



Today's BC Liberals

Constitution

(As amended April 18, 2015)

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ARTICLE 1 – PURPOSES AND PRINCIPLES

1.1 The Purposes of the Party are:

- (a) to advocate and support the Principles of the Party as set out in Section 1.2;
- (b) to field candidates of the Party for election to the Legislative Assembly, and to promote their election;
- (c) to promote Membership in the Party;
- (d) to recruit, organize, and develop supporters of the Party; and
- (e) to raise money to support the Party;

1.2 The Principles of the Party are that:

- (a) we share a strong commitment to achieving a fair-minded and prosperous society where hard work, individual initiative, and community collaboration must be respected;
- (b) it is essential that British Columbia has a strong private sector economy built on free enterprise values and practices that are economically sound, environmentally sustainable, and socially responsible;
- (c) British Columbians have a right to democratically elect their government;
- (d) the principles of the Canadian Charter of Rights and Freedoms must be supported;
- (e) every individual is equal before and under the law without discrimination;
- (f) there is an inherent right to own and enjoy property;
- (g) government must be fiscally prudent, compassionate, accountable, and responsive to the people while ensuring future generations have similar economic, social, and environmental opportunities;
- (h) education and public health care systems must be accessible, effective, and sustainable;

- (i) the most vulnerable among us must be protected, while giving every individual the opportunity and incentive to become self-sufficient; and
- (j) The leadership of the Party is accountable to its Members for ensuring that policies espoused by the Party are guided by these principles.

ARTICLE 2 – DEFINITIONS

- 2.1 In this Constitution and the Rules and Procedures, except as otherwise expressly provided:
- (a) “**Appeals Board**” has the meaning given to it under Article 9;
 - (b) “**Budget Deadline**” is set by the Party Executive and means the date by which a Party Entity must submit a budget for the following year;
 - (c) “**Candidate**” has the meaning given to it in Section 11.1;
 - (d) “**Candidate Eligibility Criteria**” has the meaning given to it in Section 11.2;
 - (e) “**Candidate Selection Meeting**” has the meaning given to it in Section 11.3;
 - (f) “**Canadian Charter of Rights and Freedoms**” means *Canadian Charter of Rights and Freedoms*, Part I of the Constitution Act, 1982, being Schedule B to the Canada Act 1982 (UK), 1982, c 11;
 - (g) “**Caucus**” means Members who are members of the Legislative Assembly of British Columbia;
 - (h) “**Chief Privacy Officer**” is appointed under Section 7.9(d)(iv) and will endeavor to ensure that the Party complies with applicable privacy laws;
 - (i) “**Chief Returning Officer**” is appointed under Section 7.9(d)(vii), and has the responsibilities under Section 7.19;
 - (j) “**Constitution Act**” means Constitution Act, 1982, being Schedule B to the Canada Act 1982 (UK), 1982, c 11;
 - (k) “**Standing Committee**” has the meaning given to it in Section 8.1;

- (l) “**Communication Chair**” means the communication chair of the Party with the responsibilities under Section 7.16;
- (m) “**Constituency Association**” has the meaning assigned to it under the Election Act;
- (n) “**Constitutional Adviser**” is appointed by the Party Executive under Section 7.9(d)(iii), has the responsibilities under Sections 14.3 and 14.6, and will advise Party Entities on the interpretation of this Constitution;
- (o) “**Convention**” means a Convention and General Meeting held under Section 12.1, or an Extraordinary Convention under Section 12.2, or a Leadership Convention held under Section 10.5, as the case may be.
- (p) “**Convention and General Meeting**” means a convention held under Section 12.1;
- (q) “**Convention Registration Fee**” is a fee set by the Party Executive and payable by Delegates under Section 12.5;
- (r) “**Defeated Candidate**” means a Member who was selected as a Candidate of the Party in the most recent election or by-election, but did not become a member of Caucus;
- (s) “**Delegate**” has the meaning given to it in Section 12.5;
- (t) “**Delegate Selection Meeting**” has the meaning given to it in Section 12.7;
- (u) “**Election Act**” means *Election Act*, RSBC 1996, c 106;
- (v) “**Election Readiness Committee**” has the meaning given to it in Section 8.3;
- (w) “**Electoral District**” means a geographical electoral district for provincial elections as set by the provincial government in British Columbia;
- (x) “**electronic**” has the meaning set out in the *Electronic Transactions Act*;
- (y) “**Electronic Transactions Act**” means the *Electronic Transactions Act*, S.B.C. 2001, c. 10;
- (z) “**Eligible Voter**” is a Member who meets all of the following conditions:

- (i) has been a Member for 42 days or the Minimum Membership Length, whichever is less, immediately preceding the date of the vote;
- (ii) paid the fees and complied with the procedures set under Section 7.9(f);
- (aa) “**Executive Director**” is the executive director of the Party appointed by the Party Executive under Section 7.9(d)(viii), and has the responsibilities under Section 7.20;
- (bb) “**Extraordinary Convention**” is a convention held under Section 12.2;
- (cc) “**Finance Committee**” has the meaning given to it in Section 8.5;
- (dd) “**Financial Agent**” has the meaning given to it in Section 13.2;
- (ee) “**Interpretation Act**” means the *Interpretation Act*, R.S.B.C. 1996, c. 238;
- (ff) “**Leader**” has the meaning given to it in Section 10.1;
- (gg) “**Leadership Convention**” means a convention held under Section 10.5;
- (hh) “**Leadership Endorsement Vote**” has the meaning given to it in Section 12.8;
- (ii) “**Leadership Vote**” means a vote to elect the Leader under Section 10.4;
- (jj) “**Lifetime Members**” has the meaning given to it in Section 3.2;
- (kk) “**Member**” is a person who has become and remains a member of the Party under Article 3 and complies with all requirements of this Constitution;
- (ll) “**Membership**” means membership in the Party, membership in a Riding Association, or membership in a Provincial Association, as the case may be;
- (mm) “**Membership Chair**” means the membership chair of the Party with the responsibilities under Section 7.17;
- (nn) “**Membership Fee**” has the meaning given to it in Section 3.9;

- (oo) “**Membership Term**” is set by the Party Executive and means the length of time a person’s Membership in the Party is valid;
- (pp) “**Minimum Membership Length**” is the minimum number of days before the date of a vote that a person must be a Member to be eligible to vote, as set by the Party Executive;
- (qq) “**Nominated Candidate**” means a Member who has been selected as a Candidate of the Party for election to the Legislative Assembly of British Columbia in the next election;
- (rr) “**Nominations Chair**” is appointed under Section 7.9(d)(v), may not run as a candidate for a Table Officer position, and has the responsibilities under Section 7.5;
- (ss) “**Ordinary Resolution**” means a resolution passed by a majority of the votes cast;
- (tt) “**Party**” means the BC Liberal Party;
- (uu) “**Party Entity**” means any of:
 - (i) the Provincial Council;
 - (ii) the Party Executive;
 - (iii) the Table Officers;
 - (iv) Provincial Associations;
 - (v) Riding Associations; or
 - (vi) Riding Association Executives;
- (x) “**Party Executive**” has the meaning given to it in Section 7.1;
- (ww) “**Party Headquarters**” means, as the context requires, either:
 - (i) the persons employed by the Party at its administrative headquarters; or
 - (ii) the place designated by the Party Executive as the location of the Party Headquarters;
- (xx) “**Policy Chair**” means the policy chair of the Party with the responsibilities under Section 7.15;
- (yy) “**Policy Resolutions**” are resolutions passed at a Delegate Selection Meeting under Section 12.7, in a form approved by the

Policy Chair, as proposed resolutions for discussion and vote by the Membership at a Convention;

- (zz) “**Principles of the Party**” has the meaning given to it in Section 1.2;
- (aaa) “**President**” means the President of the Party;
- (bbb) “**Provincial Association**” has the meaning given to it in Section 5.1;
- (ccc) “**Provincial Council**” has the meaning given to it in Section 6.1;
- (ddd) “**Purposes of the Party**” has the meaning given to it in Section 1.1;
- (eee) “**Quorum**” means the minimum number of members of a Party Entity or a Standing Committee, or the minimum number of Members at a Convention, as the case may be, that must be present at any of its meeting to make the proceedings of that meeting valid;
- (fff) “**Regional Director**” has the meaning given to it under Section 7.6 and has the responsibilities under Section 7.18;
- (ggg) “**Regions**” means specific geographical areas in British Columbia with boundaries set by the Party Executive;
- (hhh) “**Riding Association**” has the meaning given to it in Section 4.1;
- (iii) “**Riding Association Executive**” has the meaning given to it in Section 4.1(a);
- (jjj) “**Rules and Procedures**” has the meaning given to it in Section 7.9(g);
- (kkk) “**Secretary**” means the Secretary of the Party;
- (lll) “**Special Resolution**” means a resolution passed by a majority of not less than 75% of the votes cast;
- (mmm) “**Table Officer**” has the meaning given to it in Section 7.2;
- (nnn) “**Treasurer**” means the Treasurer of the Party; and
- (ooo) “**Vice President**” means the Vice President of the Party.

- 2.2 The Interpretation Act applies to the interpretation of this Constitution as if this Constitution was an enactment, as amended.
- 2.3 The Electronic Transactions Act applies to this Constitution and its interpretation as if this Constitution was a law, as amended.
- 2.4 All days referred to under this Constitution are calendar days.

ARTICLE 3 – MEMBERSHIP

- 3.1 To be eligible for Membership in the Party, a person must:
 - (a) be at least 14 years of age;
 - (b) support the Purposes and Principles of the Party;
 - (c) be ordinarily resident in British Columbia;
 - (d) not be a member of any other provincial political party in British Columbia; and
 - (e) comply with any requirements to provide information and pay the applicable Membership Fee.
- 3.2 The Party Executive may grant lifetime Membership in the Party, at no fee, to any person eligible for Membership who has contributed significantly to the Party and who accepts such lifetime membership awarded by the Party Executive (“**Lifetime Members**”).
- 3.3 A person may apply to become a Member by submitting to the Party Headquarters a completed membership application and the Membership Fee.
- 3.4 After receiving a properly completed application for Membership in the required form and the Membership Fee, Party Headquarters will grant the applicant Membership and designate the applicant as a member of a Riding Association based on the applicant’s residential address.
- 3.5 Each Member will be a member of not more than one Riding Association.
- 3.6 Subject to Section 3.8, each Member may, once during each calendar year, apply to the Party Headquarters for a transfer of Membership to another Riding Association.
- 3.7 Subject to Section 3.8, after receiving an application from a Member for the transfer of Membership to a new Riding Association, Party

- Headquarters will grant the transfer, with such transfer to be effective on the day the application is received unless such a transfer will exceed any cap established under Section 4.4.
- 3.8 Despite Sections 3.6 and 3.7, the Party Headquarters may transfer a Member to a new Riding Association that corresponds with the Member's ordinary place of residence.
 - 3.9 Each Member must pay a Membership Fee, in the amount, frequency, and method set by the Party Executive.
 - 3.10 Once it is granted, Membership in the Party takes effect at the time and date the application for Membership is received and lasts until the earlier of:
 - (a) the expiry of the Membership Term;
 - (b) the date the Member resigns;
 - (c) the Member's death;
 - (d) when the Membership is revoked under Section 3.12, unless such revocation is overturned by the Appeals Board; or
 - (e) when the Membership is revoked under Section 3.13, unless such revocation is overturned by the Appeals Board.
 - 3.11 At any time during the 365 days immediately preceding the expiry of their Membership Term, a Member may apply for Membership renewal and Section 3.3 and Section 3.4 apply to an application for renewal of Membership.
 - 3.12 If the Party Executive decides that a Member has either not complied or does not intend to comply with the requirements of this Constitution, or the Member's continued Membership has or likely would bring the Party into disrepute, then the Party Executive may, either on its own initiative or upon a request from a Riding Association Executive, by a Special Resolution, revoke the Member's Membership. The Party Executive must deliver written notice of such Special Resolution to the Member whose Membership has been revoked.
 - 3.13 The Chief Returning Officer may revoke a Member's Membership effective on the date that the Chief Returning Officer deems appropriate and the Chief Returning Officer must deliver written notice of the revocation to the Member whose Membership has been revoked if the Chief Returning Officer has reasonable grounds to believe that the person fails to meet the requirements for eligibility under Section 3.1.

- 3.14 Any notice of revocation delivered under Section 3.12 or Section 3.13 must state the reasons for the revocation of Membership and that the Member whose Membership has been revoked has the right to appeal to the Appeals Board.

ARTICLE 4 – RIDING ASSOCIATIONS

- 4.1 One Riding Association will be established for each Electoral District, and each Riding Association:
- (a) subject to Section 4.2, will have the following offices (the “**Riding Association Executives**”), to be filled by Members elected at each annual general meeting of the Riding Association, and who will serve until the following annual general meeting:
 - (i) president;
 - (ii) vice-president;
 - (iii) secretary;
 - (iv) treasurer;
 - (v) membership chair; and
 - (vi) any additional position created by the Riding Association Executive.
 - (b) must support the Purposes and Principles of the Party, act in a manner consistent with, and govern itself in accordance with this Constitution;
 - (c) must actively engage the Members of the Riding Association;
 - (d) must meet at least four times every calendar year;
 - (e) must hold an annual general meeting of its Membership, no later than 15 months after the last such general meeting, unless a longer period has been approved by the Party Executive;
 - (f) within 30 days of each annual general meeting, must send to the Party Headquarters the minutes of the meeting including the list of Riding Association Executives;
 - (g) must hold a Delegate Selection Meeting;

- (h) must hold a Candidate Selection Meeting;
 - (i) must, by a deadline set by the Party Executive, deliver a financial report for all non-Party administered funds during the previous year to the Party Headquarters; and
 - (j) may have additional purposes that are consistent with the Purposes and Principles of the Party.
- 4.2 The Riding Association may, at its annual general meeting, combine the positions of treasurer and secretary to be performed by the same person.
- 4.3 If a position on the Riding Association Executive is vacant, the president of that Riding Association may fill the vacancy by appointing a member of the Riding Association who will assume the functions of the vacant position for the unexpired portion of the predecessor's term.
- 4.4 For each Riding Association, the Party Executive may establish the maximum number of Members that may reside outside the Electoral District for which that Riding Association is established.
- 4.5 If the boundaries or existence of Electoral Districts change, the Party Executive, may take any of the following actions, at any time before or after the change comes into effect:
- (a) assign an existing Riding Association to a new Electoral District;
 - (b) establish a new Riding Association for a new Electoral District, under Section 4.6; and
 - (c) eliminate an existing Riding Association and distribute its assets and liabilities among one or more Riding Associations, after consultation with such Riding Association.
- 4.6 After establishing a new Riding Association under Section 4.5(b), the Party Executive must call a general meeting of the new Riding Association to elect a Riding Association Executive and give each Member of the Riding Association at least 27 days notice.
- 4.7 The Party is not responsible for any debt incurred by a Riding Association unless the debt is approved by the Party Executive and a written notice of such approval has been delivered by Party Headquarters to the Riding Association before the debt is incurred.
- 4.8 A Riding Association may not issue receipts for income tax purposes.

- 4.9 A Riding Association may not register as a Constituency Association or for any other status under the Election Act, unless authorized to do so by the Party Executive.
- 4.10 If a Riding Association does not meet its obligations under Section 4.1 or does not fill vacancies on the Riding Association Executive within a reasonable time, the Party Executive may:
- (a) call and run an annual general meeting of the Riding Association;
 - (b) call and run a Delegate Selection meeting of the Riding Association;
 - (c) remove some or all of the members of the Riding Association Executive; and
 - (d) fill any vacancy or appoint a replacement for a position on the Riding Association Executive.

ARTICLE 5 – PROVINCIAL ASSOCIATIONS

- 5.1 If approved by the Party Executive, the Party may, by Ordinary Resolution of Eligible Voters, create a Provincial Association that will:
- (a) represent and promote the interests of a segment of the population of British Columbia;
 - (b) have purposes and principles that are consistent with, and engage its members in activities that promote, the Purposes and Principles of the Party;
 - (c) adopt bylaws that are deposited with the Party Headquarters;
 - (d) hold an annual general meeting of its members, no later than 15 months after the last such general meeting, unless a longer period has been approved by the Party Executive;
 - (e) send a copy of the minutes of each annual general meeting to the Party Headquarters within 30 days of holding the meeting;
 - (f) prepare annual financial statements for the each year and submit it to the Party Headquarters by a date set by the Treasurer; and
 - (g) prepare a budget for each year, and a statement of proposed annual activities and goals consistent with its proposed budget, and submit them to the Party Headquarters by the Budget Deadline.

- 5.2 Only a Member may become a member in a Provincial Associations provided that the Member is eligible for Membership under the bylaws of the Provincial Association.
- 5.3 The Party Executive may set the minimum number of members that a Provincial Association must have in order to be in good standing.
- 5.4 The Party Executive may suspend any rights of a Provincial Association under this Constitution if the Party Executive determines that the Provincial Association is not meeting its obligations under this Constitution.
- 5.5 No later than two years after being suspended, the Party Executive may reinstate any rights of a Provincial Association suspended under Section 5.4 if the Provincial Association meets its obligations under this Constitution within a reasonable time.
- 5.6 A Provincial Association may at any time be dissolved by Special Resolution of the Party, or by the passage of time, without further action, if it has been suspended under Section 5.4 for at least two years.
- 5.7 The Party is not responsible for any debt incurred by a Provincial Association unless the debt is approved by the Party Executive and written notice of such approval has been delivered by Party Headquarters to the Riding Association before the debt is incurred.
- 5.8 A Provincial Association may not issue receipts for income tax purposes.
- 5.9 A Provincial Association may not register as a Constituency Association, a sponsor, or for any other status under the Election Act unless authorized to do so by the Party Executive.
- 5.10 Upon this Constitution taking effect, the following Provincial Associations are continued:
 - (a) The BC Aboriginal People's Commission;
 - (b) The BC Liberal Party Women's Commission; and
 - (c) The BC Young Liberals.

ARTICLE 6 – PROVINCIAL COUNCIL

- 6.1 The Provincial Council consists of:

- (a) The following voting members:
 - (i) the voting members of the Party Executive;
 - (ii) the president or designate of each Riding Association; and
 - (iii) the Leader.
 - (b) The following non-voting members, who may attend and speak, but may not move or second motions, or vote, at meetings of the Provincial Council:
 - (i) each member of the Caucus, other than the Leader; and
 - (ii) each Nominated Candidate.
- 6.2 The Provincial Council will:
- (a) act as a forum for the exchange of information and discussion of issues affecting the Party, and may accordingly make recommendations to the Party Executive;
 - (b) act as a conduit of communication with Members of the Party through the Riding Association Presidents;
 - (c) receive and review reports, including the audited financial statements of the Party, from the Party Executive;
 - (d) propose and consider proposals for such amendments to the Constitution that it deems fit;
 - (e) prepare the Party for elections; and
 - (f) provide development and training for Riding Association Executives and for Members.
- 6.3 The Chair of the Provincial Council will:
- (a) except as set out in Section 6.6, be the president of a Riding Association elected by presidents of Riding Associations who are present at each Provincial Council meeting that is held at a Convention and General Meeting;
 - (b) serve until the earlier of either the next Convention and General Meeting, or when the Chair ceases to be the president of a Riding Association;
 - (c) preside at meetings of the Provincial Council and may invite guests to attend and speak at the meetings;

- (d) set the date and place for meetings of the Provincial Council, after consultation with the President and the Leader;
 - (e) deliver the notice of the date and place of each Provincial Council meeting to all members of the Provincial Council at least 42 days before the meeting;
 - (f) send a tentative agenda for each Provincial Council meeting to all members of the Provincial Council at least 14 days before the meeting.
- 6.4 The Deputy Chair of the Provincial Council will:
- (a) except as set out in Section 6.6, be president of a Riding Association elected by the presidents of Riding Associations who are present at each Provincial Council Meeting that is held at a Convention and General Meeting;
 - (b) serve until the earlier of either the next Convention and General Meeting or when the Deputy Chair ceases to be the president of a Riding Association;
 - (c) assist the Chair of the Provincial Council as required;
 - (d) assume the duties of the Chair of the Provincial Council in the Chair's absence, or if the Chair resigns or dies; and
 - (e) perform any other duties assigned by the Provincial Council.
- 6.5 If the offices of both the Chair and Deputy Chair of the Provincial Council become vacant, the Party Executive will appoint the president of a Riding Association as the interim chair until the next meeting of the Provincial Council, at which point the Provincial Council will elect the new Chair and Deputy Chair.
- 6.6 If the office of the Deputy Chair of the Provincial Council becomes vacant, the Provincial Council will elect the president of a Riding Association to fill the position at its next meeting.
- 6.7 The Provincial Council will meet at least four times each year. In a year where a Convention and General Meeting takes place, the Provincial Council will schedule one of its meetings in conjunction with the Convention and General Meeting.
- 6.8 An extraordinary meeting of the Provincial Council may be called at any time, on at least six days notice, by:
- (a) the Chair of the Provincial Council;

- (b) the Leader;
 - (c) the President; or
 - (d) any 20 voting members of the Provincial Council.
- 6.9 A meeting of the Provincial Council may not begin until, and may continue only as long as, at least the following persons are present:
- (a) the presidents of 30 Riding Associations or their designates; and
 - (b) five members of the Party Executive.
- 6.10 The Leader or Leader's designate may report to a meeting of the Provincial Council.
- 6.11 The President and the Treasurer must submit a report to each meeting of the Provincial Council, and each member of the Party Executive must attend each meeting of the Provincial Council and make a report if so requested by the Chair of the Provincial Council.

ARTICLE 7 – PARTY EXECUTIVE

- 7.1 The Party Executive consists of the following voting members:
- (a) the President;
 - (b) the Vice-President;
 - (c) the Secretary;
 - (d) the Treasurer;
 - (e) the Policy Chair;
 - (f) the Communication Chair;
 - (g) the Membership Chair.
 - (h) the Leader or designate;
 - (i) two representatives of the Caucus;
 - (j) one representative of each Provincial Association;
 - (k) Provincial Council Chair or when the Provincial Council Chair is unavailable, the Provincial Council Deputy Chair; and

- (l) all Regional Directors.
- 7.2 The Table Officers consist of the President, the Vice-President, the Secretary, the Treasurer, the Policy Chair, the Communication Chair, and the Membership Chair.
- 7.3 Every person on the Party Executive must be a Member.
- 7.4 Table Officers, other than the Treasurer and the Communication Chair, will be elected under Section 7.5 at each Convention and General Meeting and serve until new Table Officers are elected at the next Convention and General Meeting, in accordance with the Rules and Procedures.
- 7.5 The Nominations Chair will set and implement the nomination process, including the nomination criteria, for the election of all Table Officers other than the Treasurer and the Communication Chair, and may disqualify any nominee that does not meet the nomination criteria. The Nomination Chair will conduct the nomination process, and the Chief Returning Officer will conduct the election of all Table Officers other than the Treasurer and the Communication Chair, in accordance with the Rules and Procedures.
- 7.6 For each Region, the Regional Director must be ordinarily resident in the Region, will serve for two years, and will be elected by the Members of the Riding Associations in that Region, in accordance with the Rules and Procedures, with the votes weighted such that each Riding Association will have the same percentage of votes in the election of the Regional Director.
- 7.7 If a Table Officer or Regional Director position becomes vacant, then in the case of:
 - (a) the President, the Vice-President will assume the functions of the President; or
 - (b) a Regional Director or any Table Officer other than the President, the Party Executive may appoint a Member to assume the functions of the vacant position, but any Member appointed as a new Regional Director of a Region must ordinarily reside in that Region.
- 7.8 A person who assumes the functions of a vacant position in the Party Executive holds that position only for the unexpired portion of the predecessor's term.
- 7.9 The Party Executive will:
 - (a) manage the affairs of the Party;

- (b) approve an annual budget for and manage the finances of the Party;
- (c) promote the Purposes and Principles of the Party;
- (d) appoint:
 - (i) the members of the Appeals Board;
 - (ii) the Treasurer;
 - (iii) the Constitutional Adviser;
 - (iv) the Chief Privacy Officer;
 - (v) the Nominations Chair;
 - (vi) the Communication Chair;
 - (vii) the Chief Returning Officer; and
 - (viii) the Executive Director.
- (e) determine which of the Table Officers may act as principal officers of the Party for the purposes of the Election Act; and
- (f) set the minimum time requirements, procedures, and any fees or deposits, for a Convention, Delegate Selection Meeting, vote, and annual general meetings of Riding Associations and Provincial Associations;
- (g) establish the Rules and Procedures required under the Constitution and for any other matters it deems appropriate; and
- (h) perform other duties prescribed in this Constitution.

7.10 The Party Executive may:

- (a) call a Delegate Selection Meeting if a Riding Association has failed to do so;
- (b) call a meeting of the Riding Association Executive to conduct the business of that Riding Association, if the Riding Association Executive has failed to do so;
- (c) abridge or postpone any deadline or timeline set under this Constitution;

- (d) delegate any of its powers to any member of the Party Executive or to a committee of which the majority are members of the Party Executive, or to a committee organizing a Convention; or
- (e) exercise other powers prescribed in this Constitution.

7.11 The President will:

- (a) preside at meetings of the Party Executive and at Convention and General Meetings;
- (b) supervise the affairs of the Party and be responsible for the day-to-day operation of the Party, including supervision of the Party Headquarters, and all other administrative and operational matters;
- (c) coordinate the conduct of election campaigns with the Election Readiness Committee; and
- (d) be a member of all committees within the Party.

7.12 The Vice-President will:

- (a) perform the duties of the President in the President's absence, or if the President resigns or dies; and
- (b) perform any other duties assigned by the President.

7.13 The Secretary will keep a record of all proceedings of the meetings of the Party Executive, the Provincial Council and the Party.

7.14 The Treasurer will:

- (a) ensure the prudent financial administration of the Party;
- (b) ensure that no disbursement is made without authorization of the Party Executive;
- (c) present audited financial statements to the Convention and General Meeting;
- (d) present a budget as a guide for expenditures for the ensuing year to the Party Executive by December 15 of every year;
- (e) endeavour to ensure that each Riding Association provides a financial report to the Party Headquarters under Section 4.1(h).

7.15 The Policy Chair will:

- (a) coordinate the development of policy;

- (b) send a copy of each policy resolution to all members of the Provincial Council and to every Delegate at least 21 days before the Convention at which the resolution is to be considered;
 - (c) record the result of all policy workshops, plenary sessions at Convention and General Meeting; and
 - (d) advise all Riding Associations of every policy motion approved at a the Convention and General Meeting within 56 days of the close of the Convention and General Meeting.
- 7.16 The Communication Chair will:
- (a) foster communication between the Party and its Members:
 - (b) promote and facilitate discussions of the activities and decisions of the Party among its Members; and
 - (c) ensure effective communication by the Party to the public.
- 7.17 The Membership Chair will:
- (a) promote Membership, recruitment of Members, renewal of expiring Memberships, and involvement of Members within the Party; and
 - (b) ensure a registry of the names and contact information of every Member is maintained.
- 7.18 Each Regional Director for a Region will:
- (a) promote the Party in the Region;
 - (b) liaise between the Party Executive and the Riding Associations within the Region;
 - (c) endeavour to ensure that every Riding Association in their Region meets its obligations under Article 4 by mentoring and supporting the Riding Association Executives;
 - (d) report on the issues and activities relating to the Region at meetings of the Party Executive; and
 - (e) assist Party Headquarters in relation to the Region as requested.
- 7.19 The Chief Returning Officer will act independently of the Party Executive and will:
- (a) make all arrangements necessary for the conduct of the balloting;

- (b) decide on Membership revocation under Section 3.13; and
 - (c) will adjudicate all disputes about accreditation under Section 12.6 and a Member's right to vote.
- 7.20 The Executive Director will perform the duties assigned by the President, as well as the duties of the Chief Returning Officer when the position of the Chief Returning Officer is vacant.
- 7.21 The Party Executive will meet a minimum of four times every calendar year.
- 7.22 A meeting of the Party Executive may be called on 72 hours notice by:
- (a) the Leader;
 - (b) the President; or
 - (c) any four members of the Party Executive.
- 7.23 A majority of the Table Officers holding office must be present before a meeting of the Party Executive can be called to order, or for it to continue.
- 7.24 A resolution of the Party Executive is valid and effective if:
- (a) the majority of the voting members of the Party Executive who are present at the meeting vote in favour of the resolution; or
 - (b) it is approved in writing by a majority of the voting members of the Party Executive and notice of the resolution is given to all members of the Party Executive before it becomes effective.

ARTICLE 8 – COMMITTEES

- 8.1 The Party will have the following standing committees (the “**Standing Committees**”):
- (a) The Election Readiness Committee; and
 - (b) The Finance Committee.
- 8.2 The Election Readiness Committee will consist of:
- (a) the Chair or Co-Chairs, as appointed by the Leader, in consultation with the President;
 - (b) the President; and

- (c) other members, as appointed by the Chair or Co-Chairs in consultation with the Leader and the Party Executive.
- 8.3 The Election Readiness Committee:
- (a) will decide whether to approve, reject, or revoke a previous approval of candidates for election;
 - (b) will advise potential candidates of legal requirements of being a Candidate;
 - (c) will prepare and implement election plans;
 - (d) will set the date, location, notice requirements, voting methods, and any other procedures for a Candidate Selection Meeting, which may include notice or voting by electronic means; and
 - (e) may call a Candidate Selection Meeting if a Riding Association has failed to do so.
- 8.4 The Election Readiness Committee may delegate any of its powers under Section 8.3(a) to a subcommittee appointed by the Elections Readiness Committee at its sole discretion.
- 8.5 The Finance Committee will consist of:
- (a) the Chair or Co-Chairs, as appointed by the Leader, in consultation with the President;
 - (b) the President;
 - (c) the Leader or designate;
 - (d) the Treasurer;
 - (e) the Financial Agent; and
 - (f) other members, as appointed by the Chair or Co-Chairs in consultation with the Leader and the Party Executive.
- 8.6 Each Standing Committee will establish its own rules with respect to Quorum, notice of meeting, and other procedural matters for conducting the business of the Standing Committee.
- 8.7 A resolution of a Standing Committee is approved if the majority of the voting members of the Standing Committee who are present at the meeting vote in favour of the resolution.

- 8.8 A resolution of a Standing Committee may be approved in writing by a majority of the voting members of the Standing Committee as long as a notice of the resolution is given to all members of the Standing Committee before it becomes effective.
- 8.9 By Budget Deadline of each year, the Chair or Co-Chairs of each Standing Committee will submit to the Party Treasurer a preliminary budget for the estimated expenditures of the Standing Committee for the following year.

ARTICLE 9 – APPEALS BOARD

- 9.1 The Party Executive will appoint an Appeals Board, which consists of a chair and four Members who are not members of the Party Executive, to serve for a term of two years, and may reappoint all or some of the same members for subsequent terms.
- 9.2 The Appeals Board will adjudicate on appeals concerning the following matters:
 - (a) revocation of Membership under Section 3.12 or Section 3.13;
 - (b) an irregularity in connection with a meeting of a Party Entity, including a Delegate Selection Meeting and a Candidate Selection Meeting;
 - (c) any disputes relating to the nomination or election of Table Officers; and
 - (d) all disputes relating to the Party's candidate nomination and selection procedure other than the approval, disapproval, or revocation of approval of candidates by the Election Readiness Committee or the Leader. The Appeals Board has no jurisdiction to consider or adjudicate any appeal relating to the approval or disapproval of candidates by the Election Readiness Committee or the Leader.
- 9.3 The chair of the Appeals Board, who may appoint a deputy chair to perform the chair's duties in the chair's absence, is responsible for the effective management and operation of the Appeals Board and the organization and allocation of work among its members.
- 9.4 The chair of the Appeals Board may organize the Appeals Board into panels, each comprised of one or more members.

- 9.5 If the chair of the Appeals Board organizes a panel comprised of more than one member, the chair must designate one of those members as chair of the panel.
- 9.6 The members of the Appeals Board may sit:
- (a) as the Appeals Board; or
 - (b) as a panel of the Appeals Board.
- 9.7 Two or more panels of the Appeals Board may sit at the same time.
- 9.8 If members of the Appeals Board sit as a panel,
- (a) the panel has the jurisdiction of, and may exercise and perform the powers and duties of, the Appeals Board; and,
 - (b) a decision of the panel is a decision of the Appeals Board.
- 9.9 The decision of a majority of the members of a panel of the Appeals Board is a decision of the Appeals Board and, in the case of a tie, the decision of the chair of the panel governs.
- 9.10 If a member of a panel is unable for any reason to complete the member's duties, the remaining members of that panel, with consent of the chair of the Appeals Board, may continue to hear and determine the matter, and the vacancy does not invalidate the proceeding.
- 9.11 If a panel is comprised of one member and that member is unable for any reason to complete the member's duties, the chair of the Appeals Board, with the consent of all parties to the appeal, may organize a new panel to continue to hear and determine the matter on terms agreed to by the parties, and the vacancy does not invalidate the proceeding.
- 9.12 The chair of the Appeals Board or the chair's delegate may hear and decide any interim or preliminary matter in an application, and for that purpose may exercise any of the powers of the Appeals Board necessary to decide the matter.
- 9.13 Subject to Section 9.14, no one may submit an appeal after the expiration of:
- (a) in case of appeals under Sections 9.2(a), 9.2(b), or 9.2(c), 21 days from the time the decision or alleged irregularity under appeal takes place; and
 - (b) in case of appeals under Section 9.2(d), five days from the time the decision or alleged irregularity under appeal takes place.

- 9.14 During the period of time which begins either on the 30th day before the issue of the writ for general fixed-date elections, or on the day of the issue of the writ for other elections, as the case may be, and ends on the day after the election is held, no one may submit an appeal after the expiration of 72 hours immediately following from the time the decision or alleged irregularity under appeal takes place, but in case of a vote or a meeting, following the time the results of the vote or the meeting are announced.
- 9.15 The Party Executive may set the procedures and any applicable fees for submitting an appeal to the Appeals Board.
- 9.16 A person appealing a revocation of Membership under Section 9.2(a) must submit a written appeal stating the grounds for the appeal, the remedies requested, along with signatures of at least five Members in support of the appeal.
- 9.17 A person making an appeal under Sections 9.2(b), 9.2(c), or 9.2(d) must submit a written appeal stating the details of the irregularity or dispute, the grounds for the appeal, the remedies requested, along with signatures of at least 25 Members in support of the appeal.
- 9.18 The Appeals Board may establish its own processes for adjudicating an appeal, and may make rules on practice and procedure including the procedures for receiving evidence.
- 9.19 The Appeals Board must make its final decision on each appeal in writing, and give reasons for the decision.

ARTICLE 10 – THE LEADER

- 10.1 The Leader is the chief political officer of the Party, is elected by the Members of the Party under Section 10.3, and:
 - (a) will speak for the Party concerning any political issues;
 - (b) will be guided by the Party position on matters of political policy;
 - (c) will appoint the Financial Agent;
 - (d) may approve, reject, or revoke approval of nominations of Candidates for the Legislative Assembly;
 - (e) may appoint a Candidate under Section 11.7;

- (f) may delegate the Leader's authorities under Section 10.1(c) and 10.1(d); and
 - (g) may report to the Party at every Convention and General Meeting.
- 10.2 To be eligible for election as the Leader, a person must:
- (a) be a Member;
 - (b) be eligible under the Election Act for election to the Legislative Assembly of British Columbia;
 - (c) deliver to the President a written nomination, which may be in one or more counterparts, signed by at least 100 Members;
 - (d) pay the applicable fee and deposit, as determined by the Party Executive; and
 - (e) comply with rules and procedures set under Section 10.6.
- 10.3 Within 28 days after any of the following events, the President will call a meeting of the Party Executive, who will set a date for and plan Leadership Vote to be held in accordance with Section 10.4 within one year of the following:
- (a) the President receives the written resignation of the Leader;
 - (b) the President receives a written request from the Leader to call a Leadership Vote;
 - (c) the death or incapacity of the Leader; or
 - (d) the publication at a Convention and General Meeting of the results of a Leadership Endorsement Vote in which the number of votes cast in favour of endorsing the Leader is less than 50% of all votes cast.
- 10.4 A Leadership Vote is a vote of all Members to elect a new Leader, with each Member being entitled to only one vote, and with the votes weighted such that each Riding Association will have the same percentage of votes in electing the new Leader.
- 10.5 The Party Executive may call a Leadership Convention to be held in connection with the Leadership Vote.
- 10.6 The Party Executive will determine the Rules and Procedures for the nomination under Section 10.2(c), and for conducting the Leadership Vote and any Leadership Convention.

ARTICLE 11 – CANDIDATES

- 11.1 To be eligible for selection as a candidate (the “**Candidate**”) of the Party for election to the Legislative Assembly, a person must:
- (a) meet the Candidate Eligibility Criteria under Section 11.2;
 - (b) be approved by the Election Readiness Committee, with such approval having not been revoked, for nomination in a Candidate Selection Meeting;
 - (c) be elected at a Candidate Selection Meeting of a Riding Association for which the person’s nomination has been approved by the Election Readiness Committee or be appointed by the Leader under Section 11.7; and
 - (d) be approved by the Leader, with such approval having not been revoked, for candidacy in the next provincial election in the Electoral District represented by the Riding Association that selected the Candidate or for which the Leader appointed the person to be the Candidate under Section 11.7.
- 11.2 To meet the Candidate Eligibility Criteria, a person must:
- (a) be a Member;
 - (b) be eligible under the Election Act for election to the Legislative Assembly of British Columbia;
 - (c) within the timeline set by the Party Executive in consultation with the Election Readiness Committee provide to the President, an undertaking in the form approved by the President, that the person:
 - (i) will abide by this Constitution;
 - (ii) will submit all disputes relating to the Party’s candidate nomination and selection procedure to, and abide by the decision of, the Appeals Board, where the Appeals Board has the jurisdiction to adjudicate on such disputes;
 - (iii) despite anything in this Constitution, will cease to be a Candidate, will cease being represented as a Candidate of the Party, and will remove any indication anywhere of an affiliation with the Party, if the Election Readiness Committee or the Leader, at anytime, refuses to grant or revokes a previous approval of the person’s candidacy; and

- (iv) will waive all rights to apply to any court in British Columbia concerning any matter arising out of the Party's candidate approval, nomination, and selection procedure or the construction or application of this Constitution;
 - (d) within the timeline set by the Party Executive in consultation with the Election Readiness Committee, submit to the President, a written nomination signed by at least 25 Members of the Riding Association in which the person is seeking nomination;
 - (e) within the timeline set by the Party Executive in consultation with the Election Readiness Committee, submit to the President a completed questionnaire and consent in the form approved by the President;
 - (f) pay the fee and deposit as set by the Party Executive; and
 - (g) discharge all debts to the Party or to any Riding Association, whether the debt is owed by the person or by any organization that supported the person in any previous election, and provide proof of such discharge to the President.
- 11.3 At a time and under the procedures prescribed by the Election Readiness Committee, under Section 8.3(d), each Riding Association will hold a Candidate Selection Meeting to elect a Candidate from amongst those approved for nomination by the Election Readiness Committee.
- 11.4 In a Candidate Selection Meeting of a Riding Association, only those Eligible Voters who are members of the Riding Association may vote.
- 11.5 The Election Readiness Committee may revoke its approval of a person to be a Candidate at any time before the Leader has approved the person's candidacy.
- 11.6 The Leader may revoke the approval of a person as a Candidate at any time.
- 11.7 At any time after notifying a Riding Association President, the Leader may appoint a Member as the Candidate of the Party for the Riding Association, if:
- (a) the previously nominated Candidate:
 - (i) dies;
 - (ii) becomes unable to conduct a campaign;
 - (iii) resigns as a Candidate; or

- (iv) loses the approval of the Leader under Section 11.1(d); or
- (b) 60 days prior to Lieutenant Governor in Council issuing a writ of election for a general election or a by-election for the Electoral District represented by the Riding Association, a Candidate has not been approved for nomination by the Election Readiness Committee under Section 11.1(b).

ARTICLE 12 – CONVENTIONS

- 12.1 After December 31, 2014, the Party Executive will hold a Convention and General Meeting once every two calendar years to:
- (a) receive a report from the Party Executive;
 - (b) elect the Table Officers;
 - (c) consider Policy Resolutions;
 - (d) publish the result of any Leadership Endorsement Vote which has been held;
 - (e) receive the Treasurer's report of the audited financial statements of the Party for the previous two years;
 - (f) appoint the auditor; and
 - (g) any other business determined by the Party Executive.
- 12.2 At any time an extraordinary convention ("**Extraordinary Convention**") may be called to deal with any issue of extraordinary importance by:
- (a) Special Resolution of the Provincial Council; or
 - (b) Ordinary Resolution of the Party Executive.
- 12.3 The President will, after the conclusion of a Convention and General Meeting and after consultation with the Party Executive, set the date and location of the next Convention and General Meeting, to be no later than 30 months after a previous Convention and General Meeting, and will notify the Provincial Council of the date, time, and location.
- 12.4 In the case of the actual or expected dissolution of the Legislative Assembly and the call of a general election other than on the date every four years fixed in the Constitution Act, or if a Leadership Convention is

- called, then the President, after consultation with the Party Executive, may reschedule the Convention and General Meeting to a new date.
- 12.5 Every one of the following Members who has paid the applicable Convention Registration Fee, if any is set by the Party Executive, is a Delegate and may attend and vote at a Convention:
- (a) Lifetime Members;
 - (b) members of the Party Executive;
 - (c) the Leader;
 - (d) members of the Caucus;
 - (e) Nominated Candidates;
 - (f) Defeated Candidates;
 - (g) Riding Association Presidents;
 - (h) up to 20 Members accredited under Section 12.6, from each Riding Association; and
 - (i) up to 25 Members accredited, under Section 12.6, from each Provincial Association.
- 12.6 Members will be accredited as Delegates from a Riding Association or Provincial Association in the following order of priority until the full complement of Delegates is reached:
- (a) Members who have been selected under Section 12.7 as a Delegate to the Convention from the Riding Association or Provincial Association;
 - (b) Members who have been selected under Section 12.7 as an alternate Delegate from that Riding Association or Provincial Association in order of their standing in the election;
 - (c) Members chosen by the Party Headquarters, in consultation with the president of the Riding Association or the president of the Provincial Association, as the case may be, from among those who have been selected as alternative Delegates from other Riding Associations; and
 - (d) Members appointed in writing by:

- (i) the president of a Riding Association or the president of a Provincial Association, as the case may be; and
 - (ii) a member of the Party Executive.
- 12.7 Each Riding Association and each Provincial Association will hold a Delegate Selection Meeting to select Delegates and alternate Delegates to Conventions, and to vote on Policy Resolutions, at a time, and under the Rules and Procedures, subject to the following:
- (a) Only Eligible Voters present at the Delegate Selection Meeting may vote; and
 - (b) No Eligible Voter may stand for election or vote in a Delegate Selection Meeting of a Riding Association that the Eligible Voter is not a Member of.
- 12.8 Each Riding Association will conduct a Leadership Endorsement Vote during the Delegate Selection Meeting that is before the first Convention and General Meeting after a general election, in a form and in a manner approved by the Party Executive.

ARTICLE 13 – FINANCES

- 13.1 The fiscal year of the Party will be the calendar year.
- 13.2 The Leader will appoint the Financial Agent, who must meet the requirements and perform the obligations of the financial agent under the Election Act.
- 13.3 Subject to the requirements of the Election Act, the Party Executive will maintain an account in the name of the Party at any financial institution.
- 13.4 The Party Executive may invest, on any conditions, any surplus funds in savings accounts, securities, or deposit accounts in any financial institution.
- 13.5 The Party Executive may borrow money on behalf of the Party and may pledge the credit or any property of the Party as security for any debt, goods, or services.
- 13.6 Payments from the Party's funds must be approved by the Treasurer, or Treasurer's designate, and be signed by any two persons authorized by the Party Executive.

- 13.7 In case of a vacancy of the auditor, the Party Executive may appoint a replacement auditor.
- 13.8 The Party Executive holds the following, as property of the Party, and may establish policies for the acquisition, maintenance, insurance, management, use, and disposal of such property, including the establishment of a corporate entity or trust:
- (a) any gift made to the Party;
 - (b) any gift made to an officer or office holder of the Party in the course of service to the Party;
 - (c) revenue raised by the Party from any source;
 - (d) any account in a financial institution in the name of the Party;
 - (e) anything purchased with any revenue or gift, or exchanged for any property of the Party;
 - (f) copyright in any material or publication either:
 - (i) produced at the expense of the Party; or
 - (ii) contributed to the Party by the original creator of that material or publication;
 - (g) any right or benefit conferred on the Party; and
 - (h) anything else that would be generally recognized as being the property of the Party.
- 13.9 The Party may accept responsibility, within a scope established by the Party Executive, for any liability incurred in the course of service to the Party by any office holder of the Party, and may indemnify such persons accordingly, unless the liability arose from the persons':
- (a) willful misconduct, gross negligence, or criminal negligence;
 - (b) fraud or deliberate deception; or
 - (c) a misrepresentation of the office holder's authority.

ARTICLE 14 – AMENDMENTS

- 14.1 This Constitution may be amended under this Article by a Special Resolution of the Members at a Convention.
- 14.2 Amendments to the Constitution may be proposed by:
- (a) the Party Executive;
 - (b) the Provincial Council;
 - (c) a Riding Association Executive;
 - (d) a Provincial Association;
 - (e) any 50 Members; or
 - (f) the Constitutional Adviser.
- 14.3 Amendments to the Constitution proposed by:
- (a) a Riding Association Executive;
 - (b) a Provincial Association; or
 - (c) 50 Members
- must be delivered in writing to the Constitutional Adviser at least 21 days before a regularly scheduled meeting of the Provincial Council held at least 35 days before the Convention at which the amendments are proposed to be considered. The Constitutional Adviser will submit any such proposed amendments to the next meeting of the Provincial Council and the next meeting of the Party Executive.
- 14.4 Amendments to the Constitution proposed by the Provincial Council or the Party Executive must be submitted in writing to the Constitutional Adviser at least 42 days before the Convention at which the amendments are proposed to be considered.
- 14.5 Amendments to the Constitution proposed by the Constitutional Advisor must be submitted to the next meeting of the Provincial Council and the next meeting of the Party Executive.
- 14.6 Amendments to the Constitution must be submitted to a Convention with a recommendation for adoption, rejection, or no recommendation from each of the Provincial Council and the Party Executive.
- 14.7 The Constitutional Adviser will:
- (a) send a copy of each proposed amendment to the Constitution to all Members of the Provincial Council and to every Delegate at least

21 days before the Convention at which the proposed amendment is to be considered; and

- (b) in consultation with the President, prepare rules of order governing the proceedings at the Convention relating to the amendment of the Constitution and make those rules available to each Delegate.

14.8 A constitutional amendment takes effect on the later of either the date on which it was passed at a Convention or the date specified in the amendment.

ARTICLE 15 – GENERAL

15.1 Any member of the Party Executive or of a Riding Association Executive, in exercising a function of that office, must:

- (a) act honestly and in good faith with a view to the best interest of the Party and the Riding Association, as applicable;
- (b) exercise the care, diligence, and skill that a reasonably prudent individual would exercise in comparable circumstances; and
- (c) act in accordance with this Constitution.

15.2 If there is a conflict between any policies, rules or procedures and this Constitution, this Constitution will prevail.

15.3 The President may determine the form and method for all submissions and applications contemplated under this Constitution, and it is mandatory for such forms and methods to be used for all submissions and applications.

15.4 Documents, other than cheques, executed by the Party must be signed by any one of the Table Officers or any other person or persons authorized by the Party Executive.

15.5 Any notice to Members will be given in any manner established by the Party Executive.

15.6 The inadvertent failure of a Riding Association, Provincial Association, or Party Executive to give notice of a meeting to every Member who is entitled to receive such notice does not invalidate the notice, the meeting, or any business of that meeting.

- 15.7 Any meeting, including a Convention and General Meeting and an Extraordinary Convention, may be held at two or more places by means of electronic or other communication facilities that allow all persons participating in the meeting to communicate with each other during the meeting, all of which together shall constitute a single meeting. A person who participates in a meeting held in accordance with this Section 15.7 shall be deemed to be present at the meeting and shall be counted in the Quorum therefor. Any person participating in a meeting under this Section 15.7 and entitled to vote at the meeting may vote by means of the electronic or other communication facilities made available by the Party for that purpose.
- 15.8 The Party Executive may at any time, and from time to time, determine that voting at any meeting, including a Convention and General Meeting or an Extraordinary Convention, or on any resolution may be conducted by electronic means or include voting by electronic means and any reference in this Constitution to voting shall be read as a reference to voting by electronic means if the Party Executive has authorized that vote to be conducted by electronic means or to include voting by electronic means.
- 15.9 Anytime a Party Entity makes a decision, it must be by an Ordinary Resolution unless a Special Resolution is required under this Constitution.

Please forward any typographical errors or deficiencies to crc@bc Liberals.com.