

BY-LAWS

OF THE

QUINTE LABOUR COUNCIL

CLC

(Chartered by the Canadian Labour Congress—June 1, 1970)

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ARTICLE 1—NAME AND BOUNDARIES

- Section 1.** This Labour Council shall be known as the “**Quinte Labour Council, CLC.**”
- Section 2.** It shall consist of organizations affiliated to the Canadian Labour Congress which become affiliated to this Labour Council, and which are situated in the area of Hastings County and The Corporation of Prince Edward County.
- Section 3.** These organizations shall confirm to the By-Laws and the rules and regulations of this Labour Council as set forth herewith. This Labour Council shall not be dissolved while there are five (5) organizations remaining in affiliation.

ARTICLE 2—PURPOSE

- Section 1.** The purposes of this Labour Council are:
1. To support the principles and policies of the Canadian Labour Congress.
 2. To promote the interests of its affiliates and generally to advance the economic and social welfare of workers.
 3.
 - a) To assist affiliated organizations in extending its benefit of mutual assistance and collective bargaining to workers.
 - b) To assist in the organization of the unorganized into unions for their mutual aid, protection and advancement.
 4. To encourage all workers without regard to race, creed, sex, age, colour, or national origin to share in the full benefits of union organization.
 5. To secure legislation which will safeguard and promote the principle of free collective bargaining, the rights of workers, and the security and welfare of all people.
 6. To protect and strengthen our democratic institutions, to secure full recognition and enjoyment of the rights and liberties to which we are justly entitled, and to preserve and perpetuate the cherished traditions of our democracy.
 7. To promote the cause of peace and freedom in the world and to assist and co-operate with free and democratic labour movements throughout the world.
 8. To aid and encourage the sale and use of union-made goods and union

services through the use of the Union Label and other symbols; to promote the labour press and other means of furthering the education of the labour movement.

9. To safeguard the democratic character of the labour movement and to observe and respect the autonomy of each affiliated union.
10. While preserving the independence of the labour movement from political control, to encourage workers to vote, to exercise their full rights and responsibilities of citizenship, and to perform their rightful part in the political life of the municipal, provincial and federal governments.

ARTICLE 3—MEMBERSHIP

- Section 1.** The Labour Council shall be composed of:
- a) Local unions, branches and lodges of national and international unions, regional and provincial organizations affiliated to the Canadian Labour Congress.
 - b) Local unions in the area chartered by the Canadian Labour Congress.
- Section 2.** Any organization affiliated with this Labour Council may be expelled from membership in the Council by a majority roll call vote at a meeting. Any decision to expel may be appealed to the Executive Committee of the Canadian Labour Congress within two (2) months. The decision shall be in force and effect during appeal.
- Section 3.** Any delegate representing a local union affiliated with this Labour Council may be suspended or expelled for conduct unbecoming a delegate from membership in the Council by a majority roll call vote at a meeting. In such cases the local union, which the delegate represents, will be notified and a replacement will be requested. Any decision to expel may be appealed to the Executive Committee of the Canadian Labour Congress within two (2) months. The decision shall be in force and effect during appeal.
- Section 4.**
- a) Canadian Labour Congress Officers, Directors and Representatives shall be accorded all rights and privileges of delegates—except the right to vote—when they attend meetings of this Labour Council.
 - b) Canadian Labour Congress Officers, Directors and Representatives are eligible as delegates, and where credentialed, will have the same rights as delegates, including the right to vote.
- Section 5.** It shall be the duty of each affiliated organization to furnish the Secretary of the Labour Council with the following:
- a) All official reports which deal with matters within the purview of the Labour Council.

- b) Such other reports as will facilitate and make more effective the work of the Labour Council.
- c) A statement of their membership in good standing.

ARTICLE 4—MEETINGS

Section 1. Regular meetings of this Labour Council shall be the governing body of the Council—except as provided in Article 4, Section 2; Article 4, Section 14, subsection 13; and Article 15—and its decisions shall be by majority vote.

Section 2.

- a) The regular meetings of this Labour Council shall be held on the first (1st) Tuesday of each month. There shall be a minimum of nine (9) regular membership meetings annually.
- b) General meetings, time, date and place of such meetings shall be subject to change by extraordinary Motion, which must be moved and seconded and supported by two-thirds (2/3) majority of delegates in attendance. Meetings may be held in other communities represented by the Quinte Labour Council at the request of local affiliated union(s).

Section 3.

- a) Special meetings of the Labour Council may be called by direction of the Executive Council, or on request of affiliated organizations, representing a majority of the total membership of the Council as evidenced by the records of the Treasurer.
- b) In the event a majority as provided in Section 3, subsection(a) requests a special meeting, the Executive Council shall call such meeting within five (5) calendar days, and shall give all organizations five (5) calendar day's notice of the time and place for holding the special meeting, together with a statement of the business to be considered at such meeting.
- c) Representation to special meetings shall be on the same basis as regular meetings.
- d) Except as provided in Section 3, subsection(b), a special meeting shall exercise the same authority as regular meetings.

Section 4.

- a) In the event Officers of the Labour Council fail to call meetings, or otherwise fail to carry out their duties and responsibilities, the Canadian Labour Congress shall take whatever measures necessary to reorganize the Council.
- b) Representation at meetings shall be on the following basis:
 - 1. From affiliated local unions, branches and lodges, three (3) delegates for one-hundred (100) or less, and one (1) additional

delegate for each additional one hundred (100) members, or major fraction thereof, to a maximum of seven (7) delegates per local union, branch or lodge.

2. Each affiliate local union, branch, or lodge shall also be entitled to credential a number of alternate delegates equal to the number of delegates it is allowed. In no case shall the number of delegates and alternates voting and/or speaking at a meeting exceed the total number of delegates allowed at the local union, branch, or lodge.
 - i. Alternate delegates must be identifiable by badge or other suitable method during meetings.
 - ii. Alternate delegates are not eligible to stand for office.
 - iii. Alternate delegates' attendance at meetings is to be credited to the regular delegate that the alternate delegate is replacing.

Section 6. The number of members of each organization for the purpose of selecting delegates to the Labour Council shall be the average monthly number on which per capita tax is paid.

Section 7. The Treasurer shall furnish each affiliate with credential blanks, which must be attested as required on the blanks and deposited at a regular Labour Council meeting before new delegates may be seated in Council.

Section 8. Obligation for Delegates

All new delegates to this Labour Council, before being seated, shall come forward and clearly and audibly repeat the following obligation:

(With right hand over the heart, the delegate repeats after the installing officer)

"I, (name) solemnly promise and declare that I will support and obey the By-Laws of this Labour Council, and the Constitution of the Canadian Labour Congress."

Section 9. Any organization suspended or expelled by the Canadian Labour Congress, or this Labour Council, shall not, while under such penalty, be allowed representation in the Council.

Section 10. Any person suspended by or expelled from any organization affiliated to this Labour Council shall not be seated as a delegate.

Section 11. Any delegate being absent from four (4) consecutive meetings of this Labour Council (as per record kept by the Secretary) without good and sufficient reason, in writing, having been previously presented to the Secretary from the delegate or his or her organization, certifying to the sickness, absence from city, or engagement at work, said delegate shall forfeit his or her seat, and immediate notice sent to the delegate's

organization by the Secretary requesting a new credential for the vacant seat. The Secretary shall also revise the official roll call book and attendance card file.

Section 12.

- a) The President, in consultation with the Executive Council, shall appoint such committees as are necessary to conduct the affairs of the Labour Council. The Executive Council shall request any such committee to meet for the purpose of considering matters placed before it, and such committee shall prepare written reports of its activities for presentation to Council meetings.
- b) Where appropriate, the Chairs of the Committees, or designated representative, shall attend meetings and functions related to the business of that Committee.
- c) Any delegate attending an official function representing the Quinte Labour Council shall report back to the following Executive/General Meeting of the Quinte Labour Council with a written report of its activities for presentation to Council meetings.

Section 13. Five (5) of the registered delegates representing at least four (4) of the affiliated local unions, in good standing, shall constitute a quorum for the transaction of business.

Section 14. The Rules and Order of Business governing meetings shall be:

1. The President, or in the absence of, or at the request of the President, the Vice-President shall take the Chair at the time specified at all regular and special meetings. In the absence of either the President or designated representative, a Chair shall be chosen by the Executive Council.
2. No question of a sectarian character shall be discussed at meetings.
3. A delegate wishing to speak shall first be recognized by the Chair, then give a suitable identification, including the organization represented, and shall confine all remarks to the question at issue.
4. A delegate shall not speak more than once upon a subject until all who wish to speak have had an opportunity to do so.
5. A delegate shall not interrupt another except it be to call to a Point of Order.
6. A delegate who has been called to order shall, at the request of the Chair, be seated until the question of order has been decided.
7. A delegate persisting in unparliamentary conduct shall be named by the Chair, and the conduct shall be submitted to the judgement of the

meeting. In such case, the delegate whose conduct is in question shall explain and then withdraw while the meeting determines what course to pursue in the matter.

8. When a question is put, the Chair, after announcing the question, shall ask: "Are you ready for the question?" If no delegate wishes to speak, the question shall be put.
9. Questions may be decided by a show of hands, or a standing vote, but a roll call vote may be demanded by thirty percent (30%) of the delegates present. In a roll call vote, each delegate shall be entitled to one (1) vote.
10. Two (2) delegates may appeal the decision of the Chair. The Chair shall then put the question thus: "Shall the decision of the Chair be sustained?" The question shall not be debatable except that the Chair may make an explanation of the decision.
11. The Chair shall have the same right as other delegates to vote on any questions. In case of a tie vote, the Chair shall cast the deciding vote.
12. When the previous question is moved, no discussion or amendment of either Motion is permitted. If the majority vote that "the question be now put," the original Motion has to be put without debate. If the Motion to put the question is defeated, discussion will continue on the original Motion.
13. A Motion may be reconsidered provided the mover of the Motion to reconsider voted with the majority, and Notice of Motion is given for consideration at the next meeting, and said Notice of Motion is supported by two-thirds (2/3) of the delegates qualified to vote.
14. In all matters not regulated by these Rules of Order, *Bourinot's Rules of Order* shall govern.

Section 15.

ORDER OF BUSINESS

The business of the Labour Council in each regular meeting shall be conducted in the following order:

Land Acknowledgement

1. Call to order and welcome new delegates.
2. Approval of agenda.
3. Approval of the minutes of the previous meeting and business arising.
4. Matters for decision.

5. Matters for discussion, information and/or updates.
6. Reports:
 - Affiliates.
 - Canadian Labour Congress.
 - Workers Health and Safety.
 - President.
 - Secretary-Treasurer.
7. Other business.
8. Adjournment.

ARTICLE 5—OFFICERS

Section 1. The Officers of the Labour Council shall consist of a President, First (1st) and Second (2nd) Vice-Presidents, Secretary, Treasurer, and one (1) Executive Member at Large.

Section 2. Each Officer shall be a member in good standing of an affiliated organization. No one shall be eligible for election unless in attendance for fifty percent (50%) of the meetings of the Labour Council in the previous six (6) months.

Section 3.
a) Officers shall be elected bi-annually by this Labour Council at the regular membership meeting held the first (1st) Tuesday of May.

Section 4. Election of Officers shall be by secret ballot. A majority of votes cast shall be required before any candidate can be declared elected, and second (2nd) and subsequent ballots shall be taken if necessary to obtain such a majority. On the second (2nd) and subsequent ballots, the candidate receiving the lowest of votes in the previous ballot shall be dropped. In case of a final tie vote, the presiding officer may cast the deciding vote.

Section 5. The election of each office shall be completed before nominations may be accepted for any subsequent office.

Sections 6. All nominations for the offices of President, Vice-President(s), Secretary, Treasurer, and Executive Members, shall come from the floor at the bi-annual election meeting on the first (1st) Tuesday in May of the election year.

“In accepting nomination, I swear and affirm that I will faithfully support the Constitution, principles and policies of the Canadian Labour Congress and the By-Laws of this Labour Council.”

Section 7. The terms of Officers of the Labour Council shall commence upon the completion of elections.

Section 8.

- a) In the event of a vacancy in the office of President, the First (1st) Vice-President or the Second (2nd) Vice-President, in that order, shall perform the duties of the President until a successor is elected.
- b) In the event of a vacancy in the office of either Vice-Presidents or Secretary, the President assigns the duties of the vacant office until a successor is elected.

Section 9. In the event of a vacancy in any office of the Labour Council, the vacancy shall be filled by election at the next regular meeting, formally announced at the next regular meeting, and the vacancy shall be filled by election at the following meeting.

Section 10. Obligation for Officers

After being elected, each Officer, before assuming the duties of office, shall be required to take the following obligation:

"I, do hereby, sincerely pledge my word and honour to perform my duties as an Officer of this Labour Council. I will attend, when able to do so, all meetings of the Council of which I shall be a member, and at the end of my term of office, I shall turn over to the Council or to my successor, all properties or funds in my possession that belong to the Council."

ARTICLE 6—DUTIES OF THE PRESIDENT

Section 1. The President shall be the chief executive officer of the Labour Council. The President shall exercise supervision over the affairs of the Council, sign all official documents, and preside at regular and special meetings, and at meetings of the Executive Council.

Section 2. Subject to appeal to the Canadian Labour Congress, the President shall have authority to interpret these By-Laws and such interpretation shall be conclusive and in full force and effect unless reversed or changed by the Executive Council, or a meeting of the Canadian Labour Congress.

Section 3. The President shall conduct all correspondence on behalf of the Labour Council, acknowledge all communications promptly, and write all letters as directed by Council meetings.

ARTICLE 7—DUTIES OF THE VICE-PRESIDENT(S)

Section 1. The Vice President(s) shall aid the President in the duties as chief executive officer of the Labour Council, and act on behalf of the President when required to do so.

ARTICLE 8—DUTIES OF THE SECRETARY

Section 1. The Secretary shall keep a correct, full and impartial account of the

proceedings of each meeting of the Labour Council.

- Section 2.** The secretary shall keep a record of membership and a correct record of attendance at all meetings.
- Section 3.** The Secretary shall support the President in communication on behalf of the Labour Council, acknowledge all communications promptly, and write all letters as directed by Council meetings.
- Section 4.** The Secretary shall inform the Canadian Labour Congress Regional Office of all changes of Officers of the Labour Council, and in time and place of meetings.
- Section 5.** The Secretary shall also forward copies of Labour Council minutes to the Canadian Labour Congress Regional Office.

ARTICLE 9—DUTIES OF THE TREASURER

- Section 1.** The Treasurer shall be the chief financial officer of the Labour Council.
- Section 2.** The Treasurer shall be in charge of books, documents, files, receipts and effects of the Labour Council which shall at all times be subject to the inspection of the President and Executive Council. The Treasurer shall maintain a list of all affiliates of the Council and the reported number of members of each one.
- Section 3.** The Treasurer shall prepare a financial statement of the Labour Council for a monthly report to Council using the financial reporting instrument provided by the CLC.
- Section 4.** The Treasurer shall have the books of the Labour Council audited semi-annually by the Trustees elected under provisions of Article 12. A copy of the Audit Report shall be forwarded to the Canadian Labour Congress Regional Office.
- Section 5.** The Treasurer shall, subject to the approval of the Executive Council, invest surplus funds of the Labour Council in securities or deposit them in unionized financial institutions where possible.
- Section 6.** The Treasurer is empowered to require affiliated organizations to provide statistical data in their possessions relating to the membership of their organizations.

ARTICLE 10—EXECUTIVE COUNCIL

- Section 1.** The Executive Council shall consist of the Officers of the Labour Council as outlined in Article 5 Section 1.

- Section 2.** The Executive Council shall be the governing body of this Labour Council between meetings. It shall take such action and render such decisions as may be necessary to carry out fully the decisions and instructions of the Council meetings, and to enforce the provisions contained in these By-Laws.
- Section 3.** The Executive Council shall meet upon the call of the President. It shall also be necessary for the President to call a meeting upon the request of three (3) other Officers.
- Section 4.** The Executive Council shall have the power to conduct an investigation of any situation in which there is reason to believe that any affiliated organization may be dominated, controlled or substantially influenced in the conduct of its affairs by any corrupt influence, or that its policies or activities are contrary to the principles or policies of the Labour Council. Upon the completion of such an investigation, including a hearing if requested, the Executive Council shall have the authority to make recommendations to the organization involved and to the Canadian Labour Congress. It shall have the further authority upon a two-thirds (2/3) vote of the Executive Council to suspend any organization. Any action of the Executive Council under this Section may be appealed to the next meeting of the Council.
- Section 5.** A majority of the members of the Executive Council shall constitute a quorum for the transaction of the business of the Executive Council.
- Section 6.** The Executive Council is authorized to reimburse members of the Labour Council for necessary expenses in performing their duties for the Council.
- Section 7.** Any member of the Executive Council being absent for three (3) consecutive meetings of the Executive Council (as per record kept by the Secretary) without good and sufficient reason in writing having been previously presented to the Secretary of the Executive Council member or his or her organization, certifying to the sickness, absence from the city of engagement at work, said Executive Council member shall forfeit his or her office.

ARTICLE 11—TRUSTEES

- Section 1.** Two (2) Trustees shall be elected by the Labour Council for two (2) year terms in alternating years. Therefore one (1) Trustee will be elected annually for a (2) two year team.
- Section 2.** The Trustees shall not be members of the Executive Council.
- Section 3.** The Trustees shall conduct an audit of the books and accounts of the Labour Council semi-annually as of June 30th and December 31st, based on actual verification of the Treasurer's records as outlined on the appropriate Canadian Labour Congress Audit Report form. The Trustees shall see that all Audit Reports are available for the information of all

delegates, and copies forwarded to the Canadian Labour Congress Regional Office.

Section 4. Should the Trustees be unable, or otherwise fail, to audit the books of the Labour Council, it shall be the duty of the Executive Council or the President to have the books checked and properly audited by a firm of chartered accountants or some equally qualified party.

Section 5. All financial officers of the Labour Council shall be bonded in an amount to be determined by the Council, but in no case shall the amount be less than the annual income of the Council.

Section 6. Where Labour Council Officers are not bonded through the Canadian Labour Congress, the Trustees shall certify to the Congress that all financial officers of the Council are bonded in accordance with the provisions of these By-Laws.

ARTICLE 12—REVENUE

Section 1. A per capita tax shall be paid upon the full, paid-up membership of each organization.

Section 2. Each affiliated local union, branch or lodge shall pay before the last day of each month, for the preceding month, a per capita tax of twenty-five cents (\$0.25) per member per month, and this per capita tax will be reviewed at the annual budget meeting.

Section 3. Any organization three (3) months or more in arrears of per capita tax to the Labour Council shall be notified by the Treasurer. Such organization shall not be entitled to seat delegates at Council meetings until all arrears are paid in-full.

ARTICLE 13—OMBUDSPERSON

Section 1. If a delegate to the Labour Council has a complaint or grievance against an Officer or delegate to the Council, and no procedure for redress of the complaint or grievance is set out in these By-Laws, the delegate shall have the right to submit the case with all relevant material to the Ombudsperson appointed by the Canadian Labour Congress.

Section 2. The Ombudsperson will, under the authority vested by the Canadian Labour Congress, undertake such inquiries, hearings, or meetings as deemed advisable, and report the findings as soon as possible to the parties to the complaint.

ARTICLE 14—AMENDMENTS

Section 1. Proposed amendments to these By-Laws must conform with the Constitution and principles and policies of the Canadian Labour Congress,

and must be submitted to the Labour Council by Notice of Motion at least thirty (30) days before the proposed amendment is to be considered. Such amendments may be adopted by a two-thirds (2/3) majority vote of those present and voting. However, amendments shall only become effective after approval by the Canadian Council of the Canadian Labour Congress.