



BY LAWS OF

UNIFOR LOCAL 707

January 2017

OAKVILLE, ONTARIO

I N D E X

Page

Article 1.	Name	3
Article 2.	Object	4
Article 3.	Conditions of Membership	5
Article 4.	Authority	6
Article 5.	Duties of Officers and Elected Representatives	7
Article 6.	Nominations and Elections	12
Article 7.	Filling of Vacancies	29
Article 8.	Financial	31
Article 9.	Meetings	37
Article 10.	Initiations and Dues	41
Article 11.	Standing Committees	43
Article 12.	General	48
Article 13.	To Amend These By-laws	52
Article 14.	Definitions	53

ARTICLE 1

NAME

Article 1, Section 1

This organization shall be known as the amalgamated Unifor Local 707 affiliated to the Canadian Labour Congress, the Ontario Federation of Labour, and the Oakville and District Labour Council.

Article 1 Section 2

Bargaining Unit #1 shall refer to all active/retired members of the Ford Motor Company of Canada, Limited.

Bargaining Unit #2 shall refer to all active/retired members of Voith Industrial Services Ltd.

Bargaining Unit #3 shall refer to all active/retired members of Abednego Environmental Services

ARTICLE 2

OBJECT

Section I

The object of this organization shall be the banding together of all the various units of Local 707, to establish wages in accordance with existing economic conditions, to protect our rights to bargain collectively with our employers at all times, and to promote a better way of life.

ARTICLE 3

CONDITIONS OF MEMBERSHIP

Section I

Eligibility and condition of membership in Local 707 shall be the same as prescribed in Article 5 of the Constitution of the National Union.

ARTICLE 4

AUTHORITY

Section 1

The highest authority of the local union shall be vested in the general membership meeting.

Section 2

Between membership meetings, the Executive Board is the highest authority of the local and shall be empowered to act on behalf of the membership to the extent that urgent business requires prompt and decisive action subject to subsequent membership approval. The Executive Board may not take action affecting the vital interest of the Local without prior approval.

Section 3

Between the meetings of the Executive Board the administrative authority of the local union shall be vested in the President of the local union, subject to the approval of the Executive Board.

ARTICLE 5

DUTIES OF OFFICERS AND ELECTED REPRESENTATIVES

Section 1

Duties of Local Union Officers shall be as prescribed by Article 15 Section C of the current Constitution.

Section 2 (a)

The Local Union Executive Board shall consist of all the elected officers, namely: President, Vice-President, Recording Secretary, Financial Secretary, three Trustees, Sergeant-at-Arms, Guide, and Chairperson Retirees' Chapter or his/her designate. All of the above shall be ex-officio members of standing committees and all other committees set up by the local union.

Section 2 (b)

The Local Union Executive Board shall also consist of the following members at large: Elected Unit Chairpersons, Skilled Trades Chairperson, and Chairperson of Union in Politics Committee, Chairperson of Education Committee, and Chairperson of the Stewards Council, who shall vote on all matters except finances.

Section 3 (a)

The Local Union Executive Board shall meet at least twice a month and six (6) elected Officers shall constitute a quorum.

Section 3 (b)

Emergency meetings of the Local Union Executive Board may be called by the President and all Board members must be notified of such meetings.

Section 3 (c)

All Local Union Executive Board members will be given 24 hours' notice of special Local Union Executive Board meetings called by the President.

Section 4

The funds of the Local Union shall be used to defray all necessary expenses and the Local Union Executive Board shall be empowered to apply all current expenses such as Per Capita Tax, wages, rent, light, heat, telephone, Plant Committee expenses, etc., and an itemized account shall be submitted to the next Local Union membership meeting for approval.

The Local Union Executive Board will be limited to the sum of \$250.00 for any one donation to any patriotic, benevolent or fraternity fund. No loans at any time to anyone.

Section 5

A Stewards Council shall be established and maintained. It shall consist of all elected Committeepersons and elected Unit Chairperson's, Skilled Trades Chairperson, Health and Safety Representatives, Benefits, WSIB, Ergonomic, Time Standards, Employment Equity Representatives, Union Training co-ordinator and the President of the Local Union.

Section 6

The Stewards Council shall elect a Chairperson, Vice-Chairperson, and Recording Secretary to serve for a period of three years. The Chairperson shall preside at all meetings of the Committee Body. In his or her absence the Vice-Chairperson shall preside. The Recording Secretary of said Council shall keep a record of minutes of all Stewards Council meetings, and assign to proper channels such business as shall require further action. He or she shall see that all resolutions and communications adopted or passed are referred to the proper persons or places.

Section 7

The Stewards Council shall meet not less than twice a month. Ten members present shall constitute a quorum.

Section 8

Special meetings of the Stewards Council may be called at the discretion of the Chairperson.

Section 9

The Stewards Council shall exchange opinions relative to grievances in various departments, and establish policies relative to grievance procedure. It shall also, when called upon, make recommendation with respect to any grievances placed in the hands of the Local Committee.

Section 10

All actions of the Stewards Council shall be subject to review by the Executive Board and the general membership of the Local Union.

Section 11

The In-plant Committee shall elect a Vice- Chairperson and Recording Secretary to serve for a period of three (3) years. The Chairperson shall preside at all meetings of the In-plant Committee. In the absence of the Chairperson, the Vice-Chairperson shall preside. The Recording Secretary shall keep a record of minutes of all meetings of the In-plant Committee and assign to proper channels such business as shall require further action. He or she shall see that all resolutions and communications adopted or passed are referred to the proper

persons or places. The President of the local union shall be the Chairperson of the In-plant Committee.

Section 12

Whereby any active member become deceased, the Committeeperson or "designate" of that shift and jurisdiction of Local 707 may attend the funeral and be paid lost time and expenses up to a maximum of 8 hours if necessary.

Section 13

In-plant Committees for WSIB and E.I. only

WSIB committee will consist of one full time executive officer and full time in plant representatives and their alternates. They will elect the chairperson of the committee and will deal with issues pertaining to WSIB.

E.I. Committee will consist of full time representative and their alternate as well as one full time executive officer. They will elect the chairperson of the committee and will deal with issues pertaining to E.I.

ARTICLE 6

NOMINATIONS AND ELECTIONS

Section I

Absentee Balloting

1. A member who will be away from his/her Local Union during the entire period of an election on a work assignment for his/her employer or on Local Union business may apply for an absentee ballot by filing with his/her Local Union, by mail (registered or certified) or in person, a signed statement that he/she will be away from his/her Local Union for the entire period of the election on a work assignment his/her employer or on Local Union business. Such statement or request must be filed with the Local Union in sufficient time for the member to secure a ballot and re-deposit same with the Local Union prior to the start of the election.
2. Upon such certified application, the Local Union shall immediately provide the member with a ballot and two envelopes, one return-addressed. The member shall place his/her marked ballot in the unmarked envelope and enclose it in the returned-addressed envelope. The ballot as indicated may then be presented to the Local Union in person or as contained in the return-addressed envelope returned by mail (registered or certified). However, under either

circumstance, the ballot must be received by the Local Union before the start of the election.

Advanced Polls

An advance poll will be held at the Union Hall for all elections normally held in the plants. That the advance poll be held one week prior to the published time of the elections dates.

Re: Unifor Election Guideline

The following rules will apply to the holding of an advance poll:

1. An advance poll will be available to only those members who will not have access to the regular election poll.
2. The member must sign a request for the advance ballot.
3. The advance ballot must be cast in such a manner that no member of the election committee shall know how any member voted. The voting process must ensure that a member who had access to the advance poll will not be able to cast a ballot in the regular poll.
4. For by-elections of the Executive board officers, Executive Board members and all full time in-plant representatives, advanced polls will be open from at the union hall from 1 hour before the beginning of the #2 shift and will close 1 ½ hours after the commencement of the #2 shift ending.

Election Procedure – Bargaining Unit #1

1. That we adopt the practice of using one master list
2. That elections which previously had been conducted at the Plant Gates shall be held inside the plants, and the elections shall take place one hour before production on the # 2 shift to one hour after production on the # 3 shift on a continuous hour basis
3. In advance of the hour when a voting location is first scheduled to open during the election period, workers operating the voting location should check all ballot boxes in a way which will insure that any tampering with the ballot boxes will break a seal. Under no circumstances should a ballot box, once sealed, be open until all voting is complete.
4. Candidates in all elections shall be responsible for taking down their election signs and literature.
5. That on a Tri-annual general election, someone will be made available for 4 hours after normal Union office hours to make up Union Cards. This will apply for the first set of elections only.
6. In all elections conducted at the plants where the Retirees are eligible to participate, the Elections Committee will set up special arrangements to allow voting to take place from 9 am to 11 am at the union hall during the Retirees Chapter Meeting.

Section 1(a)

The membership of Local 707 shall receive seven (7) days' notice prior to nomination meetings and 15 days' posted notice of elections.

Section 2 (a)

An Election Chairperson shall be elected for a period of three years by the membership, and he or she shall have charge of all Union elections during the next three years. A committee will be elected consisting of 26 members as follows by zone shifts:

Zone 1. Skilled Trades 2 from any shift

Zone 2 1 from A shift & 1 from B. shift

Zone 3. 2 from A shift & 2 from B. shift

Zone 4. 2 from A shift & 2 from B. shift

Zone 5. 2 from A shift & 2 from B. Shift

Zone 6. 1 from A shift & 1 from B. shift.

The runner-up will be automatic replacements for any vacancy in their respective zone during the three-year term of the Election Committee. The election committee will elect a Vice-Chairperson and Recording Secretary. Retired Members may run for Election Committees.

Section 2 (b)

The election of delegates to the Unifor National Constitution and or Bargaining Convention shall be in accordance with Article 6 of the National Constitution.

Section 3 (a)

Election of Local Union Executive Officers, Education Chairperson and Union in Politics Chairperson, shall take place not later than the first week in June and shall be by secret ballot under the supervision of the Election Committee. Candidates receiving a majority of votes cast for any office shall be declared elected. Education Chairperson and the Union in Politics Chairperson shall be elected by simple majority. Elections then will be held at the same time as the in plant elections starting in 2014 with a period of three (3) years as covered under Article 15 Section B (4) of the National Constitution.

Section 3 (b)

When a run-off election becomes necessary, such election shall take place not later than the third week after ballots have been tabulated.

Section 4

Installation of Local Union Executive Officers shall take place at the regular Local Union meeting next following the election.

Section 5

The Unit Chairperson, Skilled Trades Chairperson, #3 Shift Committeeperson, Committeepersons, Time Study Committeeperson, shall be elected by their respective zone in accordance with the Constitution.

The election of:

- Unit Chairperson
- Skilled Trades Chairperson
- #3 Shift Committeeperson
- Committeepersons
- Stewards
- Time Study Committeeperson
- Health and Safety Representative, – Number 2 shift
- Health and Safety Representative, – Number 3 shift
- Benefit Representative
- Substance Abuse Co-ordinator covering
- Affirmative Action Representative (one woman)
- Environment Representative
- Alternate Time Study Committeeperson
- Ford Council delegates 4 to be elected
- Ontario Regional Council Delegates
- Canadian Council Delegates
- Constitutional Convention

- The Alternate Health and Safety representative will run for shift. One to be elected for the "A" shift and one to be elected for the "B" shift.
- Ergonomic representative
- WSIB representative

All of the above positions and alternates shall be elected by simple majority and shall take place "in the month of March".

All above positions to be elected for three- (3) year term in accordance with Article 15 section B4 of the Unifor Constitution.

Section 6

No member shall be eligible for election as a:

- Local Union Executive Officer
- Plant Chairperson
- Skilled Trades Chairperson
- #3 Shift Committeeperson
- Committeeperson
- Stewards
- Time Study Committeeperson
- Health and Safety Representative– Number 2 shift
- Health and Safety Representative,– Number 3 shift
- Benefit Representative
- Substance Abuse Co-ordinator
- Employment Equity Representative (one woman)

- Environment Representative
- Ergo Representative
- WSIB Representatives

And all elected alternates for the above positions until he or she has been a member in continuous good standing as per Article 5 of the Constitution in the Local Union for one year prior to nominations. The prospective candidate must be from the jurisdiction where he/she is seeking election.

Section 7

All nominees must be employees of The Ford Motor Company of Canada, Oakville, or former employees now employed by the National Union.

Section 8

Candidates for office must signify their intention of accepting or declining nomination. A candidate who has accepted nomination will be permitted to decline by giving written notice to the Election Committee within forty-eight (48) hours of their nomination.

Section 9 (a)

No member can accept nominations for more than one of the following Executive Offices: President, Vice-President, Recording Secretary, Financial Secretary, Trustees, Sergeant-at-Arms, or Guide.

Section 9 (b)

No member shall hold more than one Executive Board position.

Section 9 (c)

No elected Executive Officer, Union in Politics Chairperson or Education Chairperson shall hold the office of:

- Plant Chairperson
- Skilled Trades Chairperson
- #3 Shift Committeeperson
- Committeeperson
- Stewards
- Time Study Committeeperson
- Health and Safety Representative, Number 2 shift
- Health and Safety Representative, Number 3 shift
- Benefit Representative
- Substance Abuse Co-ordinator
- Employment Equity Representative (one woman)
- Environment Representative
- Ergo Representative
- WSIB Representative

Section 9 (d)

No elected In Plant Representative mentioned in 9 (c) above can hold the office of Executive Board Officers, Union in Politics Chairperson, Education Chairperson, or more than one of the In Plant positions mentioned in 9 (c).

Section 10 (a)

No candidate in any election shall function as a member of the Election Committee having supervision over such election, whereas the members name appears on a ballot.

Section 10 (b)

All members in good standing shall be entitled to vote at all Local Union elections according to jurisdiction by showing current union card.

Section 10 (c)

Any eligible candidate in any election shall have the right to submit their commonly known name to the Election Committee in writing as he or she desires it to appear on the ballot, and it shall so appear.

Section 10 (d)

Each candidate shall have the right to have one challenger at their own expense present when the votes are cast and when they are tabulated. (Challenger must

be a member of Local 707). No candidate shall be present when votes are tabulated.

Section 10 (e)

Copies of all election procedural information will be made available from the election chairperson to any member upon request.

Section 10 (f)

Skilled Trades members will be identified on the Local 707 union card by the letter "T" starting with the new cards in the year 2001.

Section 11 (a)

No member of Local 707 shall circulate, or cause to be circulated, false propaganda against any member or candidate for Local Union office, or direct propaganda against any candidate because of race, sex, creed, colour, marital status, sexual preference, disability, political or religious affiliation or place of national origin.

Section 11 (b)

No lobbying or canvassing shall take place within 100 ft of the polling booths, or at the plant gates on days when voting takes place.

Section 12 (a)

All eligible Local Union members stand nominated. All members desiring to stand for elections to any positions within the Local Union shall be governed by the following election procedures:

Nominations and Withdrawals

- Tri-annual election of Executive Officers coincides with the Unifor Constitutional and Bargaining Convention
- Tri-Annual Election of Stewards, Committeepersons, Plant Chairpersons, Skilled Trades Chairperson, and Employee Equity Representative.
- Tri-Annual Election for all alternates.
- Tri-Annual plant gate elections for Ford Council
- Tri-Annual plant gate elections for Ontario Regional Council, Canadian Council
- Tri-Annual election of Standing Committee Chairpersons.
- All other elections for conventions to be held at the union hall during regular membership meetings

If an election normally held at the membership meeting can be run in conjunction with a plant gate election that election will also be run at the plant gate simultaneously.

Section 12 (c)

There shall be: 2 days for nominations, 1 day for withdrawals, conducted by Chairperson of Election Committee. In the event of an acclamation, there shall be no requirement for a withdrawal day.

Section 12 (d)

When there is not time for advanced nominations, nominations and elections will be conducted at the monthly membership meeting.

Section 12 (e)

If, in the opinion of the President, some financial compensation not covered in these by-laws is required for the Election Committee, it shall be dealt with by the Executive of Unifor Local 707 upon the recommendation of the President and will then be reported to the next following Membership Meeting.

Section 12 (f)

In all elections for delegates to Conventions, Councils, or Conferences, the alternate delegates will be the runners-up.

Section 12 (g)

In the event of a tie vote on a jurisdiction change between the two elected union representatives the determining factor be decided by seniority."

Counting of Ballots

Section 13 (a)

- For Executive Elections 1 day
- For Stewards, Committeepersons and Chairpersons 1 day
- For Convention or Unifor Delegates 1 day

Section 13 (b)

If, in the opinion of the Chairperson of the Election Committee and the President, additional people are required any time during an election to assist in the conducting of that election, or the counting of ballots, the runners-up of the election of the Election Committee will be used in accordance with the votes they received in that election.

Section 14 (a)

All times for election dates are subject to change, subject to plant working hours.

Section 15 (a)

The Unifor Local 707 representative to the National Canadian Ford Corporation Bargaining Council shall consist of the following: President, Skilled Trades Chairperson, Chairperson, and four members elected from the membership.

Section 15 (b)

The Unifor Local 707 Representatives to the Master Committee of the National Canadian Ford Corporation Bargaining Council shall consist of the following: President, Skilled Trades Chairperson and Chairperson. The bargaining committee will elect one of the four delegates to the Master Committee.

Election Procedure – Bargaining Unit #2

VOITH ELECTIONS

Section 1

All nominees must be employees of Voith Manufacturing services.

Section 2

The election committee of (3) shall be elected for a period of 3 years. Such elections shall be held at the January Bargaining Unit #2 Membership Meeting.

Section 3

Voith elections shall be by secret ballot under the supervision of the Bargaining Unit #2 Election Committee.

Section 4

No candidate in any election shall be a member of the Election Committee having supervision over such election

Section 5

No member shall be eligible for election to any elective position in the local union until he/she has been in continuous good standing in the local union for 1 year prior to nominations.

Section 6 A

Nominations for Plant Chairperson, Committeeperson, and Alternate Committeeperson shall take place at the General Membership Meeting in March. Election to be held in April at a Bargaining Unit #2 Membership Meeting.

Section 6 B

The election of:

- Ontario Regional Council Delegates
- Canadian Council Delegates
- Constitutional Convention

All of the above positions shall be elected by simple majority

All above positions to be elected for three- (3) year term in accordance with Article 15 section B4 of the Unifor Constitution.

Section 7

No member shall hold or accept nominations for more than one position that involves negotiated company time. This does not include appointed positions.

Section 8

When a run-off election becomes necessary, such election shall take place no later than the third week after ballots have been tabulated.

Section 9

Elected members shall assume office the first Monday in June. Such elections should be for a three year term

ARTICLE 7

FILLING OF VACANCIES

Section 1

In the event of a vacancy in office of President of the Local Union by reason of death, incapacity, resignation, removal or any other reason, the Vice-President of the Local Union shall automatically fill the office of President for the unexpired term.

Section 2

In the event of a vacancy in any Local Union Executive office, other than the office of President, by reason of death, incapacity, resignation, removal or any other reason, such vacancy shall be filled at the earliest opportunity.

Section 3

Where a vacancy occurs on or after sixty days prior to the regular Local Union elections, no election shall take place to fill any vacancy and said office shall remain vacant until the following Local Union election.

Section 4 (a)

In the event of any vacancy occurring in any executive board union officer, executive member at large and all full time In-plant representatives for reason of

death, incapacity, resignation, removal or any other reason all such vacancy shall be filled through a by-election being held at the local union hall.

Section 4 (b)

In respect to opening for alternates occurring under situations mentioned in section 4 (a) above vacancy shall be filled at the earliest opportunity at a scheduled membership meeting in accordance with article VI section 12 (a) to section 12 (e) of these by-laws.

Section 5

Any elected representative may be recalled by the members he or she represents for failure to perform the duties of his or her office. A valid petition setting forth-specific complaints of the officer's failure to perform the duties of his or her office shall be signed by the members he or she represents. The officers, so complained against shall receive notification of the specific complaints. In the case of recall, signatures of a minimum of 25% of the members in the officer's jurisdiction are required on the petition. Upon filing of such petition with the Recording Secretary of the Local Union, a special meeting will be held, of which 7 (seven) days' notice shall be given. 25% of the members in the jurisdiction shall constitute a quorum. A two-thirds vote of the members present shall be required to recall. This is in accordance with the Unifor Constitution.

ARTICLE 8

FINANCIAL

Section 1 (a)

The salary of the President and the Financial Secretary shall be the equivalent to 54 hours pay of the highest skilled trades' rate in Local 707, including C.O.L.A.

Section 1 (b)

The Vice-President of Local 707 shall be a full-time salaried position, also that the Vice-President's salary shall be equivalent to 54 hours pay of the highest skilled trades rate in Local 707 including C.O.L.A.

Section 1 (c) When the Vice-President is out of the office for a full day or longer the person replacing such officer shall receive the salary of the Vice-President he/she is replacing.

Section 2 (a)

Any member of the Local Union required by the Local Union to perform duties outside the Town of Oakville, shall be entitled to receive an amount for lost time from scheduled work equal to his/her earning capacity had he/she been performing the scheduled work.

He/she shall be entitled to no more than his/her department's scheduled hours of work to a maximum of 48 hours per week, while receiving lost time from the Union.

Such member shall be entitled to coach class transportation, or mileage by the shortest route, whichever is less, where transportation is required.

When overnight accommodations are required the Local shall pay the actual accommodation cost directly to the hotel, except when the delegate resides in the city, town or village where the aforementioned duties are performed, in which case he/she shall receive \$30.00 per day for miscellaneous expenses. Economy airfare will be considered first class transportation. In the case of union business of two days or more, overnight accommodations will be provided with full per diem in the city, town or village where union duties are performed.

Any member conducting local union business which meets the following criteria:

- a) Outside the Town of Oakville
- b) 50 miles or more outside the city, town or village where they reside (as per the mileage book currently used)
- c) Attending union business expected to be longer than five hours duration shall be entitled to overnight accommodation the night prior to such business.

Such members having union business scheduled to start at 10:00 am or earlier shall be entitled to at least 12 hours between the end of their last shift worked

and such approved union businesses, and be entitled to lost time as prescribed by these by-laws.

Per Diem expenses shall be \$80.00 in Canada and \$80.00 in the USA at US rates.

When business requires one half day, or when union business requires out of town of less than 160 kilometers and no overnight accommodation is required a half per diem will be paid.

This Section applies only when members are detailed to conventions, councils, conferences, arbitration or any such legitimate duties the Local Executive deem necessary, or which the membership endorses.

Section 2 (b)

Any member elected or appointed to perform Union business outside the Town of Oakville where tuition, room and board are paid for by Local 707, shall receive first class transportation, and lost time, plus \$15.00 per day for incidental expenses.

Section 2 (c)

A retiree performing Union duties in Oakville or vicinity shall be paid \$10.00 per day for expenses.

Section 2 (d)

If the Executive Board decides that the nature or location of Union business is such that it necessitates the member driving his or her own car, he or she shall receive 48.0¢ per kilometer car allowance for the distance between their homes and destination.

Section 2 (e)

Any disputes involving lost time and/or expenses will be dealt with and judged accordingly by the Executive Board.

Section 2 (f)

Each individual conducting Local Union business that requires overnight accommodations shall be entitled to a single room, if desired.

Section 2 (g)

Where parking charges are incurred in the course of conducting approved Union business; they will be reimbursed upon presentation of proper receipts to the Financial Secretary.

Section 2 (h)

Any member delegated to a conference, convention or council which takes place at the Port Elgin Unifor Family Education Centre shall be entitled to mileage/kilometers from the hall, with the exception being the 707 Leadership weekend, where a flat rate \$50.00 transportation allowance is paid.

Section 3

Financial officers, including President, shall be bonded.

Section 4 (a)

Full-time salaried officers shall be entitled to the same vacation, as they would have if they were employed in the plant. Such vacation shall be paid at 2% of annual salary as described in Article VIII, Section I (a), per week of entitlement.

Section 4 (b)

Should any full-time officer become entitled to a Sickness and Accident benefit, or Workers' Compensation benefit, the Local Union shall not pay the officer a salary to the amount equal to the difference between the benefit and their regular salary, for the period of entitlement.

Section 4 (c)

Full-time salaried officials, when transferring from office back to their plant, shall in no way suffer a loss in vacation pay through such change, based on their vacation with pay in the contract. Any difference of pay shall be made up by the Local Union.

Section 4 (d)

The full-time salaried officers of the Local shall be required to take their vacation entitlement by December 31st of each year.

Section 5

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

ARTICLE 9

MEETINGS

Section 1

A general meeting of the Local Union shall be called once each month (except for the month of July and August) 50 members shall constitute a quorum.

- For any Unit #1 meeting that is held, 50 members shall constitute a quorum
- For any Unit #2 meeting that is held, 8 members shall constitute a quorum

Section 2

A special meeting of the Local Union may be called by the President, a majority of the Executive Board, or a petition signed by not less than 10% of the membership.

Section 3

Any member attending a Local Union meeting who is unable to produce their membership card must be vouched for by a member in good standing and his or her name shall be entered in a register kept by the Guide for that purpose. The Guide must also register the names of visitors.

Section 4

No plant, department, committee or skilled trades meetings shall be held which will conflict in any way with that of a general membership meeting unless authorized by the Executive Board.

Section 5

All plant, skilled trades, zone or department meetings must be booked through the President at least six (6) days prior to date of such meetings, except election meetings which require seven (7) days' notice.

Section 6

In the event that a quorum is not present within fifteen minutes after the scheduled time for beginning a membership meeting, the Chairperson shall declare all business to be dealt with by the Executive Board at their Executive Board meeting.

Section 7

A meeting between the Executive Board shall take place fifteen minutes prior to membership meetings, when necessary.

Section 8

Minutes shall be taken at all Executive Board Meetings by the Recording Secretary and mimeographed copies given or mailed to each member of the Board.

Section 9

The membership cards shall be punched at each meeting by the Guide or his or her nominee, to indicate that such member has attended such meeting.

Section 10 (a)

Failure to attend any two out of three consecutive meetings of a committee of which he or she is a member, without furnishing an acceptable reason for his or her absence, shall result in the member's automatic removal from such office or committee by the Local Union. The Executive Board shall rule on the reasons for absence.

Section 10 (b)

Any member elected to a term of office must attend two out of three consecutive membership meetings. Failure to do so, without furnishing an acceptable reason for his or her absence shall result in automatic removal from office. The Executive Board shall rule on the reasons for absence.

Section 10 (c)

Any member removed from office for violation of this section shall not be permitted to be a candidate for any office for the balance of the term, but is eligible to become a delegate to future conventions or conferences.

Section 11

That any motion from the floor of the membership over \$1,000.00 be served as a notice of motion to be dealt with at the next membership meeting and that motion appear on the membership meeting notice and posted on the bulletin boards.

Section 12

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 her/his 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.

ARTICLE 10

INITIATIONS AND DUES

Section 1

Initiation fee of the Local Union shall be \$10.00. The application shall be accompanied by the initiation fee.

Dues shall consist of two hours' and 20 minutes pay plus .85¢ for Picnic Fund,.10¢ for a Strike Fund, \$2.00 for the Building Corporation Fund, and .25¢ for a Special Retires' Fund to purchase a suitable gift for future retirees, which shall be checked off by the Company in accordance with the contract and in conformity with Article 15 Section G of the Constitution of the National Union.

Initiation fee of the Local Union shall be \$10.00. The application shall be accompanied by the initiation fee.

Section 2

Any member becoming in arrears in dues for a period of one calendar month shall be automatically suspended from membership in the Local Union, and may be reinstated only on the following conditions: the payment of readmission fee of \$10.00, plus the dues structure outlined in this Article, Section 1, for each month of delinquency up to the time of automatic suspension.

Section 3

Dues shall be deemed to have been paid as of the date shown on the check-off statement issued to the Local Union office by the Company, or as covered by Article X, Section 2, of these by-laws.

ARTICLE 11

STANDING COMMITTEES

Section 1

All committees are elected to a 3-year term at the Membership Meeting no later than December when possible, with the exception of the UPC Chairperson and Education Chairperson; or appointed by the Executive Board if no nominations are received. Such appointments are to be ratified by the membership. A quorum will be considered 50% of elected committee members present. The aim of each committee is to meet regularly.

Meeting times and dates may be posted on in plant bulletin boards.

Section 2

The following are to establish as standing committees of the local union: Human Rights, Union in Politics, Constitution and By-laws, Community Service, Sports, Recreation, Women's, Young Workers, Environment, Education, SUB, Picnic, Editorial, Aboriginal Workers of Colour, Workers with Disabilities, Health and Safety, and "L.G.B.T.-Lesbians, Gays, Bi-sexuals and Transgender" Committee.

All Chairpersons of standing committees, with the exception of the UPC and the Education Committees will be elected by the membership during the committee elections.

Human Rights Committee will consist of the E.E. representative and alternate plus 5 members from the membership. They shall work actively to promote human rights issues for the membership. They will work with the National Union and other community groups on human rights issues and approved campaigns. Union in Politics Committee will consist of 4 members elected from the membership and the UPC chairperson. It will work actively to promote political issues to the membership and on issues and political campaigns. It will deal with and prioritize resolutions and present them to the membership for concurrence or non-concurrence. It will promote union awareness through union label campaigns.

Constitution and By-laws Committee will have 5 members (1 chair and 4 members) elected from the membership. It makes recommendations on matters pertaining to the By-laws and constitution.

Community's Service Committee will have 5 members (1 chair and 4 members) elected from the membership and will organize and facilitate strike campaigns, as well as assist with plant gate food drive and other community events.

Sports Committee will have 5 members (1 chair and 4 members) elected from the membership and will promote and organize sports' activities for the members of Local 707.

Recreation will have 5 members (1 chair and 4 members) elected from the membership and will promote and organize recreation activities promoting this issue within the membership to build solidarity through recreation.

Women's Committee will consist of the following: the in plant women's advocate representative and the alternate and 5 elected from the membership (1 chair and 4 members). Only females can stand for nomination. It will work to raise awareness surrounding women's issues.

Young Workers will have 5 members (1 chair and 4 members) elected who must be 35 years of age or under. It will actively promote youth issues within the membership and involve youth in union activities and the community at large.

Environment Committee will consist of the following: the in plant representative and the alternate plus 5 members (1 chair and 4 members) elected from the membership. It will raise awareness on environmental issues with the membership and will work with the National Office and other community groups on environmental issues and approved campaigns.

Education Committee will have 4 members elected from the membership and the Education Chairperson. It will actively promote and co-ordinate educational

programs for our members. The committee shall meet by-annually with all in plant union facilitators to brainstorm future educational functions.

Editorial Committee shall consist of one editor and 4 members elected from the membership.

Election Committee will remain status quo Article 6, Section 2 (a).

Leaflet Committee will consist of seven elected members (1 chair and six members) as follows: 2 members per shift ,

Picnic Committee will consist of 5 elected members (1 chair and 4 members) and will organize the picnic.

On the E.I. and W.S.I.B. committees refer to Article 5 Section 13. Along with that add, two members elected from the membership at large for each of the E.I. and W.S.I.B. committees.

Aboriginal and Racialized Workers Committee will consist of 5 elected members (1 chair and 4 members)

Workers with Disabilities Committee will consist of 5 elected members (1 chair and 4 members)

Health & Safety Committee will consist of 5 elected members (1 chair and 4 members)

The LGBT Committee will consist of the E.E. rep. and the alternate plus 5 members (1 chair elected by the committee) from the membership. They shall work actively to promote human rights issues for the membership. They will work with the National Union and other community groups on LGBT rights and issues and approved campaigns.

Section 3

Chairpersons of all Committees in the Local Union shall co-operate and assist the editor of the Local Union paper by submitting regular articles to the Editor on the activities of their committees.

ARTICLE 12

GENERAL

Section 1

Intoxicating beverages shall not be allowed in the Union Hall other than places designated for that purpose at any time. Anyone violating this rule will be removed from the premises. No member under the influence of liquor shall be permitted to remain in the Union Hall.

Section 2

In the case of a death of a member, a bible or a wreath shall be sent. The President or his nominee shall attend the funerals of all other deceased members not covered in article 5 section 13 of these By-laws. The designated member shall receive lost time up to 8 hours.

Section 3 (a)

All Local Union business must pass through the Local Union office.

Section 3 (b)

All strikes shall be called or terminated only in strict conformance with Article 17 Section (B) of the National Constitution.

Section 4

Any member requesting lost time must submit counterfoil of their pay cheque upon request from the Financial Secretary.

Section 5 (a)

All charges against a member of the Union with the violations of the provisions of these by-laws, or of any provision of the Constitution, or with conduct unbecoming a member of the Union, must be specifically set forth in writing and signed by the member making such charges, and submitted to the Recording Secretary of the Local Union. In accordance with the Unifor Constitution.

Section 5 (b)

It shall be considered an offence for a Union member to use the Membership Card of another Union member. Any such member doing so may be charged under the Trial Procedure of the Unifor Constitution for conduct unbecoming a Union member.

Section 6

Charges against members and trials of such members shall be in conformity with the Constitution of the National Union.

Section 7

Any members of the Local Union may appeal from any action, decision or penalty to the National Executive Board. However, the decision of the Local Union must be complied with and shall remain in effect until reversed or modified.

Section 8

Any member wishing to appeal from the action, decision, or penalty of the Local Union shall do so in writing within sixty days after the aforesaid action, decision or penalty, and he or she must notify the Local Union of their intention in writing. It shall then be the duty of the Recording Secretary of the Local Union to forward to the National Secretary-Treasurer a complete statement of the matter in issue, including copies of all charges, records, minutes, transcripts of testimony and all other material relating to the appeal.

Section 9

The proposed Agenda for Local Union meetings shall be as follows:

- One Minute of Silence for all Deceased Members.
- Roll Call of Officers
- Reading of the Minutes
- Business Arising
- Correspondence
- Reports
- New Business

- Unfinished Business
- Good and Welfare
- Adjournment

The above not to restrict a member from submitting a change to the proposed Agenda.

Section 10

That all elected members of Local 707 Unifor. take their full vacation entitlement each year before the 31st December.

ARTICLE 13

TO AMEND THESE BY-LAWS

Section 1

In case of conflict between any of the provisions of these by-laws and the provisions of the National Constitution, the Constitution shall prevail.

Section 2

- a) These by-laws shall be amended, altered or revised including new or existing must be done in conformity with the following procedures:
- b) A resolution or motion, in writing, calling for amendment alteration or revision, shall be presented and read to a regular membership meeting. It must be seconded by a member other than the maker.
- c) The resolution or motion shall then be referred to the by-laws Committee and shall be reported out by said Committee at the next regular membership meeting, together with the recommendations of the Committee.
- d) A vote shall then be taken on the recommendation of the by-laws Committee and it shall require a vote of two-thirds (2/3) of those voting for adoption.

ARTICLE 14

DEFINITIONS

Section 1

Jurisdiction - (Definition)

The person's and/or geographical area to which a representative is responsible.

Section 2

Elected workplace representative - (Definition)

All those listed as follows:

- Plant chairperson
- Skilled trades chairperson
- #3 Shift Committeeperson
- Committeeperson
- Stewards
- Time study committeeperson
- Benefit representative
- Health and safety representative
- Employee assistance representative (substance Abuse co-ordinator)
- Employment equity representative
- Environment representative
- WSIB Representatives

Ron Balazs, Chairperson:

Revised January 1989

Chris McDougall, Vice Chairperson:

Revised January 1990

Brett Lefebre Recording Secretary	Revised September 1991
Lina Rondeau, Member	Revised April 1993
Jan Smith, Member:	Revised May 1994
Bylaws Committee	Revised August 1994
Unifor Local 707	Revised August 1994
	Revised June 1995
	Revised April 1997
	Revised December 1999
	Revised June 2000
	Revised October 2001
	Revised October 2002
	Revised September 2003
	Revised January 2005
	Revised November 2007
	Revised January 2008
	Revised February 2008
	Revised February 2011
	Revised December 2012
	Revised February 2013
	Revised December 2014
	Revised September 2015
	Revised January 2017