

# LONDON AND DISTRICT LABOUR COUNCIL BYLAWS

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**ARTICLE 1 - CHARTER**

Section 1 This Labour Council shall be known as “The London and District Labour Council” and is chartered by the Canadian Labour Congress.

Section 2. It shall consist of organizations affiliated to the Canadian Labour Congress which become affiliated to this Labour Council and are situated in the area known as Middlesex County, except that a southern portion of Huron County lying between Highways 23, 83, and 21 shall be included.

Section 3 These organizations shall conform to the By-Laws and the rules and regulations of the Council as set forth within. This Labour Council shall not be dissolved while there are seven (7) organizations remaining in affiliation.

**ARTICLE 2 - PURPOSE**

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 benefits 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, giving recognition to the principal that both craft and industrial unions are appropriate, equal and necessary as methods of union organization.
4. To encourage all workers without regard to race, sex, creed, colour, national origin, sexual orientation, disability, age or religion 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 cooperate 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 protect the labour movement from any and all corrupt influences and from the undermining efforts of all totalitarian agencies which are opposed to the basic principles of our democracy and free democratic unionism.

10. To safeguard the democratic character of the labour movement and to observe and respect the autonomy of each affiliated local.
11. 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, to encourage workers to affiliate with and support the New Democratic party, and to perform their rightful part in the political life of the municipal, provincial and federal governments.

### **ARTICLE III - MEMBERSHIP**

- Section 1 The London and District Labour Council shall be comprised of: Local Unions, branches and lodges of national and international unions, regional and provincial organizations affiliated to 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. Such action may only be taken if notice of motion has been given at a previous regular 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 organization controlled or dominated by any totalitarian agency or whose policies and activities are consistently directed toward the achievement of the program or purposes of any totalitarian movement shall not be permitted as affiliates of this Labour Council.
- Section 4 It shall be the duty of each affiliated organization to furnish the Secretary of the Council with the following:
- (a) All official reports which deal with matters within the purview of this Council;
  - (b) All other reports as will facilitate, and make more effective the work of this Council; and
  - (c) A statement of their membership in good standing.

Affiliates are encouraged to file with the Secretary of the Council copies of their collective agreements.

### **ARTICLE IV - MEETINGS**

- Section 1: The regular meetings of this Labour Council shall be the governing body of the Council, except as provided in Article XVIII. Its decisions shall be by majority vote.
- Section 2: The regular meeting of the Council shall commence at 7:30 p.m. on the second Wednesday of each month with the exception of July and August. The Executive Committee shall be empowered to act on current matters, committee reports, etc. and call special meetings if required during July and August.
- Section 3: a) Special meetings of the Council may be called by direction of the Executive Board or on request of seven (7) affiliated organizations of the

- b) In the event seven (7) affiliated organizations request such meeting within five (5) calendar days and shall give all delegates 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 sub-section (b), a special meeting shall exercise the same authority as regular meetings.
- e) As the major portion of the regular Council meeting in the month of October may be taken up with the election of officers, executive board, trustees and committees, and regular business of this Council may not be completed, a special meeting of this Council shall be scheduled for the completion of Council business on the fourth Wednesday of October.

Section 4: Representation at meetings shall be on the following basis: from affiliated locals, branches and lodges, two (2) delegates for one hundred (100) or less members; one (1) additional delegate for each two hundred (200) members or major fraction thereof. The maximum number of delegates from any local union, branch or lodge shall not exceed ten (10).

Section 5: The Secretary shall furnish each affiliate with credential blanks which must be attested as required on the blanks and deposited at a regular Council meeting before new delegates may be seated in Council.

Section 6: The number of members of each organization for the purpose of selecting delegates to the Council shall be the average monthly number on which per capita tax is paid for the six (6) months previous to December 31.

Section 7: Any organization suspended or expelled by the Canadian Labour Congress or this Council shall not, while under such penalty, be allowed representation in the Council. Any organization which is in arrears to the Council for per capita tax three (3) months or more shall not be entitled to recognition or representation in the Council.

Section 8: Any person suspended by or expelled from any organization affiliated to this Council shall not be seated as a delegate.

Section 9: Any delegate being absent from three (3) consecutive meetings of this Council (as per the record kept by the Sergeant-at-Arms) without written or verbal excuse having been previously presented to the Secretary from the delegate or his or her organization, certifying as to the sickness or absence from the city, or engagement at night work, said delegate shall forfeit his or her seat and immediate notice be sent to their organization by the Secretary requesting a new credential for the vacant seat. The Secretary shall also revise the official roll call book and attendance file care for accurate use by the Sergeant-at-Arms.

Section 10: The President, in consultation with the Executive Board, may appoint such committees as are necessary to conduct the affairs of the Council. The

reports of their activities for presentation to Council meetings.

Section 11: Twenty (20) of the registered delegates representing at least seven (7) of the affiliated unions shall constitute a quorum for the transaction of business.

Section 12: The rules and order of business governing meetings shall be:

- a) The President, or in his/her absence, the 1<sup>st</sup> Vice-President, or in his/her absence, the 2<sup>nd</sup> Vice-President, shall take the chair at the time specified, at all regular and special meetings. In the absence of the President and his/her designated representatives, a chairperson shall be chosen by the Executive Board.
- b) No question of a sectarian character shall be discussed at meetings.
- c) When a delegate wishes to speak s/he shall be recognized by the Chairperson and shall give his/her name and the organization s/he represents and shall confine his/her remarks to the question at issue.
- d) A delegate shall not speak more than once on a subject until all who wish to speak have had the opportunity to do so.
- e) A delegate shall not interrupt another except it be to call to a point of order.
- f) If a delegate be called to order, s/he shall, at the request of the Chairperson, take his/her seat until the question of order has been decided.
- g) Should a delegate persist in unparliamentary conduct, the Chairperson will be compelled to name him/her and submit his/her conduct to the judgement of the meeting. In such cases the delegate whose conduct is in question should explain and then withdraw, and the meeting will determine what course to pursue in the matter.
- h) When a question is put, the Chairperson after announcing the question shall ask: "Are you ready for the question?" If no delegate wishes to speak, the question shall be put.
- i) Questions may be decided by a show of hands, or a standing vote, but a roll call vote may be demanded by thirty (30) percent of the delegates present. In a roll call vote each delegate shall be entitled to one (1) vote.
- j) Two (2) delegates may appeal the decision of the chair. The Chairperson shall then put the question thus: "Shall the decision of the Chair be sustained?" The question shall not be debatable except the Chairperson may make an explanation of his/her decision, and also the mover of the motion.
- k) The Chairperson shall have the same rights as other delegates to vote on any question. In case of a tie vote, s/he shall cast the deciding vote.

question be 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.

- m) 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.
- n) In all matters not regulated by these rules of order, Bourinot’s Rules of Order shall govern.

## **ARTICLE V - OFFICERS**

Section 1 The officers of the Council shall consist of a President, 1<sup>st</sup> and 2<sup>nd</sup> Vice-Presidents, Secretary, Treasurer, and Sergeant-at-Arms.

Section 2 Each officer shall be a member in good standing of an affiliated organization.

Section 3 The officers, executive board, trustees and committees of the Council shall be elected at the regular meeting of the Council held on the 2<sup>nd</sup> Wednesday of October.

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

Section 5 If an incumbent member of the Executive aspires to a vacant position on the Executive, s/he shall resign in advance of the election. Both vacancies shall then be filled in the normal constitutional manner by accepting nominations of any Council delegates who are eligible.

Section 6 The election of each office shall be completed before nominations may be accepted for any subsequent office.

## **Section 7 OATH OF OFFICE**

Each officer, before assuming his/her duties, shall be required to take the following obligation:

“In accepting office, I make oath and say that I will faithfully support the Constitution, principles and policies of the London and District Labour Council, and the Canadian Labour Congress.

I further promise that I will be faithful to the duties devolving upon me as an officer of the Council. I will attend, to the best of my ability, all meetings of this Council, and at the end of my term of office will deliver up to the Council, and at the end of my

term of office will deliver up to the Council, or to my regularly elected successor, all books, papers, funds, or any property in my possession belonging to the Council.”

Section 8 In the event of a vacancy in the office of President, the 1<sup>st</sup> Vice-President, or the 2<sup>nd</sup> Vice-President shall perform the duties of the President until a

successor is elected. If either Vice-President is unable to act in this manner, the Secretary shall perform his/her duty. In the event of a vacancy in the office of either Vice-President, or the Secretary, or the Treasurer, the President shall perform the duties of the vacant office until a successor is elected.

Section 9 The term of the officers of the Council shall commence upon the completion of elections for a term of two (2) years.

Section 10 In the event of a vacancy in any office of the Council, the vacancy shall be filled at the next regular meeting. Should any officer or executive board member fail to answer the roll call for three (3) successive meetings (regular, special, and executive) without furnishing a good reason for his/her absence to the Secretary before the meeting, his/her office shall be declared vacant and such vacancy shall be filled in accordance with this Constitution. Any delegate serving in an Executive position and having been removed because of non-attendance shall not be eligible for re-election in the same year.

Section 11 The officers of this Council shall hold title to any real estate of the Council as trustees for the Council. They shall have no right to sell, convey or encumber any real estate without first submitting the proposition to a meeting of the London and District Labour Council body, and such proposition is approved.

#### **ARTICLE VI - DUTIES OF THE PRESIDENT**

Section 1 The President shall function as chief executive officer of the Council. S/he shall exercise supervision over the affairs of Council, sign all official documents and preside at all regular and special meetings.

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

Section 3 It shall be the duty of the President to appoint a convener for all special committees set up and the convener shall call a meeting of the committee within three (3) weeks from his/her appointment.

Section 4 The President shall receive a sum of \$500.00 per year for executive expenses, payable quarterly.

Section 5 The Council President shall be an automatic delegate to the Ontario Federation of Labour Executive Board.

#### **ARTICLE VII - DUTIES OF THE VICE-PRESIDENTS**

Section 1 The 1<sup>st</sup> Vice-President shall aid the President in his/her duties as chief executive officer of the Council and act on his/her behalf when requested to

do so and shall also act as chairperson of the Executive Board meetings.

Section 2 The 2<sup>nd</sup> Vice-President shall aid the President and the 1<sup>st</sup> Vice-President in their duties, and act on their behalf when requested to do so.

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Section 3 The 1<sup>st</sup> Vice-President shall receive the sum of \$160.00 per year for expenses, payable quarterly.

Section 4 The 2<sup>nd</sup> Vice-President shall receive the sum of \$120.00 per year for expenses, payable quarterly.

### **ARTICLE VIII - DUTIES OF THE SECRETARY**

Section 1 The Secretary is empowered to require affiliated organizations to provide statistical data in their possession relating to the membership of their organization.

Section 2 The Secretary shall keep a correct record of the proceedings of the Council, make an enrolment of the name and residence of each delegate and the names and addresses of the secretary of each organization represented; attend and carry on all correspondence connected with the business of the Council; summon all special meetings of the Council when directed by the President; sign all vouchers for money expended on behalf of the Council; shall check up the attendance of the delegates recorded in the roll call book, and send official notice to the various unions whose delegates have failed to attend meetings (Article IV, Section 9) declaring such seats vacant, and requesting new credentials for same, such seats to be marked in the official roll call book. The Secretary shall notify all delegates to the Canadian Labour Congress convention and the annual election of officers, and to perform such other duties and sign all official documents as may pertain to this office.

Section 3 The Secretary shall forward to the Canadian Labour Congress and the Ontario Federation of Labour copies of the minutes of each meeting; also expenses payable quarterly.

Section 4 The Secretary shall receive the sum of \$400.00 per year for executive expenses, payable quarterly.

Section 5 The Secretary may direct, by copy, to various committees, mail which is received and committees are to take action on any correspondence as soon as possible. However, all correspondence directed to Council shall be dealt with at the next Executive meeting, then by direction or recommendation of the Executive to the membership meeting of the Council following.

### **ARTICLE IX - DUTIES OF THE TREASURER**

Section 1 The Treasurer shall be the chief financial officer of the Council.

Section 2 The Treasurer shall be in charge of all financial books, documents, files and effects of the Council which shall at all times be subject to the inspection of the President and the Executive Board.

Section 3 The Treasurer shall give a financial statement monthly to Council.

Section 4 The Council shall have the books of the Treasurer audited semiannually (June 30 and December 31) by the Trustees. Copies of Trustees audit report shall be submitted to the Council, Canadian Labour Congress and

the Ontario Federation of Labour.

Section 5 The Treasurer shall, subject to the approval of the Executive Board, invest surplus funds of the Council in securities or deposit them in a bank or banks.

Section 6 The Treasurer shall be bonded in such amount as may be determined by the Executive Board.

Section 7 The Treasurer shall received the sum of \$300.00 per year for executive expenses, payable quarterly.

#### **ARTICLE X - DUTIES OF THE SERGEANT-AT-ARMS**

Section 1 It shall be the duty of the Sergeant-at-Arms to receive the name of each delegate upon entering the room, and shall record his/her attendance. S/he shall perform such duties as may be assigned to him/her by the President.

Section 2 The Sergeant-at-Arms shall receive the sum of \$120.00 per year, payable quarterly.

#### **ARTICLE XI - DUTIES OF THE TRUSTEES**

Section 1 The Council shall elect three (3) Trustees from different organizations.

Section 2 Three (3) Trustees shall be elected by the Council in the same manner as the officers. Initially, the trustee receiving the largest number of votes shall be elected for three (3) years, the trustee receiving the second largest number of votes shall be elected for two (2) years, and the trustee receiving the third largest number of votes shall be elected for one (1) year. Subsequently, one (1) trustee shall retire each year as the term for which such trustee shall be elected expires, and succeeding trustees shall be elected for three (3) years. The retiring trustee shall be eligible for re-election.

Section 3 The trustees shall not be members of the Executive Board.

Section 4 The Trustees shall conduct an audit of the books and accounts of the Council semi-annually as of June 30 and December 31, based on actual verification of the Treasurer's records as outlined on the Canadian Labour Congress Audit Report form (Form 34LC). They shall see that all audit reports are posted for the information of all delegates and copies forwarded to the Canadian Labour Congress and the Ontario Federation of Labour.

Section 5 Should the Trustees be unable or otherwise fail to audit the books of the Council, it shall be the duty of the Executive Board or the President to have the books checked and properly audited by a firm of chartered accountants or some equally qualified party.

Section 6 All financial officers of the 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 7 Where Council officers are not bonded through the Congress, the Trustees shall certify to the Congress that all financial officers of the Council are

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bonded in accordance with the provisions of this Bylaw.

Section 8 It shall be the duty of the Trustees to see that the Treasurer deposits all monies received by him/her, in such banks(s) of the names of the officers duly authorized to sign cheques for withdrawals on the account, and that all disbursements are to be made by cheque, except that a petty cash fund for the Secretary may be permitted.

## **ARTICLE XII - EXECUTIVE BOARD**

Section 1 The Executive Board shall consist of the President, two (2) vice-presidents, Secretary, Treasurer, Sergeant-at-Arms, and nine (9) Executive Board members.

Section 2 The Executive Board shall be the governing body of this 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 this Constitution.

Section 3 The Executive Board shall meet on the first Wednesday of the month 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 majority of the members of the Executive Board shall constitute a quorum for the transaction of the business of the Council.

Section 5 The Executive Board is authorized to reimburse members of the Council for necessary expenses in performing their duties for the Council.

Section 6 The Executive Board 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 Council.

Section 7 When material or motions are included in the minutes, a separate mailing to affiliates will not be done. Such information, upon request, will be underlined in the minutes upon direction from the Council.

Section 8 The Executive Board shall file routine communications, (newsletters, thank you's, etc.) without going to Council subject to communications being filed being listed in the Executive report.

Section 9 All expenditures over \$300.00 must receive approval of a regular or special meeting of the Council. This shall not apply to routine expenditures incurred in normal operations of the Council.

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## **ARTICLE XIII - COMMITTEES**

Section 1 There shall be nine (9) standing committees as follows:

- 1) Education and Union Label
- 2) Political Action
- 3) Women
- 4) Occupational Health and Safety
- 5) Environment
- 6) Peace and Human Rights
- 7) Social Welfare and Community Service
- 8) Labour Events
- 9) Strike Support

Each standing committee shall consist of not less than three (3) persons, two (2) or more of whom shall be elected from amongst the delegates, and one (1) who shall be appointed from the Executive Board.

Section 2 All standing and special committees shall present regular written reports to meetings of the Council unless otherwise ordered by the Executive Board and shall report all absentees from meetings of the Committee. If any matter is referred or otherwise directed to committees in one month, that committee shall act and report to the Executive and membership meetings by the following month with a progress report or final resolution if possible.

Section 3 No member shall be appointed on a standing committee or special committee unless present at the time of appointment or consenting thereto in writing.

Section 4 For the purpose of this section, the Executive Board member appointed shall convene the first meeting of the Committee. The Secretary shall furnish the convener of said committee with the names and addresses of the members associated with him/her upon it, together with copies of resolutions, subject or documents referred to them.

Section 5 No expenditure shall be incurred by any committee unless same has been approved by the Council. In such an emergency the Executive Board is authorized to make expenditures; such expenditures shall be justified to and approved by the Council at its next regular meeting.

Section 6 Reports of standing committees shall be submitted in writing to the Executive and only those with specific recommendations will be dealt with by Council meeting and all others be supplied in written form to the delegates.

Section 7 Standing committees shall endeavour to set a regular meeting date(s) each month (except July and August) in order to conduct committee affairs as in Sub-section 2 above.

## **DUTIES OF COMMITTEES**

### **1. Education and Union Label**

It shall be the function of this committee to keep the Council informed on all matters pertaining to education, to stimulate and promote programs of membership education and appear and make representation to organizations affiliated to the Canadian Labour Congress, but not affiliated to this Council for the purpose of their affiliation. It

shall also be the responsibility of this committee to promote union made goods and consumer organizations and consumer protection legislation.

2. Political Action

It shall be the function of this committee to encourage the interest of trade unionists in political affairs and promote the New Democratic Party. Through this committee, the Council shall take an interest in the municipal, provincial, and federal governments and carry out the political program of the Canadian Labour Congress. The chairperson of this committee will be Council's delegate to the NDP Area Council.

3. Women

It shall be the duty of this committee to keep Council informed of Canadian Labour Congress and Ontario Federation of Labour programs and policies on women's issues. The Women's Committee shall also participate in the activities of International Women's Day whenever possible, and promote awareness of issues affecting women.

4. Occupational Health and Safety

It shall be the duty of this committee to keep Council informed of matters related to the health and safety of workers and to promote Canadian Labour Congress and Ontario Federation of Labour training programs. It shall monitor and keep Council informed of such issues in London and area.

5. Environment

The Environment committee shall keep Council informed of Canadian Labour Congress and Ontario Federation of Labour programs and policies related to environmental issues. It shall monitor and keep Council informed of such issues in London and area.

6. Peace and Human Rights

It shall be the duty of this committee to keep Council informed of Canadian Labour Congress and Ontario Federation of Labour programs and policies in relation to peace and human rights. This Committee will also work within the community for the advancement of peace and human rights.

7. Social Welfare and Community Service

This committee shall keep close watch over the state and need of welfare in the community and serve as an information agency of welfare services of all kinds.

8. Labour Events

This committee will make arrangements for the annual Labour Day functions and shall arrange social functions throughout the year. It shall arrange for the annual Memorial Park services and Western Fair activities.

9. Strike Support Committee

The Strike Support Committee shall meet on the call of the President or his/her designate for the purpose of responding to a request for strike support.

### **Special Committees**

In addition to standing committees, the Council may establish special committees from time to time. These committees shall carry out special assignments determined by Council.

Special Committees and delegates report only when certain actions are in need of Council endorsement. A summary of the delegate's activities as needed should be submitted by a written report which will be embodied in Council minutes.

## **Campaigns**

The Campaign Fund shall be available to the Executive Board, Special Committees, and all standing committees except Labour Events and Political Action, to fund expenses that are required to sustain a campaign in which Council has authorized participation. No direct donation to any organization shall be made from the Campaign Fund.

## **ARTICLE XIV - REVENUE**

Section 1 A per capita tax shall be paid upon the full paid up membership in the London area of each organization.

Section 2 Each affiliated Local Union, branch or lodge should pay before the last day of each month for the preceding month a per capita tax of twenty-five cents (25¢) per member per month, one cent (.01¢) to the Political Action Fund, and one cent (.01¢) to the Campaigns Fund. The allocation to the Campaigns Fund will cease when the balance exceeds \$2,000.00 and begin again when the balance falls below \$1,000.00.

Section 3 Any organization which does not pay its per capita tax on or before the time specified shall be notified of that fact by the Treasurer of the Council. Any organization three (3) months in arrears in payment of per capita tax may become suspended from membership in the Council and can be reinstated only after arrears are paid in full up to a maximum of one (1) year. Notice shall be mailed to the President and Treasurer at his/her last known address.

## **ARTICLE XV - DELEGATE EXPENSES**

Section 1: Any member elected as a delegate to represent the Council at any convention, conference or other such gathering shall be paid his/her regular rate of pay for all work time lost. An itemized account shall be submitted for all such lost work time. S/he shall receive a per diem allowance on the following basis:

- a) up to \$15 per day if on Council business within the city limits;
- b) up to \$25 per day on Council business out-of-town;
- c) up to \$50 per day if on Council business overnight, plus cost of reasonable single accommodation attested to by receipt. If attending Council business overnight, parking will be considered.
- d) \$15 per day if on Council business where room and board are provided.

Section 2: Delegates traveling on Council business shall be compensated for economy air, coach, rail, or bus fare when attested to by receipt. If a delegate uses his/her own car, s/he shall be reimbursed at the rate of twenty-eight (.28) cents per km. (with appropriate adjustment for mileage), provided the one

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way distance to his/her destination does not exceed 500 miles (800 km).  
Public transportation should be used whenever practical.

Section 3: The delegate may be given such advance as the Treasurer deems advisable.

Section 4: No delegate who is representing Council at any convention or seminar will be

paid his/her regular salary, or per diem allowance, or transportation costs where s/he is having the above payments defrayed by his/her own Local Union.

## **ARTICLE XVI - OBLIGATION OF DELEGATES**

“I, \_\_\_\_\_ sincerely promise and declare that I will be faithful to the duties devolving on me as a delegate to this Labour Council; that I will attend all meetings of this Council, if possible, and work at all times for, and in the interest of, the Council and the Canadian Labour Congress.”

## **ARTICLE XVII - ORDER OF BUSINESS**

The order of business at each session shall be conducted in the following order:

1. Roll Call of Officers
2. Report of Credentials Initiation of New Delegates
3. Reading of Minutes of Previous Meeting
4. Credentials Committee Report
5. Treasurer's Report
6. Executive Board report, Communications and Bills
7. Reports of Standing Committees, Special Committees and Delegates
8. Reports of Unions
9. Nominations for Office, Elections and Installations
10. Unfinished Business
11. New Business
12. Good and Welfare
13. Adjournment

## **ARTICLE XVIII - AMENDMENTS**

Section 1 The Bylaws of the London and District Labour Council may be changed by a two-thirds (2/3) majority vote of the delegates present at a regularly convened meeting of the Council, if notice of amendment has been presented in writing at the immediately preceding meeting and provided it does not conflict with the Constitution of the Canadian Labour Congress. Any amendment shall only become effective after approval by the Executive of the Canadian Labour Congress.

## **ARTICLE XIX - OMBUDSMAN**

Section 1 If a delegate has a complaint or grievance against any officer of delegate of the Labour Council which cannot be dealt with by the procedures set forth in these By-Laws, the aggrieved delegate shall have the right to submit the case with all relevant material to the Secretary-Treasurer of the Canadian Labour Congress who shall immediately refer the case with all documentation to the Ombudsperson appointed by the Canadian Labour Congress.

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Section 2 The Ombudsperson will, under the authority vested in the office of the Ombudsperson by the Congress, undertake such inquiries, hearings or meetings as deemed advisable and report on the findings, conclusions and recommendations as soon as possible to the parties to the complaint and to the Secretary-Treasurer of the Canadian Labour Congress.

Section 3 Terms of Reference for Ombudsperson - in carrying out the duties assigned by the Congress, the Ombudsperson is empowered;

14. To receive inquiries concerning the rights of delegates and to advise them on the procedures open to them for the redress of complaints.
15. To receive complaints, to investigate them, to hold hearings when the complaint warrants it, and to issue written reports, determination or findings on the individual cases.
16. To decide whether or not allegations are sufficiently serious and substantial to justify a hearing and if not to dismiss a complaint without a hearing.
17. To order, in cases where the decision favours the complainant, such remedies as are necessary to redress the injustice to the individual.
18. To recommend, based on the cases handled, changes in the constitutions of bodies concerned which, in his/her judgement, would eliminate the causes of the complaints.
19. To submit to the Canadian Labour Congress, before March 31 each year, a statistical report of the cases handled during the previous calendar year, and the disposition thereof, including such comments and recommendations as may be of assistance to the Congress in determining future policy with respect to the functions of this office.
20. To recommend, for the approval of the Congress:
  - a. Procedures for the handling of correspondence and written records relative to complaints received;
  - b. Procedures to be followed at meetings, hearings and inquiries, including the appearance and testimony of individuals.
  - c. Procedures for obtaining access to relevant files and other documentation.
  - d. Procedures for reimbursement of complaints, defendants and witnesses for travel and other expenses.

In addition to the foregoing the Ombudsperson would, if his/her orders or recommendations are not acted upon and grievances settled within a period of thirty (30) days after the report has been submitted to the parties, have the authority to publicize any decision, award, or other findings the Ombudsperson has made.

### **COUNCIL PROCEDURES BY MOTION**

Persons appointed or elected to act of behalf of the Council on community boards must be delegates from their Locals to the London and District Labour Council. Prior to the Labour Council appointing a Labour Representative to a Board of Directors of a Community Board of Committee which is unionized, that the London and District Labour Council will consult with the Local(s) of that organization.

## **BYLAW REVISIONS**

December 11, 1963  
July 4, 1965  
March 9, 1966  
May 10, 1967  
December 13, 1967  
August 13, 1969  
January 13, 1971  
May 10, 1972  
April 11, 1973  
March 13, 1974  
October 9, 1974  
March 12, 1975

October 8, 1975  
November 10, 1976  
April 13, 1977  
September 14, 1977  
December 14, 1977  
February 14, 1979  
February 13, 1980  
March 13, 1980  
June 11, 1980  
September 9, 1981  
January 12, 1983  
October 12, 1983

November 14, 1984  
January 9, 1985  
April 10, 1985  
October 9, 1985  
January 8, 1986  
December 10, 1986  
September 14, 1988  
October 1990  
June 21, 1991  
February 20, 1997

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