

# *Shift Happens*

## Barrie 2013

Members of the Barrie Green Party of Ontario Constituency Association, and the Barrie Federal Green Party Association are formally invited to Shift Happens Barrie 2013, the Annual General Meeting of both associations.

**When:** Sunday, January 13<sup>th</sup>, 2013

**Time:** 1:00 pm

**Where:** 89 Dunlop Street East Suite 101 Barrie, ON (<http://goo.gl/uTyok>) Use the back entrance off of Simcoe St.

**Keynote speaker:** Mike Fox

Mike is the Executive Director of Living Green Barrie. He will be speaking about the organization and their thrift store Off the Rack. We will also hear from Green Party of Ontario leader Mike Schreiner.

We will be reviewing the last year's accomplishments, electing a new executive team, and discussing the plans for the next year as we prepare for future federal and provincial elections.

All members are encouraged to attend and to consider filling one of the executive team positions.

Anyone is welcome to observe the meeting, but you need to be a paid-up member of either the Green Party of Ontario and/or the Green Party of Canada, and be a resident of the Electoral District to vote. If you're a lapsed member, you're welcome to renew that day to reacquire voting privileges. If you have never been a member but you're interested in helping to build the organization, you're someone we want on board! I encourage you to go to [www.GreenParty.ca](http://www.GreenParty.ca) or [www.GPO.ca](http://www.GPO.ca) or to call 705-797-0046 to join.

To register visit (<http://goo.gl/CiM3G>) or call 705-797-0046. Admission is free. Light refreshments will be served.

Thank you,



Peter V. Tretter  
CEO, Barrie Federal Green Party Association  
President, Barrie Green Party of Ontario Constituency Association



**green**  
PARTY OF ONTARIO



**green**  
PARTY OF CANADA

## THE EXECUTIVE

The Barrie Green Party (both the federal and provincial riding associations) are managed by an Executive team headed by the President & CEO. In total there are 15 positions available to be elected at the Annual General Meeting (AGM).

Members are elected to the Executive at-large, with the exact positions determined at the first meeting of the Executive after the AGM. This is to help facilitate discussion about the various positions, and to clarify roles. Those positions are:

- President & Chief Executive Officer
- Financial Agent – Federal
- Financial Agent – Provincial
- Secretary
- Federal Director
- Provincial Director
- Director of Volunteers
- Director of Events & Fundraising
- Director of Communications
- Membership Director
- Director of Community Relations
- Youth Director & President of the Barrie Young Greens
- Executive without portfolio

The Executive team generally meets ten times per year, which works out to once per month taking the months of July and December off. All members of the Executive team are unpaid volunteers, although expenses are reimbursed in a timely manner. We meet the second week of the month on a Sunday afternoon or Thursday evening.

So what are your obligations as a member of the Executive team?

- Attend monthly meetings
- Attend the yearly team-building activity
- Assist where & when possible in riding association activities and events
- Regularly check executive e-mail

It's not all seriousness. Several times a year we'll plan to have dinner before a meeting, or an unofficial get-together.

**So how can you run?** Call Peter (705-797-0046) or drop him an e-mail ([ceo@barriegreens.ca](mailto:ceo@barriegreens.ca)) by January 3<sup>rd</sup>, 2013. That will secure your name on the ballot.

To run you must be a member of both the [Green Party of Canada](#) and the [Green Party of Ontario](#), and be at least 14 years of age. You can sign up to be a member at the meeting, but you need to be a member of at least one of the two parties 15 days in advance to be able to vote.

Good luck and thank you for your consideration!

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Barrie Federal Green Party Association  
Barrie Green Party of Ontario Constituency Association

### **Agenda - Annual General Meeting**

Sunday, January 13<sup>th</sup>, 2013

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1. Welcome and introductions
2. Call to order
3. O Canada
4. Approval of the minutes from the previous AGM
5. Report from the President and Chief Executive Officer
6. Report from the Financial Agent and the Chief Financial Officer
7. Report from the federal candidate
8. New Association constitution
9. Speeches from executive nominees
10. Voting opens & Intermission
11. Voting closes
12. Keynote speaker: Mike Fox
13. Questions & Answers, announcement of results
14. Provincial nomination contest
15. Voting closes, and tallying of votes
16. Adjournment

Barrie Federal Green Party Association

Barrie Green Party of Ontario Constituency Association

## **Minutes - Annual General Meeting**

Sunday, January 15<sup>th</sup>, 2012

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Welcome and introductions

Call to order

Meeting called to order at 1:10 pm

Quorum established.

O Canada

Discussion on proposed member directive

Shawn/Ariana Carried.

Approval of Minutes

Previous AGM minutes – Ariana/Sarah Carried.

Special General Meeting minutes – Sarah/Shawn. Carried.

Report from the President and Chief Executive Officer

Peter reported on events from the previous year.

Report from the Financial Agent and the Chief Financial Officer

Louise sent her regrets, Peter gave report in her absence.

Report from the previous provincial candidate

Andrew reported on the provincial election and his campaign.

Goals

Erich spoke about various goals, including:

- Get more volunteers at Elizabeth May's Office
- Get 12 MPs elected on cabinet
- Barrie needs to try to get a candidate elected as an MP

- More funding for a full running election
- Trying to recruit Green Century of 100 volunteers AND a Green Century of 100 regular donors.
- “Donate a Timbit a day” \$25 a month (already have 12 people doing this)

Speeches from executive nominees

Sarah, Ariana, and Shawn got up and spoke.

Voting closes

Keynote speaker: Sara Peddle

Questions & Answers, announcement of results

All who ran were elected. Ruth Blaicher, Sarah Collart, Shawn Conroy, Louise Gravelle, Sarah O'Brien, Eric Shelley, Peter Tretter, Ariana Whitman

Green occupy

Discussed proposal by member Larry Vindum.

Adjournment Shawn/Ariana Carried. 2:35 pm

# Constitution of the Barrie Green Party Association

## **1. Preamble**

1. The name of the association shall be the Barrie Green Party Association herein after called “the Association”.
2. The Association shall be registered with Elections Canada as “Barrie Federal Green Party Association” which may also use the short form “GPC Barrie”, and with Elections Ontario as “Barrie Provincial Green Party Association” which may also use the short form “GPO Barrie”.

## **2. Definitions**

“Provincial Party” refers to the Green Party of Ontario.

“Federal Party” refers to the Green Party of Canada.

“The Parties” or “Parties” refers to both the Provincial Party and the Federal Party.

“Meetings” refers collectively to Annual General Meetings (AGMs), General Meetings, and Special General Meetings. This does not refer to Executive Meetings, except where the context requires otherwise.

“The Executive” shall refer to the Executive Board.

“Executives” or “Executive” shall refer to member(s) of the Executive Board.

“Chair” shall refer to the presiding officer of the Executive Board.

“Executive without portfolio” shall also be referred to as “Member without portfolio”.

## **3. Membership Criteria**

1. Members in good standing of either the Federal Party, Provincial Party, or both, residing within the boundaries of the Electoral District of Barrie are members of the Association. Membership in a specific party shall be required when voting on issues that are specifically provincial or federal.

## **4. Executive Board**

1. The governance, property and business of the Association shall be managed by an Executive Board which shall be elected and function in accordance with this constitution.

2. Members of the Executive Board are elected by the general membership at the Annual General Meeting (AGM). Officers of the Executive shall be:

President & Chief Executive Officer (CEO) (1)

Vice President (VP) (1)

Financial Agent – Federal & Provincial executive without portfolio (FAF) (1)  
Financial Agent – Provincial & Federal executive without portfolio (FAP) (1)  
Secretary (1)

3. Additional members of the Executive Board shall be:

1. Federal Director (1)
2. Provincial Director (1)
3. Director of Volunteers (1)
4. Director of Events & Fundraising (1)
5. Director of Communications (1)
6. Membership Director (1)
7. Director of Community Relations (1)
8. Youth Director & President of the Barrie Young Greens (1)
9. Executive without portfolio (EWO) (6)

4. Terms of the Executive will begin following the AGM at which they are elected, and extend until the following AGM. Executives shall be elected at-large, and shall be appointed to a specific office by the Executive, from amongst themselves, at the first meeting following the AGM. The persons in the office of the President, and the offices of the FAF and FAP shall continue to hold that office until their replacements are appointed, or they are re-appointed.

5. The President of the Georgian College Greens, or equivalent Young Greens chapter at Georgian College Barrie campus, shall be an ex-officio, non-voting member of the Executive, elected according to their constitution and procedures. He or she does not count towards or against quorum.

6. Should an office become vacant, the President may appoint someone to fill that position for the remainder of the term, subject to confirmation by the Executive. Not all of the positions need be filled, except for that of President, FAF & FAP. Should the office of President become vacant, the Vice President shall assume the office of President for the remainder of the term. If there is no Vice President, the Executive shall appoint a member of the Parties as President for the remainder of the term.

7. Should the President be unable to chair a general meeting, or a meeting of the Executive, the VP shall fill in for their absence. Should the VP also be unable to attend the meeting, the membership for a general meeting, or Executives for an Executive meeting, may choose from amongst themselves who shall chair the meeting. The Executive shall meet a minimum of four (4) times per year.

8. A member of the executive may be removed from office with a vote of 75% of the Executive at an Executive meeting convened for that purpose, or a vote of two thirds (2/3) of the general membership present at a general meeting.

9. Should an Executive miss three (3) or more consecutive executive meetings without a valid reason, it shall be deemed a resignation. They may also cease to hold office upon permanent incapacitation, or upon death.

10. Policy for the Association may be established from time to time by the Executive.

11. The President shall call Executive meetings. Meetings may be called by three (3) other Executives through a written request to the President. Quorum for a meeting of the Executive is three (3) members of the Executive. Quorum for a meeting of the Executive where a member may be removed under 4-8 shall be 25%, or four (4) Executives, whichever is greater.

12. Any member of the Association shall be permitted to attend any meeting of the Executive, however, portions of the meeting may be closed to the general membership at the sole discretion of the Chair at any time.

13. Any member of the Association, in good standing, may run for the Executive. To run for the position of Financial Agent - Provincial, or Provincial Director, Association members must be a member in good standing with the Provincial Party. For the position of Financial Agent - Federal, or Federal Director, Association members must be a member in good standing with the Federal Party. To run for the positions of President and Vice President, Association members must be a member in good standing with both Parties. To stand for election to the Executive, Association members must be a member in good standing of one of the Parties.

14. A member of the Executive may hold multiple offices, to a maximum of two (2), except where prohibited by law, but there must always be a minimum of three (3) Executives. Each Executive member gets only one (1) vote.

15. Where possible decisions should be made by consensus, but if a consensus is unable to be reached, a vote should be held.

## **5. Duties of the Executive Board**

### 1. President & CEO:

1. The President is to provide guidance and direction to the Association.
2. The President shall call and chair all Executive meetings.
3. The President will oversee all activities of the Executive and of the Association.
4. The President shall act as the spokesperson for the Association in the absence of a candidate.
5. The President shall be a member of both Parties.
6. The President shall have knowledge of, adhere to and enforce all provisions of the constitution and policies of the Association, as well as all rules, regulations and policies of the Parties.
7. The President is the Chief Volunteer of the Association.
8. The President is a signing officer.
9. The President shall be an ex-officio member of any Association Committee or Sub-Committee.

### 2. Vice President:

1. The Vice President is to provide support and guidance to the Association.
2. The Vice President shall call and chair Executive Meetings in the absence of the President.
3. The Vice President carries out the duties of the President during any temporary absence of the President.



4. The Vice President shall be a member of both Parties.
5. The Vice President shall have knowledge of, adhere to and enforce all provisions of the constitution and policies of the Association, as well as all rules, regulations and policies of the Parties.
6. The Vice President performs other responsibilities as assigned by the Executive and/or the President.

### 3. Secretary:

1. The Secretary shall take minutes of the meetings of the Executive Board, and of general meetings, or shall find a designate to take minutes in his absence.
2. The Secretary ensures minutes are distributed to members shortly after each meeting (and at least 2 weeks prior to the following meeting).
3. The Secretary is familiar with and upholds the constitution of the Association.
4. The Secretary keeps permanent records, such as a minute binder, and stores records of the Association activities and meetings in a timely and secure way.
5. The Secretary keeps a permanent record of motions, important suggestions/discussions, and decisions arising out of email discussions.
6. The Secretary ensures the continuity of policies and practices as described in the Association constitution and policy framework.
7. The Secretary reviews on an annual basis the job descriptions of all members of the executive that are set by policy.
8. The Secretary performs other responsibilities as assigned by the Executive and/or the President.

4. All other duties for members of the Executive shall be set by policy.

## **6. Finances**

1. The Association shall maintain bank accounts as set out by Elections Canada and Elections Ontario. A minimum of one (1) account for the federal side, and minimum of one (1) for the provincial side. All such funds shall be deposited as required in a bank and/or trust company insured by the Canada Deposit Insurance Corporation, and/or a Credit Union insured by the Deposit Insurance Corporation of Ontario, having a branch in the City of Barrie, as may from time to time be designated by the Executive.

2. The President shall be a signing officer. The President shall appoint a minimum of two (2) and a maximum of four (4) additional people to be signing officers, subject to confirmation of the Executive, on an annual basis at the first meeting of the Executive following the AGM, at a minimum.

3. Deeds, transfers, licences, contracts, cheques, and engagements on behalf of the Association shall be co-signed by any two (2) signing officers. Deposits to the bank accounts require no signature.

4. Any two (2) of the signing officers may acquire and/or transfer, upon confirmation where necessary, any and all shares, bonds or other securities from time to time standing in the name of the Association in its individual or any other capacity or as trustee or otherwise may accept in the name and on behalf of the Association transfers of shares, bonds, or other securities from time to time transferred to the Association, subject to limits as set out by law.

## **7. General Meetings**

1. The Annual General Meeting (AGM) of the Association shall be held annually and not more than fifteen (15) months, or less than nine (9) months following the previous Annual General Meeting.
2. Twenty-five (25) days notice of a general meeting shall be given to the membership by mail, email, and/or telephone.
3. Copies of the agenda, and the various resolutions, and business before the membership shall be sent out with the notice of a general meeting. Where notice is given by telephone, or email these items shall be posted on the website of the Association, in lieu of being sent out with the notice.
4. Within one hundred and twenty (120) days following an election, a general meeting shall be held to update the membership on the election. Business may be conducted at this meeting, and it may be considered and recorded as an AGM if it follows the rules of 7-1.
5. For the purposes of 7-4, an election will be considered to be completed fourteen (14) days following election day, as prescribed in the writ of election.
6. Quorum for a general meeting of the Association shall be ten (10) members or 5% of the members, whichever is lesser. Where a person is a member of both Parties, for the purposes of quorum, they count only as one (1) person, and get only one (1) vote.
7. If within a half hour (1/2) hour quorum is not present, the meeting shall be cancelled. If cancelled, the meeting is scheduled for one (1) month later. If quorum is not present within a half hour (1/2) hour of the second meeting, the meeting will proceed with those members in attendance.
8. Ordinary motions shall be passed by a vote of 50%+1 of the members present.
9. Proxy voting is not permitted, but a mail-in or email ballot may be permitted.
10. Participation in any meeting of the Association is subject to a minimum membership period of fifteen (15) days unless specifically otherwise set by the Parties.
11. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with this constitution and any special rules of order the Association may adopt.

## **8. Nomination contest**

1. The Association shall hold a nomination meeting to select a candidate for either of the Parties when preparing for an election. Such a meeting will take place during a general meeting or AGM.
2. The Executive shall appoint a Candidate Search Committee, comprised of member(s) of

the Association. This Committee shall be responsible for encouraging potential candidates to run for the nomination. Members of the Committee shall not be allowed to seek nomination, or support any potential nomination campaigns.

3. A member of the Executive seeking candidacy shall take a leave of absence from the Executive from the time they file nomination papers until the contest has ended.

4. To be eligible to vote in the nomination contest for the Provincial Candidate, one must have been a member in good standing of the Provincial Party for fifteen (15) days before the nomination meeting. To be eligible to vote in the nomination contest for the Federal Candidate, one must have been a member in good standing of the Federal Party for fifteen (15) days before the nomination meeting.

5. Twenty (20) days notice shall be given to members of the start of a nomination contest.

6. In the event an election is called for the Parliament of Canada, or the Legislative Assembly of Ontario, and a candidate has not been nominated, the Executive shall have the authority to appoint a candidate with a simple majority. The Executive may also remove a candidate, whether appointed or not, by a vote of two thirds (2/3).

7. The nominated federal candidate, or the federal candidate of record, and nominated provincial candidate, or the provincial candidate of record shall become non-voting, ex-officio members of the Executive. They neither count towards or against quorum.

## **9. Voting**

1. In the event that only one person is duly nominated to be the candidate, or for election of the Executive, a vote by the members present will be held between the candidate and "None of the Above" [NOTA].

2. In the event that 2 or more candidates are duly nominated, voting at the nomination meeting, or in an election for the Executive, will be by preferential ballot, with "None of the Above" as an option.

## **10. Mail and Phone Votes**

1. Notwithstanding article 7 of this constitution, business may be conducted by mail, email and/or telephone vote.

2. Ordinary motions shall be passed by a vote of 50%+1 of the members who vote by mail, email and/or telephone.

3. Mail, email and/or telephone voting is not a substitute for an Annual General Meeting, or a post-election general meeting as prescribed in article 7.

4. A nomination meeting may be held via this method.

5. 20% of the members must cast a vote for quorum to be met for a telephone, mail and/or email vote. Spoiled ballots meet this requirement. This doesn't apply if such a vote is part of

an in-person general meeting.

### **11. Appointment of Auditor**

1. The Executive shall appoint or re-appoint an auditor(s) on an annual basis at the first meeting of the Executive Board following the Annual General Meeting, or from time to time, per the guidelines of Elections Canada and Elections Ontario.

### **12. Interpretation**

1. All terms contained herein which are defined by the Parties shall have the meanings given to such terms as defined by the Parties.
2. Headings used in the constitution are inserted for reference purposes only and are not to be considered or taken into account in construing the terms or provisions thereof or to be deemed in any way to clarify, modify, or explain the effect of any such terms or provisions.
3. In such cases whereby the Parties have rules or regulations which override any part of the Constitution, the Parties rules or regulations shall be followed, unless the standard in this Constitution exceeds that of the rules or regulations as set out by the Parties.
4. Throughout this constitution, except where the context requires otherwise, the neuter gender shall be deemed to include the feminine and masculine, and the singular number shall be deemed to include the plural, and vice versa.
5. Interpretation of this constitution shall be left up to the Executive.

### **13. Constitutional Amendments**

1. This constitution may be amended by a minimum two thirds (2/3) vote of the Executive, followed by a minimum two thirds (2/3) vote at a general meeting.
2. If a member wishes to propose a constitutional amendment, it shall be submitted to the President in writing, and considered as above.
3. Notice of amendments to the constitution shall be included in the notice of a general meeting at which the amendments shall be considered.
4. This constitution may not be amended by a mail, telephone and/or email vote.
5. Unless it dissolves, the Association will continue as long as the Association exists with the boundaries as set by the Elections Canada and Elections Ontario. The Association may not merge or join with any other federal or provincial political party. Notwithstanding the above, this article may not be amended without 85% consent of the membership.
6. After each General Meeting at which this Constitution is amended, the President or Vice President and any legal advisers must oversee the publication of this Constitution as amended and may, in so doing, and subject to the ratification of the Executive:
  1. Renumber the provisions of this Constitution to accommodate the changes that have

- been made.
2. Correct cross-references between provisions which are no longer accurate.
  3. Correct typographical errors.
  4. Correct spelling errors.
  5. Replace gender biased language with gender neutral language.

**14. Adoption of the Constitution**

This constitution was adopted by the members present at the AGM held on:  
13<sup>th</sup> day of January, 2013 in the city of Barrie in the province of Ontario.

Signed:

\_\_\_\_\_ (President)

\_\_\_\_\_ (Vice President)

\_\_\_\_\_ (Secretary)

\_\_\_\_\_ (Member)

\_\_\_\_\_ (Member)

\_\_\_\_\_ (Member)