



SOCIETY BY-LAWS

OF

**THE LIBERAL ASSOCIATION OF
NOVA SCOTIA**

October 22, 2011

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SOCIETY BY-LAWS
OF
THE LIBERAL ASSOCIATION OF
NOVA SCOTIA

ARTICLE 1 – NAME & DEFINITIONS

- 1.1 The name of the association shall be The Liberal Association of Nova Scotia which Association is registered to use the name The Nova Scotia Liberal Party. Hereinafter the Association is referred to as the "Party", "Liberal Party" or "Nova Scotia Liberal Party".
- 1.2 In these By-Laws unless there be something in the subject or context inconsistent therewith:
- (a) "Officers" of the Liberal Party are as defined in Article 4 of these By-Laws;
 - (b) "Registrar" means the Registrar of Joint Stock Companies appointed under the Companies Act (Nova Scotia); and
 - (c) "Special Resolution" means a resolution passed by not less than three-quarters of such members entitled to vote as are present in person or by proxy, where proxies are allowed, at an Annual Meeting or Special Meeting of which notice specifying the intent to propose the resolution as a special resolution has been duly given by written notice to the secretary of the Nova Scotia Liberal Party at least 30 days before the Annual or Special Meeting.

ARTICLE 2 - OBJECTS

- 2.1 The objects of the Nova Scotia Liberal Party are:
- (a) To secure good government by supporting the policies and principles of the Nova Scotia Liberal Party;
 - (b) To secure the election of Liberal candidates to the Nova Scotia Legislative Assembly and the House of Commons;
 - (c) To hold meetings on political affairs;

- (d) To effect and maintain thorough organization in every electoral district in Nova Scotia;
 - (e) To exercise general supervision of the interests of the Nova Scotia Liberal Party in all electoral districts in Nova Scotia;
 - (f) To co-ordinate the provincial and federal Liberal Party constituency organizations and Liberal Party associations in Nova Scotia;
 - (g) To acquire by way of grant, gift, purchase, bequest, devise or otherwise, real and personal property and to use and apply such property to the realization of the objects of the Liberal Party;
 - (h) To buy, own, hold, lease, mortgage, sell and convey such real and personal property as may be necessary or desirable in the carrying out of the objects of the Liberal Association; and
 - (i) To do all such things as are incidental or conducive to carrying out of the above objects.
- 2.2 Nothing herein shall permit the Liberal Party to carry on any trade, industry, or business and the Liberal Party shall be carried on without purpose of gain to any of the members and any surplus or any accretions of the Liberal Party shall be used solely for purposes of the Liberal Party and the promotion of its objects.
- 2.3 If for any reason the operations of the Liberal Party are terminated or are wound up, or are dissolved and there remains, at that time, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be paid to some other non-profit organization in Canada, having objects similar to those of the Liberal Party.
- 2.4 The activities of the Liberal Party are to be carried on throughout the Province of Nova Scotia.

ARTICLE 3 – MEMBERSHIP

- 3.1 All persons who ordinarily reside in Nova Scotia, support the objects of the Liberal Party, are not members of any other political party and are at least 14 years of age are eligible for membership in the Liberal Party.
- 3.2 An application for Membership, delivered to the Nova Scotia Liberal Party in accordance with procedures prescribed by the Provincial Council, also shall be

considered an application for membership with the Liberal Party of Canada as provided in the Constitution of the Liberal Party of Canada.

- 3.3 Information concerning individual members of the Liberal Party of Canada shall be maintained by the National Office of the Liberal Party of Canada, and such information shall be held and disclosed, where required by law, in accordance with the Constitution of the Liberal Party of Canada.
- 3.4 Every person who is a member in good standing of the Liberal Party shall be entitled to vote:
- (a) at any meeting of the Nova Scotia Liberal Party, at any leadership convention of the Nova Scotia Liberal Party or on any resolution of the Nova Scotia Liberal Party calling for a leadership convention provided the person ordinarily resides in Nova Scotia and is a member in good standing of the Nova Scotia Liberal Party 30 days prior to the date of that meeting, leadership convention or time of voting on the resolution;
 - (b) at any meeting of a Nova Scotia Liberal Party constituency association or any candidate nomination convention of a Nova Scotia Liberal Party constituency association, provided the person ordinarily resides in the constituency and is a member in good standing of the Nova Scotia Liberal Party 30 days prior to the date of that meeting or candidate nomination convention; and
 - (c) at any meeting of a commission or group of the Nova Scotia Liberal Party, provided that person is a member of that commission or group, ordinarily resides in Nova Scotia and is a member in good standing of the Nova Scotia Liberal Party 30 days prior to the date of that meeting.
- 3.5 A person is a member in good standing of the Nova Scotia Liberal Party if:
- (a) the person is eligible, has applied and has been granted membership in the Liberal Party in accordance with the Rules of the Nova Scotia Liberal Party and that person's membership has not been revoked; and
- 3.6
- (a) Except as otherwise provided in this By-law and despite anything stated on an application for membership form or application for renewal of membership form, a membership remains current for a period which expires on December 31.
 - (b) If a membership takes effect on a date on or after January 1 in any year, then the membership remains current, in the case of a one year membership, from the

date it takes effect until December 31 of the same calendar year and, in the case of two, three, four and five year memberships, until December 31 of the second, third, fourth and fifth calendar years after that date.

(c) If a membership takes effect on a date on or after September 1 in any year but before January 1 of the next year, then the membership remains current, in the case of a one year membership, from the date it takes effect until December 31 of the first calendar year that begins after that date and, in the case of two, three, four and five year memberships, until December 31 of the second, third, fourth and fifth calendar years that begin after that date.

(d) If a person was immediately before December 2, 2006 a "lifetime" member of the Party under the By-laws in effect on that date, then the member's current membership term expires when the member dies.

- 3.7 For the purposes of these By-laws, a person shall be deemed to reside where the person ordinarily resides and not where the person carries on business or temporarily resides.

ARTICLE 4 - OFFICERS

- 4.1 (a) The Officers of the Nova Scotia Liberal Party shall be the President, the immediate Past President, the Vice-President (Provincial), the Vice-President (Federal), the Treasurer, the Secretary, the President of the Nova Scotia Women's Liberal Commission, the President of the Nova Scotia Young Liberals, the President of the Nova Scotia Liberal Aboriginal Commission, the President of the Nova Scotia Seniors' Liberal Commission and the 11 Regional Directors of the Liberal Party. The official agent shall be an ex-officio Officer of the Liberal Party.
- (b) The President, the Vice-President (Provincial), the Vice-President (Federal), the Treasurer, and the Secretary shall be elected by the members at an Annual Meeting of the Liberal Party, shall hold office until the second Annual Meeting following their election (or until their successors are elected), and are eligible for re-election.
- (c) Any person who intends to be a candidate for the election of Officers at an Annual Meeting of the Liberal Party shall file written notice with the Liberal Party at least 30 days before such Annual Meeting.

- 4.2 (a) Notwithstanding any provision of these By-laws, only persons who have been members in good standing for at least three years immediately prior to the date of any Annual Meeting of the Nova Scotia Liberal Party at which elections are to be held for the offices of President, Vice President (Provincial), Vice-President (Federal) Treasurer and Secretary, are eligible to be nominated and elected, and to serve in these offices of the Nova Scotia Liberal Party.
- (b) Notwithstanding any provision of Article 4.1(c) and Article 4.2(a), if there is no member willing to let his or her name stand for any of the aforementioned positions that require membership in good standing for three (3) years, as defined in Article 3, any member in good standing may let his or her name be nominated from the floor of the duly-called Annual Meeting by any member in good standing.
- 4.3 The Officers may, subject to the By-laws and Rules of the Liberal Party, do all such things as are incidental or conducive to the attainment of the objects of the Nova Scotia Liberal Party.
- 4.4 If a vacancy occurs in any office, such vacancy may be filled by the Officers. Any person so appointed shall hold such office until the next Annual Meeting of the Liberal Party.
- 4.5 The Management Committee shall be comprised of the President, the Treasurer, the Secretary, the Vice-President (Provincial), and the Vice-President (Federal).
- 4.6 The Management Committee shall meet, as required, to handle the day-to-day affairs of the Liberal Party. Promptly after every meeting of the Management Committee, minutes of the meeting shall be circulated to the Officers.
- 4.7 The Officers may meet in person or by teleconference.
- 4.8 The Officers shall meet, as required, but at least four times between each Annual Meeting of the Nova Scotia Liberal Party.

ARTICLE 5 - DUTIES OF OFFICERS

- 5.1 The Officers may do all such things as are incidental or conducive to the attainment of the objects of the Nova Scotia Liberal Party.
- 5.2 The President shall:

- (a) supervise the general management of the affairs of the Nova Scotia Liberal Party;
- (b) preside at all meetings of the Nova Scotia Liberal Party, the Executive Committee, the Officers and the Management Committee;
- (c) sign all instruments and documents which require signature; and
- (d) perform all duties incidental to the office.

The Officers may, from time to time, designate the Vice-President (Provincial) to act as President in the event of the President's absence, incapacity or refusal to act.

5.3 The Vice-President (Provincial) shall:

- (a) foster and coordinate relations between the Nova Scotia Liberal Party and Liberal provincial constituency associations;
- (b) be responsible for organization and policy development by the Liberal Party in respect of provincial policy matters;
- (c) perform the duties of the President in the President's absence, incapacity or refusal to act; and
- (d) perform such other duties as the President or Provincial Council may, from time to time, properly require.

5.4 The Vice-President (Federal) shall:

- (a) foster and coordinate relations between the Nova Scotia Liberal Party and the Liberal Party of Canada and the Nova Scotia Liberal Party and federal Liberal constituency associations;
- (b) be responsible for organization and policy development by the Liberal Party in respect of federal policy matters; and
- (c) perform such other duties as the President or the Provincial Council may, from time to time, properly require.

5.5 The Secretary shall:

- (a) give notice of all meetings and circulate a copy of all minutes to the Officers;

- (b) have charge of the minute book of the Nova Scotia Liberal Party;
- (c) keep an accurate account of the proceedings of all meetings;
- (d) sign with the President or other signing officers of the Liberal Party such instruments as require signature;
- (e) handle all correspondence on behalf of the Liberal Party; and
- (f) perform such other duties as the President or the Provincial Council may, from time to time, properly require.

5.6 The Treasurer shall:

- (a) have the care and custody of all funds of the Nova Scotia Liberal Party;
- (b) keep an accurate record of all funds of the Nova Scotia Liberal Party;
- (c) render and distribute audited Financial Statements, including a balance sheet and statement of revenue and expenses, to members of the Nova Scotia Liberal Party in attendance at the Annual Meeting, and ensure the auditor retained to prepare such is properly remunerated; and
- (d) report to each meeting of the Officers.

ARTICLE 6 - PROVINCIAL COUNCIL

6.1 The Provincial Council shall consist of:

- (a) The Officers of the Liberal Party;
- (b) The Leader and all past Leaders of the Nova Scotia Liberal Party;
- (c) All Past Presidents of the Liberal Party;
- (d) The Presidents of the federal and provincial Liberal Party constituency associations or a person designated by the executive of such organization who was selected at a duly constituted executive meeting of such association;
- (e) The 11 regional representatives to the Nova Scotia Women's Liberal Commission;
- (f) Ten persons designated by the Nova Scotia Young Liberals;

- (g) Three persons designated by the Nova Scotia Aboriginal Commission;
 - (h) Ten persons designated by the Nova Scotia Seniors' Liberal Commission;
 - (i) Fifteen persons who are either Liberal Members of the Legislative Assembly of Nova Scotia or who were Liberal candidates in the most recent Provincial general election, designated by the Nova Scotia Liberal Caucus;
 - (j) Five persons who are either Liberal members of the Parliament of Canada or who were candidates in the most recent federal general election, designated by the Nova Scotia Federal Liberal Caucus; and
 - (k) Elected Officers of the Liberal Party of Canada who are active members of the Nova Scotia Liberal Party.
- 6.2 The Provincial Council of the Liberal Party may exercise all such powers and do all such things as are incidental or conducive to the attainment of the objects of the Liberal Party, including the establishment and amendments of Rules of the Nova Scotia Liberal Party.
- 6.3
- (a) The Provincial Council shall meet at least once in every year at a time and place to be determined by the Officers.
 - (b) The President may call other Provincial Council meetings at such times as the President deems necessary.
 - (c) Notice of a meeting of the Provincial Council shall be mailed to all members of the Provincial Council not later than one week prior to the date thereof.
- 6.4 The quorum for all meetings of the Provincial Council shall be fifty (50) members of the Provincial Council.

ARTICLE 7 - COMMISSIONS

- 7.1
- (a) There shall be within the structure of the Liberal Party, the Nova Scotia Women's Liberal Commission (the "Women's Commission").
 - (b) The objects of the Women's Commission and its governance shall be as

set forth in the Rules of the Liberal Party.

- (c) To be eligible to be elected as President of the Women's Commission, a person must have been a member in good standing for at least one year prior to the date of the meeting at which the President of the Women's Commission is elected.
- 7.2
- (a) There shall be within the structure of the Liberal Party, the Nova Scotia Young Liberals (the "Young Liberals").
 - (b) The objects of the Young Liberals and its method of governance shall be as set forth in the Rules of the Liberal Party.
 - (c) Any person who is a supporter of the Nova Scotia Liberal Party and who is 25 years of age and under shall be eligible for membership in the Young Liberals.
 - (d) To be eligible to be elected as President of the Young Liberals a person must have been a member in good standing of the Liberal Party for at least one year immediately prior to the date of the meeting at which the President of the Young Liberals is elected.
- 7.3
- (a) There shall be within the structure of the Liberal Party, the Nova Scotia Liberal Aboriginal Commission ("Aboriginal Commission").
 - (b) The objects of the Aboriginal Commission and its method of governance shall be as set forth in the Rules of the Liberal Party.
 - (c) To be eligible to be elected as President of the Aboriginal Commission, a person must have been a member in good standing of the Liberal Party for at least one year immediately prior to the date of the meeting at which the President of the Aboriginal Commission is elected.
- 7.4
- (a) There shall be within the structure of the Liberal Party, the Nova Scotia Seniors' Liberal Commission (the "Seniors' Commission").
 - (b) The objects of the Seniors' Commission and its method of governance shall be as set forth in the Rules of the Liberal Party.
 - (c) Any person who is a member of the Nova Scotia Liberal Party and who is 65 years of age and over shall be eligible for membership in the Seniors' Commission.
 - (d) To be eligible to be elected as President of the Seniors' Commission, a

person must have been a member in good standing of the Liberal Party for at least one year immediately prior to the date of the meeting at which the President of the Seniors' Commission is elected.

ARTICLE 8 – COMMISSION CLUBS

- 8.1 A women's club, a student club or a seniors' club will only be recognized by the Nova Scotia Liberal Party for the purposes of these By-laws if:
- (a) the club has at least 25 members who are members of its Commission;
 - (b) the club has by-laws that are consistent with these By-laws and the Liberal Party of Canada Constitution, and that meet all requirements of the Constitution of its Commission;
 - (c) the club has elected an executive in accordance with the terms of its own by-laws which shall be responsible for the administration of the club and any reporting requirements of the club under these By-laws, the Commission Constitution, and the Liberal Party of Canada Constitution; and
 - (d) the club has filed with the Nova Scotia Liberal Party head office a copy of the current by-laws of the club certified by the President of the club.
- 8.2 The club shall cause to be registered with the head office of the Nova Scotia Liberal Party a copy of the minutes from the club's annual general meeting which shall be registered with the Nova Scotia Liberal Party on an annual basis.
- 8.3 If an Annual Meeting of a Commission Club is not held within 18 months of the last Annual Meeting of that Commission Club, the President of its Commission shall have the power to call an Annual Meeting at such time and place as the President sees fit. If an Annual Meeting of a Commission Club is not held within 24 months of the last Annual Meeting, the President of Nova Scotia Liberal Party may declare the Commission Club defunct.

ARTICLE 9 - REGIONAL DIRECTORS

- 9.1 At the Annual Meeting of each Nova Scotia Federal constituency, there shall be elected a Regional Director and an Alternate Regional Director for each of the Regional Districts described in Schedule "A" to the Rules of the Liberal Party.

- 9.2 To be eligible to be elected as a Regional Director a person must have been a member in good standing of the Nova Scotia Liberal Party for at least one year immediately prior to the date of the Annual Meeting of the Nova Scotia Federal Liberal Constituency Annual Meeting.
- 9.3 The duties and responsibilities of the Regional Director and Alternate Regional Director shall be as set forth in the Rules of the Liberal Party.

ARTICLE 10 - FINANCES

- 10.1 The Nova Scotia Liberal Party shall keep and account for the following funds separately from any other funds held by the Nova Scotia Liberal Party:
- (a) funds to be used by the Nova Scotia Liberal Party for any election purpose during a provincial general election or by-election (“Election Funds”); and
 - (b) funds to be used by the Nova Scotia Liberal Party for advertising (“Advertising Funds”).
- 10.2 No funds held by the Nova Scotia Liberal Party, except for Election Funds or Advertising Funds, shall be used for:
- (a) any election purpose during a provincial general election or by-election; or
 - (b) advertising for any purpose.
- 10.3 Any investments held by the Nova Scotia Liberal Party shall be supervised and directed by the Investment Advisory Committee.
- 10.4 The Investment Advisory Committee shall consist of:
- (a) the Treasurer; and
 - (b) two members chosen by the Officers (“Investment Advisors”).
- 10.5 The Investment Advisors shall not be members of the Provincial Council.
- 10.6 The Investment Advisors shall be appointed for a term of no longer than four years.
- 10.7 The Investment Advisory Committee shall report to the Officers once every three

months or at the request of the Officers.

ARTICLE 11 - ANNUAL AND SPECIAL MEETINGS OF THE LIBERAL PARTY

- 11.1 The Annual Meeting of the Nova Scotia Liberal Party shall be held between February 1 and May 31 of each year and the time, date and location of the Annual Meeting shall be set by Provincial Council.
- 11.2 Notwithstanding Article 11.1, the Provincial Council may by vote of the majority of members present at a meeting of the Provincial Council cause the Annual Meeting to be delayed for a period no greater than six months past May 31 if:
- (a) a writ has been issued for a general election in Nova Scotia;
 - (b) a writ has been issued for a general federal election in Canada;
 - (c) a provincial leadership convention has been called by the Provincial Council of the Nova Scotia Liberal Party; or
 - (d) a federal leadership convention has been called by the Liberal Party of Canada,
- and in the opinion of the Provincial Council, the conduct and success of the Annual Meeting will be affected detrimentally.
- 11.3 Notice of the Annual Meeting shall be given no later than 60 days prior to the date thereof and shall be published in such newspaper or newspapers as the President shall determine.
- 11.4 The provincial policies of the Nova Scotia Liberal Party shall be established by the Party assembled at each Annual Meeting.
- 11.5 The Officers may call a Special Meeting of the Liberal Party at any time for the purpose of determining all Liberal Party matters ("Special Meeting").
- 11.6 At least twenty five percent of the Provincial Council of the Party may petition the Officers of the Party for a Special Meeting to be called.
- 11.7 Notice of a special meeting of the Liberal Party shall be given no later than 14 days prior to the date thereof and shall be published in such newspaper or newspapers as the President shall determine.

- 11.8 Notice of a Special Meeting or an Annual Meeting should include the time, date and location of the proposed meeting.
- 11.9 Each member in good standing of the Liberal Party who is properly registered and present in person at a meeting of the Liberal Party shall be entitled to one vote at a Special Meeting or Annual Meeting. In the event of an equality of votes, the Chairperson of the meeting shall be entitled to a second or deciding vote.
- 11.10 The quorum for all meetings of the Liberal Party shall be one hundred (100) members of the Liberal Party.

ARTICLE 12 - INTERIM LEADERSHIP SELECTION

- 12.1 If for any reason a vacancy occurs in the position of Leader of the Nova Scotia Liberal Party, the Nova Scotia Liberal Caucus shall select an Interim Leader of the Nova Scotia Liberal Party (the "Interim Leader").
- 12.2 As soon as practically possible after the selection of the Interim Leader as provided for in Article 12.1 the Provincial Council of the Nova Scotia Liberal Party shall meet and shall ratify the Nova Scotia Liberal Caucus' appointment of the Interim Leader.
- 12.3 The Interim Leader shall not hold the position of Interim Leader for a period of more than eighteen months from the time of appointment.
- 12.4 Notwithstanding Article 12.1 the Provincial Council of the Nova Scotia Liberal Party shall call a leadership convention to be held within eighteen months following the appointment of the Interim Leader.

ARTICLE 13 – LEADERSHIP SELECTION

- 13.1 A leadership convention to select a Leader of the Nova Scotia Liberal Party shall be called by the Provincial Council whenever there is a vacancy in the position of Leader of the Nova Scotia Liberal Party or a resolution calling for a leadership convention has been adopted in accordance with Article 12.
- 13.2 Every person who is a member in good standing of the Nova Scotia Liberal Party 30 days prior to the date of the leadership convention, ordinarily resides in Nova Scotia and who complies with the rules and procedures that govern the leadership convention, shall be entitled to vote to select the Leader of the Nova Scotia Liberal Party.
- 13.3 The Provincial Council shall fix the time and place of the leadership convention and

set a maximum limit for candidate spending prior to and at the leadership convention.

13.4 The Officers, or a Committee appointed by the Officers, shall:

- (a) determine the rules and procedures that shall govern the leadership convention from the time of the call of the leadership convention to its conclusion; and
- (b) take whatever steps they deem necessary to ensure the proper functioning of leadership convention.

ARTICLE 14 - LEADERSHIP REVIEW

14.1 A resolution calling for a leadership convention shall be placed automatically on the agenda of the first Annual Meeting of the Nova Scotia Liberal Party following a provincial general election the result of which is such that the Leader of the Nova Scotia Liberal Party is not the Premier of the Province of Nova Scotia, provided that the Leader has not resigned as Leader of the Nova Scotia Liberal Party prior to that Annual Meeting.

14.2 A resolution calling for a leadership convention pursuant to Article 14.1 herein shall be voted on by secret ballot and all members in good standing of the Nova Scotia Liberal Party are eligible to vote whether or not present at the Annual Meeting at which such resolution is presented. If the resolution is adopted by a majority of votes cast, the Provincial Council shall call a leadership convention in accordance with Article 13.

ARTICLE 15 – CONSTITUENCY REQUIREMENTS

15.1 There shall be a Liberal constituency association in and for each provincial constituency and each Liberal constituency association shall have a written constitution that shall be deemed to contain provisions that give effect to Articles 16 and Article 17 of these By-laws.

15.2 Any provision in the constitution of a Liberal constituency association which is inconsistent with the provisions of these By-laws shall be deemed null and void and of no force and effect whatsoever.

ARTICLE 16 - CONSTITUENCY ANNUAL MEETINGS

- 16.1 A Liberal constituency association shall hold an Annual Meeting at which officers shall be elected and a statement of revenues and expenses shall be rendered and distributed to those members in attendance.
- 16.2 (a) With the exception of member at large positions, only persons who have been members in good standing one year immediately prior to the date of an Annual Meeting of a Liberal Constituency Association at which Officers are to be elected are eligible to be nominated, to be elected and to serve as an elected officer of a Liberal Constituency Association, the number of which shall be determined by the Constituency Association's constitution.
- (b) Notwithstanding any provision of Article 16.2(a) if there is no member willing to let his or her name stand for any of the positions of a Liberal Constituency Association that require membership in good standing for one (1) year, as defined by Article 3, any member of that Liberal Constituency Association in good standing may let his or her name be nominated from the floor of the duly-called annual general meeting by any member in good standing of that Liberal Constituency Association.
- 16.3 If an Annual Meeting of a Liberal constituency association is not held within 18 months of the last Annual Meeting of that Liberal constituency association, the Officers of the Nova Scotia Liberal Party shall have the power to call an Annual Meeting at such time and place within the constituency as the Officers see fit.
- 16.4 At least 14 days notice of an Annual Meeting shall be given to the Secretary of the Nova Scotia Liberal Party and to all members of the Liberal constituency association in the manner prescribed by the Liberal constituency association's constitution.
- 16.5 No later than 30 days following the Annual Meeting of a Liberal constituency association the Treasurer of the Liberal constituency association shall provide to the Treasurer of the Nova Scotia Liberal Party the statement of revenues and expenses rendered and distributed to the members in attendance at the Annual Meeting of the Liberal constituency association and a statement of assets and liabilities of the Liberal constituency association.

ARTICLE 17 - CONSTITUENCY CANDIDATE NOMINATION CONVENTIONS

- 17.1 A Liberal constituency association shall call and hold a convention for the nomination of a candidate ("candidate nomination convention") to contest an election in the manner provided in the Constitution of the Liberal constituency association. If the Liberal constituency association fails to advise the Secretary of the Nova Scotia Liberal Party at least 72 hours in advance of commencement of the

candidate nomination convention of the date and place of the candidate nomination convention, the Officers may call and hold the candidate nomination convention and any candidate nomination convention called and held by the Liberal constituency association shall be deemed null and void.

- 17.2 Notice of any candidate nomination convention shall be given in the manner provided by the Constitution of the Liberal constituency association, and a copy shall be sent to the Secretary of the Nova Scotia Liberal Party at least 72 hours in advance of the commencement of the convention.
- 17.3 The President of the Nova Scotia Liberal Party or a person designated by the President may attend an Annual Meeting or candidate nomination convention of a Liberal constituency association and may conduct the nomination and election of officers or the nomination and selection of a candidate.

ARTICLE 18 - AMENDMENTS

- 18.1 The By-laws of the Nova Scotia Liberal Party shall be amended by Special Resolution.
- 18.2 Notwithstanding Article 18.1, the Provincial Council may amend the By-laws of the Nova Scotia Liberal Party from time to time, and in accordance with its own established procedures, for the purpose of keeping the By-laws compliant with provincial legislation, federal legislation, or changes to the Constitution of the Liberal Party of Canada.
- 18.3 All amendments to the By-laws of the Nova Scotia Liberal Party made pursuant to this Article must be ratified at the next meeting of the Nova Scotia Liberal Party to remain in full force and effect.
- 18.4 If the members of the Nova Scotia Liberal Party decide not to ratify an amendment to the By-laws of the Nova Scotia Liberal Party made pursuant to this Article, such decision shall not have the effect of nullifying any action taken pursuant to the amendment prior to the Annual Meeting at which ratification for the amendment is sought and refused.

ARTICLE 19 - MISCELLANEOUS

- 19.1 The auditor of the Liberal Party shall be appointed annually by the members of the Liberal Party at the Annual Meeting and, on failure of the members to appoint an auditor, the Provincial Council may do so.
- 19.2 The Treasurer shall make a written report to the members as to the financial position of the Liberal Party and the report shall contain a balance sheet and

operating account. The auditors shall make a written report to the members upon the balance sheet and operating account, and in every such report, the auditors shall state whether, in their opinion, the balance sheet is a full and fair balance sheet containing the particulars required by the Liberal Party and properly drawn up so as to exhibit a true and correct view of the Liberal Party's affairs, and such report shall be read at the Annual Meeting. A copy of the balance sheet, showing the general particulars of its liabilities and assets and a statement of its income and expenditure in the preceding year, audited by the auditor, shall be filed with the Registrar within fourteen days after the Annual Meeting in each year as required by law.

- 19.3 The Liberal Party shall file with the Registrar with its Annual Statement a list of its directors with their addresses, occupations, and dates of appointment or election, and within fourteen days of a change of directors, notify the registrar of the change.
- 19.4 The Liberal Party shall file with the Registrar a copy in duplicate of every Special Resolution within fourteen days after the resolution is passed.
- 19.5 The seal of the Liberal Party shall be in the custody of the Secretary and may be affixed to any document upon direction of the Management Committee.
- 19.6 Preparation of minutes, custody of the books and records, and custody of the minutes of all meetings shall be the responsibility of the Secretary.
- 19.7 The books and records of the Liberal Party may be inspected by any member at any reasonable time within two days prior to the Annual Meeting at the registered office of the Liberal Party.
- 19.8 Contracts, deeds, bills of exchange and other instruments and documents may be executed on behalf of the Liberal Party by the President together with the Secretary or any other signing officer of the Liberal Party, or as otherwise as prescribed by the rules of the Liberal Party.
- 19.9 The borrowing powers of the Society may be exercised by the Provincial Council of the Liberal Party.



RULES
OF
THE LIBERAL ASSOCIATION OF NOVA SCOTIA

May 15, 2010

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ARTICLE 1 - DEFINITIONS

- 1.1 All definitions in the Society By-laws of the Nova Scotia Liberal Party shall apply to the Rules of the Nova Scotia Liberal Party.

ARTICLE 2 - MEMBERSHIP

- 2.1 Application for membership in the Nova Scotia Liberal Party shall be submitted in writing or electronically. The Liberal Party shall, on being satisfied the applicant is eligible for membership and after receiving payment of the annual membership fee, issue a membership card to the applicant.
- 2.2 Each new member of the Nova Scotia Liberal Party shall receive, with the membership card, information as to the rights, duties and obligations of a member of the Nova Scotia Liberal Party.
- 2.3 The annual membership fee shall be fixed and reviewed periodically by the Provincial Council, and shall be designed to recover the costs to the Nova Scotia Liberal Party of administering its membership program, and not to raise monies for the general purposes of the Liberal Party.
- 2.4 The Liberal Party shall, when requested:
- (a) provide to each person all particulars respecting the status of that person's membership; and
 - (b) provide, at least annually, to each Liberal constituency association a current list of the members of the Liberal Party who are ordinarily resident in that constituency association.
- 2.5 All applications for membership must be made on an original of the National Membership Application form approved by the National Management Committee and all applications for renewal of membership must be made on an original of the National Membership Renewal form approved by the National Management Committee.
- 2.6 Applications for membership and for renewal of membership may be submitted electronically through the public website of the Party in a form approved by the National Management Committee if the method of submission provides for the online payment of the full amount of the current membership fees by charge to the applicant's credit card or by direct debit to the applicant's bank account.
- 2.7 Each Membership Application form and each Membership Renewal form must contain:

- (a) a unique identification number;
 - (b) a method of electing for the automatic renewal of membership by charge to the member's credit card or by pre-authorized debit to the member's bank account;
 - (c) information reasonably required to process memberships and to collect the related fees.
- 2.8 A Membership Application form is valid only as an application for membership by a person who lives in Nova Scotia.
- 2.9 For all memberships for which the current term expires on or after December 31, 2009, the National Office is responsible to send a renewal notice on or before November 1 of the calendar year in which the term expires. The National Office may send such notices electronically, but if a membership is not renewed by November 15 of the calendar year in which the term expires, then the National Office must send such notice by mail.
- 2.10 If an application for membership or an application for renewal of membership contains an election for automatic renewal of membership by charge to the member's credit card or by pre-authorized debit to the member's bank account, then no further application for renewal of membership is required and their membership will be automatically renewed if a valid charge for the renewal fee is processed.
- 2.11 Unless it would be inappropriate, the National Membership Rules of the Liberal Party of Canada shall apply for membership in the Liberal Party.

ARTICLE 3 - FUNDRAISING COUNCIL

- 3.1 The Fundraising Council is a body established to raise money for the Nova Scotia Liberal Party.
- 3.2 Each year the President of the Nova Scotia Liberal Party shall appoint the following persons to the Fundraising Council:
- (a) a Chair, subject to approval by the Leader;
 - (b) a member; and
 - (c) up to three (3) other members, who are subject to approval by the Leader.

- 3.3 Each year the Leader of the Nova Scotia Liberal Party shall appoint one (1) member to the Fundraising Council.
- 3.4 Each year the Official Agent of the Nova Scotia Liberal Party shall be an ex-officio member of The Fundraising Council.
- 3.5 The Fundraising Council shall report to the Officers of the Nova Scotia Liberal Party on a quarterly basis each year.

ARTICLE 4 - WOMEN'S COMMISSION

- 4.1 The objects of the Nova Scotia Women's Liberal Commission (the "Women's Commission") are:
 - (a) To encourage the organization of women Liberals throughout Nova Scotia;
 - (b) To work within the guidelines of the By-laws of the Nova Scotia Liberal Party and the Constitution of the Liberal Party of Canada;
 - (c) To advance the election of Liberal Candidates, particularly women candidates, to the House of Commons and to the Legislative Assembly of Nova Scotia;
 - (d) To advance the politicalization of women through education and training;
 - (e) To foster the participation of women through the Nova Scotia Liberal Party through the administration of the principles of affirmative action at all levels of party organization; and
 - (f) To co-operate with the Women's Liberal Commission of Canada.
- 4.2 The Women's Commission shall be governed by its own Rules, which shall not be inconsistent with any of the principles of these Rules or the By-laws of the Nova Scotia Liberal Party.

ARTICLE 5 - YOUNG LIBERALS

- 5.1 The objects of the Nova Scotia Young Liberals ("Young Liberals") are:
 - (a) To represent and promote the interests of students and youth in the Liberal Party;
 - (b) To encourage and co-ordinate the activities of the youth organizations and

member organizations of the Liberal Party;

- (c) To co-ordinate and communicate the views of young Liberals on a regular basis; and
 - (d) To do all such things as are incidental or conducive to the carrying out of the above functions.
- 5.2 The Young Liberals shall be governed by its own Rules, which shall not be inconsistent with any of the principles of these Rules or the By-laws of the Nova Scotia Liberal Party.

ARTICLE 6 - ABORIGINAL COMMISSION

- 6.1 The objects of the Nova Scotia Liberal Aboriginal Commission ("Aboriginal Commission") are:
- (a) To represent and promote the interests of aboriginal people in the Liberal Party;
 - (b) To foster the participation of aboriginal people in the Liberal Party at all levels of party organization;
 - (c) To co-ordinate and communicate the views of aboriginal peoples on a regular basis; and
 - (d) To do all such things as are incidental or conducive to the carrying out of the above functions.
- 6.2 The Aboriginal Commission shall be governed by its own Rules, which shall not be inconsistent with any of the principles of these Rules or the By-laws of the Nova Scotia Liberal Party.

ARTICLE 7 - SENIORS' COMMISSION

- 7.1 The objects of the Nova Scotia Seniors' Liberal Commission ("Seniors' Commission") are:
- (a) Provide a forum for senior of the Liberal Party of Nova Scotia to promote a better and more equitable society by developing an awareness of political issues and policies among Nova Scotia Seniors;
 - (b) Increase Seniors' active participation in the Liberal Party of Nova Scotia;
 - (c) Sustain the Liberal Party of Canada in its ideas and organizational structures and

work for their adaptation when they no longer meet our needs or the needs of the country;

(d) Suggest ways to reform government programs to assist the elderly and disabled and to reduce poverty.

ARTICLE 8 - REGIONAL DIRECTORS

8.1 The functions of the Regional Directors are as follows:

- (a) To attend meetings of the Officers of the Nova Scotia Liberal Party;
- (b) To attend meetings of each federal and provincial Liberal constituency association contained wholly or predominantly within the boundaries of the Regional District for which the Regional Director has been elected;
- (c) To act as a liaison between the federal Liberal constituency association included in the Regional District for which the Regional Director has been elected and the Officers of the Liberal Party; and
- (d) To carry out such other duties as may be assigned from time to time by the President of the Liberal Party or the Management Committee of the Liberal Party in order to promote the Nova Scotia Liberal Party in the Regional District for which the Regional Director has been elected.

8.2 Each Regional Director shall be an ex-officio member of the executive of each federal and provincial Liberal constituency association contained wholly or predominantly within the boundaries of the Regional District for which the Regional Director has been elected.

8.3 The function of the alternate Regional Director for a Regional District is to act in the place of the Regional Director at any meeting or function which the Regional Director is unable to attend and the alternate Regional Director shall assume all voting privileges held by the Regional Director in the Regional Director's absence.

8.4 An alternate Regional Director shall be permitted to attend those meetings of each federal and provincial Liberal constituency association with the Regional Director but the alternate Regional Director shall not have any voting privileges at said meetings except in accordance with Article 8.3.

ARTICLE 9 - ANNUAL MEETING

- 9.1 Business conducted at the Annual Meeting shall include:
- (a) reading of the minutes of the preceding Annual Meeting and of any intervening special meeting;
 - (b) correspondence;
 - (c) business arising out of the minutes;
 - (d) appointment of committees;
 - (e) report of the President and other reports;
 - (f) special speakers;
 - (g) report of resolutions committee;
 - (h) report of the nominating committee;
 - (i) election of Officers;
 - (j) introduction of incoming president and other elected Officers; and
 - (k) new business.

ARTICLE 10 - LEADERSHIP ACCOUNTABILITY SESSIONS

- 10.1 At each Annual Meeting of the Liberal Party and at a Provincial Council meeting once each calendar year, there shall be a Leadership Accountability Session. The Leadership Accountability Session will be arranged so as to provide the exchange of views between members and the Leader of the Nova Scotia Liberal Party.

ARTICLE 11 - LEADERSHIP SELECTION

- 11.1 The Provincial Council shall carry out its duties and responsibilities regarding leadership selection as set forth in the By-laws of the Nova Scotia Liberal Party.
- 11.2 The Officers, or a committee appointed by the Officers, shall:
- (a) establish the rules and procedures that shall govern the leadership contest and the leadership convention from the call of the leadership convention to

its conclusion; and

- (b) take whatever steps are deemed necessary to ensure the proper functioning of the leadership contest and the leadership convention.

ARTICLE 12 - LEADERSHIP REVIEW

- 12.1 The Officers, or a committee appointed by the Officers, shall establish the rules and procedures that govern voting on leadership reviews.

ARTICLE 13 – COMMITTEES

- 13.1 At least sixty days prior to each Annual Meeting of the Liberal Party the Officers of the Liberal Party shall appoint a Search Committee consisting of a Chairperson, a representative of Young Liberals, a representative of the Women's Commission, a representative of the Aboriginal Commission, a representative of the Seniors' Commission and three (3) other persons. The Search Committee shall seek as many interested and credible candidates possible for each office.
- 13.2 The Officers of the Liberal Party or the Provincial Council may appoint from time to time such other committees for such purposes as are deemed advisable.

ARTICLE 14 - RULES OF ORDER

- 14.1 In all cases not provided for herein or in the Society By-laws of the Nova Scotia Liberal Party, questions of procedure shall be decided by the Chairperson. In making such decisions the chairperson shall be guided by Bourinots Parliamentary Procedure.

ARTICLE 15 - LIBERAL PARTY OF CANADA CONVENTION

- 15.1 The Officers of the Nova Scotia Liberal Party shall select twenty five (25) persons to attend as delegates to any national convention of the Liberal Party of Canada. The 25 delegates shall be:
 - (a) Four members of the Management Committee;
 - (b) The Past President of the Nova Scotia Liberal Party;
 - (c) The Eleven Regional Directors of the Nova Scotia Liberal Party;
 - (d) Each of the Commission Presidents of the Nova Scotia Young Liberals, Women's Commission, the Aboriginal Commission and the Seniors'

Commission of the Nova Scotia Liberal Party; and

- (e) Six members of the caucus of the Nova Scotia Liberal Party.
- 15.2 Of those delegates selected under Article 15.1, at least five shall be men and at least five shall be women members of the Nova Scotia Liberal Party.
- 15.3 If a Regional Director cannot attend a national convention, the Alternate Regional Director of the same Regional District shall be selected.
- 15.4 The Officers of the Nova Scotia Liberal Party shall select members to fill any vacancy should a delegate position remain or become vacant following the application of Articles 15.1 – 15.3.

ARTICLE 16 - STANDING COMMITTEE ON POLICY DEVELOPMENT (FEDERAL)

- 16.1 There shall be a Standing Committee on Policy Development (Federal) that shall consist of the following members:
- (a) the Vice-President (Federal) and the Vice-President (Provincial) for the Liberal Party;
 - (b) the Presidents of the Federal Constituency Associations or any person designated by a President to represent them;
 - (c) the Policy chairs of the Federal Constituency Associations or any persons designated by a Policy Chair to represent them;
 - (d) two persons appointed by the Women's commission;
 - (e) two persons appointed by the Young Liberals;
 - (a) two persons appointed by the Aboriginal Commission;
 - (b) two person appointed by the Seniors' Commission;
 - (g) the Leader of the Liberal Party or a designated representative;
 - (h) one member of the Federal Liberal Caucus;
 - (i) the Executive Director of the Liberal Party; and
 - (j) such other members as may be appointed thereto by the officers of the Liberal Party.

- 16.2 The Vice-President (Federal) shall chair the Standing Committee on Policy Development (Federal).
- 16.3 The Standing Committee on Policy Development (Federal) shall meet at the call of the Chair but not less than once a year.
- 16.4 The Standing Committee on Policy Development (Federal) shall have responsibility for federal policy development in Nova Scotia between national conventions of the Liberal Party of Canada and shall, from resolutions adopted by federal constituency associations since the preceding national convention, formulate and determine policy resolutions to be forwarded from Nova Scotia for open debate at national convention.
- 16.5 The Standing Committee on Policy Development (Federal) may by resolution authorize its Chair, or any of its members, to blend resolutions the Committee has chosen to submit for consideration at national convention with resolutions adopted by other provincial or territorial associations for consideration at such national convention.

ARTICLE 17 - STANDING COMMITTEE ON PROVINCIAL POLICY DEVELOPMENT

- 17.1 There shall be a Standing Committee on Provincial Policy Development which shall consist of the following members:
- (a) The Vice-President (Provincial) and the Vice-President (Federal) of the Liberal Party;
 - (b) All the Regional Policy Board Chairs or a designated representative for each;
 - (c) A person appointed by the Women's Commission;
 - (d) A person appointed by the Young Liberals;
 - (d) A person appointed by the Aboriginal Commission;
 - (e) A person appointed by the Seniors' Commission;
 - (f) The Leader of the Liberal Party or a designated representative;
 - (g) A member of the Provincial Liberal Caucus;

- (h) The Executive-Director of the Liberal Party (non-voting); and
 - (i) Such other members as may be appointed thereto by the Officers of the Liberal Party.
- 17.2 The Vice-President (Provincial) shall chair the Standing Committee on Provincial Policy Development.
- 17.3 The Standing Committee on Provincial Policy Development shall meet at the call of the chair at least once a year, and shall be accountable to the Liberal Party at each Annual Meeting.
- 17.4 The Standing Committee on Provincial Policy Development shall have responsibility for policy development. This may involve the establishment of subcommittees for the development of policy in specific areas, and the organization of regional and provincial policy conferences and projects.
- 17.5 Each year the Standing Committee on Provincial Policy Development shall receive provincial policy resolutions approved by provincial constituency organizations and forwarded by Regional Policy Boards, pursuant to Article 16.6 herein. Each Commission may also forward no more than one provincial policy resolution to the Standing Committee on Provincial Policy Development each year at least one month prior to the Annual Meeting. The chair of the Standing Committee on Provincial Policy Development shall distribute a copy of all the resolutions so received prior to the Annual Meeting to each member of the Standing Committee on Provincial Policy Development and to the Presidents of all the provincial constituency organizations and of all Commissions.
- 17.6 Each resolution so received by the Standing Committee on Provincial Policy Development shall be openly debated at the Annual Meeting and shall be accepted or rejected as a provincial policy of the Nova Scotia Liberal Party by majority vote at the Annual Meeting.
- 17.7 The Standing Committee on Provincial Policy Development shall publish and distribute all provincial policy resolutions adopted at each Annual Meeting to the Presidents of each provincial constituency organization and each Commission within 90 days of the conclusion of the Annual Meeting. The Standing Committee on Provincial Policy Development shall prepare, maintain, and publish a consolidation of provincial policy resolutions approved at Annual Meetings. Each adopted provincial policy resolution shall be included in the consolidation for five years only, unless removed or renewed at an Annual Meeting.
- 17.8 The Standing Committee on Provincial Policy Development shall strive to ensure

that the provincial policy consolidation is respected by the Provincial Liberal Caucus. Both the Standing Committee and the Provincial Liberal Caucus shall report thereon to each Annual Meeting.

ARTICLE 18- REGIONAL POLICY BOARD

- 18.1 There shall be a Regional Policy Board for each of the federal electoral districts in Nova Scotia.
- 18.2 Each Regional Policy Board shall consist of:
 - (a) Two representatives from each of the Nova Scotia Liberal Party provincial constituency organizations comprising each federal electoral district; and
 - (b) The Regional Director for each federal electoral district.
- 18.3 The Regional Director shall chair the Regional Policy Board.
- 18.4 Each Regional Policy Board shall meet at least once each year and as often as required to carry out its responsibilities.
- 18.5 Notice of a meeting of the Regional Policy Board shall be given by the chair to each member not later than five days prior to the date of the meeting.
- 18.6 Each provincial constituency organization shall forward the provincial policy resolutions that it has approved to its Regional Policy Board. Prior to each Annual Meeting, each Regional Policy Board shall meet to consider the provincial policy resolutions approved by its provincial constituency organizations. From each such meeting, each Regional Policy Board may forward no more than one provincial policy resolution to the Standing Committee on Provincial Policy Development, which resolution shall be so forwarded at least one month prior to the Annual Meeting.

ARTICLE 19 - APPEALS COMMITTEE

- 19.1 The Officers shall appoint an Appeals Committee consisting of three members who shall be members in good standing of the Liberal Party. The Officers shall review such appointments annually.
- 19.2 The Appeals Committee shall be responsible for establishing rules of procedure related to appeals arising from the election of Officers of the Liberal Party, officers of a Liberal Party constituency association, candidate nomination conventions, leadership conventions and questions as to the status of a person's membership in the Nova Scotia Liberal Party.

- 19.3 The Appeals Committee shall be responsible for adjudicating all appeals referred to In subsection (b). All decisions of the Appeals Committee shall be final and binding and shall not be subject to appeal.
- 19.4 Each member of the Appeals Committee shall remain neutral in all elections and conventions referred to in subsection (b) which are held while that person is a member of the Appeals Committee.

ARTICLE 20 - AMENDMENT

- 20.1 The Rules of the Liberal Party may be amended at a meeting of the Provincial Council at which a quorum is present. No amendment shall take effect until adopted by a two-third vote of those members present at such a meeting of the Provincial Council. Written notice of proposed amendment to the Rules to be considered at a meeting of the Provincial Council shall be given to the Secretary at least seven (7) days before such meeting and shall be considered by the Officers and senior staff of the Party before being voted upon by the Provincial Council.

SCHEDULE "A":

REGIONAL DISTRICTS

DISTRICT

AREA COMPRISES THESE
PROVINCIAL CONSTITUENCIES

CAPE BRETON-CANSO

Cape Breton West
Glace Bay
Guysborough-Sheet Harbour
Inverness
Richmond

CENTRAL NOVA

Antigonish
Pictou Centre
Pictou East
Pictou West

CUMBERLAND-COLCHESTER-MUSQUODOBOIT VALLEY

Colchester-Musquodoboit Valley
Colchester North
Cumberland North
Cumberland South
Truro-Bible Hill

DARTMOUTH-COLE HARBOUR

Cole Harbour
Dartmouth East
Dartmouth North
Dartmouth South-Portland Valley

HALIFAX

Halifax Atlantic
Halifax Chebucto
Halifax Citadel
Halifax Needham

HALIFAX WEST

Bedford
Halifax-Clayton Park
Halifax Fairview
Hammonds Plains- Upper Sackville

KINGS-HANTS

Timberlea-Prospect

Hants East
Hants West
Kings North
Kings South

SACKVILLE-EASTERN SHORE

Cole Harbour-Eastern Passage
Eastern Shore
Sackville-Cobequid
Preston
Waverley-Fall River-Beaver Bank

SOUTH SHORE-ST. MARGARET'S

Chester-St. Margaret's
Lunenburg
Lunenburg West
Queens
Shelburne

SYDNEY-VICTORIA

Cape Breton Centre
Cape Breton North
Cape Breton Nova
Cape Breton South
Victoria-The Lakes

WEST NOVA

Annapolis
Argyle
Clare
Digby-Annapolis
Kings West
Yarmouth