

**CONSERVATIVE PARTY OF CANADA  
NATIONAL CONSTITUTION COMMITTEE**

**GUIDELINES FOR CONSTITUTIONAL AMENDMENTS**

**I. NCC MANDATE**

Pursuant to Article 16.5.1 of the Constitution, the National Constitution Committee (**“NCC”**) is tasked with facilitating the constitutional amendment process.

Pursuant to Article 16.8 of the Constitution, the NCC is mandated to develop guidelines pertaining to the amendment of the Constitution, which guidelines are to be distributed through the Executive Director of the Conservative Party of Canada (**“Party”**) and sent to all EDAs. ...

The NCC is committed to organizing an orderly and fair constitutional amendment process, while optimizing opportunities for efficient and effective participation by EDAs.

**II. CONSTITUTION – AMENDMENT PROVISIONS**

Section 16 of the Constitution provides as follows:

16.1 In addition to a referendum provided for in Article 12, the Constitution may be amended at a national convention by a majority of votes cast by delegates and a majority of votes cast by delegates from each of a majority of individual provinces. For the purpose of this provision, the territories together shall constitute one province.

16.2 The following may propose amendments to the Constitution for consideration at a national convention:

16.2.1 National Council;

16.2.2 any four electoral district associations from at least two provinces, on approval of a majority vote of the board of directors or membership of each of those electoral district associations at a duly constituted meeting of each called for that purpose, subject to such requirements as may be set out by by-law or the rules and procedures for the national convention.

16.3 The text of any proposed amendment must be received by the Executive Director within such time and in such manner as set out by by-

law or in the rules and procedures of the national convention. The Executive Director shall cause the text of all proposed amendments duly received to be posted forthwith on the public website of the Party.

16.4 In lieu of the prior notice provided for in Article 16.3 and subject to the rules and procedures for the national convention, a proposed amendment will be put to a vote at a national convention where constitutional amendments are being considered if it has the supporting signatures of delegates from at least one hundred electoral district associations. However, it must follow the same process as the other proposed amendments, i.e. be debated and adopted at the corresponding session before going to plenary.

### **III. GENERAL PRINCIPLES OF CONSTITUTIONAL AMENDMENT**

The Constitution sets out our founding principles and provides for the effective governance of our Party. Careful consideration ought to be given to any proposed change. EDAs are asked to consider the following queries prior to proposing a Constitutional amendment:

- *Does the proposed amendment address a problem or omission within the Constitution?*
- *Is the proposed amendment properly considered within the context of the Constitution (as distinct from the purview of Party policy)?*
- *Does the proposed amendment fall within the powers and responsibilities of National Council under Article 8.7 of the Constitution (as distinct from a proposed change to the authority of National Council)?*
- *Does the proposed amendment impact other Articles in the Constitution which would consequently require amendment, or which would be rendered redundant upon the passing of the proposed amendment?*

#### IV. TIMELINE

##### Timeline/Critical Tasks

| TIMELINE                      | CRITICAL TASK                                                                                     |
|-------------------------------|---------------------------------------------------------------------------------------------------|
| 1. Thursday July 3, 2025      | Ideas Lab Opens / Regional Meetings Commence.                                                     |
| 2. Monday November 17, 2025   | Last day for Regional Meetings / Submission Deadline                                              |
| 3. Thursday November 20, 2025 | 21 Day Voting Period Commences                                                                    |
| 4. Thursday November 27, 2025 | Ideas Lab Registration Deadline                                                                   |
| 5. Thursday December 11, 2025 | 21 Day Voting Period Ends                                                                         |
| 6. Thursday December 18, 2025 | NCC Prepares Convention Content / Send to Translation<br>And submit content to Executive Director |
| 7. Thursday January 8, 2026   | Distribution (Posting) of Convention Packages                                                     |
| 8. Thursday January 29, 2026  | National Convention                                                                               |

**Time sensitive deadlines are 11:59 PM Eastern Time.**

**DISCLAIMER:** Any or all dates referenced in this Timeline may be impacted by external events outside the control of the Conservative Party of Canada, National Council, and or the NCC and therefore subject to change at any time.

#### V. SUBMISSIONS/SPONSORSHIPS/CO-SPONSORSHIPS/PRESENTATION

##### *Submissions*

Any submission by EDA to Ideas Lab, whether as a proposal for a constitutional amendment, or as a co-sponsorship of a proposed constitutional amendment, shall:

1. be accompanied by (i) Notice of the EDA Board Meeting at which said submission was considered; and (ii) EDA Board Meeting Minutes verifying approval of said submission by the EDA Board (*for greater certainty, EDA Board Meeting Minutes may be redacted to avoid disclosure of unrelated matters*). Notwithstanding the foregoing, the Notice of the EDA Board Meeting and EDA Board Meeting Minutes may be presented in a format other than Microsoft Word;
2. be submitted to the Executive Director not later than December 18, 2025;
3. be presented in a Microsoft WORD document file containing standard text only and, for greater certainty, said WORD document file shall be devoid of any graphic and/or hyperlink.

##### *Sponsorships*

No EDA may sponsor more than ten constitutional amendments.

##### *Co-sponsorships*

No EDA may co-sponsor more than ten constitutional amendments.

#### *Order of Ideas Lab Presentation*

The appearance of proposed constitutional amendments on Ideas Lab shall appear in a randomized order, with no preference being afforded to submissions by or on behalf of National Council.

## **VI. OVERSIGHT COMMITTEE**

The NCC shall strike a subcommittee from within its membership, to be known as the Oversight Committee, which shall be tasked with ensuring adherence to the within Guidelines.

In satisfying its mandate, the Oversight Committee shall:

- Review proposed amendments to determine similarities amongst submissions and endeavour to work with sponsoring EDAs to determine whether there may be opportunities for joint submissions;
- Review and edit submissions with a view to structure, grammar and coherence but, for greater certainty, no substantive change shall be made to any submission without the prior approval of the sponsoring EDA;
- Classify submissions as either (i) *Handout Ballot Proposals* or (ii) *Discussion Proposals*:
  - (i) *Handout Ballot Proposals* are submissions that propose minor changes to the Constitution (e.g. grammatical corrections, syntax modifications) which do not seek to substantially change nor alter its scope or intent;
  - (ii) *Discussion Proposals* are submissions that propose substantive changes to the Constitution, whether through removing a provision, in whole or in part, or through modifying the scope or intent of a provision and/or through adding a founding principle.

## **VII. RANKING OF PROPOSED CONSTITUTIONAL AMENDMENTS**

Proposed constitutional amendments with the requisite support of four EDAs in two provinces shall be ranked by the NCC in accordance with the number of votes received. The 30 highest ranking proposed constitutional amendments shall, in addition to National Council's proposed constitutional amendments, be collated into a single document, which document shall be made available in both official languages to EDAs and Convention Delegates, to be voted upon at the National Convention.

The National Convention will consider proposed amendments in order of ranking. Ranking will be determined as follows:

- EDA support – 1 point per EDA that supports proposed amendment. EDAs can vote for up to 25 resolutions;
- Regional meetings may be conducted in each province and one regional meeting may be conducted in the territories. Regional priorities shall be chosen from the proposed constitutional amendments duly co-sponsored pursuant to Article 16.2 of the Constitution. There shall not be any reduction of votes allocated to an EDA that submits a proposed constitutional amendment derived from a regional meeting. Each elected member of National Constitution Committee shall be entitled to advance one regional priority. All regional priorities shall advance directly to the break-out session of the national convention and must be relayed to NCC no later than November 17, 2025.

The discussion and voting on constitutional amendments will be conducted in accordance with Section 16 of the Constitution and the Rules of Convention. In lieu of the prior notice provided for in Article 16.3, additional resolutions may be advanced by way of Article 16.4 of the Constitution, which mandates the receipt of supporting signatures of delegates from at least one hundred electoral district associations.

## **VIII. PUBLICATION OF VOTING RESULTS**

There shall not be any display of vote count during the vote period, but full voting results will be released on Ideas Lab to account holders within 8 days of the voting closing.

## **IX. GUIDANCE AND SUPPORT**

Members of NCC may be contacted for clarification and/or guidance regarding the implementation of these Guidelines for Constitutional Amendments. Contact information for NCC members is provided at Appendix “A”.

Following the release of the within Guidelines, at least one member of NCC for each Province and Territory shall offer a virtual presentation to review and discuss the within Guidelines for Constitutional Amendments.

All EDA Presidents, EDA Policy Committee Chairs, and EDA Constitution Committee Chairs shall be invited to attend said virtual presentation, along with the National Councilors from each Province and/or Territory, and any other invitees as deemed appropriate by the NCC representative of a Province and/or Territory.

## APPENDIX “A”: NCC 2023-2026

|                    |                      |                                                                                          |
|--------------------|----------------------|------------------------------------------------------------------------------------------|
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| Stephen Barber     | Party President      | <a href="mailto:stephenbarber@conservative.ca">stephenbarber@conservative.ca</a>         |
| Chris Bataluk      | AB                   | <a href="mailto:cbataluk@gmail.com">cbataluk@gmail.com</a>                               |
| Wayne Benson       | Resource Officer     | <a href="mailto:waynebenson@conservative.ca">waynebenson@conservative.ca</a>             |
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| Inger Calder       | ON                   | <a href="mailto:ingercalder@gmail.com">ingercalder@gmail.com</a>                         |
| Diane Carey        | NB                   | <a href="mailto:info@careyconsultants.ca">info@careyconsultants.ca</a>                   |
| Matthew Conway     | NCC Vice-Chair       | <a href="mailto:matthewconway@conservative.ca">matthewconway@conservative.ca</a>         |
| Pierre-Luc Purtell | QC                   | <a href="mailto:Pierre-luc.purtell@mail.mcgill.ca">Pierre-luc.purtell@mail.mcgill.ca</a> |
| Gisèle DesRoches   | QC                   | <a href="mailto:gisele.desrochespcc@gmail.com">gisele.desrochespcc@gmail.com</a>         |
| Debra Janzen       | AB                   | <a href="mailto:priddisdeb@hotmail.com">priddisdeb@hotmail.com</a>                       |
| Martin Jean        | QC                   | <a href="mailto:martinjean@conservative.ca">martinjean@conservative.ca</a>               |
| Joan Lahey         | ON                   | <a href="mailto:jni0052@hotmail.com">jni0052@hotmail.com</a>                             |
| Judy Manning       | NCC Chair            | <a href="mailto:judymanning@conservative.ca">judymanning@conservative.ca</a>             |
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