

Unifor Local 27 By-laws

Preamble: The By-Laws of the Local Union shall at times be subordinate and subject to the provisions of the Constitution of the National Union, as such Constitution now exists or may from time to time hereafter be altered or amended and in the event of any conflicts with the Constitution of the National Union, The National Union Constitution shall govern.

Article 1

Name

- a) This organization shall be known as “Unifor Local 27”.
- b) The fiscal year of Unifor Local 27 shall begin with the first (1st) day of January of each year and end on the thirty-first (31st) day of December of the same year.

Article 2

Trade Union Status

The objectives of the Local Union Include

- a) The regulation of labour relations and collective bargaining between employers and employees.
- b) To educate and encourage members of Unifor local 27 to participate in Social Justice programs in our community
- c) To help strengthen the labour movement in our community
- d) Other objectives if any

Article 3

Constitution and By-Laws

- a) The Constitution of the Local Union shall be the Constitution of the National Union, Unifor and these By-Laws shall be in all respects subordinate to said Constitution and all applications and interpretations thereof.
- b) By-Laws submitted by units of Local 27 should include the following language;
- c) These Unit By-laws are in effect a supplement to the By-Laws of Local 27 and wherein these Unit By-Laws do not provide for Constitution provisions, the By-Laws of Local 27 shall be in all respects subordinate to the Constitution and all applications and interpretations thereof.

Article 4

Membership

- a) The Local Union shall be composed of workers eligible for membership in the National Union, Unifor, over whom the local Union is granted jurisdiction by the National Union.
- b) Each member in good standing of Local 27 has the right to nominate and vote express opinions on all subjects before Local 27. To attend all membership meetings and to express views, arguments and opinions on all matters and business, including candidates for office. To meet and assemble freely with other members and generally, to participate in the activities of the Local Union in a responsible manner consistent with good conscience in order to present and discuss factually and honestly the issues upon which the membership must base its decisions. These rights shall at times be subject to the rules of procedure governing meetings and other rules and regulations contained in the Constitution, By-Laws and other official rules of Local 27.
- c) A member in exercising the forgoing rights and privileges shall not take any irresponsible action which would tend to jeopardize or destroy, or be detrimental to, either the Local or National Union as organizations or their free democratic heritage, or which would interfere with the performance by Local 27 or the National Union of its legal or contractual obligations as a collective bargaining agent, or interfere with the legal or contractual obligations of Local 27 as an affiliate of the National Union.
- d) Violation or abuse of these rights and privileges of membership, or engaging in conduct prohibited by this section may be grounds for the commencement of a charge against a member pursuant to Article 18 of the National Constitution.
- e) The membership shall strive to obtain the objectives set forth in the Constitution and additional objectives as established as the policy of the National Union; to maintain free relations with other organizations; to do all in its power to strengthen and promote the labour movement; to co-operate with local and National Executive Board members, the National Representatives and help promote organizational activities.

Article 5

Community Chapters:

- a) Unifor local 27 may organize community Chapters in accordance with the National Constitution.
- b) All Community Chapter By-Laws will be subordinate to the Local Union and National Union By-Laws.

Article 6

Membership Meetings

- a) All members in good standing shall sign in prior to participating in Unifor Local 27's Executive Board and General Membership Meetings. The Local 27 Recording Secretary will be responsible to make sign in sheets available for all meetings.
- b) Executive Board meetings will be held the third Thursday of every month at 4:00pm. General membership meetings will be held the fourth Thursday of every month except July and August at 7:00pm
- c) All meetings will be held at Unifor Local 27 Union Hall except special meetings which may be held off site.
- d) Notification of all general membership meetings must be posted on Union boards no less than 7 days prior to said meeting.
- e) Special membership meetings may be called when deemed necessary by the Local Union President or Local Union Executive Board. It shall be the duty of the Local Union President or Local Union Executive Board to call a special meeting upon the petition of 50 members in good standing. Members shall be notified in the manner stated above and no other business shall be transacted except that business stated in the notice. The meeting shall be conducted under Bourinot's Rules of Order.
- f) For clarity and information of the membership "questions of a parliamentary nature shall be decided by Bourinot's Rules of Order."

Quorum

- a) A Quorum for the Executive Board shall consist of at least four (4) Executive Board Members and five (5) Chairpersons for a total of Nine (9).
- b) A Quorum for the General membership meeting must consist of fifteen (15) members in good standing.
- c) A simple majority of 3 or more shall constitute a Quorum for all committee meetings.

Article 7

Powers of Administration

- a) The general membership is the highest authority of Unifor Local 27 and shall be empowered to take or direct any action not inconsistent with the Constitution or By-Laws.
- b) Between general membership meetings, the Executive Board shall be the highest authority of Unifor Local 27 and shall be empowered to act on behalf of the membership to the extent urgent business requires prompt and decisive action, subject to subsequent membership approval, but the executive board may not take action affecting the vital interests of Unifor Local 27 without prior membership approval.
- c) Between meetings of the Executive Board, the President shall exercise general administrative authority and shall be empowered to act on behalf of, and take action permitted to the executive Board subject to subsequent approval of the Executive Board.

Article 8

Local Union Officers

- a) The President and Financial Secretary will be Full Time Officers of Unifor Local 27.
- b) Unifor local 27 shall have at least four (4) Executive Officers: President, 1st Vice President, Financial Secretary and Recording Secretary as per article 15B of the National Constitution.
- c) The Executive Board of Unifor Local 27 shall consist of the following positions; President, 1st Vice President, Financial Secretary, Recording Secretary, 2nd Vice President, Vice President Healthcare, 3 Trustees, Sergeant at Arms, Guide, United Workers of Diversity, Affirmative Action (Female). Retiree and all workplace Chairpersons as members at large.
- d) Only the 1st Vice President will succeed to the Presidency in the event of a vacancy in that office.
- e) If the 1st Vice President should succeed to the President's position, the 1st Vice Presidency will be filled by special election in the same way as any other vacated executive office (other than the Presidency). Specific and detailed procedures for conducting elections for Local Union Officers are contained in the revised Guide to Local Union Elections.
- f) All vacancies other than the office of President in Local Union Officers must be filled promptly by special election. A vacancy in the office of the President can be filled by the 1st Vice President until the end of the Term.
- g) Minutes of Executive Board and general Membership Meetings will be taken by the Recording Secretary and shall be available to the membership at the next meeting.
- h) All decisions and recommendations of the Executive Board shall be referred to the next general membership meeting.
- i) The election and instillation of Local Union Officers shall take place as provided by the Constitution of the National; Union.
- j) The term of Office of the Executive officers of Unifor Local 27 shall not exceed 3 years.
- k) Proper notice shall be given to all members in good standing at least 7 days in advance of the nominations to fill a vacancy in an executive office. Said notice shall state that nominations will take place at such meeting to fill the vacancy of the executive office naming them. At least 7 days shall elapse between the time of nominations and the date of the election. The election shall be held by secret ballot. The election committee shall supervise the election, distribute the ballots, conduct the counting and tabulating of the name in accordance with these By-Laws and the National Constitution governing

elections and in accordance with these By-Laws and the National Constitution, preserve the ballots and certify the result of the election.

Article 9

Responsibilities of Local Union Officers

The responsibilities of Local Union Officers shall include;

- a) The pursuit of the objectives of the National Constitution
- b) The implementation of all Union programs and policies.
- c) Active participation in political affairs and legislative processes at all levels.
- d) Support of the participation of local union executive officers, committeepersons, stewards and members in educational programs, courses and training.
- e) The protection of Unifor Local 27's assets, funds and other property.
- f) To conduct the affairs of Unifor local 27 and in keeping with the union's objectives, the President and Financial Secretary of the Local will have the authority to sign, administer and enforce any commercial contract between Local 27 and another party. This does not apply to collective bargaining.
- g) Financial officers including the President shall be bonded by such methods and agencies as the National Executive Board may determine. It shall be mandatory that such Financial Officers, President and Financial Secretary be bonded in an amount which shall cover at least seventy-five percent (75%) of the funds available to them and in no case less than five-thousand dollars (\$5,000.00).

Article 10

Remuneration and expenses of members

- a) The compensation for any member of Unifor local 27 shall be the amount of time lost, equal to her/his straight time earning capacity.
- b) Other Full Time Officers or Executive Board members working for the Local when filling in on a temporary basis for an Officer will be compensated the amount of lost time equal to her/his straight time earnings plus twenty (20%) percent.
- c) The President and Financial Secretary of Unifor local 27 shall be remunerated as follows; at the highest base rate in Unifor Local 27 X48hrs plus COLA.
- d) In the event any full time officer loses an election or retires early (before 65 years of age) the Finance Committee will review if and what severance may be applicable and make a recommendation to the Executive Board.
- e) In the event that severance is paid out by the employer any monies received will be taken into consideration by the Executive Board.
- f) Members who are taken out of the city to attend to local union business shall be allowed motel or hotel single room rate or half the double room rate if shared with another delegate plus an allowance for meals and out of pocket expenses on the basis of the rate established by the National Union. Hotel bills must be submitted to the Financial Secretary of Unifor local 27 upon return if the hotel or motel wasn't prepaid by the local.
- g) Members who are out of the city to attend to local union business and where hotel or motel accommodations are provided for shall be allowed expenses based on the rate established by the National Union.
- h) Members who are out of the city to attend to local union business and where room and board is provided for shall be allowed expenses based on the rate established by the National Union.
- i) Where travel expenses are mentioned in these By-laws, it is deemed that mileage shall be the basis for allowing travel expenses less than 500 km round trip. Mileage shall be based on the rate established by the National union. Where travel exceeds 500km round trip, rail fare shall be the basis for travel expenses. Where air travel is scheduled by Unifor local 27 , no member shall receive lost time and travel expenses for other modes of transportation that exceeds the lost time and air fare. Any dispute involving travel expenses in this article will be dealt with and judged accordingly by Unifor local 27 Executive Board.
- j) Mileage will be paid on round trips exceeding sixty (60km) kilometers from Unifor local 27.
- k) Mileage and expenses shall be based on the rate established by the National Union.
- l) Where a member incurs a legitimate expense for parking or travel by taxi while attending to local union business, receipts for parking or taxi shall be submitted to the Financial Secretary of Unifor local 27 for reimbursement.
- m) Any increase in expenses of mileage as directed by the National Union will be reported to the General membership meeting.

Article 11

Nominations and Elections

- a) Any member shall be eligible as a nominee and candidate for an Executive office of Unifor local 27 who has been a member in continuous good standing in Unifor local 27 for one (1) year immediately prior to the opening of nominations.
- b) The nomination and election date or dates for all Unifor local 27 offices and delegates to Council and Constitution will be established by the membership body of Unifor local 27.
- c) Any member shall be eligible as a nominee and candidate for any committee or office who has been a member in good standing in Unifor local 27.
- d) Any member in good standing is eligible to run for office. Nominations shall be received at Unifor local 27 or to any workplace election committee member in the form of a letter of intent to run for such office. The membership shall be notified at least seven (7) days in advance of such opening of nominations and at least seven (7) days shall elapse between the time of closing of nominations and the date the election shall take place. Nominated candidates must confirm the receipt by the Local or the election committee of their letter of intent.
- e) Unifor Local 27 will conduct an advanced poll at Local 27 for one (1) day, 9:00am – 4:00pm one (1) week prior to the election date.
- f) Any eligible candidate in any elections shall have the right to submit her/his commonly known name to the election committee in writing as they desire it to appear on the ballot. The Election Committee shall have complete charge of the elections. The election Committee shall be responsible only to Unifor local 27.
- g) No Candidate in any election shall be a member of the Election Committee.
- h) The Nominee receiving the majority of votes (50% plus one (1)) cast for the office shall be declared the winner.
- i) When neither candidate receives more than fifty (50%) of the votes cast there shall be a runoff election between the two candidates who received the highest number of votes for the respective offices. The date for the runoff election shall be determined by the election committee, but in no case shall a runoff election be held more than four (4) weeks from the date of the original election.
- j) When electing positions where more than one person is to be elected than the candidates receiving the greatest number of votes shall be declared elected.
- k) The election committee shall be in charge of all ballots. Any ballot which clearly indicates the intention of the voter shall be considered a valid ballot, provide however, that where a ballot bears an identification mark the ballot shall be void. If a member voted for more candidates than are permitted for the office, this ballot would be void and not counted.
- l) Each candidate shall have the right to have one (1) challenger present when the votes are cast and when they are tabulated, provide the challenger is a member in good standing with Unifor local 27. Election Challengers shall not be entitled to lost time and expenses.
- m) No members except the election committee and those acting under its direction and those voting or who are waiting to vote, or the candidate's duly qualified challenger shall be allowed into the space designated as a voting place for election.
- n) Voters who have cast their ballot shall not be allowed to loiter in the voting places.

- o) Campaigning, posters and candidates election material shall not be allowed in and around the voting place or within one hundred (100) feet of the entrance to the voting place.
- p) Any candidate shall have the right to petition for a recount. Petition must be filed with the election committee, in writing within seven (7) days after the election committee shall have made its final report to the general membership of Unifor local 27. The petition must set forth briefly the reason for seeking a recount.
- q) No member shall be permitted to run for more than one (1) office or position of Unifor local 27
- r) All elections of Unifor local 27 officers and delegates shall be by secret ballot. The method of all other elections shall be by secret ballot. Ballots are to be kept for one (1) year after elections.
- s) Any voter in line at the polls at the time of closing will be permitted to vote.
- t) Copies of election regulations shall be available in each election place and members of the election committee shall make themselves acquainted with the regulations.
- u) Any member of the election committee or member of Unifor Local 27 violating any of the election rules shall be reported to the next general membership meeting.
- v) Any member convicted of misrepresenting returns, altering or destroying ballots, voting fraudulently or of intimidating others by threats, or otherwise interfering with a member in the exercise of her/his right to cast a ballot in Unifor Local 27 Union Elections and strike balloting shall be punished in accordance with the Constitution of the National Union.
- w) Provisions for an advanced poll shall be designated on the election notice.
- x) The election committee will maintain a ballot box at Unifor Local 27 Union Hall on the designated Election Day.

Workplace Elections:

- If requested for all unit elections Unifor Local 27 will conduct an advanced poll at Local 27 for one (1) day, 9:00am – 4:00pm one (1) week prior to the election date. Advanced Polls will be conducted by Unifor local 27 support staff or an elected Officer of Local 27. No loss time shall be needed to staff advanced Polls.
- Workplace committees shall be elected in the workplace once every three (3) years.
- Any vacancies within the term shall be filled by an election at the next scheduled unit meeting or at a special meeting called for the purpose of an election to fill a vacancy.
- The posting for and the conduct of the election shall be consistent with these By-Laws and with the Nationals ``Guidelines for Local Union Elections``.

Article 12

Structure of Unifor Local 27 Executive Board

- a) The Unifor Local 27 Executive Board shall consist of all the elected Local Officers and each unit chairperson plus a delegate from the Retired Workers chapter and two (2) affirmative action positions being members at large. The affirmative action positions shall be held, one (1) by a Women and one (1) by a united Worker of Diversity.
- b) When the chairperson of a unit is unable to attend Unifor Local 27 Executive Board Meetings the Vice Chair of that unit may attend as same with voice and vote.

Article 13

Duties of the Unifor Local 27 Executive Board

- a) The duties of the Unifor Local 27 Executive Board shall be provided by the Constitution of the National Union and these By-Laws but shall not be inconsistent with the National Constitution.
- b) The Executive Board shall have the power to direct payment of all ordinary Bills and expenses of Unifor Local 27.
- c) The Executive Board shall meet at least once (1) a month on the third (3rd) Thursday of each month at 4:00pm preceding Unifor Local 27 General Membership Meetings on the fourth (4th) Thursday of each month.
- d) The Unifor local 27 Executive Board shall carry out the provisions of these By-Laws and see that the proper procedure for the trial of Unifor Local 27 members is carried out.
- e) Special meetings may be called at the discretion of the President or of the majority of the Executive Board.
- f) Minutes of the Executive Board meetings shall be taken by the Recording Secretary and a copy given or mailed to all Executive Board members.
- g) All decisions and recommendations of the Executive board shall be referred to the next general membership meeting.
- h) The Executive Officers shall review each issue of the Unifor Local 27 Newspaper and where necessary shall edit to bring contents and policy of the paper into conformity with the policy of the National Union as provided by the Constitution of the National Union.
- i) The Executive Board may be empowered to spend no more than \$1,000.00 on one item in between membership meetings.
- j) All members holding an elective or appointed position for Unifor Local 27 are required to attend:
 - Two (2) out of every three (3) consecutive general membership meetings.
 - Two (2) out of every three (3) consecutive meetings other than general membership meetings expected of their respective office or position unless officially excused for cause by the Executive Board.
 - Failure of any elected official to comply with the above attendance rules shall result in automatic removal from their respective office or position and they shall not be permitted to run for any elective office for the balance of the term of office from which they were removed.

- Any affected member may appeal the decision of the Executive Board to the next general membership meeting.

Article 14

Strikes

- a) Strikes shall be called and called off only in conformity with the provisions of the National Constitution article 17B
- b) Upon a strike motion being carried Unifor local 27 President shall notify such government agencies as required by law.
- c) A strike committee shall be established in each unit when required. It shall consist of the unit bargaining committee and such other members that may be required.

Article 15

Rules and procedures for Local Meetings

- a) Regular General Membership Meetings shall be held at least once (1) a month. This meeting will take place on the fourth (4) Thursday of each month at 7:00pm.
- b) Special General Membership Meetings may be called when deemed necessary by Unifor Local 27's President or a majority of Unifor Local 27's Executive Board. It shall be the duty however of the Unifor Local 27 Executive Board or the President to call a special General Membership Meeting upon the petition of fifty (50) members in good standing. Members shall be notified at least seven (7) days in advance of the special meeting, with the reason for such meeting on the notice. No other Business shall be transacted except the Business stated on the notice and the meeting shall be conducted under Bourinot's Rules of Order.

ARTICLE 16

Quorums

- a) A Quorum of the Executive Board shall consist of at least four (4) Executive Board members and five (5) unit chairpersons for a total of nine (9) .
- b) A simple majority of three (3) or more shall constitute a Quorum for all committees
- c) A Quorum for General membership Meetings must consist of fifteen (15) members in good standing.

Article 17

Standing Committees and their Structures

Local Union Standing Committees

- **Constitution and By-Laws**
 - **Education**
 - **Environment**
 - **Recreation**
 - **Community Services**
 - **Human Rights**
 - **Lesbian, Gay, Bisexual and Transgender Workers (LGBT)**
 - **Aboriginal and Racialized Workers**
 - **Workers with Disabilities**
 - **Union in Politics**
 -
- a) It shall be the duty of the Committee Chairperson to direct the functioning of the committee in accordance with these By-Laws and the Constitution of the National Union. She/he shall have authority only to the extent of carrying out the decisions of the committee. She/he shall sign all vouchers for withdrawals of Committee Funds only after such withdrawals have been ordered and approved by the Committee.
- b) There shall be for each standing committee a chairperson and recording secretary to be elected by the members of the committee.
- c) The election of all standing committees, except the election committee shall take place in the fall of the same year of the Local 27 Executive Board elections at a general membership meeting. Election of Standing Committees must be posted on unit bulletin boards at least seven (7) days in advance of such meeting.
- d) Each Standing Committee may meet at least once (1) a month after working hours unless otherwise authorized by the membership.
- e) It shall be the duty of the Committee Chairperson to direct the functioning of the Committee in accordance with these By-Laws and the Constitution of the National Union.
- f) It shall be the duty of Committee Recording Secretaries to record the minutes of each meeting and furnish the recording Secretary with a copy of such minutes.
- g) She/he will report business of the committee at General Membership Meetings.
- h) Each Member of the various Committees at the completion of their duties shall turn over all paper, documents, funds and any other Unifor Local 27 property in Her/his possession to the properly constituted Unifor Local 27 Officers.

Article 18

CONSTITUTION AND BY-LAWS COMMITTEE

Section 1:

Constitution and By-Laws Committee shall consist of five (5) who shall be elected by the Local Membership in accordance with the Unifor National Constitution.

Section 2:

The duties of the Constitution and By-Laws Committee shall be as follows:

- a) To study the Constitution of the National Union and these By-Laws and to formulate and recommend changes or amendments to the By-Laws.
- b) To make report to the Executive Board on proposed changes of the By-Laws and recommendations thereon.
- c) To formulate proposed By-Laws when directed to do so by the Local Union.
- d) To make a study of the Constitution of the National Union to ascertain whether or not any changes are desirable and to formulate its recommendations into resolutions to be submitted to the National Convention after such resolutions are approved by the general membership of the Local.

Article 19

EDUCATION & COMMUNICATION COMMITTEE

Section 1:

Education is a recognized part of the business of this Local Union particularly in the history, principles and objectives of the National Union and the Labour Movement in general.

Section 2:

The Educational & Communication Committee shall consist of not more than nine (9) Members.

Section 3:

The Local Union shall set aside a separate fund as per the National Constitution to finance the educational & communication committee's activities of the Local Union.

Section 4:

The duties of the Educational & Communication Committee shall be as follows:

- a) To promote educational & communication and current activities of the Local Union.
- b) In order to carry out and promote the educational & communication and cultural activities of the Local Union, to purchase literature, pamphlets, books, newspapers, leaflets, etc.
- c) To arrange classes for the membership which must include the teaching of the principles of unionism, the history and objectives of the labour movement, parliamentary law, classes for stewards and committeepersons such other classes as it may deem necessary to carry out the general policy of education of the National Union.
- d) To set up a library with ample facilities for the use of the membership.
- e) The Education & Communication Committees Editorial Board will be made up of the President, 1st Vice President, Financial Secretary and the Recording Secretary.

Article 20

HUMAN RIGHTS COMMITTEE

Section 1:

The Human Rights Committee shall consist of not more than nine (9) members of the Local Union.

Section 2:

The duties of this committee shall be as follows.

- a) To carry out, on the Local Union level, the program of the National Union.
- b) Promoting fair employment practices and endeavouring to eliminate discrimination.
- c) Co-operating with and actively assisting the Educational & Communication Committee in planning and executing educational activities and programs designed to dissipate race, creed, sex, colour, marital status, sexual preference, disability, political or religious affiliation or place of natural origin.
- d) Representing the Local Union in all Union approved community, province or National efforts to eliminate unfair and undemocratic treatment of any minority group.
- e) Devising ways and means to effectuate, on the Local Union level, the policy of the National Union prohibiting discrimination against any member because of his or her race, sex, colour, marital status, sexual preference, disability, political or religious affiliation or place of natural origin

Article 21

ELECTION COMMITTEE

Section 1:

Each Unit of Local 27 shall nominate and elect an Election Committee to:

- a) Supervise Unit election within their respective units.
- b) Unit election Committees members shall become the Local Union Election committee in Local Union elections.
- c) The chairperson of the Local Union Election Committee shall be elected by the chairpersons of the Unit Election Committee's 2 months prior to Local elections.
- d) For all elections of Local Union Executive Offices a master election committee consisting of nine (9) elected from the Unit election committees'.
- e) The Local Union President may at the request of the Election Committee Chairperson provide for additional members to this committee, not to exceed a total of 12.

Section 2:

The duties of the Election Committee shall be as follows:

- a) To ascertain the eligibility of the candidates; to provide for the printing of the ballots; to see that the election is properly advertised through bulletin boards and the Local Union Web site, and maintain the proper polling place or places, which shall be open at such time as to enable all members to vote.
- b) To supervise the voting, count the votes; provide an adequate check to prevent fraud and report the results of the election at the next membership meeting of the Local Union.
- c) To publish all the names of the candidates at least one (1) week preceding the election; publications to be made on the Local Union bulletin board and the bulletin boards in the workplaces, and in any other manner, which would give proper publicity to the candidates for office.
- d) To segregate and pass on to the master election committee all challenged ballot.

- e) Each Unit of the Local shall receive a check-off list for use of election committee in Local Union Elections.
- f) To take the necessary precautions and institute the required regulations to see that no member votes more than once and to make such other regulations as will insure a fair and impartial election.
- g) To use only containers sealed at both ends as its receptacle for ballots.
- h) Ballot boxes will remain locked until the end of the final polling times posted
- i) Ballot Boxes shall be sealed in between polling times and signed by two election committee members.
- j) At the conclusion of the voting the openings shall be sealed and countersigned

Section 3

All ballots shall be preserved for one (1) year after the close of the election and a notarized statement by the Election Committee shall be made with regard to the Election results and the disposition of the ballots. The ballots may be destroyed at the end of that period, unless an appeal is pending, in which the ballots be preserved until the appeal has been decided and the decision is final.

Section 4

The Election Committee shall be responsible to the Local Membership and shall not be interfered with by any officer or by the Executive Board or by any other division of the Local.

Section 5

Members of the Election Committee shall not participate in any campaigning or criticism of the candidates at any time during the Election period and **MUST remain neutral** throughout the whole election period.

Section 6

Upon receipt of a petition for a recount from any candidate, Election Committee shall make known its decision on such request within twenty-four (24) hours after such request has been submitted to it.

Section 7

If the Election Committee decides that a recount should be held, it shall conduct the recount within twenty-four (24) hours after the decision has been made known. The results of such recount shall be made known within twenty-four (24) hours after the conclusion of the recount.

Section 8

Members of the Election Committee shall require all members voting to prove their identity at the polls and shall give the necessary publicity to this provision so that all members will be informed of this requirement.

Section 9

Each member of the election committee shall be paid their regular lost time earnings of work in any twenty-four (24) hour period while on full time duty during the election.

Article 22

FINANCE COMMITTEE

Section 1:

The Finance Committee shall consist of the President, three Trustees, Financial Secretary and Recording Secretary.

Section 2:

The duties of the Finance Committee shall be as follows:

- a) To meet and discuss ways and means of curtailing Local Union expenses, increasing income and general conservation of the Local Union assets.
- b) To investigate and recommend action on request for donation and any other expenses of the Local Union not considered as ordinary operating expenses.
- c) The Finance Committee shall present a written report to the Executive Board and/or the Local Union membership meeting each month.
- d) That the Financial Secretary be empowered to examine all bills of the Local Union and to authorize payment of all bills to the amount of \$1000.00 or less. All expenditures over that amount must be presented to the general membership for approval before payment is made.
- e) All recommendations and reports of the Finance Committee must be approved by the Executive Board and/or Membership before being implemented.

Section 3:

Where the Executive and/or Membership do not approve a Finance Committee Report or Recommendation in full or in part the following procedure will apply:

- a) The Executive or Membership may refer back to the Finance Committee to effect the desired changes.
- b) The Executive or Membership may take immediate action to amend the Finance Committee Report or Recommendation without referral back to the committee.
- c) When a Finance Committee Report or Recommendation has been dealt with by the Executive Board and is then presented to the Membership, it will be considered an Executive Board recommendation, amended or not.

Article 23

UNION IN POLITICS COMMITTEE

Section 1:

The Union in Politics Committee shall consist of all members of the executive board, activists and any member in good standing.

Section 2:

The duties of this committee shall be as follows:

- a) To keep the Local Union informed, through reports, Membership Meetings, Executive Meetings and Unit Meetings of all national, provincial and local legislative issues.
- b) To organize campaigns of letter writing, delegations, community meetings, and other forms of influence on behalf of measures important to labour.
- c) To encourage all members participate in all Local, Provincial and Federal Elections through registration and balloting and, if necessary, to appoint sub-committees to achieve this end.
- d) To see that all literature, pamphlets, placards and other political material issued by the National Union and the Local Unions, are properly and effectively distributed among the members.

Article 24

RECREATION COMMITTEE

Section 1:

The Recreation Committee shall consist of not more than nine (9) members of the Local Union.

Section 2:

The duties of the Recreation Committee shall be as follows:

- a) To elect or appoint a chairperson and secretary and conduct monthly meetings dealing with recreation matters.
- b) To promote and encourage recreation within the Local Union.
- c) To report to membership, the recreation activities with the Local and those conducted by P.O.E.M. or the National Union.

Article 25

WOMEN'S COMMITTEE

Section 1:

The Women's Committee shall consist of not more than nine (9) members of the Local Union.

Section 2:

The duties of the Women's Committee shall be as follows:

- a) To carry out the National Union program relating to Women's Committee.
- b) To create an interest among women members in the activities of the Union.
- c) To keep the Local informed of workplace issues related to women.
- d) Perform public services and functions pertaining to, but not limited to women, both in the Local and the community in an effort to make a contribution to society and to improve attitudes towards unions.
- e) Fight social injustices aimed at women in the community and the workplaces in the Local. Endorse group courses, functions and rallies that are designed for the betterment of the Women's movement.

Article 26

HEALTH AND SAFETY COMMITTEE AND ENVIRONMENT COMMITTEE

Section 1:

The Health and Safety and Environment Committee shall consist of not more than nine (9) members of the Local Union.

Section 2:

The Health and Safety & Environment Committee shall be responsible for:

- a) Promoting Health and Safety and Environmental issues in all units of the Local Union.
- b) Keeping the Local Union membership aware of all new or revised legislation or regulations affecting Health and Safety and Environmental issues.
- c) Educating, through the proper Local Union channels, the membership of the Local Union in all aspects of Health and Safety and Environmental issues.

All other standing committees shall be governed by Unifor local 27 By-Laws and the National Unifor Constitution.

Any Standing Committee wishing to submit proposed By-Law amendments shall do so through the By-Law Committee.

Article 27

Delegates, Union Officers

- a) Delegates to the National Convention shall be elected in conformity with the Constitution of the National Unions Article six (6). The President and Financial Secretary may attend as observers if not delegates.
- b) Delegates to London and District labour Council shall be elected at the September General Membership Meeting.
- c) Delegates to the Ontario Regional Council shall be elected in accordance with the National Unions Constitution Article six (6). The President and Financial Secretary may attend as observers if not delegates.
- d) A Delegate to Unifor Canadian Council or Ontario Regional Council who retires part way through her/his term will no longer be a Council delegate and an election will take place to fill that vacancy unless there are alternate delegates in place, at which point the alternate would fill any vacancies. Members who weren't elected delegates but received the highest number of votes will be considered alternates.
- e) All Unifor Local 27 Officers, Committees, Stewards and other members handling funds or other property of Unifor Local 27 shall at the completion of their duties turn over all paper, documents, funds and/or other Unifor Local 27 property to the properly constituted Unifor Local 27 Officers.

ARTICLE 28

Recall procedure:

- a) A Committee person may be recalled by the members She/he represents for the failure to perform the duties of her/his office
- b) A vote on the question of recall of a Committee person may be initiated by a petition setting forth the reasons for recall is sought and must be signed by at least thirty-three (33%) percent of the current members working under jurisdiction of the Committee person.
- c) Thirty-three (33%) percent of the current members working under the jurisdiction of the committee person must be present at the recall meeting to establish a quorum.
- d) A two-thirds (2/3) vote of those present and voting is necessary for a recall.
- e) An elected workplace representative can face recall only once during her/his term of office.

Article 29

Procedure for Unit Chairpersons to bring Grievances to Arbitration

- a) All grievances to be screened by the workplace committee before arbitration with the National or Local Representative.
- b) All workplace chairpersons will discuss potential grievances for arbitration with the National representative.
- c) When the workplace chairperson and the National representative agree the grievance merits arbitration, the chairperson will proceed under the terms of their collective agreement.
- d) When the workplace chairperson and the National representative do not agree, the workplace chairperson may bring the grievance to the Local Union Executive Board for their consideration.
- e) The workplace Chairperson will notify in writing the Local Union Recording Secretary no less than seven (7) days in advance of the Executive Board meeting of her/his intent to bring a grievance to the Executive Board for their consideration in order that the agenda of the meeting may be so altered.
- f) The workplace Chairperson will have available copies of the grievance and all related material for the members of the Executive Board.
- g) The National Representative may be present at such meeting with voice but no vote.
- h) A simple majority vote will determine the outcome of the Executive Boards Decision.
- i) In the event of a tie vote the chairperson of the meeting shall cast the deciding vote.

Article 30

By-Law Changes and Amendments

These By-Laws shall be amended, altered or revised only in conformity with the following procedure:

- a) A resolution or motion in writing, calling for an amendment, alteration or revision shall be presented and read to a general membership meeting. It must be seconded.
- b) The resolution or motion shall then be referred to the By-Laws Committee and shall be reported back to the next general membership meeting along with the recommendations of the By-Law Committee.
- c) A vote shall then be taken on the recommendation of the By-Law Committee.
- d) A vote of two-thirds (2/3) of those voting is required for adoption of the recommendation.
- e) All By-Law changes and or alterations and amendments must be submitted to the National By-Laws Committee for presentation to the National Executive Board for approval.

Article 31

Installation Ceremony;

The installation ceremony may be performed by the retiring President, Acting President or any National Union Representative.

The Installing Officer says;

“Give attention while I read you the obligation”:

“Do you pledge on your honour to perform the duties of your respective offices as required by the Constitution of the Union and to bear true and faithful allegiance to Unifor.

Do you pledge to promote a harassment and discrimination-free environment and work to ensure the human rights of all members are respected.

Do you pledge to support, advance and carry out all official policies of the Union and to work tirelessly to advance and build the membership of our Union.

Do you pledge to deliver all books, papers, and other property of the Union that may be in your possession at the end of your term to your successor in office and at all times conduct yourself as becomes a member of this Union?”

Officers Respond with; “I do”

The Installing Officer then says;

“Your responsibilities are defined in the By-Laws, Constitution and policies of Unifor. Should any emergency arise not provided in these, you are expected to act according to the dictates of common sense, guided by an earnest desire to advance the best interest of the Union and this Local Union. I trust you will all faithfully perform your duties so that you may gain the esteem of your brothers and sisters and the approval of your conscience.”

“You will now assume your respective offices”.