



**UNIFOR**

**Local1115**

# **By-Laws**

**Unifor Local Union 1115  
Quesnel, British Columbia**

March 2022

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## **Article 1: Name, Constitution and Objectives**

### **Section 1A: Name**

This organization shall be known as Unifor Local Union 1115, hereinafter called the 'Local Union'.

This Local Union has been established and exists by virtue of a Charter issued to it by the National Executive Board of Unifor. Unifor is hereinafter referred to as the 'National Union'.

### **Section 1B: Constitution**

The Constitution of this Local Union shall be the Constitution of the National Union, and these By-Laws shall be in all respects subordinate to said Constitution and all applications and interpretations thereof.

The Constitution of the National Union is hereinafter referred to as the Constitution.

This Local Union has no power to modify, amend or repeal any of the terms and provisions of the Constitution.

### **Section 1C: Objectives**

The objectives of the Local Union include:

1. The regulation of labour relations and collective bargaining between the employer and employees;
2. As set out in Article 3: Objectives, of the Constitution.

## **Article 2: Membership**

### **Section 2A: Eligibility**

The Local Union shall be composed of workers eligible for membership in the National Union, over whom the Local Union has jurisdiction.

### **Section 2B: Rights**

1. Each member in good standing of this Local Union has the right to:
  - a. nominate and vote, express opinions on all subjects before the Local Union;
  - b. to attend all membership meetings and express views, arguments and opinions on all matters and business, including candidates for office, properly before the meeting;
  - c. 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 all times be subject to the rules of procedure governing meetings and other uniform rules and regulations contained in the Constitution, By-Laws and other official rules of the Local Union.

2. A member in exercising the foregoing rights and privileges shall not take any irresponsible action which would tend to jeopardize or destroy, or be detrimental to, either the Local Union or National Union of its legal or contractual obligations as a collective bargaining agent, or interfere with the legal or contractual obligations of this Local Union as an affiliate of the National Union.

Violation, or abuse of these rights and privileges of membership, or engaging in conduct prohibited by this sub-section, may be grounds for the commencement of a charge against a member pursuant to Article 18: Constitutional Matters, of the Constitution.

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### **Section 2C: Obligation**

1. All members shall:
  - a. strive to obtain the objectives set forth in the Constitution and additional objectives as established as the policy of the National Union;
  - b. maintain free relations with other organizations;
  - c. do all in his or her power to strengthen and promote the labour movement;
  - d. co-operate with National Board Members and the National Representatives;
  - e. help promote organizational activities;
  - f. perform such duties as may be assigned to him or her by the Local Union or its Executive Board.
  
2. Each member of this Local Union shall pay monthly dues as set forth in the Constitution.

Each member of this Local Union shall pay any special dues, monthly assessments or special assessments enacted in accordance with provisions set forth in these By-Laws, except as otherwise specifically provided in these By-Laws.

### **Article 3: General Membership Meeting**

#### **Section 3A: General Membership Meeting**

1. The General Membership Meeting is the highest authority of the Local Union. The membership shall be empowered to take or direct any action not inconsistent with the Constitution or By-Laws.
2. All Officers, the Executive Board and all other committees of the Local Union are accountable to the membership of the Local Union and are subject to membership approval at Local Union meetings except as may be provided in these By-Laws and the Constitution.
3. A General Membership Meeting may transact any and all business coming before it without prior notice of the business to be transacted at such meeting, except as otherwise specifically provided in these By-Laws.
4. All decisions of a General Membership Meeting shall be by majority vote of the members voting, except as otherwise specifically provided in these By-Laws.
5. Wage replacement shall only be paid to the President, or the President's delegate, and the Secretary Treasurer, to attend General Membership Meetings. With proper approval, as found in Article 15: Compensation for Members on Local Union Business, Section 15B: Wage Replacement for Members, (1), other members may attend while receiving wage replacement.

#### **Section 3B: General Membership Meeting Time and Location**

1. The General Membership Meeting shall be held regularly on the second Tuesday of each and every month except July and August, at 7:00 pm, at the headquarters of the Local Union or at such other location as the Local Union or the Executive Board determines.



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2. Notice of the General Membership Meeting shall be posted in advance on union bulletin boards at the mill site and shall include the date, time and location of the meeting.

### **Section 3C: Quorum**

1. A quorum for the purpose of transacting any business of the Local Union shall consist of not less than eleven (11) members present in person at any such meeting. No action of any meeting shall be invalid for lack of a quorum unless the question of lack of a quorum was raised before such action was taken.
2. Except as provided in these By-Laws, no meeting of the Local Union shall proceed nor business transacted unless there are present three (3) members of the Executive Board, of which one is the President or in his or her absence, a Vice-President.

### **Section 3D: Rules of Order**

The rules of order not specifically covered by these By-Laws or the Constitution, shall be in accordance with Bourinot's Rules of Order.

### **Section 3E: Reports**

Officers, delegates, representatives or other members who attend meetings, conferences, courses or seminars for and on behalf of the Local Union, are to give an oral report or submit a written report, to the membership at the next General Membership Meeting.

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### **Section 3F: Order of Business**

The order of business at a General Membership Meeting of the Local Union shall be:

1. Meeting called to order
2. Unapproved minutes from previous meeting
3. Old Business
4. Correspondence
5. Secretary Treasurer Report
6. Treasurer Report
7. Trustee Report
8. Joint Health and Safety Report
9. Chief Shop Steward Report
10. Standing Committee Report
11. President Report
12. Environmental Report
13. Contracting Out Report
14. Apprenticeship Report
15. Job Evaluation Report
16. Political Education Report
17. Pension and Benefits Report
18. Health and Welfare Report
19. New Business
20. Adjournment

### **Section 3G: Conduct**

Any member who attends a meeting under the influence of alcohol or drugs and/or creates a disturbance, or becomes unruly shall lose voice and his/her right to vote at said meeting. Where necessary to maintain order, the member may be evicted from the meeting by order of the Chairperson subject to the challenge of the membership. Flagrant or persistent violation of this section by any member shall be conduct unbecoming a union member.

## **Article 4: Special Meeting**

### **Section 4A: Special Meeting**

1. The President may call a Special Meeting of the Local Union.
2. The President shall call a Special Meeting of the Local Union at the request of the Executive Board.
3. The President shall call a Special Meeting of the Local Union at the written request of eighty (80) members in good standing. The President shall have the authority to cancel the meeting if less than seventy-five percent (75%) of the eighty (80) members in good standing who signed the written request for the Special Meeting are present when the meeting is called to order.
4. The President may call a Special Meeting of the Local Union as set forth in Article 17: By-Laws of Unifor Local Union 1115, Section 17C: Local Union By-Law Amendments, of these By-Laws.
5. No business other than that for which the Special Meeting of the Local Union was called may be transacted.
6. Wage replacement shall only be paid to the President, or the President's delegate, and the Secretary Treasurer, to attend Special Meetings. With proper approval, as found in Article 15: Compensation for Members on Local Union Business, Section 15B: Wage Replacement for Members, (1), other members may attend while receiving wage replacement.

### **Section 4B: Special Meeting Time and Location**

1. Special Meetings shall be held at a date, time and location as determined by the President.
2. Notice of the Special Meeting shall be posted in advance on union bulletin boards at the mill site and shall include the date, time and location of the meeting and shall state the purpose for which the meeting was called.

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### **Section 4C: Quorum**

1. A quorum for the purpose of transacting any business of the Local Union shall consist of not less than eleven (11) members present in person at any such meeting. No action of any meeting shall be invalid for lack of a quorum unless the question of lack of a quorum was raised before such action was taken.
2. Except as provided in these By-Laws, no meeting of the Local Union shall proceed nor business transacted unless there are present three (3) members of the Executive Board, of which one is the President or in his or her absence, a Vice-President.

### **Section 4D: Rules of Order**

The rules of order not specifically covered by these By-Laws or the Constitution, shall be in accordance with Bourinot's Rules of Order.

### **Section 4E: Conduct**

Any member who attends a meeting under the influence of alcohol or drugs and/or creates a disturbance, or becomes unruly shall lose voice and his/her right to vote at said meeting. Where necessary to maintain order, the member may be evicted from the meeting by order of the Chairperson subject to the challenge of the membership. Flagrant or persistent violation of this section by any member shall be conduct unbecoming a union member.

## **Article 5: Special Two-Part Meeting**

### **Section 5A: Special Two-Part Meeting**

1. The President may call a Special Two-Part Meeting of the Local Union.
2. The President shall call a Special Two-Part Meeting of the Local Union at the request of the Executive Board.
3. The President shall call a Special Two-Part Meeting of the Local Union as set forth in Article 14: Dues and Assessments, Section 14E: Procedure to Enact Assessments, of these By-Laws.
4. The President shall call a Special Two-Part Meeting of the Local Union as set forth in Article 14: Dues and Assessments, Section 14F: Procedure to Amend Dues or Assessments, of these By-Laws.
5. No business other than that for which the Special Two-Part Meeting of the Local Union was called may be transacted.
6. Wage replacement shall only be paid to the President, or the President's delegate, and the Secretary Treasurer, to attend Special Two-Part Meetings. With proper approval, as found in Article 15: Compensation for Members on Local Union Business, Section 15B: Wage Replacement for Members, (1), other members may attend while receiving wage replacement.

### **Section 5B: Special Two-Part Meeting Time and Location**

1. Special Two-Part Meetings shall be held at a date, time and location as determined by the President. Special Two-Part Meetings shall be held on the same day.
2. Notice of the Special Two-Part Meeting shall be posted a minimum seven (7) days in advance on union bulletin boards at the mill site and shall include the date, time and location of the meeting and shall state the purpose for which the meeting was called.

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### **Section 5C: Quorum**

1. Those members in attendance at Part One of a Special Two-Part Meeting shall constitute a quorum.
2. Those members in attendance at Part Two of a Special Two-Part Meeting shall constitute a quorum.
3. Except as provided in these By-Laws, a Part One or Part Two meeting of a Special Two-Part Meeting shall not proceed unless there are present three (3) members of the Executive Board, of which one is the President, or in his or her absence, a Vice-President.

### **Section 5D: Rules of Order**

The rules of order not specifically covered by these By-Laws or the Constitution, shall be in accordance with Bourinot's Rules of Order.

### **Section 5E: Conduct**

Any member who attends a meeting under the influence of alcohol or drugs and/or creates a disturbance, or becomes unruly shall lose voice and his/her right to vote at said meeting. Where necessary to maintain order, the member may be evicted from the meeting by order of the Chairperson subject to the challenge of the membership. Flagrant or persistent violation of this section by any member shall be conduct unbecoming a union member.

## **Article 6: The Executive Board**

### **Section 6A: Members**

There shall be a Local Union Executive Board consisting of the Officers of the Local Union.

### **Section 6B: Authority**

1. The Executive Board shall be the highest governing authority within the Local Union between General Membership Meetings, and shall exercise general supervision over the Local Union's business and affairs. It shall have power, subject to the approval of the Local Union and the provisions of the Constitution, to invest the funds and properties of the Local Union, to authorize the expenditures of the Local Union or the use of the property of the Local Union to give effect any of its objects and to pledge any property or securities of the Local Union as security therefore, and to buy, sell, exchange, rent, lease or otherwise acquire or dispose of real or personal property, and shall fix salaries or honoraria, if any, of the elective officers and any employees.
2. All decisions and recommendations of the Executive Board shall be referred to the next regular General Membership Meeting.
3. The Executive Board shall have such powers as are necessary and appropriate to give effect to the purposes of the Local Union. It shall present a report of its activities to each General Membership Meeting of the Local Union for its approval.
4. The Executive Board may adopt such rules and regulations as it may deem necessary and advisable. Such rules and regulations, not in conflict with the Constitution and these By-Laws, shall have the same force and effect as these By-Laws and shall be subject to appeal as provided in the Constitution.

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5. The Executive Board shall have the power to determine that any decision affecting a limited group of members within the Local Union (including but not limited to, the election of Shop Stewards, Departmental Stewards, and questions regarding the application of the collective agreements to a particular shop, plant, department or group) shall be made by the members directly affected, with or without the presence of three (3) members of the Executive Board.

### **Section 6C: Obligation**

1. It shall be the duty of the Executive Board to cause the provisions of the Constitution; and the By-Laws, rules and regulations of this Local Union, to be faithfully executed; to preserve, promote and safeguard the best interests of the National Union, this Local Union and its members.
2. In the event any Executive Member discredits the Local Union or fails to conduct his Obligation of Office, or joins a dissident union, the Officer shall be subject to charges under Article 18: Constitutional Matters, of the Constitution.



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### **Section 6D: Meetings**

1. The Executive Board shall generally meet once each month at such time and location as it shall determine.
2. Special Meetings of the Executive Board may be called at any time by the President.
3. Special Meetings of the Executive Board shall be called by the President upon request of three (3) Executive Board members, in writing or verbally.
4. A quorum for the purpose of transacting any business of the Executive Board shall consist of not less than five (5) Executive Board members present in person, one of whom shall be the President, or in his or her absence, a Vice-President, at any such meeting.
5. Wage replacement shall only be paid to the President, or the President's delegate, and the Secretary Treasurer, to attend Executive meetings. With proper approval, as found in Article 15: Compensation for Members on Local Union Business, Section 15B: Wage Replacement for Members, (1), other members may attend while receiving wage replacement.

## **Article 7: Local Union Officers**

### **Section 7A: Local Union Officers**

The Officers of this Local Union shall be the President, the First Vice-President, the Second Vice-President, the Third Vice-President, the Fourth Vice-President, the Fifth Vice-President, the Secretary Treasurer, the Treasurer, three (3) Trustees and one Guard.

### **Section 7B: Term of Office**

The term of office for all Officers shall be one year.

### **Section 7C: Eligibility**

Any member in good standing of this Local Union shall be eligible for nomination or election to any office in this Local Union.

### **Section 7D: Successorship**

All Officers shall hold office until their successors are elected and installed. Installation of all Officers shall take place at a special meeting called for that purpose, immediately following the adjournment of the December meeting. The outgoing Executive Board shall decide in advance who shall install the new Officers of the Local Union. The outgoing Officers shall, at the Installation Meeting, turn over all papers, money, rights, titles, chattels, books, records, property, assets and keys belonging to the Local Union to their successors or to the President.

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### **Section 7E: Vacancies**

In the event of death, resignation, long term absence or removal from office of any Officers, or unfilled executive positions, it shall be the duty of the Local Union Executive Board to elect a temporary replacement until an election is called, except in the case of vacancy in the office of President, which shall be filled by the First Vice-President for the unexpired term.

### **Section 7F: Honorarium**

All Local Union Officers shall be eligible to receive an honorarium up to two (2) times the Mechanics hourly wage rate, as specified in the Labour Agreement, per month.

The Executive Board, by majority decision, shall determine the amount of honorarium to be awarded to each Officer, considering the following:

- General Membership Meeting attendance.
- Executive Meeting attendance.
- Committee Meeting attendance.
- Other factors as may be considered by the Executive Board.

## **Article 8: Duties and Responsibilities of Local Union Officers**

### **Section 8A: Duties and Responsibilities of the President**

The President shall perform the duties as set forth in Article 15: Local Unions, Section C: Responsibilities of Local Union Officers, of the Constitution.

The President shall be the Chief Executive Officer of the Local Union and shall execute and administer all programs of the Local Union approved by the membership or the Executive Board or incorporated in these By-Laws.

It is permissible for the President to attend as an automatic delegate all functions that under the Constitution do not require delegate election. Where the Constitution specifies that delegates must be elected, the President may only attend as an observer or special delegate, unless otherwise elected.

The President shall be the first member of the Bargaining Committee.

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**Section 8B: Duties and Responsibilities of the Vice-Presidents**

The Vice-Presidents shall perform the duties as set forth in Article 15: Local Unions, Section C: Responsibilities of Local Union Officers, of the Constitution.

1. The First Vice-President shall act for the President in his absence. The First Vice-President shall hold the position of the Standing Committee Chairman;
2. The Second Vice-President shall hold the position of Chief Shop Steward and be a member of the Standing Committee;
3. The Third Vice-President shall hold the position of Safety Committee Chairman;
4. The Fourth Vice-President shall hold the position of Environmental Committee Chairman;
5. The Fifth Vice-President shall hold the position of Contracting Out Committee Chairman.

The Vice-Presidents shall perform such duties as are assigned to them by the Local Union, the Executive Board or the President.

**Section 8C: Duties and Responsibilities of the Secretary Treasurer**

The Secretary Treasurer shall perform the duties as set forth in Article 15: Local Unions, Section C: Responsibilities of Local Union Officers, of the Constitution, with exceptions. The exceptions being duties that are assigned to the Treasurer of the Local Union, as set forth in these By-Laws.

The Secretary Treasurer shall keep minutes of all General Membership Meetings, Special Meetings and Special Two-Part Meetings. Once approved at the following regular General Membership Meeting, these minutes shall be made available to the membership.

The Secretary Treasurer shall keep minutes of all Executive Meetings. Once approved at the following regular Executive Meeting, these minutes shall be made available to the membership.

The Secretary Treasurer shall perform such duties as are assigned to him or her by the Local Union, the Executive Board or the President.

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### **Section 8D: Duties and Responsibilities of the Treasurer**

The Treasurer shall:

- attend all Local Union meetings;
- receive all monies from the Secretary Treasurer and all other securities, funds and other valuables of the Local Union and shall deposit same in the name of the Local Union, as the Executive Board may direct;
- write and sign all cheques or other authorizations for the removal of the funds of the Local Union;
- make reports thereon to the Local Union and Executive Board, itemizing general disbursements and wages paid out;
- keep true and accurate accounts of all his or her transactions in the books of the Local Union;
- make available all the books and records of the Local Union for examination and audit by the Local Union's Trustees, and on demand of the Secretary Treasurer of the National Union.

The Treasurer shall perform such duties as are assigned to him or her by the Local Union, the Executive Board or the President.

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### **Section 8E: Duties and Responsibilities of the Trustees**

The Trustees shall:

- attend all Local Union meetings;
- examine and audit the books and records of the Local Union in accordance with the Constitution;
- conduct all votes by secret ballot and count same and report the results of the voting to the President and the Local Union in a signed statement. They shall preserve all ballots for such period as the Local Union may decide;
- perform the duties of the Election Committee.

The Trustees shall perform such duties as are assigned to him or her by the Local Union, the Executive Board or the President.

### **Section 8F: Duties and Responsibilities of the Guard**

The Guard shall:

- attend all Local Union meetings;
- he or she shall guard the door, see that all persons present are qualified to remain present at the meetings, preserve order and decorum, maintain the meetings' membership register.

The Guard shall perform such duties as are assigned to him or her by the Local Union, the Executive Board or the President.



## **Article 9: Conduct of Local Union Elections**

### **Section 9A: Nominations for President**

1. Nominations for President shall be conducted annually at the October General Membership Meeting.
2. No nominee shall have his or her name placed on the ballot unless he or she has signified acceptance of the nomination either in person or by written notification submitted to the meeting at which nominations are made.
3. Where there is only one nominated candidate for President, that candidate is declared elected.

### **Section 9B: Election of President**

1. A secret ballot gate vote for President shall be held at the membership's place of work.  
  
The secret ballot gate vote shall be conducted over two (2) days, from 5:00 am to 8:00 am and 4:00 pm to 6:00 pm. The days of voting shall cover all shifts.
2. Only votes for candidates duly nominated and properly on the ballot shall be counted.
3. The secret ballot gate vote shall be conducted and the election of the President concluded before nominations for the other Officers, which shall take place at the November General Membership Meeting.
4. The election of President shall be by the highest number of ballots cast in the candidate's favour.

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### **Section 9C: Nominations for Officers**

1. Nominations for Officers other than the President, shall be conducted annually at the November General Membership Meeting.
2. Nominations shall be conducted in the same order as listed in Article 7: Local Union Officers, Section 7A: Local Union Officers, of these By-Laws, with the exception of President.
3. No nominee shall have his or her name placed on the ballot unless he or she has signified acceptance of the nomination either in person or by written notification submitted to the meeting at which nominations are made.
4. No member may be a candidate for more than one office at one time.
5. Where there is only one nominated candidate for an executive office, that candidate is declared elected.

### **Section 9D: Election of Officers**

1. The election of Officers shall be conducted by secret ballot vote.  

The election poll will be open from 4:00 pm to 7:30 pm on the day and location of the December General Membership Meeting.
2. Only votes for candidates duly nominated and properly on the ballot shall be counted.
3. The election of Officers shall be by the highest number of ballots cast in the candidate's favour.

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### **Section 9E: Nomination and Election of Delegates and Representatives**

1. Any member in good standing of this Local Union shall be eligible for nomination and election as a delegate or as a representative of this Local Union.
2. Nominations and elections of delegates and representatives shall take place at General Membership Meetings. Elections shall be conducted by secret ballot vote.
3. No nominee shall have his or her name placed on the ballot unless he or she has signified acceptance of the nomination either in person or by written notification submitted to the meeting.
4. Where there is only one nominated candidate for a delegate or representative position, that candidate is declared elected.
5. Only votes for candidates duly nominated and properly on the ballot shall be counted.
6. The election of delegates and representatives shall be by the highest number of ballots cast in the candidate's favour.

### **Section 9F: Votes Resulting in a Tie**

In the case of a tie vote for Officers (including President), the tie breaking secret ballot vote shall be conducted at the next General Membership Meeting.

### **Section 9G: Supervision of Elections**

The Election Committee shall supervise elections.

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### **Section 9H: Election Scrutineers**

Each candidate shall have the right to have one scrutineer present when votes are cast and when votes are counted.

No candidate can be a scrutineer for another candidate within the current election. The scrutineer must be a member of the Local Union. The scrutineer shall be of no cost to the Local Union.

### **Section 9I: Election Complaint**

An election-related complaint shall be reviewed as set forth in the Constitution, the National Union Procedure Policy on Constitutional Matters, and the National Union Policy Regarding Local Union Elections.

## **Article 10: Shop Stewards**

### **Section 10A: Shop Stewards**

There shall be a Stewards Group consisting of the Shop Stewards of each Shift, Trade, and/or Department in the mill. The number and distribution of Shop Stewards shall be determined by the Executive Board.

### **Section 10B: Elections**

1. Any member in good standing of this Local Union shall be eligible for nomination and election as a Shop Steward and further that the nominee is from the Shift, Trade, and/or Department in the mill.
2. Shop Stewards shall be elected annually at a time and date determined by the Chief Shop Steward.
3. He or she shall be elected by the members of the Local Union in the Shift, Trade and/or Department where he or she has jurisdiction.
4. Election of Shop Stewards shall not require the presence of the Trustees, but shall be supervised by the Chief Shop Steward.

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### **Section 10C: Duties and Responsibilities of Shop Stewards**

Shop stewards shall be responsible to the members they represent and the Executive Board. The Shop Stewards shall:

- have in his or her possession at all times a copy of the Collective Agreement, the Codification of Local Agreements, these By-Laws, and the Constitution;
- ensure there is no breach in his or her jurisdiction of the agreements reached between this Local Union and the employer;
- attend with an aggrieved employee in his or her jurisdiction at the first step in the grievance procedure;
- report to the Executive Board any violation of the Constitution, these By-Laws or any other rules and regulations of the Local Union; and,
- perform such other duties as assigned by the members he or she represents or by the Executive Board of the Stewards Group.

## **Article 11: Committees**

### **Section 11A: Committees**

The Local Union or its Executive Board shall establish the following Committees as required by the Constitution, as established in the B.C. Standard Labour Agreement, and as deemed necessary to properly effect purposes and objects of this Local Union.

These Committees shall be:

- Standing Committee
- Safety Committee
- Environmental Committee
- Contracting Out Committee
- Apprenticeship Committee
- Health and Welfare Committee

The Local Union or its Executive Board shall establish other committees as it deems necessary at any given time.

All committees should have an Executive Board member elected or appointed by the Executive Board, to the committee, if practicable, and the Executive Board member gives his report at the Local Union General Membership Meeting.

### **Section 11B: Obligation**

All Committees shall be subject to the direction of the Executive Board through the President and shall act in a manner consistent with these By-Laws. Reports shall be made on the activities of each Committee at each regular meeting of the Executive Board.

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### **Section 11C: Appointments**

Appointments to Committees shall be ratified by the Executive Board at its first meeting following the Installation Meeting. Members of Committees may be reappointed to the same or other Committees. The term of office of all committee members shall expire with the appointment of new committee members.

## **Article 12: Properties of the Local Union**

### **Section 12A: Use of Funds or Property**

1. The funds and property of this Local Union shall be used only to give effect to the purposes and objectives of this Local Union under and subject to the provisions of the Constitution.
2. All requests for contributions, donations or loans to individuals or organizations shall first be submitted to the Executive Board for its consideration and recommendations before being received by the membership of the Local Union. Requests for financial aid for a Local Union of the National Union shall require the prior endorsement of the National President.

### **Section 12B: Restrictions on the Use of Funds or Property**

1. No funds or property of this Local Union shall be loaned, given or expended to promote, support, endorse, assist or oppose directly or indirectly the candidacy of a member seeking office or seeking to retain office in this Local Union, in the National Union or in any of its Local Unions.
2. No funds or property of this Local Union shall be given away or expended to assist any seceding, dual or antagonistic organization, or any Local Union which is violating the Constitution.



## **Article 13: Finances of the Local Union**

### **Section 13A: Funds of the Local Union**

The funds of the Local Union shall be disbursed to the following:

1. General Fund

- Will be used for the general operation of the Local Union's business.

2. Negotiating Fund

- Will be used only for the sole purpose of the Local Union contract negotiations.
- Monies from the General Fund may be added to this fund, to ensure sufficient funds to cover negotiating expenses.

3. Health and Welfare Fund

- Will be for the sole purpose of providing support (non-financial) to active members, as determined by the Health and Welfare Committee. Each member will be treated equitably.
- Monies from the Local Union's portion of the proceeds from mill vending machines shall be directed to this fund.
- Monies from the General Fund may be added to this fund, to ensure sufficient funds.

4. Defence Fund

- Will be for the sole purpose of assisting members of this Local Union while on strike or lockout and defence of other organized labour in Canada and will be administered by the Local Union Executive Board with the Local Union membership approval.
- Monies from the General Fund may be added to this fund.

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### 5. Survivor's Benefit Gift Fund

- Upon the death of an active member in good standing of this Local Union or spouse, his or her survivor or beneficiary shall be forwarded the balance of the Survivors Benefit Gift Fund.

With respect to the Survivors Benefit Gift Fund, an active member in good standing is:

- Paid up with respect to the Local Union initiation fee, dues and assessments.
- In the permanent employment of the company where the Local Union is the certified bargaining agent, currently working or absent from work due to illness or injury or on company approved leave-of-absence.

No debt claims against the estate shall be entertained or tolerated by the Local Union in respect to the Survivors Benefit Gift Fund.

### 6. Arbitration Fund

- Will be for the sole purpose of the Local Union arbitrations.
- Monies from the General Fund may be added to this fund.

### 7. Code of Ethics Fund

- Will be for use as the Local Union membership decides at a General Membership Meeting.

## **Section 13B: Disbursement of Funds**

The funds of the Local Union shall be disbursed by cheques signed by two of the designated signing officers of the Local Union. Authorization shall be on voucher forms signed by the Secretary Treasurer.

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### **Section 13C: Fiscal Year**

For reporting, accounting and other purposes, the fiscal year of this Local Union shall begin on January 1 and end on December 31.

## **Article 14: Dues and Assessments**

### **Section 14A: Monthly Dues**

Each member of this Local Union shall pay monthly dues as set forth in the Constitution.

### **Section 14B: Arbitration Fund Dues**

The Arbitration Fund will be funded by a special temporary dues of fifty dollars (\$50.00) per member per month. When the Fund balance reaches one hundred thousand dollars (\$100,000.00), the special temporary dues will cease until the Fund balance reaches fifty thousand dollars (\$50,000.00), at which time the special temporary dues will resume. The Fund will also receive any monies specified for Arbitrations.

### **Section 14C: Initiation Fee**

The initiation fee for this Local Union shall be twenty (\$20.00) dollars payable thirty (30) days following the date on which the member was employed by the employer.

### **Section 14D: Survivors Benefit Gift Fund**

Upon the death of an active member in good standing of this Local Union or spouse, a special dues assessment shall be applied to each Local Union member, who are in the permanent employment of the company where the Local Union is the certified bargaining agent, equal to one (1) hour pay at each member's regular card rate. The total special dues assessment collected will be the balance of the Survivors Benefit Gift Fund.

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### **Section 14E: Procedure to Enact Assessments**

The Executive Board of this Local Union shall have the power to levy a per capita assessment, in addition to dues, upon the members of this Local Union provided that the amount and method, in addition to the purpose of the assessment, has been approved by a two third (2/3) majority of the members present and voting by secret ballot at two (2) special meetings (Two-Part Special Meeting) of the Local Union.

- The Election Committee shall supervise the secret ballot vote.
- Notice of the proposed assessment, the date, time and location of the two (2) meetings shall be posted at the Headquarters of the Local Union and on the union bulletin boards at the mill site, not less than seven (7) days in advance of the meeting.

### **Section 14F: Procedure to Amend Dues or Assessments**

An Amendment to alter the amount of the dues, special dues, initiation fee, assessments, special assessments, or the assessment upon the death of a member as provided in this Article, Section 14D: Survivors Benefit, of these By-Laws, shall be adopted upon the affirmative vote of a two thirds (2/3) majority of the members present and voting by secret ballot at two (2) special meetings (Two-Part Special Meeting) of the Local Union.

- The Election Committee shall supervise the secret ballot vote.
- Notice of the proposed amendment, the date, time and location of the two (2) meetings shall be posted at the Headquarters of the Local Union and on the union bulletin boards at the mill site, not less than seven (7) days in advance of the meeting.

## **Article 15: Compensation for Members on Local Union Business**

### **Section 15A: Wage Replacement for Officers**

1. Allotted time to perform necessary office administration duties for and on behalf of the Local Union:
  - a. President – as needed.
  - b. Secretary Treasurer – one (1) shift per week.
  - c. Treasurer – two (2) shifts per month.

Officers requiring time away from work in addition to the allotted time noted here, shall require the consent of the President.

2. Other Officers requiring time away from work to perform duties for and on behalf of the Local Union, to be compensated by the Local Union, shall require the consent of the President.
3. Only actual pay lost from work while performing duties for and on behalf of the Local Union shall be compensated for.

### **Section 15B: Wage Replacement for Members**

1. Only the President, or the President's delegate, of this Local Union, shall be able to authorize time off as required by other members of the Executive Board or the Local Union. The President shall report to the Executive Board the amount of time off authorized.
2. Any member required by this Local Union, the Executive Board or the President to conduct Local Union business necessitating the loss of wages at his or her workplace, shall be compensated for the loss of wages and benefits.

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3. The Local Union shall pay a representative or member wage replacement only when that representative or member is performing necessary duties for and on behalf of the Local Union during the time for which he or she would otherwise be compensated by the employer.
4. The amount of wage replacement should never exceed the amount which the Local Union representative or member would otherwise have received from his or her employer for the same period of time which he or she is being compensated by the Local Union.
5. When any member of the Local Union is away from work on booked time off including holidays, banked time, floaters or stats, and is authorized to perform necessary duties for and on behalf of the Local Union, the member may take equivalent time off compensated by the Local Union in lieu of time spent performing said duties.

### **Section 15C: Compensation for Travel Expenses**

When travelling out of town, Officers, Delegates or Representatives of this Local Union shall have the cost of travel and accommodation authorized by the Executive Board, paid by the Local Union; and in addition, the Local Union shall provide a living allowance equal to the amounts set out by the National Union.

1. Travel by personal vehicle:
  - a. Travel allowance at the rate equal to the amount allotted for personal vehicle travel by the National Union, for the actual distance (return), but in an amount not to exceed air return economy fare.
  - b. When more than one member is travelling in the same vehicle, the vehicle's owner shall receive the travel allowance.

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### 2. Air Travel:

- a. Air travel up to the amount of economy airfare upon submission of the appropriate forms accompanied by the Expense Report.
- b. Receipted ground transportation to and from the airport.

### 3. Other Travel Expenses:

- a. Accommodation receipts attached to Expense Report.
- b. Taxis to be reasonable. Receipts attached to Expense Report.
- c. Other expenses than those listed to be included in per Diem.

### **Section 15D: Per Diem**

1. Per Diem to be the same as the National Union.

## **Article 16: Review of Decision, Charges and Appeals**

Any member feeling himself or herself aggrieved by some action of the Local Union or one of its representatives, must initiate his or her complaint or appeal from the action within thirty (30) days of the time he or she is aware of the action, or reasonably should have been aware.

The procedure is as set forth in Article 18: Constitutional Matters, of the Constitution, and as set forth in the National Union Procedure Policy on Constitutional Matters.

## **Article 17: By-Laws of Unifor Local Union 1115**

### **Section 17A: Ratification**

These By-Laws shall become effective when ratified by two-thirds (2/3) of the members present and voting at a meeting at which they are presented, and when approved by the National Executive Board.

### **Section 17B: Interpretation**

When a question on the interpretation of these By-Laws arises, the Local Union Executive Board shall be the authority to render a decision, subject to the ratification of the interpretation by the National Executive Board.

### **Section 17C: Local Union By-Law Amendments**

1. Except as noted in sub-section (2) of this section, any provision of these By-Laws may be modified, amended, or repealed, or new By-Laws may be adopted, by the affirmative vote of a two-thirds (2/3) majority of the members voting on the question, at a regular meeting or a special meeting called for that purpose, provided, however, that notice of the proposed amendment, modification or repeal has been given to the members at the previous regular meeting.
2. The procedure to introduce amendments to enact or alter dues or assessments are set forth in Article 14: Dues and Assessments, Section 14E: Procedure to Enact Assessments and Section 14F: Procedure to Amend Dues or Assessments, of these By-Laws.

### **Section 17D: By-Law Amendments Submitted to the National Union**

The Local Union shall submit By-Law amendments to the National Executive Board for approval.



**Appendix A: Approval of By-Laws**

May 13, 2014, General Membership Meeting: Notice was given that the proposed new By-Laws will be presented at the following regular General Membership Meeting.

June 10, 2014, General Membership Meeting: The proposed new By-Laws were presented. Notice was given that the proposed new By-Laws will be reviewed at the following regular General Membership Meeting.

September 09, 2014 General Membership Meeting: The proposed new By-Laws were reviewed. A motion was carried for the Local President and Trustees to schedule a Special Two-Part Meeting for the purpose of conducting a vote on whether to replace the current By-Laws with the proposed new By-Laws.

September 23, 2014 Special Two-Part Meeting: Vote conducted by secret ballot. The result of the vote by the members voting was unanimous to accept the proposed new By-Laws.

Signed: on file Date: \_\_\_\_\_  
Glen Barker, President

on file \_\_\_\_\_  
Glenn Stobbe, Secretary Treasurer

## Unifor Local Union 1115 By-Laws

### **Appendix B: Table of Revisions**

October 18, 2014: By-Laws submitted to National for approval.

February 25, 2015: Received from National: “This will confirm receipt of Local 1115’s proposed By-Laws, approved by the membership on September 23, 2014. They are hereby approved, subject to the following provisions that are not approved and must be revised”. By-Laws revised as per National.

September 12, 2017 General Membership Meeting: Notice of motion to revise Section 13A: Funds of the Local Union, (5) Survivors Benefit Fund. Notice of motion to revise Section 14D: Survivors Benefit.

October 10, 2017 General Membership Meeting: Motion to revise Section 13A: Funds of the Local Union, (5) Survivors Benefit Fund (ACCEPTED). Motion to revise Section 14D: Survivors Benefit (ACCEPTED).

November 01, 2017: By-Laws submitted to National for approval.

January 19, 2018: Received from National: “This will confirm receipt of Local 1115 revisions as requested. The following are hereby approved: Article 13A(5) and Article 14D. It is on the understanding that all revisions will be incorporated into a full set of Bylaws and are approved on this basis.”

February 16, 2021: Special Two-Part Membership Meeting: Motion to revise Section 14B: Arbitration Fund Dues (ACCEPTED).

February 18, 2021: By-Laws submitted to National for approval.

March 10, 2022: Received from National: “Section 14B: Arbitration Fund Dues – amendment approved.”