

# Constitution and Bylaws of the Green Party of Ontario

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- AGM09: Toronto
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- AGM12: Niagara-on-the-Lake
- AGM13: Whitby
- AGM14: Toronto
- AGM15: London
- AGM16: Calabogie

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# Constitution

# Article 1

## Party Name

(1.0) The body being constituted is the Green Party of Ontario, which hereinafter may be referred to by that name, or as the GPO, or simply as “the Party”.

# Article 2

## The Mission of the Green Party of Ontario

(2.0) The purpose or mission of the Green Party of Ontario is to elect Green Party candidates and implement Green Party policy, utilizing all the resources at the Party’s command.

# Article 3

## Adherence to the Values of the Green Movement

(3.0) The Green Party of Ontario affiliates with and supports the core values of the worldwide Green Movement, outlined in Appendix A to this Constitution.

# Article 4

## Membership in the Green Party of Ontario

### Eligibility

(4.1.1) Any individual may apply for membership in the Party providing they:

- (a) are a resident of Ontario,
- (b) are fourteen (14) years of age or older,
- (c) pledge to abide by the Party Constitution, by-laws, policies and the principles and values contained therein, and
- (d) are not a member of any other provincial political party.

(4.1.2) A person who is at least twelve (12) years of age but less than fourteen (14) years of age may be designated a Youth Member, without the right to vote.

### Requirement

(4.2) A person who is eligible under 4.1 may become a member by:

- (a) filling out the application form, and
- (b) paying the membership fee
  - (i) to the Party directly, or
  - (ii) to a registered Constituency Association (CA).

### Privileges

#### *CA Executive*

(4.3.1) All members of the Party in good standing may only hold membership within a single CA.

(4.3.2) Members in good standing will be eligible to vote for and stand for election to the executive of that organization in accordance with its constitution.

(4.3.3) Members may sit on constituency association executives as non-voting members, volunteer, and participate in riding events in electoral districts outside their primary residence if desired.

(4.3.4) Members who wish to hold membership with voting privileges with a constituency association that is not their own may submit a request to the central party for approval.

#### *Provincial Executive*

(4.4) Members of the party are entitled to:

- (a) stand for election to any province-wide Provincial Executive positions,
- (b) stand for election as their own region's representatives on the Provincial Executive, and
- (c) vote for Provincial Executive positions providing:
  - (i) they have been a member for two months to receive a mail-in ballot or they have been a member for a minimum of two weeks to vote in person; or
  - (ii) they renew a membership that has been lapsed for less than one year.

#### *Run as a candidate*

(4.5.1) Any member of the Party in good standing can apply to seek the nomination to represent the Party as Candidate for provincial parliament in any riding in the province provided they meet all requirements outlined by the Party.

(4.5.2) Members are only entitled to vote in the candidate nomination process in the riding in which they hold voting membership.

(4.5.3) The Provincial Executive will set nomination rules for candidate selection. Each CA is also permitted to develop nomination rules for candidate selection provided they do not contradict the rules set by the Provincial Executive.

#### *Policy development*

(4.6.1) Every member of the Party has the right to prepare and submit resolutions for consideration as per the appropriate by-law(s) at both General Meetings and CA meetings.

(4.6.2) Every member will also enjoy an unrestricted right to vote on such matters at CA meetings, and attend provincial conferences to vote and/or hold proxy votes for members in their riding, to the extent allowed by the allocation of such positions as specified in this Constitution and the Bylaws.

#### *Timely notice and right to attend meetings*

(4.7.1) All members shall:

- (a) receive timely notices of local, regional, and provincial meetings, and
- (b) have the right to attend all such meetings, provided any delegate fees have been paid.

(4.7.2) Despite 4.7.1, members may be excluded during those parts of Provincial Executive meetings that move in camera to discuss legal or personnel issues.

#### **Access to minutes**

(4.8) Members will have access to the approved minutes of all past meetings, and to the financial and audit reports, for both their local Associations and the Party in a timely manner

#### **Revocation**

(4.9) Membership may be revoked:

- (a) at the member's request, or
- (b) according to Party membership revocation procedure as defined in the Bylaws.

#### **Registration**

(4.10) All members will be registered with the Party.

#### **Renewal**

(4.11) Membership may be renewed in all cases without differentiation where it has lapsed for no more than two years. The rights and privileges of a renewed member will be no different from the rights and privileges of current members, except as may be specified elsewhere in this Constitution and Bylaws.

## **Article 5**

### **Constituency Associations**

(5.1.1) A Constituency Association (CA) is an organization of Party members registered with Elections Ontario in a

particular Electoral District as defined by Elections Ontario.

(5.1.2) A CA may be formed and shall exist within an Electoral District subject to rules set by the Party in this Constitution and applicable Bylaws.

(5.1.3) If a CA is not in compliance with articles 5.1.1 or 5.1.2 of this Constitution the CA is considered dissolved and the Party may request de-registration with Elections Ontario.

### **Presidents Council**

(5.2.1) All CA Presidents shall be members of the Presidents Council.

(5.2.2) The Presidents Council will provide feedback and advice to the Provincial Executive about members' opinions.

(5.2.3) Meetings will be called by the President of the Party or by 25% of CA Presidents.

(5.2.4) Meetings will normally be held by teleconference or other electronic means that allow for simultaneous interaction between members.

### **Young Greens of Ontario**

(5.3.1) The Young Greens of Ontario will promote ideas and principles of the Green Movement to younger members of Ontario society and provide an additional opportunity to participate in the Party.

(5.3.2) Any member up to 29 years of age may affiliate with the Young Greens of Ontario.

(5.3.3) Young Greens members may form affiliate organizations (such as campus clubs) and be associated with the Party.

## **Article 6**

### **General Meetings**

(6.0) General Meetings of members shall have the highest decision-making authority in the Party.

#### **Annual General Meetings**

(6.1.1) The Party shall hold an Annual General Meeting (AGM) every year and not more than 16 months following the previous meeting.

(6.1.2) All business properly brought before the meeting shall be considered. This shall include, but not be limited to:

- (a) reports from Officers and Committees reporting to the membership,
- (b) elections for Provincial Executive positions,
- (c) Constitution and Bylaw amendments,
- (d) Policy Resolutions, and
- (e) other Directives.

#### **Special General Meetings**

(6.2.1) Special General Meetings may be called by any one of the following:

- (a) the Party President,
- (b) the Provincial Executive, or
- (c) a group of members in good standing representing quorum for a General Meeting.

(6.2.2) All business properly brought before the meeting shall be considered.

#### **Quorum**

(6.3.1) Quorum for General Meetings shall be 5% of the current Party membership.

(6.3.2) Each member attending a General Meeting may also bring up to 9 proxy votes providing:

- (a) the proxies are from a maximum of 9 members in good standing,
- (b) the proxies are from a registered CA where the member resides,
- (c) the proxies have been democratically awarded to the member,
- (d) the proxy form has been signed by all members being represented,
- (e) the proxy form has been endorsed by the CA President,
- (f) the proxy total does not exceed 18 from a single electoral district, and

(g) each member represented on the proxy provides their consent through signature or email to central party.

(6.3.3) All proxy forms must be delivered at the time of registration of the General Meeting.

(6.3.4) The member will receive the appropriate voting credentials after the proxies have been verified.

### **Notification**

(6.4) Notice for a General Meeting shall be given to all current members at least fourteen (14) weeks prior to the date of the meeting.

### **Resolutions**

(6.5.1) The General Meeting may consider, but is not limited to, any resolution or amendment of the following nature:

- (a) Constitutional,
- (b) Bylaw,
- (c) Policy, and
- (d) Directive for the Provincial Executive.

(6.5.2) Resolutions must be submitted seven (7) weeks prior to the General Meeting.

(6.5.3.1) Constitution, Bylaw and Directive resolutions for a General Meeting shall be:

- (a) authored by a member of the Party in good standing, and
- (b) sponsored by at least 3 members in good standing of the Party.

(6.5.3.2) Policy resolutions shall meet all requirements in 6.5.3.1 and additionally:

- (a) be sponsored by the Issue Advocate or Policy Coordinator, or
- (b) be sponsored by 5 additional members in good standing of the Party.

(6.5.4) Resolutions shall be considered in the order that they are received chronologically.

#### *Exception, emergency resolutions*

(6.5.5) Despite 6.5.2, a resolution may be considered if:

- (a) the resolution meets all other requirements stated above,
- (b) the resolution is sponsored by an additional 10 members who are at the General Meeting, and
- (c) the General Meeting plenary approves the consideration of the resolution by a vote of 75% in favour.

(6.5.6) Any resolution to be considered under 6.5.5 shall be brought forward by motion within the agenda of the General Meeting at the discretion of the Chair or the President, and will be placed in the agenda as moved through a 75% vote of the plenary.

## **Article 7**

### **Candidates**

(7.1) Party candidates for the Provincial Legislature shall:

- (a) be Party members in good standing,
- (b) be successfully screened by a selection committee set up by the Provincial Executive, and
- (c) be elected at a Nomination Meeting run by the CA for which the candidate is being chosen.

(7.2) Despite 7.1(c), if a situation of electoral urgency exists as determined by the Provincial Executive, or a committee of the Provincial Executive, a candidate may be selected by the Party Leader and a Candidate Selection Committee if a CA does not exist in the affected riding.

(7.3) The Provincial Executive will approve provincial rules for candidate nomination contests that will outline the minimum rules for Party CA nomination contests.

## **Article 8**

### **Provincial Executive**

(8.0.1) The Provincial Executive shall be the highest decision-making body of the Party between General Meetings.

(8.0.2) The Provincial Executive cannot produce Policy, but shall:

- (a) ensure the orderly functioning of the Party within the framework and spirit of this Constitution, including proactive involvement in the application of its conflict resolution techniques,
- (b) engage in long-term planning for the Party's future,
- (c) develop and approve the Party's budget and oversee the expenditure of funds,
- (d) maintain a record of all resolutions passed at General Meetings and Provincial Executive meetings, in whatever fashion is prescribed by the Bylaws attached to this Constitution,
- (e) monitor Party operations on a regular basis and ensure all positions are filled,
- (f) monitor the Party's operational effectiveness,
- (g) craft, modify as appropriate, and operate by procedural guides and protocols for recurring events, and
- (h) invoke the Party's impeachment process as circumstances warrant, and apply discipline when required.

### **Composition**

(8.1) The Provincial Executive shall be made up of the following positions:

- (a) President,
- (b) Leader,
- (c) Chief Financial Officer,
- (d) a pair of Deputy Leaders of different gender identities,
- (e) Secretary, and
- (f) a pair of Regional Representatives of different gender identities from each of the following regions:
  - (i) Eastern
  - (ii) Northern
  - (iii) Central
  - (iv) Toronto
  - (v) Horseshoe
  - (vi) Southwestern

### **Requirements**

(8.2.1) All persons holding office in the Party shall:

- (a) be Party members in good standing, and
- (b) perform their duties with competence.

(8.2.2) All Provincial Executive positions shall be elected by the membership at an Annual General Meeting.

(8.2.3) All positions of the Provincial Executive shall serve until their replacement is elected according to the following schedule:

- (a) the positions of President, CFO, Eastern, Toronto, and Southwestern Regional Representatives shall be elected in odd numbered years,
- (b) the positions of Deputy Leaders, Secretary, Central, Northern, and Horseshoe Regional Representatives shall be elected in even numbered years, and
- (c) the position of Leader shall be elected when the position becomes vacant or a Leadership Confidence Vote fails to pass.

### *Leadership Confidence Vote*

(8.3.2.2.1) A Leadership Confidence Vote shall be conducted in the same manner as elections for Provincial Executive members in either of the following conditions;

- (a) at the first AGM following a provincial general election where the Party does not form the government of Ontario or a part of a coalition government; or
- (b) if a written request is moved by more than one third of registered CA Presidents, co-signed by the registered CA CFO, within any three month period.

(i) In the case of (8.3.2.2.1.b) The request to hold a Leadership Confidence vote will be submitted to the Party president requesting that the Party hold a Leadership Confidence vote at the next General Meeting, as long as notice of the meeting has not been given.

(8.3.2.2.2) A Leadership Confidence Vote shall pass if more than two thirds (2/3) of ballots cast at are in favour of the Party Leader.

(8.3.2.2.3) In the event of a vacancy, with the exception of President, Chief Financial Officer and Leader, the Provincial Executive may appoint an interim replacement for the vacant position until a by-election can be held at the next General Meeting.

(8.3.2.3) In the event of a vacancy in either of the positions of President or Chief Financial Officer;

- (a) An interim replacement shall be appointed to comply with any rules according to Elections Ontario, and
  - (b) A by-election shall happen at the earliest convenience to re-fill the vacancy.
- (8.3.2.4) In the event of a vacancy of the position of Leader;
- (a) A Deputy Leader shall be appointed as interim replacement, and
  - (b) A Leadership Contest shall occur in accordance with the Constitution and Bylaws of the Party.
- (8.3.3) There is no limitation on the number of terms that one individual can serve in the same position.

#### *Provincial Executive elections*

- (8.4.1) Elections for Provincial Executive positions shall happen at General Meetings.
- (8.4.1.1) Candidates for Deputy Leader and Regional Representative shall be listed on the same ballot. The candidate with the most votes is elected. The second position will be awarded to the top candidate with a different gender identity of the first-place candidate.
- (8.4.2.1) Members wishing to stand for election to any position on the Provincial Executive shall;
- (a) be nominated in writing to the Party office by 5pm Eastern Time on the date of the posted deadline,
  - (b) be nominated by at least 3 members eligible to vote for the nominee and in good standing.
- (8.4.2.2) In addition to 8.4.2.1, members wishing to stand for election for a Regional Representative position may only stand for election in the region where they maintain their principal residence.
- (8.4.2.3) In addition to 8.4.2.1, members wishing to stand for election for a position that is province-wide and voted on by the entire membership shall;
- (a) be nominated by 7 additional members,
  - (b) be nominated by members from 3 of the 6 geographical regions recognized by the Party.
- (8.4.3.1) The Provincial Executive shall appoint a Returning Officer to oversee the collection of ballots prior to the tally at the General Meeting where the vote is to take place.
- (8.4.3.2) The Returning Officer shall be subject to approval by the body of the General Meeting and the vote may not be tallied until the body of a General Meeting has approved a Returning Officer.
- (8.4.3.3) The Returning Officer shall have the following powers;
- (a) Declare if a ballot has been cast properly.
  - (b) Oversee the counting of ballots cast.
  - (c) Report the election results to the body of the General Meeting.

#### *Leadership Contest*

- (8.4.4) Upon passing a motion to have a Leadership Contest, the Party President and Provincial Executive shall;
- (a) conduct a Leadership Contest in accordance with all rules sanctioned by Elections Ontario;
  - (b) oversee the internal Party process of election of Leader as outlined in this Constitution;
  - (c) Hold a General Meeting to elect a Leader no shorter than four (4) months and no longer than six (6) months from the initiating action.

#### *Leadership nominations*

- (8.4.4.1) Nominations for Leader of the Party shall;
- (a) be opened by the Provincial Executive within 14 days of said motion.
  - (b) remain open for a minimum of sixty (60) days and a maximum of ninety (90) days.

#### *Leadership Contest Committee*

- (8.4.4.2) The Provincial Executive shall strike a committee to oversee a Leadership Contest within 14 days of said motion. The Leadership Contest Committee shall;
- (a) Work closely with the Party President, Provincial Secretary, Provincial Executive, Executive Director, and Staff to ensure the integrity of the Leadership Contest.
  - (b) Draft rules for the Leadership Contest for approval of the Provincial Executive at least 30 days before nominations close;
  - (c) Be comprised of:
    - (i) two (2) members of the provincial executive, one of whom shall be the Secretary
    - (ii) no less than five (5) and no more than seven (7) members in good standing;



- (iii) The Executive Director (ex-officio); and,
- (iv) The President (ex-officio).
- (d) Assist in conducting the count of ballots at the General Meeting where the Leader is to be elected;
- (e) Members of the Leadership Contest Committee shall remain neutral for the duration of the Leadership contest and not endorse any candidate (word “publicly” removed at workshop)

#### *Leadership Contestants*

- (8.4.4.3) Contestants for Leadership shall;
- (a) Obey all rules and guidelines from Elections Ontario;
  - (b) Obey all rules and guidelines within the Party Constitution and Bylaws;
  - (c) Obey any additional rules and guidelines which are approved for the Leadership contest; and,
  - (d) be nominated in accordance with article 8.4.2.
  - (e) not be a member of the Leadership Contest Committee or staff member.

## **Article 9**

### **Amendments to the Party Constitution and Bylaws**

- (9.1) Amendments to this Constitution and associated Bylaws shall:
- (a) Be presented at a General Meeting of the membership;
  - (b) Be sponsored in accordance with this Constitution;
  - (c) Meet the notification deadlines as set by this Constitution; and
  - (d) Receive 60% support from those present at the General Meeting. Exception, Amendment of Bylaws
- (9.2.1) Despite 9.1, the Party Bylaws may be amended by the Provincial Executive providing that the changes are consistent with this Constitution.
- (9.2.2) All changes made under 9.2.1 shall be presented to the Party membership for approval at the next General Meeting.

## **Article 10**

### **Protection from Takeover Attempts**

- (10.1) This Constitution specifically forbids that the Green Party of Ontario can be merged with or absorbed into another party, unless a resolution promoting either outcome is;
- (a) Passed by a 80% approval vote at two consecutive AGMs, and
  - (b) Followed by an endorsement from 80% of all Constituency Associations.
- (10.2.1) The endorsement of the Associations to determine their support for the resolution shall;
- (a) Begin not later than one (1) month after the second Annual General Meeting, and
  - (b) Continue for a period not longer than two (2) calendar months.
- (10.2.2) To ensure every Association is consulted and also informed in regard to the consequences of such a proposition, the Party shall;
- (a) Send registered letters containing the relevant information to every Association via its named contact person and official address of record.

## **Article 11**

### **Parliamentary Authority**

- (11.1) The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Party in all cases to which they are applicable and in which they are not inconsistent with the Constitution, Bylaws and any special rules of order the Party may adopt.

# Appendix A

## The Principles of the [Global Greens Charter](#)

As adopted by the Global Greens at its founding conference on April 16, 2001 in Canberra, Australia and updated on April 1, 2012 in Dakar, Senegal.

### Ecological Wisdom

We acknowledge that human beings are part of the natural world and we respect the specific values of all forms of life, including non-human species.

We acknowledge the wisdom of the indigenous peoples of the world, as custodians of the land and its resources.

We acknowledge that human society depends on the ecological resources of the planet, and must ensure the integrity of ecosystems and preserve biodiversity and the resilience of life supporting systems.

This requires:

- that we learn to live within the ecological and resource limits of the planet.
- that we protect animal and plant life, and life itself that is sustained by the natural elements: earth, water, air and sun.
- where knowledge is limited, that we take the path of caution, in order to secure the continued abundance of the resources of the planet for present and future generations.

### Social Justice

We assert that the key to social justice is the equitable distribution of social and natural resources, both locally and globally, to meet basic human needs unconditionally, and to ensure that all citizens have full opportunities for personal and social development.

We declare that there is no social justice without environmental justice, and no environmental justice without social justice.

This requires:

- a just organization of the world and a stable world economy which will close the widening gap between rich and poor, both within and between countries; balance the flow of resources from South to North; and lift the burden of debt on poor countries which prevents their development.
- the eradication of poverty, as an ethical, social, economic, and ecological imperative.
- the elimination of illiteracy.
- a new vision of citizenship built on equal rights for all individuals regardless of gender, race, age, religion, class, ethnic or national origin, sexual orientation, disability, wealth or health.

### Participatory Democracy

We strive for a democracy in which all citizens have the right to express their views, and are able to directly participate in the environmental, economic, social and political decisions which affect their lives; so that power and responsibility are concentrated in local and regional communities, and devolved only where essential to higher tiers of governance.

This requires

- individual empowerment through access to all the relevant information required for any decision, and access to education to enable all to participate.
- breaking down inequalities of wealth and power that inhibit participation.
- building grassroots institutions that enable decisions to be made directly at the appropriate level by those affected, based on systems which encourage civic vitality, voluntary action and community responsibility.

- strong support for giving young people a voice through educating, encouraging and assisting youth involvement in every aspect of political life including their participation in all decision making bodies.
- that all elected representatives are committed to the principles of transparency, truthfulness, and accountability in governance.
- that all electoral systems are transparent and democratic, and that this is enforced by law.
- that in all electoral systems, each adult has an equal vote
- that all electoral systems are based on proportional representation, and all elections are publicly funded with strict limits on, and full transparency of, corporate and private donations.
- that all citizens have the right to be a member of the political party of their choice within a multi-party system.

## **Nonviolence**

We declare our commitment to nonviolence and strive for a culture of peace and cooperation between states, inside societies and between individuals, as the basis of global security.

We believe that security should not rest mainly on military strength but on cooperation, sound economic and social development, environmental safety, and respect for human rights.

This requires

- a comprehensive concept of global security, which gives priority to social, economic, ecological, psychological and cultural aspects of conflict, instead of a concept based primarily on military balances of power.
- a global security system capable of the prevention, management and resolution of conflicts.
- removing the causes of war by understanding and respecting other cultures, eradicating racism, promoting freedom and democracy, and ending global poverty.
- pursuing general and complete disarmament including international agreements to ensure a complete and definitive ban of nuclear, biological and chemical arms, anti-personnel mines and depleted uranium weapons.
- strengthening the United Nations (UN) as the global organization of conflict management and peacekeeping.
- pursuing a rigorous code of conduct on arms exports to countries where human rights are being violated.

## **Sustainability**

We recognize the limited scope for the material expansion of human society within the biosphere, and the need to maintain biodiversity through sustainable use of renewable resources and responsible use of non-renewable resources.

We believe that to achieve sustainability, and in order to provide for the needs of present and future generations within the finite resources of the earth, continuing growth in global consumption, population and material inequity must be halted and reversed.

We recognize that sustainability will not be possible as long as poverty persists.

This requires:

- ensuring that the rich limit their consumption to allow the poor their fair share of the earth's resources.
- redefining the concept of wealth, to focus on quality of life rather than capacity for over-consumption.
- creating a world economy which aims to satisfy the needs of all, not the greed of a few; and enables those presently living to meet their own needs, without jeopardizing the ability of future generations to meet theirs.
- eliminating the causes of population growth by ensuring economic security, and providing access to basic education and health, for all; giving both men and women greater control over their fertility.
- redefining the roles and responsibilities of transnational corporations in order to support the principles of sustainable development.
- implementing mechanisms to tax, as well as regulating, speculative financial flows.
- ensuring that market prices of goods and services fully incorporate the environmental costs of their

- production and consumption.
- achieving greater resource and energy efficiency and development and use of environmentally sustainable technologies.
- encouraging local self-reliance to the greatest practical extent to create worthwhile, satisfying communities.
- recognizing the key role of youth culture and encouraging an ethic of sustainability within that culture.

## **Respect for Diversity**

We honour cultural, linguistic, ethnic, sexual, religious and spiritual diversity within the context of individual responsibility toward all beings.

We defend the right of all persons, without discrimination, to an environment supportive of their dignity, bodily health, and spiritual well-being.

We promote the building of respectful, positive and responsible relationships across lines of division in the spirit of a multi-cultural society.

This requires:

- recognition of the rights of indigenous peoples to the basic means of their survival, both economic and cultural, including rights to land and to self-determination; and acknowledgment of their contribution to the common heritage of national and global culture.
- recognition of the rights of ethnic minorities to develop their culture, religion and language without discrimination, and to full legal, social and cultural participation in the democratic process
- recognition of and respect for sexual minorities.
- equality between women and men in all spheres of social, economic, political and cultural life.
- significant involvement of youth culture as a valuable contribution to our Green vision, and recognition that young people have distinct needs and modes of expression.

# **Bylaws**

## **By-Law A**

### **Definitions**

Throughout the Constitution of the Green Party of Ontario and also the By-Laws attached to that document, unless there is something in the subject or context inconsistent herewith:

“**Conference**” means a delegated province-wide meeting of the party, such as the Annual General Meeting or an Annual Policy Conference, where the members select delegates from among themselves locally, and it is those delegates and the party's provincial leadership who attend to discuss and make decisions about the business brought before the meeting.

“**Consensus**” means a general understanding or agreement in which everyone present, if not fully accepting of what is being proposed, at least concurs to a sufficient degree that they will not stand in objection.

**“Preferential ballot”** and **“preferential voting”** refer to a voting process in which electors mark their ballots in a way that indicates their first, second, third, etc. choices regarding the outcome of a contested issue or the election of someone to a specified position. The ballots are initially sorted according to each voter's first choice, and if there is no clear winner (i.e., greater than 50%), the votes of the least popular option for first choice are redistributed to whoever placed second on those particular ballots, and so on until one of the options has accumulated over 50% of all the ballots cast. If one or more runners-up are also to be elected, all the votes accumulated by the first-place winner will be redistributed to their next-named choice, and if that doesn't give over 50% of the total ballot count to another option, the smallest of the remaining piles will be resorted, and so on. If at any point in this process the option of "None of the Above" accumulates more than 50% of the ballots, all of the then remaining unselected choices are to be declared "defeated".

**“Principal residence”** means the location that a person has chosen to use on address-specific identification documents, such as a driver's license, or, in the event one doesn't have any such documents, the address one would employ if he/she did possess them.

**“Vacancy”** refers to a position that is formally vacant through either a written letter of resignation being received by the party, an absence of participation of the member for three consecutive meetings without regrets being received prior to the meeting by the chair, when attempted using all contact information provided to the party unless emergency circumstances are deemed by vote of the Provincial Executive or Constituency Association

## **By-Law B**

### **General Meetings**

[AGM13 Replaced By-Law C Guidelines for Running General Meetings and Policy Conferences and By-Law F Decision-Making at Conferences]

#### **B 1 Location**

(1.1.1) The Provincial Executive will choose the location of Party General Meetings.

(1.1.2) The Provincial Executive will attempt to rotate the location of General Meetings among all of the regions identified in the Constitution and Bylaws in an equitable way.

(1.2.1) The Provincial Executive may identify an established Constituency Association (CA) willing to host a General Meeting.

(1.2.2) In the event that more than one CA in a region is interested in hosting a General Meeting the Provincial Executive may ask for bids from CAs within a region to determine which CA will host.

(1.2.3) In the event a suitable location cannot be found in the preferred region, the Provincial Executive may choose to hold the General Meeting in another location in the province.

#### **B 2 Duties of General Meeting Organizing Committee**

(2.1.1) The Organizing Committee for a General Meeting shall be appointed by the Provincial Executive.

(2.1.2) The Provincial Executive may compose the General Meeting Organizing Committee as they see fit.

(2.1.3) Any CA awarded a bid to host a General Meeting will have the opportunity to recommend local party members to sit on the General Meeting organizing committee.

(2.1.4) Any members serving on the Organizing Committee or as a volunteer at a General Meeting shall be governed by the Constitution, Bylaws and Procedural Manual.

(2.2.1) The Organizing Committee's main goal is to facilitate the preparation, organization and execution of the General Meeting.

(2.2.2) The Organizing Committee will strive to make the atmosphere at the General Meetings reflect the values of the Party as outlined within the Constitution and Bylaws.

(2.2.4) The organizing committee shall accommodate for delegates where possible. These accommodations may include, but are not limited to:

- a. Dietary restrictions;
- b. Accessibility;
- c. Outdoor smoking areas;
- d. Other individual requests that may arise.

(2.3.1) The Organizing Committee will identify and recommend individuals to serve at General Meetings in the following official positions;

- a. Registrar
- b. Chief Returning Officer
- c. Meeting Chair(s)
- d. Recorder(s)

(2.3.2) In addition to other duties outlined in the Constitution and Bylaws the main duties for each position shall include;

- a. Registrar will be responsible for overseeing registration, reviewing credentials and awarding proxy votes and maintaining a list of all attendees.
- b. Chief Returning Officer shall oversee Provincial Executive elections.
- c. Meeting Chair(s) shall conduct the official business of the plenary and be familiar with the current edition of Robert's Rules of Order and the Constitution and Bylaws of the Party.
- d. Recorder(s) shall keep accurate records of all resolutions and motions debated and all official business conducted at the meeting.

### **B 3 Delegate Proxy Credential Awarding**

(3.1.1) Any individual member attending a General Meeting may act as a proxy delegate on behalf of other members from their home Constituency Association (CA) providing:

- a. They are representing a properly founded CA which is in good standing according to the Constitution and Bylaws of the Party and Elections Ontario. and,

b. The member has been granted privileges from the CA they will represent at a properly constituted CA executive meeting. and,

c. They are not attempting to represent any other member registered for that General Meeting.

(3.1.2) A member attending a General Meeting and being awarded delegate credentials may be a proxy delegate for up to nine (9) additional members in good standing.

(3.1.3) The Provincial Executive shall approve the credential forms delegates will present to the Registrar to represent proxy votes.

(3.2.1) The process for presenting Credentials and being awarded proxy votes at a general meeting shall be:

a. The Delegate must present the appropriate credential form upon registration.

b. Delegate proxy credentials shall be verified upon registration by the Registrar.

(3.2.4) Once verified, the Delegate shall possess the additional membership proxies for the duration of the General Meeting and be allowed to vote with these additional proxies.

(3.2.5) If there are discrepancies or disputes with regards to proxies, the credentials presented, or any matter relating to awarding of proxies, they will be resolved by the Organizing Committee and Registrar. All decisions by the Organizing Committee shall be final.

(3.3) In the event that a Delegate is deemed by the Organizing Committee to be misrepresenting or mis-using proxy votes, these votes may be rescinded by the Registrar.

### **Proxy Voting**

(3.4.1) The number of proxy votes a Delegate represents shall be given to the Delegate by the Registrar after verification.

(3.4.2) The proxy vote count for each Delegate must be clearly indicated during voting.

(3.4.2) A Delegate shall not be allowed to split their votes when voting by proxy.

### **B 4 Quorum**

(4.1) Quorum for General Meetings will be set at a number of delegates representing 5% of the total party membership

(4.2) Once Quorum is achieved at a General Meeting the total number of members represented at the meeting shall be announced to the plenary.

(4.3) Once Quorum is achieved at a General Meeting it shall be upheld until the adjournment of the meeting unless attendance falls below 2% of the total party membership.

### **B 5 Rules of Order**

(5.1.1) The current edition of Robert's Rules of Order shall govern party General Meetings except where they are inconsistent with the Party Constitution or Bylaws.

(5.1.2) Resolutions for consideration at General Meetings shall be directed by the Chair and considered in

accordance with the Bonser Method.

(5.2) The Bonser Method for considering resolutions is as follows:

(5.2.1) Debate shall open by either;

- a. The resolution sponsor will have two (2) minutes to present the resolution and explain its merits to the assembly, or
- b. If the resolution sponsor is unavailable to open debate the resolution may be read to the plenary by the Chair or designate.

(5.2.2) Questions of clarification may be asked to the sponsor as follows:

- a. Each delegate asking a question shall be given thirty (30) seconds.
- b. Three questions of clarification will be allowed.
- c. The sponsor will be given thirty (30) seconds to reply to each question.
- d. Only minor wording changes that clarify the resolution in response to the questions asked shall be allowed, no amendments will be allowed at this time.
- e. In the absence of the author and designated sponsor, the chair will determine whether proposed amendments are friendly or unfriendly.
- f. Where the mover of a motion deems a proposed amendment as “unfriendly”, the plenary or workshop may nonetheless approve the amendment upon condition of a 75% majority.

(5.2.3) Debate on the motion shall occur as follows:

- a. Members may be given up to thirty (30) seconds to speak in favour or opposition of a motion,
- b. Members shall do so by approaching either a “Pro” or “Con” microphone.
- c. No more than two speakers shall be permitted on either side of the debate.
- d. Rebuttal to debate from the sponsor shall not be permitted.

(5.2.4) The chair may extend debate for up to five (5) minutes as they see the benefit.

(5.2.5) The resolution sponsor shall have the opportunity for up to thirty (30) seconds to close debate on the motion.

(5.2.6.1) Once debate has been closed, delegates shall vote using cards as follows;

- a. Green Cards indicate support of the resolution.
- b. Red Cards indicate defeat of the resolution.
- c. Yellow Cards indicate that the resolution should be sent to workshop.

(5.2.6.2) Proxy votes must be clearly displayed for the vote counters



(5.2.7.1) The motion shall pass if more than 60% of the votes cast are green

(5.2.7.2) The motion shall be defeated if more than 60% of the votes cast are red,

(5.2.7.3) Any other outcome means the resolution will be sent to a workshop session for possible amendment.

(5.2.8.1) At an appropriate time in the agenda, the chair will call a breakout workshop session for each of the resolutions voted as such.

(5.2.8.2) Delegates may disperse into whichever of these workshop sessions they wish.

(5.2.8.3) Workshops shall be conducted as follows;

a. Each workshop shall have a facilitator and recorder.

b. Resolutions may be discussed and amended.

c. Decisions shall be made by a simple majority of the workshop session.

d. Workshop breakout sessions shall not be more than ten (10) minutes in length.

(5.2.8.4) Upon conclusion of the workshop session, facilitators shall report back to the plenary and be given thirty (30) seconds to report the results of the workshop as well as any recommendations of the group.

(5.2.8.5) Up to three (3) questions of clarification will be allowed on the recommendations.

(5.2.8.6) No Pro or Con debate will occur on a resolution coming out of a workshop session.

(5.2.8.7) The vote after the resolution has been workshopped shall be conducted as follows;

a. Green Cards indicate support of the resolution.

b. Red Cards indicate defeat of the resolution.

c. Yellow Cards indicate abstention.

(5.2.8.8) A resolution will be considered passed this second vote if 60% of the cards displayed are green, Otherwise it is defeated and shall not be reconsidered at that General Meeting.

## **B 6 Considering Resolutions**

(6.1.1) Resolutions shall be considered as outlined in the Constitution and Bylaws. Their order may only be changed by recommendation of any of the following:

a. President; or

b. Secretary; or

c. Policy Coordinator; or

d. General Meeting Chair; or

e. A member from the floor of the General Meeting with the endorsement of ten (10) members present at the

General Meeting.

(6.1.2) Resolutions to be reordered must be moved before approval of the agenda at a General Meeting.

(6.1.3) Resolutions to be reordered as proposed by bylaw B 6.1.1 must receive 75% support of the General Meeting plenary.

(6.2.1) Resolutions may be considered en bloc if there are multiple resolutions relating to the same topic.

(6.2.2) Resolutions may be considered en bloc by any of the following:

a. President; or

b. Secretary; or

c. Policy Coordinator; or

d. The General Meeting chair; or

b. The resolution author and five (5) members present at the General Meeting.

(6.2.3.1) Any individual resolution may be removed from the bloc and considered on its own at the request of any member present at the meeting.

(6.2.3.2) Motions removed from a bloc will be considered individually.

(6.2.4) Once debate on the blocking motion has been exhausted a vote shall be taken as follows:

a. Green Cards indicate support of the resolution.

b. Red Cards indicate defeat of the resolution.

c. Yellow Cards indicate abstention.

(6.2.5) The blocking resolution will be considered passed if 60% of the cards displayed are green. If the blocking motion is defeated, all motions within the bloc will then be considered individually.

(6.3.1) Resolutions on similar topics may be declared to be in contradiction with one another by any of the following;

a. President; or

b. Secretary; or

c. Policy Coordinator; or

d. General Meeting Chair; or

e. A member from the floor of the General Meeting with the endorsement of ten (10) members present at the General Meeting.

(6.3.2) If resolutions are found to be in contradiction a recommendation may be made to the plenary to rule one or both of the resolutions out of order.

[AGM06] [AGM08]

## **B 7 Sunsetting Policy Resolutions**

(7.1.1) All policies adopted by the membership at any conference will be reviewed by the Policy Coordinator and appropriate Issue Advocate(s) three (3) years after the date of their original acceptance. This ad hoc Committee can, by majority vote,

- a. keep the policy intact, and report that decision to the next General Meeting, or
- b. send the policy back to that same General Meeting with a recommendation to either amend it or have it retired as a current component of GPO policy.

(7.1.2) Resolutions forwarded under B 7.1.1a shall be considered in the following manner;

- a. The policy to be reaffirmed will be introduced by the Policy Coordinator,
- b. The resolution will not be debated as a new resolution, however two (2) questions of clarification may be asked.
- c. The resolution will be upheld with a simple majority vote; otherwise the policy will be retired.

(7.1.3) Resolutions forwarded under B 7.1.1b shall be considered in the following manner;

- a. The policy to be retired will be introduced by the Policy Coordinator.
- b. The resolution will not be debated as a new resolution, however two (2) questions of clarification may be asked.
- c. The resolution will be retired with a simple majority vote; otherwise the policy will be work-shopped and reconsidered in accordance with the party constitution and bylaws.

(7.1.4) Resolutions that have a similar recommendation to the membership and fall under the same policy area may be considered en bloc for expediency.

[APC06][Amended AGM06]<sup>[11]</sup><sub>[SEP]</sub>

## **B 8 Record of Passed Resolutions**

(8.1) Passed resolutions at General Meeting shall be recorded as follows:

- a. Resolutions shall be recorded in their original wording and numbered sequence.
- b. There will be a current account of those resolutions that are still in force, with annotations of the date and nature of any changes, whether additions or deletions, but without any commentary or explanation for the changes, and this record will be divided into Constitutional, directive, and policy categories;
- c. Separate listings of Constitutional, directive, and policy resolutions will be kept, each containing whatever identifiable introductory and explanatory notes, or commentary, the Provincial Executive sees fit; and
- d. The recording system will apply unique identifiers to each resolution ever passed, to indicate its type, the year(s) in which it was adopted (and subsequently amended), and also the sequence number of the conference(s) in those years when any of the foregoing occurred.

(8.2) Provincial Executive resolutions shall be recorded as follows:

- a. It will, as far as available records permit, record all passed resolutions which established or amended the executive's procedural rules, highlighting which resolutions are still in effect; and
- b. This record will include any introductory or explanatory notes applicable to each resolution, as well as the date(s) on which these rules were introduced and/or amended.

### **B 9 Editing Text of New Policies** [AGM13]

Following each General Meeting or Annual Policy Conference (APC) the Provincial Executive shall appoint an Editor who shall review newly adopted policies.

The work of the Editor shall be limited to correcting spelling, correcting grammar, and ensuring consistent formatting.

The Editor shall not alter the substance of any policy.

The Editor shall consult the member who submitted the original policy resolution. Where any reasonable concern remains over a change to the substance of a policy, the Editor shall leave the original text of the policy unchanged.

The Provincial Executive and Shadow Cabinet shall review the edited Policy Book and make it available to members before the next APC in accordance with the constitution and bylaws.

The Provincial Executive shall move the adoption of the edited policies at the start of business of the next General Meeting or Annual Policy Conference.

### **B 10 Approval of Meeting Plenary Chair(s)**

(10.1) A ballot with names of recommended candidates to chair the Annual General Meeting will be presented to convention delegates prior to the opening of the AGM.

(10.2) Members will be provided with an opportunity to approve the appointment of each candidate for Chair through submission of their ballots before Plenary begins.

(10.2.1) Nominees must receive 60% approval from submitted ballots received prior to the beginning of Plenary in order to be eligible to chair the AGM.

(10.2.2) Only nominees recommended by the AGM planning committee may act as Chair of Plenary.

(10.3) If a Plenary Chair is successfully challenged by the Plenary, the Plenary will approve the replacement of the Chair with another candidate from the recommended list.

(10.3.1) In the event that the list of recommended candidates is exhausted, the President will be requested to act as Chair to facilitate the appointment of a new Chair.

(10.4) Facilitators for Policy Workshops may be designated by the Chair or the AGM Organizing Committee.

## **By-Law C**

### **Constitution, Bylaw and Directive Resolution Processing**

[AGM13 Replaced By-Law E Submission and Handling of Resolutions]

(1.1.1) Constitution, Bylaw, and Directive resolutions submitted on time for consideration at a General meeting shall be reviewed by the Party President and Secretary to ensure that the ideas being proposed are in accordance with the key values of the party.

(1.1.2) If resolutions submitted do not meet the criteria outlined in the Constitution and Bylaws the author will be notified and an attempt will be made to amend the proposed resolution so that the General Meeting will not need to resolve such matters in workshop sessions.

(1.1.3) If no resolution can be found, the resolution may be presented to the plenary of the General Meeting and ruled out of order by the chair based on the opinions of the Party President and Secretary.

(1.1.4) If the resolution sponsor disagrees with the chair they may challenge the chair in accordance with Robert's Rules of Order. If the plenary of the General Meeting sides with author and the challenge of the chair is successful the resolution will be considered as outlined in these Bylaws.

## **C 2 Policy Resolution Processing**

(2.1.1) Policy resolutions submitted on time for consideration at a General Meeting shall be reviewed by the Policy Coordinators, along with the appropriate Issue Advocate(s), to ensure that the ideas being proposed in each submission are easily understood, and that they are not a duplication of current policy.

(2.1.2) If resolutions submitted do not meet the criteria outlined in the Constitution and Bylaws the author will be notified and an attempt will be made to amend the proposed resolution so that the General Meeting will not need to resolve such matters in workshop sessions.

(2.1.3) If no resolution can be found, the resolution may be presented to the plenary of the General Meeting and ruled out of order by the chair based on the opinions of the Policy Coordinator and appropriate Issue Advocate(s).

(2.1.4) If the resolution sponsor disagrees with the chair they may challenge the chair in accordance with Robert's Rules of Order. If the plenary of the General Meeting sides with author and the challenge of the chair is successful the resolution will be considered as outlined in these Bylaws.

## **C 3 Resolution Publishing**

(3.1) All resolutions submitted on time and in accordance with the Constitution and Bylaws shall be published for review and consideration by the general membership at least eight (8) weeks prior to the General Meeting.

## **C 4 General Meeting Notice**

(4.1.1) Notice of the General Meeting shall include:

- a. general information about the conference,
- b. party elections occurring at the General Meeting,
- c. the date which resolutions, candidate information and other information about the General Meeting will be available through the party website.

(4.1.2) Members will be encouraged to opt out of the postal delivery system in favour of electronic methods of publication of conference materials including on time resolutions.

(4.1.3) Members who have not opted out of mailed delivery of party materials may request a mailed distribution of General Meeting materials.

# Bylaw D

## Tenure and Selection of Provincial Executive Members

[AGM13 Replaced By-Law G Rules Governing the Tenure and Selection of Executive Members]

### D 1 Terms of Office and Election Scheduling

(1.1) Except for the Leader, all terms of office for the Party's Provincial Executive members will be two years.

(1.2) Provincial Executive shall be filled in accordance with the following schedule:

a. In odd calendar years the following positions shall be elected;

i. President; and

ii. Chief Financial Officer; and

iii. Gender paired Regional Representatives from the following regions;

1. Eastern, and

2. Southwestern, and

3. Toronto.

b. In even calendar years the following positions shall be elected:

i. Gender paired Deputy Leaders; and

ii. Secretary; and

iii. Gender paired Regional Representatives from the following regions;

1. Northern, and

2. Golden Horseshoe, and

3. Central.

(1.3) There is no limitation on the number of terms that one individual can serve in the same position.

### D 2 Nomination and Membership Requirements

(2.1) A call for nominations shall be included in the notice for the General Meeting where Provincial Executive elections will take place.

(2.2) The closing of the nominations will coincide with the resolution deadline for that meeting.

(2.3) After the closing of the nomination period the list of the names of all nominees and the positions they are contesting will be published.

(2.4) To be valid, nominations must include the written consent of the individual being nominated.

(2.5) All members of the Provincial Executive must remain members in good standing for the duration of their term.

(2.6.1) In addition to rules outlined in the Party Constitution and Bylaws, candidates for any Provincial Executive position shall be a member in good standing for three (3) months prior to being nominated.

(2.6.2) In addition to Bylaw D 2.6.1 Candidates for Leader or President shall

a. be a member in good standing for an additional three (3) months prior to being nominated.

### **D 3 Disqualification and conflict of interest from Party Employment**

(3.1.1) No one may run for an elected position on the Provincial Executive if they or their spouse or partner is a paid member of the GPO staff.

(3.1.2) Any member of the Provincial Executive who has a close family member who may benefit monetarily from the party must;

a. Declare a conflict of interest before discussion on any item before the Provincial Executive; and

b. Recuse themselves from voting for any item in which a close family member may benefit monetarily.

(3.2) Notwithstanding Bylaw D 3.1.1, the Leader of the Green Party of Ontario may be paid by the Party at a rate that is determined by the Provincial Executive.

### **D 4 Rules Applicable to the Election of Executive Members**

(4.1) All elections for positions on the party's Provincial Executive will occur at General Meetings.

(4.2) Voting for Executive positions will be conducted by preferential ballot and counted using the method described in the party Constitution and Bylaws.

(4.3) Ballots shall be available four (4) weeks before the day of voting.

(4.4) Ballots shall be available in the following forms:

a. electronically on the Party website or by email to be printed by the member; or

b. mailed to the member; or

c. in person at the meeting where the election is taking place.

(4.5) Ballots may be cast:

a. by mail received prior to the meeting date; or

b. as an absentee delivered to the registrar at the meeting by another attendee; or

c. in person at the meeting; or

d. A secure electronic voting system may be used when available.

(4.6) Ballots cast at a General Meeting by an absent voter shall:

- a. be prepared to ensure the secrecy of the ballot; and
- b. be cast in a manner that identifies the member to the Chief Returning Officer.

(4.7) All ballots for Provincial Executive positions must offer electors the option of voting for "None of the Above."

(4.8) The Chief Returning Officer will maintain the voters list for the election.

(4.9) Members may only cast one ballot in an election for Provincial Executive members.

## **D 5 Refilling Vacancies**

(5.1) Should any Executive position become vacant mid-term, the remaining Executive members have authority under this Constitution to refill the vacancy.

(5.2) If the position is that of CFO, the Provincial Executive will appoint an interim replacement as quickly as is required by Elections Ontario.

(5.3) Based upon the time remaining in the incumbent's position the Provincial Executive may;

- a. Call a by-election at the earliest possible General Meeting.
- b. Appoint an interim replacement to perform the duties of the vacated position until that by-election takes place. Or,
- c. Appoint an interim replacement who will occupy the position for the remainder of its original term.

(5.4) Bylaw D 5.3.c shall only be enacted if the remainder of the incumbent's term is less than one year.

(5.5) A by-election for a Provincial Executive position shall be conducted in the same manner as outlined in the party Constitution and Bylaws for a regular election of a Provincial Executive member.

[Amended AGM06] [AGM08]

## **By-Law E**

### **Task-Oriented Committees**

The Provincial Executive will abide by these rules for the establishment and operation of both standing and ad hoc committees:

- a. establishing committees - The Executive can create a committee for whatever purpose it sees a need. - Any members of the party can ask the Executive to set up a committee to perform a specific task, but implementing such requests will be done at the discretion of the Executive.
- b. mandate, reporting, autonomy, budget - The Executive will establish, in writing, the mandate of the committee, and may set timelines for the performance of certain tasks within that mandate. - Each committee will report directly to the entire Executive through its chairperson. - Committees are encouraged to request whatever resources are needed to fulfil their mandates, such as in areas of financing, communications, and administration. - Except when permitted to do so by the Executive, committees should not be raising funds to assist them in doing their work, as they are in fact extensions of the Executive. - Committees should update the Executive at least every second month, ideally by submitting a report a week or so prior to Executive meetings. - Effort should be applied to working with



the Publications Coordinators so that GPO newsletters and the website can disseminate information about each committee's activities. - Apart from the foregoing rules, all committees will be free to decide how to organize themselves.

c. committee membership - In attempting to have a diversity of interests and knowledge on committees, and yet keep them to a manageable size, the maximum number of members will be twelve. - Having at least one member of the Provincial Executive on each committee should provide benefits in having a wider perspective on other issues and more effective mutual communication. - When committees are struck, a minimum of four seats will be left open to leave room for any member of the party who reads of the committee's mandate in the newsletter and would like to participate by contributing knowledge or ideas which he/she feels would be of benefit to the committee. - If a large number of applicants would exceed the twelve member limit, the committee chairperson may find places on subcommittee task teams whose work can still be fed into the overall mandate of the larger committee. - The Leader of the GPO will be an ex officio member of every committee, and that membership will not be counted towards the maximum of twelve.

d. committee chairpersons - The Executive will appoint the chairperson. - Within two months of being appointed, the chairperson will forward a list of prospective committee members to the Executive, which has discretion over all appointments. - Any chairperson may ask the Provincial Executive to adjust the membership of her/his committee, but must place this request on the Executive's agenda, and in any cases where the request is to remove some member(s), the affected individual(s) must be informed of the proposed action not less than a week prior to the Executive meeting, with a written rationale for the removal. Any member who may be removed from a committee in this manner may contest the chairperson's rationale by participating in the Executive's discussion of the matter. - If not already a member of the Executive, each committee chairperson will be added as an observer on the Executive listserv, except for correspondence that the Executive needs to keep in camera. - Committee chairpersons may observe Executive meetings and participate in any discussions relevant to the mandate of their committee, but they do not have voting privileges unless already a member of the Executive. [AGM06]

## **By-Law F**

### **Guidelines regarding Conflict of Interest**

#### **F 1 Prohibitions**

Members of the Provincial Executive cannot also be paid GPO staff, nor can any of their parents, siblings, or children, or their partner or any of the same relatives of their partner.

In addition, if ever any of these same relations is involved in a contentious issue somewhere else in the party (for example, in a dispute within a CA), and that issue comes to the executive for discussion and possible resolution, the executive member must declare her/his connection to the individual(s) involved and then absent her/himself from any discussion of, or voting on, the matter at hand.

No member of the Provincial Executive, in the execution of her/his duties, shall make a decision, or seek to influence a decision, or participate in the making of a decision if he/she knows or reasonably should know that it offers an opportunity to further either that member's private interests or those of another Executive member, except when such interests are an interest in common with all other members of the party.

Furthermore, no member of the Provincial Executive shall be party to any contract with the Green Party of Ontario from which he/she receives a benefit, nor shall any member of the Executive have an interest in, or be an officer or director of, any partnership or private corporation or non-governmental organization which is party to a contract with the GPO and from which the partnership, private corporation or non-governmental organization receives a tangible benefit.

Until twelve months have elapsed from the date when a former member of the Provincial Executive ceased being in

office, neither that body nor any of its members nor any employee of the GPO shall:

- a. award, approve, or grant a contract or benefit to that individual, or
- b. entertain representations made by the former member on her/his own behalf or on behalf of any other person with respect to a contract or benefit involving the Green Party of Ontario.

## **F 2 Processing Allegations**

Should any member of the GPO allege that another member has a Conflict of Interest with respect of any aspect of the party's affairs, as defined by the Bylaws, the member shall address such an allegation in confidence to the Constituency Association of which he/she is a member or to the Provincial Executive, as well as to the member against whom the allegation is being made. The Constituency association or the Provincial Executive shall deal with the matter by:

- a. encouraging conversation among the persons involved;
- b. directing two members of the Constituency Association, Provincial Executive or other organization of which the person against whom the allegation is made was a member at the time of the alleged Conflict of Interest, to attempt to meet with the parties in order to obtain an agreed-upon statement of relevant facts. Alternatively, the Constituency Association or Provincial Executive may ask a mutually agreed-upon person or persons to attempt to meet with the parties and to obtain an agreed-upon statement of relevant facts requesting the proper authorities to investigate any allegation of criminal impropriety.
- c. where the steps above have been attempted but failed to achieve a resolution acceptable to both parties, either party or the Constituency Association may refer the allegation to the Provincial Executive in writing. Such communication shall be considered confidential and be dealt with in confidence by the Executive. If the Executive finds that the steps above have been attempted but failed to achieve a resolution acceptable to both parties, it shall refer the matter to the Ombuds Committee for a determination as to whether the allegation is founded or otherwise.
- d. All parties shall consider the findings of the Ombuds Committee to be final. Notwithstanding or in addition to Bylaw I3, the Ombuds Committee shall also have authority to make any recommendation to the Provincial Executive regarding the disposition of the matter, but is not required to do so. The Provincial Executive shall implement the recommendations of the Ombuds Committee, if the allegations are found to be valid, and shall have authority to implement any or all other recommendations which may be made by the Committee, but is not required to do so.

## **F 3 Penalties**

Every member of any executive in the party who is found to be in Conflict of Interest with regard to her/his obligations to the GPO shall be removed from office as of the same date the Provincial Executive decides a violation of these guidelines has occurred, and that person may also be prohibited from holding any GPO executive position for up to three years. Upon making such rulings, the Provincial Executive must convey its decisions to the affected member(s) by registered mail, sent to each individual's address of record. If a dismissal is required at a level other than the Provincial Executive, expeditious notification should be sent to a member of the dismissed person's Constituency or Affiliate Association who was not involved in the dispute, in order to minimize the chances of any malicious disruption of that Association's affairs.

[AGM08]

# Bylaw G

## Ombuds Committee

### G 1 Composition

(1.1) The Provincial Executive shall appoint an Ombuds Committee of:

- (a) no fewer than three members;
- (b) at least one (1) man and one (1) woman.

#### *Exception where insufficient volunteers*

(1.2) Despite Section J(1.1)(b) provided that the Provincial Executive has advertised to the membership by all reasonable means to get a committee member of the gender that is not otherwise represented on the Committee, the Committee shall be considered properly constituted.

#### Term

(1.3) The term of the Ombuds Committee members shall be two (2) years.

(1.4) Despite Section J(1.3) some members shall be appointed for three (3) years to ensure not all terms expire in the same year.

#### Chair

(1.5) The Committee shall choose a chair from its members and the chair shall be selected for a two-year term.

#### Qualifications of members

(1.6) The Provincial executive shall solicit the services of GPO members that have had:

- (a) experience with management, dispute settlement and arbitration; and
- (b) who have displayed impartiality, tact, judgment, clarity, and firmness.

#### Direction and responsibilities

(1.7) The Ombuds Committee shall:

- (a) act in the best interests of the GPO,
- (b) act expeditiously to remove barriers to the effective and efficient operation of the GPO,
- (c) implement the Constitution of the GPO, and
- (d) reinforce Green values in the operation of the GPO.

#### *Resignation*

(1.8) If a member resigns, the Provincial Executive shall solicit a replacement to fill the vacancy as soon as possible, in order to ensure the minimum number and the minimum gender composition of the Committee.

### G 2 Grounds upon which the Committee may decline

(2.1) The Committee may, in its sole discretion, decline to consider a matter referred to it on the following grounds, and cannot be challenged for having or not having declined:

- (a) in the opinion of the Committee, the dispute that has been referred to it is not of sufficient severity as to disrupt the efficiency or effectiveness of the GPO or of any of the GPO organizations created under the Constitution, provided that the matter is not a Conflict of Interest allegation or an expulsion request referred to it under Bylaw I or O;
- (b) in the opinion of the committee, there have not been good-faith attempts at prior discussion, fact-finding or mediation before the matter was referred to the Committee;
- (c) in the opinion of the committee, the matter is being pursued for vexatious reasons, particularly if the person or organization bringing the allegations or participating in the dispute have repeatedly been found to have brought unfounded allegations in the past, or not to have made serious attempts to maintain the effective and efficient operations of the party despite previous disputes;
- (d) the matter is under investigation by the Police;
- (e) the Committee may decline to consider the matter further, after having undertaken some fact-finding and/or research into the matter.

(2.2) The Committee is at liberty not to make a final decision if at any time it reaches any of the conclusions above, or if it has evidence that the matter is resolving itself satisfactorily without a Committee decision being made.

### **G 3 Committee Procedures**

(3.1) The Committee may take any steps that it feels necessary to collect information, reach decisions, and make recommendations. At a minimum, one or more Committee members shall have talked to each of the parties to the dispute referred to it and shall determine which GPO members and organizations have a particular stake in the matter. If practical, one or more Committee members should try to hold a joint meeting with the disputants and any other stakeholders that have been determined.

(3.2) While being thorough and fair, the work of the Committee is not considered a legal proceeding and is not required to follow judicial rules of procedure. While any participant in a dispute or an allegation or request under I2 or J1 may wish to have a lawyer express the participant's opinions or present information on behalf of the participant, legal representation is NOT expected and the Committee shall not delay its work unduly in order to accommodate lawyers or any other party.

(3.3) All members of the party shall cooperate thoroughly and expeditiously with the Committee

(3.4) When a matter is referred to the Committee, it shall be addressed to the Committee Chair, who shall notify other Committee members. Where necessary or desirable, the Chair may appoint a sub-committee to review the matter referred to it. The sub-committee shall contain no fewer than two members. The Chair shall ensure that any Committee members involved in reviewing the matter have as little familiarity with or stake in the outcome of the matter as possible.

(3.5) The Committee shall develop procedures regarding the drafting of reports, and the acceptance of reports in the event that Committee or sub-committee members do not agree. The Committee may develop further procedures on any matter if it feels them necessary.

### **G 4 Committee Decisions and Reports**

(4.1) Unless the Committee has declined to deal with a matter referred to it, the Committee shall do a written report on each matter, including its decision. Committee decisions are final on matters within the jurisdiction of the Committee.

(4.2) The reports shall:

- (a) outline the issue or dispute referred to the Committee, including which people and/or organizations the Committee finds to have a particular stake in the matter;
- (b) explain how the Committee has jurisdiction in the matter and what authority the committee has;
- (c) summarize the relevant facts and information that the Committee has found;
- (d) draw conclusions as appropriate;
- (e) state the decision of the Committee;
- (f) make any additional recommendations that the Committee chooses to make.

(4.3) All reports shall be provided to: - (a) the Provincial Executive via the Secretary; - (b) to the CA Executive, if the CA was involved in the referral of the matter to the Committee; - (c) to each participant and stakeholder, as specified in the report.

(4.4) Subject to any procedures that the Committee may develop, the Chair shall be the spokesperson for the Committee. The Chair or her/his delegate may be called to explain a Committee report, in confidence, to the Provincial Executive.

(4.5) The Committee has the right to make recommendations to the Provincial Executive and to an AGM on any matter concerning the Constitution, Bylaws, and conduct of the GPO, as a result of issues raised through, or patterns observable from, the Ombuds Committee's work.

[AGM10]

## **By-Law H**

### **Revoked**

[revoked AGM06]

[AGM06]

## **By-Law I**

## **Duties and Responsibilities of the Provincial Executive Members**

### **I 1 Appointment**

(1.0.1) The Provincial Executive positions shall be filled according to By-Law G.

(1.0.2) The duties and responsibilities of the Provincial Executive positions defined in this bylaw are general overviews of the positions of the Provincial Executive. President

(1.1) In addition to powers granted elsewhere in the Constitution and By-Laws the President shall:

- (a) Oversee the administrative and operational activities of the Green Party of Ontario within the guidelines and requirements of Elections Ontario and within the Constitution of the GPO;
- (b) Work closely with the CFO to ensure that the GPO remains financially viable;
- (c) Work closely with the Provincial Secretary to ensure that all regulations and requirements of Elections Ontario are met in a timely manner;
- (d) Work with others on the Provincial Executive, Functionaries, and any committee members that play a significant role in the development of a strong and active general Membership;
- (e) serve as the spokesperson of the Provincial Executive;
- (f) be responsible for timely meetings of the Provincial Executive, including any Executive retreats;
- (g) Work with the entire Provincial Executive to ensure the entire Provincial Executive is operating as a team to the capacity of its members and remedy any conspicuous shortcomings;
- (h) be accountable for seeing that those in executive and functionary positions are performing their duties;
- (i) open all province-wide inter-association meetings of the party;
- (j) generally chair Provincial Executive meetings, but may ask for another Executive member to chair certain meetings or portions of meetings;
- (k) proactively lead the search for members to fill the party's elected and appointed positions;
- (l) liaise with the presidents of other political parties and provincial officials as needed;
- (m) Liaise with and create relationships with provincial stakeholders, community organizations, and business associations to assist with GPO policy generation and fundraising opportunities.

### **I 2 Leader**

(2.1) In addition to powers granted elsewhere in the Constitution and By-Laws the Leader shall:

- (a) act as the spokesperson of the Party, to articulate GPO policy to as wide an audience as possible;
- (b) attend public events and venues to where a GPO perspective and/or presence is appropriate;
- (c) appoint Issue Advocates in consultation with the Policy Coordinator;
- (d) solicit the advice of the Issue Advocates prior to making public statements;
- (e) communicate with the membership through regular newsletter commentaries and press releases;
- (f) work at putting a bilingual face on the party;
- (g) prepare monthly reports ahead of Executive meetings.

### **I 3 Deputy Leaders [Amended AGM15]**

(3.1) In addition to powers granted elsewhere in the Constitution and By-Laws the two Deputy Leaders shall:

- (a) assist the Leader in her/his duties and responsibilities;
- (b) serve as alternate official Party spokespersons;
- (c) assist the Leader in communicating with Constituency and Affiliate Associations, Regional Councils, and the general membership;
- (d) consult with the Leader and/or Issues Advocates before making public statements on issues;
- (e) prepare monthly reports ahead of Executive meetings.

### **I 4 Chief Financial Officer**

(4.1) The Chief Financial Officer is required to:

- (a) fulfill the legal requirements of the position as required by Elections Ontario.

(4.2) In addition to powers granted elsewhere in the Constitution and By-Laws the Chief Financial Officer shall:

- (a) oversee the development and management of the party's budgetary processes;
- (b) allocate funds as approved by the Provincial Executive;
- (c) publish the financial statements of the GPO for distribution at the AGM.

### **I 5 Secretary**

(5.1) In addition to powers granted elsewhere in the Constitution and By-Laws the Secretary shall:

- (a) work with the President to prepare and distribute materials for meetings;
- (b) fill or delegate the role of recording secretary at meetings and managing the Provincial Executive online discussion group;
- (c) store records in a timely and secure way;
- (d) prepare correspondence as required;
- (e) provide expertise interpreting the GPO Constitution and By-Laws and identify areas where improvements should be made;
- (f) give information about their duties and responsibilities to those stepping into new positions;
- (g) with support from the functionaries, prepare a portfolio of the party's protocols and templates of commonly used items, making them readily available on request;
- (h) work with provincial conference organizers to ensure resolutions are processed and recorded appropriately.

## **I 6 Regional Representatives**

- (6.1) In addition to powers granted elsewhere in the Constitution and By-Laws the Regional Representatives shall:
- (a) represent the interests of the membership in their respective regions on the Provincial Executive;
  - (b) be responsible for active communication between the Executive and their constituents;
  - (c) ensure the appropriate Functionaries, and the Provincial Executive, are aware of any concerns raised by members from their region, and that responses are provided to the individual(s) involved;
  - (d) provide regional insight and background information in the process of preparing news releases or other GPO messages that will be of particular relevance in their Regions;
  - (e) assist with organizing and running the meetings of their respective Regional Councils;
  - (f) prepare monthly reports ahead of Executive meetings (one report per Region).
  - (g) as designates of the Provincial Executive, the dates for all founding, nomination and annual general meetings for the CAs in their Region, shall be confirmed by the Regional Reps within a 30-day period subject to being waived should a writ be dropped.
- (6.2) Each Regional Representative is also expected to participate in one (1) of the following:
- (a) the message team;
  - (b) the membership team;
  - (c) the money team.

# **By-law J**

## **Constituency Associations**

### **J 1 Requirements & Operation**

- (1.1) All Constituency Associations of the Green Party of Ontario shall:
- (1.1.1) Adhere to the Elections Ontario Act.
  - (1.1.2) Adhere to the Constitutions, and Bylaws, of the Green Party of Ontario as well as any subsequent procedures that are approved by the Provincial Executive.
  - (1.1.3) Nominate a candidate in accordance with the procedures established by the Provincial Executive, to elect a Member of Provincial Parliament who will represent the Green Party of Ontario.
  - (1.1.4) Raise funds to assist in the running of the CA and the promotion of a GPO candidate.
  - (1.1.5) Promote the Policies, Goals and Aims of the Green Party of Ontario.
  - (1.1.6) Report to the GPO through GPO staff.
- (1.2.1) The elected CA executive shall maintain the operations of the riding association between AGMs.
- (1.2.2) The CA executive is responsible to ensure that all forms and reports required by Elections Ontario are submitted on time.
- (1.2.4) The CA executive is responsible to ensure that all records and reports requested by the party are forwarded to the GPO office. These may include but not be limited to;
- a) AGM and founding meeting minutes,
  - b) A contact list for the current CA executive,
  - c) A copy of the annual financial statements,
  - d) A copy of the current Annual Plan & Budget.

(1.2.5) All members of the CA executive representing the GPO must adhere to the constitution and bylaws as well as any code of conduct that is provided by the Provincial Executive.

## **J 2 Founding Meetings**

### **(2.1) Application**

(2.1.1) Members wishing to organize a founding meeting must contact the Executive Director, or designate, and gain approval to hold a founding meeting.

(2.1.2) Preference to hold a founding meeting shall be given to members normally living within the boundaries of electoral district. However, the Executive Director may give any member in good standing permission to organize a founding meeting provided there is just cause.

### **(2.2) Meeting requirements**

(2.2.1) There is a minimum of 10 members living within the electoral district required to hold a founding meeting.

(2.2.2) Date for founding must be approved by Executive Director, or designate.

(2.2.2) Notification must be given to all current and lapsed members a minimum of 30 days prior to the meeting

(2.2.3) Quorum for a founding meeting shall be the greater of 25% of membership in person, or by indirect communication (teleconference, videoconference etc) or 5 members in person. [Amended AGM11]

(2.2.4) A sample agenda shall be provided by the Executive Director, or designate and may be used for the meeting.

(2.2.4.1) If the sample agenda is not used a founding meeting must at minimum contain;

(a) Approval of Agenda and appointment of meeting officers

(b) Adoption of Constitution

(c) Call for candidates and election of Executive which must contain at minimum a President and CFO

(d) Discussion of goals for CA and next steps

(2.2.5) All members in good standing shall have voting privileges at founding meetings provided they have been a member a minimum of fourteen (14) days prior to the day of the meeting.

(2.2.5.1) Membership starts the day the member information and fee is received at the GPO office.

(2.2.5.2) Members who have lapsed within one year prior to the meeting date can renew at the meeting and gain voting privileges.

### **(2.3) Reporting & Follow-up**

(2.3.1) All reports required by Elections Ontario must be submitted within 30 days

(2.3.2) Founding meeting minutes must be sent to GPO office within 30 days

(2.3.3) CA Annual Plan & Budget (template) must be submitted to the GPO office within 90 days

## **J 3 Annual General Meetings**

### **(3.1) Application**

(3.1.1) To hold an AGM the CA President must ensure the GPO Executive Director, or designate, has the following documents on file at the GPO office;

(a) Previous years Elections Ontario AR1 Report,

(b) A copy of the previous year end Bank Statement,

(c) Previous year Annual Plan and Budget & Actual Results,

(d) Current CA constitution,

(e) List of the current executive members.

(3.1.2) Each CA shall provide the Executive Director, or designate, with the proposed date of the meeting.

### **(3.2) Meeting requirements**

(3.2.1) A CA AGM can occur no later than fifteen (15) months following the previous AGM or founding meeting.

(3.2.2) A CA must have a minimum of 15 members in good standing or lapsed members.

(3.2.3) The AGM date must be approved by the GPO Executive Director, or designate.

(3.2.4) Notification of the AGM to all current and lapsed members must be a minimum of 30 days prior to the meeting.

(3.2.5) Quorum at the meeting must be the greater of 25% of membership in person or by indirect communication (teleconference, videoconference etc) or 5 members in person. [Amended AGM11]

(3.2.6) A sample agenda shall be provided by the Executive Director, or designate.

(3.2.6.1) If the sample agenda is not used an AGM must at minimum contain;

- (a) Approval of Agenda and appointment of meeting officers
- (b) Financial Report
- (c) President's Report
- (d) Appointment of Auditor
- (e) Call for candidates and election of Executive which must contain at minimum a President and CFO
- (f) Discussion of goals for CA and next steps

(3.2.7) All members in good standing shall have voting privileges at an AGM provided they have been a member a minimum of fourteen (14) days prior to the AGM.

(3.2.7.1) Membership starts the day the membership fee is received at the GPO office.

(3.2.7.2) Members who have lapsed within one year prior to the meeting date can renew at the meeting and gain voting privileges.

### **(3.3) Reporting & Follow-up**

(3.3.1) All reports from Elections Ontario must be submitted within 30 days

(3.3.2) Founding meeting minutes must be sent to GPO office within 30 days

(3.3.3) CA Annual Plan & Budget (template) must be submitted to the GPO office within 60 days

## **J 4 Nomination meetings**

(4.1) Provincial Executive

(4.1.1) The Provincial Executive shall approve rules for CA nominations and Candidate Application forms well in advance of scheduled general elections.

(4.1.2) The Provincial Executive shall notify CA executives that candidate nominations are open after such rules and application forms have been approved.

(4.1.3) In the case of a by-election the Executive Director may contact a CA executive to expedite the process for nomination.

(4.1.4) Within at least one year before a general election, the Leader shall nominate for approval by the Provincial Executive, a Campaign Chair and/or committee to carry out and enforce this bylaw.

### **(4.2) Application**

(4.2.1) The CA executive shall provide the Campaign Chair, or designate with a detailed report that shall include the following;

- (a) Candidate search report,
- (b) Proposed date for the meeting.

(4.2.2) The Campaign Chair, or designate, shall give a timely reply to the CA executive with a decision on the nomination meeting.

### **(4.3) Meeting requirements**

(4.3.1) A CA must have a minimum of 20 members in good standing or lapsed members to hold a nomination meeting.

(4.3.2) Quorum for a Nomination Meeting shall be the same as for an AGM.

(4.3.3) The Nomination meeting date must be approved by the Campaign Chair, or designate.

(4.3.4) Notification of the Nomination Meeting to all current and lapsed members must be a minimum of 45 days prior to the meeting.

(4.3.5) A sample agenda shall be provided by the Campaign Chair, or designate but must contain at minimum.

- (a) Approval of Agenda
- (b) Appointment of Returning Officer
- (c) Vote
- (d) Announcement of Vote

(4.3.6) All members in good standing shall have voting privileges provided they have been a member a minimum of fourteen (14) days prior to the meeting.

(4.3.6.1) Membership starts the day the membership fee is received at the GPO office.

(4.3.6.2) Members who have lapsed within one year prior to the meeting date can renew at the meeting and gain voting privileges.

(4.3.7) Reporting & Follow up

(4.3.7.1) The results of the nomination meeting must be submitted to the GPO within 10 days.

(4.3.8) In the case of electoral urgency, requirements for the nomination meeting may be waived by the Campaign



chair or designate.  
[AGM10]

## **Bylaw K**

### **Membership**

#### **K 1 Membership within the Green Party of Ontario**

- (1.1) All members in good standing have the rights as outlined in the Constitution.
- (1.2) Members should also reflect our green values by showing respect for fellow members and party staff throughout the party in word and deed.
- (1.3) Members are encouraged to participate in the activity of the party by volunteering and donating locally and provincially during and between elections.
- (1.4) Members who represent the GPO publicly have the responsibility to adhere to the constitution and by laws as well as any code of conduct approved by the Provincial Executive.
- (1.5) Members who participate in the GPO by volunteering or serving on committees have the responsibility to adhere to any code of conduct approved by the Provincial Executive.

#### **K 2 Member Discipline**

- (2.1) Right to due process
  - (2.1) All members of the Party shall have a right to due process. This process, outlined below, shall be initiated by the Executive Director, depending on the severity of the matter, after consultation with the President and/or the Ombuds Committee.
- (2.2) Escalation of discipline
  - (2.2) The escalation of discipline may include the following steps
    - (a) a written warning;
    - (b) suspension of membership for a period not exceeding 6 months; or
    - (c) termination of membership.
- (2.3) Access to appeal
  - (2.3) At each step of escalation the respondent shall have access to the Ombuds Committee for review and/or appeal.
- (2.4) Contravention leading to discipline
  - (2.4) Discipline may result from the following actions:
    - (a) Contravention of GPO Constitution;
    - (b) Contravention of GPO Bylaws;
    - (c) Undisclosed (or new) criminal conviction;
    - (d) Undisclosed (or new) conflict of interest;
    - (e) Knowingly misrepresenting GPO policy in a public form;
    - (f) Gross misconduct or lack of respect for Green values.
  - (2.4.1) If necessary, a request may be made to the proper authorities to investigate any allegation of criminal impropriety.

#### (2.5) Termination of Membership

- (2.5) The Executive Director, or designate, can recommend to Provincial Executive, through the Party President, that the respondent's membership be terminated for a period of two (2) years, five (5) years or indefinitely

#### **[Amended AGM14]**

- (2.5.1) Grounds for expulsion from the Party include:
  - (a) Contravention of GPO constitution;
  - (b) Contravention of GPO bylaws;
  - (c) Undisclosed (or new) criminal conviction;
  - (d) Undisclosed (or new) conflict of interest;
  - (e) Knowingly misrepresenting the Party policy in a public forum;
  - (f) Gross misconduct or lack of respect for Green values.
- (2.5.2) The Provincial Executive shall normally consider a member's termination when all steps of discipline have been applied.
- (2.5.3) The Provincial Executive shall review information relating to the matter and has discretion as to the extent

that an investigation is conducted.

(2.5.4) All membership terminations that are considered before the Provincial Executive shall be performed in camera during a Provincial Executive meeting.

(2.5.5) The decision of the Provincial Executive shall be delivered to the respondent in a timely manner.

(2.5.6) After a decision has been reached by the Provincial Executive, the complainant, or the respondent may request the matter be referred to the Ombuds Committee for review.

(2.6) Where a request for discipline is made to a CA Executive, the CA Executive may choose to make the request to the Executive Director.

(2.6.1) Where a request has been made to the Executive Director, the Executive Director shall use his/her judgement regarding how best to intervene in the matter.

(2.6.2) At any point the Executive Director may apply the escalation of discipline as outlined in this bylaw.

(2.7) When an issue or dispute regarding membership arises members are encouraged to seek a resolution both parties agree upon.

(2.7.1) If the issue can not be resolved and a CA executive needs to escalate the resolution process the CA President shall contact the Executive Director, or designate, to inform them of the situation.

(2.7.2) The Executive Director, or designate, shall perform an investigation and attempt to resolve the situation.

(2.7.3) The Executive Director, or designate, shall attempt to resolve the situation as they see fit, and what is in the best interests of the party.

[AGM10]

## **Bylaw L**

### **Regions of the Party**

[Passed at the January 2011 meeting of the Provincial Executive]

#### **Definitions**

“Regions” Contiguous representation areas within the province of Ontario.

#### **(1) Regions of the Party**

The following are the regions of the Party and the Electoral Districts assigned to each.

#### **Southwestern**

Brant

Bruce-Grey-Owen Sound

Cambridge

Chatham-Kent-Essex

Elgin-Middlesex-London

Essex

Haldimand-Norfolk

Huron-Bruce

Kitchener Centre

Kitchener-Conestoga

Kitchener-Waterloo

Lambton-Kent-Middlesex

London North Centre

London West

London-Fanshawe

Oxford

Perth-Wellington

Sarnia-Lambton

Wellington-Halton Hills

Windsor West  
Windsor-Tecumseh

**Horseshoe**

Ancaster-Dundas-Flamborough-Westdale  
Bramalea-Gore-Malton  
Brampton West  
Brampton-Springdale  
Burlington  
Guelph  
Halton  
Hamilton Centre  
Hamilton East-Stoney Creek  
Hamilton Mountain  
Mississauga East-Cooksville  
Mississauga South  
Mississauga-Brampton South  
Mississauga-Erindale  
Mississauga-Streetsville  
Niagara Falls  
Niagara West-Glanbrook  
Oakville  
St. Catharines  
Welland

**Central**

Ajax-Pickering  
Barrie  
Dufferin-Caledon  
Durham  
Haliburton-Kawartha Lakes-Brock  
Markham-Unionville  
Newmarket-Aurora  
Oak Ridges-Markham  
Oshawa  
Peterborough  
Pickering-Scarborough East  
Richmond Hill  
Simcoe North  
Simcoe-Grey  
Thornhill  
Vaughan  
Whitby-Oshawa  
York-Simcoe

**Eastern**

Carleton-Mississippi Mills  
Glengarry-Prescott-Russell  
Kingston and the Islands  
Lanark-Frontenac-Lennox-and-Addington  
Leeds-Grenville  
Nepean-Carleton  
Northumberland-Quinte West  
Ottawa Centre  
Ottawa South  
Ottawa West-Nepean

Ottawa-Orléans  
Ottawa-Vanier  
Prince Edward-Hastings  
Renfrew-Nipissing-Pembroke  
Stormont-Dundas-South Glengarry

**Toronto**

Beaches-East York  
Davenport  
Don Valley East  
Don Valley West  
Eglinton-Lawrence  
Etobicoke Centre  
Etobicoke North  
Etobicoke-Lakeshore  
Parkdale-High Park  
Scarborough Centre  
Scarborough Southwest  
Scarborough-Agincourt  
Scarborough-Guildwood  
Scarborough-Rouge River  
St. Paul's  
Toronto Centre  
Toronto-Danforth  
Trinity-Spadina  
Willowdale  
York Centre  
York South-Weston  
York West

**Northern**

Algoma-Manitoulin  
Kenora-Rainy River  
Nickel Belt  
Nipissing  
Parry Sound-Muskoka  
Sault Ste. Marie  
Sudbury  
Thunder Bay-Atikokan  
Thunder Bay-Superior North  
Timiskaming-Cochrane  
Timmins-James Bay

[Amended AGM15]

## **Bylaw M**

### **GPO Code of Conduct**

**Purpose**

(1.0) The purpose of this Bylaw is to ensure all participants at Party-affiliated functions have an opportunity to participate fully without being hindered in or prevented from doing so by any Ontario Human Rights Commission (OHRC) prohibited grounds for discrimination, and to be free from harassment and intimidation.

(1.1) OHRC prohibited grounds for discrimination are citizenship, race, place of origin, ethnic origin, colour,

ancestry, disability, age, creed, sex / pregnancy, gender identity, gender expression, family status, marital status, sexual orientation, receipt of public assistance, and record of offence.

### **Prohibited grounds of discrimination or harassment**

(2.0) All participants at a Party-affiliated function will not engage in any behaviour that will undermine or attack the goals and purposes of the GPO including, but not limited to:

- a. using offensive language or behaviour;
- b. making denigrating comments on the basis of OHRC prohibited grounds;
- c. harassing, threatening, assaulting or intimidating other participants; or
- d. damaging or destroying any property that does not belong to them.

### **Complaints and equity officer**

(3.0) All centrally organized GPO events or meetings with more than 20 people in attendance shall appoint an Equity Officer (EO) to investigate any complaints, including those under 2.0.

(3.1) The meeting organizer(s) shall outline the procedure for investigating and resolving complaints made to the EO prior to the meeting.

(3.2) All procedures for investigating and resolving complaints must include the following:

- a. a process for making anonymous complaints;
- b. a process for the accused person or persons to make a written statement responding to any allegation made against them;
- c. a process for determining whether any provision within 2.0 has been violated;
- d. a process for determining the appropriate resolution in the event of a violation of 2.0;
- e. a process for informing all affected parties; and
- f. a process for determining whether the complaint should be reviewed further by the GPO.

(3.3) The procedure for investigating and resolving complaints must be publicized prior to the event.

(3.4) The GPO shall provide assistance for the investigation and resolution of complaints.

(3.5) The duties of the EO include, but are not limited to:

- a. being visible and available for the duration of the meeting, including attendance at affiliated social events;
- b. acting in a responsible manner and being prepared to deal with any eventuality at all times;
- c. investigating all complaints; and
- d. issuing a report to the Ombuds Committee if required following the event.

### **Procedure for review on request of the complaints and equity officer**

(4.0) A GPO member, having had their complaint investigated, may request that the complaint be reviewed by the GPO Ombuds Committee.

(4.1) All requests for review by the GPO Ombuds Committee must include a written report detailing the investigation by the Complaints and Equity Officer.

(4.2) The GPO Ombuds Committee may make recommendations to the Provincial Executive based on the evidence reviewed in accordance with the process outlined in Bylaw K: Membership.

### **Definitions**

(5.0) Harassment is a form of discrimination. It involves any unwanted physical or verbal behaviour that offends or humiliates. Generally, harassment is a behaviour that persists over time. Serious one-time incidents can also sometimes be considered harassment.

(5.1) Participant is defined as any person in attendance for any portion of an affiliated event.