

By-Laws Committee

Recommendations for December 2013 Executive Council

BY-LAW Changes

Recommendation No. 1

Current By-Law 6 Form of Organization

Section 1

UTE shall be composed of all Locals as provided in Regulation.

Section 2

A Local shall be composed of all members of UTE in a locality prescribed by Regulation. The membership in each Local shall elect, in accordance with the provisions of these By-Laws, not less than three (3) officers to conduct their affairs. Their term of office shall not exceed three (3) years without re-election.

Section 3

Each Local shall have the right to deal with the CRA officials who have direct managerial responsibility on that Locals' members, and on matters affecting the interests of its own members. A Local shall also have the right to initiate action(s) on such matters having broader scope than those of direct concern to the Local members; by first seeking a solution through written submission to UTE (the Regional Vice-President, the Executive Council, the Convention). After exhausting the foregoing, then by direct recourse to the PSAC.

Section 4

Each Local shall adopt By-Laws for the conduct of its affairs consistent with the provisions of these By-Laws and the Constitution. The Local shall submit a copy of their current Local By-Laws and any Regulations to their Regional Vice-President each time they are amended.

Section 5

The By-Laws of each Local shall provide for the orderly disposition of its assets and liabilities upon dissolution.

Section 6

The elected officers of each Local shall hold regular executive meetings during each year for the proper conduct of the Local's affairs.

Section 7

Each Local shall hold an Annual General Meeting for the purpose of receiving annual reports from its officers and considering such other business as may be required by its By-Laws, and such other business as may be properly considered at that time.

Section 8

Each Local shall submit annually, a copy of their Local Annual Financial Statement/Reports to the Vice-President responsible for Finance. They shall be submitted no later than 90 days from when they were presented to the Local's Annual General Meeting.

Proposed New By-Law 6 Section 9

NEW

Section 9

Each Local shall have the authority to submit resolutions to the Convention.

Recommendation No. 2

Current By-Law 7 Section 1 (2)

(2) Duties and Responsibilities

The Executive Council shall:

- (a) exercise all the powers and perform all the duties vested in it by these By-Laws;
- (b) discharge all duties and obligations imposed upon it by Convention;
- (c) be vested with the authority to deal with all matters affecting the business, purpose, aims and objectives of UTE between Conventions;
- (d) have the authority to spend UTE funds for the benefit of the members, in keeping with these By-Laws and Regulations;
- (e) approve all expenditures of UTE. Notwithstanding any other By-Law and Regulations when any expenditure in excess of the adopted budgeted amounts is to be funded from the surplus, a two-thirds (2/3) majority vote of the Executive Council is required;
- (f) approve the reallocation of budgeted amounts between Conventions as required;
- (g) approve all expenses reimbursed to each Officer of the Executive Council. Each approved expense shall be reported separately in the minutes of each meeting as well as the activity report of the said officers;
- (h) appoint the representatives of UTE to any organization to which UTE may send representatives;
- (i) make, amend or delete such Regulations as deemed necessary, consistent with the Constitution and these By-Laws, provided that such Regulations are sent in writing to all Locals and are submitted to the first succeeding Convention for ratification; ~~and~~
- (j) may call into conference or consultation and invite to attend the Convention or a meeting of the Executive Council any person who may be able to assist UTE in carrying out its purpose, aims and objectives or provide its members with information; **and**

New By-Law 7 Section 1 (2)(k)

NEW

Have the authority to submit resolutions to the Convention.

Recommendation No. 3

Current By-Law 7 Section 4(6)

The elections to fill vacancies shall be by mail and shall be conducted by the National Office.

Proposed Changes

The elections to fill vacancies shall be by mail, email or other electronic means and shall be conducted by the National Office.

Recommendation No. 4

Current By-Law 7 Section 4(7)

- (a) When elections are required to fill vacancies, only those delegates from the last Convention who are still members in good standing shall be eligible to vote.
- (b) Notwithstanding (a) above, if the position of President, 1st Vice-President or 2nd Vice-President become vacant, the previous incumbent relinquishes their delegate status from the last Convention.
- (c) If the position of the RVP becomes vacant and the Alternate RVP assumes the position, the previous incumbent relinquishes their delegate status and is replaced by the Alternate.
- (d) A Local delegate relinquishes their delegate status if;
- (i) they assume a position on the Executive Council,
 - (ii) leave to become a member of another Local or
 - (iii) cease to be a member in good standing.

That Local shall have the right to replace that delegate with their next available alternate or appoint a new delegate by process established by the Local if no alternates are available.

Proposed Change

- (a) When elections are required to fill vacancies, only those **Local** delegates from the last Convention who are still members in good standing **and the current Executive Council members**, shall be eligible to vote.
- ~~(b) Notwithstanding (a) above, if the position of President, 1st Vice-President or 2nd Vice-President become vacant, the previous incumbent relinquishes their delegate status from the last Convention.~~
- ~~(c) If the position of the RVP becomes vacant and the Alternate RVP assumes the position, the previous incumbent relinquishes their delegate status and is replaced by the Alternate.~~
- ~~(d-b)~~ A Local delegate relinquishes their delegate status if;
- (i) they assume a position on the Executive Council,
 - (ii) leave to become a member of another Local or
 - (iii) cease to be a member in good standing.

That Local shall have the right to replace that delegate with their next available alternate or appoint a new delegate by process established by the Local if no alternates are available.

Recommendation No. 5

Current By-Law 9 Section 4 - Convention

Notice of the Convention shall be given to each Local by the National Office not less than six (6) months prior to opening date of the Convention. Such notice will include but not be limited to:

- (1) dates and location of the Convention;
- (2) deadline for receipt in the National Office of resolutions;
- (3) deadline for receipt in the National Office of the names of the delegates to Convention and the alternate delegates; and
- (4) deadlines as noted in Sub-Sections (2) and (3) shall be by the close of business of the Presidents' Conference preceding the Triennial Convention.

Notice of any Special Convention shall be given to each Local by the National Office not less than sixty (60) calendar days prior to the opening date of the Convention. Such notice will state the matters to be dealt with.

Proposed Change

Notice of the Convention shall be given to each Local by the National Office not less than six (6) months prior to opening date of the Convention. Such notice will include but not be limited to:

- (1) dates and location of the Convention;
- (2) deadline for receipt in the National Office of resolutions;
- (3) deadline for receipt in the National Office of the names of the delegates to Convention and the alternate delegates; and
- (4) deadlines as noted in Sub-Sections (2) and (3) shall be by the close of business of the Presidents' Conference preceding the Triennial Convention.

~~Notice of any Special Convention shall be given to each Local by the National Office not less than sixty (60) calendar days prior to the opening date of the Convention. Such notice will state the matters to be dealt with.~~

Proposed Change to move last sentence of Section 4 to a New Section 18 : Would follow sections 16 and 17 that deal with Special Conventions.

NEW

Section 18

Notice of any Special Convention shall be given to each Local by the National Office not less than sixty (60) calendar days prior to the opening date of the Convention. Such notice will state the matters to be dealt with.

Recommendation No. 6 Change in French only. To be consistent with the English version

Current

STATUT 11

ÉLECTION DES DIRIGEANTES ET DES DIRIGEANTS

Article 2

Le Conseil exécutif nomme un comité des candidatures, constitué d'au moins trois (3) et d'au plus cinq (5) personnes, et il désigne l'une de ces personnes à la présidence. Le comité des candidatures:

- (1) invite les déléguées et les délégués à soumettre les mises en candidatures pour les postes des trois (3) dirigeantes et dirigeants nationaux;
- (2) reçoit les candidatures provenant des déléguées et délégués pour les postes des trois (3) dirigeantes et dirigeants nationaux;

Proposed Change

Article 2

Le Conseil exécutif nomme un comité des candidatures, constitué d'au moins trois (3) et d'au plus cinq (5) personnes, et il désigne l'une de ces personnes à la présidence. Le comité des candidatures:

- (1) invite les déléguées et les délégués à soumettre les mises en candidatures pour les postes des ~~trois (3)~~ dirigeantes et dirigeants nationaux;
- (2) reçoit les candidatures provenant des déléguées et délégués pour les postes des ~~trois (3)~~ dirigeantes et dirigeants nationaux;

Recommendation No. 7

Current By-Law 17 Section 2

Section 2

- (a) A quorum at all meetings of the Executive Council shall be one half (1/2) of the officers provided in By-Law 7, Section 1;
- (b) A quorum at all meetings of the Executive Committee shall be three quarters (3/4) of the officers provided in By-Law 7, Section 2; and
- (c) A quorum at a Convention shall be one half (1/2) of the registered delegates.

Proposed Change By-Law 17 Section 2 : To keep the format consistent with the rest of the By-Laws.

Section 2

- (1) A **quorum** at all meetings of the Executive Council shall be one half (1/2) of the officers provided in By-Law 7, Section 1;
- (2) A **quorum** at all meetings of the Executive Committee shall be three quarters (3/4) of the officers provided in By-Law 7, Section 2; and
- (3) A **quorum** at a Convention shall be one half (1/2) of the registered delegates

Statut 17

Pour garder le format des Statuts consistant.

GÉNÉRALITÉS

Article 2

- ~~(a)~~ **(1)** Un quorum à toutes les réunions du Conseil exécutif est constitué de la moitié (1/2) des dirigeantes et dirigeants tel que prévu au Statut 7, article 1;
- ~~(b)~~ **(2)** Un quorum à toutes les réunions du Comité exécutif est constitué des trois quarts (3/4) des dirigeantes et dirigeants tel que prévu au Statut 7, article 2(1); et
- ~~(c)~~ **(3)** ~~Le~~ **Un** quorum à un congrès est constitué de la moitié (1/2) des déléguées et délégués dûment inscrits.

REGULATION Changes

Recommendation No. 8

In the Table of Contents – Appendix A - Resolutions of Record -18 and 19, replace CCRA with CRA.

Recommendation No. 9

Current Regulation No.1 - Structure

For the purpose of By-Law 7, the following localities are prescribed:

- (1) Atlantic Region; comprised of the St. John's, Charlottetown, Sydney, Saint John, Halifax, Bathurst, Moncton, St. John's Taxation Centre and Summerside Locals;
- (2) Québec Region; comprised of Québec, Trois-Rivières, Shawinigan-South, Chicoutimi and the Jonquière Locals;
- (3) Montréal Region; comprised of Montréal, Rouyn-Noranda, Montérégie South Shore, Sherbrooke, Laval and Outaouais Locals;
- (4) National Capital Region; comprised of Headquarters, Ottawa Technology Centre, Ottawa TSO, International TSO and Ottawa Centre Locals;
- (5) Northern and Eastern Ontario Region; comprised of Belleville, Kingston, Peterborough, Sudbury and Thunder Bay Locals;
- (6) Southwestern Ontario Region; comprised of Windsor, London, Kitchener, Hamilton and St. Catharines Locals;
- (7) Greater Toronto Region; comprised of Toronto Centre, Toronto North, Toronto East, Toronto West and Barrie Locals;
- (8) Prairie Region; comprised of Winnipeg, Regina, the Winnipeg Taxation Centre and the Winnipeg Compensation Client Service Centre (CCSC) Locals;
- (9) Rocky Mountains Region; comprised of Calgary, Edmonton, Saskatoon and Lethbridge Locals;
- (10) Pacific Region; comprised of Vancouver, Penticton, Victoria, Burnaby Fraser, Surrey, Northern B.C. & Yukon, Kelowna and Burnaby Fraser Call Centre Locals.

Proposed Change to Regulation No.1 - Structure

For the purpose of ~~By-Law 7~~ **these By-Laws**, the following localities are prescribed:

- (1) Atlantic Region; comprised of the St. John's, Charlottetown, Sydney, Saint John, Halifax, Bathurst, Moncton, St. John's Taxation Centre and Summerside Locals;
- (2) Québec Region; comprised of Québec, Trois-Rivières, Shawinigan-South, Chicoutimi and the Jonquière Locals;
- (3) Montréal Region; comprised of Montréal, Rouyn-Noranda, Montérégie South Shore, Sherbrooke, Laval and Outaouais Locals;
- (4) National Capital Region; comprised of Headquarters, Ottawa Technology Centre, Ottawa TSO, International TSO, Ottawa Centre and **Ottawa East** Locals;
- (5) Northern and Eastern Ontario Region; comprised of Belleville, Kingston, Peterborough, Sudbury and Thunder Bay Locals;
- (6) Southwestern Ontario Region; comprised of Windsor, London, Kitchener, Hamilton and St. Catharines Locals;

- (7) Greater Toronto Region; comprised of Toronto Centre, Toronto North, Toronto East, Toronto West and Barrie Locals;
- (8) Prairie Region; comprised of Winnipeg, Regina, the Winnipeg Taxation Centre and the Winnipeg Compensation Client Service Centre (CCSC) Locals;
- (9) Rocky Mountains Region; comprised of Calgary, Edmonton, Saskatoon and Lethbridge Locals;
- (10) Pacific Region; comprised of Vancouver, Penticton, Victoria, Burnaby Fraser, Surrey, Northern B.C. & Yukon, Kelowna and Burnaby Fraser Call Centre Locals.

Recommendation No. 10

Current Regulation 2.2

- (1) Members who wish to form a new Local shall advise the existing Local of their intentions and provide a petition signed by twenty-five percent (25%) of the affected members supporting the formation of the new Local before a formal vote is conducted;
- (2) The members who wish to form a new Local shall conduct a vote and provide evidence that the majority of the affected members agree to its formation;
- (3) The Regional Vice-President of the region shall be present to supervise the vote;
- (4) The Regional Vice-President shall confirm the validity of the vote to the Executive Council;
- (5) The ballot shall clearly express the question on the formation of a new Local;
- (6) The Executive Council shall approve the formation of a new Local by simple majority vote; and
- (7) A new vote cannot be held before twelve (12) months, if a majority of the affected members of the proposed new Local vote against the creation of a new Local.

Proposed

- (1) Members who wish to form a new Local shall advise the existing Local of their intentions and provide a petition signed by twenty-five percent (25%) of the affected members supporting the formation of the new Local before a formal vote is conducted;
- (2) The members who wish to form a new Local shall conduct a vote and provide evidence that the majority of the affected members agree to its formation;
- (3) For the purpose of this regulation, affect members are defined as the members who will form the new local.
- (4) The Regional Vice-President of the region shall be present to supervise the vote;
- (5) The Regional Vice-President shall confirm the validity of the vote to the Executive Council;
- (6) The ballot shall clearly express the question on the formation of a new Local;

- (7) The Executive Council shall approve the formation of a new Local by simple majority vote; and
- (8) A new vote cannot be held before twelve (12) months, if a majority of the affected members of the proposed new Local vote against the creation of a new Local.

Recommendation No. 11

Current Regulation 3(2)

- (2) There shall be temporary Committees as they are required.

Proposed

- (2) There shall be ~~temporary~~ Ad Hoc Committees as they are required.

Recommendation No. 12

Current Regulation 3(5) in French only

- (5) Lorsqu'une présidente ou président d'un comité est dans l'incapacité de s'acquitter de ses fonctions pour une période temporaire, la présidente ou le président peut:
- (a) nommer l'autre dirigeante ou dirigeant du Conseil exécutif qui est membre du comité à titre de présidente ou président intérimaire du comité; et
 - (b) nommer la vice-présidente ou le vice-président régional substitut de la dirigeante ou du dirigeant qui est dans l'incapacité de s'acquitter de ses fonctions, membre du comité pour la période d'absence.

Proposed Change

- (5) Lorsqu'une présidente ou président d'un comité est dans l'incapacité de s'acquitter de ses fonctions pour une période temporaire, la présidente ou le président ~~peut~~ **a**:
- (a) **le pouvoir de** nommer l'autre dirigeante ou dirigeant du Conseil exécutif qui est membre du comité à titre de présidente ou président intérimaire du comité; et
 - (b) **le pouvoir de** nommer la vice-présidente ou le vice-président régional substitut de la dirigeante ou du dirigeant qui est dans l'incapacité de s'acquitter de ses fonctions, membre du comité pour la période d'absence.

Recommendation No. 13

Current Regulation 4(6)(g) In French only

- g) Le comité pourra recommander la séparation de résolutions en plusieurs résolutions séparées et il devra lui-même rédiger ces résolutions.

Proposed Change

- g) Les comités peuvent recommander la séparation des résolutions en deux ou plusieurs résolutions, et doivent eux-mêmes produire les résolutions ainsi divisées;

Recommendation No. 14

Current Regulation No. 4 - Convention Committees

(1) At least ninety (90) calendar days prior to the opening date of a Triennial National Convention, the Executive Council shall appoint such Committees as may be necessary for the conduct of the business of the Convention.

(2) There shall be four (4) Standing Committees:

- (a) By-Laws;
- (b) Finance;
- (c) Collective Bargaining; and
- (d) General

(3) Committee meetings shall normally be held in Ottawa at least sixty (60) calendar days prior to the opening date of a Triennial National Convention. Committee reports shall be provided to Convention delegates at least thirty (30) calendar days prior to Convention.

(4) Convention Committees shall be composed of the following:

- (a) Officers of the Executive Council except the President; and
- (b) Members of each region as selected on the basis on one (1) Convention delegate for each Local as provided for in Regulation 1.

(5) Notwithstanding the above, regions with less than four (4) Locals shall be represented by a maximum of four (4) Convention delegates and shall be selected in the following manner:

- (a) One (1) delegate per Local;
- (b) If necessary, the first additional delegate to be selected by the Local in the region having the largest number of members in good standing five (5) months prior to convention; and
- (c) If necessary, the second additional delegate to be selected by the Local in the region having the second largest number of members in good standing five (5) months prior to convention.

(6) Terms of Reference:

- (a) The Committees will recommend concurrence or non-concurrence, to the delegates of all resolutions placed before them. Unanimous recommendation shall be recorded when such is the case;
- (b) The Committee shall not themselves originate or include in their report any new resolutions;
- (c) Each Committee shall produce a written report;
- (d) All decisions of the Committees shall be by majority vote, with the chairperson having a deciding vote in case of a tie;
- (e) The Committees may recommend the combination of two of more similar resolutions into one resolution, and shall themselves produce the recommended wording of the composite resolution;
- (f) The Committees may recommend that one or two or more similar resolutions, be concurred in, and the others voided on the grounds that their full intent is embodied in the recommended resolutions;

- (g) The Committees may recommend the separation of resolutions into two or more resolutions, and shall themselves produce such divided resolutions;
- (h) The Committees shall not, in any combination, separation, rewording of resolutions, or production of composite or divided resolutions, in any way change, diminish or expand the full intent and thrust of the original resolutions so affected. The Committee shall be permitted for clarity and translation purposes only to reword resolutions, provided that such rewording does not diminish or expand the full intent and thrust of the original resolutions so affected. The Committee shall be permitted for clarity and translation purposes only (in consultation with the submitting local) to reword resolutions, provided that such rewording does not diminish or expand the full intent and thrust of the original resolution;
- (i) The Committees shall clearly identify all original resolutions that have been combined, divided or embodied in resolutions;
- (j) The normal referral of any proposed changes to resolutions to the originating Local, for their views, can be affected through liaison with members on other Committees, since all Locals are represented;
- (k) When a resolution affects the work of another Committee, immediate liaison should be established with the other Committee to advise accordingly; and
- (l) Committee chairperson will present to convention, resolutions in order of priority as concurred in by Committee members. Such a priority should consider recognition of those resolutions which were 'dissent' recorded.

Proposed Change to Regulation No.4 - Convention Committees

- (1) At least ninety (90) calendar days prior to the opening date of a Triennial National Convention, the Executive Council shall appoint such Committees as may be necessary for the conduct of the business of the Convention.
- (2) There shall be four (4) Standing Committees:
 - (a) By-Laws;
 - (b) Finance;
 - (c) Collective Bargaining; and
 - (d) General
- (3) Committee meetings shall normally be held in Ottawa at least sixty (60) calendar days prior to the opening date of a Triennial National Convention. Committee reports shall be provided to Convention delegates at least thirty (30) calendar days prior to Convention.
- (4) The President shall recommend delegates to be assigned to each Convention Committee subject to the approval of the Executive Council.
- (5) Convention Committees shall be composed of the following:
 - (a) Officers of the Executive Council except the President; and

(b) Members of each region as selected on the basis on one (1) Convention delegate for each Local as provided for in Regulation 1.

(6) Notwithstanding the above, regions with less than four (4) Locals shall be represented by a maximum of four (4) Convention delegates and shall be selected in the following manner:

(a) One (1) delegate per Local;

(b) If necessary, the first additional delegate to be selected by the Local in the region having the largest number of members in good standing five (5) months prior to convention; and

(c) If necessary, the second additional delegate to be selected by the Local in the region having the second largest number of members in good standing five (5) months prior to convention.

(7) The President shall have the sole authority to allocate convention resolutions to convention committees.

(8) Terms of Reference:

(a) The Committees will recommend concurrence or non-concurrence, to the delegates of all resolutions placed before them. Unanimous recommendation shall be recorded when such is the case;

(b) The Committee shall not themselves originate or include in their report any new resolutions;

(c) Each Committee shall produce a written report;

(d) All decisions of the Committees shall be by majority vote, with the chairperson having a deciding vote in case of a tie;

(e) The Committees may recommend the combination of two or more similar resolutions into one resolution, and shall themselves produce the recommended wording of the composite resolution;

(f) The Committees may recommend that one or two or more similar resolutions, be concurred in, and the others voided on the grounds that their full intent is embodied in the recommended resolutions;

(g) The Committees may recommend the separation of resolutions into two or more resolutions, and shall themselves produce such divided resolutions;

(h) The Committees shall not, in any combination, separation, rewording of resolutions, or production of composite or divided resolutions, in any way change, diminish or expand the full intent and thrust of the original resolutions so affected. The Committee shall be permitted for clarity and translation purposes only to reword resolutions, provided that such rewording does not diminish or expand the full intent and thrust of the original resolutions so affected. The Committee shall be permitted for clarity and translation purposes only (in consultation with the submitting local) to reword resolutions, provided that such rewording does not diminish or expand the full intent and thrust of the original resolution;

- (i) The Committees shall clearly identify all original resolutions that have been combined, divided or embodied in resolutions;
- (j) The normal referral of any proposed changes to resolutions to the originating Local, for their views, can be affected through liaison with members on other Committees, since all Locals are represented;
- (k) When a resolution affects the work of another Committee, immediate liaison should be established with the other Committee to advise accordingly; and
- (l) Committee chairperson will present to convention, resolutions in order of priority as concurred in by Committee members. Such a priority should consider recognition of those resolutions which were 'dissent' recorded.

Recommendation No. 15

Current regulation 10.1(4)

- (4) The 2nd Vice-President is also a member of the PSAC National Strike Co-ordinating Committee.

Proposed Change

- (4) The 2nd Vice-President is also a member of the PSAC National ~~Strike~~ **Strategy** Co-ordinating Committee.

Recommendation No. 16

Current regulation 13.3(5)

- (5) An approved advance for any member including staff shall only include costs for travel, hotel and per diem. The travel portion of the advance shall normally be Tango Plus Class airfare. Any other airfare shall have prior approval of the President or in their absence the 1st Vice-President.

Proposed Change

- (5) An approved advance for any member including staff shall only include costs for travel, hotel and per diem. The travel portion of the advance shall normally be ~~Tango Plus~~ **Flex** Class airfare. Any other airfare shall have prior approval of the President or in their absence the 1st Vice-President

Recommendation No. 17

Current Regulation 13.5.1(2)

The travel grants for Locals shall normally be the cost of 2 times the Tango Plus Airfare without receipt. The intent of the 2 times Tango Plus airfare is to ensure the participation of the delegate and to assist Locals in sending additional participants. Any airfare other than as described herein shall have prior approval of the President or in their absence the 1st Vice-President.

Proposed Change

The travel grants for Locals shall normally be the cost of 2 times the ~~Tango Plus~~ Flex Airfare without receipt. The intent of the 2 times ~~Tango Plus~~ Flex airfare is to ensure the participation of the delegate and to assist Locals in sending additional participants. Any airfare other than as described herein shall have prior approval of the President or in their absence the 1st Vice-President.

Recommendation No. 18

Current Regulation 13.5.2(1)

- (1) Travel expenses for all others including staff shall be the actual cost incurred. However, if the cost exceeds a Tango Plus airfare without receipt, prior approval is required of the President or in their absence the 1st Vice-President.

Proposed Change

- (1) Travel expenses for all others including staff shall be the actual cost incurred. However, if the cost exceeds a ~~Tango Plus~~ Flex airfare without receipt, prior approval is required of the President or in their absence the 1st Vice-President.

Recommendation No. 19 Highlighted section not in English version.

Current Regulation 13.6(4)

- (4) Les réclamations de dépenses sont soumises à la présidente ou au président **pour fin d'autorisation**. La présidente ou le président peut déléguer à l'adjointe exécutive ou à l'adjoint exécutif de la présidente ou du président ou à la 1^{re} vice-présidente ou au 1^{er} vice-président ou à l'agent principal des relations de travail l'autorisation d'approuver les réclamations de dépenses.

Proposed Change

- (4) Les réclamations de dépenses sont soumises à la présidente ou au président **pour fin d'autorisation**. La présidente ou le président peut déléguer à l'adjointe exécutive ou à l'adjoint exécutif de la présidente ou du président ou à la 1^{re} vice-présidente ou au 1^{er} vice-président ou à l'agent principal des relations de travail l'autorisation d'approuver les réclamations de dépenses.

Recommendation No. 20

Current Regulation 13.9(3)

- (3) Travel by Automobile: The President or 1st Vice-President must approve the use of a personal vehicle. The exception is members attending a UTE event where a travel grant has been provided. The use of a personal vehicle will be reimbursed at the UTE kilometers rate or the Tango Plus airfare without receipt, whichever is lowest. The reimbursement of expenses for the use of rental cars must have prior approval and must be done on a practical and economic basis.

Proposed Change

- (3) Travel by Automobile: The President or 1st Vice-President must approve the use of a personal vehicle. The exception is members attending a UTE event where a travel grant has been provided. The use of a personal vehicle will be reimbursed at the UTE kilometers rate or the **Tango Plus-Flex** airfare without receipt, whichever is lowest. The reimbursement of expenses for the use of rental cars must have prior approval and must be done on a practical and economic basis.

Recommendation No. 21

Current Regulation 14(1) In French only

- (1) Les officiers du Conseil exécutif peuvent demander une carte de crédit conjointe du Syndicat avec le SEI.

Proposed Change

- (1) Les officiers du Conseil exécutif peuvent demander une carte de crédit ~~du Syndicat~~ **corporative** conjointe avec le SEI.

Recommendation No. 22

Current Regulation 17.3(1) In French Only

- (1) Le SEI prescrit les détails du contrat.

Proposed Change

- (1) Le SEI prescrit les ~~détails du~~ **modalités et conditions du prêt dans un** **écrit.** contrat

Recommendation No. 23

Current Regulation 17.3(3) In French Only

(3) Le remboursement n'excède pas trente-six (36) mois.

Proposed Change

(2) ~~Le remboursement~~ la durée maximale du prêt n'excède pas trente-six (36) mois.

Recommendation No. 24

Current Regulation 20.1(4)

(4) Union activities shall be defined as follows: Presidents' Conference, Inter-Regional, Pre-Convention, National Conferences, General Meetings of Locals and any other training activities.

Proposed Change

(4) Union activities shall be defined as follows the following UTE Events: Presidents' Conference, Inter-Regional, ~~Pre-Convention~~ Committee Meetings, National Conferences, General Meetings of Locals and any other training activities.

Recommendation No. 25

Current Regulation 22 Preamble

The purpose of this Regulation is to state the terms and conditions of the elected and full-time paid positions of the President and 1st Vice-President of UTE.

Proposed Change

~~The purpose of this Regulation is to state the terms and conditions of the elected and full-time paid positions of the President and 1st Vice-President of UTE.~~

Recommendation No. 26

Current Regulations 23 (5)(e)

- (e) the actual transportation costs to the College at the commencement of studies and return home on completion. This cost shall be limited to first class rail or economy air travel;

Proposed Change

- (e) the actual transportation costs to the College at the commencement of studies and return home on completion. This cost shall be limited to first class rail or ~~economy air travel~~ Flex Class airfare;

Recommendation No. 27

Current Regulations 23 (5)(f)

- (f) the actual transportation costs of one return trip home during the College session. This cost shall be limited to first class rail or economy air travel;

Proposed Change

- (f) **when the course is 4 consecutive weeks**, the actual transportation costs of one return trip home during the College session. This cost shall be limited to first class rail or ~~economy air travel~~ **Flex class airfare**;

Recommendation No. 28

Current Regulations 23 (6)(e)

- (e) the actual travel costs to attend the course at the commencement of the course and return home on completion. This cost shall be limited to first class rail or economy airfare;

Proposed Change

- (e) the actual travel costs to attend the course at the commencement of the course and return home on completion. This cost shall be limited to first class rail or ~~economy airfare~~ **Flex class airfare**;

Recommendation No. 29

Current Regulation 24 .3

Current English

24.3 SERVICE PINS

Service pins of three (3), five (5), ten (10), fifteen (15), twenty (20), twenty-five (25), thirty (30), thirty-five (35) years will be awarded annually by the Locals to those members who have served the membership within the union movement. Such pins shall be awarded based upon a Local member's recommendation or Executive Council Officers' recommendation.

24.3.1 Presentation

The award shall be presented at a Local, Regional or National Union Event by a union official.

Proposed Change need in English to be same and French version.

24.3 SERVICE PINS

Service pins of three (3), five (5), ten (10), fifteen (15), twenty (20), twenty-five (25), thirty (30), thirty-five (35) years will be awarded annually by the Locals to those members who have served the membership within the union movement. Such pins shall be awarded based upon a Local member's recommendation or Executive Council Officers' recommendation.

24.3.1 Presentation

The ~~award~~ **service pins** shall be presented at a Local, Regional or National Union Event by a union official.

Resolution of Record Changes

Recommendation No. 30

That the following resolution passed at the June 2012 Executive Council be added to the list of Resolutions of Record.

Air Carrier

Be it resolved that the current UTE policy on flying unionized air carriers be amended to include where a community is not serviced by a unionized air carrier that members flying on union business be allowed to request that the non-unionized carrier be used.

The determination to allow will rest with the National President.

Recommendation No. 31

Remove the following from the Appendix A - Resolutions of Record:

3. IDENTIFICATION OF LOCAL NUMBERS

4. LEAVE FOR EXECUTIVE COUNCIL MEMBERS

27. INTERNET ACCESS WHILE ON UTE BUSINESS

Recommendation No. 32

Resolution of Record # 17 Donations /Sponsorships Line Item be incorporated into Regulation 29 and the resolution of record be removed from appendix A

17. DONATIONS/SPONSORSHIP LINE ITEM

BE IT RESOLVED THAT, starting in 2005, a minimum of two thousand dollars (\$2000) of the line item Donations/Sponsorships be allocated to Strike Appeals and Holiday Relief Funds; and

BE IT FURTHER RESOLVED THAT if less then the \$2000 has been spent or allocated as of December 1st, that the balance be available to other types of Donation/Sponsorships at the December Executive Council meeting.

Adopted October 2004

Current Regulation 29

REGULATION NO. 29 - DONATIONS/SPONSORSHIP GUIDELINES

- (1) Under the line item Donations/Sponsorships:
 - (a) Donations are defined, as monies given which must be helpful to a Community, Organization, Union or Individual;
 - (b) Sponsorships are defined as monies given to activities; teams or individuals where there are promotional aspects for the Union of Taxation Employees.
- (2) Requests for funds will be submitted by the member to their Local, who will then transmit them to their RVP. The RVP will forward the request to the National President with a recommendation.
- (3) The National President may approve donations/sponsorships up to five hundred dollars (\$500.00) with the agreement of the 1st Vice President.
- (4) All Donations/Sponsorship funds will be approved and expended in the Calendar year.
- (5) The maximum sponsorship per request shall be five hundred dollars (\$500.00) per year except under exceptional circumstances this may be increased by a two-thirds (2/3) vote of Council.

- (6) Every January a complete list of donations/sponsorships will be sent to all Locals. (whom, city and the amount).
- (7) All donations/sponsorships cheques will be made out to the organization, team, and individual etc. for whom the amount was approved.

Adopted June 2003

Amended September 2009

Proposed Change to Regulation 29.

REGULATION NO. 29 - DONATIONS/SPONSORSHIP GUIDELINES

- (1) Under the line item Donations/Sponsorships:
 - (a) Donations are defined, as monies given which must be helpful to a Community, Organization, Union or Individual;
 - (b) Sponsorships are defined as monies given to activities; teams or individuals where there are promotional aspects for the Union of Taxation Employees.
- (2) Requests for funds will be submitted by the member to their Local, who will then transmit them to their RVP. The RVP will forward the request to the National President with a recommendation.
- (3) The National President may approve donations/sponsorships up to five hundred dollars (\$500.00) with the agreement of the 1st Vice President.
- (4) All Donations/Sponsorship funds will be approved and expended in the Calendar year.
- (5) The maximum sponsorship per request shall be five hundred dollars (\$500.00) per year except under exceptional circumstances this may be increased by a two-thirds (2/3) vote of Council.
- (6) Every January a complete list of donations/sponsorships will be sent to all Locals. (whom, city and the amount).

- (7) All donations/sponsorships cheques will be made out to the organization, team, and individual etc. for whom the amount was approved.
- (8) A minimum of two thousand dollars (\$2000) of the line item Donations/Sponsorships be allocated to Strike Appeals and Holiday Relief Funds.
- (9) If less than the \$2000 has been spent or allocated as of December 1st, that the balance be available to other types of Donation/Sponsorships at the December Executive Council meeting.

Adopted June 2003

Amended September 2009

Recommendation No. 33

That the following resolutions passed at the September 2006 and September 2013 Executive Council meetings become new Regulation 24.10 International Children's Awareness(ICA)

International Children's Awareness (ICA)

Be it resolved that UTE:

- Create a line item in our budget for the "ICA International Fund" ~\$10,000 including promotional items
- Make an annual donation of \$500 to ICA
- Advise our members to use the United Way to direct some or all of their donation to ICA
- Sponsor a student who wants to go with Captain Smith to Africa. This would be approximately \$5000 and the Honours and Awards Committee would solicit names and pick the person
- Subsidize a member with \$2500 to go with Captain Smith to Africa
- Develop a joint promotional item(s) with ICA and a portion of the sales would go to ICA

STUDENT AND MEMBER FOR THE ICA

Be it resolved that when, in a given year, there is no student to go to Africa with the ICA, that the UTE provide the ICA with the sum of roughly \$5,000.00 (Such as the current resolution); and

Be it further resolved that when, in a given year, there is no member to go to Africa with the ICA, that the UTE provide the ICA with the sum of roughly \$2,500.00 (Such as the current resolution).

Proposed New Regulation 24.10

24.10 ICA Sponsorship and Subsidy

Each year the Union of Taxation Employees sponsors a student and subsidizes a member in good standing to travel to Africa with the International Children's Awareness (ICA). ICA focuses on holistic development in Cameroon including projects such as bringing fresh water to villages, building schools and health clinics. The trip is usually in February.

24.10.1 Student Sponsorship

(1)The sponsorship will be awarded to a student 18 years of age or older who is enrolled in post-secondary education.

(2)The sponsorship will cover all costs associated with their travel to Africa. These costs shall include; the cost of travel, obtaining Visas, vaccinations, accommodations and per diems en route and any other related costs.

24.10.2 Member Subsidy

(1)The subsidy will be awarded to a member of UTE in good standing who is 18 years of age or older.

(2)The subsidy will cover all costs associated with their travel to Africa to a maximum of \$2500. These costs shall include; the cost of travel, obtaining Visas, vaccinations, accommodations and per diems en route and any other related costs.

24.10.3 Guidelines and Requirements

(1)The applicants must:

(a) have an up to date passport.

(b) have received all of the required inoculations prior to leaving for Africa.

(c) sign a waiver with the Union of Taxation Employees, exempting the Union of any liability for accidents or injuries that may occur.

(d) complete any paperwork that is required by ICA.

(e) submit an application including their name and contact information and be sent to the Honours and Awards Committee by September 15th, accompanied by a 400 to 700 words essay or an audio or video submission no longer than 4 minutes, on why you would like to be a part of the ICA team to Africa and the International Children's Awareness projects.

(2)Preference shall be given to members or students who have never been on this trip.

24.10.4 Annual Donations and Donation Reminder

(1)UTE will make an annual donation to ICA in the amount equal to the rebate UTE receives from the Bank of Montreal Affinity Program.

(2) If in a given year, no student is selected to go to Africa with ICA, UTE will donate an additional \$5000 to ICA

(3) If in a given year, no member is selected to go to Africa with ICA, UTE will donate an additional \$2500 to ICA

(4) UTE will annually remind its membership to consider a donation to ICA as part of the annual GCWCC campaign.

Recommendation No. 34

Resolution of Record # 30 UTE Life Members Invited to UTE Conventions be incorporated into Regulation 24.5 Life Membership and the resolution of record be deleted from Appendix A.

WHEREAS UTE has chosen to recognise members over the years that have shown leadership and dedication to the union, by bestowing a Life Membership. (as per Regulation 24.5); and

WHEREAS it is important for the Union to draw on this experience and knowledge during our National Conventions; and

Whereas it is important to remember this history; and

WHEREAS it is stated in our Regulations. 24.5 LIFE MEMBERSHIP

(4) Nominees must have: (a) demonstrated their commitment to achieving the aims and objectives of UTE; (b) accumulated service at the Local and National level of UTE for a minimum of fifteen (15) years; and (c) exhibited exemplary service at the Local and national level of UTE.)

Definition of Exemplary Service : (1) outstanding; (2) serving as an example; (3) admirable, commendable, ideal model, praiseworthy or exceptionable.

BE IT RESOLVED THAT the Union of Taxation Employees invite all UTE Life Members to our conventions starting in July of 2011, and for those that wish to attend that all of their expenses be paid by regulations as if they were a delegate.

BE IT FURTHER RESOLVED THAT all the UTE Life members be recognized in some manner at the convention.

Current Regulation 24.5

24.5 LIFE MEMBERSHIP

- (1) The award shall be a suitably inscribed plaque.
- (2) Members shall have all the rights as described in By-Law 3, Section 3.
- (3) Members shall be entitled to a UTE ring or an engraved UTE watch.
- (4) Nominees must have:
 - (a) demonstrated their commitment to achieving the aims and objectives of UTE;
 - (b) accumulated service at the Local and National level of UTE for a minimum of fifteen (15) years; and
 - (c) exhibited exemplary service at the Local and national level of UTE.
- i) Definition of Exemplary Service:
 - (1) outstanding;
 - (2) serving as an example;
 - (3) admirable, commendable, ideal model, praiseworthy or exceptionable.
- ii) Examples of Exemplary Service:
 - (1) Founder and organizer of the 1st UTE National UTE Women's Conference;
 - (2) Founder and organizer of the 1st UTE National EO Conference;
 - (3) Organizer of a foundation for Unions to help street kids and homeless people;
 - (4) Organizer of a foundation of for Unions to help members who have been terminated from D.I. and are no longer able to work.

Proposed Regulation 24.5

24.5 LIFE MEMBERSHIP

- (1) The award shall be a suitably inscribed plaque.
- (2) Members shall have all the rights as described in By-Law 3, Section 3.
- (3) Members shall be entitled to a UTE ring or an engraved UTE watch.
- (4) Members shall be invited to our Convention, and for those that wish to attend, all of their expenses shall be paid in accordance with these By-Laws and Regulations as if they were a delegate.
- (5) Members will be recognized in some manner at the Convention.
- (6) Nominees must have:
 - (a) demonstrated their commitment to achieving the aims and objectives of UTE;
 - (b) accumulated service at the Local and National level of UTE for a minimum of fifteen (15) years; and
 - (c) exhibited exemplary service at the Local and national level of UTE.
 - i) Definition of Exemplary Service:
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 - ii) Examples of Exemplary Service:
 - (1) Founder and organizer of the 1st UTE National UTE Women's Conference;
 - (2) Founder and organizer of the 1st UTE National EO Conference;
 - (3) Organizer of a foundation for Unions to help street kids and homeless people;

(4) Organizer of a foundation of for Unions to help members who have been terminated from D.I. and are no longer able to work.