

**CONSTITUTION OF THE  
CANADIAN ASSOCIATION OF  
PARLIAMENTARIANS ON POPULATION AND  
DEVELOPMENT**

Chair – Dr. Hedy Fry, M.P.

Vice Chairs – Senator Mobina Jaffer, Elizabeth May, M.P., Pam Damoff, M.P., Christine Moore, M.P.

Directors: Senator Raynell Andreychuk, Chandra Arya, M.P., Anne Minh-Thu Quach, M.P., Julie Dabrusin, M.P.

## **ARTICLE I. NAME:**

The organisation shall be known as the “*The Canadian Association of Parliamentarians on Population and Development*” (henceforth referred to by the acronym, CAPPD).

## **ARTICLE II. PURPOSE:**

As Canadian Senators and Members of Parliament who are committed to the programme of action (PoA) of the 1994 International Conference on Population and Development, the 2002 Statement of Commitment of the Ottawa International Parliamentarians Conference on the Implementation of the ICPD (IPCI/ICPD), subsequent IPCI Statement of Commitments as well as UNFPA’s, the United Nations Population Fund’s mission, CAPPD shall provide a forum for exchange of ideas on population, reproductive health and development issues to:

1. Raise and sustain Parliamentarians’ awareness of the importance of population, reproductive health and development issues, e.g. child health, nutrition, and the integration of sexual and reproductive health and HIV
2. Examine population policies, gender related issues, reproductive health, and development education in the context of the implementation of the 1994 Cairo Programme of Action and the 1995 Beijing Platform for Action
3. Advocate for the development of policies and programmes that support population health for strengthened Canadian support of ICPD PoA
4. Examine and discuss population trends, policies and programmes that impact population growth, structure and distribution, which affect programmes on economic and social development
5. Consult, as appropriate, with government, the United Nations Population Fund (UNFPA) and other international agencies, as well as NGOs, Parliaments and Parliamentarians to assess Canada’s implementation of the ICPD PoA and other programmes
6. Establish networks, participate in, and promote co-operation amongst other Parliamentary groups/networks working in the areas of population, sexual and reproductive health, and development

## **ARTICLE III. MEMBERSHIP:**

CAPPD is committed to promoting and supporting the Program of Action from the 1994 United Nations International Conference on Population and Development (ICPD) as well as the statement of commitment of the 2002 Ottawa International Parliamentarians’ Conference on the Implementation of the International Conference on Population and Development (IPCI/ICPD)

Membership to CAPPD is open to all sitting Parliamentarians who:

1. Agree to contribute to its goals and principles;
2. Complete and sign a registration form; and
3. Pay the annual non-refundable membership dues of \$10.

## **ARTICLE IV. PARLIAMENTARY GROUP:**

CAPPD shall function through the General Assembly and the Executive Committee.

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## **ARTICLE V. ANNUAL GENERAL MEETING:**

An Annual General Meeting of the membership shall be held at least once in each calendar year when Parliament is in session, and within 60 calendar days of the opening of a new Parliament, at the call of the Chair or any three (3) members of the Executive Committee.

## **ARTICLE VI. FUNCTIONS OF THE ANNUAL GENERAL MEETING:**

The functions of the Annual General Meeting shall be the following:

1. To elect the members of the Executive Committee;
2. To debate and ratify draft programs proposed by the Executive Committee;
3. To debate and ratify administrative reports prepared by the Secretariat;
4. To amend, where necessary, CAPPD's constitution by a two-thirds majority vote of the members present;
5. To make suggestions and adopt resolutions in accordance with the aims of CAPPD;
6. To approve CAPPD's annual report prepared by the Secretariat;
7. To dissolve CAPPD, if necessary, by a two-thirds majority of the members present.

## **ARTICLE VII. QUORUM:**

1. One-third of members, including at least two (2) from the Executive Committee, shall constitute a Quorum at an Annual General Meeting;
2. Five (5) members of the Executive Committee shall constitute a Quorum at a Meeting of the Executive Committee;

## **ARTICLE VIII. NOTICES:**

1. Annual General Meeting: Notice shall be given in writing at least two (2) weeks in advance of the proposed date to the parliamentary office of each member. Such notice shall include any proposed changes in the Constitution.
2. Lack of quorum shall not prevent a discussion of any matter brought before a meeting but no decision shall be taken.

## **ARTICLE IX. THE EXECUTIVE COMMITTEE:**

1. The Executive Committee shall have the responsibility for the general management of the affairs of CAPPD and shall report thereon at each Annual General Meeting;
2. The Speakers of the Senate and the House of Commons are Honorary Chairs;
3. The outgoing Chair shall be an ex-officio member of the Executive Committee with no voting privileges, provided s/he is still a Parliamentarian;
4. The Executive Committee shall be elected for a period of one (1) year at an Annual General Meeting;
5. The Executive Committee shall consist of nine (9) elected members as follows:
  - a. One (1) Chair;
  - b. Four (4) Vice-Chairs; and
  - c. Four (4) Directors.

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6. Following a Federal election, the outgoing Chair (or in the absence of a Chair, any member of the Executive Committee duly elected during the previous Parliament) shall be required to call an Annual General Meeting in order to elect a new Executive Committee;
7. The Executive Committee shall meet at the call of the Chair or an absolute majority of the other Executive Committee members;
8. The Chair shall assume the duties normally associated with that office including that of presiding officer at meetings of the Executive Committee and of the Annual General Meeting;
9. In the absence of the Chair, one of the Vice-Chairs shall act on her/his behalf;
10. If the Chair is a Senator, all Vice-Chairs must be members of the House of Commons but not vice versa;
11. The Executive Committee shall meet at least twice in each calendar year to review and adopt an annual program of activities prepared by the Secretariat as well as to review the progress of activities;
12. If for any reason a position on the Executive Committee becomes vacant, the Executive Committee shall have the prerogative to fill the position from the membership for the balance of the term.

**ARTICLE X. NOMINATIONS:**

Nominations for any position on the Executive Committee may be received from the floor.

**ARTICLE XI. REPRESENTATION OF THE GROUP:**

1. Members shall be notified in writing of every opportunity as it arises to represent CAPPD at any conference, convention, parliamentary or other meeting in Canada or abroad;
2. Every member shall have the right to apply on an approved form for inclusion in any such representation and such requests shall be considered by the Selection Committee.

**ARTICLE XII. SELECTION COMMITTEE:**

1. There shall be a Selection Committee which shall name the member(s) who
2. will represent the Group under Article XI;
3. It shall consist of:
  - a. Two members from the Executive Committee and the Secretariat
  - b. No member who is seeking representation will sit on the Selection Committee;
4. In making its selections, the Committee shall, as far as practical, achieve equitable representation of:
  - a. The recognised political parties in Parliament in each Chamber;
  - b. The contribution which each selected member may be expected to make to the success of a meeting and, particularly, to the undertaking to attend briefing sessions in advance at home or abroad, and all plenary, committee, seminar and other meetings;
  - c. An adequate balance between reasonable continuity of some members of each selected group and equitable opportunity for the qualified members to be chosen.

**ARTICLE XIII. SECRETARIAT SUPPORT:**

The Executive Committee may request Action Canada for Sexual Health and Rights to designate an experienced person to act as Executive Secretary of CAPPD to assist in coordinating its activities.

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**ARTICLE XIV. RULES OF PROCEDURE:**

CAPPD meetings shall be conducted in accordance with the procedures and practices of the Canadian Parliament as generally applicable to public meetings in Canada.

**ARTICLE XV. VOTING:**

Voting at membership meetings shall be by show of hands unless a written ballot is demanded by at least five (5) members present (two (2) in case of an Executive Committee meeting).

As adopted by the Executive Committee in

April 2016

| Name   | Signature |
|--|-----------|
| <p><b>Dr. Hedy Fry – Chair</b><br/>New Democratic Party MP for<br/>Vancouver Centre</p>                                |           |
| <p><b>Senator Mobina Jaffer – Vice Chair</b><br/>Liberal Senator</p>   |           |
| <p><b>Pam Damoff – Vice-Chair</b><br/>Liberal Party of Canada MP for<br/>Oakville North-Burlington</p>                 |           |
| <p><b>Elizabeth May – Vice Chair</b><br/>Green Party Leader and MP for<br/>Saanich - Gulf Islands</p>                  |           |
| <p><b>Christine Moore – Vice-Chair</b><br/>New Democratic Party of Canada and MP for<br/>Abitibi—Témiscamingue</p>     |           |
| <p><b>Senator Raynell Andreychuk - Director</b><br/>Senator for Saskatchewan</p>                                       |           |
| <p><b>Chandra Arya - Director</b><br/>Liberal Party of Canada, MP for<br/>Nepean</p>                                   |           |
| <p><b>Julie Dabrusin - Director</b><br/>Liberal Party of Canada and MP for<br/>Toronto-Danforth</p>                    |           |
| <p><b>Anne Minh-Thu Quach, M.P - Director</b><br/>New Democratic Party of Canada and MP for<br/>Salaberry - Suroît</p> |           |

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