

MEDIA 1

Bylaws
April 23, 2009

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Article 1 – Name and Jurisdiction

- 1.1 This Organization shall be known as Communications, Energy and Paperworkers Union of Canada Local M1 (CEP Media One or CEP M1) hereinafter called “M1”.
- 1.2 This Local has been established and exists by virtue of a charter issued by the Communications, Energy and Paperworkers Union of Canada (hereinafter called the “National Union”) pursuant to the Constitution of the National Union.
- 1.3 M1 is subject to the Constitution of the Communications, Energy and Paperworkers Union of Canada and nothing contained herein may contradict or contravene the constitution.
- 1.4 The jurisdiction of M1 shall be over all CEP bargaining unit employees of the Employer(s).
- 1.5 For the purposes of these bylaws, each location represented by CEP shall be designated a unit and shall be entitled to representation on the M1 Board.

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Article 2 – Purpose

- 2.1 The purpose and objectives of this composite Local are to unite all workers within its jurisdiction for the following purposes:
 - 2.1.1 To improve their wages, benefits and hours of work, to increase their job security and to secure working conditions conducive to safety and good health.
 - 2.1.2 To promote the policies and goals of the National Union.

- 2.1.3 To promote and uphold the Bylaws and Policies of M1 and the Constitution of the National Union, and the regulation of the Canada Labour Code and relations between the employer and employees through collective bargaining.
- 2.1.4 To administer all aspects of the collective agreement(s).
- 2.1.5 To establish and administer all M1 funds.
- 2.1.6 To provide representation for the members of M1.
- 2.1.7 To advocate for the members.
- 2.1.8 To regulate relations between members and their employer.

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Article 3 – M1 Structure

- 3.1 The structure of M1 shall consist of the following:
 - 3.1.1 M1 Executive:
President, Vice-President, Secretary, Treasurer, Master Steward.
 - 3.1.2 The M1 Board
The M1 Local Board is comprised of a delegate from each Unit.
 - 3.1.3 The Unit Executive(s):
Determined as per Unit Bylaws
- 3.2 The President of each Unit or his/her designate will be the delegate to the M1 Board. The designate shall hold an elected position within the unit.
- 3.3 Each Unit in good standing shall be entitled to be represented at M1 Board meetings by one delegate and each delegate shall be entitled to voice and vote. Each Unit shall determine its amount of observers and they shall be granted voice but no vote.

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Article 4 – Affiliations

- 4.1 M1 shall be affiliated with the CEP Media Council, Arbitration Fund, Bargaining Fund and any other fund deemed appropriate by the M1 Board.
- 4.2 M1 shall be affiliated with the appropriate District and Provincial Labour Councils represented by the applicable Unit and any other affiliations deemed appropriate by the M1 Board.

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Article 5 – Dues & Expenses

- 5.1 The dues collected and expenses paid by M1 will adhere to the M1 Revenue and Expense Policy.

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Article 6 – Governing Authority

- 6.1 The members of M1 shall be the highest authority of M1 and the affairs of M1 shall be governed by its membership in accordance with the CEP Constitution and policies and the M1 Bylaws and policies in the following manner:
- 6.1.1 By action taken in M1 Board meetings.
 - 6.1.2 By referendum of the membership.
 - 6.1.3 By actions and decisions of the M1 Executive between M1 Board meetings.
- 6.2 The M1 Executive shall inform the M1 Board of its activities between regular meetings as per the Communications Policy. The actions and decisions of the M1 Executive may be overruled by the M1 Board at a regular or special meeting.
- 6.3 All decisions of the M1 Board shall require a 2/3 majority vote of seated delegates.
- 6.4 Each delegate will have one vote.
- 6.5 Voting between M1 Board meetings may be conducted electronically. All votes will be conducted and counted by the President and Secretary of the M1 Executive.
- 6.6 The responsibilities of the M1 Executive shall be to oversee the operation and administration of M1 and shall include but not be limited to the following:
- 6.6.1 Oversee collective bargaining with the employer as per M1 Bargaining Policy.
 - 6.6.2 Set direction and policy for the operations of M1.
 - 6.6.3 Administer the Expense and Revenue Policy as set by the M1 Board.
 - 6.6.4 Oversee all committees and determine the method for selecting representatives on all M1 Board committees and ensure that all vacancies are filled without unnecessary delay.
 - 6.6.5 Administer the Grievance and Arbitration Policy as established by the M1 Board.
- 6.7 Units will not take any action which conflicts with M1 Policies, Bylaws or the CEP Constitution.

6.8 The M1 Executive and all other committees of M1 are accountable to the M1 Board and the membership of M1.

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Article 7 – Meetings

7.1 The M1 Board shall meet no less than twice per year.

7.2 The President shall call a special meeting at the request of 2/3 of the M1 Board or upon the written request of 25% of the total M1 membership in good standing.

7.2.1 Notice of a special meeting shall be given to the M1 Membership. Said meeting must be held within 60 days from the date the written request was given. The notice shall include the date, time and place of meeting and state the purpose for which the meeting is called. No business other than that for which the meeting is called may be transacted until said business is duly addressed.

7.3 A quorum for the commencement of a regular or special M1 Board meeting shall be 2/3 of M1 Board delegates from Units in good standing. For the purpose of transacting any business by the M1 Board during the meeting, no action of any meeting shall be invalid for lack of a quorum unless the question of lack of a quorum was raised before such action was taken.

7.3.1 Quorum for an M1 Executive meeting shall consist of 3 M1 Executive members.

7.4 An agenda shall be distributed in advance and members shall be able to add points of discussion

7.4.1 The order of business at the regular meeting shall be at the discretion of the M1 Executive.

7.5 The rules of order not specifically covered by these Bylaws or the Constitution of the National Union shall be in accordance with Bourinot's Rules of Order.

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Article 8 – Elections

8.1 The M1 Executive must be comprised of M1 members in good standing.

8.2 In electing the M1 Executive, each delegate will cast a vote for each member in the unit they represent based on the previous four month average (a roll call vote). In the event that no candidate receives a majority there shall be a runoff between the top two candidates. The candidate receiving the most votes shall be determined to be the winner.

8.3 The M1 Executive positions shall be elected for a 2-year term.

- 8.4 Elections for President and Treasurer shall be in even years and elections for Vice President and Secretary and Master Steward shall be in odd years.
- 8.4.1 Elections shall take place at the first M1 Board meeting in each calendar year.
- 8.5 Nominations for the M1 Executive shall be by nominating petition, signed by two (2) M1 members. No member shall sign more than one(1) nominating petition for each position. The petition forms shall be drawn up by the Secretary and made available to the members. The petition shall be filed with the Secretary in even years or the President in odd years. The petition shall bear the signature of the candidate.
- 8.5.1 Nominating petitions shall be filed with the Secretary or President prior to the first M1 board meeting in each calendar year.
- 8.5.2 Notice of signed nominating petitions shall be distributed to each M1 Board member prior to the election.
- 8.5.3 Nominations will also be taken from the floor at the first M1 Board meeting of the year. Nominees will require a nominator and seconder. The nominee must accept the nomination in order to let their name stand for office.
- 8.5.4 The Election Committee shall be comprised of two(2) M1 Board members not running for office. One must be a member of the M1 Executive.
- 8.5.5 The Election Committee shall verify the petitions or nominations and prepare, distribute and count the official ballots.
- 8.5.6 The Election Committee shall hold the ballots for thirty (30) days following the election. If no objections have been raised, the ballots will then be destroyed.
- 8.5.7 All questions concerning the conduct and challenge of elections shall be determined by Election Committee.
- 8.5.8 Successful candidates shall take office following a joint M1 Executive meeting, attended by past officers and newly elected officers.
- 8.6 In the event of a vacancy of any M1 Executive position, the M1 Executive may appoint a replacement to fill that position. The term of the appointed officer shall be from the date of the appointment until the next M1 Board meeting at which time a special election shall be held.
- 8.7 Special Elections shall be conducted in accordance with Article 8 of these bylaws.

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Article 9 - Oath of Office

- 9.1 Each elected Officer of the M1 Executive, after meeting all other qualifications

shall be duly installed upon the following oath:

"Do you solemnly affirm to faithfully execute the office to which you have been elected, and will, to the best of your ability preserve, protect and defend the Constitution of the Communications, Energy and Paperworkers Union of Canada, and the M1 Bylaws and Policies, and upon completion of your term of office deliver to your successor all books, papers, and property pertaining to that executive office, that may be in your possession?"

Response; "I do."

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Article 10 – M1 Officers

- 10.1 M1 Officers:
Officers of the M1 Board shall consist of the following:
President
Vice President
Secretary
Treasurer
Master Steward
Unit Presidents or his/her designee

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Article 11 – Officer Duties

- 11.1 The M1 President shall:
-be the chief spokesperson for M1, unless otherwise specified by these bylaws.
-be responsible for the application of these bylaws and policies.
-call and preside over all M1 Executive and Board meetings.
-be an ex officio member of all committees.
-enforce the National Constitution, M1 By-Laws and all union rules and regulations
-be automatically delegated to the National Convention and Media Council.
-perform whatever additional duties as may be necessary.
- 11.2 The M1 Vice President shall:
-assist the President in the performance of his/her duties.
-assume the duties of the President in his/her absence.
-enforce the National Constitution, M1 By-Laws and all union rules and regulations
-perform whatever additional duties as may be necessary.
- 11.3 The M1 Secretary shall:
-record and maintain the minutes of all meetings of the M1 Board and the M1 Executive.
-distribute a copy of the minutes to the M1 Board following the adjournment of a regular or special meeting.
-maintain a record of the M1 membership.
-provide the President of M1 and all members of the M1 Board any amendments to these bylaws within thirty (30) days after amendments have been made.
-Upon ratification by a majority of the M1 membership, the Secretary shall provide a copy of the bylaws to the National Union for approval.

- In the temporary absence of the President and Vice President, the Secretary shall assume their duties.
- keep all relevant correspondence on file.
- submit such reports and information to the National president as the National president may require.
- enforce the National Constitution, M1 By-Laws and all union rules and regulations.
- perform whatever additional duties as may be necessary.

11.4 The M1 Treasurer shall:

- be the custodian of all assets of the M1 Board.
- have charge and custody of, be responsible for, all funds and securities of M1, receive and give receipts for all monies, due and payable to M1 from any source whatsoever, and deposit all such monies in the name of M1 with such banks as shall be authorized as depositories by the M1 executive board.
- keep true and accurate accounts of all transactions.
- prepare written reports of the financial status of M1 for M1 Board meetings.
- process all approved bills of the M1 Board. Prior to the first M1 Board meeting in every year, he/she shall have the M1 Board's books audited by an outside auditing firm or the M1 Board's Finance Committee.
- enforce the National Constitution, Local By-Laws and all union rules and regulations
- In the temporary absence of the President, Vice President and the Secretary, the Treasurer shall assume their duties.
- perform whatever additional duties as may be necessary.

11.5 The M1 Master Steward shall:

- act as a liaison between the Units and the M1 Board.
- be responsible for the application of the Grievance and Arbitration policy.
- enforce the National Constitution, Local By-Laws and all union rules and regulations.
- perform whatever additional duties as may be necessary.

11.6 The M1 Unit Presidents shall:

- be responsible for conducting all Unit business as per Unit bylaws.
- Provide for representation on the M1 Board.
- perform such other duties as may be assigned by the M1 President, the M1 Executive or the M1 Board.
- enforce the National Constitution, Local By-Laws and all union rules and regulations.
- act as delegates or alternate delegates to the National Convention.

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Article 12 – Committees

- 12.1 The M1 Executive will form and select the necessary committees to oversee M1 business. The M1 Executive may also name specific reference personnel as resources for the committees relating to specific topics or groups. The committees and selection of committee members are subject to the approval of the M1 Board.

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Article 13 - Negotiations

- 13.1 The M1 Board shall act as the Bargaining Caucus and the Negotiating Committee(s) shall be selected as per the Bargaining Policy.

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Article 14 – Strikes

- 14.1 The calling, conduct and termination of strikes affecting M1 shall at all times be carried out in compliance with the rules prescribed by the National Union and Article 16 of the CEP Constitution.
- 14.2 A strike vote will be conducted as per 16.02.02.02 of the CEP Constitution.

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Article 15 – Unit Bylaws

- 15.1 Units shall adopt their own bylaws and policies subject to approval by the M1 Board provided nothing contained in the unit bylaws or policies contravene M1's bylaws and policies or the Constitution of the National Union.
- 15.2 Unit bylaws shall contain provisions for the following:
1. at least four(4) meeting per year
 2. an election committee and election procedures
 3. a minimum of three(3) elected officers
 4. financial reports to members

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Article 16 – Adoption and Amendments

- 16.1 These M1 Bylaws may be amended by a 2/3 majority vote of seated delegates at an M1 Board meeting subject to ratification of the majority of the membership at regular or special unit meetings.
- 16.2 Amendment proposals submitted by Units to the M1 Executive must be received no later than four weeks prior to a M1 Board meeting. These proposals must include the actual wording and rationale of the amendment. The M1 Executive shall forward all amendment proposals to the M1 Board delegates two weeks prior to the meeting.
- 16.3 An emergency amendment proposal requires a 2/3 majority of seated delegates to be heard.
- 16.4 All amendments require the approval of the National President to become effective.

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