

BY-LAWS - LOCAL 90040

PRINCE EDWARD ISLAND - SSO FIELD INTERVIEWERS

(January 13, 2014)

Local Bylaw 1: Name

This organization shall be known as Local 90040 - Prince Edward Island SSO Field Interviewers of the Union of National Employees, Public Service Alliance of Canada.

Local Bylaw 2: Aims and objectives

Bylaw 2 Section 1

It shall be the object of this Local to protect, maintain and advance the interests of the employees of the SSO Field and Senior Interviewers coming 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 support fully the Public Service Alliance of Canada in the furthering of its constitutional responsibility for the improvement and protection of wages, salaries and other terms of employment of all PSAC members.

Local Bylaw 3: Membership

Those eligible for membership shall be employees of the SSO Field Operations in the Province of Prince Edward Island 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 shall 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 will be set as a flat rate 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 one year.

Local Bylaw 5 Section 2

The executive officers of this Local shall consist of, but not limited to, those listed in the Union of National Employees Bylaw 3, section 4. President, Vice- President (Eastern PEI), Vice-President (Western PEI), Secretary, Treasurer, Chief Shop Steward to be elected at the annual meeting of the general membership.

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 chief shop steward, see UNE Policy LOC 8.

Local Bylaw 6: Finances

Local Bylaw 6 Section 1

No officer or officers of this Local shall enter into any financial contractual understanding or agreement without prior approval by the National Executive or incur any expenses on behalf of the Local in excess of \$200.00 (two hundred) without the prior approval of a majority of 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 Executive Officers shall meet monthly except for the months of July and August.

Local Bylaw 7 Section 2

The membership meetings of this Local shall be 4 times per year (quarterly).

Local Bylaw 7 Section 3

Following a 30-day notice of meeting, the quorum for a general membership meeting will be at least 6 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 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 shall be held in accordance with the National By-Laws for the purpose of receiving annual reports, the consideration of business, and the election of officers.

Local Bylaw 7 Section 6

Elections shall be by secret ballot and shall proceed in the order of: President, Vice-President, Secretary-Treasurer, etc.).

Local Bylaw 8: Amending local bylaws

Local Bylaw 8 Section 1

By-Laws of the Local may be amended by a two-thirds (2/3) majority vote of the members present at the Annual Membership Meeting, providing thirty (30) days' notice of motion has been given 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.

For further information related to local issues, please see:

Bylaw 3, Sections 4,8,14 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*

