

**CONSTITUTION AND BY-LAWS OF THE
SENIOR LIBERALS' COMMISSION OF
THE LIBERAL PARTY OF CANADA**

As amended at the 2009 Biennial Convention

April 07, 2009

“The nation must be something greater than the sum of its parts. If it is not so, it ceases to exist, it has lost the will to continue. By this elusive yet valid test, the Canadian people have created and are creating a nation”.

George W. Brown

Preamble

In their lifetimes, Canada's seniors have contributed enormously to the well being of our country. Their commitment to this country must never be forgotten nor overlooked. Neither should their vast resource of knowledge and experience, nor the fact that as persons age they continue to contribute as taxpayers, consumers and volunteers.

It is important to remember that seniors represent the most rapidly growing segment of Canadian society. After all, most of us live to become seniors.

Rooted in the tradition of Canadian Liberalism, the Liberal Party of Canada undertook, some years ago, to develop a special facility within the Party, the Senior Liberals' Commission of Canada to recognize the vast resource of knowledge and experience possessed by seniors, to identify issues, and to develop policies which impact on their quality of living and, at the same time, to encourage seniors to participate more fully in the affairs of the Party and in other facets of society.

Table of Contents

1.0 The Role and Purpose of the Senior Liberals' Commission	5
2.0 Membership	5
3.0 SLC National Executive	6
4.0 Responsibilities of the Executive Officers	7
5.0 Meetings of the SLC Executive	9
6.0 The SLC Members' Biennial Meeting	9
7.0 Clubs	9
8.0 Amendments to the By-Laws	10
9.0 Differences in Interpretation	10
10.0 Official Languages	10

1. The Role and Purpose of the Senior Liberals' Commission of the LPC

- 1.1 These are the by-laws of the Senior Liberals' Commission (SLC) of the Liberal Party of Canada (LPC). These by-laws constitute the operating rules of the Senior Liberals' Commission. Where a difference in interpretation exists between these by-laws and the LPC Constitution, the latter will prevail.
- 1.2 The name of this organization shall be the Senior Liberals' Commission of the Liberal Party of Canada (SLCLPC) and commonly referred to as SLC.
- 1.3 For the purpose of these by-laws, the following names and acronyms have the following meaning:
 - 1.3.1 "Commission" means the Senior Liberals' Commission of the Liberal Party of Canada;
 - 1.3.2 "Region/regional" means the provincial and/or territorial regions of the SLC, i.e., East, Quebec, Ontario, Central West, and West, as set out in Section 3.1.5 of these by-laws;
 - 1.3.3 "Club" means a duly constituted local group of the SLC as per Article 7 of these by-laws.
- 1.4 The Commission shall:
 - 1.4.1 Encourage local clubs to participate actively in the political process at all levels of the Liberal Party of Canada;
 - 1.4.2 Assist in the promotion of and encourage the establishment of Senior Liberals' Commissions in each of the provinces and territories of Canada;
 - 1.4.3 Assist in the promotion of and encourage the establishment of local clubs, wherever feasible, in each of the 308 Federal Ridings in Canada;
 - 1.4.3 Develop, determine, promote, update and communicate Liberal Party of Canada policies;
 - 1.4.4 Provide assistance and leadership to the provincial commissions, regions and local clubs.
 - 1.4.5 Identify the needs of seniors throughout Canada and advise

the Liberal Party of Canada on policies, strategies and programs which address these needs.

2. Membership

- 2.1 The SLC is open to all seniors who have reached 65 years of age and who are members in good standing of the Liberal Party of Canada. (Provincial and territorial clubs may consider lowering the age to 60 for membership but official recognition will be obtained at the national level only under the conditions set out in Section 7 of these by-laws).

3.0 SLC National Executive

- 3.1 The SLC shall, in accordance with Section 2 (3) of the Constitution and By-Laws of the Liberal Party of Canada, respect the principle of equal participation between men and women, the recognition of English and French as official languages of Canada, and the regional nature of Canada in the structure and operations of the SLC.

The National Executive shall consist of:

- 3.1.1 Two Co-Chairs, one of whose mother tongue shall be English and one of whose mother tongue shall be French;
- 3.1.2 The immediate past Co-Chairs;
- 3.1.3 One representative appointed by each Provincial and Territorial Association (PTA), normally the President of the Senior Liberals' Commission in the PTA;
- 3.1.4 Five Regional Directors representing each of the following regions:
- 3.1.4.1 Western Region which includes Alberta, British Columbia,
Western Arctic and Yukon;
 - 3.1.4.2 Central-West Region includes Saskatchewan and Manitoba;
 - 3.1.4.3 Ontario Region;
 - 3.1.4.4 Quebec Region;
 - 3.1.4.5 Eastern Region includes New Brunswick, Nova Scotia, Prince Edward Island, Newfoundland and Labrador, and Nunavut.

- 3.1.5 A Policy Chair;
 - 3.1.6 Such non voting members as may be appointed by the SLC Executive;
 - 3.1.7 In the event that a region does not have an active Regional Director, the SLC Executive, in consultation with the PTA(s) in the region(s) concerned, may designate a Regional Director from that region;
 - 3.1.8 The LPC Commissions Manager, non-voting.
- 3.2 The Table officers are the administrative body that directs the business and administration of the SLC. It consists of:
- 3.2.1 The two Co-Chairs;
 - 3.2.2 The immediate past Co-Chairs;
 - 3.2.3 The five Regional Directors;
 - 3.2.4 The Policy Chair;
 - 3.2.5 The LPC Commissions' Manager, non voting
- 3.3 Vacancies:
- 3.3.1 In the event that one of the two Co-Chair positions becomes vacant, the SLC Executive shall elect an interim replacement from among its members;
 - 3.3.2 In the event that a Regional Director position becomes vacant, the SLC Presidents from the regions concerned shall appoint a replacement from the region to complete the term of the position vacated;
 - 3.3.3 Any Executive vacancy position shall be filled within two months of the date of that vacancy.
- 3.4 A member of the Executive or a Table Officer who is absent from two consecutive meetings of the SLC Executive and who has not sent an alternate will resign provided that due consideration is given to mitigating circumstances.
- 3.5 The Table Officers shall be elected during the Biennial General Meeting of the Senior Liberals' Commission of Canada which shall

be held concurrently with the Biennial Convention of the Liberal Party of Canada.

- 3.6 The Table Officers positions shall not be held for more than two consecutive terms; an elected term shall be the time between Biennial Conventions of the Liberal Party of Canada.
- 3.7 Within two months of a Biennial Meeting of the SLC, the Executive will appoint a representative to the Policy and Platform Development Committee and make such other appointments which may be required to fulfill the role of the SLC within the Liberal Party of Canada.

4.0 Responsibilities of the Executive Officers

4.1 The Co-Chairs shall:

- 4.1.1 Preside at all meetings of the Executive of the SLC;
- 4.1.2 Preside at all Biennial Meetings;
- 4.1.3 Represent, on a rotational basis, the SLC on the National Executive of the Liberal Party of Canada;
- 4.1.4 Assume overall responsibility for the activities of the SLC;
- 4.1.5 In consultation with the Executive, name persons to represent the SLC on any committee of the Liberal Party of Canada.

4.2 The Regional Directors shall:

- 4.2.1 Promote communication among Senior Liberals in the Region;
- 4.2.2 Develop and co-ordinate activities and programs for and by seniors in the Region;
- 4.2.3 Promote an awareness of political issues, LPC principles and policies among seniors;
- 4.2.4 Represent the interests of Senior Liberals at meetings of the Liberal Party of Canada;
- 4.2.5 Work with provincial or territorial SLC Presidents to encourage the establishment of Senior Liberals' Clubs and facilitate and approve official club status requests to the Liberal Party of Canada in their respective regions;
- 4.2.6 Sit as an ex-officio representative on the provincial or territorial Executive Committee of their respective region;
- 4.2.7 Receive notification and minutes of all Senior Liberals' Club meetings in the region.
- 4.2.8 In cooperation with the Liberal Party of Canada PTA's, endeavor to have an SLC Commission recognized and

accepted in every PTA.

4.3 The PTA SLC Presidents shall:

- 4.3.1 Promote communication among Senior Liberals in their province or territory;
- 4.3.2 Encourage the participation of seniors at all levels of the Liberal Party of Canada;
- 4.3.3 Develop and coordinate the activities and programs of the SLC in their province or territory including the formation of and communication with Senior Liberals' Clubs;
- 4.3.4 Promote the awareness of political issues, Liberal principles and policies among Canadian seniors; and
- 4.3.5 Represent Senior Liberals of their province or territory on the National Executive of the SLC.

4.4 The Policy Chair shall:

- 4.4.1 Establish and maintain a mechanism for the development in policy in cooperation with the Regional Directors, the Policy Chairs of the PTA SLC Commissions and the Policy Chairs of the Clubs;
- 4.4.2 Provide follow-up on policy and resolutions passed at Annual General Meetings and Executive Meetings of the Commission;
- 4.4.3 Represent the Commission on the National Policy and Platform Development Committee of the Liberal Party of Canada;
- 4.4.4 Ensure that a corporate memory is maintained in regard to policy resolutions which have been crafted by the Commission, prioritized and/or accepted by PTA Commissions and/or the Liberal Party of Canada.

4.5 The Commissions Manager shall:

- 4.6.1 Provide adequate staff support to facilitate the ongoing affairs of the Commission;
- 4.6.2 Compose, prepare and distribute, in consultation with the Co-Chairs, agenda and minutes of meetings. Minutes will be circulated within two weeks following the meeting;
- 4.6.3 Arrange for translation and other special services which may from time to time be required to facilitate special events or other ongoing activities.

5. Meetings of the SLC Executive

- 5.1 The SLC Executive will meet at the call of the Co-Chairs, or at the call of a majority of the Executive membership. The Executive shall meet in person at every Convention of the Liberal Party of Canada, but in any event, at least once a year. The meetings of the SLC Executive will be chaired by a Co-Chair or in their absence by such other SLC Executive member chosen by the members present. Reports of these meetings shall be distributed to all Executive members.
- 5.2 The SLC Table Officers shall meet upon the call of the Co-Chairs or a majority of the voting members. The Table Officers shall meet before every meeting of the LPC National Executive, but in any event, at least twice a year.
- 5.3 The SLC Executive and the Table Officers cannot hold a formal meeting without a majority of voting members.

6. The SLC Members Biennial Meeting

- 6.1 A Biennial Meeting of all senior delegates will be held at every LPC Convention.
- 6.2 All Table Officers of the SLC shall be ex-officio delegates to the SLC Biennial Meetings.
- 6.3 Candidates for the SLC Executive positions must be in attendance or delegate representation to a delegate in attendance, and be recognized as a delegate.
- 6.4 Only senior delegates and alternates present at the LPC Convention are eligible to vote for the members of the Executive of the SLC.
- 6.5 Voting for regional directors will be carried out at the SLC Biennial Meeting and limited to senior delegates of the respective regions they represent.

7. Clubs

- 7.1 A Club is formed when a group of at least ten senior Liberals hold a founding meeting, elect an interim executive and adopt a temporary Constitution and By-laws.
- 7.2 A Club must be recognized by its Provincial or Territorial (PTA) Commission as well as by the Senior Liberals' Commission of

Canada. In order to be recognized the club must:

- 7.2.1 Be duly constituted at a formal meeting;
- 7.2.2 Forward a letter to the PTA SLC Commission and to the SLC Co-Chairs requesting recognition;
- 7.2.3 The letter shall enclose the following documents: i) the minutes of the founding meeting indicating the date, place and names, addresses and telephone numbers of persons attending the meeting; ii) a membership list with the names, addresses and telephone numbers of the members and the executive; iii) the constitution and by-laws of the club iv) a letter signed by the club president stating that all members of the club are in good standing (i.e. they are members of the Liberal Party)
- 7.2.4 The PTA SLC Commission will study the documents and will forward a letter of recognition to the club, to the Regional Director, to the SLC Co-Chair and to the Commission Manager.

7.3 In order to be eligible to elect delegates to a National Convention of the Liberal Party of Canada a Club must:

- 7.3.1 Be recognized (accredited) by the Senior Liberals' Commission of Canada at the date of the call of the LPC Convention;
- 7.3.2 Have at least 25 members who have reached age 65 and are in good standing within the Liberal Party of Canada and the Club;
- 7.3.3 Hold an Annual General Meeting for the purpose of enrolling new members, renewing membership and electing an executive;
- 7.3.4 Forward the Club's original Constitution and By-Laws on formation and any amendments that might be made from time to time to the PTA SLC President, the Regional Director, the national SLC C-Chairs and the Commissions Manager;
- 7.3.5 Forward to the Senior Liberals' Commission Co-Chairs, the Regional Director and the Commissions Manager annually: the minutes of the Club's Annual General Meeting, an annual affiliation fee (if any), and a list of both Executive and membership.

7.4 In order to be eligible to attend a National Convention of the Liberal Party of Canada as a Club Delegate, the delegate must have been a member in good standing of the Liberal Party of Canada and of the SLC Club for the 41 days immediately preceding the date of the Delegate Selection Meeting.

8. Amendments to the By-laws

- 8.1 The by-laws of the SLC may be amended at the SLC Biennial Meeting, by a simple majority of the seniors present at that meeting, provided written notice of the proposed amendment(s) is given to the co-chairs at least one month before the Biennial Convention. Failing prior notice, the by-laws may be amended by a unanimous vote of those present.

9. Differences in Interpretation

- 9.1 In instances where there is a difference between the By-Laws of the SLC and the Constitution and By-Laws of the Liberal Party of Canada, the Constitution and By-Laws of the Liberal Party of Canada shall have precedence.

10. Official Languages

- 10.1 All national documents of the SLC shall be produced in English and French and both languages shall be considered equally binding and authentic. Translation services shall be provided at all SLC Biennial meetings at LPC Conventions.
- 10.2 All SLC Convention Meetings shall be presided over in English and French.