

Proposed By-Laws to be Changes or Amended:

Remove:

ARTICLE 6 (Officers and Shop Stewards)

Sec. 1 The officers of this Union shall be elected as follows:

- President - every other year for a two-year term (odd years)
- Vice-President - every other year for a two-year term (even years)
- Secretary - every other year for a two-year term (odd years)
- Treasurer - every other year for a two-year term (even years)
- Sergeant-at-Arms - every year for a one-year term
- Executive Shop Steward - every other year for a two-year term (even years)
- Shop Stewards - every year for a one-year term
- Trustees - one every year for a three-year term, to a total of three Trustees

Members-at-Large, of which

two (2) shall be elected by the School Board employees,

- plus one (1) for each separate bargaining unit.
- An additional diversity member-at-large shall be elected from members who self-identify as one of the following: racialized workers, Indigenous, 2SLGBTQI+ or a person with disability.

Sec. 2 The table officers of this Union shall be:

- President
- Vice-President
- Secretary
- Treasurer

Sec. 3 The Executive Board of this Union shall be:

- President
- Vice-President
- Secretary
- Treasurer
- Executive Shop Steward
- Members-at-Large

Sec. 4 There shall be elected annually one (1) Trustee for a three (3) year term.

Sec. 5 In addition, but not comprising the Officers of this Local, there shall be one Shop Steward elected/appointed and approved by the membership annually from each employment division who will represent the interests of those employees coming within each jurisdiction, or any employees within the bargaining unit. Members may feel free to approach the Shop Steward of their choice:

Four stewards, Education Assistants

Three stewards, Caretakers

One steward, Noon Hour/Teaching Assistants/Cafeteria

One steward, Maintenance/Grounds

Three stewards, Clerical

One steward, IT

One steward, Strong Start

One steward, Youth Worker/SWIS/Community School Co-Ordinator & Programmer

Two stewards, Coquitlam Public Library

Two stewards, First Canada ULC – Abbotsford

Two stewards, First Canada ULC Chilliwack

Additionally, any other occupational group having a Member in Good Standing interested in being a Shop Steward for that occupational group may have a Shop Steward elected at a general

Sec. 6 The office of President shall be a full-time, twelve (12) months, partially paid by School District #43 (Coquitlam) position.

Remove:

ARTICLE 10 (Election of Officers)

- Sec. 1 (a) The election of officers shall be held at the Annual General meeting in April of each year. Voting shall be by ballot, and the successful candidate must receive a majority of votes cast.
- (b) Nomination(s) for Officer(s) position(s) shall be received at a General meeting held at least thirty (30) days prior to the Annual General Meeting. Nominations may also be received at the Annual General Meeting when the election takes place. Any member so nominated shall accept or decline their nomination immediately following the declaration that nominations for the position are closed. (subject to Article 10, Sec. 4 if applicable).
- (c) Any member eligible to stand for election and duly nominated pursuant to Article 10, Sec. 1 (b), may submit their campaign information to the Local 561 office on or before the close of business at least 21 days prior to the Annual General Meeting so that the Trustees can vet the materials. Once approved the member must produce copies of the vetted materials at the Union office at least 14 days prior to the Annual General meeting so that the Union is able to distribute campaign brochures to all voting members' worksites on behalf of the nominees. Campaign materials and the distribution of the same shall be limited to those which are distributed by the Union.
- (d) The Officers and Executive Board members of this Local shall be elected by a simple majority of votes cast at the Annual General Meeting of the Local Union. The Presiding Officer shall have the casting ballot in the case of a tie vote.
- Sec. 2 No member shall hold more than one official position in the Union but may be nominated for more than one office.
- Sec. 3 No member shall be permitted to enter or leave the meeting during the election for any office, except by express permission of the Presiding Officer, and only due to extenuating circumstances.
- Sec. 4 Any member eligible for nomination who finds himself/herself unable to attend the meeting (and only due to extenuating circumstances) shall notify the Secretary in writing of his/her intention if he/she is prepared to stand for office. The member shall be responsible for having his/her name put forward for nomination from the floor. The nomination shall then, in due course, be accepted by the Presiding Officer, if the Secretary is in possession of the required notice of intent.
- Sec. 5 At the Annual General meeting, the President shall appoint a balloting committee comprised of three non-elected assistants as required, subject to approval by the membership.
- Sec. 6 Delegates to the various affiliates, conventions, committees and councils must be members in good standing (as per Article 4, Section 4) and must be elected from the floor at a General Membership Meeting, as required. One (1) Credential will be given to Coquitlam Public Library and one (1) Credential will be given to First Canada ULC to attend the CUPE BC Convention.
- Sec. 7 (a) Only those members in good standing (as per Article 4, Section 4) shall be entitled to be elected to the following positions or committees:
- Negotiating
 - Grievance
 - Constitution and By-Laws
 - Trustees
 - Shop Stewards
 - Metro and New Westminster District Labour Councils.
 - Sergeant-At-Arms
 - Health & Safety Committee
 - Political Action Committee
 - Pro D. Committee
 - Sick & Visiting Committee
 - Social & Picnic Committee
- (b) In situations where committee vacancies cannot be filled by the election of members in good standing at the Annual General Meeting, the Executive Board may appoint members not in good standing, providing the member so appointed agrees to immediately undertake achieving good member status.

- Sec. 8 Members in good standing as per Article 4, Section 4 shall be entitled to be appointed by the President to the following committees:
Pension
Sick Leave Trust
- Sec. 9 A variety of Union Committees may be created and/or disbanded pending notice of motion presented and passed at a General Meeting. Membership criteria for all these committees will be determined by the membership at a General Meeting upon creation of these committees. Terms of reference for each will be created and appended to the Constitution. No committee empowered under Section 8 will be authorized to negotiate any matter with the employer or the employer's representative which affects the interpretation of the contract or the relationship between the parties.

Remove Completely:

ARTICLE 11 (Installation of officers)

Sec. 1 I, _____, do most sincerely promise, upon my sacred honour, that I will truly and faithfully, to the best of my ability, perform the duties of my office, for the ensuing term, as prescribed in the Constitution and By Laws of this Union, and as an Officer of this Union, will at all times endeavour, both by counsel and example, to promote the harmony and preserve the dignity of its sessions.

I further promise that, at the close of my official term, I will promptly deliver all monies, books, papers or other property of this Union, in my possession, to my duly elected successor in office.

Amend ARTICLE 1

(Committees and delegates)

- Sec. 2 There shall be a Bylaws Committee comprised of the President of Union, plus four (4) elected members ~~elected at the Annual General Meeting in April of each year.~~
- Sec. 3 There shall be a Negotiating Committee comprised of the President of the Union, plus four (4) elected members. ~~who are elected at the annual General Meeting in April of each year.~~ The Secretary of the Committee shall be appointed by the President from among those members elected to the Committee.
- Sec. 4 There shall be a Grievance committee comprised of the ~~Executive Shop Steward~~ President of the Union plus three (3) elected members ~~who are elected at the Annual General Meeting in April of each year.~~ One (1) additional member per grievance shall be appointed by the President from among the Shop Stewards. ~~The Secretary of this Committee shall be appointed by the President from among those members elected to the Committee.~~
- ~~Sec. 8 Retirees may assist as members, but not as the Chair, of the Social and Picnic Committee, and the Pro-D Committee.~~

APPENDIX B

COMMITTEE TERMS OF REFERENCE

Amend

~~CONSTITUTION AND BY-LAWS COMMITTEE~~

- Members of the Committee will be elected. ~~at the Annual General meeting in April.~~
- The Committee will meet shortly after the ~~Annual General Meeting~~ elections and elect members to the following positions: chairperson/alternate; secretary

OCCUPATIONAL HEALTH & SAFETY COMMITTEE

1. Members of the Committee will be elected. ~~at the Annual General Meeting in April.~~
2. The committee will meet shortly after ~~the Annual General Meeting~~ [the election](#) and elect members to the following positions: chairperson/alternate; secretary.

POLITICAL ACTION COMMITTEE

2. A minimum of six members of the Committee shall be elected. ~~at the General membership meeting in April each year.~~

Remove Completely:

PRO-D COMMITTEE

1. Members of the Committee will be elected at the Annual General Meeting in April.
2. The Committee will meet shortly after the annual General Meeting and elect members to the following positions: Chairperson/Alternate; Secretary, Registrar/Treasurer.
3. The Committee will meet on a regular basis either monthly or bi-monthly.
4. The Committee will maintain written records and submit a written report to the Executive Meeting and an oral report to the General Meeting.
5. Members of the Committee will line up courses, both job related and general interest, keeping in mind that the Board pays wages.
6. Timelines will be established early so that all courses will be arranged by December and course information can be sent out to members early in January. Sign up should be completed at least one month before the Professional Day.
7. Registration procedures for the Pro-D Day will be established by the Committee.
8. The executive liaison to the Pro-D Committee is to act as liaison to the Coquitlam Teachers' Association and the Employer
9. The Registrar/Treasurer will be allowed up to a week's Leave of Absence with pay to perform his/her tasks.
10. The Registrar/Treasurer will maintain all financial records, pay bills and provide the Executive with a complete financial statement after Pro-D Day.
11. All monies received from the Employer will be used for Pro-D expenses and will be deposited to the CUPE Pro-D Account.

Remove Completely:

SHOP STEWARDS COMMITTEE

1. The members of the Shop Stewards' Committee will be elected at the Annual General Meeting in April.
2. The Executive Shop Steward will be elected from the floor at the Annual General Meeting and will act as the chair of this Committee.
3. The Committee shall meet on a regular basis either monthly or bi-monthly.
4. It is the duty of the shop stewards to keep apprised of contract language, and to keep the Union Committee and the Executive informed of the status of all grievances and arbitrations.

Amend:

SOCIAL AND PICNIC COMMITTEE

1. Members of the Committee will be [appointed by the Executive](#) ~~elected at the Annual General meeting in April.~~
2. ~~The Committee will meet shortly after the Annual General Meeting and elect members to the following positions: Chairperson/alternate; secretary.~~

GRIEVANCE COMMITTEE

1. The Committee will meet shortly after the [election](#) ~~Annual General Meeting~~ and elect members to the following positions: ~~Chairperson/alternate~~ [Alternate chairperson](#) and secretary.

Replace with:

SECTION 10 – NOMINATION, ELECTION AND INSTALLATION OF OFFICERS AND STEWARDS

- Eligibility – to be eligible for nomination for any union position within Local 561, the nominee must have been accepted into the membership and continue to be a member in good standing.

Nominations and Elections

1. The Elections Returning Officer shall:
 - Be appointed by the executive no later than December 1st of each year.
 - Confirm nominations, vet materials, election timelines, and liaise with office staff and executive as needed.
 - Conduct the election(s) working with an independent service provider selected by the Executive Board.
 - Investigate and rule upon any election complaints. The decision of the Elections Returning Officer shall be final and binding upon all parties.
2. No member who has been a signing officer for the local union is eligible to run for trustee, until at least one full term has elapsed.
3. Timelines:
 - Notice to open nominations for any elected position will be posted for at all sites and least seven (7) days prior to the opening of nominations.
 - Nomination period shall be open for five (5) days.
 - Any candidate may submit their campaign information to the Local 561 office on or before the close of business within seven (7) days after the close of nominations so the Returning Officer can vet the materials. Vetting materials may take up to 3 (three) days. Campaign material shall be limited to those which are vetted by the Union. The Union will distribute campaign materials to all worksites.
 - Once materials are vetted there shall be a campaign period of 10 (ten) days.
 - Once the campaign period is closed, there shall be a voting period of 5 (five) days.
4. Voting:
 - The election will use a preferential voting system where members have the option of ranking one or more of the candidates in order of preference on an online system approved by the Executive Board. To be elected a candidate must receive a majority (more than half) of the unspoiled votes.
 - An instant run-off system of counting votes will be used when ballots are initially counted for each voter's top choice. If a candidate has more than half of the vote based on first choices, that candidate is elected. If no candidate has more than half of the vote, the candidate with the least number of votes will be dropped from the list. The next preference from the dropped candidate that has not been elected or eliminated will be counted and added to the remaining candidate's totals. If this results in a candidate receiving more than half of the vote, the candidate is elected. This process continues until a candidate has more than half of the votes.
 - When more than one member is to be elected to an office, the member voting shall be required to vote for the full number of candidates to be elected or else the electronic vote will be declared spoiled.
5. Nominations are to be sent electronically as follows:
 - a) Nominator sends email to the Returning Officer and cc's the nominee and union office stating what position they are nominating the individual for
 - b) Nominee replies to nominator and cc's the Returning Officer and union office stating they accept.
 - c) Returning Officer replies to both the nominator, nominee and union office that it has been accepted.
 - d) Once the nomination period is closed, an election is held or the position is filled by acclamation. To be eligible for election to any position the member on the date of being nominated must be a member in good standing.
6. A member may accept nomination for one office only.
7. A member may accept nomination for a position while holding office in any position. If successful in the election, their resignation from their current position will take effect at that time.
8. The Officers, except Members-at-Large, shall be voted for by the entire membership.

9. Candidates for the position of Member-at-Large are only eligible to run for the unit in which they are employed and must be nominated by a member of that unit. Only members of a unit may vote for the Member-at-Large from the same unit.
10. In the event that there is only one (1) nominee for any position the Elections Returning Officer shall declare that nominee elected by acclamation.
11. Elections shall be conducted electronically using a service provider selected by the Executive Board prior to the nominations opening. The service provider selected must have demonstrated capability to carry out the electronic vote and the capacity to ensure all voting is secret.
12. In the event of a by-election, the election timelines established in this section will be adhered to.
13. The Elections Returning Officer shall have authority to investigate and rule upon any election complaints. The decision of the Elections Returning Officer shall be final and binding upon all parties. If a candidate requests a recount of the results of their Election, the Elections Returning Officer shall in the presence of a representative from each candidate concerned, and in the presence of the CUPE National Representative or a CUPE designate, meet with the service provider carrying out the note to recount the vote. All complaints or requests for recount must be sent in writing within seven days of the election results being announced.
14. The Executive Board of this union shall be:

President
 Vice President
 Recording Secretary
 Secretary Treasurer
 Executive Shop Steward
 Members At Large

1. TIMING OF ELECTIONS

The following Executive Board positions will be elected in odd number years for a two-year term with elections to be opened in February of that year:

President
 Recording Secretary
 Diversity Member-at-Large
 Member-at-Large (2) (School District 43)
 Member-at-Large (Coquitlam Public Library)
 Member-at-Large (Transdev)
 Membership Officer

2. The following Executive Board positions will be elected in even number years with elections to be opened in February of that year:

Vice President
 Secretary-Treasurer
 Executive Shop Steward

3. One Trustee shall be elected every year for a three-year term, for a total of three Trustees

Newly elected officers will assume elected positions on May 1st.

4. Steward Elections

Steward Elections shall take place every odd-numbered year for a two-year term with nominations opening immediately following the election of Executive Officers.

SD43

Sixteen stewards will be elected from the school district membership.

Transdev

Two stewards each will be elected from Abbotsford and Chilliwack.

One steward will be elected from the maintenance department.

Library

One steward will be elected from Poirier Branch and one from City Centre Branch.

Newly elected stewards will assume elected positions on May 1st.

5. Committee Elections

Committee Elections shall take place every even-numbered year for a two-year term with nominations opening immediately following the election of Executive Officers. Committee elections for 2025 will be a one-year term.

- Bargaining
- Grievance
- By-Laws
- Occupational Health and Safety
- Political Action
- New Westminster District Labour Council
- CUPE Metro District Council
- CUPE Fraser Valley District Council

All other committees shall be appointed by the Executive.

In situations where committee vacancies cannot be filled by election, the Executive shall appoint.

6. Conventions

Delegates to conventions must be members in good standing (as per Article 4) and must be elected on the floor by paper ballot at a General Membership Meeting as required. One (1) credential will be given to Coquitlam Public Library and credential will be given to Transdev to attend the CUPE BC Convention and the CUPE National. One credential will be given to Diversity Member At Large to attend the CUPE National Credential.

Installations

1. All incoming officers will be required to take an oath before the members assembled at a General Membership Meeting, or in writing should they not be present at that meeting.
2. Those declared elected shall take the oath of office as follows:
"I, _____, promise to perform the duties of my office, as set out in the Constitution and bylaws of the Canadian Union of Public Employees, faithfully and to the best of my ability for my term of office. As an Officer of the Union, I will always promote the harmony and dignity of its sessions by counsel and example. I also promise to turn over all property of the Union to my successor at the end of my term."
3. Officers and members of the Executive Board who are absent from three consecutive membership meetings or three consecutive regular Executive Board meetings without a legitimate reason shall have their office declared vacant. Reasons shall be conveyed to the Executive Board at the time of absence.
4. When a vacancy occurs for any Officer, member of the Executive Board or a Trustee, a by-election shall be to complete the unexpired term provided that the unexpired term is greater than three (3) months at a time of the vacancy.
5. The term of office for any position filled through a by-election will be the term that the vacated position was initially elected to fulfil.