

BY-LAWS – LOCAL 71201

ONTARIO LOTTERY AND GAMING CORPORATION AT THE SLOTS AT RIDEAU CARLETON

(January 2013)

By-Laws Union of National Employees 71201 Ontario Lottery and Gaming Corporation
at the Slots at Rideau Carleton

Local Bylaw 1: - Name

The name of the Local Union shall be Local 71201, Ontario Lottery and Gaming Corporation (OLG) Slots at Rideau Carleton (SRC) of the Union of National Employees (UNE) of the Public Service Alliance of Canada (PSAC).

Local Bylaw 2: - Aims and Objectives

Local Bylaw 2 Section 1

1. This Local will protect, maintain, and advance the interests of the employees of the OLG at SRC under its jurisdiction;
2. Obtain the best pay, benefits, work conditions, job security, pension and retirement benefits for all members;
3. To encourage settlement of disputes between the rank and file and their employers by mediation and negotiation;
4. To eliminate any and all discrimination and harassment; any unequal treatment based on class, race, colour, nationality, age, sex/gender, language, sexual orientation, place of origin, ancestry, religious beliefs or physical/mental disability;
5. To encourage strong working relationships with the public and within our community.

Local Bylaw 2 Section 2

The Local unconditionally subscribes to and accepts as its governing documents the *Constitution of the PSAC* (PSAC Constitution), and the bylaws of the Union of National Employees.

Local Bylaw 2 Section 3

The Local fully supports PSAC in its efforts to improve and protect the wages, salaries and other terms and conditions of employment of all PSAC members.

Local Bylaw 3: - Membership

A) Regular Member

People eligible for membership will be employees of the OLG at the SRC in the jurisdiction of the local, and are also members of the UNE of the PSAC. The jurisdiction of this local may be as assigned from time to time by the UNE. In situations where disputes arise regarding jurisdiction, the national executive will be called upon to render a decision.

B) Associate Member

The Local may allow Associate Membership (Governed by PSAC Regulation 2) to the Local to those former Regular Members of the Local whose employment has been terminated by:

1. Having reached the minimum statutory retirement age;
2. Health reasons, certified by a qualified physician as the reason for the former member's retirement.
3. Members whose jobs were eliminated, or work hours reduced that results in the separation of the employee from their employment;
4. Employees who have been terminated, where the termination is the subject of an ongoing grievance or complaint that is proceeding through tribunal or court.

Local Bylaw 4: - Membership Dues

Local Bylaw 4 Section 1

The amount of dues payable to PSAC and the UNE will be in accordance with the provisions of the PSAC Constitution and the bylaws of the UNE, as determined by each group's respective conventions.

Local Bylaw 4 Section 2

In addition, local dues will be set as a percentage of salary, per member, per month. The local will inform the UNE of any changes to its dues, with supporting minutes as evidence. (Members may obtain information regarding their local dues on the UNE website.)

Local Bylaw 4 Section 3

The local may amend its membership dues by a majority vote of its members present and voting at an annual, regular or special meeting, provided that the local has posted notice of this motion at least 30 days before the meeting date.

Local Bylaw 5: - Local Executive

Local Bylaw 5 Section 1

The term of office for the local executive will be for 2 years. Elections will be held in alternating years for the executive.

Local Bylaw 5 Section 2

The executive officers of this local will consist of, but not be limited to those listed in UNE's Bylaw 3, Section 4.

President (nominated and elected by the general membership in even years)

Vice-President of the following departments:

Cage and Coin (nominated and elected by the department members in odd years)

Slot Operations (nominated and elected by the department members in even years, membership shall include Slot Attendants and Technicians)

Marketing, Valet, Coat Check and Shuttle Bus Drivers (nominated and elected by the department members in odd years)

Housekeeping and Facilities Maintenance (nominated and elected by the department members in even years)

Secretary (nominated and elected by the general membership in odd years)

Treasurer (nominated and elected by the general membership in even years)

Chief Steward (nominated and elected by the general membership in odd years)

Health and Safety Representative shall be a designated Vice-President.

Human Rights Representative shall be a designated Vice-President.

Local Bylaw 5 Section 3

Vacancies on the local executive that last for less than six months will be filled on an interim basis by the local executive's remaining members (by vote of the local executive). Vacancies that will last for more than six months will be filled by an election at a special or general meeting of the local. This meeting can be held no later than 45 days from the date at which the local executive became aware of the vacancy.

Local Bylaw 5 Section 4

For the role of the **president**, please refer to UNE Policy 8.

Local Bylaw 5 Section 5

For the role of the **vice-presidents** please refer to UNE Policy 8.

Local Bylaw 5 Section 6

For the role of the **secretary / treasurer** please refer to UNE Policy 8.

Local Bylaw 5 Section 7

For the role of the **chief steward** please refer to UNE Policy 8.

Local Bylaw 5 Section 7

For the role of the **health and safety representative** please refer to UNE Policy 8 .

Local Bylaw 5 Section 8

For the role of the **human rights representative** please refer to UNE Policy 8.

Local Bylaw 6: - Finances

Local Bylaw 6 Section 1

No officers of this local may enter into any financial contractual understanding of agreement without prior approval by the national executive, or incur any expenses on behalf of the local in excess of \$750.00 without prior approval of a majority of the members present at a regular monthly or special meeting.

Local Bylaw 6 Section 2

For audited annual statements, please refer to UNE Bylaw 5 Section 9.

Local Bylaw 6 Section 3

Locals will approve at least three (3) but no more than five (5) signing officers – one of whom is the elected treasurer to hold signing authority for the local's bank withdrawals. Each cheque issued by the local will carry the signatures from two (2) of these officers to be valid. Amendments to these administrative arrangements should be completed with the local's bank or credit union within 14 days of the election of new officers.

Local Bylaw 7: - Meetings

Local Bylaw 7 Section 1

The local's elected officers will hold at least six (6) regularly scheduled executive meetings each year. These meetings will be held to ensure the local properly conducts its business on matters such as collective bargaining, labour-management relations, human rights and health and safety promotion, and consideration and maintenance of membership lists. Conference calls are an acceptable means of attendance. A quorum shall be considered 2/3 of the elected executive. In the event 2/3 of the executive are not available the meeting shall be rescheduled within 14 days.

Local Bylaw 7 Section 2

The local's membership meetings will be held once per year.

Local Bylaw 7 Section 3

Following a 30-day notice of meeting, the quorum for a general membership meeting will be at least ten (10) members in good standing.

Local Bylaw 7 Section 4

The local's president, a majority of its executive officers or a petition of at least 10% of eligible members in good standing may call a special meeting of the local. Notice of such meeting shall be no less than 14 days and shall be posted on the Union bulletin board with notification sent by email to all eligible members.

Local Bylaw 7 Section 5

An annual membership meeting will be held in accordance with the Union of National Employees bylaws for the purpose of receiving annual reports, electing officers and considering other business.

Local Bylaw 7 Section 6

Voting shall be conducted by secret ballot with elections proceeding in the following order: President, Vice Presidents, Secretary, Treasurer and Chief Steward. Nominations for all positions will be pre-solicited by eligible voting members. A full day with meetings shall be scheduled to accommodate eligible member voting. Vice President's shall be nominated and elected by eligible members from their respective departments.

Local Bylaw 7 Section 7

In circumstances of urgency, the President of the Local may call and conduct an Emergency Meeting of the membership. The greatest amount of notice that is reasonably possible in the circumstances shall be provided to all members through a bulletin posted on the Union website, on the site bulletin board and by bulk email to all eligible members, with information on the matters to be considered at such emergency meeting. In such circumstances, the failure of members to receive actual notice of the

meeting does not invalidate the business conducted at said meeting. An Emergency Meeting shall not be held to consider matters or conduct business that could be considered or conducted at a Special meeting, General Meeting or Annual General Meeting.

Local Bylaw 8 - Amendments to By-laws

A local's bylaws may be amended by a two-thirds (2/3) majority vote of the members present at an Annual Membership Meeting, provided thirty (30) days notice of the meeting has been issued and posted.

Local Bylaw 9 – Committees

Special committees may be established for a specified purpose, for a specified duration by the eligible voting membership.

For further information related to local issues, please see:

Bylaw 3, Sections 4,8,14 and 15—*Election of Officers*

Bylaw 4, Sections 14 – Local dues

Bylaw 5—*Money and finances*

Policy FIN 2—*Financial assistance for locals/members*

Policy LOC 8 – *Duties of Local Officers*