



# | CONSTITUTION |

## **The Young Liberals of Canada in British Columbia**

As adopted by the membership on February 25, 1999

Revised and amended by the membership on August 26, 2007 in Richmond BC

Revised and amended by the membership on May 2, 2009 in Vancouver BC

Revised and amended by the membership on November 27, 2013 in Vancouver BC

# **Part 1 - The YLC-BC**

## **Chapter 1 - Founding provisions**

### **1 Establishment and name**

There is an association named "The Young Liberals of Canada - British Columbia", which is referred to throughout this Constitution as "the YLC-BC" or "the Youth Commission of the Liberal Party of Canada in British Columbia".

### **2 Role and purpose**

The YLC-BC is committed to representing the interests of all youth and students in the Liberal Party of Canada and the LPC-BC. The YLC-BC shall:

- (1) assist Young Liberal riding and student clubs in their activities;
- (2) ensure adequate representation of youth and students in the Liberal Party of Canada;
- (3) promote and espouse the views of Young Liberals on a regular basis internally and externally to the Liberal Party of Canada;
- (4) develop and educate Young Liberals in the various aspects of the political process;
- (5) support and follow the roles and purposes of the Liberal Party of Canada in British Columbia as appearing in the Liberal Party of Canada in British Columbia Constitution;
- (6) advocate and support Liberal philosophies, principles and policies;
- (7) promote the election of candidates of the Liberal Party of Canada;
- (8) provide assistance and leadership to federal Liberal constituency organizations in British Columbia and co-ordinate the efforts of Liberal organizations to create a strong Liberal Party in British Columbia;
- (9) respect the principle of equal division between men and women in the structure and operations of the Liberal Party to the greatest extent possible.

### **3 Scope**

The YLC-BC will operate throughout British Columbia.

## **4 Authority of the Constitution**

This Constitution is the source of all rights and responsibilities within the YLC-BC, and subject to the Liberal Party of Canada in British Columbia Constitution, is the final authority concerning any dispute within the YLC-BC.

## **Part 2 - YLC-BC Structures**

### **Chapter 2 – Membership**

#### **5 Qualification for membership**

The Young Liberals of Canada in British Columbia is open to all who support the Liberal Party of Canada and who wish to be known as Young Liberals. To this end, all individuals aged 14 to 25 (inclusive) are eligible for full membership in the YLC-BC without discrimination based on race, nationality or ethnic origin, skin colour, religion, sex, sexual orientation, age or mental or physical disability, if-

- (1) they are ordinarily resident in Canada; and
- (2) they are not members of any other federal political party in Canada; and
- (3) they are members in good standing of the Liberal Party of Canada in British Columbia.

#### **6 Classes of membership**

There are two classes of membership in the YLC-BC as follows:

**(1) Honourary Members** - This class is composed of Honourary Members of the YLC-BC. Honourary Members may be of any age provided they are:

- (i) the present Leader of the Liberal Party of Canada;
- (ii) any past Leader of the Liberal Party of Canada;
- (iii) a member of the Young Liberals of Canada Alumni Association.

**(2) Full Members** - This class is composed of all members of the YLC-BC not referred to in paragraph (1).

## **7 Application and acceptance**

(1) A person who adheres to the requirements set in section 6 (Classes of Membership) of this Constitution may apply for full membership by completing an application form and submitting it to the Liberal Party of Canada in British Columbia Headquarters.

## **8 Membership fees**

(1) Membership in the Liberal Party of Canada has associated membership fees, these must be paid in full to be a member of the YLC-BC.

(2) The B.C. Federal Liberal Council may set an annual fee for full membership in the Liberal Party of Canada.

(3) Each member must personally pay his or her own membership fee.

(4) The YLC-BC executive may set an annual fee for membership in the YLC-BC Alumni Association.

## **9 Good standing**

(1) A full member remains in good standing as long as their membership is current and they have paid all required membership fees.

## **10 Term of membership and renewal**

(1) Alumni Association membership takes effect on the date it is paid for and remains in force as long as the member meets the requirements of section 6.

(2) Full membership takes effect on the date and time the application for membership is received at the Liberal Party of Canada in British Columbia Headquarters, and remains current for the number of years for which they have paid a membership fee.

(3) At any time before, or within 90 days after, the expiry of their membership, a member who continues to meet the requirements of section 5 may renew that membership by completing a renewal statement and submitting it with the current membership fee to the Liberal Party of Canada in British Columbia Headquarters.

(4) A membership renewal takes effect on the day immediately following the expiry of the current membership and continues in force for the same period as a new membership that begins on that day.

(5) A member who does not renew their membership in accordance with subsection (3) may apply to join the Liberal Party of Canada again in accordance with section 7.

## **11 Expiry of membership**

(1) A member's membership expires –

(a) 90 days after the expiry of the member's current membership term;

(b) when the member no longer meets all the requirements of section 5;

(c) when the member resigns

(d) when the membership is terminated by the B.C. Federal Liberal Council in accordance with this section;

or

(e) when the member dies.

(2) The Chair of the B.C. Federal Liberal Council is responsible to give the required notice upon expiration of a membership.

## **12 Rights of members**

(1) A member has the right to receive newsletters, information, membership services, and notices of conventions, general meetings and other activities from the YLC-BC and the Liberal Party of Canada in British Columbia.

## **13 Membership procedures**

(1) The Liberal Party of Canada in British Columbia Executive, by bylaw made in accordance with section 40, may regulate the procedures of applying for membership, renewing membership and the expiry of membership including but not limited to –

(a) the forms to be completed for applications for membership and renewal of membership;

(b) the method by which application and renewal forms are submitted to Liberal Party of Canada in British Columbia Headquarters;

- (c) the form of, and procedures for issuing, membership cards;
- (d) time limits for the submission of application and renewal forms;
- (e) the time at which application and renewal forms received after office hours or on Saturdays, Sundays or public holidays will be treated as if they had been received; and
- (f) the distribution of membership lists to Riding Associations and other interested persons.

## **Chapter 3 - YLC-BC Executive**

### **14 Composition of the YLC-BC Executive**

(1) The YLC-BC Executive consists of -

(a) the following voting members (referred to in this Constitution as the "Table Officers"):

- YLC-BC President
- YLC-BC Executive Vice-President
- YLC-BC General Secretary
- YLC-BC Vice President – Communications
- YLC-BC Vice President – Finance
- YLC-BC Vice President – Membership
- YLC-BC Vice President – Organization
- YLC-BC Vice President – Policy
- YLC-BC Vice President – Internal
- YLC-BC Vice President – External
- YLC-BC Past President

YLC-BC Women's Commission Representative

YLC-BC Aboriginal Commission Representative

(b) the following additional voting members:

(i) Presidents of accredited YLC-BC Student Clubs (1 representative for each Student Club)

(2) A person must be a member in good standing of the Liberal Party of Canada in British Columbia to qualify for election or appointment as a member of the YLC-BC Executive and to continue to hold office in the YLC-BC Executive.

(3) The Table Officers serve until new officers are elected at the next annual convention.

(4) If a table officer's position becomes vacant, the YLC-BC executive, by a majority vote of those voting members present, must promptly elect a member of the YLC-BC to the vacant position.

(5) If the Office of YLC-BC President becomes vacant the YLC-BC Executive Vice President will assume that role and continue in it for the unexpired portion of their predecessor's term, provided that his/her continuation in that role is ratified by a majority of the YLC-BC Executive within two weeks. Should the Executive Vice President fail to call an executive meeting within two weeks of the vacancy's occurrence, or should they fail to receive ratification by the majority of the executive, the YLC-BC executive must then fill the vacancy in accordance with Section 14(4).

(6) A person who assumes the vacant office holds that office only for the unexpired portion of their predecessor's term of office.

(7) A Table Officer who, without reasonable excuse, misses three consecutive meetings of the YLC-BC Executive automatically forfeits membership on the YLC-BC Executive, unless the remaining members of the Executive, by a majority vote of those present and entitled to vote, choose to continue that member in office.

(8) The YLC-BC President can serve no more than two complete terms.

(9) Any member unable to attend a YLC-BC executive meeting may, in writing to the president at any point before the meeting is called to order, appoint a proxy for the duration of the meeting.

(10) If a YLC-BC executive member holds more than one voting position or office on the YLC-BC executive, this member may only exercise one vote and may not appoint a proxy for any additional votes.

(11) No member of the executive may serve as proxy for more than one other member.

(12) No more than six proxies for YLCBC executive members (listed in section 14. 1.) may be appointed for one meeting. These appointments will be admitted by the President in the order that they are received.

## **15 Responsibilities and powers of the YLC-BC Executive**

(1) The **YLC-BC Executive** is responsible to –

- (a) manage the affairs of the YLC-BC;
- (b) manage the finances of the YLC-BC;
- (c) promote the objectives of the YLC-BC;
- (d) make administrative decisions in accordance with this Constitution and the policies of the YLC-BC and oversee their implementation.
- (e) Appoint:
  - (i) the youth chairs of the LPC-BC Convention committee;
  - (ii) the Chief Electoral Officer for the conventions of the YLC-BC.
  - (iii) a representative of the YLC-BC to the LPC-BC Executive every 6 months.
  - (iv) a BC Youth Campaign Chair, subject to the approval of the BC Campaign Chair (Co-Chairs) where necessary.

(2) The YLC-BC Executive may propose amendments to the YLC-BC Constitution or the Liberal Party of Canada in British Columbia Constitution.

## **16 Responsibilities and powers of members of the YLC-BC Executive**

(1) Each Table Officer is responsible to deliver a written report to the annual convention of the YLC-BC.

## **17 Responsibilities of Table Officers**

(1) The **YLC-BC President** is a member of all committees of the YLC-BC and is responsible to –

- (a) preside at meetings of the YLC-BC Executive and at conventions of the YLC-BC;



- (b) supervise the affairs of the YLC-BC and be responsible for the administration of the YLC-BC;
- (c) send notice of the date and place of the next annual convention of the YLC-BC to all members of the YLC-BC, by mail and/or email, 21 days before the convention.
- (d) attend meetings of the national executive of the Young Liberals of Canada or ensure that a nominee attends on their behalf; and
- (e) appoint any YLC-BC representatives to any applicable subsequent subcommittees or organizations of the Liberal Party of Canada, the Young Liberals of Canada or the Liberal Party of Canada in British Colombia that are not mentioned in Section 20.

(2) The **YLC-BC Executive Vice President** is responsible to -

- (a) Assist the President with the administration of the YLC-BC
- (b) Serve as a liaison between the YLC-BC executive and all of the Student Clubs; lead student club development efforts and coordinate YLC-BC assistance to student clubs seeking YLC accreditation
- (c) Maintain an up-to-date itinerary of all events occurring in every Student Club within the YLC-BC structure;

(3) The **YLC-BC General Secretary** is responsible to -

- (a) keep a record of all proceedings of the meetings of the YLC-BC Executive, the Convention Committee, and the YLC-BC;
- (b) carry out duties assigned to the YLC-BC Secretary in Bylaws.

(4) The **YLC-BC Vice President - Communications** is responsible -

- (a) for the publication of the YLC-BC newsletter once every quarter,
- (b) to assemble, and distribute as required, all Table Officer and committee reports before the annual convention of the YLC-BC; and
- (c) for chairing the YLC-BC Communications Committee, if any.

(5) The **YLC-BC Vice President - Finance** is a member of every Convention Committee, and is responsible to -

- (a) Encourage and organize YLC-BC fundraising activities; and
- (b) chair the YLC-BC Budgeting Committee.
- (c) ensure the prudent financial administration of the YLC-BC;
- (d) ensure that no disbursement is made without authorization of the YLC-BC Executive or as provided in the Bylaws;
- (e) present financial statements to the annual convention of the YLC-BC;
- (f) present a budget as a guide for expenditures to the YLC-BC Executive each year;

(6) The **YLC-BC Vice President - Membership** is responsible to -

- (a) keep a register of all members of the YLC-BC;

- (b) conduct membership drives for new members and for membership renewals; and
- (c) chair the YLC-BC Membership Committee, if any.

(7) The **YLC-BC Vice President - Organization** is responsible to -

- (a) organize Special Events at the discretion of the YLC-BC Executive,
- (b) be a member of the YLC-BC Budgeting Committee
- (c) assist the Executive Vice President with the organization of student clubs

(8) The **YLC-BC Vice President - Policy** is responsible to -

- (a) co-ordinate the development of policy;
- (b) report policy resolutions to the YLC-BC Executive before the annual convention of the YLC-BC;
- (c) record the results of all policy workshops, plenary sessions at annual convention of the YLC-BC, special policy conventions;

(10) The **YLCBC Vice President - Internal** is responsible to -

- (a) all non-student membership development,
- (b) being a liaison between the Liberal Party of Canada in British Columbia Riding Associations and the YLC-BC executive,
- (c) maintain, and present to the YLC-BC executive, an up-to-date list of all Riding Association Youth Chairs.
- (a) to develop and co-ordinate all services for the YLC-BC membership
- (b) for the administration of services for the YLC-BC Alumni Association.

(11) The **YLCBC Vice President - External** is responsible to -

- (a) serve a liaison with youth organizations outside of the Liberal Party
- (b) initiate and manage strategic external outreach on behalf of the YLC-BC

## **18 Meetings of the YLC-BC Executive**

(1) The YLC-BC Executive must meet at least 5 times each calendar year.

(2) The YLC-BC Executive may meet in person or by electronic means, but if they meet by electronic means, every member must be able to hear, and be heard by, each other member.

(3) A YLC-BC Executive meeting may be called on 72 hours' notice by –

- (a) the YLC-BC President; or
- (b) co-operatively, any one-third of the YLC-BC Executive.

(4) A number equal to the majority of the table officers of the YLC-BC executive (listed in section 14. 1. (a)) must be present before a meeting of the executive can be called to order, or for it to continue.

(5) A resolution approved in writing by all the voting members of the YLC-BC Executive will be as valid and effective as if it had been passed at a properly convened meeting of the YLC-BC Executive.

## **19 Bylaws**

(1) The YLC-BC Executive may make any bylaw to regulate the affairs of the YLC-BC, but any bylaw that the Party Executive makes must be consistent with this Constitution.

(2) The YLC-BC Executive must promptly submit a bylaw, or an amendment or repeal of a bylaw, to the LPC-BC Registrar of Bylaws.

(3) Upon receiving a bylaw resolution from the YLC-BC Executive, the LPC-BC Registrar of Bylaws must submit it to the next meeting of the B.C. Federal Liberal Council, and the B.C. Federal Liberal Council, by resolution, must either confirm, amend, or reject it.

(4) The LPC-BC Registrar of Bylaws must submit a bylaw, or an amendment or repeal of a bylaw, that has been confirmed or amended, to the YLC-BC at its next annual convention, and by ordinary resolution, must confirm, amend, or reject it.

(5) A bylaw, or an amendment or repeal of a bylaw, is effective in its original form from the date that a copy of the resolution of the YLC-BC Executive is deposited with the LPC-BC Registrar of Bylaws, until it is amended or rejected by the YLC-BC Executive under subsection (3) or until it is repealed. An amended bylaw continues in effect in its amended form until it is repealed.

(6) If a bylaw, an amendment or repeal is rejected by the YLC-BC membership, no subsequent resolution of the YLC-BC Executive to make, amend or repeal a bylaw having substantially the same purpose or effect is effective until it is confirmed by the membership or amended by the YLC-BC Executive.

## **Chapter 4 – Committees**

### **20 Standing committees of the YLC-BC**

(1) The YLC-BC has the following standing committees:

(a) The YLC-BC Personnel Committee

(b) The YLC-BC Budgeting Committee

(c) The YLC-BC Policy Committee

(d) The YLC-BC Fundraising Committee

(2) Each standing committee must report, in writing, to the annual convention, and each standing committee must report in writing to the YLC-BC Executive at any time the Executive requires.

## **21 Creation of new committees**

(1) The YLC-BC Executive, by bylaw made in accordance with section 40, may establish:

(a) any number of committees, consisting of members of the YLC-BC Executive, to which the Executive may delegate any power that the YLC-BC Executive is required to exercise, except

(i) the power to change the membership of, or fill vacancies in, a committee; or

(ii) the power to appoint or remove officers;

(b) any number of other committees, consisting of members of the YLC-BC, for any purpose except to exercise a power that the YLC-BC Executive is required to exercise.

(2) The YLC-BC President is always a member of every committee established by the YLC-BC Executive.

(3) The YLC-BC Executive may at any time revoke or override any authority given to or any act done by any committee established pursuant to this section.

## **22 Conduct of committee business**

(1) A standing committee and a committee established under section 21, may meet at any time, and may make rules for the conduct of its business. The following general requirements must be met:

(a) The chair of each committee is responsible to call regular meetings of the committee and must give its members at least seven days notice of each regular meeting,

(b) Before a meeting of a standing committee may be called to order, and, in order for the meeting to continue, at least 1/4 (25%) of the members must be

present; but if a committee has less than 12 members, at least 3 members of the committee must be present. Before a meeting of any other committee may be called to order, and, in order for the meeting to continue, a majority of the committee members must be present.

(c) The majority of votes, when cast by the members who are present will determine a question at any committee meeting.

(d) Every committee must keep regular minutes of its meetings, and must report on its meetings and other activities, to the YLC-BC Executive in writing at any time the Executive requires.

(2) A committee may meet in person or by electronic means, but if they meet by electronic means, each member must be able to hear, and be heard by, each other member.

(3) A resolution approved in writing by all the members of a committee will be as valid and effective as if it had been passed at a properly convened meeting of that committee.

(4) A committee may appoint assistants.

## **23 YLC-BC Policy Committee**

(1) The YLC-BC Policy Committee consists of-

(a) the YLC-BC Policy Chair (The YLC-BC Vice President - Policy);

(b) the YLC-BC President

(c) one representative of each Commission

(d) any other members appointed by the Policy Committee

(2) The YLC-BC Policy Committee is responsible to –

(a) establish plans and organize seminars, meetings and policy conferences;

(b) assist and encourage the Student Clubs and Commissions in the development of policy resolutions;

(c) at the request of the B.C. Caucus, assist the B.C. Caucus in the development of policy resolutions;

(d) establish rules for the general content and format of policy resolutions;

(e) review, amend for clarity and consistency, categorize, consolidate and co-ordinate the policy resolutions submitted to policy conferences and the annual convention; and

(f) maintain a cumulative record of all policies passed at the annual convention.

## **24 YLC-BC Personnel Committee**

(1) The YLC-BC Executive appoints the YLC-BC Personnel Committee members.

(2) The YLC-BC Personnel Committee is responsible to –

(a) manage the acquisition, evaluation and termination of all YLC-BC staff members.

(b) co-ordinate the Personnel Committees relationship with the LPC-BC's Personnel Committee.

## **25 YLC-BC Budgeting Committee**

(1) The YLC-BC Budgeting Committee membership consists of:

(a)The Budget Committee Chair (The YLC-BC Vice President Finance)

(b)The YLC-BC Vice President Organization

(c)The YLC-BC President

(d)Any other members deemed both trustworthy and necessary by the YLC-BC Budgeting Committee.

(2)The YLC-BC Budgeting Committee is responsible for compiling the annual YLC-BC budget to be ratified by the YLC-BC Executive.

(3) The YLC-BC Vice President Finance must chair the YLC-BC Budgeting Committee.

# **Chapter 5 - Provincial Conventions**

## **26 Annual and extraordinary conventions**

(1) The YLC-BC must hold an annual convention once during every calendar year or no more than 18 months after the previous annual convention of the YLC-BC.

(2) At any time except within 90 days of an annual convention, the YLC-BC may hold an extraordinary convention to deal with any issue or issues of extraordinary importance.

(3) The annual convention of the YLC-BC has the authority to –

- (a) elect the Table Officers;
- (b) receive the annual reports from each Table Officer;
- (c) consider policy resolutions;
- (c) receive the financial statements of the YLC-BC; and
- (d) elect the auditor or auditors.

(4) The annual convention of the YLC-BC may consider any other business as determined by the YLC-BC Executive.

(5) While the Convention can be called for any region of the province, voting for the election of Table Officers must take place concurrently and for an equal length of time at one location in the Victoria metropolitan community and at one location in the Vancouver metropolitan community. This election must take place on the same day as the Convention.

(6) Any accredited YLC-BC student club outside of the Victoria and Vancouver metropolitan areas also has the right to host an equal length of voting hours in its respective region, provided that the club can, within five days of the AGM being called, submit a proposal for a voting location which the Chief Electoral Officer rules to be acceptably staffed and monitored by experienced local Liberal officials.

(7) The Chief Electoral Officer's ruling on any student club's request for a voting location (for the election of table officers) must be provided to the YLC-BC President and Provincial Executive 14 days in advance, and must be accompanied with written reasoning. A two-thirds majority vote of the YLC-BC executive may overturn the Chief Electoral Officer's ruling.

(8) Should any Student Club's request for a voting location for the election of table officers be approved, the President must notify the membership of the additional voting location at least ten days in advance of the day of the convention.

(9) Members seeking election as Table Officers on the YLC-BC Executive must submit their intention to do so (in writing to the Chief Electoral Officer) no less than seven days in advance of the day of the convention and executive elections.

## **27 Right to attend and vote**

(1) The following persons have the right to attend each convention:

- (a) each Honorary Member of the Party;
- (b) each member of the Party Executive;
- (c) the leader of the Liberal Party of Canada,
- (d) members of Her Majesty's Privy Council for Canada who are members of the LPC-BC,
- (e) each member of the B.C. Caucus;
- (f) members in good standing of the YLC-BC

(2) Every Young Liberal member has the right to attend and vote at a convention provided the member:

- (a) is present at the meeting,
- (b) has been a member, in good standing, 14 days prior to the meeting.

(3) The Credentials Committee may determine whether a person is eligible to vote in accordance with this Constitution.

## **28 Call of Annual General Meeting (AGM)**

(1) The President may call the AGM of the YLC-BC and must establish the date and place of the next AGM no less than 21 days prior to the AGM.

(2) The Party President is responsible to send notice of the date and place of the next AGM of the YLC-BC to all members in good standing no less than 21 days prior to the AGM.

(3) If a writ is issued under the Canada Elections Act for a general election or if a national leadership convention is called by the Liberal Party of Canada, then the YLC-BC President, after consultation with the YLC-BC & LPC(BC) Executives, may reschedule the AGM of the YLC-BC for a date within six months of the original date.

(4) If a writ is issued under the Canada Elections Act for a federal by-election in the province of British Columbia, then the YLC-BC President, after consultation with the YLC-BC & LPC(BC) Executives, may reschedule the AGM of the YLC-BC for a date within three months of the original date.



## **29 AGM Committee and AGM officials**

(1) The YLC-BC Executive is responsible to establish an AGM Committee for each AGM.

(2) The Convention Committee is responsible to plan, organize and carry out the convention for which it has been established.

(3) An AGM Committee must consist of:

(a) an AGM Chair appointed by the YLC-BC Executive;

(b) the YLC-BC President;

(c) the YLC-BC Treasurer;

(4) The YLC-BC Executive must appoint –

(a) a Chief Electoral Officer who will be responsible to make all arrangements necessary for the conduct of any balloting at the convention;

(b) a Credentials Committee which will be responsible to adjudicate all disputes over accreditation and may determine whether a person is a delegate selected at a meeting held in accordance with this Constitution.

(5) The Chief Electoral Officer and the Credentials Committee must act independently of the YLC-BC Executive and each of the candidates for any office of the YLC-BC.

(6) The Convention Committee may establish registration fees for the convention.

## **Chapter 6 – Miscellaneous**

### **30 Fundraising**

(1) The YLCBC may raise funds for the Liberal Party of Canada through any method approved by the YLCBC executive, in compliance with any and all federal legislation and regulations governing political financing.

### **31 Property**

(1) The Provincial Executive holds for the sole use of the YLCBC Executive

- (a) any gift or contribution intended for the use of the YLCBC in accordance with federal legislation and regulations;
- (b) any revenue raised by the YLCBC from any source;
- (c) copyright in any material or publication either
  - (i) produced at the expense of the YLCBC; or
  - (ii) contributed to the YLCBC by the original creator of that material or publication;
- (d) any right or benefit conferred upon the YLCBC;
- (e) any other goods, services, or contributions that are ordinarily recognized as intended for the use of the YLCBC.

### **32 Liability, indemnity and insurance**

(1) The YLCBC accepts responsibility for any liability incurred in the course of service to the YLCBC by the holder of any office in the YLCBC, unless the office holder

(a) in relation to the conduct for which indemnity is sought, did not act honestly, in good faith, and with a view to the best interests of the YLCBC;

(b) did not have reasonable grounds to believe that the conduct for which indemnity is sought was lawful;

or

(c) misrepresented the authority of that office.

(2) The YLCBC Executive may indemnify any office holder of the YLCBC for any loss or claim arising out of conduct for which the YLCBC accepts responsibility, as set out in section 27(1) of this constitution.

(3) The YLCBC may establish policies setting out circumstances in which, and the extent to which, the YLCBC will accept responsibility within the scope of section 27(1) of this constitution, and provide indemnification within the scope of section 27(2) of this constitution.

### **33 Conduct of office holders**

(1) The holder of any office in the YLC-BC (including any member of the YLC-BC Executive or YLC-BC Student Club), in exercising a function of that office, must exercise the care, diligence and skill of a reasonably prudent person.

(2) The YLC-BC Executive may establish policies concerning the standards of conduct for members of the YLC-BC Executive.

(3) Any member of the YLC-BC Executive who is, directly or indirectly, interested in a proposed contract or transaction with the YLC-BC must disclose fully and promptly the nature and extent of their interest to each other member of the executive.

(4) A person referred to in subsection (3) must account to the YLC-BC for profit made as a consequence of the YLC-BC entering or performing the proposed contract or transaction,

(a) Unless

(1) they disclose their interest as required by subsection (3);

(2) after the disclosure the proposed contract or transaction is approved by the executive;

(3) they abstain from voting on the approval of the proposed contract or transaction; or

(b) Unless

(1) the contract or transaction was reasonable and fair to the YLC-BC at the time it was entered into; and

(2) after full disclosure of the nature and extent of their interest in the contract or transaction it is approved by a resolution of the YLC-BC passed by two-thirds of the votes cast at the meeting.

(5) A person referred to in subsection (3) will not be counted in the quorum at a meeting of the executive at which the proposed contract or transaction is approved.

(6) The fact that a member of the YLC-BC Executive is, in any way, directly or indirectly, interested in a proposed contract or transaction, or a contract or transaction, with the YLC-BC does not make the contract or transaction void, but, if the matters referred to in paragraphs (4)(a) or (b) have not occurred, the LPC-BC Appeals Board may, on the application of the YLC-BC, or an interested person, prohibit the YLC-BC from entering the proposed contract or transaction.

## **Chapter 7 - General provisions**

### **34 Amendment of the Constitution**

(1) The Constitution of the YLC-BC may be amended in accordance with this section, by a resolution of the members of the YLC-BC at a convention if the following requirements are met: -

(a) A copy of each proposed amendment is sent to all members of the YLC-BC Executive, including every Student Club representative and to every registered delegate at least 21 days before the convention at which the proposal is to be considered.

(b) The resolution to amend the Constitution is passed by two-thirds of the votes cast by delegates present at the convention.

(2) Amendments to the Constitution may be proposed by –

(a) the YLC-BC President

(b) the YLC-BC Executive;

(c) any Student Club Executive

(d) any ten members of the YLC-BC; or

(e) the LPC-BC Constitutional Adviser.

(3) Proposed amendments must be submitted in writing to the YLC-BC President at least 10 days prior to the annual convention of the YLC-BC at which they are to be considered.

(4) The YLC-BC President

(a) must send a copy of each proposed amendment to all members of the YLC-BC Executive and each Student Club Representative and to every member at least 7 days before the convention at which the proposal is to be considered;

(b) must provide a copy of each proposed amendment to every registered member at the convention; and

(5) A constitutional amendment takes effect on the later of the date on which the YLC-BC Secretary deposits a certified copy of the amendment with the YLC-BC Executive or on the date specified in the amendment.

### **35 Constitutional interpretation**

(1) Interpretation of this Constitution and the Bylaws of the YLC-BC is the responsibility of:

(a) subject to appeal, the YLC-BC Executive between meetings of the annual convention,

(b) the members of the YLC-BC at conventions.

(2) Where the YLC-BC Executive and the members of the YLC-BC at a convention are considering this Constitution, they must interpret and apply it in accordance with these principles: -

(a) They may consider applicable Canadian legal precedents.

(b) They may consult any authorities recommended by the LPC-BC Constitutional Adviser for the meaning of words not specifically defined in this chapter.

(3) Words importing the singular include the plural, and vice versa.

(4) The power to appoint includes the power to replace.

(5) The power to make a bylaw includes the power to amend or repeal the bylaw

(6) For all purposes of this Constitution, a member will be considered to be living in the location of their ordinary residence, which must be determined in accordance with the Canada Elections Act in force at the relevant time.

### **36 Notice**

(1) Unless this Constitution otherwise provides, any notice to members may be given by mail to each household or in any other manner established by the YLC-BC Executive.

(2) The inadvertent failure of the YLC-BC Executive to give notice of an AGM to every member of the YLC-BC does not invalidate the notice, the AGM or any business of the AGM.

(3) The inadvertent failure of any other organ of the YLC-BC to give notice as required by this Constitution does not invalidate the notice, the meeting or any business of the meeting.