

BY-LAWS - LOCAL 00383
STATISTICS CANADA, EASTERN & NORTHERN ONTARIO

(April 2024)

Local Bylaw 1: Name

This organization shall be known as Local 00383, Statistics Canada, Eastern & Northern Ontario of the Union of National Employees, Public Service Alliance of Canada.

Local Bylaw 2: Aims and objectives

Bylaw 2 Section 1

This local will protect, maintain and advance the interests of the employees of the Statistics Canada Eastern and Northern Ontario Regional Operations under its jurisdiction.

Local Bylaw 2 Section 2

This local unconditionally subscribes to, and accepts as its governing documents, the Constitution of PSAC and the bylaws of the Union of National Employees.

Local Bylaw 2 Section 3

This local fully supports PSAC in its efforts to improve and protect the wages, salaries and other terms and conditions of employment of all PSAC members.

Local Bylaw 3: Membership

People eligible for membership will be employees of Statistics Canada Eastern & Northern Ontario Region Operations that are in the jurisdiction of the local, and are also members of the Union of National Employees of PSAC. The jurisdiction of this local may be as assigned 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 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 shall be 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.

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 4 Section 4

A portion of the Local dues rebate shall be deposited to a separate account which is to be known as the Local Strike Fund as follows:

- Thirty percent (30%) of yearly dues rebates when the balance in the account on December of the previous year is twenty five thousand dollars (\$ 25,000.00) or less.
- Twenty five percent (25%) of yearly dues rebates when the balance in the account on December of the previous year is greater than twenty five thousand dollars (\$ 25,000.00)
- Fifteen percent (15%) of yearly dues rebates when the balance in the account on December of the previous year is greater than thirty thousand dollars (\$ 30,000.00)
- Withdrawals from the Local Strike Fund shall be only be made for strike or, strike related activities bargaining related mobilization activities. The Local shall establish a Strike Committee at the onset of each round of collective bargaining for each of the bargaining units. The Committee shall be elected when required and take direction from the Local Executive.

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, 1st Vice-President R.O., 2nd Vice-President Field, 3rd Vice-President Treasury Board, Secretary, Treasurer, Health and Safety Chair R. O., Health and Safety Representative Field, Chief Steward, Communication Officer and Human Rights and Equity Representative.)

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 secretary and 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 Chief Shop Steward, see UNE Policy LOC 8.

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 Two Hundred Dollars (\$200.00) 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 4 times 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 10 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 10 of 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, Vice-Presidents, Secretary, Treasurer, Health and Safety Representative (Chair R.O)., Health and Safety Representative (Field), Chief Steward, Communications Officer and Human Rights (and Equity) Representative.

The Human Rights (and Equity) Representative should be a member of one or more of the designated employment equity groups. The position shall be part of the local executive. The Human Rights (and Equity) Representative shall be elected at the Annual General Meeting after nominations have been actively solicited from designated group members.

Local Bylaw 7 Section 7

Election of Officers shall take place annually in between the months of January and March. The term of office shall be two (2) years, with elections proceeding as follows: in even numbered years the President, 2nd Vice-President, Secretary, Health and Safety Representative (Chair R.O). and Chief Steward shall be elected.

In odd numbered years the 1st Vice-President, 3rd Vice-President, Treasurer, Health and Safety Representative (Field) the Communication Officer and Human Right (and Equity) Representative shall be elected.

Local Bylaw 7 Section 8

The Executive shall appoint an election committee for the purpose of seeking nominations for the vacant positions.

Local Bylaw 7 Section 9

All Officers of this Local shall take office at the end of the meeting at which they are elected.

Local Bylaw 7 Section 10

The Oath of Office shall be administered to all officers immediately before taking office

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 9: Education

The local recognizes the importance that education plays in furthering its stated aims and will encourage participation in education activities for all members. The local may assist members wishing to attend PSAC courses or educational events as well as any educational courses or events which may benefit the Local's membership. Requests for funding shall be reviewed by the Education Committee for approval.

Local Bylaw 10: Regulations

The local may adopt regulations for the conduct of the affairs of the local whenever adequate provisions are not contained in these by-laws. Such regulations shall not in any way conflict with the provisions of these bylaws or the constitution.

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*