



BC FERRY & MARINE WORKERS' UNION

LOCAL 17 BYLAWS

1. Preface

The Bylaws of the Local shall not, in any way, be inconsistent with the Constitution of the BC Ferry & Marine Workers' Union.

2. Name

The name of the Local shall be Local 17 of the BC Ferry & Marine Workers' Union.

3. Membership

- a. The Local shall consist of all Union members within the jurisdiction specified for this Local as determined by the Executive pursuant to the Constitution.
- b. Any person in the Bargaining Unit and within the jurisdiction of the Local shall be eligible for membership in the Union. Application shall be made in accordance with Article 5, Section 1 and Article 16, Section 4, of the Constitution.
- c. Associate membership shall be granted in accordance with Article 5, Section 3 of the Constitution.
- d. Upon retirement, \$50.00 will be allocated to the Local 17 (retiree) member to a maximum of \$600 per year.

4. Affiliation

The Local shall be an affiliate to the local or regional Labour Council where such Labour Councils are established. The Union shall pay per capita fee in accordance with Constitution.

5. Objectives

- a. To maintain an efficient Shop Steward system within the Local.
- b. To unite all local members for their mutual benefit and conduct Union business in accordance with the Constitution.
- c. To educate members in the language and definitions of current collective agreements between the BC Ferry Corporation and the BC Ferry & Marine Workers' Union.

6. Delegates to Convention

- a. The Local shall elect, by referendum, the number of delegates to Convention to which it is entitled under the Constitution.
- b. Nominations for delegates shall be made by any one (1) accredited members and shall be accompanied by a written agreement to stand, signed by the nominee and the nominator and a witness.
- c. Each accredited member shall cast the same number of votes as there are delegates to be elected. A ballot that does not disclose votes for the required number of delegates shall be considered a spoiled ballot.
- d. The nominees shall be ranked in order of the numbers of votes received. The highest ranking nominees, corresponding to the number of delegates to which the Local is entitled, shall be declared elected.
- e. The unsuccessful nominees, ranked according to the number of votes received, shall be alternate delegates.

7. Resolutions

- a. Resolutions submitted to Convention shall have the approval of the Local membership prior to being submitted to the Union's Resolution Committee.

- b. All resolutions submitted shall be in accordance with the Constitution.
- c. Resolutions submitted by the Local shall be approved by majority vote at a regularly constituted membership meeting prior to being submitted to the Convention.

8. Local Committee

The Local Committee shall consist of the following (3) three Officers:

- Chairperson
- 1st Vice Chairperson
- 2nd Vice Chairperson
- Recording Secretary

9. Election of Officers

- a. Local Officers shall be elected by referendum vote of the Local membership conducted according to the Constitution of the BC Ferry & Marine Workers' Union.
- b. If only one (1) nomination is received for any one (1) position, a referendum ballot will not be held for that position and the nominee shall be declared elected.
- c. Names of the elected Officers shall be reported, in writing, to the Union headquarters as soon as possible.

10. Nomination Forms

Nomination forms shall be as follows:

**BC FERRY & MARINE WORKERS' UNION
NOMINATION FORM**

I, _____, nominate _____
 (Please Print) (Please Print)

for the position of _____.

 (Nominator) (Witness)

I, _____, agree to stand for the
 (Please Print)

position of _____.

 (Witness) (Signature of Nominee)

11. Balloting Procedures

In the referendum ballots provided for in Section 6 and 9 of these Bylaws, the balloting procedure outline in the Union Constitution shall be followed.

12. Term of Office

The term of Office for the Local Officers shall be as defined under the Constitution.

13. Vacancies

- d. In the event that the position of any Officer becomes vacant, the vacant position shall be offered to the remaining Table Officers in the order established in Section 8 of these Bylaws.
- e. If no Table Officer wants the vacant position it shall be filled by nomination and if necessary referendum vote by the Local membership.

14. Duties of the Local Chairperson, Vice-Chairperson and Recording Secretary.

The duties of the Local Chairperson, 1st and 2nd Vice Chairperson and Recording Secretary shall be as defined in the Constitution. They shall also have any other duties the Executive may delegate to them.

15. Local Committee Meetings

- a. The Local Committees shall meet when summoned by the Local Chairperson, but at least once every two months at such times and such places as the Chairperson shall determine.
- b. A Local Committee shall consist of at least three (3) members of the Local. The maximum number of members in any on Committee shall be decided by the Local Executive.
- c. A quorum shall consist of one Table Officer and other such members in attendance and is empowered to conduct the business of the Local subject to Article 25.
- d. Any Local Committee member who does not attend two (2) consecutive meetings of the Committee meetings of the Committee without good and sufficient reason shall forthwith cease to be a member of the Local Committee.
- e. Except in the case of special or emergency meetings, seven days' notice, accompanied by agenda items, shall be given to Local Committee members.

16. Committees and Appointments

- a. The Local Committee or the General Membership meeting of the Local shall appoint a Deputy Returning Officer in accordance with the Constitution.
- b. The Local Committee or the general membership meeting of the Local may appoint a Resolution Committee, a Social Committee, or any other committee they see fit.
- c. All appointments shall be reported to the Union office.

17. Meetings

- a. Meetings of the membership shall be held at least once every two months at the call of the Chairperson.
- b. A minimum of seven (7) days' written notice of a Local Membership meeting shall be given to Members.
- c. Emergency meetings shall be held at the Local Chairperson's discretion, or at the direction of the Union Executive, or when requested by 30% of the Local Membership.
- d. Emergency meetings shall not take the place of a regularly scheduled meeting.
- e. In the case of an emergency meeting the seven (7) days' written notice shall be waived.
- f. A quorum shall be one (1) Table Officer plus those members in attendance.

18. Order of Business

So far as practical and subject to alteration by the meeting, the order of business shall be as follows:

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Reading of Minutes of the Previous Meeting
5. Adoption of the Minutes
6. Business Arising from the Minutes
7. Executive Members' Report
8. Reports of Committees
9. Correspondence
10. Unfinished Business
11. New Business

12. Good and Welfare
13. Adjournment

19. Delegates to Trades and Labour Councils

The Local shall elect delegates and alternate delegates to the Trades and Labour Councils to which they are an affiliate.

20. Time off for Union Business

Requests for time off from work to carry out Union business shall be made through Union headquarters and are subject to approval by Union headquarters.

21. Recommendations for Negotiations

Recommendations for negotiations shall be made to the Central Bargaining Committee through the Local Committee after membership of the Local has approved such recommendations. Recommendations shall reach the Union office sixty days prior to commencement of negotiations.

22. Finances

Expenses incurred by the Local shall be billed to the Union headquarters in accordance with the Financial Guide.

23. Signatories

All cheques issued against the funds of Local 17 of the BC Ferry & Marine Workers' Union shall be signed by any two of the following:

- a) Chairperson
- b) 1st Vice Chairperson
- c) 2nd Vice Chairperson
- d) Recording Secretary

The Local 11 Secretary-Treasurer shall have signing authority on cheques when the Local 17 Secretary-Treasurer position is vacant.

24. Rules of Procedure

The rules of procedure governing Local Committee and Local membership meetings shall be Bourinot's Rules of Order Revised, except when the rules are inconsistent with the Constitution and Bylaws or when special rules are adopted by the Local membership. In particular, the following rules of procedure shall apply:

- RULE 1 If a delegate, while speaking, be called to order, they shall, at the request of the Chair, take their seat until the question of order has been decided.
- RULE 2 Should one, or more, delegates rise to speak at the same time, the Chair shall decide who is entitled to the floor.
- RULE 3 That any members, for informative purposes, may request a motion under discussion be re-read, except whilst a member is speaking.
- RULE 4 No delegate shall interrupt another in their remarks except it be to call to a point of order.
- RULE 5 A delegate shall not speak more than once on a question until all who wish to speak have had an opportunity to do so.
- RULE 6 That any motion presented to the Chairperson shall be the property of the Union. Prior to conclusion of said motion, withdrawal may be made by majority vote only.