

**Rules Governing  
the Quebec Liberal Party's  
34<sup>th</sup> Members'  
Convention**



**November 26, 27 and 28, 2021**

**Quebec City**

**Participation, Deliberations, Voting**

Adopted by the Party's Executive Committee  
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## 1. PRELIMINARY PROVISIONS

### 1.1. Definitions

In these rules, unless the context indicates otherwise:

- a) “**association**” means an association recognized by the Party’s Executive Committee in accordance with article 6 of the Constitution for each electoral riding;
- b) “**candidate**” means a person running for an elected position on the Party’s Executive Committee or Management Committee, namely the President or the First Vice-President of the Party, the President or Vice-President of the Cultural Communities Committee, and the Party Vice-President from the English-speaking community; who has met the requirements listed in the nomination papers and has been accepted by the Returning Officer;
- c) “**Committee**” means the Organizing Committee of the Quebec Liberal Party’s 34th Members’ Convention, appointed by the Party’s Executive Committee;
- d) “**Credentials Committee**” means the committee appointed by the Organizing Committee of the Quebec Liberal Party’s 34th Members’ Convention, acting under the authority of the Returning Officer;
- e) “**Convention**” means the Quebec Liberal Party’s Members’ Convention, which will be held in Quebec City on November 26, 27 and 28, as well as in virtual mode;
- f) “**Constitution**” means the Quebec Liberal Party’s Constitution as amended;
- g) “**contribution**” means the sums of money given, the services rendered and the goods furnished to a candidate free of charge to promote his or her nomination; volunteer work and the fruits of such work are excluded;
- h) “**delegate**” means any person subject to articles 31a) and 31 b) of the Constitution;
- i) “**youth delegate**” means a delegate between the ages of sixteen (16) and twenty-five years of age at the opening date of the convention, in accordance with article 6 of the Constitution; a youth member who, as such, is elected Youth Delegate, shall continue to occupy the position until the Convention ends, even if they surpass the age limit after the opening date of the Convention;
- j) “**location of the Convention**” means the premises reserved by the Committee for the Party’s 34th Members’ Convention;
- k) “**official list**” depending on the context, means the Party’s list of members in good standing, registered for the Convention or the delegate list, both of which are regularly updated by the Committee;

- l) **“Candidate’s mandatory”** means the person designated by the candidate to be his or her representative for discussions, requests and representations before the Returning Officer;
- m) **“member”** means a member in good standing within the Party, in accordance with the Party’s Constitution and Bylaws;
- n) **“Party”** means the Quebec Liberal Party;
- o) **“Person”** means a natural person;
- p) **“Chair”** means a person who is authorized by the Committee to chair any meeting with respect to the Party’s Members’ Convention;
- q) **“Returning Officer”** means a person who is nominated by the Committee to receive applications and conduct the elections for the elected positions within the Party’s Executive and Management Committees during the Convention, namely the Party President and First Vice-President, the President and Vice-President of the Cultural Communities Committee and the Party Vice-President from the English-speaking community;
- r) **“Returning Officer for delegate selection in an electoral riding”** means the person appointed by the Committee to oversee delegate selection during a general meeting of association members;
- s) **“Bylaws”** means the Bylaws of the Quebec Liberal Party as amended;
- t) **“Rules Governing Delegate Selection”** means the Rules governing general meetings for delegate selection adopted by the Party’s Executive Committee on July 12, 2021, and entered into force on July 19, 2021;
- u) **“Candidate’s official agent”** means the person appointed by a candidate to authorize expenditures and receive contributions;
- v) **“Official Agent of the Party”** means the person referred to in article 51 of the Party Constitution;
- w) **“Secretariat”** means the Quebec Liberal Party’s permanent offices in Montreal and Quebec City;
- x) **“Alternate”** means the person referred to in article 31c) of the Party’s Constitution.

### 1.2. Calculating deadlines

In the calculation of deadlines, the last day is included, but the starting date is not.

### **1.3. Registration fees**

The Party's Executive Committee, upon recommendation of the Committee, determines the registration fees for all participants attending the Convention. It also determines the mode of payment for such fees, namely with regard to registration fees for association delegations.

### **1.4. Gender and number**

In French version, the masculine is used to designate either gender unless otherwise indicated. Whether referring to many persons or things of the same category, the singular form may be used each time the context permits.

### **1.5. Effective date**

In accordance with article R-18 of the Party Bylaws, the Rules Governing Delegate Selection and the Rules Governing the Quebec Liberal Party's 34th Members' Convention will enter into force on the date of their adoption by the Party's Executive Committee.

## **2. RETURNING OFFICER**

### **2.1. Mandate**

The Returning Officer's role is to oversee the application of all rules adopted by the Party's Executive Committee within the context of the Convention. He or she will report to the Committee regarding any breach of the rules and the Committee will apply appropriate sanctions.

The Returning Officer oversees all elections, issues directives regarding the enforcement of the rules governing the Convention, receives complaints pursuant to the application of the said rules and investigates, where deemed necessary.

### **2.2. Associates**

The Committee may appoint three (3) associates to assist the Returning Officer in the execution of his or her functions. The Returning Officer may delegate to his or her associates, generally or specifically, any powers or duties assigned to Returning Officer in these rules.

### **2.3. Returning Officer's decisions**

Decisions made by the Returning Officer or his or her associates regarding the enforcement and interpretation of these rules, the rules governing delegate selection, as well as the Party Constitution and Bylaws are final and cannot be appealed.

### **2.4. Compliance with directives**

All participants must respect the directives issued by the Returning Officer regarding the conduct of their activities during the Convention.

### **3. DELEGATE SELECTION FOR THE 34<sup>TH</sup> MEMBERS' CONVENTION**

#### **3.1. Rules governing delegate selection**

Delegate selection is governed by the Rules Governing General Meetings for Delegate Selection.

### **4. ATTENDING THE MEMBERS' CONVENTION**

#### **4.1. Convocation, participation and registration procedures**

In accordance with Article 30 of the Constitution, at least 90 days prior to the opening of the Convention, the Party Secretary must advise riding association secretaries of the date and location of the Convention.

Anyone may attend the Party's Convention, preference is, however, given to preregistered Party delegates and members in good standing, subject to the Rules Governing Delegate Selection.

Anyone who would like to participate in the Convention's various activities must be duly registered in accordance with the provisions prescribed by the Committee and pay the registration fees. The Committee will give priority to seating in accordance with the Rules Governing Delegate Selection.

Any person wishing to attend the Convention as an observer must submit a written request to the Party's General Secretariat to the attention of the Party Management by November 11, 2021, at 4 pm at the latest, and pay the associated fees.

Each participant will receive an official nametag in the mail, via email or at the Convention site. Upon registration, the delegate and alternate will also receive the credentials for their category, as well as any documents generally or specifically intended for them, by presenting identification upon request.

#### **4.2. Convention agenda and program**

The Convention program and agenda for any activity held within the context of the Convention and during the Convention itself will be established by the Committee and no changes may be proposed by any party. The Convention agenda will be adopted by the Party's Executive Committee upon the recommendation of the Committee.

Candidates and their organizations must comply with the program and agenda established by the Committee and must also ensure compliance among their supporters.



### **4.3. Credentials**

The Chair of the Credentials Committee appointed by the Committee, or his or her associate, will issue numbered and signed credentials to each delegate and alternate. A register of the all issued credentials and authorized substitutions (delegate replacement by an alternate), will be kept and maintained by the Credentials Committee.

Credentials are issued to a delegate or an alternate, where applicable, upon their registration. Upon request, each delegate must present the said credentials, including for voting. An alternate must also present their credentials to the Credentials Committee to receive credentials allowing them to act as a delegate, as soon as it has been demonstrated that a delegate in their category cannot be present and must be replaced.

### **4.4. Replacement of a delegate with an alternate (substitution)**

Once a delegate has registered on the Convention's premises or on the virtual participation platform, he or she may not be replaced or delegate his or her powers in any way.

No delegate can be replaced by an alternate once the Chair or the Convention Returning Officer has announced the election by secret ballot in plenary session, or the first round of voting should more than one round of voting be required.

Once it has been demonstrated that a delegate cannot attend the Convention, whether in person or in virtual mode, the Credentials Committee will replace the said delegate by the alternate who earned the largest number of votes in the same category as the delegate that is to be replaced; an alternate may only replace one delegate in the category in which both were elected.

Following such a replacement, the Credentials Committee will issue new credentials to the alternate who will subsequently act as a delegate.

If the alternate in question is unable to fulfill his or her role, the Credentials Committee will name the next alternate within that category, and so on.

If none of the alternates within the category of the delegate in need of replacement are available, there are no other means for the delegate to be replaced.

### **4.5. Identification documents required**

In order to obtain credentials, all delegates or other participants must produce any piece of identification required by the Chair of the Credentials Committee or any associate, including, without limiting the generalities of the foregoing, a driver's licence, health insurance card or passport.

### **4.6. Credential replacement**

The Chair of the Credentials Committee or any person designated by him or her in matters pertaining to credentials must, without delay, send all credentials-based decisions to whom they may concern and can issue, or have issued a document to replace credentials that have been lost.

### **4.7. Quorum for plenary session**

Quorum for plenary session is one quarter (1/4) of the members registered and in attendance, either in person or virtually, whereas the quorum for Constitutional amendments is one quarter (1/4) of the delegates registered and present in person or virtually [Party Bylaws, art. R-21].

### **4.8. Right of proposal, right to speak, voting rights in plenary session**

Only members in good standing who have registered for the Convention have proposal, speaking and voting rights on resolutions presented in plenary session; however, in the case of amendments to the Party Constitution and the election of the elected members of the Party's Executive Committee and the Management Committee, only credential-holding delegates will be given voting rights. [Party Constitution, art. 33].

### **4.9. Voting**

All voting will occur electronically. Simple majority rule applies unless members or delegates decide otherwise with the approval of three quarters (3/4) of voters, in accordance with article R-22 of the Party Bylaws.

With regards to a specific issue, the Party's Executive Committee may suggest holding a vote by secret ballot, which may be held providing the notion receives the support of a three-quarters majority among voters.

However, for all voting related to a Constitutional amendment, the majority must be two thirds (2/3) of delegates in attendance at the assembly, in accordance with the provisions of article 84 of the Party Constitution.

### **4.10. Framework resolution**

The wording of the Convention's framework resolution will be communicated to delegates as of November 19, 2021.

All proposals contained in the framework resolution will be studied or discussed in plenary session according to thematic distribution and in keeping with the presentation order established by the Committee.

### **4.11. Timeframe for receipt and admissibility of resolutions and amendments**

In accordance with the provisions of article R-23 of the Party Bylaws:

a) Only those resolutions that were sent to the National Policy Committee at least 30 days prior to the opening of the Convention, that is to say October 27, 2021, at 5 pm, will be studied according to the order established by the National Policy Committee, time permitting;

b) To be deemed admissible, a resolution amendment must:

i) deal only with one matter;

- ii) not run counter to the spirit of the resolution it seeks to amend;
  - iii) be submitted in writing;
- c) A committee established by the Committee will first assess the admissibility of an amendment and determine the order in which amendments to resolutions will be submitted to delegates; the committee will be able to group amendments of similar nature together, where applicable;
- d) In the case of disagreement regarding the admissibility of an amendment, the amendment will be submitted to the Chair who will then determine its admissibility; the Chair's decision is final and cannot be appealed.

### **4.12. Timeframe for receipt of amendments to the Constitution**

In accordance to article 82 of the Party Constitution, a proposed constitutional amendment must be sent to the Secretariat on October 27, 2021, at 5 pm at the latest [30 days prior to the opening of the Convention].

The Secretary will, without delay, submit the proposed amendment to the Party's Executive Committee to determine its admissibility.

In accordance with article 83 of the Party's Constitution, on November 6, 2021 [20 days prior to the Convention opening date], the Secretary will send all delegates the wording of any draft amendments to the Constitution that have been accepted by the Party's Executive Committee.

### **4.13. Substantive and technical amendments**

An amendment is either substantive or technical in nature. The purpose of a substantive amendment is to bring a matter before the assembly and initiate a debate. A technical amendment relates to the manner in which a substantive amendment or plenary meeting proceedings are handled, or seeks to modify the text to make it more specific or clearer.

### **4.14. Amendment to a proposal**

Any proposal that seeks to modify the content of a proposal that appears in the Convention booklet, by deleting, adding or replacing particular words is considered an amendment.

An amendment is deemed inadmissible if it deals with matters other than the proposal to which it refers or if it constitutes a proposal in itself.

### **4.15. Admissibility of a technical amendment**

Any technical draft amendment that adds, replaces or deletes over five words must be submitted to the Chair in writing, drawing attention to the words that have been deleted from the text using parentheses and underlining added words, where applicable.

A technical draft amendment can be presented at any time between the presentation of the main proposal and the time the Chair calls for a vote.

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During the Convention, the Chair will rule on the admissibility of an amendment. His or her decision is final and cannot be appealed.

### 4.16. Presentation, Discussion and Voting Procedures

All members in good standing who are duly registered for the Convention have the right to speak, propose, second or vote on the proposals submitted in plenary session. However, only delegates have voting rights for proposals to amend the Party's Constitution and to elect the elected members of the Party's Executive Committee and Management Committee [Party Constitution, art. 33].

At the time of making an intervention in plenary session, each person must first address the Chair, who has given them the floor, provide their name, surname and the riding or the committee within which they are a member in good standing or for which he or she is a delegate.

Given the number of proposals and amendments received, the Chair will authorize at most three (3) interventions in favour of a proposal or amendment and three (3) against, and will call for a vote, unless, at the Chair's invitation or following a proposal made by the assembly, a majority of plenary participants express the desire to continue the debate.

Other than the proposer, who has four (4) minutes to explain their proposal, all other speakers will each be given 2 (minutes) for each debate; upon the Chair's invitation, the proposer can be given a final say or right of reply for a maximum of one (1) minute before proceeding with the vote.

All main proposals or amendment proposals must be presented by a proposer and seconded by another person whose consent will be required should the proposer choose to withdraw or modify it. Only the proposer, in conjunction with the seconder, can submit a written modification to the original wording without having to make an amendment proposal followed by a vote on the said proposed amendment.

### 4.17. Assembly procedures

Any assembly Chair can refer to the "*Manuel de procédure des assemblées délibérantes du Parti Libéral du Québec*" and, in the case where no solution is provided there, to Victor Morin's "*Procédure des assemblées délibérantes*", to rule on any dispute [Bylaws, art. R-119].

### 4.18. Amending the Party Constitution

To be deemed admissible, a proposal to amend the Party's Constitution must only deal with a single subject and must have been submitted within the prescribed delays.

Pursuant to article R-36 of the Party Bylaws, in order to be admissible, an amendment to a proposed Constitutional amendment must not change the substance of the proposal.

### 4.19. Closing the debate and calling for a vote

In any debate on a main proposal or substantive proposal, the call for a vote can be deferred by the Chair, and the preliminary issue cannot be raised as long as the submitted main or substantive proposal has not been debated for at least 20 minutes since it was presented, without any portion of that time being used for further debate on proposed amendments or sub-amendments.

## 5. NOMINATIONS

### 5.1. Qualifications

Anyone meeting the conditions listed in the nomination papers, according to the formula prescribed and issued by the Committee, is eligible for the elected member positions within the Party's Executive Committee and Management Committee, namely the President of the Party, First Vice-President of the Party, the President and Vice-President of the Cultural Communities Committee and the Party Vice-President from the English-speaking community. Notwithstanding the foregoing, the Party's Executive Committee may, upon recommendation of the Returning Officer, reject any nomination which, while seemingly meets the formal conditions required by these rules, must be rejected for any other reason submitted in writing by the Returning Officer.

### 5.2. Nomination Papers

Any person who wishes to run must complete and submit the nomination papers issued by the Committee for that purpose.

Such a person must fill out a written declaration ["nomination declaration", also called "nomination papers"] to that effect, which is to be signed by him or her and by Party members in good standing:

- a) For the position of Party President, at least two hundred and fifty signatures from at least thirty-five (35) Liberal associations and ten (10) Regional Councils listed in annex R-78 of the Party Bylaws;
- b) For the position of First Vice President of the Party, at least one hundred (100) signatures from at least twenty (20) Liberal associations and seven (7) Regional Councils listed in annex R-78 of the party Bylaws;
- c) For the other positions, at least seventy-five (75) signatures from at least fifteen (15) Liberal associations and five (5) Regional Councils listed in annex R-78 of the Party Bylaws.

The said declaration must be signed by the prospective candidate and must be accompanied by the following documents: [i] the solemn declaration; [ii] the pages of signatures from Party members in good standing; [iii] the candidate's biographical information; and [iv] a high-resolution photograph.

The declaration may be validly signed in more than one copy, electronically, and all copies shall together form the original declaration.

The Returning Officer, or an officer with his or her authorization, can only accept the declaration if it complies with the guidelines, in which case an acknowledgement of receipt will be provided as proof of submission of the nomination.

In the case that a declaration is deemed inadmissible, the Returning Officer will communicate with the candidate in writing citing the justification for his or her decision and returning the inadmissible nomination papers to the candidate in question.

Nothing in this section prevents a candidate from submitting new nomination papers before the deadline for submissions.

### 5.3. Issuance of nomination papers

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Nomination papers are available at the Party Secretariat every business day starting on Tuesday, October 12, 2021, at 5 pm, and can be sent via email upon request.

### **5.4. Deadline for nominations**

The nomination papers and the required accompanying documents must be addressed to the Returning Officer at the Party's General Secretariat in either Montreal or Quebec City between 9 am and 5 pm on a business day no later than November 12, 2021, with the date and initials of a Party employee, attesting to the date and time of delivery, as applicable, or via email at [congres2021@plq.org](mailto:congres2021@plq.org).

All nominations submitted past this deadline are inadmissible.

If the Returning Officer has only received one set of nomination papers at the end of the prescribed submission period, he or she will declare the candidate elected.

### **5.5. Publication**

Once the Returning Officer has accepted nomination papers, he or she will make the candidate's name public.

### **5.6. Withdrawal of a nomination**

A candidate may withdraw his or her nomination at any time provided that he or she submits a written declaration to that effect to the Returning Officer.

If, once the nomination has been withdrawn, there is only one candidate in the race, the Returning Officer shall declare that candidate elected.

### **5.7. Acquisition of lists by a candidate**

Without limiting the scope of articles CM8.7 and CM8.8, once their nomination has been accepted by the Returning Officer and the \$15 fee has been paid, upon written request a candidate or his or her mandatary may obtain from the General Secretariat any delegate list deemed useful for which the Committee has authorized use and dissemination, once a confidentiality agreement in the form and content established by the Returning Officer has been signed. Within five (5) business days following the close of the Convention, all candidates must return all lists to the Returning Officer, including documentation and information received or compiled by the candidate or their organization which could identify a delegate. Moreover, the candidate and their mandatary, if applicable, will sign a declaration confirming that they have returned the said information to the Party without having retained a partial or total copy in any form whatsoever.

### **5.8. Candidate representative to the Credentials Committee**

Each candidate running in an election scheduled during the Convention may designate in writing representative to the Credentials Committee. The document must be submitted to the Returning Officer.

### **6. CANDIDATE ACTIVITIES AND PUBLICITY**

#### **6.1. Requests made by candidates**

Any candidate can himself or herself or through his or her mandatary, make requests or representations to the Committee, Returning Officer or Credentials Committee, where appropriate.

Decisions made by the Committee, the Returning Officer or the Credentials Committees regarding these requests are final and cannot be appealed.

#### **6.2. Instructions from the Returning Officer**

All candidates, their mandataries, and all members from their organizations must respect the instructions that are occasionally given by the Returning Officer regarding the conduct of their activities within the context of and during the Convention.

#### **6.3. Order of speeches**

The order of candidate speeches will be determined by random draw, following the instructions to that effect issued by the Returning Officer. Candidate speeches will be accessible for online viewing, on the QLP website ([www.plq.org](http://www.plq.org)), in the Members' Convention section, as of Friday, November 19th at 5 pm.

#### **6.4. Time allotted for candidate speeches**

Candidates running for the same position will be accorded the same amount of time for their speech.

The Committee will determine the amount of time allotted to a candidate's speech.

#### **6.5. Demonstrations**

Demonstrations that interfere with the proper functioning of any assembly held within the context of or at the Convention are prohibited.

On the Convention premises, a candidate, his or her mandatary, or a member of his or her organization cannot:

- a) post signs or posters in locations other than those designated by the Committee;
- b) present performances, displays, fanfare, orchestras or other musical ensembles other than those authorized by the Committee;
- c) use broadcasting or communication devices or systems, with or without amplifiers, other than those previously approved by the Committee.

### **6.6. Publicity**

By issuing instructions to this effect, the Returning Officer may forbid any promotional materials that he or she deems inappropriate or potentially detrimental to safety and to the proper functioning of the activities carried out within the context of the Convention.

## **7. FUNDING FOR CANDIDATES**

### **7.1. Candidate's official agent**

The candidate's official agent is designated by the candidate in the nomination papers and shall hold that function until the final report is filed.

If the designated official agent dies, resigns or is incapable of fulfilling his or her duties, the candidate must immediately appoint a replacement and inform the Committee of the change.

### **7.2. Contributions**

Contributions are only accepted from individuals. Contributions from legal persons, corporations, companies, associations, societies and other unincorporated bodies are not permitted.

The total contributions of any one person cannot exceed \$100 per candidate. A contribution may be made by personal cheque or in cash if the amount is \$50 or less.

Goods and services provided to a candidate shall be valued, if provided by a merchant of such goods and services, at the lowest price at which the goods and services are available to the public at the time that they are provided. In any other case, the goods and services will be valued at the lowest retail market price in the region and timeframe that they are offered to the general public during the ordinary course of business.

It is strictly prohibited for any Committee member, or for anyone who agrees to work for the Committee, to provide a contribution of any kind to any of the candidate organizations.

Once a member of the Committee has indicated his or her intention of becoming a candidate for any of the elected positions on the Party's Executive Committee or Management Committee by requesting nomination papers, he or she is deemed to have withdrawn from the Committee.

A contribution may only be made to a candidate's official agent or to people who have been appointed by the candidate in writing. All contributions must be deposited in a financial institution the name, address and account number of which must be communicated in writing to the Party's Official Agent as soon as possible. Once cashed, a contribution is considered to have been received by the candidate for whom it is intended.



### **7.3. Receipt issued to donors**

For all contributions, the candidate's official agent or any person authorized by the candidate, must issue a receipt to the donor. The receipt must explicitly mention that this contribution does not constitute a contribution to a political party under the Quebec Election Act.

### **7.4. Solicitation of contributions**

No contributions may be solicited except under the authority of the candidate's official agent or through persons designated by him or her in writing.

Every person authorized by a candidate's official agent to incur expenses or solicit or receive contributions must produce, upon request, produce a certificate attesting to his or her capacity that is signed by the candidate's official agent.

### **7.5. Candidate expenses**

All candidate expenses can only be incurred under the authority of the candidate's official agent or through persons designated in writing by the candidate's official agent.

Candidates' expenses include all costs incurred in order to favour a candidate's election as of the date these rules are adopted by the Party's Executive Committee with the exception of:

- a) the reasonable expenses incurred by a candidate or any other person paid with their own money, for lodging, meals and transportation while travelling for election purposes;
- b) interest accrued on any loan lawfully granted to a candidate or his or her official agent for candidate expenses.

Expenses incurred prior to the adoption of these rules for any writing, object or promotional materials used in connection with a candidate's election are considered to be candidate expenses.

### **7.6. Limit on candidates' expenses**

A candidate's expenses must never exceed the sum of \$5,000 within a period to be established in a timely manner and designated the "electoral period".

### **7.7. Reporting to the Official Agent of the Party**

Within thirty-one (31) days of the start of the Convention, a candidate's official agent must transmit a general report of revenue and total election expenses to the Party's Official Agent, in keeping with the formula prescribed by the Party's Official Agent.

The Party's Official Agent will verify the report to ensure conformity and will convey his or her findings to the Party's Executive Committee.

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### **7.8. List of donors**

The candidate's official agent shall communicate to the Party's Official Agent, list of donors in alphabetical order by surname, which includes each donors' residential address and donation amount.

## **8. VOTING PROCEDURES FOR AVAILABLE POSITIONS DURING THE MEMBERS' CONVENTION**

### **8.1. Role of the Returning Officer and his or her associates**

The Returning Officer and the associates designated by him or her, have the power to enforce the Party Constitution, Bylaws and these rules for the purposes of elections held during the Convention.

### **8.2. Sanctions**

Participants who do not comply with these rules are subject to sanctions that may include physical or virtual expulsion from the Convention, or even the disqualification of their nomination at the discretion of the Returning Officer, whose decision is final and cannot be appealed.

### **8.3. Voting**

All registered delegates can exercise their right to vote during the election to fill the positions of President and First Vice-President of the Party, President and Vice-President of the Cultural Communities Committee and Vice-President from the English-speaking community.

### **8.4. Voting Hours**

Electronic voting during the Convention for the purpose of filling an elected office will be held on the date decreed by the Committee, at the times specified by the Returning Officer and in accordance with the provisions adopted by the Committee.

If another election is required, the Chair or the Returning Officer will announce the closing time of electronic voting in plenary session when the election is announced.

### **8.5. Official list of delegates**

Only the list of delegates, maintained by the Committee, is considered official.

Upon payment of the prescribed fee, the official list of all delegates shall be given to a candidate who requests it in writing. No partial or complete list may be given to a candidate before he or she fulfills the conditions.

### **8.6. Official list of members**

Only the list of registered members at the Congress, maintained by the Committee, is considered

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official.

Upon payment of the prescribed fee, a complete or partial list of members registered at the Convention shall be given to a candidate who requests it in writing.

### **8.7. Order of candidates**

The names of candidates that are running will appear in alphabetical order by candidate surname.

### **8.8. Voting**

Voting will only be conducted electronically, in accordance with the provisions adopted by the Committee.

### **8.9. Additional Rounds of Voting**

The candidate obtaining the largest number of votes (simple majority) that have been validly cast electronically by voters in the first round will be declared elected.

In the event of the first round of voting resulting in a tie, the Returning Officer shall call a new round of voting between the candidates who received an equal number of votes.

Additional votes will be held until a simple majority is obtained by one of the candidates.

### **8.10. Statement of votes**

At the end of the election, the Returning Officer will produce a statement of votes which will include the names of all of the elected candidates.

### **8.11. Election results and publication**

Results will be kept secret until the Returning Officer makes a public statement.

### **8.12. Voter ineligibility**

Voting results cannot be rendered void even if it is proven that an accredited voter, while ineligible, did in fact vote.

During the Convention, any challenge to a voter's certification or eligibility must be submitted to the Returning Officer who will make a final decision.

### **8.13. Voter Assistance**

The Returning Officer, or a person designated by him or her, can assist an elector with casting his or her electronic vote if he or she is incapable of voting alone due to incapacity or any other reason deemed sufficient, or if he or she has difficulties using the voting software.

**8.14. Applicable provisions**

The voting provisions within the Elections Act shall apply with the necessary modifications.