



***Bylaws***  
***Local No. 911 Unifor***

**Chartered by:**  
**Unifor**

Last Updated April 2021

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## **PREAMBLE**

Believing that all persons have a natural right to the full enjoyment of the wealth created by their labour, and believing that such cannot be fully realized except through the united, free and democratic organization of working men and women, we do hereby unite ourselves into a Local Union to be known as Unifor Local 911 which shall operate as a labour, benevolent and fraternal organization.

## **PHILOSOPHY**

We encourage, protect, and recognize the inherent dignity and contribution of our members, advocating and promoting a free and democratic organization that pursues excellence. We support fully the progress of the Labour movement, our community, and the enterprise of which we are a valuable part.

## **PRINCIPLES**

### **THE MEMBERSHIP:**

We recognize the well-being of the membership is the highest priority.

### **EXCELLENCE:**

We strive for excellence in all we do such that we earn the respect of our membership, the labour movement, the community, and our employer.

### **DEMOCRACY:**

We are a democratic organization, promoting member participation so members' needs and concerns are addressed.

### **THE INDIVIDUAL:**

We recognize the importance of the individual, and the need of opportunities for members to achieve their personal goals.

### **COMMUNITY:**

We support our community by involvement in activities which benefit quality of life.

### **LABOUR MOVEMENT:**

We participate and lead in the Labour movement to ensure unions are a progressive and purposeful force in society.

### **ENTERPRISE:**

We support our corporation's successful enterprise by participating in its development.

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## **ARTICLE 1 – Name**

1.01

This organization shall be known as Unifor Local 911 - it shall be a subordinate body of Unifor.

## **ARTICLE 2 – Objects**

2.01

It shall be the object of this Local Union to regulate the labour relations and collective bargaining between the employer and members for the benefit of the workers in its jurisdiction, to secure working conditions conducive to safety, good health and the full enjoyment of life.

2.02

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

2.03

The membership is the highest authority of the Local Union and shall be empowered to take or direct any action consistent with the Unifor Constitution or Bylaws.

## **ARTICLE 3 – Jurisdiction, Admission and Membership**

3.01

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

3.02

This Local Union shall not accept into membership any person against whom charges have been preferred or fines or assessments levied, until the individual has been cleared of such charges, or has paid such fines or assessments.

3.03

Each member shall pay into the Local Union Treasury the bi-weekly dues set by the Local Union subject to the relevant articles of the Unifor Constitution.

3.04

Bi-weekly dues may be changed by majority vote of the members in good standing voting at a general or special membership meeting.

3.05

Every member shall have full rights and privileges of membership as long as they are in good standing according to the Unifor Constitution Article 5B.

3.06

All persons, other than National Officers and staff personnel, not in good standing in the Local Union shall be prohibited from participating in meetings and may attend meetings only when invited to do so by vote of the members.

3.07

Each member in good standing of this Local Union has the right to nominate and vote, express opinions on all subjects before the Local Union, to attend all membership meetings and express views, arguments and opinions on all matters and business, including candidates for office, properly before the meeting; 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 Unifor rules and regulations contained in the Unifor Constitution, Local Union Bylaws and other official rules of the Local Union. 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 or National Union as organizations, or their free democratic heritage, or which would interfere with the performance by this Local Union or the 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 section, may be grounds for the commencement of a charge against a member pursuant to Article 18 of the Unifor Constitution.

3.08

The membership shall strive to obtain the objectives set forth in the Unifor Constitution and additional objectives as established as the policy of the National Union; to maintain free relations with other organizations; to do all in its power to strengthen and promote the labour movement; to co-operate with National Board Members, the National Representatives and help promote organizational activities.

## **ARTICLE 4 – Meetings**

4.01

The Local Union shall hold regular monthly meetings of the membership unless a prior motion has been carried to cancel a future monthly meeting.

4.02

A special meeting may be called by a majority of the Local Union Executive Board or upon request of the National President of the Union or their agent or upon request of ten (10) or more local members presented to the Local Union President.

4.03

The time, place, and date of all meetings shall be properly posted at least seven (7) calendar days in advance so that all members may attend.

4.04

The number of members which shall constitute a quorum at any general membership meeting shall be seven (7), or such other number as may be approved by the National President.

4.05

The Local Union may authorize each bargaining unit or group within a unit to hold regular or special meetings, with proper notice, as may be required for them to transact such unit matters as are of special concern to the specific group.

4.06

Unit groups will not take any action which conflicts with either the Local Union or Unifor Constitution. All actions not specifically authorized and all agreements negotiated by any unit group shall be subject to review and concurrence or non-concurrence by the Local Union.

4.07

National Officers and staff personnel may attend Local Union group unit meetings or bargaining unit meetings with the right to speak. Local Union members in good standing may attend other group unit meetings or bargaining unit meetings, but may only speak upon consent of the majority in attendance. Only those members of a unit group shall have the right to vote.

4.08

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 their 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.

4.09

A member ordered to be seated three times by the Chairperson without heeding shall be debarred from participating in any further business at that session.

4.10

Unless otherwise provided, Robert's Rules of Order shall apply to all proceedings of the Local Union.

4.11

The following Order of Business shall apply to all Local meetings, but may be changed by the Local Union to meet particular circumstances of the Local Union, subject to the approval of the National President.

(i) Order of Business

1. Call meeting to Order
2. Reading of the minutes of the previous meeting
3. Reports of Officers and Committees
4. Old Business
5. New Business
6. Good and Welfare
7. Adjournment

4.12

All general meetings whether on site or off site will be non-smoking.

4.13

All questions, unless otherwise provided, shall be decided by a majority vote of those voting. When a question has been decided, it can be reconsidered only by two-thirds (2/3) vote of those present and voting. A motion to reconsider must be made and seconded by two (2) members who voted with the majority.

## **ARTICLE 5 – Officers and Their Duties**

5.01

The elected officers of this Local Union shall be: President, Vice President, Recording Secretary, Treasurer, three (3) Trustees, Analyst Representative, Service Desk Representative, and a Chief Shop Steward.

5.02

The Local Union may combine such offices as may be necessary upon a vote of the members, with the exception of the offices of President and Treasurer (or those persons who may be delegated to the responsibilities of those offices).

5.03

The Local Union Executive Board shall consist of the foregoing officers and any officers as created by amendment to the Local Union Bylaws.

5.04

The President shall preside over all membership and Local Executive Board meetings; to preserve order and enforce the Unifor Constitution and Local Union Bylaws; to appoint, subject to the approval of the membership, all special committees when election of same is not called for; to sign the minutes of the Recording Secretary after their approval by the membership; to be ex officio member of all committees; except for elections committee and to report on activities to the Local Executive Board. The President shall be entitled to vote on questions of membership and other matters voted on by secret ballot; but as Chairperson of a meeting the President may cast only the deciding vote on all matters. *The President will be on leave to conduct business on behalf of the Local Union*

5.05

The Vice President shall assist the President in the performance of presidential duties, and shall act interim in the President's absence, resignation, or death for remainder of the President's term. If the Vice President is acting as President in the interim and is also absent from a meeting, the meeting will elect a chairperson pro tem, with the Treasurer calling the meeting to order. The Vice President shall perform other duties as decided by the Local Executive Board.

5.06

The Treasurer shall receive and issue receipts for all monies passing through the office; deposit monies or cheques received within five working days of receipt; pay all bills authorized by the Local Union; be responsible for keeping the Local Union in compliance with the Unifor Constitution by paying any obligations required thereunder; make financial reports of all financial transactions to the National Secretary-Treasurer and on forms provided by the National Office; make reports at each regular meeting on all receipts, expenditures and balances; and sign cheques jointly with one other authorized signer to cover expenditures authorized by the membership or Local Executive Board. The Treasurer shall make all books and records available to the Local Union Trustees for the purpose of conducting an audit. The Treasurer shall turn over all records, monies, and property in good order at the end of the term of office.

5.07

The Recording Secretary shall keep a faithful record of meetings of the Local Union and Local Executive Board; conduct the correspondence of the Local Union unless otherwise directed; keep a file of all matters pertaining to the office available for inspection by the Local Executive Board or officers; and perform such other duties as may be necessary for the proper administration of Local Union affairs subject to approval of the Local Executive Board.

5.08

The Chief Shop Steward shall preside over all duties conducted by Stewards as may be necessary for the proper administration of Local Union affairs subject to the approval of the Local Executive Board.

5.09

The Analyst Representative and Service Desk Representative shall perform duties as may be necessary for the proper administration of Local Union affairs, for the group they represent, subject to the approval of the Local Executive Board.

5.10

The Trustees shall determine whether all relevant information is available and documented properly in the monthly file folders, ensure all cheques have a paper trail (i.e. a bill for the expenses being paid, ensure all cheques have an authorization for the amount (i.e. a motion or budget item validating that the expense is approved), meet monthly to review the previous month's folder, approve the Treasurer's financial reports, fill out quarterly and yearly National expense forms as required by Unifor National, submit yearly reports before March 31 of the succeeding year and submit using formats provided by the National Secretary-Treasurer, document and clear up any spending discrepancies, and assist in preparing an annual budget.

5.11

The Elections Officer shall be responsible for the notification of the election and nominations; creating, posting and collecting nomination sheets; accurate distribution of ballots; responsible for collecting, validating and counting of all ballots; notification of ballot results.

## **ARTICLE 6 – Local Executive Board**

6.01

The Local Executive Board shall be composed of all Local Union Officers.

6.02

The Local Executive Board shall meet at least once each month.

6.03

The Local Executive Board shall conduct the affairs of the Local Union subject to the approval of the membership and in accordance with the Unifor Constitution.

6.04

The Local Executive Board shall report at each regular membership meeting all its decisions and actions.

6.05

The President shall serve as Chair of the Local Executive Board. Between meetings of the Local Executive Board, the President shall exercise general administrative authority. The President shall be empowered to act on behalf of the Local Executive Board and take any action permitted, subject to subsequent approval of the Local Executive Board.

6.06

The Local Executive Board may at any time require from any Officer or Committee a full and detailed report on any business done in the name of the Local Union.

6.07 All collective agreements and amendments to collective agreements entered into by the Local Executive Board on behalf of the Local Union shall be first approved and ratified by the majority of those members voting thereon at a regular or special meeting called for such purpose.

6.08 The Local Executive Board shall have authority to act for the Local Union membership between meetings.

6.09 The Local Executive Board shall appoint a new officer in the event a vacancy occurs. The new officer shall be selected from the list of nominees for the position vacated. If there are no nominees on the list, the Local Executive Board shall select from the membership. The appointment will be for the remainder of the vacated term. This appointment needs to be approved by the members at the next membership meeting.

6.10 Any member of the Local Executive Board who is absent for four (4) consecutive Local Executive Board meetings or four (4) consecutive General Membership meetings or any combination of four (4) consecutive Local Executive Board and General Membership meetings may be removed from office by a two-thirds (2/3) vote of the Local Union Executive Board with subsequent approval of the General Membership at the next General Membership meeting, unless officially excused for cause by the Local Executive Board.

## **ARTICLE 7 – Elections**

7.01 The election of Local Officers shall be by secret ballot among the members in good standing. A member of this Local Union shall be eligible to hold office who is in good standing for the six (6) months prior to the closing of nominations. The member must have completed their probation prior to the closing of nominations. However, this limitation shall not apply to newly chartered Locals or newly affiliated groups of less than six (6) months standing.

7.02 Officers shall be elected bi-annually; except Trustees, whose terms shall be three (3) years.

7.03 Any member in good standing may nominate candidates for office.

7.04 The Local Executive Board may promulgate written rules for the conduct of all elections. Such rules may include the method of selecting the election committee and any question concerning runoff elections, opening and closing the polls, validity of

ballots, complete regulations covering balloting by mail and other procedures which will guarantee reasonable opportunity for the exercise of franchise and the holding of a fair and representative election. These rules and procedures shall be subject to membership approval.

7.05

The following are the steps for Election Procedures.

- (i) The Elections Officer is responsible for the election process.
- (ii) Subject to membership acceptance, the Local Executive Board will appoint two (2) scrutineers.
- (iii) The Elections Officer and the two (2) scrutineers will be responsible for collecting, validating and counting of all ballots.
- (iv) Every member shall be provided with an official ballot.
  1. Requests for nominations will be made six (6) weeks and one (1) day prior to closing date for the elections. The '*Call for Nominations*' will be posted on all union bulletin boards with a '*Closing of Nominations*' date stated for two (2) weeks later. The nominator must sign their name as a nominator and give the nominee's name. The nominee must sign their name if they plan to let their name stand. A letter or an email to the Elections Officer stating their intentions is also permissible. Notices as to the date of nominations and elections of officers shall be placed on union bulletin boards, and reasonable effort shall be made to notify all members.
  2. The election notice will be posted two (2) weeks prior to the closing date for the election. All possible efforts will be made to begin and end the election during mid-week.
  3. The date and time the ballots are to be returned will be posted.
  4. The election of Trustee will be a plurality vote if there is more than one position available. The candidate receiving the greatest number of votes to receive the greater number of years term available. The candidate receiving the second (2<sup>nd</sup>) largest number of votes to receive the second (2<sup>nd</sup>) largest number of year's term available and the candidate receiving the third (3<sup>rd</sup>) largest number of votes to receive the one (1) year term if it is available.

**NOTE:** Communications shall be made by electronic mail as

long as it remains practical. Nomination sheets will be posted on all union bulletin boards.

7.06

It shall require a majority of the votes cast to elect; except that a Local Union may, by proper constitutional amendment approved by the National President, provide for the election of trustees and any other duplicate offices by plurality vote.

7.07

In the event that any member or group of members questions the results of an election, such question must be produced in writing and delivered to the Elections Officer and the President of the Local Union within seven (7) calendar days, from the time of the announcement of the election results, whereupon the Elections Officer shall appoint a special committee for the purpose of investigation and report on their findings. All questions concerning the conduct and challenge of elections shall be determined by the special committee.

7.08

Where a Local Union finds it advisable to change the date of nominations and elections to prevent a change of officers during contract negotiations or for other good and sufficient reasons, it may do so by Local Union action, subject to the approval of the National President. But in no case may it shorten or lengthen any officers' term of office by more than six (6) months. In no instance may the mandate of a Local Officer be more than three (3) years, according to Article 15 Section B Item 4 of the Unifor Constitution.

7.09

The Local Executive Board will promulgate rules and regulations for the selection of bargaining unit officers, Committee members, and Stewards subject to the approval of the membership concerned.

7.10

All delegates to the National Convention and Regional Councils and other bodies with which the Local may be affiliated shall be elected by secret ballot among the members in good standing and in attendance at the meeting. Reasonable notice must be given to the membership preceding the election of delegates to the convention. The Local Union may designate certain officers by virtue of their office to be standing delegates to the Convention, Regional Councils or other bodies with which the Local may be affiliated, provided such election of officers is conducted by secret ballot.

## **ARTICLE 8 – Expenditures**

8.01

All Financial Officers can be bonded through the National Union in an amount determined the National Executive Board. The National Union shall pay the cost thereof.

8.02

No Officer of the Local Union shall have the power to incur indebtedness on its

behalf or appropriate any money without authority from the National Union or these Bylaws or from the Local Union.

8.03

All Local Union funds shall be deposited in a government insured bank, in the name of the Local Union, or shall be deposited in a trust company that is federally insured; except that a Local Union may deposit its funds in a federally or provincially chartered credit union.

8.04

The Local Union may invest surplus funds not required to meet current or reasonably anticipated obligations, subject to approval by its membership.

8.05

It shall be the duty and the responsibility of the Treasurer to deposit and keep in a safe deposit box in the name of the Local Union all securities held by the Local Union.

8.06

Financial obligations to the National Union must be paid before any other obligations are met.

8.07

No other money shall be paid from the Local Union Treasury unless approved by a majority vote at a general meeting of the Local, except that the Local Executive Board may approve and enter into the minutes authorization to pay routine bills which regularly recur in routine operations of the Local's business.

8.08

#### Local Expenditures

- (i) The Local Executive Board will be authorized to provide monetary support, at their discretion, to other unions in need, the amount per donation not to exceed five hundred dollars (\$500) and to be reported at the next general meeting.
- (ii) The Local Executive Board will be authorized to pay routine bills which regularly recur in routine operations of the local's business.
- (iii) The Local Executive Board will be authorized to spend, at their discretion, up to three hundred dollars (\$300) at a time for unforeseen local expenditures. These expenditures will be reported at the next general meeting.
- (iv) Per diems will follow the allotment of \$15 for breakfast, \$25 for lunch and \$35 for supper to a maximum of \$75 per day when away on union business.

8.09

Honorarium

- (i) The Recording Secretary and Treasurer each will receive fifty-eight dollars (\$58) per month. An honorarium will not be paid to any member serving in a full-time paid capacity as representative for the Local Union.
- (ii) Local Executive Board members will receive twenty dollars (\$20) each per Local Executive Board meeting attended.
- (iii) The Elections Officer will receive one hundred dollars (\$100) annually and an additional one hundred dollars (\$100) in any year that ratification voting occurs.

8.10

The Local Union will pay lost wages, and any other actual and reasonable expenses incurred by its members in the pursuit of authorized union business.

8.11

The Local Union will pay for the tuition expenses for any union member taking a registered First Aid Course.

8.12

Each Local Union Executive Board member, steward, or committee member will be entitled to receive a union jacket paid for by the Local Union, not more than once in a lifetime, or upon a Union name change.

8.13

The Local Union will send flowers or gifts or donations in lieu of, with similar value, to any union member or their family who are hospitalized. The Local Union will send flowers or gifts for a birth/adoption of a family member. The Local Union will send flowers or gifts or donations in lieu of, with similar value, to members upon the death of any close family member.

8.14

Wherever two (2) or more members are traveling from the same location or from the same general direction, they will be expected to make arrangements to connect up and travel in one vehicle. Vehicle rental is the preferred method of transportation if the other options are unreasonable. For out of town travel the member will be entitled to bus fare, first class train fare, or economy class plane fare. A member having to use their own vehicle may do so and claim for actual mileage at forty cents (\$0.40) per kilometre travelled to a maximum of four hundred (\$400) dollars.

## **ARTICLE 9 – Real and Personal Property**

9.01

All officers, at the expiration of their terms of office, when removed from office, or when their office is declared vacant, shall deliver to their successors all books, paper, monies, and other property in their possession belonging to the Union, and they shall not be released from their bonds or obligation until this section is complied with. All members or employees who hold or have in their possession any monies, books, records or other property of the Local Union during any period when such member or employee is designated to perform duties on behalf of the Local Union shall deliver all such monies, books, records and other properties to the Treasurer of the Local Union upon completion of such assignment.

9.02

The President, Treasurer and Trustees, and their successors, shall constitute a Board of Trustees for the purpose of holding title to both personal property and real estate taken in the name of the Local Union. Upon prior approval of the Local Union, the Board of Trustees shall be authorized to buy, sell, transfer, lease and contract for personal property and real estate of the Local Union.

9.03

Membership in the Local Union shall not vest in any member any right, title or interest in the funds, property, or other assets of the Local Union or the National Union.

## **ARTICLE 10 – Discipline, Trials and Penalties**

10.01

Article 18 of the Unifor Constitution and the provisions contained therein is hereby incorporated into these Local Union Bylaws.

## **ARTICLE 11 – Expenses**

11.01

The Local Union may pass motions to provide for the payment of per diem, lost wages and any other reasonable expenses incurred by its members in the pursuit of authorized Union business.

## **ARTICLE 12 – Amendments**

12.01

These Bylaws may be amended by a two-thirds (2/3) vote at a general meeting of the Local Union, provided the amendment has been presented in writing and read at a previous meeting.

12.02

All amendments to these Bylaws shall become effective only after receiving approval

of the National President or the Local Executive Board.

12.03

Notwithstanding anything to the contrary herein, these Bylaws and approved amendments thereto shall be subject to and shall not in any way be construed to supersede any of the provisions of the National Union. In the event of conflict between these Bylaws, and the Unifor Constitution, the provisions of the latter shall prevail.

### **ARTICLE 13 – Letters of Understanding**

13.01

All Letters of Understanding between the Company and the Local Union will be negotiated and signed by a representative of the Local Executive Board only after full disclosure to and debated by the general membership, and only after ratification by the general membership.

13.02

No Letters of Understanding will be agreed upon which cannot be supported by policy of the National Body of Unifor.

### **ARTICLE 14 – Fiscal Year End**

14.01

The fiscal year of this Local Union shall begin on January 1 and end on December 31.

### **ARTICLE 15 – Post Secondary Bursary**

15.01

The Local Union will award nine (9) post-secondary bursaries valued at four hundred dollars (\$400) each twice a year. The following are the guidelines as to how the bursary will be awarded and allocated.

- (i) The amounts of each bursary will be four hundred dollars (\$400).
- (ii) Up to nine (9) bursaries will be distributed each winter semester and fall semester up to a yearly allotment of eighteen (18).
- (iii) Qualified applicants are the spouse or common-law spouse, children (biological, adopted, step-children, common-law spouse children) and dependents (legal guardian) of the Local Union member in good standing, or any Local Union member in good standing. The member must be in good standing on June 30 or December 31 in order to be eligible.
- (iv) Qualified applicants must be a full-time student as defined by an accredited post-secondary or technical institution that they are attending.
- (v) Applicants may apply before each term, for an amount of four hundred dollars (\$400) per term, to a maximum of eight hundred dollars (\$800) per

elapsed year.

- (vi) Applications will be accepted during the winter and the fall semester of each calendar year.
- (vii) Submission of the application form may not occur until after the last withdrawal date has occurred for the recognized university or technical institute.
- (viii) Payments will be made directly to the applicant or sponsor at a general meeting of the Local Union in which the member is attending. Exceptions may be authorized by motion at a general meeting, where warranted by circumstances.
- (ix) Preference will be given to those applicants who have previously received the least number of bursaries.
- (x) Preference will be given to the applicant based on the seniority of the sponsoring Local Union Member.
- (xi) Unclaimed monies will not be available for bursaries in subsequent years and can be used for general union business.
- (xii) The local will make available seven thousand two hundred dollars (\$7200) per calendar year for bursaries.
- (xiii) Qualified applicant of a deceased member of the Local Union, will be eligible to participate fully in the Local Union bursary program as though the member were still a member in good standing. Further, that the seniority of those who may be applying for any future bursary be calculated as if the sponsor had continued to accumulate seniority even after their death.
- (xiv) Applicants must supply the Education Committee with a Confirmation of Enrollment from their recognized university or technical institute after the last withdrawal date for tuition fees. (A class list or a bill statement is not sufficient and will not be considered).
- (xv) All required documents (Bursary Application Form and Confirmation of Enrollment) must be accurately completed and signed by the deadline of each term in order to be considered.

## **ARTICLE 16 – Collective Agreement Revisions**

### 16.01

For the purposes of Collective Agreement Revision or strike mandate ratification, members unable to attend a ratification meeting due to work assignment or union business will be given an opportunity to vote. Reasonable efforts will be made to make printed details of the Collective Agreement Revisions available to members whose principal residence is more than 100 km away from the city of their designated headquarters and arrange to collect their vote. These efforts will not be just cause to delay the ratification vote. Proxy votes will not be accepted for any reason.

## **ARTICLE 17 – Donations**

### 17.01

#### Donation Committee

- (i) The Donation applies to all charities, and non-profit groups or organizations which/who contain at least one active Local Union member in good standing.
- (ii) Donations will not normally be available for Local Unions or Bargaining units, conferences or publications, or for religious organizations for direct religious activities.
- (iii) There will be ten (10) donations available up to one hundred dollars (\$100) each, that MAY be given out per calendar year. Awards shall be given out twice per calendar year; for the period January - June, and for the period July - December. In the first period there will be a maximum of five (5) donations made. Any unused donations from the first period will be carried over and awarded in the second (2<sup>nd</sup>) period in the same calendar year only.
- (iv) A standing committee shall award these donations. In case of a problem where the committee cannot make a decision, the union executive shall have final authority over awarding the donation.
- (v) No one charity, group, or organization is eligible to receive more than one (1) award per calendar year.
- (vi) Unused portions shall not be carried over from calendar year to calendar year.

### 17.02

#### Labour Unrest Donation

- (i) The Local Executive Board shall be authorized to award donations to other union locals encountering labour unrest, from a fund of ten dollars (\$10) per local member per calendar year, only after full disclosure to and debated by the general membership, and only after

ratification by the general membership.

1. Each local within Unifor shall be eligible for a maximum of \$500 per calendar year.
2. Each local outside the Unifor shall be eligible for a maximum of \$500 **per** calendar year.
3. Unused portion shall not be carried over from calendar year to calendar year.