

## CONSTITUTION OF THE SASKATCHEWAN PARTY

The Saskatchewan Party is created as a provincial party without ties to any federal party and is to be governed and controlled by its members.

### 1. NAME AND PRINCIPLES

- a. The name of the Party shall be THE SASKATCHEWAN PARTY.
- b. The principles of the Party are those as set forth in Schedule A which is incorporated as part of this Constitution.
- c. The Code of Ethics attached as Schedule B is incorporated as part of this Constitution.
- d. Between Conventions, and subject always to this Constitution, interim policies and objectives of the Party must be approved by Provincial Council and are to remain in effect only until the next Convention.

### 2. MEMBERSHIP

- a. Any natural person may be a voting Regular Member who is:
  - i. 18 years of age or older;
  - ii. A Canadian citizen or Permanent Resident of Canada; and
  - iii. Ordinarily a resident of Saskatchewan.
- b. Any natural person may be a voting Youth Member who is:
  - i. Between the ages of 14 and 18 years;
  - ii. A Canadian citizen or Permanent Resident of Canada; and
  - iii. Ordinarily a resident of Saskatchewan.

A Youth Member may only hold office in Saskatchewan Party Youth organizations.

- c. Any natural person may be an Associate Member who is:
  - i. 18 years of age or older;
  - ii. A Canadian citizen or Permanent Resident of Canada
  - iii. Not Ordinarily a Resident of Saskatchewan

An Associate Member will not be entitled to vote at any meeting of a constituency association or the Party. An Associate Member will not be entitled to hold any office in a constituency association or the Party other than the office of Director At Large in a constituency association. An Associate Member will not be considered a member of a particular constituency association.

- d. In the remainder of this Constitution, unless stated or required otherwise, "Member" or "Members" means any or all of Regular Members, Youth Members, and Associate Members as the context thereof requires
- e. Each Member shall hold their membership for a term commencing on the date of payment of any prescribed membership fee, and continuing for the period stated in the application for membership.
- f. No corporation, trade union, society or other organization or entity shall be eligible to be a Member.
- g. Membership of any Member shall be terminated or denied in the following cases:
  - i. Failure by the Member to pay any prescribed membership fee;
  - ii. Resignation by the Member submitted in writing to the Party;
  - iii. Pursuant to the provisions of the Code of Ethics.
- h. A Member whose membership has lapsed for failure to pay a prescribed membership fee shall, upon payment of any prescribed membership fee within 60 days of the expiry of their membership term, be considered to have been a Member in good standing retroactive to the date when his or her membership lapsed.

### 3. **CONSTITUENCY ASSOCIATIONS**

- a. Members may form a Constituency Association in the provincial constituency in which they reside.
- b. To obtain recognition as a Constituency Association of The Saskatchewan Party, the Constituency Association shall through its founding Members:
  - i. Actively support and promote the principles of the Party;
  - ii. Adopt a Constituency Association Constitution, which is not in conflict with the Party Constitution; and
  - iii. Apply in writing to Provincial Council for recognition.

- c. To maintain recognition as a Constituency Association of the Saskatchewan Party the Constituency Association shall continue to actively support and promote the principles of the Party and shall:
- i. Before February 1 of each year:
    - a. submit to the Party office and the Chief Official Agent of the Party a list of all donations (including the names of the donors and amounts of donations) received by the Constituency Association in the preceding calendar year;
  - ii. Before April 1 of each year:
    - a. submit to the Party office and the Chief Official Agent of the Party financial statements for the Constituency Association as of December 31 of the preceding calendar year;
    - b. conduct an Annual General Meeting of the Members of the Constituency Association, at which the Executive of the Constituency Association can be elected, any Constituency Association Constitution amendments considered or adopted, and any other business of the Constituency Association as might be required can be transacted;
    - c. Submit to the Party office a current list of the Executive of the Constituency Association; and
    - d. Submit to the Party office a copy of any amendments to the Constituency Association Constitution approved at the current year's Annual General Meeting, along with a copy of the minutes of the meeting in which they were approved;
  - iii. Compile, retain and protect all voter identification lists, poll key information, and relevant data created during and after every General Election and provide copies to the Party office within a reasonable time after said General Election or as might be requested by the Party office.
- d. Each Constituency Association shall elect and have an Executive committee. Regular Members having residence within the provincial constituency for which the

Constituency Association is created shall be entitled to hold office. The Executive of each constituency shall include:

- i. A President;
  - ii. A Vice-President;
  - iii. A Secretary;
  - iv. A Treasurer;
  - v. A Representative of the Constituency Association who shall be the appointee to Provincial Council and who may be one of the above; and
  - vi. A Membership Chair.
- e. Only Regular Members having held their Party membership for at least seven days and who have residence within the provincial constituency in respect of which the Constituency Association is created are entitled to vote on any matters coming before an Annual General Meeting or other meeting of the Constituency Association.
  - f. At least 21 days' notice to all Members of the Constituency Association, according to the most recent membership list, shall be given of Annual General Meetings, Nomination Meetings to nominate a candidate on behalf of the Constituency Association for an upcoming election, or other meetings of the membership of Constituency Associations. The quorum necessary to transact business at such meetings shall be the members in attendance in person, and matters coming before the meetings shall be determined by a majority of the votes cast, except for a resolution to amend the Constitution of the Constituency Association which must receive a two-thirds majority of the votes cast to be carried. A vote is to be taken on the election of the Executive, and on the nomination of the official Candidate of the Party, and such vote shall be by secret ballot.
  - g. Subject to the other provisions of this Constitution, the affairs of each Constituency Association shall be under the control of its members, acting through the Constituency Association Executive, who shall be responsible to ensure that the said affairs are conducted in a manner consistent with the principles of the Party, the Constitution of the Party, and the Constitution of the Constituency Association.
  - h. Where the conduct of any Constituency Association is determined by the Provincial Council to be inconsistent with the Constitution of the Party or the Constitution of the Constituency Association, Provincial Council shall immediately intervene by directing the President (or a person designated by the President) to meet with the Constituency Association to determine if the matters can be resolved, failing which Provincial Council is empowered to take appropriate action

to remedy unconstitutional conduct and to ensure that the future conduct of the Constituency Association is Constitutional.

#### 4. **PROVINCIAL COUNCIL**

- a. Provincial Council of the Party shall consist of the following members:
  - i. The Leader;
  - ii. A Director appointed by each constituency, or in the absence of the Director, the Constituency Association President;
  - iii. The President of the Party;
  - iv. The Vice-President of the Party;
  - v. A representative appointed by caucus;
  - vi. A representative appointed from the Saskatchewan Party Provincial Youth Organization; and
  - vii. A representative appointed from each of the University of Regina and University of Saskatchewan Campus Clubs.
- b. Provincial Council shall abide by the principles and implement the policies and objectives of the Party and shall be responsible for the affairs of the Party, subject always to resolutions of the Party Convention and to this Constitution.
- c. The term of office of all members of Provincial Council, except the Leader, the Party President, Vice-President and the Caucus Representative, shall run from their appointment by their constituency or their election, as the case may be, until the next Annual General Meeting of their Constituency Association.
- d. The Provincial Council shall, from among its members or Members of the Party, establish such committees as it deems necessary for the proper and efficient functioning of the Party. Vacancies on any committees established or to be established by Provincial Council may be filled by the Board of Directors with such appointees to hold office until the next meeting of Provincial Council.
- e. Provincial Council shall meet at least semiannually, upon:
  - a. the call of the President;
  - b. the call of the Leader; or
  - c. written request to the President of at least five members of Provincial Council

- f. Before commencement of a meeting of Provincial Council there shall be an opening quorum of a majority of its members present in person. Business coming before a meeting of Provincial Council shall be determined by a majority of votes cast at the meeting.
- g. In the event that a member of Provincial Council appointed by a Constituency Association is unable to attend a meeting of Provincial Council, the executive of that Constituency Association shall be permitted to appoint another member in good standing of their Constituency Association to be their representative at that Provincial Council meeting. That person must come to the meeting of Provincial Council with written authorization duly signed by the President or Provincial Director of the Constituency Association he/she represents which confirms that such person has been duly authorized by that Constituency Association to attend, represent and vote on behalf of that Constituency Association at that meeting of Provincial Council. The written authorization must stipulate the date of the meeting of Provincial Council and that such person is authorized to attend. Each authorization is valid only for the Provincial Council meeting stated therein.
- h. Any or all members of the Provincial Council or of a committee established by Provincial Council may participate in a meeting by means of telephone conference that permits all persons participating in the meeting to hear each other. Members so participating in a meeting shall be deemed to be present at the meeting and shall be included in the quorum.
- i. Each committee established by Provincial Council shall consist of a Chair and such other Party members as may be appointed by Provincial Council. Each committee shall be accountable directly to and report to Provincial Council. Before the commencement of a meeting of any committee of, or established by, Provincial Council, there shall be an opening quorum of a majority of the members thereof, and business coming before such meetings shall be determined by a majority of the votes cast.
- j. The minutes of Provincial Council meetings shall be provided to Council members and, upon request, to the Presidents of recognized Constituency Associations. Summaries of the minutes shall be sent to the Presidents and Secretaries of recognized Constituency Associations. The summaries must include a statement of attendance, all Council decisions, and the results of all votes unless the omission of any specific item is authorized by Provincial Council and the general nature of the omission is disclosed.
- k. The following shall not be entitled to be elected or appointed a voting member of Provincial Council:
  - i. Subject to Article 5(a)(i) and (iv) Members of the Legislative Assembly;
  - ii. Employees of Members of the Legislative Assembly;

iii. Employees of the Party.

5. **THE PRESIDENT AND THE BOARD OF DIRECTORS**

- a. The President of the Party shall be elected by the Members entitled to vote at a Convention by secret vote, and shall hold a term starting on the date of being elected and continuing until the date set for the election of President of the Party at the first Convention after a General Election. Only members of the Party in good standing are eligible to be nominated for and hold the office of President of the Party.
- b. The Vice-President of the Party shall be a member of the Board of Directors, and shall be elected by the Board of Directors at their first meeting of the year and shall hold a term of one year. The Vice-President shall perform all duties of the President in his/her absence
- c. Provincial Council may, in order to fill a vacancy in the office of President, appoint an interim President who shall hold office until the next Convention so long as the person to be appointed is a member in good standing and undertakes not to seek the office of President at the next Convention.
- d. The voting members of Provincial Council shall elect a Board of Directors of six members who, in addition to the President of the Party, shall be responsible for the operations and administration of the Party on a day-to-day basis and shall be accountable directly to and report to Provincial Council.
- e. Only Members in good standing shall be eligible to be nominated for and hold a seat on the Board of Directors.
- f. The members of the Board of Directors (other than the President) shall be elected for a term starting on the date of their election and continuing until the sixth regular meeting of Provincial Council thereafter with two of the members being elected annually at that meeting of Provincial Council.
- g. At each Board of Directors election, the candidates receiving the two highest vote totals will be elected to the Board of Directors. The candidates receiving the third and fourth highest vote totals will serve as alternate Board of Directors members until the next Board of Directors election. Those elected as alternates must be prepared to join the Board of Directors should any member be unable to serve out his/her term. If all alternate Board of Directors members have become members of the Board of Directors and there remains a vacancy on the Board of Directors, the vacancy may be filled by the remaining members of the Board of Directors and those so appointed shall serve until the next Board of Directors election.
- h. Elections for members of the Board of Directors shall be by secret ballot.
- i. Quorum for meetings of the Board of Directors shall be four members, one of which may be the President, present in person or by conference call, and business coming before meetings of the Board of Directors shall be determined by a majority of the votes cast at such meetings.

6. **THE LEADER**

- a. The Leader shall be elected by the Members by secret ballot on the basis of one member one vote. Only members of the Party in good standing are eligible to be nominated for and hold the office of Leader of the Party.
- b. Provincial Council shall be empowered to establish a Leader Election Organizing Committee who shall be responsible for:
  - i. Preparing the form of Leadership Application and Questionnaire and Nomination Form to be completed and submitted by all potential candidates seeking to be elected as the Leader of the Party which application shall contain, among other things, a declaration by the applicant acknowledging and accepting that the Leader Election Organizing Committee has the authority to reject the applicant's candidacy on any grounds that it sees fit provided the rejection may be appealed to Provincial Council pursuant to the Constitution of the Saskatchewan Party whose decision shall be final and binding and not further appealed;
  - ii. Determining the amount of any financial performance bond to be paid by potential candidates and the terms and conditions on which the bond will be returned or forfeited;
  - iii. Searching for potential candidates;
  - iv. Approving or rejecting potential candidates seeking the leadership of the Party.
- c. The Leader Election Organizing Committee shall consist of not less than five and not more than nine members of the Party who are in good standing. Quorum for meetings of the Leader Election Organizing Committee shall be a majority of its members present in person or by conference call and business coming before meetings of the Leader Election Organizing Committee shall be determined by a majority of the votes cast at such meetings. Where the Leader Election Organizing Committee determines that a potential candidate's nomination would not be in the best interest of the party, the Leader Election Organizing Committee shall notify the candidate and the President in writing within 48 hours of the decision. The candidate has the right to appeal this decision, in writing, within a further three days by giving notice to the President and the Leader Election Organizing Committee. Upon receipt of the candidate's appeal, the President shall convene a meeting of Provincial Council and the candidate prior to the scheduled nomination meeting to determine whether the rejection shall be upheld.
- d. Provincial Council shall also be empowered to:



- i. Approve or reject a potential candidate seeking to be nominated to be elected as the Leader of the Party;
  - ii. Establish the procedure and mechanisms whereby the Leadership Vote shall be conducted. The voting procedure may include telephone or other electronic voting.
- e. To be entitled to vote in a Leadership Vote, a member of the Party must have been a member in good standing of the Party according to the records maintained by the Party at its central office as of a membership deadline date established by the Provincial Council.
- f. At every Convention, each member entitled to vote at the Convention shall be asked:

**“Do you support the present Leader?”**

Voting shall be by secret ballot. The results of the ballot shall be announced to the Convention before the end of the afternoon session on the same day provided:

- i. If support for the Leader is greater than 80%, by announcing that the Leader has the support of greater than 80% of the members of the Party;
  - ii. If the support for the Leader is less than 80%, by announcing the actual percentage of support.
- g. If more than 50% of the votes cast are in the negative, Provincial Council shall, within 15 days of the Convention vote, announce when a Leadership Vote will be held and notice shall be given to all members of the Party by Provincial Council within a further 21 days.
- h. The Leadership Vote must be held not sooner than three months and not later than 12 months from the date of the vote held at the Convention.
- i. When the office of the Leader becomes vacant, or when the Leader asks Provincial Council to hold a Leadership Vote, a Leadership Vote must be called within 30 days from the time that the office becomes vacant or from the time the Leader asks Provincial Council to hold a Leadership Vote, and notice shall be given to all members within 45 days.
- j. The Leadership Vote shall be held not less than three months and not more than 12 months from the date the Leadership Vote was called by the Provincial Council.
- k. In the event of a vacancy, an Interim Leader may be appointed by Provincial Council.

- I. If a General Election is called during the period of time that an Interim Leader is in place, Provincial Council shall meet to select a Leader who will lead the Party in the General Election.

## 7. CANDIDATE RECRUITMENT AND NOMINATION

- a. Subject to Article 7(b) to (f) each duly recognized Constituency Association shall have the right to nominate the official Candidate of the Party at a general nomination meeting of the members of the Constituency Association.
- b. In advance of every General Election or by-election, the Leader shall appoint a Candidate Recruitment Team who shall be responsible for the following:
  - i. Preparing the form of Candidates Application and Questionnaire and Nomination Form to be completed and submitted by all potential candidates seeking to be nominated as the official Candidate for the Party in each constituency which application shall contain, among other things, a declaration by the applicant acknowledging and accepting that the Candidate Recruitment Team has the authority to reject the applicant's candidacy on any grounds provided the rejection may be appealed to the Board of Directors pursuant to the Constitution of The Saskatchewan Party whose decision shall be final and binding and not further appealed;
  - ii. Determining the amount of any financial performance bond to be paid by potential and nominated Candidates and the terms and conditions on which the bond will be returned or forfeited;
  - iii. Working with each recognized Constituency Association to seek potential candidates to be nominated as the official Candidate for the Party in that constituency; and
  - iv. Approving or rejecting a potential candidate seeking to be nominated as the official Candidate in a constituency.
- c. The Candidate Recruitment Team shall consist of not less than three and not more than seven Regular Members, a majority of whom shall be members of Provincial Council who are not on the Board of Directors. Quorum for meetings of the Candidate Recruitment Team shall be a majority of its members, and business coming before meetings of the Candidate Recruitment Team shall be determined by a majority of the votes cast at such meetings.
- d. All potential candidates must submit a copy of their Candidate Application and Questionnaire and Nomination Form to both their Constituency Association and the Candidate Recruitment Team.

- e. Where the Candidate Recruitment Team determines that a potential candidate's nomination would not be in the best interest of the Party, the Candidate Recruitment Team shall notify the potential candidate, the President, and the Constituency Association in writing within 48 hours of the decision. The potential candidate has the right to appeal this decision, in writing, within a further three days by giving notice to the President, the Candidate Recruitment Team, and the Constituency Association. Upon receipt of the potential candidate's appeal, the President shall convene a meeting of the Board of Directors and the potential candidate prior to the scheduled nomination meeting to determine whether the rejection shall be upheld.
- f. Where the meeting of the Board of Directors to hear the appeal cannot be scheduled before the nomination meeting the Constituency Association shall adjourn the nomination meeting to a date after the meeting of the Board of Directors.
- g. The Leader will have the right to waive the 21 days' notice requirement for candidate Nomination Meetings if an election has been called or appears likely to be called imminently.
- h. If an election is called before a Nomination Meeting has been held by a Constituency Association, the Leader shall have the right to appoint a candidate on behalf of that Constituency Association following consultation with the Constituency Association Executive and the Candidate Recruitment Team.
- i. The Leader shall not withhold, under the provisions of the Saskatchewan Elections Act, the endorsement of a nominee as candidate nominated by a recognized Constituency Association except in compliance with this article.

## 8. CONVENTIONS

- a. The Members shall be the highest authority and supreme governing body of The Saskatchewan Party.
- b. Unless otherwise determined by Provincial Council, a Convention shall be held in fall in the year following a General Election and in fall of the year two years later at a time and place fixed by the Provincial Council. A Convention also shall be held not later than 120 days after a written request for a Convention is delivered to the Executive Director by one-quarter of all recognized Constituency Associations.
- c. At least 30 days' written notice of the holding of any Convention shall be sent to all Members. In the event of interruption of postal service, the required written notice shall be sent by courier or facsimile to the President of each recognized Constituency Association.

- d. In advance of each Convention, Provincial Council shall appoint the following sub-committees:
- i. A Convention Arrangements Sub-committee whose duties are to organize the Convention;
  - ii. Subject to Article 7(b) and (d), a Nominations Sub-committee whose duties are to review all nominations for Party office and to ensure that at least one candidate stands for each elective office;
  - iii. A Convention Constitution and Resolutions Sub-committee whose duties are to accept, review and comment on all proposed amendments to this Constitution and Policy Resolutions approved at a Regional Meeting in accordance with Article 9 (e), (f) and (i) or submitted in accordance with Article 13 for consideration at the Convention in accordance with the guidelines and procedures set by the Provincial Council;
  - iv. A Credentials Sub-committee whose duties are to make final decisions as to accreditation of all members and other persons attending the Convention;
  - v. Such other sub-committees as are required to accomplish the purposes of a particular Convention.

Members and chairs of the above sub-committees shall be Members, may be MLAs and shall not be paid employees of the Party.

- e. Upon payment of the registration fee to attend a Convention any Member who has been a member for at least 30 days prior to the date of the Convention shall have the right to attend, speak and vote at all meetings and matters arising at a Convention.
- f. Each member entitled to vote at a Convention shall have only one vote.

## 9. REGIONAL MEETINGS

- a. Provincial Council shall divide the constituencies into six regions.
- b. In each year where a Convention or General Election does not occur, each region shall host a Regional Meeting within the boundaries of that region.
- c. The President of each Constituency Association within the region shall be a member of the committee to organize the Regional Meeting. Quorum for a meeting of this committee shall be a majority of its members present in person or by conference call that permits all persons participating in the meeting to hear each other. Business coming before the meeting shall be determined by a majority of votes cast at the meeting.

- d. At least 30 days' written notice of the holding of a Regional Meeting shall be sent to all Members of the recognized Constituency Associations within that region. In the event of interruption of postal service, the required written notice shall be sent by courier or facsimile to the President of each recognized Constituency Association.
- e. In advance of all Regional Meetings, Provincial Council shall appoint a Regional Meetings Constitution and Policy Resolutions Sub-committee whose duties are:
  - i. To prepare and circulate to the members of the Executive of the Constituency Associations in all regions a call for policy resolutions to be considered at the Regional Meeting. The call for and the consideration of resolutions at the Regional Meeting shall be done in accordance with the policies and procedures established by Provincial Council;
  - ii. To prepare and circulate to the members of the Executive of the Constituency Associations in all regions a call for proposals for amendments to this Constitution. The call for and the consideration of those proposals at the Regional Meetings shall be done in accordance with the policies and procedures established by Provincial Council;
  - iii. To accept, review and comment on all proposals for amendments to this Constitution and policy resolutions to be presented to a Regional Meeting;
  - iv. Not later than 30 days prior to the date set for a Regional Meeting, to notify the Members within that region that amendments to this Constitution and/or policy resolutions will be proposed at the Regional Meeting and that members of the Party can obtain copies of the proposed amendments and policy resolutions by contacting the Party office. Copies of the proposed amendments and policy resolutions shall be provided to all Constituency Presidents within the region 30 days prior to the Regional Meeting and to all members of the Party attending the Regional Meeting at the meeting.
- f. A recognized Constituency Association, on approval of a majority vote of the members present and voting at a meeting of the Constituency Association called for that purpose, may propose amendments to this Constitution and policy resolutions for consideration at a Regional Meeting of the region where the constituency resides. Notice of a proposal to amend this Constitution or a policy resolution so approved shall be given to the Regional Meetings Constitution and Policy Resolutions Sub-committee 90 days prior to the Regional Meeting where it is to be considered.
- g. Upon payment of the registration fee to attend a Regional Meeting any Member of a Constituency Association within the region and who has been a Member for not less than 30 days prior to the date of the Regional Meeting, shall have the right to attend, speak and vote at all meetings and matters arising at the Regional Meeting.
- h. Each member entitled to vote at a Regional Meeting shall have only one vote.

- i. Policy resolutions considered at a Regional Meeting shall require a majority of the votes cast to be carried. A resolution amending this Constitution, including the principles of the Party, must receive a two-thirds majority of the votes cast to be carried.

10. **POLLS AND REFERENDA**

- a. The Provincial Council of the Party shall be empowered from time to time:
  - i. To conduct a poll of the membership by mail or telephone on any important constitutional, social, economic, or political issue, the results of which will be taken as advice by the Leader and the Provincial Council, but will not be binding;
  - ii. To initiate a formal referendum of the Party membership. This referendum shall include the distribution of an official secret ballot to each Member, requesting an opinion on any important constitutional, social, economic, or political proposal(s).
- b. The Members may initiate a formal referendum of the Party membership by submitting a petition to the President requesting such a referendum and signed by not less than 5% of the Party membership with at least 25 member signatures from each of ten constituencies. All required signatures must be collected within 30 days prior to the petition being submitted to the President.
- c. The Provincial Council of the Party is responsible for conducting a properly petitioned referendum by official secret ballot within 45 days of receiving such a request.
- d. The resolutions and motions passed by the Convention of the Party shall be binding on the Leader and members of the caucus of the Saskatchewan Party.

11. **FINANCIAL ORGANIZATION**

The Provincial Council shall be responsible for the financial affairs and organization of the Party and shall provide an audited financial statement(s) at each Convention meeting.

- (a) Chief Official Agent of the Party

It is recognized that The Saskatchewan Party Fund Inc. has been designated as the Chief Official Agent of the Party, within the meaning of and subject to *The Election Act, 1996 (Saskatchewan)*, effective August 1, 2004.

The role and organizational structure of The Saskatchewan Party Fund Inc. are confirmed as follows:

- i. To act as the Chief Official Agent of the Party;
- ii. To ensure that all of the Party's accounts are kept at a chartered bank, a trust or loan corporation or a credit union;
- iii. To keep legible records of all contributions and other income received by the Party, including the names of all contributors and the amounts contributed;
- iv. To keep legible records of all bills, invoices, vouchers and receipts;
- v. To ensure that all statements, reports, returns and documents required by *The Election Act, 1996 (Saskatchewan)*, as amended from time to time, are completed, audited, if required, and filed with the Chief Electoral Officer;
- vi. To perform any other acts that a Chief Official Agent is required by applicable legislation to perform;
- vii. To fulfill all statutory obligations to other regulatory bodies including, without limitation, Canada Revenue Agency;
- viii. To ensure that the members of The Saskatchewan Party Fund Inc. shall consist of those persons who are the voting members of the Board of Directors of the Provincial Council of the Party.

The actions of the Board of Directors of the Provincial Council in creating The Saskatchewan Party Fund Inc. and causing it to be designated as the Chief Official Agent of the Party, as aforesaid, are approved and confirmed, effective as of the dates upon which such actions were taken.

12. **PARTY OFFICES**

The Party shall maintain a central office and other offices at locations to be determined by the Provincial Council.

13. **CONSTITUTIONAL AMENDMENTS AND POLICY RESOLUTIONS**

- a. Provincial Council, or any committee or task force established by the Provincial Council or by a Party Convention, may propose amendments to this Constitution and policy resolutions for consideration at a Convention.

- b. Proposals for amendments to this Constitution and policy resolutions approved at a Regional Meeting shall be presented for consideration at a Convention in accordance with the policies and procedures established by Provincial Council.
- c. The Caucus of the Saskatchewan Party and the Saskatchewan Party Youth (acting pursuant to its Constitution) may propose policy resolutions for consideration at a Convention.
- d. Notice of the proposed amendments to the Constitution and policy resolutions shall be given to the Convention Constitution and Resolutions Sub-committee at least 90 days prior to the date set for a Convention, provided that the caucus of the Saskatchewan Party and the Saskatchewan Party Youth may provide notice of policy resolutions to the Convention Constitution and Resolutions Sub-committee at any time before the Convention.
- e. The Convention Constitution and Resolutions Sub-committee shall notify all members of the Party not later than 30 days prior to the date of the Convention that amendments to this Constitution and/or policy resolutions will be proposed at the Convention. The notice shall also advise that current Members can obtain a copy of the proposed amendments and policy resolutions by contacting the Party office. Copies of the proposed amendments and policy resolutions shall be provided to constituency Presidents not later than 30 days prior to the Convention and all Members attending the Convention at the Convention.
- f. All proposed amendments and policy resolutions must be consistent with the 8 founding principles of the Saskatchewan Party, as set out in Schedule A, and the *Constitution of Canada*.
- g. Policy resolutions considered at a Convention shall require a majority of the votes cast to be carried. A resolution amending this Constitution, including the principles of the Party, must receive a two-thirds majority of the votes cast to be carried.

14. **DUTY TO ENFORCE CONSTITUTION**

It shall be the duty of the Leader and the Party President to uphold and enforce the provisions of this Constitution.



15. **SCRUTINEERS**

Any member of the Provincial Council, or any elected Member of the Legislative Assembly for the Party, or any Candidate, can be or can appoint a scrutineer for any voting provided for in the Constitution.

16. **NOTICES AND TIME**

For all matters provided for in this Constitution dealing with notices and time periods:

- a. A period of time computed in days shall not include a Sunday or a national holiday where the period provided for is less than six days, but for all other periods of six days or more, all days shall be included.
- b. A period of time between two events shall be computed by excluding the date of the first event and including the date of the second event.
- c. Notices may be given by courier, facsimile, email, personal delivery or ordinary mail and so long as such notices are addressed to the last known address, email address or facsimile number of the addressee according to the most recent records of the Party office. Such notices shall be deemed to be delivered:
  - i. For notices sent by courier, on the day after delivery of the notice to the courier;
  - ii. For notices sent by facsimile and email, on the date of successful transmission;
  - iii. For notices delivered personally, on the date of delivery to the recipient; and
  - iv. For notices sent by ordinary mail, three days after delivery to the post office as evidenced by the post office receipt, provided, however, that notices of Constituency Association meetings (subject to the Constitution for the particular Constituency Association), other than meetings dealing with those matters set out in Article 3, may be given orally, in person or by telephone.
- d. Any notice required by this Constitution to be given to the membership of the Party may be included in any newsletter or publication circulated regularly to the membership of the Party
- e. Notices may also be given by newspaper advertisement in each constituency in the newspaper with the largest circulation in that constituency and notice of the matter contained in the advertisement shall be deemed to be given on the date that the advertisement is published.

- f. Notices to the Party, or Provincial Council, or the Executive Director of the Party, shall be addressed to the central office of the Party and marked to the attention of the appropriate person or body.
- g. Notices to a Constituency Association shall be addressed to the President (or failing a President at the time, to the Secretary) of the Constituency Association at the address of such officer, according to the most recent Party records.
- h. Any notice provision in this Constitution shall be considered to have been satisfied if reasonable compliance has been accomplished.

## SCHEDULE A

- Economic growth and job creation through the private sector, not government, as the engine of the economy;
- Smaller, less intrusive, more efficient government;
- Steady, gradual reduction in government spending and taxation while maintaining a firm commitment to balanced budgets;
- A high-quality health care system for all Saskatchewan people, regardless of where they live within the province;
- A strong social safety net which protects those who truly need support while encouraging individuals to become self-sufficient;
- Democratic reform to make government more responsive to the people it serves;
- Individual freedom and the equality of opportunity for all citizens; and
- The constant improvement of Saskatchewan's economic and social conditions within a strong and united Canada.

## SCHEDULE B

### CODE OF ETHICS

Adopted February 12, 2006  
Revised November 16, 2008

#### I. Statement

As Saskatchewan Party Members we are proud of Saskatchewan, its achievements and its immeasurable potential.

The membership of the Saskatchewan Party (the "Party") is committed to integrity, honesty, respect, responsibility, fairness and compassion in their daily lives and in their work with the Party.

This code is offered as a reminder that the Party is an integral part of our province and we maintain the confidence and respect of the public. Ethics are an ever-present, ongoing fundamental aspect of the daily work of the Party. This Code is offered to unite our team and to remind its members of their responsibility and duty to ensure the ethics and integrity of the Party are upheld.

The Party is committed to the preservation and enhancement of our system of parliamentary democracy recognizing that ethical conduct is essential to maintaining public confidence in our system. This Code also recognizes the essentially competitive and adversarial nature of our political system, which fosters vigorous public debate and in so doing serves the public interest.

#### II. Application and Definitions

This Code applies to all Members of the Party.

In this Code, "Candidate" means any person who is declared as seeking a nomination, or who has been duly nominated, to represent the Party in a provincial election.

In this Code, "Member" means:

- a. Registered Party members;
- b. Any person who holds, or is declared as seeking, any office within the Party;
- c. Any person holding a position in the Party's campaign organization;
- d. Candidates;
- e. Any person who volunteers for the Party;

- f. Staff and Directors of the Saskatchewan Party and The Saskatchewan Party Fund Inc.;
- g. Saskatchewan Party Members of the Legislative Assembly;
- h. Any person employed as political staff of a Saskatchewan Party MLA, the Saskatchewan Party Caucus or a Saskatchewan Party government;
- i. Regular suppliers of services or goods to the Party, when acting in this capacity.

In this Code, "Respondent" means any person against whom a complaint has been made.

### III. Principles

The Party and its Members should pursue their activities with a commitment to basic values and principles of ethical behaviour central to which are integrity, honesty, respect, humility, responsibility, fairness and compassion.

Fundamental to the effectiveness and reputation of the Party and each of its Members is a principled, value-driven and reasoned approach to all actions and decisions. Each Member has an obligation to the Party and every other Member to act constructively and in a timely manner to inspire respect and support for this Code and to adhere to it when acting on behalf of the Party.

### IV. Guidelines

The following guidelines address some of the most commonly encountered ethical issues that face Members. Recognizing the impossibility of anticipating every situation that may arise, this is not to be viewed as limiting the range of the ethical guidelines binding the Party and its Members. These guidelines may be expanded upon or modified as the Ethical Panel encounters new situations and gains experience in hearing and disposing of cases. The Panel may proactively issue written guidelines to provide assistance to Members with respect to specific matters.

#### GENERAL

1. Members shall strive to conduct themselves with integrity so as to sustain and enhance public confidence in the Party and the political process.
2. Members should make every effort to ensure that their conduct is above reproach in the view of reasonable, fair minded and informed persons. Members shall avoid conduct or practices likely to bring discredit upon themselves or the Party.
3. Members, in addition to observing these high standards personally, should encourage and support their observance by other Members.

4. Members shall be faithful to the letter and spirit of this Code, the principles of the Saskatchewan Party and its Constitution and to the laws of Canada and Saskatchewan.
5. Any doubt as to the propriety of any course of action should be discussed with a member of the Ethics Panel.

#### DISSEMINATING FALSE INFORMATION

6. Members shall use care to avoid disseminating false information and shall not knowingly do so.

#### CONFLICT OF INTEREST – USE OF OTHER CODES

7. Where a conflict or a potential conflict of interest arises, Members shall be guided by existing codes respecting conflict of interest such as those which apply to MLAs in their elected capacity and civil servants. Members are encouraged to seek advice from the Ethical Panel prior to taking any action which may place them in conflict of interest.

#### USE OF PARTY FUNDS

8. Members who are authorized to expend Party funds shall do so in a manner consistent with this Code.

#### FUNDRAISING

9. No Member shall pressure prospective contributors or induce contributions by threatening retaliation or the withholding of legitimate government actions and no member shall offer benefits to induce contributions.

#### IMPROPER PAYMENTS OR BENEFITS

10. No Member shall pay Party funds or transfer Party property or give anything of value to another provincial political party or Candidate in return for doing or refraining from doing something to assist the Party.
11. Members shall neither:
  - a. Offer nor pay nor give anything of material value to a voter directly for the purpose of procuring the support of that voter; and

- b. Offer nor pay nor give anything of material value to a third party when the Member knows or suspects that the third party will pay or give something of material value to a voter for the purpose of procuring the support of that voter.

V. Enforcement

INVESTIGATIONS

1. The Ethics Panel may initiate an investigation when it has received a complaint alleging a breach of this Code or when it has received information giving the Panel reasonable cause to believe there has been a breach of this Code.
2. Until a complaint coming before the Ethics Panel is concluded, particulars of the complaint will be kept in the strictest confidence.
3. The Panel shall establish its own guidelines as to the disclosure of information and, to the extent reasonable, should strive to disclose as much information as possible about its operations and the matters that come before it.
4. Where there is evidence of a breach of law, the Ethics Panel shall refer the evidence to appropriate authorities.
5. Where the person who is the subject of an investigation by the Panel resigns his or her membership or position within the Party prior to the completion of the investigation or proceedings it shall be at the Panel's discretion whether to continue the investigation or proceeding.

THE ETHICS PANEL

6. The Ethics Panel (the "Panel") shall consist of:
  - a. An Ethics Chair to be appointed by the Provincial Council of the Party;
  - b. A lawyer who is also a member of the Party, to be appointed by the Provincial Council;
  - c. A Saskatchewan Party MLA, to be appointed by the Leader;
  - d. The President of the Party; and
  - e. An ex-officio member, to be appointed by the Leader.
7. The Respondent shall be notified forthwith and given an opportunity to respond to a complaint while it is being investigated.

8. Once the Panel has reasonable cause to believe there is a substantial basis for the complaint, the Respondent shall be given adequate time to prepare a response and a hearing shall be promptly arranged to consider the matter.
9. Following the hearing, the Panel shall decide whether the Respondent breached this Code and, if so, what sanction is appropriate. The Panel shall immediately communicate its decision, with reasons, to the Respondent in writing, with a copy to the Provincial Council and the Leader of the Party.
10. The Respondent may appeal the decision of the Panel to the Provincial Council of the Party within 14 days (unless the Panel agrees to extend the time period) of the Panel's decision. The Provincial Council shall follow the same procedure as the Panel.
11. Procedures shall be consistent with principles of natural justice.
12. Sanctions imposed at any step of this process shall come into effect on the date set by the Panel and shall remain in effect unless and until modified or overturned on appeal.
13. The Ethics Panel shall produce an Annual Report to be available at the Annual General Meeting of the Party outlining the cases with which it has dealt and any action it has taken in the preceding year. Where a Respondent is excused by the Panel or on appeal, or where the Respondent's case is disposed of in the manner set out at section 14(a) below, the Member shall not be named in the Annual Report of the Panel.

#### SANCTIONS

14. Members found to have breached this Code may be subject to the following sanctions:
  - a. Remedial action, which will involve discussing the problem with the Member so that he or she will see why the action was a mistake or created the appearance of impropriety. Where the Member fails to accept responsibility for his or her actions, further sanctions shall be imposed by the Panel;
  - b. Reprimand, either orally or in writing;
  - c. Suspension of membership in the Party, for a term to be determined by the panel;
  - d. Revocation of membership in the Party;
  - e. Suspension of, or disqualification from, holding any office or position within the Party or a campaign;



- f. In the case of Candidates, disqualification from running as a Candidate for the Party for a term at the discretion of the panel.

VI. Annual Review

1. This Code shall be reviewed annually by the Panel, who shall present recommendations to the Party as a whole at each Annual General Meeting of the Party.

VII. Effective Date

1. This Code comes into effect at midnight on February 12, 2006.