

**CONFEDERATION
OF
CANADIAN UNIONS**



CONSTITUTION

26th Biennial Convention

**September 28, 29 and 30, 2013
Delta Halifax,
Halifax, Nova Scotia.**

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ARTICLE I TITLE OF ORGANIZATION

This organization shall be known by the style and title of "Confederation of Canadian Unions."

ARTICLE II PURPOSE

The aim and objects of this organization are:

1. To unite all workers in one democratic, national independent Canadian labour movement;
2. To establish a just standard of income, working hours and conditions for all who work for a living;
3. To protect its members from illegal and unjust treatment;
4. To obtain improved legislation, and just application of legislation in the interests of all workers;
5. To promote the study, defense, and development of the economic, social and moral interests of all workers;
6. To promote and develop awareness in the dangers of environmental pollution, to educate its members in the need for controls and prevention of the pollution of our environment;
7. To promote the merger or affiliation of affiliated unions with related interest and principles;
8. To aid workers in their efforts to form independent, Canadian unions, and if necessary, or requested, to regulate relations between employees and employers, including but not limited to the right to bargain collectively on their behalf and to act as a bargaining agent, after full review and concurrence of the Executive Board;
9. To aid in organizing the unorganized.

ARTICLE III ELIGIBILITY OF MEMBERSHIP

There will be no discrimination as to membership and affiliation due to race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, gender, age, political or religious affiliations, sexual orientation, record of offences, marital status, family status, handicap, immune status.

ARTICLE IV OFFICERS

1. There shall be a President; a Vice-President; a Secretary; and a Treasurer.
2. The President shall have the general management and direction subject to the authority of the Executive Board, of the business and affairs of the organization. The President shall, when present, preside over all meetings of the Convention and Executive Board. The President shall be responsible for the due and proper administration of the constitution, and shall submit regular and timely reports to the Executive Board. The President shall be a signing officer and ex-officio member of all committees and subordinate bodies of the organization.
3. The Vice-President shall assist the President in the performance of his or her duties and shall act as presiding officer in the absence of the President.
4. The Secretary shall be responsible for all official documents and material of this organization. The Secretary will be responsible for organizing and taking minutes of all Executive Board meetings, Conventions, and conferences of this organization. The Secretary will be a liaison between the President, the affiliates, and all external groups and governments.
5. The Treasurer shall be responsible for the safekeeping of all finances and physical assets of the organization. The Treasurer shall work in cooperation with the trustees. It shall be the duty and responsibility of the Treasurer to maintain adequate records of financial transactions of this organization.

The Treasurer shall be responsible for the collection of all per capita taxes, dues or other revenues due to the organization. The Treasurer shall ascertain if the per capita taxes, or other accounts, are being paid in the correct amount to the organization. The Treasurer shall make such expenditures of funds as are necessary and as may be approved by the President for the conduct of the affairs of the organization.

In addition, the Treasurer shall prepare a budget proposal in consultation with the other table officers, to be presented at the first meeting of the new fiscal year of the Executive Board.

The Treasurer shall issue financial and other reports to the Executive Board at its meetings and to the Convention.

All cheques issued by the organization shall be signed by any two of the President, the Vice-President, the Secretary, or the Treasurer; however, cheques shall normally be signed by the Treasurer.

6. At its first meeting following the Convention, the Executive Board shall elect two trustees. The two trustees shall examine the financial records of the Treasurer and the physical assets of the organization, and shall submit their report at each Executive Board meeting in between conventions. When a Convention is held there shall be one report to the Convention. If a trustee is absent at an Executive Board meeting or Convention, the Executive Board shall appoint an interim trustee for that occasion. The two trustees shall be responsible for conduction of elections at each Convention, including but not limited to, the distribution and counting of ballots and other matters relating to the conduct of the election. If a trustee becomes a candidate for office, the Executive Board shall appoint a substitute Trustee to perform these election responsibilities.
7. All officers shall be elected at a Convention.
8. Any candidate running for office must be a member in good standing of an affiliated union that is not currently under suspension.
9. Nominations of candidates for national office shall be made on the floor of the Convention and acceptance by the candidates may be in person or by written consent submitted to the Chair at the time of nominations.
10. All officers shall be elected by a majority of the delegates casting ballots. If no candidate receives a majority of the ballots cast, the trustees will conduct a run off election in which the candidate receiving the least number of ballots is removed.
11. In the event of death, recall or resignation of the President, the balance of the term of office shall be filled by the Vice-President. If an office of Trustee or Officer becomes vacant, the CCU Executive Board members/delegates will be asked to nominate a replacement. The Executive Board will elect a replacement for the period up to the end of the next regular Convention by majority vote of all its members.
12. An Officer may be recalled at any time by a petition of at least twenty-five percent of the membership of all the affiliated organizations (not under suspension) eligible to vote for said officer and endorsed by at least twenty-five percent of the affiliated organizations whose members are eligible to vote for said officer. The Officers shall have ballots printed and circulated to the affiliated organizations for a referendum ballot within thirty days of the receipt of the said petition in registered mail by the Treasurer. A majority of the votes cast shall be necessary to recall the officer.

ARTICLE V EXECUTIVE BOARD

1. There shall be an Executive Board consisting of the Officers plus representatives named or elected by each affiliated organization. Each affiliated organization shall be entitled to one representative for the first 1,000 full-time equivalent members or fraction thereof; and one additional delegate for each additional 1,000 full-time equivalent members or majority fraction thereof.

No affiliate shall exceed a total of 2 delegates at Executive Board.

2. The Executive Board shall meet at least twice annually to consider all questions of business. The President shall have the power to convene extraordinary meetings of the Executive Board, or by request of the majority of the Executive Board. Meetings and conferences may be held electronically in whole or in part.
3. Travel expenses and legitimate out-of-pocket expenses for officers will normally be paid by the organization.
4. A quorum shall consist of at least two of the President, Vice-President, Secretary or Treasurer; and representatives from at least half of the affiliates organizations.
5. The Executive Board shall appoint or discharge such organizers and administrative and technical staff as may be required for the proper conduct of affairs of the organization. Whenever feasible, staff will be selected from among members of affiliated unions. Should any temporary salary or expenses be paid to officers, the rates shall be set by the Executive Board. The Executive Board shall also decide the salaries and expenses of organizers, administrative and technical staff members. These salaries shall not exceed the norm established by affiliated unions. Permanent salaries shall be recommended by the Executive Board and fixed by Convention.
6. The affiliates shall cover the salary expenses of their own members, elected as officers representing CCU/CSC at a function/event pre-approved by the Executive Board, if they are able to do so.

If affiliates are unable to cover the salary expenses, upon written request of the affiliate, the CCU/CSC will reimburse the salary expenses of the officer. Such requests must be submitted to the Executive Board no later than six (6) months following the date of the function/event.

7. The affiliates shall cover the costs of up to one day of employment release time of their own members elected as officers representing CCU/CSC to prepare for each Executive Board meeting.

If affiliates are unable to cover the costs, upon written request of the affiliate,

the CCU/CSC will reimburse the costs of up to one day of employment release time of the officer. Such a request shall be made and submitted to the Executive Board in advance of the next meeting.

8. Notwithstanding other financial policies contained herein, the continued support of organizations and financial amounts allotted to organizations are subject to review by the CCU/CSC Executive Board at each of its meetings.

ARTICLE VI AFFILIATIONS

1. The Executive Board shall issue Charters to affiliated organizations. The President and Secretary shall sign these Charters. The text and form of the Charter shall be approved by the Executive Board.
2. The Secretary will prepare application forms. Applicant unions will be required to complete and submit these forms along with a copy of their current constitution, policies and procedures.
3. The organization will accept into affiliation all bona fide independent unions who agree to abide by the Constitution.
4. The Executive Board shall have the power to suspend any affiliation when, in their opinion, after thorough investigation and notification of the affiliate concerned, the holding of any such affiliation is not in the best interests of the Confederation. Said affiliate shall then lose all rights under the Constitution. Any such organization may appeal the action of the Executive Board to the next Convention. The decision of the Convention will be final.

ARTICLE VII CONVENTION

1. The organization shall convene in regular Convention every two years. The Convention shall be the ultimate government of the Confederation. The administrative authority of the Confederation when not in Convention shall be vested in the Executive Board.
2. The Executive Board shall have the power to convene a Special Convention.
3. The Convention shall be governed by this Constitution and procedures established by the Executive Board. In case where these are inadequate or ambiguous Bourinot's Rules of Order shall govern.
4. Each affiliated union shall be entitled to:

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| 1 delegate | for the first 50 full-time equivalent members or fraction thereof; |
| 1 delegate | for the next 50 full-time equivalent members or majority thereof, and, |
| 1 delegate | for each additional 200 full-time equivalent members or majority thereof. |

Membership shall be determined by per capita tax paid to the organization during the three months prior to the Convention.

No affiliate shall exceed a total of 10 delegates at Convention.

5. The President, Vice-President, and Secretary, and Treasurer will be accredited representatives at all Conventions during their term of office.
6. This Constitution may be amended by majority vote of the delegates at a Convention.
7. **Resolutions**
 - a. Resolutions to the Convention may be submitted from any affiliated union or the Executive Board.
 - b. Resolutions must be submitted to the Secretary no later than twenty-one (21) days prior to the commencement of the Convention.
 - c. Resolutions dealing with emergency situations may be submitted by a delegate to the Convention, with approval of a majority of the delegates present.
 - d. The Secretary shall distribute the resolutions to the affiliates no later than ten (10) days prior to the convention.
 - e. There shall be a Resolutions Committee composed of one delegate to be elected or appointed from each affiliated union.
 - f. All resolutions submitted to the Convention shall be discussed by the Resolutions Committee, which shall then submit a recommendation to the Convention. The Resolution Committee shall also determine the order in which the resolutions will be heard at Convention.
 - g. There shall be a Credentials Committee who shall be responsible for registering delegates, alternates, and observers, and distributing convention kits. The Credentials Committee shall also be responsible for reporting the number of delegates, alternates, observers and guests attending the convention.

ARTICLE VIII REVENUE

1. The regular affiliation fee to the organization shall be one hundred dollars (\$100.00).
2. The regular per capita tax due from affiliates shall be one dollar and forty cents (\$1.40) per full-time equivalent member per month.
3. Where ratified by an affiliate's membership, in the event another affiliated local is on strike or is locked out, a Special Assessment of one dollar (\$1.00) per full-time equivalent member per month shall be levied against all affiliate locals that are not also on legal strike or locked out. This special assessment shall be effective the first of the month coincident with, or first following, the date upon which the legal strike or lockout began.
4. An accredited official of each affiliate shall pay the regular per capita tax directly to the Treasurer no later than the 15th day of the month following that on which the tax is due. This payment shall include the number of dues paying members within the local or locals for which the payment is being made, and the location of each local or locals for which payment is being made.
5. The Executive Board may, under special circumstances of an organizing drive, strike, unemployment, or serious financial difficulty, waive, in whole or in part, the conditions in Section 1, 2 and/or 3 above.
6. Affiliates who are 90 days in arrears in payment of per capita taxes, dues or special assessments shall have a notice sent to their Financial Secretary by registered mail indicating the last payment received, an estimate of the amount owing, and the basis of that calculation. Failure of the affiliate to pay the amount owing, or to show just cause why they are unable or unwilling to submit payment, within 30 days following the mailing of such registered notices shall constitute automatic suspension.
7. Any affiliate suspended for non-payment of per capita taxes, dues, or special assessments may only be reinstated by payment in full of all monies owed.
8. The books and accounts of the organization shall be subject to a Review Engagement by a Chartered Accountant to be appointed by the Trustees with the approval of the Executive Board. Copies of such "Review Engagement" shall be available for all regular Conventions and sent to all affiliated organizations. The fiscal year for this organization shall be from October 1st to September 30th.
9. There shall be a regular convention fee of one hundred dollars (\$100.00) per delegate.

10. The CCU/CSC will annually provide three 'John St. Amand' bursaries and three 'Madeline Parent' bursaries. Each bursary of up to \$500 is for dependent children of members of unions belonging to the CCU/CSC for the purpose of furthering their post-secondary education. One of each of the bursaries will be drawn, via a lottery at an Executive Board meeting, from eligible submissions from the East, Central, and Western Affiliates. An alternate name will also be drawn in case it is determined that a candidate is ineligible.