



Local Y010 Bylaws

UPDATED SEPTEMBER 13, 2022

Yukon Employees' Union

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ADOPTED BY THE DELEGATES AT THE LOCAL YO10
ANNUAL GENERAL MEETINGS
OR
SPECIAL GENERAL MEETINGS
...and as amended by

Annual General Meeting – November 2016

Annual General Meeting – November 2021

Special General Meeting – September 2022



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Glossary of Terms:

YEU – Yukon Employees Union

PSAC or Alliance – Public Service Alliance of Canada

PSAC North – Includes the three territories of the North, Nunavut, Northwest and Yukon

TUB – Talking Union Basics (course)

LOT – Local Officer Training (course)

RAND – Members of the Local that have not signed their union cards

YFL – Yukon Federation of Labour

YAE – Yukon Area Council



Section 1 – General

1.01 Name

This Local shall be known as Local Y010 Yukon Government Employees Union of the Yukon Employees Union, Public Service Alliance of Canada.

1.02 Aims and Objectives

It shall be the object of the Local to protect, maintain and advance the interests of members coming under its jurisdiction.

The Local shall unconditionally subscribe to and accept as its governing documents the Constitution of the Public Service Alliance of Canada and the Bylaws of the Yukon Employees Union, Public Service Alliance of Canada.

1.03 Majority Vote

Unless otherwise expressly provided for in these Bylaws, all decisions requiring a vote shall be decided by a simple majority. In case of a tie the Chair will be entitled to a second vote to cast the deciding vote.

1.04 Referendum

Any membership referendum conducted by the Local Executive between Annual General Meetings shall be by means of a mailed, secret and unsigned ballot and the results of such vote shall be binding on the Local Executive.

1.05 Pre-emption

Nothing in these Bylaws shall be construed to conflict with the Constitution of the Public Service Alliance of Canada or the Bylaws of the Yukon Employees Union.

Section 2 – Membership

2.01 Regular

All employees of the Government of Yukon shall be eligible for membership in this Local except those employees designated by YEU to be eligible for membership in another YG local, a member who has been removed from the union due to disciplinary actions or a person employed in a managerial or confidential capacity.

2.02 Associate

The Local may retain as associate members, former members of the Local whose employment had been terminated by:

- a. Reaching the minimum statutory retirement age;
- b. Ill health, when such is certified as the reason for retirement; or
- c. Who, by reason of the abolition of position, are separated from their continued employment in the Public Service.



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Associate members shall not be eligible for executive office in the Union, shall not have voice nor vote in meetings of the Local, but may be accorded such other privileges of membership for such length of time as may be provided by regulations under the Bylaw of the Yukon Employees Union.

2.03 Honorary

The YEU Executive may, upon receiving an application from the Local, apply to the National Board of Directors of PSAC to recognize a retired worker as an honorary member.

2.04 Life

A Life membership may be awarded by the YEU Executive to any member who has demonstrated devotion to the Component and performed exemplary services for the membership. There shall not be more than ten (10) such life memberships at one time.

2.05 Membership Cards

Workers who qualify for membership under the PSAC Constitution will be issued a membership card by PSAC.

- a. With the concurrence of the PSAC, YEU may alternatively and/or additionally provide members with a component identification card that includes their PSAC number.

Section 3 – Local Executive

3.01 Composition

The Local Executive shall be composed of the following fifteen (15) elected officers:

- a. President
- b. Vice-President
- c. Vice-President of Rural Membership
- d. Treasurer
- e. Secretary
- f. Chief Shop Steward
- g. Assistant Chief Shop Steward; and
- h. A maximum of eight (8) Directors.

3.02 Quorum

- a. A quorum of the Local Executive shall be the President, Vice-President or Vice-President of Rural Membership and three other voting members of the Local Executive.



3.03 Authority of Local Executive

Between Annual General Meetings, all executive authority of the Local Executive, consistent with these Bylaws, shall be vested in the Local Executive.

The Local Executive shall have the authority, within budgetary guidelines, to employ staff to carry out the business of the Local Executive, subject to the approval of the YEU Executive as per *YEU Bylaw 7, Section 4*.

Section 4 Sub-Section A: Locals may, with the approval of the Executive, designate one of the elected officers as a full-time, paid officer of the Local and may employ a person or persons to assist in carrying out the work of the Local. The Local is responsible for all associated financial obligations.

The Local Executive shall have the authority to establish Standing or Sub-committees.

3.04 Annual Reports

Actions of the Local Executive on behalf of the Local Membership shall be subject to review at the Annual General Meeting. A written summary report on behalf of the Local Executive will be presented by the President at the Annual General Meeting, along with a Financial Report from the Treasurer.

3.05 Meetings of the Local Executive

The Local Executive shall hold at least eight (8) regular meetings a year, approximately monthly, at the call of the President or designate. The Annual General Meeting shall be counted as a meeting for the purpose of this section.

- a. An extraordinary meeting of the Local Executive may be called by the President or Vice-President(s) if requested by four (4) or more members of the Local Executive.
- b. Any Union Member in good standing may request an agenda item at a regular Local Executive meeting.
- c. Local Executive meetings may be conducted online, or voting done by email, as long as quorum is met.
- d. Open to all Local Y010 members in good standing.
- e. Members may also phone into the meeting(s) if needed.

3.06 Discharge from Office

Should any Local Executive member fail to answer the roll call of officers for two (2) consecutive regular Local Executive meetings without having submitted good reason for those failures, their office shall be declared vacant and the vacancy shall be filled by election or appointment in accordance with these Bylaws.

Submission of the reasons for two (2) consecutive regular meeting absences will be reviewed and decided based on reasonableness by the Local Executive.

Any member may present a complaint of any Local Executive member to the Local Executive for discussion and the Local Executive may decide on what further actions to take, depending on the nature of the complaint, following the provisions of *Section 3.11 Discipline*.

However, if the complaint is egregious in nature, a Special GM can be called by the Local Executive.



3.07 Vacancies

Vacancies occurring in the Local Executive shall be filled by election or appointment within thirty (30) days where possible.

- a. Except that the Vice-President or if not available or unable, the Vice-President of Rural Members shall assume the duties of President should a vacancy occur in that office;
- b. Except that the Assistant Chief Shop Steward shall assume the duties of the Chief Shop Steward should a vacancy occur in that office;
- c. Any appointments shall be on a Pro Tem basis, valid until the Annual General Meeting or if deemed necessary, a Special General Meeting;
- d. Appointments shall be a majority vote of the remaining Local Executive members; and
- e. The vacancy will be open to any Local Y010 members in good standing at the time of election or appointment.

3.08 Observers

Any Local Y010 Member in good standing may attend any meeting of the Local Executive as an observer.

3.09 Training

Upon election or appointment, Local Executive members shall attend PSAC Talking Union Basics (TUB) and PSAC Local Officer Training (LOT), in addition to other basic union courses as determined by the Local Executive.

- a. The Local Executive shall request, in writing, the PSAC LOT and TUB training be provided within three (3) months of election or appointments.
- b. Refresher courses of this training must be taken every two (2) years by the Local Executive.

3.10 Honoraria

All Local Executive members shall be eligible to receive \$200 honoraria twice yearly, payable in October and at the Annual General Meeting in April.

- a. The Secretary and Treasurer shall be entitled to an additional \$49.50 twice a year.
- b. The honoraria will not be paid unless that Local Executive member attends at least four (4) meetings in each of the six (6) month periods described above.
- c. Local Executive members can individually choose to forgo the honoraria if they so wish.



3.11 Discipline

Complaints against any member, or Local Executive, shall be in writing, signed by a member and indicate which section of the Local Bylaws or YEU Bylaws or Alliance Constitution the complaint is being filed under.

Complaints designed to harass, embarrass, discredit or of a frivolous nature may result in action being taken against the member or members filing the complaint.

A complaint filed against a member or members of the Local Executive will be handled using the following guidelines:

- a. The Local Executive shall establish a committee consisting of three members of Local Y010, at least one of which shall be a member of the Local Executive.
- b. The member or members shall have the right to appear before the committee to answer the charges.
- c. The committee findings shall be tabled with the Local Executive and if disciplinary action is recommended, it shall be subject to approval by a majority of two-thirds (2/3) of members in attendance at a regular meeting of the Local Executive.
- d. The disciplined member or members may appeal the decision of the Local Executive to the YEU Executive. In such cases, the YEU Executive procedures shall apply.
- e. The results of all complaints shall be submitted to the YEU President, who, in the case of a recommendation for suspension, shall refer the recommendation to the Local Executive for Review.

Sub-Section A

The Local Executive of this Local Y010 shall have the authority to remove from office any Local Executive Officer for contravening a provision of the Constitution of the Public Service Alliance of Canada, the Local Bylaws, a provision of the YEU Bylaws or for cause listed in *Section 3.11, Sub-Section C* of these Bylaws.

A Local Executive Officer dealt with as provided in *Section 3.11, Sub-Section A* of these Bylaws shall have the right to appeal such decision to the YEU Executive. Further appeal against the decision of the YEU Executive may be taken to the Triennial Convention of YEU and the procedure for the disposition of such matters shall be in accordance with *Section 21 of the Constitution of the PSAC*.

Sub-Section B

The Local Executive of this Local Y010 shall have the authority to deny Local Y010 membership privileges for any member found guilty of contravening any provision of the Constitution of the PSAC or YEU Bylaws, or for cause listed in *Section 25 sub (5), Sub-Section C* of these Bylaws.

Sub-Section C

A Local Executive Officer having committed any of the offences listed in *Section 3.11, Sub-Section C (a) to (p)* may be penalized as provided in *Sections 25, regulation 19a of the PSAC Constitution*.

- a. Violating any provision of the constitution of the PSAC or the Bylaws of the YEU or the Bylaws of the Local Y010;
- b. Obtaining membership or soliciting members by misrepresentation;



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- c. Instituting, urging or advocating that a member of any Local institute action in a court against the PSAC or the YEU or any of its officers or against a Local or any of its Local Executive Officers without first exhausting all remedies through appeal within the Union;
- d. Advocating or attempting to bring out the withdrawal from the YEU or any Local or any member or group of members;
- e. Publishing or circulating among the members false reports or misrepresentations;
- f. Working in the interests of a rival organization;
- g. Slandering/libeling or willfully wrongdoing an officer or member of the PSAC or YEU;
- h. Using abusive language or disturbing the peace of any meeting in or around any office or meeting place of YEU or any of its Locals;
- i. Fraudulently receiving money due to the YEU or any of its Locals or misappropriating the monies of the YEU or any of its Locals respectively;
- j. Using a name of a Local or of the YEU for soliciting funds; advertising and the like, of any kind without the consent of the Local concerned or the Executive of the YEU respectively;
- k. Furnishing a complete or partial list or any information on the membership of YEU or of any Local to any person or persons other than those whose official position entitles them to have such a list;
- l. Deliberately interfering with an official of the PSAC or the YEU in the discharge of their duties;
- m. Failure of a non-designated member to honor an authorized and legal picket line of members in the same bargaining unit;
- n. Is a worker in a legal strike position, who either crosses the picket line or is paid by the employer not to participate in strike action, or performs work for the employer, unless required to do so by law, or who voluntarily performs struck work;
- o. Sexually or personally harassing another member and/or any other conduct prejudicial to the good order and welfare of the PSAC, YEU or the Local; and
- p. Being a Local Executive Officer who willfully does not initiate disciplinary action against strikebreakers as defined in paragraph (n) of these Bylaws.



Section 4 – Duties of Officers

Local Executive members are elected officers of Local Y010/Yukon Employees/PSAC and shall be afforded such rights, duties and obligations that such office provides. As duly elected representatives of the PSAC, Local Executive members may represent local members with grievances while working in close liaison with the Chief Shop Steward and/or Assistant Chief Shop Steward.

All officers, at the expiration of their term of office, shall deliver to the Local all funds, books, papers and other property of the Local (includes passwords).

4.01 President

The President shall:

- a. Act as chairperson or designate a chairperson at the Local Executive meetings and of designated Local Executive Standing committees as outlined in *Section 11.04* of these Bylaws;
- b. Be a member, ex-officio, of all Standing and/or sub-committees established by the Local Executive;
- c. Act as the Union representative in all matters for which they have been authorized by the Local Executive or general membership;
- d. Present a report of all actions taken by Local Executive on behalf of the Union during their term of office;
- e. Attend or appoint another Local Executive member to attend the quarterly meetings of the Yukon Area Council;
- f. Attend or appoint another Local Executive member to attend the Yukon Federation of Labour conventions and quarterly meetings; and
- g. Perform such other duties as are within the authority of responsibilities of presiding officers.

4.02 Vice-President

The Vice-President shall:

- a. Perform the duties of the President in case of the absence or resignation of that officer;
- b. Co-chair the Local Executive Membership committee and Public Relations committee; and
- c. Perform such other duties as may be assigned by the President or the Local Executive.

4.03 Vice-President of Rural Membership

The Vice-President of Rural Membership shall:

- a. Perform the duties of the President in case of the absence or resignation of that officer; if the Vice-President under *article 4.02* is unable or unwilling to fulfill the role of President;
- b. Co-chair the Local Executive Membership committee and Public Relations committee and;
- c. Organize RAND Drives and ensure RAND members have an opportunity to sign the Union card;
- d. Chair the Good of the Membership Committee; and
- e. Perform such other duties as may be assigned by the President or the Local Executive.



4.04 Treasurer

The Treasurer shall:

- a. Be responsible for ensuring that accurate records of all financial transactions are maintained;
- b. Ensure accounts are maintained on behalf of the Local in a chartered bank;
- c. Ensure that cheques are prepared for signing by designated signing authorities;
- d. Present financial statements at each Local Executive meeting;
- e. Sign annual audited financial statements for review at the AGM;
- f. Upon approval at the AGM, provide an approved financial statement for YEU and PSAC, if required;
- g. Work under the direction of the Local Executive to prepare the annual budget.

4.05 Secretary

The Secretary shall:

- a. Arrange for the recording of minutes at all meetings, and their distribution;
- b. Creation and distribution of an Agenda to Local Executive prior to all scheduled meetings;
- c. Record all minutes of (regular, special or extraordinary) Local Executive meetings;
- d. Oversee all records, correspondence, files, documents of the Local; and
- e. Prepare reports, correspondence or perform other duties as directed by the President.

4.06 Chief Shop Steward

The Chief Shop Steward shall:

- a. Hold regular quarterly meetings with Shop Stewards;
- b. Arrange for Shop Stewards training courses through the Alliance and YEU;
- c. Arrange for the election of Shop Stewards as required; and
- d. Perform other duties as assigned by the President.

4.07 Assistant Chief Shop Steward

The Assistant Chief Shop Steward shall:

- a. Perform the duties of the Chief Shop Steward in case of absence or resignation of that officer;
- b. Compile and maintain a list of all Shop Stewards;
- c. Chair the Executive Health and Safety Committee; and
- d. Perform such duties as may be assigned by the Chief Shop Steward or Local Executive.

4.08 Directors

The Directors shall perform such duties as may be assigned by the President.

- a. Any member of the Local Executive may be appointed by majority vote, to fill the position of Vice-President Pro Tem at a regular or extraordinary meeting of the Local Executive upon vacancy of that office.



Section 5 – Annual General Meeting

5.01 Purpose

The Local Executive shall hold an Annual General Meeting for the purpose of the presentation of Annual Reports, considering such business as may be required, and to hold an election of officers as required under this Bylaw.

5.02 Date and Location

The date and location of the Annual General Meeting shall be held each APRIL as determined by the Local Executive.

5.03 Notice

Notice of Meeting and agenda shall be conveyed to the members no less than thirty (30) days prior to the Annual General Meeting.

At least fourteen (14) days prior to the Annual General Meeting, notices of meeting shall be re-conveyed to the membership, in addition to being distributed to Local Officers and Shop Stewards for posting on Union bulletin boards.

5.04 Annual Financial Statement

At the Annual General Meeting, the membership will be presented with a financial statement covering the preceding twelve (12) month period.

5.05 Bylaw Amendments

This Bylaw may only be amended by a two thirds (2/3) majority of the members in attendance at an Annual General Meeting.

Amendments shall be submitted to the Local Executive at least forty-five (45) days prior to the Annual General Meeting.

Such amendments shall be made available to the membership at least thirty (30) days prior to the Annual General Meeting.

All amendments shall take effect immediately when adopted unless otherwise specified.



Section 6 – Special General Meeting

6.01 Definition

Any meeting of the general membership called between Annual General Meetings, is a Special General Meeting.

6.02 Process

Any member may present a petition to the Local Executive calling for a Special General Meeting. Such a petition must be signed by at least ten (10) percent of the requesting member's workplace.

- a. The Local Executive will review and discuss the petition at the next Local Executive meeting.
- b. The Local Executive will call a Special General Meeting if it is deemed necessary.

The Special General Meeting shall be held no later than thirty (30) days from the date of receipt of the petition or the call of the Local Executive.

The membership shall be notified of date, place and time, fourteen (14) days prior to the Special General Meeting; and

This notice must outline the question of petition or question brought by the Local Executive and be the only item on the agenda.



Section 7 – Election of Officers

7.01 Process

All officers shall be elected by secret ballot by a majority vote at the Annual General Meeting. Members may vote for those officers elected at an Annual General Meeting by being present at the meeting, including via telephone, and/or video conference.

All nominees for office must be members of Local Y010 in good standing.

Nominations of candidates not present at the Annual General Meeting shall be in writing. Nomination papers shall be signed by two (2) Local Y010 members in good standing and shall include name, address and statement of acceptance by the nominee.

Not more than one officer shall be voted for at one time.

In the event of more than two (2) candidates are nominated for an office, the candidate receiving the fewest number of votes shall be dropped from the ballot when a clear majority of the votes cast is not accorded any candidate. This procedure shall continue with each successive ballot for the position until a candidate receives the necessary majority.

7.02 Term of Office

The elected officers shall serve a term of two (2) years, unless elected or appointed to complete a term of office.

7.03 Election Years

The President, Treasurer, Assistant Chief Shop Steward, and up to four (4) Directors shall be elected on even numbered years.

The Vice-Presidents, Secretary, Chief Shop Steward, and up to four (4) Directors shall be elected on odd numbers years.

For the purpose of electing Directors, every effort shall be made to have an equal number of Directors whose terms expire in alternating years.

Nothing in the Bylaw shall affect the right of an officer to be re-elected for a subsequent term.



Section 8 – Shop Stewards

8.01 Relationship

The Shop Stewards shall work in close liaison with the Chief Shop Steward, Assistant Chief Shop Steward and other Shop Stewards within the Local and YEU.

8.02 Meetings

Shop Stewards shall be notified of the dates of Local Executive meetings and Shop Stewards meetings through the Union office under advice of the Chief Shop Steward.

8.03 Election of Shop Stewards

Having regard to the distribution of employees and the administrative structure implied by the grievance procedure, Shop Stewards shall be elected by the Members they represent, as determined by the Local Executive.

Within thirty (30) days of resignation, termination, retirement or death of the incumbent, an election will be held to fill the position.

The Chief Shop Steward shall be the officer in charge of Shop Steward Elections.

8.04 Duties

Shop Stewards shall:

- a. Police the collective agreement, Acts and Regulations and refer to them as necessary;
- b. Act as field representatives and spokespersons for the Members; and
- c. Make every reasonable effort to attend Shop Steward Round Table (SSRT) sessions held by YEU.

8.05 Discharge from Office

At any time, fifty-one (51) percent of the members represented by a Shop Steward may revoke the mandate of that Shop Steward. The Local Executive shall review and ensure the accuracy/legitimacy of the petition. Once verified by the Local Executive, the members may then elect a replacement in accordance with Section 8.03 of these Bylaws.

In cases where a steward has been found to be acting, in a manner contrary to the good of the membership they represent, or derelict in their duties leading to a poor outcome for a member, or unresponsive to requests from the Chief Shop Steward, Assistant Chief Shop Steward, or President for a period of time deemed to be unreasonable without a valid excuse; then by unanimous agreement between the Chief Shop Steward, Assistant Chief Shop Steward and President, the members' Shop Steward status shall be "inactive".

The Shop Steward shall be informed in writing and entitled to due process under the provisions of article 3.11. If at the end of the process the original decision is upheld, the Shop Steward shall be struck from the list of Shop Stewards permanently.

In cases where the positions of President, Chief Shop Steward or Assistant Chief Shop Steward are vacant, a representative from YEU shall be appointed to fill in for the purposes of Shop Steward discipline.



Section 9 – Finance

9.01 Audit

The financial records of Local Y010 shall be audited if fifty percent plus one (50% + 1) of the membership so request. A copy of the financial statement shall be submitted to the YEU Executive at the end of the year.

9.02 Signing Officers

Currently, all Local Y010 cheques must be signed by two (2) signing authorities:

- a. One of which shall be the President, Vice-President, Vice-President of Rural Members, Chief Shop Steward, Assistant Chief Shop Steward, Treasurer or Secretary; and
- b. One of which can be any Director of the Local Executive, if required.
- c. Should the Local Executive have only one signing authority, due to vacancies, the Local Executive may appoint any Local Executive member as a special signing authority until the next Annual General Meeting.

9.03 Fiscal Year

The fiscal year of the Local Y010 shall be the calendar year.

9.04 Reimbursement – Travel

Members travelling on authorized Local Y010 business shall be reimbursed for travel expenses.

- a. Such travel must be pre-authorized by the Local Executive Committee.
- b. Reimbursement of expenses shall be in accordance with the current Travel and Wage Policy of YEU.

9.05 Reimbursement – Wages

Member shall be reimbursed for loss of wages as per the current Collective Agreement regarding leave for PSAC representatives when such loss occurs while engaged in the affairs of the Local Y010 providing that such activity has been authorized by the Local Executive.

- a. An approval leave form must be submitted to the YEU and Local Y010.

9.06 Authority

No member or officer shall enter into any financial, contractual understanding or agreement on behalf of the Local Y010 without authorization of the Local Executive.

During any interim period between approved budgets, the Local Executive has the authority to expend funds for the purpose(s) of carrying on the day-to-day business of the Local Y010. Notwithstanding the foregoing, the Local Executive must call a General Membership Meeting within sixty (60) days for the purpose(s) of approving a budget.



Section 10 – Membership Dues

10.01 Determination of Dues

The dues payable by each member of the Local Y010 shall not be less than the amount determined by the Triennial Convention and the dues established by section 24 of the Constitution of the PSAC.

10.02 Additional Dues – Local

The Local Y010 may have an additional amount of dues deducted if authorized by a two thirds (2/3) majority vote of the membership in attendance at an Annual General Meeting or a Special Meeting called for that purpose. Such additional dues shall be collected by the Union in the manner prescribed by these Bylaws and rebated to the Local Y010.

The dues established by a majority vote at the Annual General Meeting may be changed by a two thirds (2/3) majority vote at an Annual or Special General Meeting provided one month's notice of such intent has been given to the general membership. But may not contravene the dues determined by the PSAC as outlined in Section 10.01 of these Bylaws.

Section 11 – Committees

11.01 Purpose

Committees may be of a standing nature or be struck on an ad-hoc basis to deal with any matter designated by the Local Executive.

11.02 Composition

Chairpersons of all committees shall be a member of the Executive and appointed by the Local Executive. Regular members at large are encouraged to participate in committees. Committee membership must be authorized by the Chair of the committee.

11.03 Ex-Officio

The President shall be an ex-officio member of all committees of the Local Y010.

11.04 Standing Committees

Every effort shall be made to establish the Chairs of Standing Committees at the first meeting of the Local Executive following the Annual General Meeting. Committees shall include but not be limited to the following:

Joint Consultation Committee

The purpose of joint consultation is outlined in the Collective Agreement. This committee shall be composed of the President, Chief Shop Steward and one (1) Executive Officer. Issues arising from this committee shall be referred to the YEU Executive for appropriate action.



Membership and Public Relations Committee

This committee shall be co-chaired by the Vice-President and Vice-President of Rural Membership, and composed of two (2) other members as designated by the Local Executive. Duties of this committee shall be to publish, edit and circulate to the membership, pertinent information by such means as is deemed to expedient or necessary.

Good of the Membership Committee

This committee shall be chaired by the Vice-President of Rural Membership, and shall be comprised of one (1) additional Executive officer and one (1) other member as designated by the Local Executive. Duties of this committee shall be:

- To organize social events;
- To make recommendations to the Local Executive for the care of families of distressed membership;
- To identify community social issues of concern to the Local Y010 members at large;
- To respond to such identified social issues in a tangible way;
- To attempt to consult with and reach consensus with as many members as possible regarding identified issues; and
- Other duties as may be designated by the Local Executive.

Health and Safety Committee

The Chair of this committee shall be the Assistant Chief Shop Steward. Duties of this committee shall be:

- To monitor recommendations to improve health and safety conditions in the workplaces;
- To promote health & safety awareness throughout the Local membership, ensure workplace Health & Safety Committees are formed;
- Research better health and safety standards as promoted by other jurisdictions; and
- to act as liaison with the employer on Local initiated health and safety concerns.

Resolutions Committee

The Chair of this committee shall be the President, and comprised of two (2) other members as designated by the Local Executive. The duties of this committee shall be to prepare and present resolutions for the Local Executive to submit to:

- Yukon Employees Union Convention;
- PSAC North Regional Convention;
- Yukon Federation of Labour Convention; and
- Other conventions/conferences that the Local may attend.

Finance Committee

The committee shall be chaired by the Treasurer and comprised of two (2) other members as designated by the Local Executive. The duties of this committee shall be to oversee the financial business of the Local and to ensure that expenditures remain within the approved budgetary guidelines.



Bargaining/Negotiations Committee

This committee shall be chaired by a member of the Local Executive, and comprised of not less than three (3) members but not more than six (6) members as selected by the Local Executive. Duties of this committee shall be:

- Solicit, obtain and compile on a continuous basis, recommendations from members on issues for inclusion in future contracts;
- Sit on the YEU Bargaining Input Committee;
- Report to the Local Executive; and
- Other duties as may be designated by the Local Executive.

Section 12 – Selection of Delegates

12.01 YEU Triennial Convention

The following formula will be applied in order to determine Local Y010 delegates to Triennial Convention.

- a. Members of the Local Executive shall be designated as delegates, however, they shall not comprise more than one half (1/2) of the total allowable delegates for the Local; and
- b. All delegates, as prescribed by YEU Bylaws, except those reserved to the Local Executive, shall be elected at a Special General Meeting held at least four (4) months prior to the starting date of the YEU convention.

12.02 PSAC North Convention

Delegates to the PSAC North Convention shall be selected in accordance with the formula identified in section 8 (1) of the PSAC North Bylaws.

Members of the Local Executive shall be identified as priority delegate, and at least one member of the Local Executive will be selected as a delegate to the PSAC North Convention in addition to the President.

All general members are welcome to apply to represent Local Y010 at PSAC North Convention. Applications will be reviewed by an ad-hoc committee comprised of Local Executive members, if required.

12.03 Yukon Federation of Labour (YFL) Convention

Delegates to the YFL convention shall be selected in accordance with sections 4 & 5 of the YFL Constitution, if a Y010 member wishes to pay their own registration fee(s) to attend the YFL Convention, that member must write to the Y010 Local Executive, requesting approval.



Section 13 – Hardship Fund for Members

13.01 Purpose

The object of the Hardship Fund for Members shall be to give financial assistance to its members in the time of need.

13.02 Eligibility

Eligibility to receive benefits under this fund shall be open to any member of Local Y010, who has been a member in good standing of the Union for at least the previous three (3) months.

13.03 Provision of Assistance

The Local Executive is authorized to assist members of Local Y010 in the following manner:

- a. The Local Executive may, from time to time, wish to visit a sick or disabled member in the hospital or at home, and are authorized to extend to them such courtesies as are customary. (eg. Flowers, candy, books, magazines, etc.);
- b. Application in the written form of a written request from members has been made to the Local Executive, for voting, to provide financial assistance under the following circumstances to a maximum of \$499/member, one application year;
- c. Member has been unable to work due to illness or injury and has exhausted available leave;
- d. Member has been financially burdened with medical travel for themselves or immediate family member;
- e. Member or immediate family member has encountered a medical expense that is not covered by the members, or immediate family member's, insurance coverage where such expense would place the member in financial hardship; and/or
- f. Other extraordinary circumstances to be determined on a case by case basis. Such expenses may include, but not limited to fire, flood, wind damage, etc.

13.04 Budget

The Hardship Fund shall consist of monies as set out in the Budget as passed at the Annual General Meeting. Any monies unspent during the fiscal year will be carried forward each year in order to build the fund.

13.05 Reporting

The Fund and its administration is to be reported on at each Annual General Meeting by the Local Executive.