaction of business, quorum shall be fulfilled by section 4.13. Except as otherwise specified herein, questions arising at any meeting of the Executive Committee shall be decided by a majority of votes.

## **5. Amendments to Association Constitution<sup>4</sup>**

- 5.1 This constitution may be amended by a two-thirds majority of the Association members present and entitled to vote at any duly called annual meeting or general meeting of the members of the Association provided that notice has been given of intention to amend this constitution.

## **6. Annual Meeting**

- 6.1 An Annual Meeting shall be held each year at a time and place within the electoral district fixed by the Executive Committee to elect the elected members of the Executive Committee, to receive the Treasurer's Financial Report and to conduct the business of the Association.
- 6.2 If no Annual Meeting is held within one (1) year of the last one either the Executive Committee of the Ontario Liberal Party or the Executive Committee of the Area Association concerned, whichever shall do so first, shall have the authority to call and conduct such meeting at such time and place in the electoral district as it sees fit.
- 6.3 There shall be reports from the President and the Treasurer, and there may be reports from any other members of the Executive Committees.

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<sup>4</sup> Please see the Ontario Liberal Party Rules of Procedures for Constituency Associations for provisions governing the procedures and notice requirement for proposing amendments to the Association's constitution.

- 6.4 All members in good standing of the Association who have attained the age of fourteen (14) years shall be entitled to hold office in the Association or in the Ontario Liberal Party or represent the Association to any delegated meeting of the Ontario Liberal Party.
- 6.5 Written notice must be given fourteen (14) days in advance of the Annual Meeting to all members and immediate past members of the Association and to the Secretary of the Ontario Liberal Party. The notice must be given as required by the Ontario Liberal Party's Rules of Procedure. There must be delivered to the Secretary of the Ontario Liberal Party as part of the notice a copy of the Association's constitution which shall comply with the Constitution of the Ontario Liberal Party. Failure to give such notice to the Secretary of the Ontario Liberal Party may render the meeting a nullity if the Executive Council of the Ontario Liberal Party so declares.
- 6.6 If there is a contest for any of the elected Executive Committee positions, the elections for these positions shall be conducted by secret ballot. Intention to run for an executive office must be filed with the Riding Association no later than seven (7) days prior to the AGM. The list of candidates shall be distributed no later than five (5) days prior to the AGM.
- 6.7 Notwithstanding the foregoing, in the event that no intention to run has been filed with the Riding Association six (6) days prior to the AGM, the Riding Executive may elect to waive the requirement for written notice with respect to that office for that election.
- 6.8 The presence of twelve (12) or more members entitled to vote at the meeting shall constitute a quorum.
- 6.9 An auditor shall be appointed by motion made at the Annual Meeting. If the auditor becomes unable or unwilling to perform his/her/their responsibilities, the Executive Committee shall appoint an auditor until the next Annual Meeting.
- 6.10 The Executive Council of the Ontario Liberal Party or a Board of Arbitration may declare null and void any Annual Meeting for which, or at which, proper procedures have not been followed.

## **7. Association Assets**

- 7.1 The President of the Association may purchase assets upon a majority vote of the Executive. These assets shall be kept in the possession of the President, or the person to whom the President assigns the responsibility of the possession of the assets.
- 7.2 Upon election of a new President, the aforementioned assets shall be transferred from the previous President, or his/her/their designate to the new President, or his/her/their designate.