

**CONSTITUTION
LIBERAL PARTY
OF
NEWFOUNDLAND AND LABRADOR**

New Constitution & By-Laws as of November 2022

PREAMBLE

The Liberal Party of Newfoundland and Labrador is an association of Registered Liberals who share certain principles. The Liberal Party of Newfoundland and Labrador strives to elect candidates to the House of Assembly for the purpose of advancing these principles across Newfoundland and Labrador.

The Liberal Party of Newfoundland and Labrador believes that each individual shall be treated with dignity. It strives for an inclusive society in which every individual is valued equally under the law and has an equal opportunity to reach their full potential. A fundamental core Liberal value is a fair balance between respect for individual rights and freedoms and caring for the needs of each individual and of society as a whole.

Liberals take pride in having implemented fundamental changes in Canada including the Charter of Rights and Freedoms and universal Health Care. But for Liberals the focus is not on such profound achievements but rather a future of continuous renewal and improvement including not just legislation and essential services such as education and healthcare but also renewal of the democratic process itself.

Liberals are committed to openness and transparency in government and the opportunity for all to participate in the political process.

Liberals respectfully acknowledge the Province of Newfoundland and Labrador as the ancestral homelands of many diverse populations of Indigenous people who have contributed to 9,000 years of history including the Beothuk on the Island of Newfoundland. Today, this province is home to diverse populations of Indigenous and other people. Liberals also acknowledge, with respect, the diverse histories and cultures of the Mi'kmaq, Innu, and Inuit.

This Constitution sets forth the institutions, systems, and procedures by which the Liberal Party of Newfoundland and Labrador, in cooperation with Registered Liberals throughout the Province, work to implement the Aims and Objectives of the Party.

ARTICLE 1 – ESTABLISHMENT & NAME

The Name of the Party shall be the Liberal Party of Newfoundland and Labrador, which is referred to throughout this Constitution as the “Party”.

ARTICLE 2 – CONSTITUTION OF THE PARTY

The Constitution, By-Laws, and Standing Rules shall govern the affairs of the Party. In the event of conflict between the Constitution, By-Laws, Standing Rules or any constitutional document of any of the Party's Commissions, this Constitution shall prevail insofar as the affairs of the Party are concerned.

ARTICLE 3 – DEFINITIONS

In this Constitution, as well as the By-Laws and any Standing Rules created pursuant to this Constitution, the following words and phrases shall have the meaning indicated below:

1. "Association" means a District Association, Commission of Young Liberals, Indigenous People Liberal Commission, Seniors' Liberal Commission, Women's Liberal Commission, or the 2SLGBTQQIA+ Liberal Commission, as context requires.
2. “Clear Days” means when there is a reference to a number of clear days or “at least” a number of days between two events, the number of days is calculated by excluding the days on which the events happen.
3. "Day" means one (1) calendar day, represented by a multiple of 24 hours. The calculation of day(s) may be in Clear Day(s) defined above. Where a time is expressed to begin or end at, on or with a specified day, or to continue to or until a specified day, the time includes the day. Where the number of days is not expressed to be “clear days”, the days shall be countered exclusively of the 1st day and inclusively of the last.

4. "District" means an electoral district established under the *Electoral Boundaries Act*, RSNL 1990, c E-4, as amended.
5. "District Association" means a District Association, which may be established, pursuant to this Constitution, in each District.
6. "Executive" means the Executive members of the District Association, Commission, the Provincial Board or otherwise, as indicated by the context.
7. "Executive Board" means the Board of Directors of the Liberal Party of Newfoundland and Labrador, inclusive of the members of the Executive Committee.
8. "Executive Committee" means the Executive Committee of the Executive Board of the Liberal Party of Newfoundland and Labrador, comprising of the Leader, President, Vice-President, Secretary and Treasurer of the Executive Board.
9. "House of Assembly" means the legislature of the Province of Newfoundland and Labrador known as the House of Assembly and comprising of Members of the House of Assembly.
10. "Indigenous Peoples" is a collective name for the original peoples of North America and their descendants.
11. "In Good Standing" means a Registered Liberal who has met the requirements to become and/or remain a Registered Liberal and whose registration has not been suspended.
12. "Notice" means written communication circulated to Registered Liberals, members of the Executive Board or Executive Committee, depending on the context, and shall include, but is not limited to, notification via electronic means. Electronic

means shall include, but is not limited to, notification via electronic mail, posting to the Party's website, or otherwise.

13. "Party" means the Liberal Party of Newfoundland and Labrador.
14. "Plenary Authority" means the complete and absolute power vested in the General Meeting or Convention where the following issues may be debated and decided: policy resolutions, constitutional amendments and by-law amendments.
15. "Post-Secondary" means a post high school educational institution recognized by the Province.
16. "Province" means the Province of Newfoundland and Labrador.
17. "Registered Liberal" means any person, fourteen (14) years of age and older, who:
 - (a) Except for those persons specified in Article 10.12(c) through to Article 10.12(f) of the By-Laws, has made a non-refundable payment for registration in the Party in an amount and for a term determined by the Executive Board, if required by the Executive Board at the time of sign up;
 - (b) Has agreed to the Aims and Objectives of the Party and any further statement of liberal principles, as required at the time of sign up; and
 - (c) Is not a member of any other provincial political party at the time they are a Registered Liberal of the Party.
18. "Resident" or "Residence" means the ordinary place of permanent residence within the boundaries of a District.
19. "Senior" means an individual who is sixty-five (65) year of age or older.

20. "Special Committee" means a committee created by the Executive Board to facilitate the administration of the Party. A Special Committee can be appointed on an ad hoc basis.
21. "Standing Committee" is a permanent committee of the Executive Board.
22. "Youth" means an individual who is between the ages of fourteen (14) and twenty-five (25) inclusive.
23. "2SLGBTQQA+" is an acronym which refers to Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex and/or Asexual.

ARTICLE 4 – INTERPRETATION

Unless there is something in the subject matter or context inconsistent therewith, words importing the singular or plural, a person or corporation, or the masculine, feminine or gender neutral terms shall include the other or others of them respectively as the context indicates, or requires.

ARTICLE 5 – PARLIAMENTARY AUTHORITY

1. The current edition of Robert's Rules of Order Newly Revised, the standard guide to parliamentary procedure, shall govern the proceedings of the Party to the extent that they are applicable, and except where they are inconsistent with this Constitution or with a procedure or by-law adopted from time to time by the Executive Board.
2. The Executive Board may adopt rules from time to time for the conduct of meetings of District Associations.
3. At a Biennial General Meeting or Convention, the delegates present may adopt rules for the conduct of all or any part of that Biennial General Meeting or Convention.

ARTICLE 6 – AIMS AND OBJECTIVES

The Aims and Objectives of the Party shall be:

1. To advocate and support Liberal political philosophies, principles, and policies;
2. To develop Party policies;
3. To organize the Party in each District in the Province and on a provincial level;
4. To support and endorse Registered Liberals as candidates of the Party in Provincial elections and for election as Members of the House of Assembly; and
5. To ensure the opportunity for fair and equitable participation by Registered Liberals in the structure and operation of the Party.

ARTICLE 7 – REGISTERED LIBERALS

Any resident of the Province who is a Canadian citizen, fourteen (14) years of age and who supports the Aims and Objectives of the Party may register as a Registered Liberal of the Party provided that they satisfy any and all requirements the Party may establish.

ARTICLE 8 – MANAGEMENT

The Party shall be managed by an Executive Board who shall be responsible for the affairs of the Party and who may delegate such responsibility.

ARTICLE 9 – PROVINCIAL DISTRICT ASSOCIATIONS

There may be a District Association for the Party for each District within the Province. The Party may recognize one (1) District Association in each District. Each District Association shall:

1. Comprise of Registered Liberals from its District;

2. Be involved in the organization of meetings of Registered Members and nomination elections in its District;
3. Endorse and support the candidate of the Party for election to the House of Assembly for its District;
4. Engage in, and support, field organizing, outreach and fundraising in its District; and
5. Facilitate input into Party policy by Registered Liberals in its District.

ARTICLE 10 – COMMISSIONS

1. Commissions may be established to provide a forum for the engagement and representation of a demographic group of Registered Liberals in the Province. Every Commission shall have aims and objectives that are consistent with those of the Party.
2. Each Commission shall have a meeting of its members in conjunction with the Biennial General Meeting of the Party.
3. Commissions under the Constitution may only be dissolved in accordance with Article 22 - Constitution.

ARTICLE 11 – COMMISSION OF YOUNG LIBERALS

There may be established a Commission of Young Liberals comprising of Youth Registered Liberals of the Province who are between fourteen (14) and twenty-five (25) years-old.

ARTICLE 12 – INDIGENOUS PEOPLE LIBERAL COMMISSION

There may be established an Indigenous People Liberal Commission comprising of Registered Liberals of the Province who are Indigenous.

ARTICLE 13 – SENIORS’ LIBERAL COMMISSION

There may be established a Seniors’ Liberal Commission comprising of Registered Liberals of the Province who are 65 years of age or greater.

ARTICLE 14 – WOMEN’S LIBERAL COMMISSION

There may be established a Women’s Liberal Commission comprising of Registered Liberals who self-identify as a woman and who are resident of the Province.

ARTICLE 15 – 2SLGBTQQIA+ COMMISSION

There may be established a 2SLGBTQQIA+ Liberal Commission comprising of Registered Liberals who self-identify as a member of the 2SLGBTQQIA+ community, or as an ally, and who are resident of the Province.

ARTICLE 16 – COMMITTEES

The Executive Board may establish such Standing Committees and Special Committees as it deems necessary.

ARTICLE 17 – CONVENTION

1. The Plenary Authority of the Party shall be vested in the Party in Convention, and Conventions shall be held at such times and places, for such purposes and by such means as the Executive Board may determine, provided there shall normally be at least one (1) Biennial General Meeting every two years. For certainty, the Party shall typically hold at least a General Meeting and Convention at least two (2) calendar years from the date of the last General Meeting and Convention.
2. The Biennial General Meetings will typically be held in even years, but can be held in odd years, if circumstances require.
3. In addition to the Biennial General Meeting and Convention being held in years ending with even numbers, the Executive Board may chose to hold a special convention in the years in which the Biennial General Meeting is not occurring.

4. The Executive Board may extend the period between conventions but this period shall never exceed three (3) calendar years from the date of the last Biennial General Meeting and Convention.
5. The Executive Board may determine that a Convention, whether it be the Biennial General Meeting or otherwise, take place in person at a single location, electronically or any combination of these means that may involve multiple locations.
6. The Executive Board shall ensure that all registered delegates have an equal opportunity to vote on all matters and in all elections at the Convention.
7. The Policies of the Party shall be established by the Party assembled in Convention.

ARTICLE 18 – LEADERSHIP ELECTIONS

The Executive Board may call a Leadership Election when there is a vacancy, or about to be a vacancy, for the role of Leader of the Party.

ARTICLE 19 – PROVINCIAL ELECTIONS

1. There may be established a Campaign Committee to conduct Provincial Election Campaigns.
2. Party Candidates shall be nominated and, where more than one has been nominated for a District, the Executive Board shall approve the calling of one or more nominating meeting(s) for that District.

ARTICLE 20 – STANDING RULES

1. Subject to the requirements listed within the Constitution and By-Laws, the Executive Board may establish Standing Rules of the Party that shall provide the regulating procedure for various activities of the Party, including, but not limited to, Nomination Rules and Leadership Election Rules.

2. All Standing Rules must be approved by a vote of at least seventy-five (75) percent of the total Executive Board.
3. Amendments to the Standing Rules shall be adopted by a vote of at least seventy-five (75) percent of the total Executive Board.

ARTICLE 21 – BY-LAWS

1. The By-Laws of the Party which are to be appended to the Constitution, and approved by a vote of at least seventy-five (75) percent of the total Executive Board and ratified by the Party in Convention, shall provide for the management and organization of the Party and the means by which the activities of the Party are directed and the Aims and Objectives attained.
2. The Executive Board may amend any existing By-Law and make new By-Laws by resolution adopted by a vote of at least seventy-five (75) percent of the members of the Executive Board eligible to vote and such amendment or new By-Law shall remain in effect until it is submitted to the Party in Convention at the next Biennial General Meeting and Convention where by an ordinary resolution, the delegates present and voting may confirm, amend or reject the amendment or new By-Law by a vote of 50% plus one. Otherwise, amendments to the By-Laws or the making of a new By-Law(s) shall be adopted by a vote of at least 50% plus one of the delegates present and voting at a Biennial General Meeting and Convention.
3. Notice of the proposed amendments shall be provided in writing to the Secretary of the Party at least forty-five (45) days prior to the Biennial General Meeting and Convention. The Secretary shall refer forthwith all such proposed amendments to the Standing Committee on Constitution and Legal Affairs who shall provide all amendments to be considered at the Convention to all registered delegates at least fourteen (14) days prior to the Biennial General Meeting and Convention.

ARTICLE 22 – CONSTITUTION

1. Amendments to this Constitution shall require a minimum two-thirds (2/3) vote of the registered delegates participating and voting at a Biennial General Meeting and Convention, whether in person or by electronic means.
2. Notice of proposed amendments shall be provided in writing to the Secretary of the Party at least forty-five (45) days prior to the Biennial General Meeting and Convention. The Secretary shall refer forthwith all such proposed amendments to the Standing Committee on Constitution and Legal Affairs.
3. The Standing Committee on Constitution and Legal Affairs may suggest revision or consolidation of proposed amendments or propose amendments itself. The proposers of amendments are not obliged to accept the suggestions of the Standing Committee and Legal Affairs and may proceed to propose the amendments to Biennial General Meeting and Convention.
4. All amendments to be considered at the Biennial General Meeting and Convention shall be provided to those eligible to register as delegates at least fourteen days prior to the Biennial General Meeting and Convention.

ARTICLE 23– CORRECTIONS TO MATTERS OF FORM

Notwithstanding any other provision of this Constitution, the Standing Committee on Constitution and Legal Affairs may make such corrections and alterations to this Constitution and to the By-Laws as it considers necessary, provide that such corrections and changes relate only to matters of form and not to matters of substance, and provided further that any such corrections or alterations shall be reported to the next Biennial General Meeting and Convention and may be set aside by a majority of Registered Liberals present and voting.

ARTICLE 24 – EFFECTIVE DATE

Unless the implementation date and time is specified in an addendum to a constitutional amendment passed by a two-thirds (2/3) vote at a Biennial General Meeting and Convention, all amendments shall come into effect immediately upon the conclusion of the Biennial General Meeting and Convention at which it is passed.

ARTICLE 25 – TRANSITION

As of the Effective Date, the existing Constitution and By-Laws is repealed.

1. For greater certainty, the within amended Constitution and By-Laws takes effect on the date it is adopted at the 2022 Annual General Meeting (the Effective Date), as detailed in Article 24, except as noted below.
2. Notwithstanding Article 1 of the attached By-Laws, as of the conclusion of the 2022 Annual General Meeting, all individuals previously registered as “Members” and “Supporters” with the Party shall automatically be known to be Registered Liberals for the purposes of the transition to Registered Liberals pursuant to this Constitution and By-Laws. For the remainder of 2022 and 2023, these individuals shall be Registered Liberals, without the necessity of re-registering as a Registered Liberal.
3. As of December 31, 2023, all registrations of Registered Liberals with the Party will expire. To remain a Registered Liberal, individuals will be required to register with the Party on a biennial basis. For certainty, after January 1, 2024, all individuals who wish to be known as Registered Liberals will be required to register as a Registered Liberal with the Party on a biennial basis.
4. The first Biennial General Meeting and Convention following the ratification of this Constitution and By-Laws shall take place between January 1, 2024 and December 31, 2024 to elect a new Executive Board and Executive Committee. In the sole discretion of the Executive Board, it may extend the timeframe to hold an

additional Biennial General Meeting and Convention for an additional year, up to December 31, 2025. However, it is the typical expectation that the Biennial General Meetings and Conventions will take place in years ending with even numbers. Nothing in this Article prevents the Executive Board, in its sole discretion, from having more than one (1) Convention other than the Biennial General Meeting and Convention prior to December 31, 2024.

5. As of the Effective Date, the Executive Board and Executive Committee are continued as the Executive Board and Executive Committee, respectively, of the Party. For greater certainty, the members of the Executive Board and Executive Committee that were elected and/or appointed to the Executive Board and/or Executive Committee during the 2022 Annual General Meeting shall continue as members of the Executive Board and/or Executive Committee.
6. As of the Effective Date, the Appeals Committee is continued as the Appeals Committee of the Party.
7. As of the Effective Date, the Commissions are continued and each officer and/or member of a Commission shall continue as an officer and/or member of the Commission.
8. As of the Effective Date, the District Associations are continued and each officer and/or member of a District Association shall continue as an officer and/or member of the District Association.
9. As of the Effective Date, the Standing Committees are continued and each officer and/or member of a Standing Committee shall continue as an officer and/or member of the Standing Committee. However, pursuant to Article 5.3 of the By-Laws, as soon as practicable following the Biennial General Meeting and Convention, the Executive Board shall appoint Registered Liberals in good standing to form each Standing Committee.

10. For certainty, all provisions under this Article shall expire as of December 31, 2024 and shall be of no force and effect.

BY-LAWS
LIBERAL PARTY OF
NEWFOUNDLAND AND LABRADOR

ARTICLE 1 – REGISTRATION & RIGHTS OF REGISTERED LIBERALS

1. The Party shall be open to all who desire to support the Party and who wish to be known as Liberals. To this end, all individuals who are residents of the Province, are Canadian Citizens, aged fourteen (14) years of age or older and who support the Aims and Objectives of the Party shall be eligible to register as a Registered Liberal of the Party without discrimination, provided they satisfy any and all requirements the Party may establish under the Constitution, By-Laws and Standing Rules.
2. To register as a Registered Liberal, an individual shall provide to the Party their name, the address of where they reside, and a telephone number and/or email address. The Party may establish additional rules and requirements for registration.
3. Registered Liberals shall be entitled to vote at all proceedings of the Party, provided that they have been properly delegated or otherwise qualified in accordance with this Constitution and By-Laws or other requirements set forth by the Executive Board.
4. Subject to Articles 1.1, 1.2 and 1.3 of the By-Laws and otherwise herein, at any Convention, meeting or election for the purpose of determining delegates, candidates, officers, Party Leader, Party policies or other matters, the following requirements shall apply with respect to Registered Liberals:
 - (a) For Party activities, Registered Liberals shall be eligible to:
 - i. Be a delegate to a convention or vote for officers and other positions within the Liberal Party. For certainty, one must hold delegate status in order to vote at Conventions;
 - ii. Subject to the requirements of this Constitution and By-Laws, Registered Liberals in good standing may vote, make proposals,

propose resolutions, nominate, second, seek delegate status, or seek office at any level of the Party;

- iii. Stand as a candidate for election to a position within the Liberal Party; and
- iv. Stand for election as the Liberal Nomination candidate in a Provincial election or by-election, provided that they can meet the requirements set forth in the *Elections Act*, SNL 1992, c E-3.1, as amended, to become elected.

(b) For the Leadership of the Party, Registered Liberals shall be eligible to nominate potential candidates and vote in the Leadership election; and

(c) For selection of the Party's candidates for provincial elections, Registered Liberals shall be eligible to vote.

5. The Executive Board shall be responsible for establishing and maintaining an up-to-date database of Registered Liberals. Registration shall be subject to biennial renewal, including payment of a registration fee, if applicable. The Executive Board may establish rules and procedures regarding the establishment and maintenance of databases of Registered Liberals.
6. Where a Registered Liberal, including a member of the Executive Board, is required to reside in a particular District or region or be a member of an association in order to hold an office and subsequently ceases to reside in that district or region ceases to be a member of that association, they shall be deemed to have resigned from that office immediately upon that contingency.
7. Any person of whom the removal from office of the suspension or expulsion as a Registered Liberal is proposed shall be given (10) days' notice of the right to be heard at the Meeting of the Executive Board at which the removal, suspension, or expulsion is considered.

- (a) The Executive Board after ten (10) days written notice to the person affected and by a two-thirds majority vote of the members of the Board present at the meeting and voting, may remove from office any officer, and/or suspend or expel any person from their registration as a Registered Liberal with the Party.
 - (b) Any person removed from office or suspended or expelled from registration as a Registered Liberal in the Party shall be entitled to appeal to the next Convention of the Party, upon giving written notice to the Secretary of the Party at least thirty (30) days prior to the Convention. Provision shall be made for the appeal to be heard at a plenary session. The removal, suspension or expulsion shall only be overturned by a majority of delegates attending and voting at the said plenary session.
8. The Executive Board may establish a fee to register as a Liberal.
9. The Executive Board shall have the power to award voting status through Honorary registration or Honorary non-voting status in the Party.
10. The Executive Board shall be responsible for:
- (a) Recruiting Registered Liberals to the Party;
 - (b) Encouraging participation in Liberal Party activities;
 - (c) Maintaining an up-to-date database of Registered Liberals of the Party;
 - (d) Ensuring that all Registered Liberals receive regular communication from the Party and that such communications include:
 - i. Opportunities for Registered Liberals to express their views and ask questions;
 - ii. Information about Party activities;
 - iii. Opportunities to volunteer to help the Party;

- iv. Opportunities to contribute to the development of policies and organization;
- v. Opportunities to stand for election or attend Party events;
- vi. Methods for contributing financially to the Party or for organizing fundraising activities;
- vii. Collecting any applicable registration fees;
- viii. Maintaining information on Registered Liberals.

(e) Delegating such responsibilities regarding the registration of Registered Liberals as it shall determine to District Associations, Commissions, committees and individuals, including the collection of any fees, renewal of contact information of Registered Liberals and recruiting.

ARTICLE 2– EXECUTIVE BOARD & EXECUTIVE COMMITTEE

1. There shall be an Executive Board consisting of:

- (a) Executive Committee;
- (b) Seven (7) Provincial Regional Directors as per Appendix "A";
- (c) The President of the Commission of Young Liberals;
- (d) The President of the Women's Liberal Commission;
- (e) The President of the Indigenous People Liberal Commission;
- (f) The President of the Seniors' Liberal Commission;
- (g) The President of the 2SLGBTQQIA+ Liberal Commission;
- (h) One representative from, and to be elected by the Liberal Caucus, in the Newfoundland and Labrador House of Assembly;
- (i) Director, representing Post-Secondary students; and,
- (j) The Immediate Past President.

2. Notwithstanding Article 2.1(j) in the event that a President resigns during their designated term, they are not eligible to sit as a member of the Executive Board as Immediate Past President. For certainty, if the Immediate Past President resigns during their term, the position of the Immediate Past President will remain

vacant on the Executive Board until such time that a new Immediate Past President takes the position.

3. In addition to any other powers and responsibilities otherwise referred to herein, the Executive Board shall:
 - (a) Promote the Aims and Objectives of the Party and when the Party is not in Convention, be responsible for the affairs of the Party, develop plans and administrative policies for the Party, make administrative decisions in accordance with the Constitution, By-Laws, Standing Rules and policies of the Party, and oversee their implementation;
 - (b) Have power to delegate such authority and responsibility to the Executive Committee or to Standing Committees, or to such other Committees as may be determined;
 - (c) Meet at least once each year at such time and place as shall be determined by the Secretary upon direction of the President, Acting President or written direction of seven (7) or more members of the Executive Board, ten (10) days' Notice of which shall be given to each member, except with respect to meetings of an emergency nature;
 - (d) In the case of an emergency meeting, the Secretary, upon direction of the President, Acting President or written direction of seven (7) or more members of the Executive Board, shall endeavour to provide as much Notice as possible to members of the Executive Board;
 - (e) Have a quorum constituted by a majority of its members. In the event that there are vacant positions on the Executive Board, the vacant positions shall not be counted when determining if quorum has been met;
 - (f) Unless otherwise provided by the Constitution, decide any question coming before it by a majority vote of those present and voting;

- (g) Consider whether any member of the Executive Board who misses three meetings of the Executive Board within a twelve month period should be relieved of their position and may dismiss that member upon a motion to that effect if agreed to by a majority of the other board members.
- (h) Fill any Executive Board office or position that becomes vacant unless otherwise provided for in the Constitution, by appointment for the lesser of the balance of the term thereof, or until the next Convention of the Party when a by-election and/or election shall be held;
- (i) Establish rules and regulations of fundraising activities;
- (j) Be responsible for the financial management of the Party; and,
- (k) Notwithstanding Article 18 of the Constitution, elect the Leader of the Party upon a vacancy occurring in Leadership of the Party where the Board is of the opinion it is not possible to elect the Leader of the Liberal Party through the Leadership Election process set out in Article 11 of these By-Laws due to the date set for a General Election.

4. The Regional Directors shall:

- a. Attend the meetings of each Provincial Liberal District Association contained within the boundaries of the region for which the Regional Director has been elected;
- b. Liaise between the District Associations in their Region and the Executive Board of the Party;
- c. Assist District Associations as necessary with their organization and governance;
- d. Encourage and support District Associations with their fundraising efforts;

- e. Report to the Executive Board of the Party no less than quarterly on the status of District Associations within the Region;
 - f. To carry out such other duties as may be assigned from time to time by the President of the Party or the Executive Board.
5. There shall be an Executive Committee consisting of the President, Vice-President, Treasurer, Secretary, and Leader; all of whom, except the Leader, shall be elected at the Biennial General Meeting of the Party in years which end in even numbers. The Regional Directors, Commission Presidents and the Director representing Post-Secondary students shall also be elected at the Biennial General Meeting of the Party in years which end in even numbers.
6. The Executive Committee shall:
- (a) Implement the decisions of the Executive Board and shall administer the day-to-day affairs of the Party;
 - (b) Meet at the Call of the President, Vice-President or any two (2) members;
 - (c) Have a quorum of three (3) out of five (5) members. In the event that there are vacant positions on the Executive Committee, the vacant positions shall not be counted when determining if quorum has been met; and
 - (d) Decide any question coming before it by majority vote of members present and voting.
 - (e) The President shall have the following duties and responsibilities:
 - (i) Be the Chief Operating Officer of the Party;
 - (ii) Be the official spokesperson for the Party for all matters relating to Party and management, unless the President has delegated this task;

- (iii) Preside at Conventions of the Party and meetings of the Executive Board and Executive Committee unless delegated on an occasional, unless the President has delegated this task; and
 - (iv) Be an ex officio member of all Committees of the Party.
- (f) The Vice-President shall:
- (i) Assist the President as required;
 - (ii) Assume the duties and responsibilities of the President in the President's absence, and in the event of the President's resignation, expulsion or demise, assume the office of President for the lesser of the balance of the term thereof, or until the next Convention of the party, when an election shall be held;
 - (iii) In the event of the Vice-President assuming the office of President, the office of the Vice-President shall be declared vacant; and
 - (iv) Perform such other duties as may be assigned by the Executive Board.
- (g) The Treasurer shall have the following duties and responsibilities:
- (i) Be the Chief Financial Officer of the Party with responsibility for the financial administration of the Party;
 - (ii) Ensure that all income of the Party is deposited forthwith to the Party's bank account at a financial institution authorized by the Executive Board and further ensure that no disbursement is made without authorization of the Executive Committee;
 - (iii) Serve as the Executive Board's representative on the Standing Committee on Finance and Fundraising;

- (iv) Liaise with the District Associations, and with the Commission of Young Liberals, Women's Liberal Commissions, Indigenous People Liberal Commission, Seniors' Liberal Commission, 2SLGBTQQIA+ Liberal Commission and with election financing committees at all levels and generally liaise on all matters concerning fund-raising and financing;
 - (v) Have available at all appropriate times and present to the Convention, audited financial statement, including a Statement of Income and Expenses with a Balance Sheet for the preceding fiscal year, and an up-dated accounting with a Statement of Income and Expenses with Balance Sheet to the end of the month preceding the Convention;
 - (vi) Report to the Executive Board and Executive Committee on the finances of the Party as required but not less than quarterly;
 - (vii) Prepare an Annual Budget for presentation to and approval by the Executive Board not later than December 15th each year; and
 - (viii) Preside at meetings of the Party, Executive Board and Executive Committee in the absence or inability of the President and Vice-President;
- (h) The Secretary shall have the following duties and responsibilities:
- (i) Keep a record of all proceedings of the meetings of the Executive Board and the Executive Committee, and other meetings as directed by the Executive Committee;
 - (ii) Make available for viewing by the Executive Board minutes of all such meetings within fifteen (15) days of such meeting(s); and
 - (iii) Be responsible for the records and correspondence of the Executive Board and the Executive Committee and carry out such other duties

as the Executive Board and the Executive Committee may from time to time direct.

ARTICLE 3– PROVINCIAL DISTRICT ASSOCIATIONS

1. There shall be an association of Registered Liberals residing in each of the Districts established by the Electoral Boundaries Act, RSNL 1990, c E-4. District Association Executive Officers shall consist of the Immediate Past President and the following Executive officers who shall be elected for a two (2) year term at its local Biennial General Meeting in years which end in even numbers:

- (a) President;
- (b) Vice-President;
- (c) Treasurer;
- (d) Secretary;
- (e) Six (6) Directors, including the following designated director roles:
 - i. Director of Technology & Data Management;
 - ii. Director of Recruitment of Registered Liberals;
 - iii. Director of Fundraising; and
 - iv. The remaining Directors positions may be designated to complete roles as determined by the District Association's Executive, as needed.
- (f) A person, fourteen (14) years or older, eligible for membership in the Young Liberals Commission;
- (g) A woman eligible for membership in the Women's Liberal Commission;
- (h) A person sixty-five (65) years of age or older who is eligible for membership in the Seniors' Commission;
- (i) A person who is eligible for membership in the Indigenous People Liberal Commission; and
- (j) A person who is eligible for membership in the 2SLGBTQQA+ Liberal Commission.

2. In the event of the President being unwilling or unable to act, or upon the President's resignation, expulsion or demise, the Vice-President shall assume the duties and responsibilities of the President.
3. In the event that a vacancy occurs in the position of any office, except the President, such vacancy shall be filled by the Executive of the District Association after consultation with the Liberal Member of the House of Assembly for the District, and ratification by the Executive Board.
4. In the event that any positions remain unfilled, or a vacancy occurs in the position of any office, the unfilled or vacant positions shall not be counted when determining if quorum has been met.
5. Each District Association shall, upon at least five (5) days public notice, hold its Biennial General Meeting between March 1st and May 1st in years ending in even numbers after consulting with the Liberal Member of the House of Assembly for the District and written notification to the Liberal Party Office. The Officers are to be elected for a two-year term in years. In the event that all Officers are not named, the Executive Board shall arrange for the calling of such Annual Meeting for no later than August 31st. In the event such a Biennial General Meeting in even years when election of Officers is to take place, fails to elect persons to any or all positions then such positions may be filled by appointment by the Executive Board.

ARTICLE 4 – COMMISSIONS

1. The following Commissions may be established:
 - (a) Commission of Young Liberals comprised of Liberals between the ages of fourteen (14) and twenty-five (25) inclusive resident in the Province;
 - (b) Women's' Liberal Commission comprised of women Liberals resident in the Province;
 - (c) Indigenous People Liberal Commission comprised of Indigenous Liberals resident in the Province;

- (d) Seniors' Liberal Commission comprised of Liberals sixty-five (65) years of age or older resident in the Province; and
 - (e) 2SLGBTQQIA+ Liberal Commission comprised of Liberals who identify as Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex and/or Asexual, as well as allies.
2. Registered Liberals who meet the qualifications to be members of these Commissions are entitled to vote in Commission elections. For example, a Registered Liberal who identifies as a woman can vote in the Women's Liberal Commission elections and affairs.
 3. The Executive Officers of each Commission shall be elected by secret ballot, except for the Immediate Past President and Committee chairs, for a two (2) year term at the Biennial General Meeting of the Commission ending in years ending in even numbers. The Executive Officers shall be:
 - (a) President;
 - (b) Vice-President;
 - (c) Treasurer;
Secretary;
 - (d) Three Committee chairs; and
 - (e) The Immediate Past President.

ARTICLE 5– COMMITTEES

1. There may be established by the Executive Board, Standing Committees, including:
 - (a) Standing Committee on Constitution and Legal Affairs;
 - (b) Standing Committee on Policy and Research;
 - (c) Standing Committee on Finance and Fundraising;
 - (d) Standing Committee on Communications and Public Relations; and
 - (e) Standing Committee on Diversity, Equity and Inclusion.

2. The Executive Board may direct the activities of the Standing Committees herein.
3. As soon as practicable following the Biennial General Meeting, the Executive Board shall appoint Registered Liberals in good standing to form each Standing Committee.
4. Each Committee shall consist of a Chair, Vice-Chair and Secretary who shall be appointed by the Executive Committee subject to ratification by the Executive Board.
5. Each Standing Committee may appoint up to six (6) additional members. The Commissions may recommend to the Executive Board potential members of each Standing Committee. However, the appointment of Registered Liberals to each Standing Committee is the final decision of the Executive Board.
6. Each Standing Committee shall meet at the Call of the Chair or upon written request to the Chair or the Vice-Chair of at least two (2) members thereof, or upon request from the Executive Board.
7. At least three (3) days' notice of a meeting of a Standing Committee shall be given by the Secretary of that Committee to each member of that Committee, except with respect to meetings of an emergency nature. In the case of an emergency meeting, the Secretary, upon direction of the President or Acting President, shall endeavour to provide as much Notice as possible to members of the Executive Board;
8. Each Standing Committee shall meet at least once every two (2) calendar years.
9. The Executive Board may from time to time establish Special Committees for specific purposes with such powers and duties as the Board may determine. The Chair, Vice-Chair and Secretary of such Special Committees shall be appointed by the Executive Committee subject to ratification of the Executive Board.

ARTICLE 6 – STANDING COMMITTEE ON CONSTITUTION AND LEGAL AFFAIRS

1. The Standing Committee on Constitution and Legal Affairs has the following responsibilities:
 - (a) To review and revise bylaws, resolutions, Constitutional Amendments, rules and legal documents that are necessary to ensure the sound operations of the Party and to contribute to their dissemination in accordance with the Constitution and By-Laws;
 - (b) To assist in the training and dissemination of information to members with regard to the content of the Constitution & By-Laws;
 - (c) To assume any other mandate conferred upon the Committee from time to time by the Executive Committee or Executive Board.

ARTICLE 7 – STANDING COMMITTEE ON POLICY AND RESEARCH

1. The Standing Committee on Policy and Research has the responsibility to determine, by consulting members at all levels and in collaboration with the Leader and the Executive Board, the political positions taken by the Party.
2. To the extent possible, the Executive Board shall endeavour to fill positions on this Committee with members of the following groups:
 - (a) A member of the Seniors Commission;
 - (b) A member of the Young Liberals;
 - (c) A member of the Women’s Commission;
 - (d) A member of the 2SLGBTQQIA+ Liberal Commission;
 - (e) A member of the Standing Committee on Diversity, Equity and Inclusion;
and
 - (f) Any other persons that the Executive Board deems necessary to fulfill its mandate.

ARTICLE 8 – STANDING COMMITTEE ON FINANCE AND FUNDRAISING

1. The Standing Committee on Finance and Fundraising will support the Party in finance and fundraising and subject to the Constitution, will consist of:
 - a. the Chair or Co-Chairs, as appointed by the Executive Board, in consultation with the Leader;
 - b. the Treasurer of the Party; and
 - c. Other members as appointed by the Executive Board, in consultation with the Chair or Co-Chairs and Leader.

ARTICLE 9 – STANDING COMMITTEE ON DIVERSITY, EQUITY AND INCLUSION

1. The Standing Committee on Diversity, Equity and Inclusion has the mandate to ensure that persons from cultural communities participate in the political action of the Party and are appropriately considered within the decisions and policies of the Party. It has the following responsibilities:
 - (a) Promote the Party's actions within diverse cultural communities in Newfoundland and Labrador;
 - (b) Promote the participation of members from diverse cultural communities in Party activities in Newfoundland and Labrador;
 - (c) Communicate issues of importance to Newfoundlanders and Labradorians from diverse cultural communities to the Executive Board; and
 - (d) Coordinate the organization of province-wide activities having particular relevance to members from diverse cultural communities within Newfoundland and Labrador.

2. To the strongest extent possible the Standing Committee on Diversity, Equity and Inclusion shall be comprised of:
 - (a) representatives of historically underrepresented groups who are Registered Liberals; and
 - (b) any other persons that the Standing Committee on Diversity, Equity and Inclusion deems necessary to fulfill its mandate, subject to approval by the Executive Board.

ARTICLE 10 – CONVENTIONS

1. The plenary authority of the Party is vested in the Party in Convention, and Conventions shall be held at such times and places within the Province, and for such purposes as the Executive Board may from time to time determine, provided that there shall normally be at least one (1) Biennial General Meeting every two (2) years in years ending in even numbers, and from the date of the preceding Convention.
2. The Executive Board has the authority to call additional Conventions in years ending with odd years, as circumstances permit.
3. The Executive Board may, in its sole discretion, extend the period between Conventions but this period shall never exceed three (3) years from the date of the preceding Convention.
4. In the event a Biennial General Meeting and Convention and/or other form of Convention coincides with a Leadership Convention or Leadership Convention, the Executive Board may reschedule the Convention(s).
5. The Executive Board shall set the date, time, and location for any Convention or General Meeting of Registered Liberals of the Party.
6. The President shall give Notice in writing stating the location, date and time of a Convention shall be sent at least forty-five (45) days prior to the Convention to all Presidents and Secretaries of all District Associations, Commissions and Standing Committees within the Province.
7. The accidental omission to give notice to, or the non-receipt of notice by any person entitled to receive notice shall not invalidate the proceedings of the meeting or any resolution adopted at the Biennial General Meeting and Convention.

8. The Biennial General Meeting shall allocate time for the following:
 - (a) To receive a report from the President on behalf of the Executive Board;
 - (b) Constitutional Amendments to be considered by the Party assembled in Convention;
 - (c) Policy Resolutions to be considered by the Party assembled in Convention;
 - (d) To receive the Treasurer's Report of the audited financial statements of the Party for the previous two (2) years, or three (3), depending on the circumstances; and
 - (e) Any other business determined by the Executive Board.
9. The policies of the Party shall be established by the Party assembled in Convention and time for consideration of such shall be allocated at the Biennial General Meetings and Conventions.
10. Except in urgent circumstances, where the provisions of this paragraph may be waived, policy resolutions shall be submitted in writing to the Secretary of the Party at least forty-five (45) days prior to the Convention opening. The Secretary shall forthwith refer all such policy resolutions to the Standing Committee on Policy and Research who shall ensure that all such policy resolutions to be considered at the Convention are provided to all registered delegates at least fourteen (14) days prior to the Convention.
11. Policy resolutions ratified by the Convention shall be submitted forthwith to the Leader for communication to Registered Liberals elected to the House of Assembly. The Provincial Leader or a member of Caucus appointed by the Leader, or where the Party forms the Government, a member of Cabinet appointed by the Leader, shall report to the next Convention of the party on the position of Caucus and/or Cabinet on each ratified resolution.

12. Subject to the provisions of Article 1 of these By-Laws, the following individuals shall be qualified delegates entitled to attend and vote at all Conventions of the Party, subject to confirmation of payment of a Convention registration fee, as determined by the Executive Board:

- (a) The Executive Officers from each of the District Associations, Women's Liberal Commission, Commission of Young Liberals, Indigenous People Liberal Commission, 2SLGBTQQIA+ Liberal Commission and Seniors' Liberal Commission in the Province which have been officially endorsed by the Executive Board;
- (b) Should any Executive Officer of the Associations noted in (a) not be able to attend a Convention, the President of that organization may appoint, in writing, a member of that Association who is registered with the Party, as an alternate delegate for any such Executive Officer and upon such appointment and notification to the Party office at least ninety-six (96) hours prior to the commencement of the Convention, that member shall become the delegate qualified to attend the Convention;
- (c) Liberal Members of the Newfoundland and Labrador House of Assembly and Liberal candidates in the last general election or subsequent by-election, provided however that if since the last general election or by-election a new Liberal candidate has been elected to contest the next election or by-election, they shall become the qualified delegate;
- (d) Former Leaders of the Party who reside in the Province and still support Party principles;
- (e) Former Presidents of the Party who reside in the Province and still support Party principles;
- (f) The members of the Executive Board of the Party; and

(g) Members of Standing Committees, provided they are members of the Standing Committee at least ninety (90) days prior to the Call of the Convention.

13. Only qualified delegates present shall be entitled to vote.

14. All other Registered Liberals that have not been deemed qualified delegates shall be entitled to attend a Biennial General Meeting and Convention as observers and shall have no vote.

15. Subject to Article 10.16 a question asking "Do you wish to review the Leadership of the Liberal Party of Newfoundland and Labrador" shall be placed automatically before the delegates at every Biennial General Meeting and Convention of the Party. If the question is answered affirmatively by a majority of the delegates voting, the Executive Board shall call a Leadership Election within one (1) year of such vote.

16. Article 10.15 shall not apply where:

(a) The Liberal Party of Newfoundland and Labrador forms the government of the day; or

(b) There has been a Leadership Election within the twelve (12) months prior to the Convention being held.

ARTICLE 11 – LEADERSHIP ELECTION

1. Subject to Article 18 of the Constitution the Executive Board shall call a Leadership Election where there is or is about to be a vacancy in the Leadership of the Party or as so directed under Article 10.15 of these By-Laws.

2. The Executive Board shall meet within a reasonable time as determined by the President of the Party and shall appoint up to two Leadership Co-Chairs and one Chief Returning Officer who shall prepare rules to deal with the call, election, voting

procedures, convention procedures, and such other matters as they fall within the organization of a Leadership Convention, subject to approval by the Executive Board.

3. The Leader of the Party shall be elected as hereinafter provided. In the event there is only one candidate for the position, a Leadership Election may be dispensed with, and the candidate declared elected by acclamation by the Executive Board.
4. The Leadership Co-Chairs and Chief Returning Officer shall be officially neutral throughout the Leadership Convention and must execute an Oath or Affirmation of Neutrality.
5. Members of the Executive Board and Executive Committee shall be officially neutral throughout the Leadership Convention and must execute an Oath or Affirmation of Neutrality. Any member of the Executive Board and Executive Committee wishing to participate in a Leadership Election as a candidate or on behalf of a candidate must advise the Executive Board, in writing, of their desire not to remain neutral and request a leave of absence and/or resign from their position. The remaining members of the Executive Board may review and consider whether a leave of absence will be granted.
6. Candidates for Leader shall be nominated in writing over the signatures of not less than 50 persons who are Registered Liberals of the Party, including one Registered Liberal from at least 10 electoral districts.
7. Any Registered Liberal qualified under the *Elections Act*, SNL 1992, c E-3.1, shall be eligible for election as Leader.
8. The Executive Board shall have full authority to determine the rules governing the Leadership Election including spending limits and deadlines for registering of Registered Liberals eligible to vote, as applicable.
9. Any Registered Liberal shall be eligible to vote in the Leadership election notwithstanding that the Executive Board shall have full authority to set registration

as Registered Liberal cut-off periods and/or require Registered Liberals to confirm their registration for the purposes of the Leadership Election.

10. Each electoral district shall be allocated 1000 electoral votes, regardless of the number of Registered Liberals in the district, and the percentage of votes cast for each candidate in each district, rounded to three decimal places, shall be converted into the number of votes and portion of votes rounded again to three decimal places.
11. Electronic secret ballot by use of the internet or an electronic application may be permitted.
12. In the event there are more than two (2) candidates for the Leadership, the Executive Board may permit each voter to designate on the ballot a first preference and subsequent preferences amongst the candidates for the Leadership so that if a candidate does not receive a majority of the electoral votes, the candidate receiving the lowest number of electoral votes and all candidates receiving less than 5% of all electoral votes shall retire; whereupon the next preference of all voters for those candidates will be counted instead for the purpose of calculating the number of electoral votes in each district that each of the remaining candidates shall receive. Voting shall continue in this manner until one of the candidates receives a majority of the electoral votes whereupon that candidate shall be declared elected.

ARTICLE 12 – PROVINCIAL ELECTION CAMPAIGN COMMITTEES

1. There shall be established a select Campaign Committee to conduct each Provincial Election Campaign.
2. The Provincial Campaign Committee shall be comprised of:
 - (a) The Chair and/or Co-Chairs to be appointed by the Leader of the Party.
 - (b) The Chief Financial Officer of the Party;
 - (c) Two (2) members of the Executive Board, inclusive of the Executive Committee, chosen by the Board; and

- (d) Such other persons as may be added at the discretion of the Leader and the Chair.

ARTICLE 13 – NOMINATION OF PARTY’S CANDIDATES

1. At any time following approval by the Executive Board of a request from a District Association for the call of nominations in the district to nominate a candidate for the next following general election or by-election, the District Association shall give at least (5) days public Notice of the time and date of the close of nominations.
2. If at the close of nominations there is more than one nominee seeking the candidacy, the District Association shall request the Executive Board to approve the calling of a nomination meeting(s). Upon approval by the Executive Board and upon at least (5) day public notice having been given setting out the time, date and place(s), a nomination meeting(s) shall be held. For further certainty, the timelines set forth in Articles 13.1 and Article 13.2 may overlap.
3. Notwithstanding the provisions of Article 13.1, the Executive Board may, where it deems expedient, close nominations and call a nominating meeting(s) prior to a request from the District Association.
4. The nomination may take place at one (1) or more meetings in one (1) or more locations throughout the District. Voting shall be by secret ballot at designated polling stations.
5. Subject to the provisions of Article 1 of these By-Laws, any Registered Liberal qualified to be elected pursuant to the *Elections Act*, SNL 1992, c E-3.1 and who is nominated in writing by not less than twenty-five (25) Registered Liberals eligible to vote at the nomination in a District shall be recognized as a nominee for the Liberal candidacy in that District.
6. Subject to the provisions of Article 1 of these By-Laws, only Registered Liberals as of a date set by the Executive Board in the Notice calling the nomination

meeting(s), which date shall be no earlier than the date set for the close of nominations, and who are resident in the District may vote at the nomination.

7. In the event there are more than two (2) candidates for the District, each voter may designate on the ballot a first preference and subsequent preferences amongst the candidates for the District so that if a candidate receiving the most votes does not receive a majority of the votes cast, the candidate receiving the lowest number of votes shall retire; whereupon the next preference of all voters for that candidate will be counted instead. Voting shall continue in this manner until one of the candidates receives a majority of the votes whereupon that candidate shall be declared elected.
8. Subject to the Constitution, the Executive Board of the Party shall be responsible for ensuring that the Liberal Candidates or nominees are chosen by Registered Liberals residing in the District concerned.
9. In any District where a Writ is issued for a general election or by-election and no candidate has been nominated through the District Association, then the Executive Board shall provide for the nomination of a candidate in sufficient time to permit a reasonable election campaign.

ARTICLE 14 – APPEALS COMMITTEE

1. There shall be an Appeal Committee of the Party appointed by the Executive Board.
2. The Appeal Committee shall be comprised of a Chair and at least two (2) additional members and up to four (4) additional members.
3. The Appeal Committee shall be responsible for establishing rules of procedure related to appeals arising from candidate nominations, leadership selection and delegate selection to conventions.

4. Members of the Appeal Committee shall be responsible for adjudicating appeals arising from candidate nominations, leadership selection and delegate selection to any convention.
5. The Appeal Committee shall, in consultation with the Executive Board, have authority to appoint additional persons to conduct adjudications pursuant to arising from candidate nominations, leadership selection and delegate selection to any Convention.
6. Decisions of the Appeal Committee adjudicators shall be based on rules and regulations adopted in accordance with the Constitution and shall be final and not subject to appeal. For further certainty, these decisions cannot be appealed to a Court of competent jurisdiction.
7. Each member of the Appeal Committee, and any adjudicators appointed under the provisions of 12.5 shall agree in writing to remain neutral in the nomination of candidates, the election of a leader or the selection of delegates to any convention.