

## **UNIFOR CANADIAN COUNCIL BYLAWS**

### **Article 1 Name, Purpose and Membership**

1. The Canadian Council has been formed to represent the local unions and Councils of Unifor.
2. The Canadian Council is established to fulfill the goal and purposes of the Unifor National Constitution as set out in Article 9 (Canadian Council), Article 2 (Statement of Principles) and Article 3 (Objectives).
3. In the event that there are any inconsistencies or contradictions between these bylaws and the Unifor constitution, the Unifor constitution shall prevail and inform the interpretation of the Canadian Council bylaws.

### **Article 2 - Membership**

4. All Unifor Local Unions and Subordinate Bodies are members of the Canadian Council and are entitled to representation and participation according to the Unifor Constitution, Article 9, Paragraph 8 and Paragraph 9

### **Article 3 - Officers and Executive**

5. The Canadian Council Executive Committee shall be composed of the National Officers (the National President, National Secretary Treasurer, Quebec Director), the elected chairpersons of the Unifor Regional Councils and the chairperson of the Quebec Council.
6. The National President shall chair and convene the Canadian Council

### **Article 4 - Meetings of the Council**

7. The Canadian Council shall meet each year in which there is not a regularly scheduled constitutional Convention.
8. Successive meetings of the Canadian Council shall take place in different locations in Canada.
9. Additional meetings of the Canadian Council may be called by the National President with the approval of the Executive Committee.

10. Local Unions shall be given a minimum of six weeks' notice for a meeting of the Canadian Council. The Executive Committee may waive this notice if required by extraordinary circumstances or urgent issues.
11. A quorum for the Canadian Council meetings shall be 50%+1 of the registered delegates.
12. The Agenda for a meeting of the Canadian Council may include the following reports which may be written or oral:
  - Reading of the Anti-Harassment Statement
  - Report on delegate representation and attendance
  - Reports of the National Officers
  - Recommendations of the National President
  - Reports of Standing Committees
  - Reports of Local Unions
  - Resolutions submitted by Local Unions or Councils
  - Nominations or Elections (if needed)
  - New Business
13. The Agenda for a meeting of the Canadian Council may also include guest speakers, presentations or education, or workshops as determined by the Executive Committee.
14. All meetings of the Canadian Council shall be conducted in accordance with the Unifor Rules of Order and Meeting Procedure Guide (Appendix A).
15. The Executive Committee shall appoint a resolutions committee to review and recommend action on Local Union resolutions and to draft resolutions, if needed, based on the recommendations of the National President.
16. Local Union or Council resolutions shall be received by the National President or Secretary Treasurer 30 days prior to a meeting of the Canadian Council. Late resolutions shall be referred to the Resolutions Committee for their consideration and may be presented to delegates if the matter is considered urgent.
17. Any resolution of a constitutional nature except a resolution concerning the Strike and Defense Fund (Unifor Constitution: Article 17 – Section C) shall be referred to the next regularly scheduled constitutional convention.

#### **Article 5: Elections**

18. Notice to Local Unions for elections of members of the National Executive Board pursuant to the Unifor Constitution shall be included in the call to the meeting and sent no later than 6 weeks prior to a meeting of the Canadian Council.

19. The Executive Committee shall appoint an election committee to prepare and conduct the election. Members of the Committee shall begin their work as necessary prior to the meeting but shall be affirmed by the delegates before the election commences.
20. All elections shall be on a secret ballot, per capita basis. Per capita voting strength shall be divided equally among the Local Union delegates with any left over votes to be allocated to the President or Chairperson of the delegation. Delegates from Councils as per Article 9, Paragraph 9 and members of the National Executive Board shall have one vote each.
21. Prior to any election, a delegate nominating another delegate may make a brief statement, and all candidates shall have the opportunity to address the delegates.
22. Election results shall be reported to the delegates and ballots or other voting records shall be destroyed.
23. Those elected shall assume their responsibilities immediately.

#### **Article 6: Standing Committees**

24. The Canadian Council shall have the following Standing Committees, comprised of the Chairperson or another member selected by each Regional Council Standing Committee and Quebec Council Standing Committees. Standing Committees meeting at the time of the Canadian Council may be expanded to include any elected members of Regional Standing Committees already in attendance.
  - Women
  - Aboriginal and Racialized Workers
  - Young Workers
  - LGBT
  - Workers with Disability
  - Health Safety and Environment
  - Political Action
25. Standing Committee on Organizing shall be established based on recommendations from the Canadian Council Executive Committee with representation from each Region and Quebec and including representation of different Industry Councils.

26. All standing committees are advisory to the Executive Committee. Standing Committees shall act within the guidelines and instructions and financial resources which are provided by the Executive Committee.
27. The mandate of the standing committees is to advise and give guidance on policy and action concerning the social and political goals of Unifor within the scope of the Committee's activities.
28. The Standing Committees representing equity seeking groups - Women's, Aboriginal and Racialized Workers, Young Workers, LGBT, and Workers with Disability - have an additional mandate to promote the development, activism and leadership of equity groups in the union.

#### **Article 9: Amendments**

29. The bylaws of the Canadian Council may be amended by a 2/3 majority vote to approve a resolution from a local union or a recommendation of the Executive Committee provided that all Local Unions and Councils have been given 30 days' notice of a resolution or recommendation to amend the bylaws.

## **APPENDIX**

### **UNIFOR RULES OF ORDER AND MEETING PROCEDURE GUIDE**

This guide and rules of order are intended to assist Unifor Councils in the conduct of meetings to establish an orderly, respectful and inclusive meeting process that encourages debate and discussion and ensures that all delegates have voice and can effectively participate in making collective decisions. Unifor Councils should operate with a minimum of procedural debate and allow for meetings to proceed on the basis of consensus.

Meetings shall be conducted according to the following rules. On any other matter of procedure, the Chairperson shall decide subject to the approval of the delegates.

- I. The President or designate shall preside as Chairperson at all meetings of the Canadian Council and shall interpret the bylaws and rule on procedural matters.
- II. All motions, including recommendations from the President, Executive Committee or Standing Committees, shall be moved and seconded by a delegate.
- III. Delegates may speak to a motion for 5 minutes unless otherwise determined by the meeting. A delegate will speak only once to each motion unless permission is granted by the meeting to speak again.
- IV. The regular order of business may be altered or new business added to the agenda by a majority vote of the delegates.
- V. A motion to amend a motion is in order, but no amendment to an amendment shall be in order. An amendment to a motion which directly negates the intention of the main motion is not in order.
- VI. A debate may be interrupted by a call for a "point of order." The chairperson shall ask the delegate what point of order they have. A point of order must be a procedural matter of immediate importance to the debate. The chairperson shall rule on a point of order.
- VII. The Chairperson shall rule out of order any personal attacks or any language or argument which is offensive or in bad taste.
- VIII. All voting on resolutions shall be by a show of hands, unless 20% of the delegates request a per capita vote.

- IX. A motion to put the question on a resolution shall not be in order unless at least one speaker in the affirmative and one speaker in the negative have had the opportunity to speak.
- X. A motion to reconsider shall be in order at a meeting of the Canadian Council or at a subsequent meeting if approved by 2/3 of the delegates. If reconsideration is approved, the original motion shall be placed before the meeting for debate and a new vote.
- XI. A ruling by the Chairperson on any procedural matter may be challenged by a delegate. The challenger may briefly state the reason for the challenge and the Chairperson shall explain the ruling. The following question will then be put to the meeting: Do you uphold the ruling of the Chair? The chair will be upheld if 50% or more of the delegates in attendance vote yes.
- XII. The Chairperson has the right to vote on any motion and to comment on any matter in debate. The Chairperson shall not engage in personal debate with a delegate.