

# BYLAWS



Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944

Benevolent Society  
Constitution & Bylaws

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EFFECTIVE NOVEMBER 2016

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Telecommunications Workers  
Union (TWU), United  
Steelworkers Local Union 1944  
- Bylaws

Effective November 2016

# TELECOMMUNICATIONS WORKERS UNION (TWU), UNITED STEELWORKERS LOCAL UNION 1944 BYLAWS

## TABLE OF CONTENTS

ARTICLE I - NAME .....	1
ARTICLE II - AFFILIATION .....	1
ARTICLE III - OBJECTS .....	1
ARTICLE IV - AUTHORITY AND STRUCTURE .....	1
ARTICLE V - MEMBERSHIP .....	2
ARTICLE VI - DUES AND ASSESSMENTS .....	3
1. DUES .....	3
2. ASSESSMENTS .....	3
ARTICLE VII – LOCAL ANNUAL DELEGATED MEETINGS .....	4
1. LOCAL ANNUAL DELEGATED MEETING .....	4
2. SPECIAL LOCAL ANNUAL DELEGATED MEETING .....	4
3. LOCAL ANNUAL DELEGATED MEETING CALL .....	4
4. COMPOSITION OF THE LOCAL ANNUAL DELEGATED MEETING .....	4
5. VOTING .....	5
6. CERTIFICATION OF DELEGATES .....	5
7. POWERS OF THE LOCAL ANNUAL DELEGATED MEETING .....	5
8. ATTENDANCE .....	6
9. OFFICERS .....	6
10. LOCAL ANNUAL DELEGATED MEETING RULES .....	6
11. LOCAL ANNUAL DELEGATED MEETING ORDER OF BUSINESS .....	7
12. LOCAL ANNUAL DELEGATED MEETING EXPENSES .....	7
ARTICLE VIII – NATIONAL EXECUTIVE COUNCIL .....	7
ARTICLE IX - OFFICERS AND THEIR DUTIES .....	9
1. PRESIDENT .....	9
2. VICE-PRESIDENT(S) .....	9
3. SECRETARY-TREASURER .....	10
4. REGIONAL EXECUTIVE OFFICERS .....	11
5. TRUSTEES .....	11
6. CHAIR AND VICE-CHAIR .....	11
ARTICLE X - UNITS .....	11
ARTICLE XI - ELECTION OF OFFICERS .....	13
1. NATIONAL EXECUTIVE COUNCIL .....	13
2. UNIT OFFICERS .....	13
ARTICLE XII - RECALL .....	13
ARTICLE XIII - LOCAL ANNUAL DELEGATED MEETING COMMITTEES .....	14
1. THE LOCAL ANNUAL DELEGATED MEETING COMMITTEES .....	14
2. BYLAWS COMMITTEE .....	14
3. FINANCE COMMITTEE .....	14

4. EDUCATION COMMITTEE .....	14
5. BARGAINING COMMITTEES .....	14
6. CREDENTIALS COMMITTEE .....	15
7. SOLIDARITY COMMITTEE .....	15
8. OTHER COMMITTEES.....	15
9. VACANCIES ON COMMITTEES .....	15
ARTICLE XIV - PENSION TRUSTEES .....	15
ARTICLE XV - FINANCES.....	16
ARTICLE XVI - COLLECTIVE BARGAINING .....	16
1. AUTHORITY.....	16
2. CONTRACT RATIFICATION.....	17
ARTICLE XVII - STRIKES .....	17
ARTICLE XVIII - BALLOTING .....	17
ARTICLE XIX - QUORUMS .....	18
ARTICLE XX - AMENDMENTS.....	18
ARTICLE XXI - GENERAL.....	18
ARTICLE XXII - DEATH BENEFITS.....	18
SUGGESTED PROCEDURE OF MEETINGS .....	19
1. ORDER OF BUSINESS .....	19
2. OPENING CEREMONY .....	19
3. INITIATION OF NEW MEMBERS.....	19
4. INSTALLATION OF UNIT PRESIDENT .....	19
5. INSTALLATION OF UNIT OFFICERS.....	19
6. CLOSING CEREMONY .....	20
TELECOMMUNICATIONS WORKERS UNION BENEVOLENT SOCIETY .....	22

## ARTICLE I - Name

This Organization hereinafter referred to as the Local Union shall be known as the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944.

## ARTICLE II - Affiliation

It is the policy of this Local Union to maintain affiliation with related Labour Federations, and any other organization approved by the Local Annual Delegated Meeting and ratified by the membership.

## ARTICLE III - Objects

1. To organize workers in communications and related fields in Canada.
2. To improve the wages and working conditions of workers through the process of collective bargaining.
3. To assist in advancing the social, economic and general welfare of working people by promoting just and equitable legislation.
4. To provide for the defence and extension of the civil rights and freedoms of workers, and the preservation of free democratic trade-unionism.
5. To offer equal opportunity and treatment to all members regardless of race, colour, creed, sex, age, national origin, sexual orientation, political or religious affiliation or disability. R  
84.11.30
6. To promote the interests and well-being of retired members of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944. R  
08.10.14
7. To preserve and promote the history of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944. R  
08.10.14
8. To provide labour education to the membership. R  
08.10.14
9. To promote youth involvement within the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 and the labour movement. R  
14.07.11

## ARTICLE IV - Authority and Structure

1. The Local Annual Delegated Meeting shall be the highest governing authority of the Local Union, subject to restrictions imposed by these Bylaws.
2. The National Executive Council shall exercise the Authority of the Local Annual Delegated Meeting between local annual delegated meetings. It shall take such action and render decisions necessary to carry out fully the resolutions and instructions of the Local Annual Delegated Meeting and to enforce the provisions of these Bylaws subject to the right of appeal to the Local Annual Delegated Meeting.
3. The President as the principal officer of the Local Union, shall have sole authority to interpret these Bylaws and to carry out the policies of the Local Union in accordance with these Bylaws and the mandates of the Local Annual Delegated Meeting subject to the right of appeal to the Local Annual Delegated Meeting.
4. The Units of the Local Union shall conduct their affairs in accordance with these Bylaws, and any Unit By-laws they may adopt which do not contravene any provision of these Bylaws or stated policy of the Local Annual Delegated Meeting.

## ARTICLE V - Membership

1. Membership in this Local Union shall be open to all workers in the communications or related fields except those excluded by legislation.
  2. Application for membership shall be made on a form prescribed by the Union.
  3. All applications for membership with the exception of those who resigned under the Collective Agreement maintenance of membership clause and with the exception of those who become members due to an organizing drive at an unrepresented employer, shall be referred to the Membership Committee of the Unit for approval. R  
91.01.16
- Members signed up during an organizing drive shall have their membership applications considered by a special Membership Committee established by the National Executive Council. When applications are approved, the applicants shall be initiated and their initiation shall be recorded by the Unit, or where applicable, the National Executive Council.
4. All applications for membership must be accompanied by either a signed authorization to deduct initiation fees, or by an amount equivalent to the initiation fees of the Local Union or by any such other amount as may be required by legislation.
  5. Former members who resigned from the Local Union, or have been expelled from the Local Union, shall make their applications for reinstatement through the Unit Membership Committee to the Local Annual Delegated Meeting. The Local Annual Delegated Meeting shall then accept or reject the applications. R  
09.07.21
  6. A member who is assisting another Union or organization, which is engaged in working to the detriment of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944, shall not hold office in the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944. R  
09.07.21
  7. Upon application in writing, a member in good standing leaving the services of their employer shall receive a withdrawal card. Should the holder of a withdrawal card later return to the jurisdiction of the Local Union they will not be required to pay the initiation fee but will be required to pay a reinstatement fee in the amount of \$1.00.
  8. Membership in the Local Union will automatically terminate when a member assumes any permanent position of employment which places them outside the jurisdiction of the Local Union.
  9. Honorary membership shall be granted to all Retired Members of the Local Union in good standing.
  10. Retiree Members are former members of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944, who left the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 as a member in good standing and are in receipt of a pension and a member in good standing of a retiree's unit. R  
08.10.14
- TWPP members who are eligible for a deferred TWPP pension are eligible for membership in a Retirees' Unit.
11. A member of the Local Union laid off or who otherwise leaves the employment of a Company certified with the Local Union may remain a member of the Local Union as an Associate Member by paying to the Secretary-Treasurer, on or before the 15<sup>th</sup> of the month, the sum of one dollar (\$1.00) to be deposited in the General Fund. R  
97.11.05
  12. An Associate or Honorary Member shall be entitled to attend Unit Meetings. They shall have a voice but shall not be eligible to hold any office or be entitled to any voting privileges. R  
82.11.30

13. A member in good standing is a member who is not expelled.
14. A member in good standing in the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 shall be entitled to attend any Unit meeting. The member shall be entitled to a voice but not be eligible to hold any office nor be entitled to any voting privileges on Unit matters, except in the Unit in which they are a member.

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## ARTICLE VI - Dues and Assessments

### 1. Dues

- (a) The membership dues of the Local Union shall be 1.7% of gross earnings per four (4) week period.

The Local Union will pay dues on a monthly basis to the United Steelworkers as follows:

- 2015 – 0.40% of the gross earnings of its members
- 2016 – 0.50% of the gross earnings of its members
- 2017 – 0.55% of the gross earnings of its members
- 2018 – 0.60% of the gross earnings of its members
- 2019 – 0.65% of the gross earnings of its members
- 2020 and after - 0.70% of the gross earnings of its members

After 2020, the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 may choose to discuss with the National Director of Canada, the Canadian District Directors and the USW's International Secretary-Treasurer the possibility of voluntarily moving to the USW dues structure.

- (b) Each applicant for membership in the Local Union shall pay an initiation fee of five dollars (\$5.00).
- (c) Notwithstanding the above, any application for membership received from an individual who is one of a group of employees for whom the Union is seeking certification under the Provincial Labour Codes or the Canada Labour Code, shall pay the minimum initiation fees prescribed in the appropriate legislation.
- (d) Retiree members shall pay dues of \$1.00 per year.
- (e) Each retiree applicant for membership in the Local Union shall pay an initiation fee of one dollar (\$1.00).

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### 2. Assessments

- (a) One special assessment in any one calendar year not to exceed one day's pay may be levied by the National Executive Council or the Local Annual Delegated Meeting with a 66-2/3% majority in cases of emergency or when income is inadequate to finance the necessary expenses of the Local Union but only after ratification by referendum of the membership.
- (b) Additional assessments may be levied by the National Executive Council or the Local Annual Delegated Meeting but not until the additional assessment has been ratified by referendum of the membership.
- (c) Retiree members shall be excluded from any assessments.

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## ARTICLE VII – Local Annual Delegated Meetings

### 1. Local Annual Delegated Meeting

The Local Union shall meet annually in Local Annual Delegated Meeting by a date, time and place selected by the Local Annual Delegated Meeting. In the absence of such selections, the date, time and place shall be determined by the President, with the approval of the National Executive Council.

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### 2. Special Local Annual Delegated Meeting

- (a) Special Local Annual Delegated Meetings may be called by the National Executive Council at any time.
- (b) Special Local Annual Delegated Meetings may be called upon the request of 25% of Local Annual Delegated Meeting Delegates.

Special Local Annual Delegated Meetings will commence between 20 and 40 days from the date the request is received by the President.

- (c) Special Local Annual Delegated Meetings as may be required to meet the needs of a bargaining certification to prepare for bargaining may be called by the National Executive Council at any time. Such Local Annual Delegated Meetings when called shall be referred to as “Bargaining Local Annual Delegated Meetings”. The effected bargaining certification shall be named in the Local Annual Delegated Meeting call, and only unit delegates from the effected bargaining certification shall be seated as delegates.

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### 3. Local Annual Delegated Meeting Call

- (a) The Secretary-Treasurer of the Local Union shall notify in writing all Delegates of the time and place of the Local Annual Delegated Meeting not later than 14 days in advance.
- (b) In the case of Special Local Annual Delegated Meetings, the National Executive Council shall provide at least 7 days’ notice giving the time and place of the Local Annual Delegated Meeting together with a statement of the business to be considered.

### 4. Composition of the Local Annual Delegated Meeting

- (a) The Local Annual Delegated Meeting shall be comprised of members of the National Executive Council, Chair and Vice-Chair and Unit Delegates elected in accordance with Unit Bylaws. Provincial Minimum Representation shall be on the following basis as determined by the official provincial membership count as determined by the Local Union office on November the 1<sup>st</sup> preceding the Local Annual Delegated Meeting. 1 delegate for each 100 members.

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07.07.12

Each Unit Minimum Representation shall be on the following basis, as determined by the official membership record in the Local Union office on November 1<sup>st</sup> preceding the Local Annual Delegated Meeting.

1-100 one delegate, and one delegate for each 200 or portion thereof.

Where the total number of delegates to be elected by Units within the Province is seen to be lower than Provincial Minimum Representation it shall cause the following to occur.

The difference between the total numbers of delegates elected by the Units in the Province, and the Provincial Minimum Representation for that Province shall be calculated. Where the number of delegates elected by Units within the Province equals or exceeds the Provincial Minimum Representation no further



action shall occur. Where the number of delegates elected by Units within the Province is lower than the Provincial Minimum Representation, then this shortfall of representation shall be distributed for election by the Units within that Province as additional delegates. This distribution shall be as follows:

Each Unit within the Province shall be listed largest to smallest. Starting at the largest and working toward the smallest, each Unit shall be eligible to elect one (1) additional Delegate. This distribution shall continue until the shortfall of representation is exhausted. If all Units have elected one (1) additional delegate and there is still a shortfall, the largest Unit will be eligible to elect one (1) Additional Delegate. This distribution shall continue until the shortfall of representation is exhausted. The total number of delegate positions distributed to Units shall not exceed the shortfall in representation.

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Retiree Unit members shall not be considered when determining Provincial Minimum Representation.

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Each Retiree Unit shall be represented on the following basis, as determined by the official membership record in the Local Union office on November 1<sup>st</sup> preceding the Local Annual Delegated Meeting.

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1-100 members, one delegate, and one delegate for each additional 200 members or portion thereof.

The total number of delegates from the Retirees' Unit shall not exceed six (6).

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- (b) Each Unit may elect an Alternate Delegate for each Delegate elected who shall attend the Local Annual Delegated Meeting in the event the regular Delegate is unable to attend.
- (c) When a Delegate is elected Chair of the Local Annual Delegated Meeting a duly elected Alternate Delegate from their Unit shall serve as the Local Annual Delegated Meeting Representative for the duration of the Chair's term.
- (d) In the event that the Local Annual Delegated Meeting Delegate and the Alternate are unable to attend the Local Annual Delegated Meeting, a member of the Unit Executive shall attend in their place. The Unit Secretary shall be responsible for notifying the Credentials Committee of this change.

## 5. Voting

- (a) Each delegate shall have one vote in the Local Annual Delegated Meeting.
- (b) Retiree delegates shall have a vote on pension issues only.
- (c) Only delegates who represent members of the TWPP shall vote on changes to Bylaw Article XIV. The number of votes to be cast from each unit with TWPP members shall be allotted according to the number of TWPP members in that unit as follows: for the first 1 – 100 TWPP members, one vote, and for each 200 TWPP members or portion thereof, one additional vote.

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## 6. Certification of Delegates

Each Unit shall inform the Secretary-Treasurer of the Local Union of the names of their Delegates and Alternate Delegates immediately following their election.

## 7. Powers of the Local Annual Delegated Meeting

The Local Annual Delegated Meeting shall have the power to:

- (a) Approve the number of Delegates seated by a Unit at the Local Annual Delegated Meeting.
- (b) Establish policies to be followed by the Local Union.

- (c) Amend these Bylaws subject to membership ratification.
- (d) Do all things necessary for the proper disposition of any business brought before it.

8. Attendance

Any member in good standing of the Local Union may attend the Local Annual Delegated Meeting as an observer at their own expense. Local union representatives shall not be seated at the Local Annual Delegated Meeting as Delegates. They shall have the right to speak on any issue but shall not have the right to vote.

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16.10.23

9. Officers

- (a) The Chair and Vice-Chair shall be elected at the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 Local Annual Delegated Meeting by and from the Local Annual Delegated Meeting Delegates for a term of two (2) years.
- (b) Members of the National Executive Council shall not be seated at the Local Annual Delegated Meeting as Delegates. They shall have the right to speak on any issue but shall not have the right to vote.

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10. Local Annual Delegated Meeting Rules

- (a) The Local Annual Delegated Meeting will be governed by these Bylaws and by a set of rules adopted at the start of the Local Annual Delegated Meeting.
- (b) When recognized by the Chair, the member shall identify themselves and when speaking shall confine their remarks to the question at issue.
- (c) No question of a sectarian nature shall be discussed.
- (d) Speeches shall be limited to three (3) minutes except in moving a motion when the member shall be allowed five (5) minutes. When making a report there shall be no time limit.
- (e) A member shall not speak more than once on a subject until all who wish to speak have had an opportunity to do so. If the mover of the motion has not exercised their right to speak, the Chair may recognize them at any time.
- (f) A member shall not interrupt another except to call a point of order or urgent point of privilege.
- (g) If a member be called to order, they shall at the request of the Chair take their seat until the question of order has been decided.
- (h) Should a member persist in unparliamentary conduct, the Chair will be compelled to name them and submit their conduct to the judgement of the Local Annual Delegated Meeting. In such case the member whose conduct is in question should explain and then withdraw, and the Local Annual Delegated Meeting will determine what course to pursue in the matter.
- (i) If a report of a committee is adopted, it becomes the decision of the Local Annual Delegated Meeting. If defeated it may be referred back to the committee for reconsideration.
- (j) Unless otherwise specified, any decision taken by the Local Annual Delegated Meeting shall take effect immediately upon adjournment of the Local Annual Delegated Meeting.

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- (k) When a motion to reconsider is approved by a 66-2/3% majority the motion may be reconsidered immediately.
- (l) Any situation not governed by the preceding will be governed by Bourinot's Rules of Order.
- (m) No resolution from a Unit of this Local Union shall be brought to the floor of the Local Annual Delegated Meeting without being first passed by that Unit at a properly constituted Unit Meeting. Such resolution must properly appear in the Minutes of the meeting at which it was passed. This would not apply to emergency resolutions.

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11.10.17

11. Local Annual Delegated Meeting Order of Business

Shall be the agenda adopted by the Local Annual Delegated Meeting as the first Item of Business.

12. Local Annual Delegated Meeting Expenses

- (a) The Local Union shall pay the normal and usual expenses incident to the Local Annual Delegated Meeting.
- (b) Retiree Units shall pay the expenses of their delegates incident to the Local Annual Delegated Meeting.

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ARTICLE VIII – National Executive Council

1. The National Executive Council of the Local Union shall consist of the following:

- (a) President
- (b) Vice-President(s)
- (c) Secretary-Treasurer
- (d) Regional Executive Officers (REO)
- (e) Three (3) Trustees

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2. The number of Regional Executive Officers will be based on the formula: one Regional Executive Officer for the first 1 – 2500 members in that province, plus one additional Regional Executive Officer for each additional 2500 members or portion thereof in that province provided the province contains a chartered Unit of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944.

3. The President shall have a full voice at National Executive Council meetings and shall only vote in event of a tie.

4. The National Executive Council shall meet a minimum of nine times per calendar year at the call of the President.

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5. The National Executive Council shall have authority to:

- (a) Oversee the affairs of all Units to ensure that they adhere to the policies of this Local Union as established by the Local Annual Delegated Meeting and by the National Executive Council.
- (b) Plan, direct and implement organizing, publishing, education and research projects as they deem advisable.
- (c) Approve the membership jurisdiction of all Units of the Local Union.
- (d) Approve and issue charters to new Units subject to subsequent Local Annual Delegated Meeting approval.

- (e) Suspend the provisions of any by-law or rule of a Unit which is inconsistent with the terms of these Bylaws subject to appeal to the Local Annual Delegated Meeting.
  - (f) Attach recommendations to the National Executive Council Report to the Local Annual Delegated Meeting.
6. (a) The National Executive Council members shall be Delegates to all conventions such as Canadian Labour Congress and related Labour Federations as elected by the Local Annual Delegated Meeting.
- (b) Where affiliation is by the Local Union, the National Executive Council shall determine the number of Delegates.
7. The National Executive Council shall have the authority to establish and dissolve any non-elected committees upon such terms and conditions as they deem to be in the best interests of the Local Union.
8. At the discretion of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944, Officers may be full-time, part-time or paid on a lost-time only basis.
9. Staff shall not be eligible to be a member of the National Executive Council.
10. Oath of Office for President

In installing you as President of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944, as Local Annual Delegated Meeting Chair, I wish to impress upon you the importance of your office.

The confidence of the Delegates is placed in you to give this Local Union the best of your service, to give your decision impartially without fear or favour for the benefit of the Union and its membership.

Do you accept this responsibility?

Please raise your right hand and repeat after me, using your name where I use mine.

"I, \_\_\_\_\_, in the presence of these witnesses faithfully promise to obey and enforce the Constitution, Bylaws and Policies of the Union. I also promise to perform the duties of this office to the best of my ability."

11. Oath of Office for Elected Officers

You have been elected by the Delegates of this Local Annual Delegated Meeting, as their Officers, for the ensuing term. Please raise your right hand and repeat this Oath of Acceptance after me, using your name where I use mine:

"I, \_\_\_\_\_, do hereby solemnly swear to observe and uphold the Constitution, Bylaws and Policies of the Union, and fulfill the duties for which I have been elected, respect the dignity of the Chair and advance to the utmost of my ability the aims and objects of the Union at all times."

## ARTICLE IX - Officers and Their Duties

### 1. President

The president as the principal officer of the Local Union shall:

- (a) Execute the policies of the Local Union as established by the Local Annual Delegated Meeting. If the policy has not been clearly formulated, they will call together the National Executive Council who will determine said policy subject to appeal to the Local Annual Delegated Meeting.
- (b) Preside over the meetings of the National Executive Council.
- (c) Call meetings of the National Executive Council as required by these Byalws and any special meetings required to carry out the objects and principles of this Local Union.
- (d) Be the official spokesperson for the Local Union in all matters but may authorize counsel or other agents or officers of the Local Union to speak for the Local Union in their stead.
- (e) Be responsible for the selection, hiring or termination of all office staff and non-elected personnel of the Local Union subject to the National Executive Council approval.
- (f) Hold no other office in the Local Union.
- (g) Receive an annual salary and expenses established for the office by the Local Annual Delegated Meeting.
- (h) Have sole authority to interpret these Bylaws subject to appeal to the Local Annual Delegated Meeting.
- (i) Have signing authority on all matters pertaining to their office.
- (j) Shall act in a supervisory capacity to all elected officers.

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13.10.08

### 2. Vice-President(s)

- (a) The Vice-President(s) shall be full-time officers of the Local Union and shall be elected by the Local Annual Delegated Meeting, and shall perform the duties of the President in their absence and other Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 duties as determined by the President.
- (b) Should a vacancy occur in the office of Vice-President(s), the National Executive Council shall appoint a successor to serve until the next Local Annual Delegated Meeting, at which time a successor will be elected. In the case of a temporary absence of the Vice-President(s), the National Executive Council may appoint an interim replacement.
- (c) Have signing authority on all matters designated by the Local Annual Delegated Meeting.
- (d) Receive an annual salary and expenses established for the office by the Local Annual Delegated Meeting.

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### 3. Secretary-Treasurer

The Secretary-Treasurer shall act under the direction of the President and the National Executive Council and shall:

- (a) Attend all meetings of the Local Annual Delegated Meeting and the National Executive Council and shall cause a faithful record to be made of all proceedings.
- (b) Safeguard all contracts, books, records, monies, securities and all other properties of the Local Union not otherwise directed by these Bylaws.
- (c) Have custody of the Local Union Seal and cause it to be impressed upon such documents as the President or the National Executive Council may direct.
- (d) Supervise the maintenance of such membership lists as may be required by the Local Union and shall cause a collection of per capita dues, assessments and any other monies due the Local Union.
- (e) Cause the funds belonging to the Local Union to be deposited in a bank or credit union or in such other manner as may be approved by the Finance Committee of the Local Union.
- (f) Cause the payment of proper bills and expenses of the Local Union when evidenced by satisfactory statements or vouchers, by cheques signed by such persons as may be designated by the National Executive Council.
- (g) Invest the funds of the Local Union as instructed by the Local Annual Delegated Meeting, or by the Finance Committee in the absence of such instruction by the Local Annual Delegated Meeting.
- (h) Prepare, publish and distribute to the National Executive Council a monthly financial statement which shall list the total receipts and disbursements.
- (i) Submit the Local Union's books for audit not less than once a year to auditors selected by the National Executive Council.
- (j) Be bonded for an amount to be determined by the Local Annual Delegated Meeting annually.
- (k) Surrender all contracts, books, records, monies, securities and all other properties of the Local Union in their custody to their successor.
- (l) Perform all duties imposed upon them by the Bylaws and such other duties as shall from time to time be assigned to them by the Local Annual Delegated Meeting, the President or the National Executive Council.
- (m) Not normally hold another office in the Local Union which shall be at the discretion of the Local Annual Delegated Meeting. They shall receive an annual salary and expenses established by the Local Annual Delegated Meeting for the office.
- (n) Should a vacancy occur in the office of Secretary-Treasurer, the National Executive Council shall appoint a successor to serve until the next Local Annual Delegated Meeting at which time a successor will be elected. In the case of a temporary absence of the Secretary-Treasurer, the National Executive Council may appoint an interim replacement.
- (o) Ensure that Resolutions received from Units shall be referred to appropriate Committees.

#### 4. Regional Executive Officers

- (a) Regional Executive Officers shall be members of the National Executive Council and shall attend meetings of the National Executive Council, act as liaisons to the United Steelworkers Canadian district offices when assigned, act as a liaison with and sit on various committees when assigned and exercise authority as laid out in Article VIII of these Bylaws.
- (b) They will perform any other duties as may be required and assigned.
- (c) If a vacancy occurs in the office of Regional Executive Officer, the President will appoint a successor to serve until the vacancy is filled. Beginning in April 2018, Regional Executive Officers will be elected by referendum ballot only by those members from the region which they will be representing.

#### 5. Trustees

- (a) It shall be the duty of the Trustees to have charge of the hall and all property of the Local Union, subject to the direction of the Local Union.
- (b) They shall audit the books and financial records of the Local Union every three months and give a report of such audit at the next regular Local Union meeting.
- (c) They shall perform such other duties as the Local Union may require.

#### 6. Chair and Vice-Chair

- (a) The Chair shall preside at all Local Annual Delegated Meetings and shall perform all other duties incident to such office.
- (b) The Vice-Chair shall act pro-tem in the absence of the Chairman and shall perform all other duties incident to such office.

### ARTICLE X - Units

- 1. Units shall be chartered by the National Executive Council to represent the members in their respective jurisdiction relating to Unit matters.
- 2. Units shall be identified by number.
- 3. The Local Annual Delegated Meeting will determine the Unit jurisdiction which will be assigned and described at the time the charter is issued. Subsequent jurisdiction changes may be made by the Local Annual Delegated Meeting.
- 4. No Unit charter shall be issued which grants jurisdiction in conflict with that of another Unit.
- 5. Applications for charter shall be in writing to the Local Annual Delegated Meeting and shall be signed by at least 50 persons who are eligible for membership in the Unit. In special circumstances, the number of signatures may be waived by the Local Annual Delegated Meeting.
- 6.
  - (a) The charter of a Unit may be revoked or suspended by the National Executive Council for refusing or neglecting to conform to or abide by any directions or decisions of the Local Annual Delegated Meeting, or the National Executive Council, any referendum vote of the membership, or any constitutional or bylaw requirements.
  - (b) The charter of any Unit shall not be revoked until the Unit has been served a proper written notice of the charges against it and an opportunity to be heard in its defence. The Unit shall be given at least (10) ten

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days to prepare its defence after receiving notice from the Secretary-Treasurer of the Local Union of any charges. The hearing will be conducted before the entire National Executive Council at a time and a place designated by the Secretary-Treasurer. A vote of at least 66-2/3% of the National Executive Council shall be required to find a Unit guilty of charges before imposing a suspension, revocation of a charter or any other penalty. In the event the Unit fails to comply with the penalties or to appeal within the allotted time, the charter will be automatically revoked. The findings shall be published to all Units.

- (c) A Unit may appeal the findings or penalties imposed by the National Executive Council to the next Local Annual Delegated Meeting by giving written notice to the Secretary-Treasurer of the Local Union within 30 days after the publication of the findings of the National Executive Council. No penalties shall become effective pending the disposition of the appeal.
- (d) A 66-2/3% vote of the Local Annual Delegated Meeting shall be required to sustain the findings of the National Executive Council in the event of an appeal.
- (e) A 66-2/3% vote of the Local Annual Delegated Meeting shall be required to modify the penalties imposed by the National Executive Council.
- (f) Should there be a final decision revoking the charter of a Unit, the National Executive Council may temporarily take control of the Unit's affairs through a temporary administrator, who shall, subject to the directions of the National Executive Council, take such action as may be necessary to guarantee the continuous operation of the Local Union and protect its interests.

## 7. Unit Executive

- (a) The Units shall have an elected Executive consisting of:
  - President;
  - Vice-President(s);
  - Secretary-Treasurer;
  - Local Annual Delegated Meeting Delegate(s);
  - Councillor(s);
  - and other Officers as Unit by-laws may specify.
- (b) Each Unit shall have a number of Councillors who shall be those people elected as Local Annual Delegated Meeting Delegates. Alternate Local Annual Delegated Meeting Delegates will be considered as Alternate Councillors.

## 8. The authority of the Units shall be:

- (a) To adopt, repeal or amend by-laws and rules to be consistent with these Bylaws.
- (b) To administer the affairs of the Unit within their jurisdiction in accordance with these Bylaws and policies of the Local Union as established by the Local Annual Delegated Meeting.
- (c) Prepare and submit policy recommendations to the Local Annual Delegated Meeting. R  
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- (d) Prepare recommendations for negotiation to the Local Annual Delegated Meeting or to the negotiation package meetings for the Bargaining Certification(s) represented in the Unit. R  
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- (e) To do all other things necessary for the proper disposition of all matters which may come before the Unit for consideration.



9. The duties of the Units and Unit Executive shall be:

- (a) To supply the Secretary-Treasurer of the Local Union with the names of all Unit officers and any subsequent changes.
- (b) To furnish the Secretary-Treasurer of the Local Union with copies of the Unit by-laws and rules and any revisions as they may be made.
- (c) To encourage all Unit officers, stewards and members to participate in Local Union approved labour education programs.
- (d) To keep rank and file members informed of Local Union activities and policies.

#### ARTICLE XI - Election of Officers

1. National Executive Council

- (a) The President, Secretary-Treasurer, Vice-President(s) and Trustees elections shall be conducted as set forth in the USW International Constitution.
- (b) Regional Executive Officers will be elected by referendum ballot only by those members from the region which they will be representing.

2. Unit Officers

- (a) Units shall adopt by-laws and rules to govern the nomination and election of Officers, Delegates and Alternate Delegates, the appointment, selection or election of Stewards and the filling of vacancies.
- (b) Only members of the Local Union in good standing shall be eligible to vote or hold elective office.
- (c) The election by Units of Officers and Delegates and Alternate Delegates to the Local Annual Delegated Meeting shall be by secret ballot among the members in good standing. A majority of votes cast will be required before a candidate is declared elected.
- (d) Each ballot must contain a number of votes corresponding exactly to the number of positions to be filled on that ballot.

#### ARTICLE XII - Recall

1. Any elected Officer of the Local Union is subject to recall:

- (a) By a resolution to the Local Annual Delegated Meeting passed by a Unit at a General Meeting.  
or
- (b) By the written request of a majority of the Local Annual Delegated Meeting Delegates for a Special Local Annual Delegated Meeting.  
or
- (c) By a Special Local Annual Delegated Meeting called by a majority of the National Executive Council.

2. A 66-2/3% vote of the Delegates present at a duly constituted Local Annual Delegated Meeting shall be required for recall.

3. Recall of Unit Officers shall be in accordance with Unit by-laws.

## ARTICLE XIII - Local Annual Delegated Meeting Committees

### 1. The Local Annual Delegated Meeting Committees

The Local Annual Delegated Meeting Committees of the Local Union shall be at least the following:

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- (a) Bylaws Committee
- (b) Finance Committee
- (c) Education Committee
- (d) Bargaining Committee
- (e) Credentials Committee
- (f) Solidarity Committee

### 2. Bylaws Committee

The Bylaws Committee shall be elected by the Local Annual Delegated Meeting. It shall be charged with the duty of considering and reporting to the Local Annual Delegated Meeting and to the National Executive Council on proposals to change these Bylaws. All recommendations from Units referring to Bylaw changes shall be presented to this Committee. The Bylaws Committee will make recommendations to the Local Annual Delegated Meeting on changes to the Bylaws and Policies of the Local Union that they feel are needed.

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### 3. Finance Committee

The Finance Committee shall consist of the Secretary-Treasurer of the Local Union and members elected by the Local Annual Delegated Meeting. The Secretary-Treasurer shall be the only member of the National Executive Council who is a member of this Committee and shall not serve as Chair of the Committee. The Committee shall meet prior to the assembling of the regular Local Annual Delegated Meeting and at the call of the Chair and review the financial operation of the Local Union, including the audits of the books of the Secretary-Treasurer. The Committee shall make a report of its findings to the Local Annual Delegated Meeting and make recommendations to the Local Annual Delegated Meeting including a budget for the succeeding year's operations. The Committee shall be charged with developing in consultation with the National Executive Council and approved professionals, the investment policies for the funds of the Local Union.

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The Secretary-Treasurer shall have a voice but not vote on this Committee.

### 4. Education Committee

The Education Committee shall be elected by the Local Annual Delegated Meeting. It shall be charged with the duty of considering and reporting to the Local Annual Delegated Meeting and the National Executive Council on all matters pertaining to membership education. All recommendations from Units referring to membership education shall be presented to this Committee.

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### 5. Bargaining Committees

The Bargaining Committees shall consist of the President and a structure determined by the affected Bargaining Certification, subject to approval of the Local Annual Delegated Meeting or the National Executive Council in the case of a newly organized Bargaining Certification.

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6. Credentials Committee

The Credentials Committee shall be appointed by the President. It shall be charged with the duty of registering the eligible Delegates and maintaining an attendance record. The Committee shall serve throughout the Local Annual Delegated Meeting and report to the Local Annual Delegated Meeting upon request.

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7. Solidarity Committee

The Solidarity Committee shall be elected by the Local Annual Delegated Meeting. It shall be charged with improving communication between Units, gathering and disseminating information about issues facing the membership, raising participation and activism among the membership, and building solidarity within the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944. It shall report to the Local Annual Delegated Meeting and the National Executive Council on all these matters. All recommendations from Units referring to Solidarity shall be referred to this committee.

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8. Other Committees

The Local Annual Delegated Meeting, or the President with approval of the National Executive Council, may appoint such other Committees as are necessary.

9. Vacancies on Committees

A vacancy will occur on all elected Local Annual Delegated Meeting Committees when a member ceases to hold the Local Annual Delegated Meeting Delegate's credentials.

The election of all committees shall include two alternates receiving majority of votes. These alternates shall fill vacancies for the remainder of the unexpired term of the Committee.

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Except as otherwise required by these Bylaws, whenever a vacancy occurs on any appointed Committee, the President with the approval of National Executive Council may appoint a member to serve for the unexpired term of the Committee.

ARTICLE XIV - Pension Trustees

1. The Telecommunication Workers Pension Plan Trustees named by the Local Union shall consist of the President, Secretary-Treasurer and two (2) elected at the Local Annual Delegated Meeting by secret ballot.

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In the event that the President or the Secretary-Treasurer or both are not members of the TWPP the trustee positions shall be elected from nominations received from the floor of the Local Annual Delegated Meeting. Any members of the Pension Plan who are in good standing of the Local Union will be eligible for election.

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The elected Trustees shall hold office for a period of six (6) years unless removed or until their successor has been duly elected.

2. The Delegates who are members of the Telecommunication Workers Pension Plan shall elect the Trustees from nominations received from the floor of the Local Annual Delegated Meeting. Only members of the Pension Plan who are members in good standing of the Local Union will be eligible for election. A majority of votes cast will be required before a candidate is declared elected.

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Members desiring to be a candidate for election as a Trustee may submit a written resume to the Local Union one month prior to the Local Annual Delegated Meeting for circulation to the Delegates. Each candidate will have an opportunity to make a 5-minute speech at the Local Annual Delegated Meeting.

3. Should a vacancy occur among the Trustees, the President shall appoint a successor with the approval of the National Executive Council. The successor shall serve until the next Local Annual Delegated Meeting when where will be an election for a Trustee to serve for the balance of the vacated term.
4. When a Trustee is not fulfilling their duties, they may be recalled by a resolution to the Local Annual Delegated Meeting. A 66-2/3% vote of the Delegates present at a duly constituted Local Annual Delegated Meeting shall be required for recall.

A Trustee who is subject to the recall process shall be afforded the opportunity to make written or oral submission to the Local Annual Delegated Meeting.

#### ARTICLE XV - Finances

1. (a) The Local Union shall pay expenses for Officers and members on Local Union business in accordance with recommendations of the Finance Committee and approved by the Local Annual Delegated Meeting.  
(b) Retiree Units are responsible for expenses of their members on Local Union business unless approved by the National Executive Council.
2. When travelling on official Union business during non-working hours, straight time wage rates shall apply.
3. All monies paid must be covered by a voucher and any receipts that may be required.
4. Donations up to the amount of \$1,000.00 may be made by the National Executive Council for worthy causes.
5. The fiscal year shall end on the last day of February.
6. The Local Union shall exercise no borrowing powers whatsoever except when necessary to replace funds depleted as a result of lockout or strike action, and then only by unanimous decision of the National Executive Council.
7. Sick Committees are empowered to spend up to thirty dollars (\$30.00) per sick member. A member must be absent over ten (10) working days - one time only per sickness.
8. No Unit may make a donation exceeding the sum of fifty dollars (\$50.00). No further donation may be made to that same cause by the Unit within the calendar year without the approval of the National Executive Council of the Local Union.

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#### ARTICLE XVI - Collective Bargaining

1. Authority
  - (a) All agreements entered into shall be in the name of the Local Union unless prohibited by law and shall bear the signature of an authorized Local Union representative.
  - (b) Collective bargaining with employers shall be conducted by the Bargaining Committee of the affected Bargaining Certification.
  - (c) Subjects for Collective Bargaining will include such policy objectives of the Local Union as are determined by the Local Annual Delegated Meeting and the affected Bargaining Certification. No item shall be in the subject of negotiations which contravenes bargaining policy established by the Local Annual Delegated Meeting.

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- (d) Each Bargaining Certification shall hold negotiating package meetings to determine their negotiating objectives.
- (e) The President or their designated appointee will act as chief spokesperson for the Local Union at all bargaining sessions.

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## 2. Contract Ratification

Agreements negotiated through Collective Bargaining shall be subject to ratification by referendum ballot of the members affected.

## ARTICLE XVII - Strikes

1. The procedure for taking a strike vote shall be:
  - (a) When the Bargaining Committee considers that all means available through the process of Collective Bargaining have been exhausted, it may at its discretion authorize the taking of a strike vote in the Bargaining Certification affected.
  - (b) The National Executive Council shall cause a referendum ballot to be issued to all members of the affected Bargaining Certification on the question of whether or not a strike should be called.
  - (c) All affected Units shall upon reasonable notice call a meeting of their members to present the issue or issues involved in the proposed strike.
  - (d) Strike ballots shall be counted by three (3) members and witnessed by a registered Notary Public.
2. Upon acceptance of the proposed Collective Agreement by both parties, the strike shall be terminated by the National Executive Council.
3. Strike assistance, when available, will be made according to the policies determined from time to time by the National Executive Council.
4. Notwithstanding the provisions of this Article, by 66-2/3% majority decision, the National Executive Council may take such actions as are necessary to ensure the protection of the objects of the Union and principles of Trade Unionism.

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## ARTICLE XVIII - Balloting

1.
  - (a) The Local Annual Delegated Meeting or the National Executive Council may order a referendum of the membership with respect to any subject or policy within their jurisdiction or as otherwise provided in these Bylaws.
  - (b) Retiree members shall be excluded from referendum ballots.
2. All referendums shall be by secret ballot. Voting shall be conducted either electronically or by mail or at meetings where members receive prior notification. Referendum ballots shall be accompanied by the proposals to be voted on and shall specify the date of return. A majority of the votes cast shall determine the referendum unless otherwise specified in these Bylaws.
3. The ballots shall be returned to the Secretary-Treasurer of the Local Union by a method that guarantees security.

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4. The ballots shall be counted by the Secretary-Treasurer of the Local Union together with three (3) members. Ballots not marked in the prescribed manner shall be deemed spoiled and not counted in the total votes cast.
5. An absentee ballot may be issued by the Secretary-Treasurer of the Local Union upon the written request of the individual member prior to the specified meeting and shall be for the sole purpose of voting on matters under the jurisdiction of the Local Annual Delegated Meeting or the National Executive Council. An absentee shall be considered as a member who is working, sick, on vacation or located in an area making it impossible to attend the meeting where the vote is to be conducted.

#### ARTICLE XIX - Quorums

1. A majority of the delegates shall constitute a quorum for the Local Annual Delegated Meeting.  
  
A majority of its members shall constitute a quorum of the National Executive Council and any Committee of the Local Union.  
  
Units shall provide in their by-laws for the quorum necessary to hold meetings.

#### ARTICLE XX - Amendments

These Bylaws shall not be amended, altered, deleted or added to except by authority of a resolution passed by the Local Annual Delegated Meeting and ratified by the membership. Ratification shall be by referendum ballot and shall require a 66-2/3% majority of the votes cast. Only members of the TWPP will be eligible to vote to ratify changes to Bylaw Article XIV.

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#### ARTICLE XXI - General

1. Where in these Bylaws the masculine is used, it is understood the reference shall include the feminine and vice versa.
2. The Local Union membership lists shall be in the safe custody of the Secretary-Treasurer of the Local Union and shall be used only for Union business. The Secretary-Treasurer will distribute complete membership seniority lists to all Unit Secretary-Treasurers. The lists shall only include name, job classification and seniority dates. These lists are to be updated annually and be used only for Union business.

#### ARTICLE XXII - Death Benefits

1. In the event of the death of a member in good standing, a benefit of two thousand dollars (\$2,000.00) shall be paid to the spouse of the deceased member if living with the member at the time of the death; or to the child or children of the deceased member under the age of nineteen (19) years (or over that age if physically or mentally incapable of self-support), who were actually supported in whole or in part by the deceased member at the time of death.
2. If there be no beneficiary of the deceased member as described in paragraph (1) then, in the event of death, a death benefit not to exceed two thousand dollars (\$2,000.00) may be paid at the sole discretion of the Executive Officers of the Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 to one of the following beneficiaries: a child or children nineteen (19) years or older, mother, father, brother(s) or sister(s).
3. Upon the death of a member, if there be no beneficiary qualified to receive an award under the provisions of this Article, the Executive Officers may authorize such payment to provide burial cost, provided, however, that the aggregate amount shall not exceed two thousand dollars (\$2,000.00).
4. Retiree members shall be excluded from Article XXII.

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## SUGGESTED PROCEDURE OF MEETINGS

### 1. Order Of Business

1. Opening Ceremony
2. Roll Call of Officers
3. Initiation of Members
4. Application for Membership
5. Reading and approval of Minutes of previous meeting
6. Communications and Bills
7. Reports of Officers
8. Reports of Committees and Delegates
9. Unfinished Business
10. New Business
11. Good of the Order
12. Adjournment and Closing Ceremony

### 2. Opening Ceremony

By the power vested in me as President of Unit \_\_\_ Telecommunications Workers Union (TWU), United Steelworkers Local Union 1944 I hereby declare this meeting open for the transaction of all business that may be legally brought before it.

### 3. Initiation of New Members

Brother/Sister your application has been accepted by this Union and you are now about to become members. You will raise your right hand and repeat after me, using your name where I use mine:

"I, \_\_\_\_\_, do hereby solemnly swear to abide by the Constitution, Bylaws and Policies of this Union and will abide by all the rulings from the Chair and will uphold the dignity thereof at all times. I agree to further the interests of this Union and its members at all times."

### 4. Installation of Unit President

In installing you as President of this Unit, and as Past President, I wish to impress upon you the importance of your office.

The confidence of the membership is placed in you to give the Union and this Unit the best of your service; to conduct its meetings in an orderly and efficient manner; to give your decisions impartially, without fear or favor, for the benefit of the Union and its membership.

Do you accept this responsibility?

Please raise your right hand and repeat this oath of acceptance after me, using your name where I use mine.

"I, \_\_\_\_\_, in the presence of these witnesses, faithfully promise to obey and to enforce the Constitution, Bylaws and Policies of the Union and the by-laws of this Unit. I also promise to perform the duties of this office to the best of my ability."

### 5. Installation Of Unit Officers

You have been elected by the members of Unit \_\_\_, as their Officers for the ensuing term. Please raise your right hand and repeat this oath of acceptance after me, using your name where I use mine:

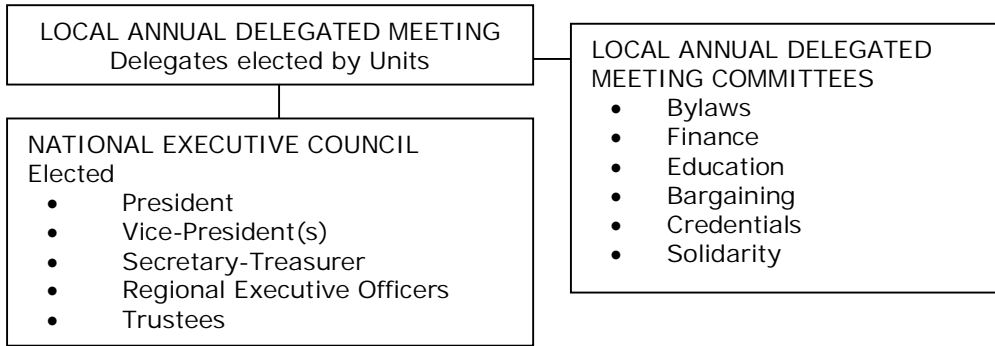
"I, \_\_\_\_\_, do hereby solemnly swear to observe and uphold the Constitution, Bylaws and Policies of the Union, and fulfill the duties for which I have been elected, respect the dignity of the Chair and advance to the utmost of my ability the aims and objects of the Union at all times."

6. Closing Ceremony

Brothers/Sisters, the business of the meeting being concluded, I thank you for your attendance and wish to impress upon you the importance of being present at all meetings. As President, I declare this meeting closed until our next regular meeting unless specially called.



TELECOMMUNICATIONS WORKERS UNION (TWU), UNITED STEELWORKERS LOCAL UNION  
1944 STRUCTURE



UNIT	AREA	CATEGORY	OTHER
1	Vancouver South	Plant	
2	Victoria	Clerical-Plant	
3	Nanaimo	Clerical-Plant	
4	West Kootenay	Plant	Kilo Flagging
5	Burnaby	Plant	
7	Tri-Cities	Clerical-Plant	
8	Kamloops	Plant	
9	Prince George	Plant	
10	Vancouver	Clerical-Plant	
16	Kelowna	Clerical-Plant	
18	Prince George	Traffic	
22	Penticton	Clerical-Plant	
26	Prince George	Clerical	
28	Smithers	Clerical-Plant	
30	North Vancouver/Whistler	Clerical-Plant	
31	British Columbia	Plant	
32	Abbotsford	Clerical-Plant	
33	Terrace	Clerical-Plant	
34	Dawson Creek	Clerical-Plant	
35	Campbell River	Clerical-Plant	Quinsam Radio
36	Cranbrook	Clerical-Plant	
37	Williams Lake	Clerical-Plant	Quesnel Flagging
41	Fort St. John	Clerical-Plant	
43	Powell River	Plant	
50	Burnaby	Clerical	
51	Burnaby	Clerical	
52	New Westminster	Traffic	
60	Lower Mainland	Shaw Cable	
63	Vancouver	Call Centres	
201	Medicine Hat	Clerical-Plant	
202	Lethbridge	Clerical-Plant	
203	Calgary	Clerical-Traffic	
204	Calgary	Plant	
205	Red Deer	Clerical-Plant	
206	Camrose	Plant	
207	Edmonton	Clerical-Traffic	
208	Edmonton	Plant	
209	Grande Prairie	Clerical-Plant	
210	Fort McMurray	Clerical-Plant	
211	Alberta North East	Clerical-Plant	
213	Calgary Mobility	Clerical	
214	Alberta North West	Clerical-Plant	
501	Barrie Mobility	Clerical-Plant	
502	Scarborough Mobility	Clerical	
503	Ontario Mobility	Plant	
601	Rimouski Mobility	Clerical-Plant	
602	Montreal Mobility	Clerical	
604	Montreal Mobility	Clerical	
R55	British Columbia	Retirees	

