

THE CONSTITUTION OF THE LIBERAL PARTY OF CANADA IN SASKATCHEWAN (LPC(SK))

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1. PREAMBLE

The Liberal Party of Canada in Saskatchewan (The LPC(SK)) is committed to the view that the dignity of each individual man and woman is the cardinal principle of democratic society and the primary purpose of all political organization and activity in such a society.

The LPC(SK) is dedicated to the principles having historically sustained the Liberal Party: individual freedom, responsibility and human dignity in the framework of a just society, and political freedom in the framework of meaningful participation by all persons. The LPC(SK) is committed to the pursuit of equality of opportunity for all persons, and to the enhancement of our unique and diverse cultural community.

In accordance with this philosophy, The LPC(SK) subscribes to the fundamental rights and freedoms of persons under the rule of law and commits itself to the protection of these essential values and their constant adoption to the changing needs of modern society. The Liberal Party is bound by the constitution of Canada and the *Canadian Charter of Rights and Freedoms* and is committed to the pursuit of equality of opportunity for all persons, to the enhancement of our unique and diverse cultural community, to the recognition that English and French are the official languages of Canada, and to the preservation of the Canadian identity in a global society.

The LPC(SK) recognizes that human dignity in a democratic system requires all citizens have access to full information concerning policies and leadership of the Liberal Party; opportunity to participate in open and public assessment of such means, such modifications of policies and leadership as they deem desirable to promote the political, economic, social, cultural and general well-being of Saskatchewan people.

To realize this objective, The LPC(SK) strives to provide a flexible and democratic structure; whereby, all Saskatchewan people can obtain such information, participate in such assessment and militate for such reform through open communications, free dialogue and participatory action both electoral and non-electoral. This Constitution sets forth the institutions, systems and procedures whereby The LPC(SK) works to implement these ideas on behalf of all of its members.

2. ROLE AND PURPOSE

2.1 The LPC(SK) shall:

- (a) advocate and support Liberal philosophies, principles and policies;
- (b) organize the Liberal Party in all Electoral District Associations (EDAs) in Saskatchewan;
- (c) promote the election of Liberal candidates for seats in the House of Commons;
- (d) provide assistance, direction and leadership to all EDAs in Saskatchewan and co-ordinate the efforts of Liberal organizations in Saskatchewan to create a strong Liberal Party of Canada (LPC) ;
- (e) respect the principle of equal division between men and women in the structure and operations of The LPC(SK) to the greatest extent possible, reflecting the commitment of the Party to the principle of equality between men and women in the affairs of The LPC(SK);
- (f) respect the principle of equitable representation of aboriginal peoples in the structure and operations of The LPC(SK) and the EDAs.

3. MEMBERSHIP

3.1 Membership in the LPC(SK) is governed by the constitution, rules, and bylaws of the Liberal Party of Canada. Specifically Chapter 2 of the LPC constitution. A membership in the LPC(SK) is a membership in the LPC, any LPC member who meets the requirements of sections 3.3 and 3.4 of this constitution is a member of The LPC(SK).

3.2 Membership in The LPC shall be open to all who desire to support the Liberal Party of Canada and who wish to be known as Liberals. All individuals aged fourteen (14) and over shall be eligible for membership in The LPC without discrimination based on race, nationality or ethnic origin, colour, religion, sex, sexual orientation, age or mental or physical disability, and

3.3 Individual can join the Liberal Party of Canada in Saskatchewan provided that:

- (a) they are ordinarily resident in Saskatchewan;
- (b) they are not members of any other federal political party within Canada; and
- (c) they have paid the membership fee fixed by The LPC and the membership application has been duly processed by The LPC(SK) Provincial and Territorial Association (PTA) Office.
- (d) In exception to 3.3(a) Associate members are governed by the membership rules and Bylaws of the Liberal Party of Canada. Associate members must also have their membership application duly processed by The LPC(SK) Provincial and Territorial Association (PTA) Office.

3.4 Any eligible person who wishes to join The LPC may do so by applying for and being admitted to membership in The LPC. Only those members who meet all of the requirements in 3.2 (a) thru (c) are eligible to vote at meetings of The LPC(SK). Associate Members are allowed to stand for delegate, officer and executive positions, but are not entitled to vote for said offices, should an Associate member be elected or appointed to an office of the LPC(SK), an EDA, or a club or commission in Saskatchewan, they are entitled to exercise all authorities and rights of said elected or appointed office.

3.5 It is a requirement of membership in The LPC(SK) each member affirm his/her acceptance of the principles outlined in the Preamble and:

- (a) fairness and equity will apply in all matters within the Liberal Party and with other political parties;
- (b) a commitment to respect the dignity and worth of all people;

- (c) a commitment to the free exchange of ideas among party members and among Saskatchewan and Canadian people;
- (d) a commitment to the full and equitable participation of all members;
- (e) a commitment to respect the laws of Saskatchewan and Canada; and
- (f) a commitment to fairness in electoral competition.

The purchase of a membership in The LPC(SK) automatically confirms the acceptance of these principles.

- 3.6 Such person shall be admitted to membership upon complying with all membership requirements.
- 3.7 A register of members will be maintained by The LPC(SK) and the LPC. Every EDA, recognized commission, club, association or committee shall sign a privacy agreement with The LPC(SK) and then be entitled to access to the information on their respective members upon request.
- 3.8 A person must be a member in good standing of an EDA or a member of a recognized club, association or commission to be:
- (a) eligible to vote at any official meeting of The LPC(SK), or provincial constituency association or of any recognized commission, club or association.
- 3.9 A person must be a member or associate member in good standing of an EDA or a member of a recognized club, association or commission to be:
- a) eligible for election or appointment to any office or position in The LPC(SK), provincial constituency association or any recognized commission, club or association;
 - (b) eligible to be a delegate at any General Meeting of the LPC of LPC(SK) or a Leadership Convention of the LPC.
- 3.10 To be a member in good standing of an EDA, a person must meet the requirements set out in constitution and bylaws of the LPC.
- 3.11 The Provincial Executive shall have the authority to issue a “Letter of Recognition” to any local Young Liberal Club, Women’s Liberal Club, Aboriginal Peoples’ Club or Seniors Club provided the Club has satisfied the requirements of the Young Liberals of Saskatchewan, Saskatchewan Women’s Liberal Commission, the Saskatchewan Aboriginal Peoples’ Commission or the Saskatchewan Senior’s Commission as the case may be, and provided the Provincial Executive is satisfied the Club has been properly constituted for due recognition by The LPC(SK).

4. LIFE MEMBERSHIP

- 4.1 Life membership will be governed by the constitution, rules, and bylaws of the LPC.

5. SUSPENSION AND DISQUALIFICATION FROM MEMBERSHIP

- 5.1 Suspension and Disqualification from Membership will be governed by the constitution, rules and bylaws of the LPC.

6. RIGHTS OF MEMBERS

6.1 A member of the Party has the right to receive newsletters, information, membership services, and notices of general meetings and other activities from the LPC, from LPC(SK) and from their EDA.

6.2 Subject to the relevant provisions of the LPC Constitution, a member of the Party has the right to:-

- (a) attend, speak, and vote at a general meeting of their EDA;
- (b) be selected as a delegate or an alternate delegate to any convention or general meeting of the Party;

(c) subject to this constitution, be selected as a delegate or an alternate delegate to any convention or general meeting of the LPC(SK);

(d) be elected to any office in the Party;

(e) subject to this constitution, be elected to any office in that LPC(SK);

(f) subject to the Constitution of the LPC(SK) and the Constitution of the EDA in which the election to office is sought, be elected to any office in an EDA in the province or territory in which the member lives whether or not the member lives in the electoral district represented by the EDA, provided the member is an associate member of that EDA and no other;

(g) vote on the Leadership Vote and on the Leadership Endorsement Ballot

(h) May make an appeal under section 17 of this constitution in relation to all matters arising under the Constitution of the LPC(SK) or the Constitution of their EDA;

(i) appeal to the Permanent Appeal Committee;

(j) communicate with, and to receive available services from the National Office in English or French.

6.3 Subject to Chapter 12 of the Liberal Party of Canada constitution, a member of the Party has the right to seek to be a candidate of the Party for election to the House of Commons.

7. EXECUTIVE

7.1 Quorum: Eight (8) persons shall constitute a quorum of the Executive for any meetings of the Executive of The LPC(SK)

7.2 The Executive of The LPC(SK) shall consist of the following voting members:

- (a) an Honorary President, who shall be the Leader of the Liberal Party Canada;
- (b) the President;
- (c) the Vice-President;
- (d) the Executive Director of the Party;
- (e) the President of the Saskatchewan Women's Liberal Commission;
- (f) the President of the Young Liberals of Saskatchewan;
- (g) the President of the Saskatchewan Aboriginal People's Liberal Commission;
- (h) the President of the Saskatchewan Senior's Commission;
- (i) the Treasurer;
- (j) the Secretary;
- (k) the Chairperson of each of the Standing Committees of The LPC(SK);
- (l) the Chairperson of the Federal Liberal caucus;
- (m) the Past President.;
- (n) Up to five members at large appointed by the executive;

(o) The Constitutional Chair;

(p) Legal Counsel

7.3 The Executive as set forth herein shall constitute the Executive of The LPC(SK) and shall be responsible for the management of the affairs of The LPC(SK) between Federal Council and Annual meetings.

7.4 The Executive shall meet at least once every three months. The minimum notice for an executive meeting shall be three clear business days; such notice may be waived by unanimous consent of the executive. Meetings may take place in person, by teleconference or by combination of in person and teleconference.

7.5 A vote of the LPC(SK) Executive may be taken by email upon any matter proper for its decision and such vote by email shall be valid and binding. The time for response to an email vote shall be three clear business days.

8. ELECTION OF EXECUTIVE

8.1 The President, Vice-President, and the chairs of the five standing committees shall be elected by a majority of the votes cast by secret ballot at the biennial convention and shall hold office until their successors are elected or named.

8.2 The Treasurer and the Secretary shall be appointed by the Executive and shall hold office only at the pleasure of the Provincial Executive.

8.3 Should any vacancy occurred in an office of The LPC(SK) between biennial meetings, the constituent body or its executive shall have the power to appoint an individual to fill the vacant position until the next annual meeting, or in the case of a position elected at the biennial convention, the provincial executive shall fill the vacant position until the next biennial convention.

8.4 Following the biennial meeting of The LPC(SK), the Executive shall appoint additional members to act on the Federal Council and Executive until the next biennial meeting of The LPC(SK) as follows:

(a) Legal Counsel;

(b) Constitutional Chair

(c) Additional members when deemed necessary not to exceed five (5) in number.

9. DUTIES OF EXECUTIVE

9.1 PRESIDENT

(a) The President shall preside at the convention and all other meetings of The LPC(SK) and the Federal Council.

(b) The President shall be the official spokesperson of The LPC(SK).

(c) The President shall perform all duties incident to the office of the President and shall have such other powers and duties as from time to time may be assigned by the Executive.

9.2 VICE-PRESIDENT

(a) The Vice-President shall be vested with all powers and shall perform all duties of the President in the absence or disability or refusal of the President to act.

(b) The Vice-President shall have such other powers and duties as from time to time may be assigned by the Executive or the President.

9.3 EXECUTIVE DIRECTOR

(a) The Executive Director will perform such duties as are assigned from time to time by the President and Executive

- (b) The Executive Director shall be vested with such powers and shall perform such duties incident to the offices of the Executive as assigned by the Executive

9.4 TREASURER

- (a) The Treasurer is Vice-chair of the Finance Committee.
- (b) The Treasurer in consultation with the finance chair shall be responsible in the areas of:
 - (i) assistance to constituency organizations, youth, women, aboriginal, and senior's clubs in the area of financial activity and financial planning;
 - (ii) custody and maintenance of the financial records of The LPC(SK);
 - (iii) the preparation and presentation of the annual budget for The LPC(SK); and
 - (iv) the preparation, presentation and audit of financial statements of The LPC(SK) prepared in accordance with generally accepted accounting principles.
- (c) The Treasurer shall have such other powers and duties as assigned by the Executive or the President.

9.5 SECRETARY

- (a) The Secretary shall cause minutes and written records to be taken and maintained of all meetings and proceedings of The LPC(SK) and the Executive.
- (b) The Secretary shall have such other powers and duties as assigned by the Executive or the President.

10. STANDING COMMITTEES

10.1 There shall be five (5) Standing Committees of The LPC(SK) as follows:

- (a) Finance;
- (b) Policy and Resolutions;
- (c) Organization;
- (d) Strategy and Planning; and
- (e) Communications and Public Relations.

10.2 These executive positions shall be elected at each biennial convention..

10.3 The membership of each Standing Committee:

- (a) shall be the Chairperson together with such other persons as the Chairperson may appoint, with the approval of the Executive; and
- (b) shall include at least one member appointed by and from each recognized commission, club and association.

The Executive may constitute such other Committees as may be required from time to time. The duties and responsibilities of such Committees shall be determined by the Executive.

11. FEDERAL COUNCIL

11.1 The Federal Council shall be responsible for setting policy and establishing guidelines and limitations to manage the affairs of The LPC(SK). The Federal Council shall be composed of:

- (a) The Executive of The LPC(SK);
- (b) One representative member from each EDA, each such representative member to be the president of the EDA or his/her designate;
- (c) The nominated Federal candidate in each EDA or if there is no nominated candidate in an EDA the immediate past candidate.
- (d) All Saskatchewan Liberal Members of Parliament and Senators;

12. MEETINGS OF THE FEDERAL COUNCIL

- 12.1 The Federal Council shall meet on the call of the President and the President shall chair all meetings of the Federal Council.
- 12.2 Fifteen (15) persons shall constitute a quorum of the Federal Council.
- 12.3 The Federal Council shall meet in person or by conference call at least twice each year.
- 12.4 A vote of the Federal Council may be taken by email upon any matter proper for its decision and such a vote by email shall be valid and binding. The time for response to an email vote shall be three clear business days. In the event that a member of council cannot be contacted by email and has provided The LPC(SK) office with their contact information, the secretary of The LPC(SK) or their designate shall attempt to contact the individual member(s) to receive their vote in the same three clear business days.
- 12.5 All members of The LPC(SK) shall be entitled to attend meetings of the Federal Council. The Federal Council shall have the right to meet and discuss in camera such matters as it may deem necessary. Only members of the Federal Council may vote on or move a motion. Members of delegations may make presentations on approval of the Federal Council.
- 12.6 There shall be a minimum of one weeks notice for a Federal Council meeting for which teleconferencing has been arranged, and a minimum of 30 days notice if there is no teleconferencing arrangement.
- 12.7 The Federal Council may pass, amend, or vary bylaws from time to time which:
 - (a) particularize roles and responsibilities of each of the Standing Committees, Executive and members of Provincial Council;
 - (b) detail procedures to follow in all meetings conducted by the constituency associations;
 - (c) are required or authorized by this Constitution to be done by the Federal Council and require rules or regulations with respect thereto.

13. BIENNIAL CONVENTIONS OF THE LPC(SK)

- 13.1 Subject to 12.2, Conventions of The LPC(SK) shall be every second year and shall be called by the Executive of The LPC(SK), to be held on such dates and at such places as the Executive may determine.
- 13.2 In a year in which a Federal Election seems imminent, the Executive may postpone the Convention to such a date as it may determine.
- 13.3 All members of the LPC(SK) shall be entitled to vote at a Convention.
- 13.4 Notice of a Convention of The LPC(SK) (the "Call") shall be posted on The LPC(SK)'s website and emailed to all members, at least forty-five (45) days before the date set for the Convention.
- 13.5 In anticipation of a Convention, the Executive shall establish an organizing committee to plan and implement the Convention.

- 13.6 The order of business at any Convention of The LPC(SK) shall be prescribed by the Executive, subject to the approval of the voting delegates when assembled.

14. LEADERSHIP SELECTION

- 14.1 LPC(SK) will administer the Leadership Selection Process in the province of Saskatchewan following the constitution, rules, and bylaws of the LPC.

15. ELECTORAL DISTRICT ASSOCIATIONS

- 15.1 Each EDA shall have a constitution that is consistent with the provisions of this Constitution and the Constitution of the Liberal Party of Canada. Each constituency constitution shall provide for:
- a) At minimum an election meeting every 27 months for the election of an Executive, at a time and place to be fixed by the executive of the EDA, after consultation with the President of The LPC(SK);
 - b) An annual general meeting to comply with the requirements of Election Canada
 - c) membership and meeting requirements;
 - d) proper maintenance of financial records, including providing the Treasurer of The LPC(SK) and the LPC an annual financial update including copies of the annual return filed with Elections Canada;
 - e) the principles set forth in the Preamble of this Constitution;
 - f) The provisions for the election of a President and Policy chair as well as any other positions required by the LPC constitution;
 - g) a procedure for the amendment of such constitution and the requirement to file the current version of such constitution with The LPC(SK).

Each constituency association shall be encouraged to adopt and keep in force the model constitution as approved from time to time by the Federal Council.

- 15.2 In case of conflict between the provisions of the constitution of an EDA and the provisions of this constitution, the provisions of this constitution shall prevail.
- 15.3 In due time prior to a general election or by-election, the executive of the EDA shall, in consultation with the Saskatchewan Election Chair(s) and the President of The LPC(SK), convene a meeting for the purpose of nominating a Liberal candidate at a time and place approved by the Saskatchewan Election Chair(s) or their designate.
- 15.4 An EDA shall select its eligible number of delegates to the National biennial or leadership convention according to the rules and regulations outlined in this LPC Constitution, rules and bylaws.
- 15.5 When a question, dispute or controversy arises with respect to any aspect of the foregoing sections, the question, dispute or controversy shall be placed on the agenda for the next meeting of the Executive of the LPC(SK) and answered, decided or resolved by a majority decision of the Executive of LPC(SK) at that meeting. The EDA shall then be notified of the LPC(SK) Executive's decision immediately by the President of The LPC(SK) or his/her delegate.
- 15.6 Notwithstanding the provisions of this section, when an EDA has, in the opinion of the LPC(SK) Executive, failed to respect the provisions of this section, the LPC(SK) Executive shall be empowered to make such rules as it considers necessary for the holding of a democratic election or general meeting and/or nominating convention in that constituency. In such event, the LPC(SK) Executive may make and adopt such bylaws as it considers necessary to govern the calling, holding and procedure at annual meetings and/or nominating conventions in the EDAs.

16. FINANCIAL MATTERS

- 16.1 The LPC(SK) shall at all times comply with the requirements of any applicable federal and provincial legislation relating to the financing of provincial political parties.

17. APPEALS

17.1 The Appeals committee of the LPC (SK) committee shall consist of the immediate past president of the Association and two other past presidents as selected by the immediate past president. The committee shall hear the appeal within thirty (30) days of receiving notice of appeal.

17.2 Members shall be responsible for costs associated with an Appeal, such costs to be refunded should the Appeal be successful.

18. AMENDMENT TO CONSTITUTION

18.1 This Constitution may be amended:

- i) without prior notice being given of the amendment, by the unanimous approval of the voting delegates present at the biennial Convention of The LPC(SK); and
- ii) by the approval of a majority of the voting delegates present at the biennial Convention, provided a summary of the proposed amendment has been delivered to the members of The LPC(SK) before, with, or concurrent with, the posting on The LPC(SK)'s website and emailing of the Call.
- iii) Only The LPC(SK) Executive, the Federal Council, or an EDA by way of their AGM can put forward amendments to the constitution.

18.2 The Federal Council may amend this Constitution by majority vote at a meeting of the Federal Council, provided a summary of the proposed amendment has been delivered to the members of the Federal Council in the notice calling the meeting. Any such amendments by the Federal Council shall remain in force only until the next following biennial Convention and if not then ratified shall be annulled and of no ongoing effect.

19. INTERPRETATION

19.1 Unless there is something in the subject matter or context inconsistent therewith, words importing the singular number only shall include the plural and vice-versa, and words importing the masculine gender shall include the feminine gender and vice-versa.

19.2 The headings of all sections hereof are inserted for convenience of reference only and shall not affect the construction or interpretation of this constitution.

19.3 Meetings with the exception of the Biennial General Meeting may take place by conference call at the discretion of The LPC(SK) President.

19.4 In the event of any inconsistency between the provisions of this constitution and the Liberal Party of Canada constitution, the provisions of the Liberal Party of Canada constitution shall prevail.

19.5 Where notice is not specifically defined it shall be deemed to be a minimum of seven days.

19.6 Notice for all meetings conventions may be given by posting on The LPC(SK)'s website and email, telephone, fax and/or mail, at the discretion of The LPC(SK) Executive.

20. RULES OF ORDER

20.1 The rules of order for all meetings of The LPC(SK) shall be those as outlined in "Robert's Rules of Order".