



ONTARIOPC

**RULES GOVERNING POLICY DEVELOPMENT
AND ADOPTION PROCESS**

2017

Progressive Conservative Party of Ontario

**AS AMENDED
October 12, 2017**

TABLE OF CONTENTS

1. INTRODUCTION.....	3
2. DEFINITIONS.....	3
3. SELECTION OF RECOMMENDED POLICIES BY POLICY COMMITTEE.....	7
4. NOTICE OF POLICY ADOPTION PROCESS AND POLICY CONFERENCE	8
5. NOTICE OF RESOLUTIONS AND PROCEDURES	8
6. REGISTRATION PROCEDURE.....	9
7. CALL- UP OF PROPOSED POLICIES	11
8. POLICY DEBATE	13
9. VOTING PROCEDURE	14
10. VOTING RESULTS.....	15
11. POLICY CONVENTION	16
12. NO INVALIDITY OF PROCESS.....	17

1. INTRODUCTION

- (a) The Party has throughout 2016 and 2017 engaged in the broadest policy consultation process in its history, which process sought, solicited and considered the views of all Ontarians wishing to participate.
- (b) The policies proposed and recommended through such process were considered and debated by the Party's Policy Advisory Councils in accordance with Article 19 of the Constitution.
- (c) In accordance with the Constitution, the Party is mandated to engage in a process for the consideration and adoption of the policies proposed and recommended through the Policy Consultation Process.
- (d) The Executive has determined that, to be consistent with the breadth and inclusiveness of the Policy Consultation Process, all Eligible Members should be entitled to express their views and participate in the consideration and adoption of policies through a "one-member one-vote" system, rather than limiting such participation to a select handful of delegated Members.
- (e) These Rules are made and distributed by the Executive for the purpose of setting down clear and fair requirements for such a "one-member one-vote" policy consideration and adoption process, and shall apply upon approval until the conclusion of the 2017 Election Readiness and Policy Convention on November 25, 2017.

2. DEFINITIONS

- (a) **Constitution** means the Constitution of the Progressive Conservative Party of Ontario, as amended March 6, 2016.
- (b) **Debate Forum** means one or more tele-townhalls or other electronic forums established for the purposes of hosting debates in respect of the Recommended Resolutions prior to the Voting Procedure.
- (c) **Debate Period** means the period beginning on October 25, 2017 and ending on November 1, 2017.
- (d) **Debate Procedure** means the procedure by which Registered Members may debate the Recommended Resolutions prior to voting on them, as set out in Section 8.
- (e) **Eligible Member** means a Member whose membership is valid at 11:59 pm on the Membership Cut-Off Date.
- (f) **Executive** has the meaning given to it in the Constitution.

- (g) **Independent Process Agent** means one or more independent agents engaged by the Party for the purposes of facilitating and managing the Voting Forum.
- (h) **Member** means a member of the Party, a Recognized Association or a Recognized Riding Association, whose name appears in the Registry.
- (i) **Membership Cut-Off Date** means September 14, 2017.
- (j) **Northern Resolution** mean a Recommended Policy determined by the Policy Committee to uniquely affect the Northern Ridings and residents of the Northern Ridings, pursuant to Section 3(e) below.
- (k) **Northern Ridings** means the following provincial electoral districts:
- (i) Kenora – Rainy River;
 - (ii) Timmins – James Bay;
 - (iii) Thunder Bay – Superior North;
 - (iv) Thunder Bay – Atikokan;
 - (v) Algoma – Manitoulin;
 - (vi) Nickel Belt;
 - (vii) Sault Ste. Marie;
 - (viii) Sudbury;
 - (ix) Timiskaming – Cochrane;
 - (x) Nipissing;
 - (xi) Parry Sound – Muskoka; and
 - (xii) the two new northern electoral districts proposed to be established by the Government of Ontario, if and to the extent one or both of them has been established by the applicable time.
- (l) **Participant** means a Registered Member who validly logs in to the Voting Forum and casts a vote for or against at least one Recommended Policy during the Voting Period.
- (m) **Party** means the Progressive Conservative Party of Ontario.
- (n) **Policy Chair** means the 3rd Vice President of the Party, in accordance with Section 10.2 of the Constitution.
- (o) **Policy Committee** means the Policy Committee established pursuant to Section 19.6 of the Constitution.
- (p) **Policy Committee Meeting** has the meaning given to it in Section 3(a).
- (q) **Policy Consultation Process** means the process engaged in by the Party throughout 2016 and 2017 for the solicitation and consideration of

policies in the best interests of Ontario, as described in Sections 1(a) and (b).

- (r) **Policy Convention** means the 2017 Election Readiness and Policy Convention.
- (s) **Proposed Policy** means a Proposed Resolution submitted by a Member between July 15, 2016 and July 15, 2017, that is not recommended by the Policy Committee for adoption either in its original form, in a revised form, or in a form merged with one or more other Proposed Resolutions.
- (t) **Proposed Policy Call-Up Designated Email Address** means an email address specifically designated for the purpose of calling-up Proposed Policies in accordance with the Proposed Policy Call-Up Procedure, which email address shall be exclusively controlled by an Independent Process Agent.
- (u) **Proposed Policy Call-Up Email Vote** has the meaning given to it in Section 7(b).
- (v) **Proposed Policy Call-Up Period** means the period beginning on October 23, 2017 and ending at 11:59 pm on October 24, 2017.
- (w) **Proposed Policy Call-Up Procedure** means the procedure by which Registered Members may register their desire to call-up a Proposed Policy for consideration as a Recommended Resolution, as set out in Section 7.
- (x) **Proposed Policy Label** means a unique identifier associated with each Proposed Policy, such as “P1”, “P2”, “P3”, etc.
- (y) **Proposed Resolution** has the meaning given to in Section 18.5 of the Constitution.
- (z) **Provincial Party Membership Registry** means the Registry described in the Constitution.
- (aa) **Recognized Association** has the meaning given to it in the Constitution.
- (bb) **Recommended Policy** means a policy resolution recommended for adoption by the Policy Committee in accordance with Section 3 below.
- (cc) **Recommended Resolutions** means the resolutions to be voted upon pursuant to the Voting Procedure, and are comprised of:
 - (i) all of the Recommended Policies recommended for adoption by the Policy Committee; and

- (ii) all of the Proposed Policies called up by a majority of Registered Members pursuant to the Proposed Policy Call-Up Procedure.
- (dd) **Registered Member** means an Eligible Member who has fully and validly completed the Registration Procedure in accordance with Section 6(b) during the Registration Period.
- (ee) **Registration Forum** means a web site designated for the purposes of hosting the Registration Procedure during the Registration Period.
- (ff) **Registration Period** means the period beginning on October 17, 2017 and ending at 11:59 pm on October 20, 2017.
- (gg) **Registration Procedure** means the procedure by which Eligible Members may register to participate in the policy consideration and adoption process, as set out in Section 6.
- (hh) **Registration PIN** means a unique identifier code assigned to each Eligible Member.
- (ii) **Registration PIN List** means the list of all Registration PINs assigned to Eligible Members.
- (jj) **Reported Resolutions** means each of the policy resolutions which were reported to the Policy Chair by the Chairs or Co-Chairs of the Party's Policy Advisory Councils and Blue Ribbon Panels as being recommended for adoption, on or about July 31, 2017.
- (kk) **Riding Association** has the meaning given to it in the Constitution.
- (ll) **Rules** means these *Rules Governing Policy Development and Adoption Process*.
- (mm) **Rules and Credentials Chair** means a Member designated by the Executive to act as impartial arbiter of disputes or discrepancies regarding the interpretation or application of these Rules.
- (nn) **Voting Forum** means a web site designated for the purposes of hosting the Voting Procedure during the Voting Period.
- (oo) **Voting Period** means the period beginning on November 2, 2017 and ending at 11:59 pm on November 6, 2017.
- (pp) **Voting PIN** means a unique identifier code assigned to each Registered Member.

- (qq) **Voting PIN List** means the list of all Voting PINs assigned to Registered Members.
- (rr) **Voting Procedure** means the procedure by which Registered Members may vote to adopt or reject Recommended Resolutions, as set out in Section 9.

3. **SELECTION OF RECOMMENDED POLICIES BY POLICY COMMITTEE**

- (a) The Policy Chair shall convene one or more meetings of the Policy Committee no later than September 30, 2017 (the "**Policy Committee Meeting**").
- (b) Notice of the Policy Committee Meeting shall be issued to members of the Policy Committee at least five (5) days prior to the date of such meeting. Such notice may be delivered verbally or in writing, by email, by telephone or other appropriate form of communication. Notice may be waived by any member of the Policy Committee, and shall be deemed to have been received or waived by each member of Policy Committee in attendance at the Policy Committee Meeting.
- (c) Quorum for the Policy Committee Meeting shall be a majority of the members of the Policy Committee or seven (7) members, whichever is greater.
- (d) At the Policy Committee Meeting, each of the Reported Resolutions shall be considered, and shall either be:
 - (i) adopted;
 - (ii) declined;
 - (iii) amended or revised, and then adopted or declined; or
 - (iv) merged with another Reported Resolution, and then amended, revised, adopted or declined.
- (e) The Policy Committee may, as it considered appropriate, designate one or more Reported Resolutions which it elects to adopt as being Northern Resolutions if, in the opinion of the Policy Committee, such resolution will uniquely affect the Northern Ridings and residents of the Northern Ridings.
- (f) Decisions of the Policy Committee shall be determined by majority vote. In the event of a tie vote, the Policy Chair may cast a deciding vote.

- (g) The policy resolutions ultimately adopted by the Policy Committee shall constitute the Recommended Policies.
- (h) The Leader shall have the power to veto any Recommended Policy or Proposed Policy if the Leader believes it to be in the best interests of the Party, and to advise the Policy Chair in writing of such vetoed policies. Any policy so vetoed shall be omitted from the Recommended Policies and the Proposed Policies, and not reported to or voted on by the Members, notwithstanding any other provision of these Rules.

4. NOTICE OF POLICY ADOPTION PROCESS AND POLICY CONFERENCE

- (a) No later than twenty-one (21) days before the commencement of the Voting Period (i.e. no later than October 12, 2017), the Party shall cause an Independent Process Agent to issue written notice of the policy conference and the policy adoption process, including a link to these Rules, to each Eligible Member, mailed to such Eligible Member at the municipal address specified for such Eligible Member on the Provincial Party Membership Registry.
- (b) Notices to two or more Eligible Members who are listed in the Provincial Party Membership Registry as residing at the same municipal address may be combined such that a single notice package is delivered to such municipal address on behalf of two or more Eligible Members.
- (c) Each such notice shall include a unique Registration PIN for each Eligible Member to whom such notice is addressed.
- (d) The Registration PINs shall be generated by an Independent Process Agent, who shall create and maintain the Registration PIN List.
- (e) Such Independent Process Agent shall be mandated to maintain the confidentiality of the Registration PINs and the Registration PIN List, and to use or share such items with other Independent Process Agents only as necessary in order to complete the processes described in these Rules. Without limiting the foregoing, the Registration PINs and the Registration PIN List shall not be disclosed to any member of the Executive, any employee of the Party or the PC Ontario Fund, any Caucus member or their staff, any employee of the Leader's Office or of PC Caucus Services, any member of the 2018 PC Party Campaign Team, any member of the Policy Committee, or any other person closely affiliated with the Party or its operations. Any contractual arrangement with an Independent Process Agent shall include a confidentiality covenant consistent with the foregoing.

5. NOTICE OF RESOLUTIONS AND PROCEDURES

- (a) No later than twenty-one (21) days before the commencement of the Voting Period (i.e. no later than October 12, 2017), the Party shall cause the following to be posted to a web site which is accessible at least by any Eligible Member:
 - (i) a list of the Recommended Policies adopted by the Policy Committee in accordance with Section 3; and
 - (ii) a list of the Proposed Policies, with the associated Proposed Policy Labels.

- (b) No later than twenty-one (21) days before the commencement of the Voting Period (i.e. no later than October 12, 2017), the Party shall cause the following to be posted to a web site which is accessible at least by any Eligible Member:
 - (i) instructions on how to become a Registered Member in accordance with the Registration Procedure; and
 - (ii) contact information for an Independent Process Agent who can assist with the Registration Procedure during the Registration Period.

- (c) No later than the commencement of the Proposed Policy Call-Up Period (i.e. no later than October 23, 2017), the Party shall cause the following to be posted to a web site which is accessible at least by any Eligible Member:
 - (i) the Proposed Policy Call-Up Designated Email Address.

- (d) No later than the commencement of the Voting Period, the Party shall cause the following to be posted to a web site which is accessible at least by any Registered Member:
 - (i) instructions on how to participate in the Voting Procedure; and
 - (ii) contact information for an Independent Process Agent who can assist Registered Members who are unable to log in to the Voting Forum during the Voting Period.

6. REGISTRATION PROCEDURE

- (a) Eligible Members who wish to participate in the consideration and adoption of policies by exercising their one-member one-vote rights must register during the Registration Period to become a Registered Member. Once registered, each Registered Member shall be deemed to be a delegate to the policy conference for the purposes of the Constitution, and

therefore only Registered Members shall be permitted to participate in the Proposed Policy Call-Up Procedure, Debate Procedure or Voting Procedure related to adoption of policies and resolutions.

- (b) Eligible Members may register by electronically visiting the Registration Forum and completing a secure on-line form, which shall require the Eligible Member to provide their name, telephone number, Registration PIN, and a designated valid and unique e-mail address, together with any other information required by the Independent Process Agent in order to verify and confirm the identity of the Eligible Member.
- (c) An Eligible Member will not be registered if the Member's name, telephone number and Registration PIN do not all match those set out in the Registration PIN List.
- (d) Subject to service volume limitations, Eligible Members who are experiencing technical difficulties with the Registration Procedure may contact the Independent Process Agent described in Section 5(b)(ii) for assistance.
- (e) Upon valid completion of the on-line registration form, a Voting PIN shall be delivered by email to the Eligible Member at the unique email address designated by them in the secure on-line registration form. An Eligible Member shall become a Registered Member upon receipt of their Voting PIN.
- (f) The Voting PINs shall be generated by an Independent Process Agent, who shall create and maintain the Voting PIN List.
- (g) Such Independent Process Agent shall be mandated to maintain the confidentiality of the Voting PINs and the Voting PIN List, and to use or share such items with other Independent Process Agents only as necessary in order to complete the processes described in these Rules. Without limiting the foregoing, the Voting PINs and the Voting PIN List shall not be disclosed to any member of the Executive, any employee of the Party or the PC Ontario Fund, any Caucus member or their staff, any employee of the Leader's Office or of PC Caucus Services, any member of the 2018 PC Party Campaign Team, any member of the Policy Committee, or any other person closely affiliated with the Party or its operations. Any contractual arrangement with an Independent Process Agent shall include a confidentiality covenant consistent with the foregoing. For clarity, the foregoing shall not apply to a list of Registered Members *without* associated Voting PINs.
- (h) If an Independent Process Agent identifies a circumstance in which ten (10) or more Eligible Members are attempting to register, or have registered, from the same IP address, or any other circumstance in which

an Independent Process Agent has reason to suspect that a person is illicitly attempting to secure or has illicitly secured multiple Voting PINs or is otherwise abusing the Registration Procedure, the Independent Process Agent may notify the Rules and Credentials Chair of such circumstance. The Rules and Credentials Chair may then investigate and make such determination as he or she considers appropriate, including without limitation:

- (i) a decision to validate and allow all such registrations;
 - (ii) a decision to invalidate and disallow one or more such registrations; or
 - (iii) a decision to invalidate the eligibility of one or more Members to register.
- (i) Any dispute or discrepancy regarding the eligibility of a Member, the identity of an Eligible Member, or the registration of an Eligible Member may be referred to and ultimately resolved by the Rules and Credentials Chair without recourse to further appeal, provided however that in no circumstance shall a valid Registration PIN or a Voting PIN be disclosed to the Rules and Credentials Chair. In the event that a Registration PIN or a Voting PIN is or must be disclosed to the Rules and Credentials Chair in order to facilitate the consideration of dispute or discrepancy, such Registration PIN or a Voting PIN shall thereafter be deactivated by the Independent Process Agent, and if appropriate, a new Registration PIN or a Voting PIN shall be provided by the Independent Process Agent to the Eligible Member or Registered Member, as applicable.

7. CALL- UP OF PROPOSED POLICIES

- (a) In accordance with Section 18.6 of the Constitution, the resolutions to be voted upon by Registered Members during the Voting Period shall be comprised of the Recommended Policies, as well as any Proposed Policies called up by a majority of Registered Members pursuant to the Proposed Policy Call-Up Procedure described below.
- (b) Registered Members who wish to call up a Proposed Policy and have it included as a Recommended Resolution to be voted upon as part of the Voting Procedure may do so by sending one or more emails which comply with all of the following requirements (a “**Proposed Policy Call-Up Email Vote**”):
 - (i) the Proposed Policy Call-Up Email Vote must be sent to the Proposed Policy Call-Up Designated Email Address;

- (ii) the Proposed Policy Call-Up Email Vote must originate from a “sender email address” that matches the designated email address of a Registered Member;
 - (iii) the “subject line” of the Proposed Policy Call-Up Email Vote must cite the applicable Proposed Policy Label of the Proposed Policy that the Registered Member wishes to call up (for example “P1”, “P2”, “P3”, etc.), and shall not contain any other information other than the applicable Proposed Policy Label;
 - (iv) each Proposed Policy Call-Up Email Vote may cite only one Proposed Policy Label; if a Registered Member wishes to call up more than one Proposed Policy, they must send a separate Proposed Policy Call-Up Email Vote for each such Proposed Policy.
- (c) At the conclusion of the Proposed Policy Call-Up Period, the Proposed Policy Call-Up Email Votes shall be recorded and tabulated to determine the number of Registered Members who have indicated a desire to call up a Proposed Policy. Any Proposed Policy which has been called up by a majority of Registered Members shall automatically be deemed to be a Recommended Resolution, and shall be included along with the Recommended Policies previously adopted by the Policy Committee in the resolutions to be voted upon in accordance with the Voting Procedure.
- (d) If an Independent Process Agent identifies a circumstance in which ten (10) or more Eligible Members are attempting to send Proposed Policy Call-Up Email Votes, or have sent Proposed Policy Call-Up Email Votes, from the same IP address, or any other circumstance in which an Independent Process Agent has reason to suspect that a person is illicitly attempting to send or has illicitly sent Proposed Policy Call-Up Email Votes from or purporting to be from multiple Registered Members or is otherwise abusing the Proposed Policy Call-Up Procedure, the Independent Process Agent may notify the Rules and Credentials Chair of such circumstance. The Rules and Credentials Chair may then investigate and make such determination as he or she considers appropriate, including without limitation:
 - (i) a decision to validate and allow all such Proposed Policy Call-Up Email Votes;
 - (ii) a decision to invalidate and disallow one or more such Proposed Policy Call-Up Email Votes; or
 - (iii) a decision to invalidate the registration of one or more Registered Members.

- (e) Any dispute or discrepancy regarding Proposed Policy Call-Up Email Votes may be referred to and ultimately resolved by the Rules and Credentials Chair without recourse to further appeal.

8. POLICY DEBATE

- (a) Registered Members shall be invited to participate in one or more Debate Forums at which Recommended Resolutions may be debated. Only Registered Members may participate in a Debate Forum.
- (b) Debate Forums shall be chaired by the Policy Chair and/or such other persons as may be recommended by the Policy Chair and ratified by the Executive.
- (c) Debate Forums may be conducted by way of tele-townhall or any other electronic meeting forum as may be approved by the Executive, provided that such forum allows Registered Members from across Ontario to participate and interact.
- (d) Debate Forums shall be scheduled to last between 60 and 120 minutes, at the discretion of the chair. Such time period may at the discretion of the chair be divided and allocated to various subject matter areas. Recommended Resolutions may be debated on an individual basis or grouped, at the discretion of the chair.
- (e) Within each portion of a Debate Forum, Registered Members may debate the relevant designated Recommended Resolutions. In order to maximize the number of Recommended Resolutions that may be covered within the allocated time period, up to two (2) Registered Members shall be invited to speak in favour of each Recommended Resolution or group of Recommended Resolutions, and up to (2) two shall be invited to speak against. In order to maximize the number of Registered Members who have the opportunity to speak, each speaker shall have up to sixty (60) seconds to introduce themselves by name and electoral district, to declare their support for or opposition to the applicable Recommended Resolution or group of Recommended Resolutions, and to explain their position.
- (f) Speakers will be invited on a first come first served basis, provided that at the discretion of the chair, a Registered Member who has not yet spoken during the Debate Forum may be given preference over a Registered Member who has already spoken. For debate on any Northern Resolutions, preference shall be given to Registered Members from Northern Ridings, where feasible.
- (g) Debate within each portion of the Debate Forum will continue until the allocated time for such portion has expired.

- (h) The chair reserves the right to immediately cut off any participant in a Debate Forum who in the chair's opinion uses offensive language, fails to limit their comments to the Recommended Resolutions at hand, or otherwise obstructs the efficient and productive conduct of the Debate Forum.
- (i) Notwithstanding the foregoing, during the Debate Forum, the chair may adjust any of the requirements prescribed in Sections 8(d) to 8(g) above if doing so would, in the chair's opinion, render the Debate Forum more engaging or productive for the participating Registered Members.

9. VOTING PROCEDURE

- (a) Registered Members who wish to vote for or against Recommended Resolutions may do so by electronically visiting the Voting Forum during the Voting Period and logging in using their designated email address and Voting PIN, together with any other information required by the Independent Process Agent in order to verify and confirm the identity of the Registered Member.
- (b) A Registered Member will not be registered if the Member's name, email address and Voting PIN do not all match those set out in the Voting PIN List. A Registered Member shall become a Participant upon successfully logging in to the Voting Forum.
- (c) Subject to service volume limitations, Registered Members who are experiencing technical difficulties with the Voting Procedure may contact the Independent Process Agent described in Section 5(d)(ii) for assistance.
- (d) The Voting Forum shall provide each Participant the opportunity to vote for or against each one of the Recommended Resolutions, which for greater certainty shall include (i) the Recommended Policies adopted by the Policy Committee; and (ii) Proposed Policies called up by a majority of Registered Members during the Proposed Policy Call-Up Period.
- (e) Notwithstanding the foregoing, only Participants who reside in a Northern Riding shall be permitted to vote on Northern Resolutions.
- (f) If an Independent Process Agent identifies a circumstance in which ten (10) or more Registered Members are attempting to vote, or have voted, from the same IP address, or any other circumstance in which an Independent Process Agent has reason to suspect that a person is illicitly attempting to vote or is otherwise abusing the Voting Procedure, the Independent Process Agent may notify the Rules and Credentials Chair of such circumstance. The Rules and Credentials Chair may then investigate

and make such determination as he or she considers appropriate, including without limitation:

- (i) a decision to validate and allow all such votes;
 - (ii) a decision to invalidate and disallow one or more such votes; or
 - (iii) a decision to invalidate the eligibility of one or more Registered Members to vote.
- (g) Any dispute or discrepancy regarding the eligibility of a Registered Member, the identity of a Registered Member, or the logging in of a Registered Member may be referred to and ultimately resolved by the Rules and Credentials Chair without recourse to further appeal, provided however that in no circumstance shall a valid Voting PIN be disclosed to the Rules and Credentials Chair. In the event that a Voting PIN is or must be disclosed to the Rules and Credentials Chair in order to facilitate the consideration of dispute or discrepancy, such Voting PIN shall thereafter be deactivated by the Independent Process Agent, and if appropriate, a new Voting PIN shall be provided by the Independent Process Agent to the Registered Member.

10. VOTING RESULTS

- (a) Upon the conclusion of the Voting Period, an Independent Process Agent shall, for each Recommended Resolution, tabulate the number of Participants who voted in favour and the number of Participants who voted against.
- (b) A Recommended Resolution shall be deemed to be adopted by the Party membership if the number of votes in favour of such Recommended Resolution exceeds the number of votes against such Recommended Resolution.
- (c) The results of the Voting Procedure, including the list of resolutions adopted by the Party membership, shall be delivered by the Independent Process Agent to each of the Policy Chair, the Rules and Credentials Chair, the Party President and the Executive Director upon completion of the tabulation.
- (d) The results of the Voting Procedure, as tabulated by the Independent Process Agent, shall be announced at the Policy Convention. Publicly announced results may reflect the percentage of votes for and against each Recommended Resolution, but shall not reflect the actual number of votes for or against.

- (e) In accordance with Section 18.7 of the Constitution, Recommended Resolutions adopted by the Party membership through the Voting Procedure shall constitute the foundation on which Party policy and legislation is developed.

11. POLICY CONVENTION

- (a) The Policy Convention shall be convened in Toronto on November 24-25, 2017.
- (b) Attendance and participation at the Policy Convention shall be open to all Members, whether or not such Members are Eligible Members, Registered Members or Participants, provided they have completed such registration form as may be prescribed by the Executive Director of the Party, and paid the prescribed attendance fee.
- (c) The attendance fee for the Policy Convention shall be:
 - (i) \$99 plus applicable taxes for Members who are between the ages of 14 and 29 inclusive on November 25, 2017;
 - (ii) \$199 plus applicable taxes for all other Members.
- (d) Non-Members may attend the Policy Convention upon request at the discretion of the Executive Director, provided that:
 - (i) the attendance fee for approved non-Members shall be \$1,000 plus applicable taxes; and
 - (ii) such non-Members may at the discretion of the Executive Director be excluded from selected events or sessions at the Policy Convention, where such events or sessions are intended for Members only.
- (e) The Policy Convention is intended to be a cost recovery event, and not a fundraising event. As such, no tax receipts shall be issued for attendance fees at the Policy Convention.
- (f) The Policy Convention shall be chaired by the Policy Chair and/or such other persons as may be recommended by the Policy Chair and ratified by the Executive.
- (g) The agenda for the Policy Convention shall include:
 - (i) the announcement of the results of the Voting Procedure, in accordance with Section 10(d);

- (ii) election readiness training;
- (iii) an address by the Leader; and
- (iv) such other business as may be proposed by the Policy Chair, the Party President or the Leader, and ratified by the Executive.

12. NO INVALIDITY OF PROCESS

In light of the breadth, scope and precedent-setting nature of the “one-member one-vote” policy determination and adoption processes described herein, and in order to preserve the validity and spirit of the Party’s intent to grant each Eligible Member a right to fully participate in the determination of Party policy, the processes and procedures outlined herein, including without limitation the timelines, may be altered, adjusted or waived in whole or in part by the Policy Chair as she or he considers necessary, acting reasonably, in order to reflect the intentions of the greatest possible number of Participants, provided however that no such alteration, adjustment or waiver compromises the integrity of the voting results. No such alteration, adjustment or waiver and no inadvertent failure to adhere to any individual steps herein in respect of one or more Members shall serve to invalidate the entire policy development process or the results of the votes described herein.