

# **Constitution of the Peterborough-Kawartha Federal Green Party Association**

last updated 03/2019

1. The name of the Electoral District Association shall be the “Peterborough-Kawartha Federal Green Party Association”, hereinafter called “the EDA”.
2. The Peterborough-Kawartha Federal Green Party Association is a Unit of the Green Party of Canada (the "Party"), and is bound by the [Constitution](#) and Bylaws of the Party.
3. The purpose of the EDA is to:
  - 3.1 Support and promote the principles, policies and electoral objectives of the Party.
  - 3.2 Provide organizational and financial support to the Party's candidate in the EDA's riding.
  - 3.3 Raise money to support the fundamental purposes of the Party and the purposes and activities of the EDA;
4. The EDA is formed pursuant to the provisions of the Canada Elections Act. The boundaries of the EDA are the boundaries of the Electoral District of [Name of Riding], whose boundaries are set by the Government of Canada.
5. All members in good standing of the Party residing within the boundaries of [Name of Riding] are members of the EDA, with voting rights commencing once they have been members of the Party for thirty (30) days. Only these members of the EDA are entitled to vote at meetings of the EDA.
6. The EDA shall hold an annual general meeting (AGM) once per calendar year or no later than fifteen (15) months following the previous AGM.
  - 6.1. Notice of general meetings shall be given at least thirty (30) days prior to the meeting date through the CiviCRM and/or GVote Database, the only official lists of current membership.
  - 6.2 In the event of a by-election or general election, an extension to hold their AGM outside of the 15 month period may be granted by the Party.
7. The business of the AGM shall include the election of the Executive of the EDA. The Executive shall be the governing body of the EDA between AGMs.
  - 7.1 Any changes to the EDA executive must be reported to the Party and Elections Canada within thirty days.
8. The Executive of the EDA shall be comprised of:
  1. A Chief Executive Officer (CEO) (required); and
  2. A Financial Agent (FA) (required).
  - 8.3 The Executive shall also endeavor to include at least one of the following:

1. A Secretary
2. Membership Chair
3. Fundraising Chair
4. Organizing Chair
5. Communications Chair

9. The Executive will appoint an auditor as per the requirements of Elections Canada.

10. In the event of a vacancy on the Executive, by a majority vote, the Executive may appoint a replacement who shall hold office until the position can be filled by election at the next AGM of the EDA. Elections Canada and the Party must be notified of the appointment in a timely manner.

11. The account(s) of the EDA shall be audited as required by the Elections Act.

12. Notice of amendments to the EDA's Constitution shall be included in the notice of a general meeting at which the amendments shall be considered.

13. Constitutional amendments shall be adopted by a majority of the votes cast at a general meeting, and shall be ratified by a majority of the votes cast in a mail-in vote sent to all members in good standing of the EDA.

14. Unless dissolved, the EDA will continue as long as the EDA exists within the boundaries as set by Elections Canada. The EDA may not change its name or merge or join with any other federal political party.

15. Motions shall be passed with a simple majority of those present at meetings.

16. Quorum at general meetings shall be the lesser of five (5) percent of the membership or twenty-five (25) members.

17. Quorum for all Executive meetings shall be more than fifty (50) percent of members of the Executive at the time the meeting is called to order.

17.1 If the occasion arises that, at a duly called Executive meeting, one additional Executive member is needed to achieve quorum, then one Executive member, not physically present at the meeting, may participate in the meeting in real time via video or teleconferencing methods, where all members present can clearly hear the vote given by that Executive member. The chairperson is notified prior to the meeting of the use of video or teleconferencing and it is recorded in the minutes. If more than one Executive member is required at the meeting to reach quorum, then the meeting must be reconvened to another time when the required number of Executive members are available.

18. Participation in any meeting of the EDA is subject to a minimum membership period of thirty (30) days unless specifically otherwise set by the Party.
19. Proxy voting is not permitted.
20. The Executive, on the approval of two thirds (2/3) of those present and voting may remove an Executive member who has missed four (4) consecutive regularly scheduled meetings of the Executive without reasonable explanation; or whose conduct is deemed detrimental to the objectives of the EDA. Removal may only occur at a meeting called for that purpose.
21. The Executive shall appoint a Candidate Nomination Committee for the purpose of recruiting potential nomination contestants. Prior to appointment, committee members must agree to maintain neutrality with respect to the nomination process and all potential nomination contestants and agree not to seek nomination themselves.
22. Any member of the Executive, after filing nomination papers to seek the nomination as a candidate in an upcoming federal election or by-election, shall take a leave of absence as an Executive member and may only resume duties when they are no longer a contestant for the nomination, election, or by-election, as the case may be.
23. The EDA shall hold a nomination meeting to select a candidate for the Party in the Electoral District in accordance with nomination contest rules provided by the Party.
24. All approved nomination contestants shall be invited to attend meetings of the Executive.
25. In the event that the membership of the EDA and/or its Executive wishes to replace a nominated candidate, a meeting of the membership may be called in accordance with rules provided by the Party.