

GREEN PARTY OF CANADA Ottawa Centre RIDING ASSOCIATION CONSTITUTION

A. RIDING ASSOCIATION, MEMBERS AND GENERAL MEETINGS

1. The Ottawa Centre Green Party of Canada Riding Association (the "Riding Association") is a subsection of the Green Party of Canada (the "Party"), and is bound by the constitution and bylaws of the Party.
2. The Riding Association is formed pursuant to the provisions of the Canada Elections Act. The boundaries of the Riding Association are the boundaries of the riding of Ottawa Centre, as those boundaries are set from time to time by the Government of Canada.
3. All members in good standing of the Party residing within the boundaries of the riding of Ottawa Centre are members (the "members") of the Riding Association. Only members of the Riding Association are entitled to vote at meetings of the Riding Association.
4. The Riding Association shall hold an annual general meeting ("AGM") once per calendar year, and not less than 8 months following the previous AGM, and not more than fifteen months following the previous AGM. The Executive will choose the date and organize the AGM.
5. The Executive shall provide notice of the AGM to all members of the Riding Association by regular mail, postmarked no later than 25 days prior to the nomination meeting, or by phone, no later than 25 days before the nomination meeting.
6. In addition to the AGM, the executive shall call general meetings as deemed necessary by the executive. If a constitutional amendment is to be considered, advance notice shall be the same as for an AGM. Otherwise, members shall be given ten days advance notice.

B. EXECUTIVE - ELECTION AND DUTIES

1. The business of the AGM shall include the election of the Executive of the Riding Association. The Executive shall be the governing body of the Riding Association between general meetings. Members of the Executive must be members of the Party. Party members can run for the executive up to and including the time of the AGM.
2. Quorum for meetings of the Executive of the Riding Association shall be 60% of executive membership.
3. The Executive of the Riding Association shall be comprised of:
 - i) President;
 - ii) Chief Financial Officer;
 - iii) Secretary;
 - iv) Membership Chair;
 - v) Fund-raising Chair;
 - vi) Organizing Chair;
 - vii) Volunteer Chair
 - viii) Communications Chair
 - ix) (Up to three) Members-At-Large
4. The responsibilities of the specific positions on the Executive are as follows:
 - i) President: Shall act as party contact, spokesperson, chair meetings, and perform legal roles as mandated by Elections Canada.
 - ii) Chief Financial Officer: Shall collect and deposit funds, administer on-going expenses (e.g. phone line), keep records of these activities, and perform legal roles as mandated by Elections Canada; Shall also provide the Riding Association Executive with regular financial updates, and provide members, at the AGM, with a statement of the RA's financial situation, and a summary of revenue and expenses since the previous AGM.
 - iii) Secretary: Shall co-ordinate meetings of the Riding Association (i.e. confirm time, place, etc.), and ensure that all Ottawa Centre members are contacted in advance of AGMs.
 - iv) Membership Chair: Shall maintain confidential membership database for Ottawa Centre, to include GPC supporters and "Green-interested" people; Shall ensure that members are up-to-date on dues; Shall liaise with central office concerning the membership list.
 - v) Fund-raising Chair: Shall raise funds by organizing events, mail outs, and through telemarketing.
 - vi) Organizing Chair: Shall focus on election preparation, including approaching potential candidates, running the nomination process for candidates, helping recruit volunteers, and (if required) helping recruit candidates for the executive.
 - vii) Volunteer Chair: Shall recruit and coordinate volunteers, track volunteers' interests, and coordinate event outreach.
 - viii) Communications Chair: Shall coordinate media relations, advertising, web site(s), local brochures, and related efforts.
 - ix) Members-at-Large: Shall provide advice and pursue special projects.

5. Terms of the executive will begin following the AGM at which they are elected, and extend until the following AGM (between 8 and 15 months later). The executive will be elected through a preferential voting system.

6. In the event of a vacancy on the Executive, the Executive may appoint a replacement who shall hold office until the position can be filled by election at the next AGM of the Riding Association.

7. Between AGMs, with 75% agreement of the Executive, the Executive may appoint up to two additional Executive members, to serve until the next AGM. If these positions are to continue after the AGM, the individuals(s) must either be elected as Members-At-Large, or the position(s) must be added to the Constitution, through the proper process, before being part of the executive election process.

C. AUDITS

1. The accounts of the Riding Association shall be audited as required by the Elections Act.

D. CANDIDATE NOMINATIONS FOR ELECTIONS

1. The Riding Association shall hold a nomination meeting to select a candidate for the Party in the Riding. Members of the Riding Association who have been members for at least 14 days prior to the date of the nomination meeting may vote at the nomination meeting.

2. Candidates seeking the party nomination in Ottawa Centre must be nominated, in writing, by at least five members of the Riding Association and must deliver that written nomination to the President of the Executive at least 14 days before the date of the nominating meeting.

3. The Executive must set the date for the nomination meeting. The Executive shall provide notice to all members of the Riding Association by regular mail, postmarked no later than 25 days prior to the nomination meeting, or by phone, no later than 25 days before the nomination meeting.

4. "None of the Above" [NOTA] will always be on the ballot for a candidate nomination process, and treated as a candidate for the purposes of the voting process, such that even in the event where only 1 candidate is duly nominated as set out in article D-2, above, a vote by the members present will be held between the candidate and NOTA. In the event that 2 or more candidates are duly nominated, voting at the nomination meeting will be by preferential ballot, as illustrated in the following text. A candidate shall be declared nominated as the Party's candidate for the federal election when he or she receives at least 50% of the total number of the first votes or, if there is no clear majority, of the second or subsequent counts. Voters will rank the candidates on the ballot, with the lowest vote getter being eliminated from consideration after each round, and that candidate's votes transferred according to the next choices of each person who voted for them. In the case of a tie after a recount, the first of those in the following list, if they did not run for the nomination, will choose the winner: the RA President, RA CFO, RA Organizing Chair, RA Secretary.

5. In the event that a federal election, or local by-election, has been called before a date for the nomination meeting has been set, the Executive may set the nomination meeting as soon as possible and must give notice of the meeting by telephone or email no less than 48 hours prior to the nomination meeting. In this event, candidates seeking the Party nomination in Ottawa Centre may be nominated from the floor, with a minimum of five nominators.

E. CONSTITUTIONAL CHANGES

1. This constitution may be amended by a minimum 60% vote at a general meeting, except that no change may be considered by the meeting unless notice of the change proposed has been given to the members by regular mail postmarked at least 2 weeks prior to the date of the general meeting, or by Email, sent at least 2 weeks prior to the date of the general meeting. Proposed constitutional changes must be signed by at least five members, or 10% of the members, whichever is less. To initially approve this Constitution at the inaugural AGM, in 2002, only 50% support is required.

2. The Riding Association will continue as long as the Ottawa Centre Riding exists. The Riding Association may not change its name or merge or join with any other political party. Notwithstanding article E-1, above, this article may not be amended without 90% consent of the membership.

3. Quorum for a general meeting of the Riding Association shall be 10% of members.