

**BYLAWS - LOCAL 00034**  
**STATISTICS CANADA TORONTO GTA & AREA FIELD SSO EMPLOYEES**

(October 3, 2013)

**Local Bylaw 1: Name**

This organization shall be known as Local 00034, Statistics Canada Greater Toronto and Area Employees, Union of National Employees, Public Service Alliance of Canada.

**Local Bylaw 2: Aims and objectives**

*Bylaw 2 Section 1*

It shall be the objective of this Local to protect, maintain and advance the interests of the Greater Toronto and Area Field SSO employees of Statistics Canada that come under its jurisdiction.

*Local Bylaw 2 Section 2*

This Local shall unconditionally subscribe to and accept as its governing documents the Constitution of the Public Service Alliance of Canada and the By-Laws of the Union of National Employees.

*Local Bylaw 2 Section 3*

This Local shall fully support the Public Service Alliance of Canada in the furthering of its constitutional responsibility for the improvement and protection of wages, salaries and other terms and employment for all members of the union.

**Local Bylaw 3: Membership**

*Local Bylaw 3 Section 1*

Those eligible for membership shall be the Greater Toronto and area Field SSO employees of Statistics Canada in the jurisdiction of the Local who are eligible for membership in the Union of National Employees of the Public Service Alliance of Canada. The jurisdiction of the Local may be reassigned from time to time by the Union of National Employees. In situations where disputes arise regarding jurisdiction, the national executive will be called upon to render a decision.

*Local Bylaw 3 Section 2*

All former members of the Local whose employment is terminated for reasons other than resignation or dismissal shall be eligible for associate membership. Associate members shall not be eligible for executive office in the Local but may be accorded other privileges of membership for such length of time as may be provided for by the By-Laws of the Union of National Employees.

*Local Bylaw 3 Section 3*

All nominations for Associate Membership must be made at a General Meeting of the Local and endorsed by a majority of members present and voting at that meeting.

**Local Bylaw 4: Membership dues**

#### *Local Bylaw 4 Section 1*

The amount of dues payable to PSAC and the Union of National Employees will be in accordance with the provisions of the PSAC Constitution and the bylaws of the Union of National Employees, as determined by each group's respective conventions.

#### *Local Bylaw 4 Section 2*

In addition, local dues will be set as a percentage of salary per member, per month. The local will inform the Union of National Employees of any changes to its dues, with supporting minutes as evidence. (Members may obtain information regarding their local dues on the Union of National Employees website.)

#### *Local Bylaw 4 Section 3*

The local may amend its membership dues by a majority vote of its members present and voting at an annual, regular or special meeting, provided that the local has posted notice of this motion at least 30 days before the meeting date.

### **Local Bylaw 5: Local executive**

#### *Local Bylaw 5 Section 1*

The term of office for the local executive will be two years.

#### *Local Bylaw 5 Section 2*

The executive officers of this local will consist of, but not be limited to, those listed in Union of National Employees Bylaw 3, Section 4. (President, a 1st Vice President, a 2nd Vice President, a Secretary, a Treasurer, (or Secretary/Treasurer), a Chief Steward, Education Officer, Human Rights Representative and a Health and Safety Representative)

In even numbered years the position President, 2nd Vice President, Health and Safety Representative, Human Rights Representative and Steward for SI's shall be elected.

In odd numbered years the position 1st Vice President, Secretary/Treasurer, Chief Steward, Education Officer shall be elected.

#### *Local Bylaw 5 Section 3*

Vacancies on the local executive that last for less than six months will be filled on an interim basis by the local executive's remaining members. Vacancies that will last for more than six months will be filled by election at a special or general meeting of the local. This meeting can be held no later than 45 days from the date at which the local executive became aware of the vacancy.

#### *Local Bylaw 5 Section 4*

For the role of the position of local president, see UNE Policy LOC 8.

#### *Local Bylaw 5 Section 5*

For the role of the position of local vice-president, see UNE Policy LOC 8.

### *Local Bylaw 5 Section 6*

For the role of the position of local secretary/treasurer, see UNE Policy LOC 8.

### *Local Bylaw 5 Section 7*

For the role of the position of local health and safety representative, see UNE Policy LOC 8.

### *Local Bylaw 5 Section 8*

For the role of the position of local human rights representative, see UNE Policy LOC 8.

### *Local Bylaw 5 Section 9*

For the role of the position of local chief steward, see UNE Policy LOC 8.

### *Local Bylaw 5 Section 10*

Non-executive positions, Steward for Senior Interviewers, will be nominated and elected in even years by Senior Interviewers in good standing.

### *Local Bylaw 5 Section 11*

Members of the Executive and Committees are expected to fulfill all of the duties and obligations of their position. These include, but are not limited to, attendance at meetings. Any Executive or Committee Member failing to attend two (2) meetings without explanation of leave shall be deemed to have resigned their position, and said position will be declared Vacant.

## **Local Bylaw 6: Finances**

### *Local Bylaw 6 Section 1*

No officers of this local may enter into any financial contractual understanding of agreement without prior approval by the national executive, or incur any expenses on behalf of the local in excess of \$200 without the prior approval of a majority of the members present at a regular monthly or special meeting.

### *Local Bylaw 6 Section 2*

For audited annual statements, see Bylaw 5, Section 9.

### *Local Bylaw 6 Section 3*

Locals will approve at least three and no more than five signing officers—one of whom is normally the local's treasurer—may hold signing authority for the local's bank withdrawals. Each cheque issued by the local will carry signatures from two of these officers to be valid. Amendments to these administrative arrangements should be made with the local's bank or credit union after new officers are elected.

## **Local Bylaw 7: Meetings**

### *Local Bylaw 7 Section 1*

The local's elected officers will hold at least six regularly scheduled executive meetings each year. These meetings will be held to ensure the local properly conducts its business on matters such as collective bargaining, labour-management relations,

human rights and health and safety promotion, and consideration and maintenance of membership lists.

*Local Bylaw 7 Section 2*

The local's membership meetings will be held one time per year.

*Local Bylaw 7 Section 3*

Following a 30-day notice of meeting, the quorum for a general membership meeting will be at least six members in good standing.

*Local Bylaw 7 Section 4*

The local's president, a majority of its executive officers or a petition of at least ten members in good standing may call a special meeting of the local. Reasonable notice of this meeting will be provided.

*Local Bylaw 7 Section 5*

An annual membership meeting will be held in accordance with the Union of National Employees bylaws for the purpose of receiving annual reports, electing officers and considering other business.

*Local Bylaw 7 Section 6*

Elections will be conducted by secret ballot and will proceed in the order of (President, 1st Vice President, 2nd Vice President, a Secretary, a Treasurer, (or Secretary/Treasurer), Health and Safety Representative, Chief Steward, Human Rights Representative, Education Officer).

**Local Bylaw 8: Amending local bylaws**

*Local Bylaw 8 Section 1*

A local's bylaws may be amended by a two-thirds majority vote of the members present at an annual membership meeting, provided 30 days' notice of the meeting has been issued and posted.

*Local Bylaw 8 Section 2*

All amendments and corresponding annual general meeting minutes must be forwarded to the Manager of Administration, Union of National Employees.

*Local Bylaw 8 Section 3*

Notice given in writing and sent to the last known address of a member shall be considered given, until such time as a member informs the Secretary of any change in address.

**Local Bylaw 9: Affiliation**

This Local recognizes the importance of the larger house of labour and will at all times endeavour to participate in activities which will further the aims of the Local and the Union Movement.

### *Local Bylaw 9 Section 1*

This Local will affiliate with the Greater Toronto Area Council and will participate in the activities and goals of that Council. The current cost of affiliation is 0.50 per member per month, which will be included in the Local annual budget. The Local is entitled to two (2) delegates to Area Council and will encourage participation from any member expressing a desire to do so. Observers in excess of this number are also welcome and encouraged to attend. The delegate(s) will report back to the Executive and the Local on the activities of the Area Council.

### *Local Bylaw 9 Section 2*

This Local will affiliate with the Barrie and/or Toronto and/or York District Labour Council and will participate in the activities and goals of that Council. However, the Local will not formally affiliate at this time due to the cost of said affiliation. This item will be revisited each year in the budget process for the following year. Until such time as a decision to affiliate is made, this Local will encourage an observer from the Executive to attend the meetings of the Barrie, Toronto and York District Council and report back to the Executive and Membership any items considered to be of interest to the Local.

### *Local Bylaw 9 Section 3*

This Local will affiliate with the Ontario Federation of Labour and participate in the activities and goals of that organization. The cost of this affiliation will be borne by the Public Service Alliance of Canada upon documentation of these By-Laws. The Local encourage its delegate(s) to participate and report back to the Executive and Membership on the activities of the Federation.

### *Local Bylaw 9 Section 4*

This Local through the Public Service Alliance of Canada affirms its affiliation with the Canadian Labour Congress and will encourage participation in the activities and goals of the Congress.

## **Local Bylaw 10: Conference and Conventions**

In order to represent its Members to the fullest extent, this Local will participate in all Conferences and Conventions to which it is entitled or expected to attend. These will include (but are not limited to) Component Regional Conferences, Conventions, CLC Conventions. Where the Local is entitled to Delegate status the Local shall elect a Delegate and an Alternate and provide such funding as is provided for in the Locals budget. In the event that there are a number of competing events the Local will upon recommendation of the Executive assign funding in accordance with the import of each event. In budget year where no event occurs the funding will carry over and be available in future years for other events under this By-Law. Any Member who attends with Local funding will be expected to report back to the Local the events and activities of the Conference, Convention or other meetings.

## **Local Bylaw 11: Education**

This Local recognizes the role education plays in furthering its stated aims and will encourage participation in educational activities among its Executive and Members. The

Local will assist any Member wishing to attend PSAC and Component educational programs where possible.

**For further information related to local issues, please see:**

Bylaw 3, Sections 4,8,10,14 and 15—*Election of Officers*

Bylaw 4, Sections 14—*Local dues*

Bylaw 5—*Money and finances*

Policy FIN 2—*Financial assistance for locals/members*

Policy LOC 8 – *Duties of Local Officers*