BYLAWS

LOCAL 1719
(Employees of MUNICIPALITY OF KILLARNEY/TURTLE MOUNTAIN
& TURTLE MOUNTAIN SCHOOL DIVISION)

Approved by membership: January 29, 2026

Approved by National: April 7, 2026

CUPE | Canadian Union of Public Employees

EQUALITY STATEMENT

Union solidarity is based on the principle that union members are equal and deserve mutual respect at all levels. Any behaviour that creates conflict prevents us from working together to strengthen our union.

As unionists, mutual respect, cooperation and understanding are our goals. We should neither condone nor tolerate behaviour that undermines the dignity or self-esteem of any individual or creates an intimidating, hostile or offensive environment.

Discriminatory speech or conduct which is racist, sexist, transphobic or homophobic hurts and thereby divides us. So too, does discrimination on the basis of ability, age, class, religion, language and ethnic origin.

Sometimes discrimination takes the form of harassment. Harassment means using real or perceived power to abuse, devalue or humiliate. Harassment should not be treated as a joke. The uneasiness and resentment that it creates are not feelings that help us grow as a union.

Discrimination and harassment focus on characteristics that make us different; and they reduce our capacity to work together on shared concerns such as decent wages, safe working conditions, and justice in the workplace, society and in our union.

CUPE's policies and practices must reflect our commitment to equality. Members, staff and elected officers must be mindful that all persons deserve dignity, equality and respect.

MARK HANCOCK
National President

CANDACE RENNICK
National Secretary-Treasurer

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BYLAWS CUPE LOCAL 1719

PREAMBLE

In order to improve the social and economic welfare of its members of Local 1719, to oppose all types of harassment and discrimination to promote efficiency, morale and relations with other CUPE Locals and to manifest its belief in the value of the unity of organized labour. This Local 1719 of the Canadian Union of Public Employees (hereinafter referred to as CUPE) has been formed.

The following bylaws are adopted by the Local 1719 to supplement Appendix 'A' and 'B' of the CUPE Constitution, to safeguard the rights and procedures of the Local, and to involve as many members as possible through the sharing of duties and responsibilities.

SECTION 1 – NAME

The name of the Local shall be the Canadian Union of Public Employees, Local 1719 Certificate No.'s M.L.B. 4207, 2402, and 6148.

SECTION 2 – OBJECTIVES

a) To govern the proceedings of CUPE Local 1719.

b) Secure the best possible pay, benefits, working conditions, job security, pensions and retiree benefits for its members.

c) Support CUPE in reaching the goals set out in Article II of the CUPE Constitution.

d) Providing an opportunity for its members to influence and shape their future through free democratic trade unionism.

e) Encourage the settlement by negotiations and mediation of all disputes between the members and their employers.

f) Eliminate harassment and discrimination of any sort or on any basis; for the equality of treatment regardless of class, race, color, nationality, age, sex/gender, language, sexual orientation, place of origin, ancestry, religious beliefs or mental and physical disability; and the active opposition of discrimination of same wherever it occurs or appears.

SECTION 3 – REFERENCES

a) When article numbers are at the end of sections or sub-sections, refer to the relevant articles or the CUPE Constitution, which should be read in conjunction with these bylaws.

SECTION 4 – INTERPRETATION - ADDITIONAL OR CHANGES IN BYLAWS

a) No bylaws of the CUPE Local 1719 will or shall conflict with the CUPE Constitution as stated in Article 13.3, Appendix A, B, C and D. Proposed changes to CUPE Local 1719 bylaws must be in accordance with Appendix B 7.1.

Any changes or additions in the bylaws of Local 1719 must first get a majority vote of the members present and be subject to the approval of the National President before they govern the Local's activities.

When making changes to the bylaws, notice of the intention to propose the amended or additional bylaws must be given at least seven (7) days before a previous membership meeting or thirty (30) days before in writing.

b) When the bylaws are approved by the National President, they shall then become the laws of Local 1719.

c) The Local 1719 President shall have the authority to interpret these bylaws subject to the approval of the Executive.

d) A copy of the amended bylaws shall be made available, upon request, to any member of Local 1719.

SECTION 5 – FEES, DUES AND ASSESSMENTS

a) The monthly union dues shall be 1.5% of a member's gross wage.

b) Changes to the Initiation Fee, Re-Admittance Fee or the Monthly Dues can be affected only by following the procedure for amendment of these bylaws with the additional provision that the vote must be by a secret ballot.

(Article B.4.3)

c) Special assessments may be levied in accordance with Article B.4.2 of the CUPE Constitution.

d) The amounts herein established will automatically increase by the amount of any increases in the National Union's per capita.

e) A member who fails to pay dues and assessments for three months is automatically suspended from membership. The suspension will be reported to the Executive Board by the Secretary-Treasurer. The Executive Board will report all suspensions to the next membership meeting. The member must return to membership in good standing by paying a readmission fee and any other penalty set by the Local Union.

f) A member who has been unemployed or unable to work because of sickness shall pay the readmission fee but may not be required to pay arrears.

g) Members on extended leaves authorized by the collective agreement are still considered members in good standing with all rights and privileges.

SECTION 6 – MEMBERSHIP MEETINGS (REGULAR AND SPECIAL)

a) Regular membership meetings of Local 1719 shall be held bi-annually at a minimum.

b) Special Meeting – Special membership meetings may be called by order of the President, the Executive, or by written request of six (6) members, provided, however, that no business shall be transacted at such special meetings other than for which the special meeting has been called. Notice shall be sent to every CUPE Local 1719 member at least twenty-four (24) hours' notice prior to the meeting stating the purpose of the Special Meeting.

c) Quorum – A quorum for the transaction of business at any regular or special meeting shall be six (6) members, including a minimum of at least one (1) member from each bargaining unit, including at least three (3) members of the Executive.

d) The Executive will conduct all business of the Local Union deemed necessary between general membership meetings, including the spending of funds for expenses and bills with a full report being made at the next membership meeting for ratification.

e) Membership Meeting Agenda:

1. Call to Order
2. Read Equality Statement
3. Land Acknowledgement
4. Roll Call of Officers
5. Voting on new members and initiation
6. Reading of the Minutes
7. Matters arising

8. Treasurer's Report
9. Communications and Bills
10. Executive Report
11. Reports of Committees and delegates
12. Nominations, Elections or Installations
13. Unfinished Business
14. New Business
15. Good of the Union
16. Adjournment

SECTION 7 – OFFICERS

a) The Executive Officers of the Union shall consist of a President, Vice-President, Recording Secretary, Treasurer and three (3) Trustees, all of whom shall be elected by the membership at a regular membership meeting. The Executive shall be bonded through the master bond held by National Office; any Officer who cannot qualify for the bond shall be disqualified from office.

b) If any Executive office becomes vacant, an election may be held at the next regular meeting. The duration of this position will be effective until the end of the term.

c) If an Officer fails to attend three (3) consecutive membership meetings or three (3) consecutive executive meetings without good and sufficient reason, their office will be declared vacant and filled at the next meeting.

SECTION 8 – EXECUTIVE

a) The Executive shall be comprised of President, Vice-President, Treasurer, and Recording Secretary.

b) The Executive Board shall meet at least eight (8) times a year (Article B.3.14). Conference calls and online video conferences can be considered as meetings of the Executive Board.

c) A majority of the Executive constitutes a quorum.

d) The Executive shall hold title to any real estate of the Local as trustees for the Local. They shall have no right to sell, convey, or encumber any real estate without first giving notice and then submitting the proposal to a membership meeting and having it approved.

e) The Executive shall do the work delegated to it by the Local and shall be held responsible for the proper and effective functioning of all committees.

f) All charges against members or officers must be made in writing and dealt with in accordance with provisions of the CUPE Constitution.

(Article B 6.1 to B 6.5)

SECTION 9 – PRESIDENT

The President shall:

a) preside at all meetings, preserve order and enforce the CUPE Constitution and these bylaws;

b) ensure that all officers perform their respective duties;

c) appoint all committees not otherwise provided for;

d) be an ex-officio member on all committees;

e) decide all points of order and procedure (subject always to appeal by the membership), but shall not vote on such appeal;

f) announce the results of all votes;

g) be one of the signing officers for all cheques drawn on the Local's account.

h) surrender all property of the Local at time of termination of office.

i) have the same right as other members and vote on any question (except appeals against his/her ruling.) In case of a tie vote, the President may cast the deciding vote, and in case of the President declining to cast an additional vote, the vote will be lost.

j) have first preference as a delegate to the CUPE National Convention when required;

k) have a union cell phone;

l) on termination of office, surrender all books, records, and other properties of the Local to his/her successor.

SECTION 10 – VICE-PRESIDENT

The Vice-President shall:

a) perform all the duties of the President if the President is absent or incapacitated;

b) be Acting President until a new President is elected if the office of the President falls vacant [Refer to Section 16(c)];

c) render assistance to any member of the Executive as directed by the Executive;

d) be designated as the alternate signing officer;

e) maintain an inventory of the furniture and equipment owned by Local 1719;

f) maintain the membership information files;

g) receive the job postings and file in the appropriate manner;

h) surrender all property of the Local at time of termination of office;

i) chair the newsletter committee if in existence;

j) be a member, ex-officio, of each standing committee.

SECTION 11 – TREASURER

The Treasurer shall:

a) receive all revenue, dues, and assessments, keeping a record of each member's payments and deposit promptly all money with a bank or credit union;

b) prepare all CUPE National per capita tax forms and remit all funds owing to the National Secretary-Treasurer in a timely fashion;

c) record all financial transactions, receipts included, in a manner acceptable to the Executive and in accordance with good accounting practices. Pay no money unless supported by an expense form approved by the President or one other member of the executive. No request shall be required for payment of per capita fees.

d) regularly make a full financial report to meetings of the Local's Executive, as well as a written financial report to each regular membership meeting, detailing all income and expenditures for the period;

e) make all books available for inspection by the Trustees on reasonable notice, and have the books audited annually and within a reasonable time, respond in writing to any recommendations and concerns raised by the Trustees;

f) provide the trustees with any information they may need to complete the audit report forms supplied by CUPE;

g) be responsible for maintaining, organizing, safeguarding and keeping on file all supporting documents, authorizations, invoices and/or expense claims for every disbursement made, receipts for all money sent to CUPE National, as well as records and supporting documents for all income received by the Local Union.
(Articles B.3.4 to B.3.8)

h) arrange a trustee audit prior to a newly elected treasurer receiving the books. Books will be audited every second year, by an independent auditor, after the election of the Treasurer;

i) surrender all property of the Local at time of termination of office.

SECTION 12 – RECORDING SECRETARY

The Recording Secretary shall:

a) keep full, accurate, and impartial account of the proceedings of all regular or special membership and Executive Board meetings. These records must also include a copy of the full financial report (Executive Board meetings) and the written financial report (membership meetings) presented by the Treasurer. The record will also include Trustees' reports.
(Article B.3.3)

b) record all alterations in the bylaws;

c) answer correspondence and fulfil other secretarial duties as directed by the Executive;

d) file a copy of all letters sent out and keep on file all communications;

e) prepare and distribute all circulars and notices to members;

f) have all records ready on reasonable notice for auditors and Trustees;

g) surrender all books, seals and other properties of the Local at time of termination of office;

h) preside over membership and board meetings in the absence of both the President and the Vice-President;

i) be one of the signing officers for all cheques drawn on the Local's account.

SECTION 13 – TRUSTEES

The Trustees shall:

a) act as an auditing committee on behalf of the members and audit the books and accounts of the Treasurer, the Recording Secretary and the Standing Committees at least once every calendar year;

b) make a written report of their findings to the first membership meeting following the completion of each audit;

c) provide the National Secretary-Treasurer with a full annual report on their audit on the forms provided by the National Secretary-Treasurer as outlined in the National Constitution;

(Appendix "B".3.10, 11, 12, 13)

d) inspect once yearly within thirty (30) days of elections any stocks, bonds, securities, office furniture and equipment, titles or deeds to property that may at any time be owned by the Local and provide a written report of findings to the Local.

e) submit in writing to the President and Treasurer any recommendations and/or concerns they feel should be reviewed in order to ensure that the Local Union's funds, records, and accounts are being maintained by the Treasurer in an organized, correct, and proper manner.

(Article B.3.10 to B.3.12)

SECTION 14 – SHOP STEWARD

The Shop Steward shall:

a) Each bargaining unit shall elect one (1) Shop Steward. If a vacancy occurs during the term, a Shop Steward will be elected to fill the position until the next election.

b) assist the President in an investigation of a grievance.

c) contact the CUPE National Rep, under directive of the Executive; sit on the Grievance Committee in second and third steps of the grievance procedure;

d) make a report to every regular local meeting, if necessary;

e) attend regular meetings to be aware of current issues;

f) generally know and police the Collective Agreement.

SECTION 15 – ELECTIONS

a) Nominations and elections of office shall be held at the first general meeting of the year.

b) The election of the President and Treasurer shall be conducted in even years and this term shall be held for two (2) years. If no other individual is interested in the positions, the current officer may be nominated and, following the nomination procedure accordingly, may be acclaimed to a new term;

c) The election of the Vice President and the Recording Secretary shall be conducted in odd years and this term shall be held for two (2) years. If no other individual is interested in the position, the the current officer may be nominated and, following the nomination procedure accordingly, may be acclaimed to a new term;

d) Shop Stewards shall be elected annually. If no other individual is interested in the position, the currently elected individual shall remain in the position the current officer may be nominated and, following the nomination procedure accordingly, may be acclaimed to a new term;

e) The terms of office for Trustees shall be so that one serves for a period of three (3) years, one for two (2) years, and one for one (1) year

(Article B.2.4).

Each year thereafter, the Local Union shall elect one (1) Trustee for a three (3) year period. No member who has been a signing officer for the Local Union is eligible to run for Trustee until at least one (1) full term of office has elapsed. If no other individual is interested in the positions, the current Trustee may be nominated and, following the nomination procedure accordingly, may be acclaimed to a new term;

f) The Executive Board shall determine the form of the ballot and ensure that sufficient quantities are made available in good time;

g) Voting to fill one office shall be conducted and completed and recounts dealt with before balloting may begin to fill another office;

(Articles B.2.1 & B.2.3)

h) No nomination shall be accepted unless the member is in attendance at the nomination meeting or his/her consent has been given in writing to run for office presented and duly witnessed by another member. No member shall be eligible for nomination if more than thirty (30) days in arrears of dues and/or assessment;

i) A majority of votes cast shall be required before any candidate can be declared elected and the second and subsequent ballots will be taken, if necessary, to obtain a majority. On the second and subsequent ballots the candidates receiving the lowest number of votes in the previous ballot shall be dropped.

j) In the event of a tie vote, a second and subsequent ballot(s) will be taken, if necessary, until a candidate receives a majority of votes cast and can be declared elected. In the event the tie vote persists, a subsequent ballot may be deferred to the next membership meeting;

k) When two (2) or more nominees are to be elected to any office by ballot, each member will be required to vote for the full number of candidates to be elected or the members ballot will be declared spoiled.

SECTION 16 – INSTALLATION OF OFFICERS

All duly elected officers shall be installed at the regular meeting in which the election occurred.

SECTION 17 – DELEGATES TO CONVENTIONS, CONFERENCES AND SCHOOLS

a) The Executive shall have first preference as delegates to conventions where voting takes place.

b) All delegates to conventions, conferences, and schools held shall be paid transportation expenses as per National Union rates to the driver of the vehicle, hotel and parking expenses, plus an out-of-pocket allowance of one hundred dollars ($100.00) per day, if expenses are not inclusive, plus an amount equal to any loss of salary necessitated by attendance at the convention, conference or school.

c) i) All delegates or other official representation shall be elected by the membership.

ii) Representation at seminars shall be on a voluntary basis, with the approval of the Executive.

iii) When conventions, conferences or school are all cost inclusive, an out-of-pocket allowance of fifty dollars ($50.00) per day plus transportation

expenses as per the National Union rates to the driver of the vehicle, will be paid to delegates attending, plus any amount equal to any loss of salary necessitated by attendance.

iv) As many members as possible, especially those on committees, executive and shop stewards, shall be encouraged to attend any courses made available.

v) All delegates and observers shall attend all sessions at conventions, conferences, or schools or show just cause for not attending. Any delegate or observer found not to have just cause for not attending shall reimburse the Local in full all expenses afforded them through these bylaws.

vi) CUPE Local 1719 will not sponsor any school, seminar, workshop or conference that is not Union related.

vii) Any member attending must give a written report to the next membership meeting to be handed in to the Secretary at the end of their report.

SECTION 18 – COMMITTEES

a) Members will submit names to the executive for the committees they are interested in being on. The executive will appoint the members to each standing committee.

b) The Chairperson and the Executive may, with the concurrence of the membership, jointly appoint other members to serve on a committee.

c) At the time of a change in committee members, all records and information will be turned over to the new committee.

d) The Vice-President shall be a member, ex-officio, of each standing committee.

e) The Executive shall be held responsible for the proper and effective functioning of the Standing Committees.

A. MEMBERSHIP SUPPORT COMMITTEE

a) They shall contact members who are ill. If a member is ill for more than seven (7) working days, a token of the Local's concern and desire to help, may be sent, to the value of thirty-five dollars ($35.00) exclusive of delivery charge. Benevolent Committee will contact the executive in the event a member is off for an extended period of time for direction.

b) In the event of the death of a member of the Local, condolences to the family will be expressed with a donation, to the value of fifty dollars ($50.00), in accordance with the wishes of the family.

c) In the event of the death of a member's spouse or child, the Local's condolences will be expressed with flowers or a donation, to the value of thirty-five dollars ($35.00), exclusive of delivery charge, in accordance with the wishes of the family concerned.

d) Cards shall be sent to all other bereavements at the discretion of the committee.

e) The committee shall comprise of at least two (2) members and may appoint a Chairperson from among its members.

B. NEGOTIATION COMMITTEE

The function of the committee is to prepare collective bargaining proposals and to negotiate a collective agreement. The CUPE Representative assigned to the Local shall be a non-voting member of the Committee and shall be consulted at all stages from formulating proposals, through negotiations, to contract ratification by the membership. Upon ratification by the membership, this committee shall be dissolved and a new election held when required.

In the event of the school division negotiating, the committee should consist of at least one (1) Educational Assistant from the public schools and one (1) educational assistant from the colony schools and one (1) member from the core group. In the event of negotiations from the municipality, there should be at least two (2) members from this group on the committee.

Each committee member shall receive out-of-pocket expenses at the rate of thirty-five dollars ($35.00) per day per meeting. For meetings over four (4) hours in length or on weekends, committee members shall receive fifty dollars ($50.00) per four (4) hour day or seventy-five dollars ($75.00) if over four (4) hours, plus meals and mileage as per National Union rates.

C. GRIEVANCE COMMITTEE

a) The Grievance Committee shall comprise of up to three (3) Executive members.

b) This committee shall process all grievances not settled at the initial stage and its reports shall be submitted first to the Executive Board,

with a copy to the CUPE representative and then to a membership meeting. Grievances must be in writing on the forms provided by the National Office and must be signed by the complainant as provided for in the collective agreement.

c) Executive Board and members shall be properly informed of all grievances and procedures with proper respect to confidentiality.

d) Committee members shall receive mileage to meetings as per National Union rates.

D. BYLAW COMMITTEE

a) This committee will review the bylaws as needed and make recommendations to the Executive.

b) Ensure that the local union's bylaws are written in clear language ensuring that clear language does not change the intent or meaning of the bylaws;

c) Review any proposed amendments received from the executive board or membership of the local union to ensure that the amendments will conform to the remainder of the bylaws and the CUPE National Constitution.

SECTION 19 – VOTING OF FUNDS

a) Except for ordinary expenses and bills payable as approved by the General Meeting, no sum over five hundred dollars ($500.00) shall be spent by the Executive for the purpose of a union expenditure in any one month. This shall be non-accumulative.

SECTION 20 – GRANTS AND/OR CONTRIBUTIONS

a) In the case of grants or contributions outside of CUPE over five hundred dollars ($500.00), a notice of motion must be made at a general membership meeting and then approved at the following general membership meeting before the grant or contribution can be paid out.

SECTION 21 – NEW MEMBERS

a) After the initiation of a new member, the President, or in his/her absence, the Vice-President, shall offer the current Collective Agreement, a copy of the Bylaws, and a membership card which the Secretary shall have available.

SECTION 22 – OUT OF POCKET EXPENSES

a) Table Officers:

President	$400.00 per year
Vice-President	$350.00 per year
Secretary	$300.00 per year
Treasurer	$300.00 per year
Shop Stewards	$100.00 per year

Trustees shall receive out-of-pocket expenses at the rate of one hundred twenty-five dollars ($125.00) per audit plus mileage as per National Union rates.

This amount is paid yearly in October.

SECTION 23 – LOCAL BUSINESS

When conducting business of Local 1719, members shall receive reimbursement for mileage as per National Union rates. Members must provide a receipt for these expenses.

SECTION 24 – RULES OF ORDER

a) All meetings of the Local shall be conducted in accordance with the basic principles of Canadian Parliamentary procedure.

b) The Rules of Order to ensure free and fair debate are appended to these bylaws as Appendix ‘A’.

c) These rules shall be considered as an integral part of the bylaws and may be amended only by the same procedure used to amend the bylaws.

d) In situations not covered by Appendix ‘A’ the CUPE Constitution may provide guidance, but if the situation is not dealt with there, Bourinot’s Rules of Order shall be consulted and applied.

SECTION 25 – AMENDMENTS

a) These bylaws are always subordinate to the CUPE National Constitution (including Appendix “B”) as it now exists or may be amended from time to time, and in the event of any conflict between these bylaws and the CUPE National Constitution, the latter shall govern. The National President has the sole authority to interpret the CUPE National Constitution.

b) These bylaws will not be amended, added to, or suspended except upon a majority vote of those present and voting at a regular or special membership meeting following seven days’ notice at a previous meeting or at least thirty (30) days’ written notice.

c) No change in these bylaws will be valid and take effect until approved by the National President of CUPE. The validity will date from the letter of approval of the National President.

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07 Apr 2026

APPENDIX 'A' TO THE BYLAWS OF CUPE LOCAL 1719

RULES OF ORDER

a) The President or in his/her absence, the Vice-President, shall take the chair at all membership meetings.

b) No member, except the Chairperson of a Committee making a report or the mover of a resolution, shall speak more than five (5) minutes, or more than once on the same question without the consent of the meeting or until all who wish to speak have had an opportunity. Chairpersons and movers of a resolution shall be limited to fifteen (15) minutes, except with the consent of the meeting.

c) The President shall state every question coming before the Local, and before allowing debate thereon, and again immediately before putting it to a vote, shall ask: "Is the Local ready for the question?" Should no member rise to speak, the question shall then be put.

d) A motion to be entertained by the presiding officer must be moved and seconded; both mover and seconder must rise and be recognized by the chair.

e) A motion to amend, or to amend an amendment, shall be in order, but no motion to amend an amendment to an amendment shall be permitted. No amendment or amendment to an amendment, which is a direct negative of the resolution shall be in order.

f) On motion, the regular order of business may be suspended, by a two-thirds vote of those present, to deal with any urgent business.

g) All resolutions and motions other than those named in Rule (q), or those to accept or adopt the report of a committee, shall, if requested by the presiding officer, be presented in writing before being put to the Local.

h) At the request of any member, and upon a majority of those present, a question may be divided when the sense will admit to it.

i) Any member having made a motion can withdraw it with the consent of the seconder, except that any motion, once debated, cannot be withdrawn except by a majority vote of those present.

j) When a member wishes to speak on a question or to make a motion, he/she shall rise in his/her place and respectfully address the presiding officer, but, except to state that he/she rises to a point of order or on a question of privilege, he/she shall not proceed further until recognized by the chair.

k) When two or more members rise to speak at the same time, the presiding officer shall decide which one is entitled to the floor.

l) Every member, while speaking, shall adhere to the question under debate and avoid all personal, indecorous, or offensive language, as well as any poor reflection on the Local or member thereof.

m) If a member, while speaking, is called to order, he/she shall cease speaking until the point is determined; if it is decided he/she is in order, he/she may again proceed.

n) No religious discussion shall be permitted.

o) The President shall take no part in debate while presiding, but may yield the chair to the Vice-President in order to speak on any question before the Local, or to introduce a new question.

p) The presiding officer shall have the same rights as other members to vote on any question. In case of a tie, he/she may in addition give a casting vote, or, if he/she chooses, refrain from breaking the tie, in which case the motion is lost.

q) When a motion is before the Local, no other motion shall be in order except (1) to adjourn, (2) to put the previous question, (3) to lay on the table, (4) to postpone for a definite time, (5) to refer, (6) to divide or amend, which motions shall have precedence in the order named. The first three of these shall be decided without debate.

r) A motion for the previous question, when regularly moved and seconded, shall be put in this form: "Shall the main question be not put?" If it is adopted, the President shall proceed to take the vote on the resolution and amendments thereto, (if any) according to their priority. If an amendment or an amendment to any amendment is adopted, the original resolution, as amended, shall be put to the Local.

s) A motion to adjourn is in order except (1) when a member has the floor, and (2) when members are voting.

t) A motion to adjourn, having been put and lost, shall not be in order again, if there is further business before the Local, until fifteen minutes have elapsed.

u) After the presiding officer declares the vote on a question, and before the Local proceeds to another order of business, any member may ask for a division. A standing vote shall be taken and the Secretary shall count same.

v) If any member wishes to challenge (appeal) a decision of the chair, he/she must do so at the time the decision is made. If the challenge is seconded, the member shall be asked to state briefly the basis for his/her challenge. The chairperson may then state briefly the basis for his/her decision. Following which the chairperson shall immediately and without debate put the question: "Shall the decision of the chair be sustained?" A majority vote shall decide except that in the event of a tie the chair is sustained.

w) After a question has been decided, any two members who have voted in the majority may, at the same meeting, move reconsideration thereof.

x) No member shall enter or leave a meeting during the reading of the minutes, the initiation of new members, the installation of officers, or the taking of a vote, and no member shall be allowed to leave without the permission of the President.

y) The Local's business and proceedings of meetings are not to be divulged to any persons outside the Local or the Canadian Union of Public Employees.

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10 Mar 2026

APPENDIX 'B' TO THE BYLAWS OF CUPE LOCAL 1719

CODE OF CONDUCT

The mandate of our union, the Canadian Union of Public Employees (CUPE), is to organize and defend workers and to promote economic and social justice for our members and for all workers. In carrying out our work, we in CUPE strive to promote our core values which include the principles of solidarity, equality, democracy, integrity, and respect. We are committed to mobilizing our energy and skills to work together to promote these values and to attain these goals in our union, our communities, and globally.

CUPE is committed at all levels to creating a union which is inclusive, welcoming, and free from harassment, discrimination, and all types of bullying and intimidation. CUPE needs to ensure that we provide a safe environment for members, staff, and elected officers to carry out our work. CUPE's expectation is that mutual respect, understanding, and co-operation will be the basis of all our interaction.

This Code of Conduct sets out standards of behaviour for participants at national convention, conferences, schools, meetings, and any other union events organized by CUPE National, Local 737, or any other CUPE chartered body. It is consistent with the expectations outlined in the Equality Statement and the CUPE National Constitution.

This Code of Conduct is intended to deal with complaints of inappropriate behaviour at events organized by CUPE National and at events, meetings, and activities by other CUPE bodies. It does not apply to complaints arising in the workplace, as those are dealt with through the grievance procedure and/or the applicable workplace harassment policy.

As CUPE members, staff, and elected officers, we commit to one another and to the union to be governed by the principles of the Code of Conduct and agree to:

a. Abide by the provisions of the Equality Statement.
b. Respect the views of others, even when we disagree.
c. Recognize and value individual differences.
d. Communicate openly.
e. Support and encourage each other.
f. Make sure that we do not harass or discriminate against each other.
g. Commit to not engaging in offensive comment or conduct.
h. Make sure that we do not act in ways that are aggressive, bullying, or intimidating.
i. Take responsibility for not engaging in inappropriate behaviour due to use of alcohol or other drugs while participating in union activities, including social events.

Harassment is objectionable behaviour which may include actions, language, gestures, and/or written material, and which the harasser knows or ought reasonably to know is abusive and unwelcome. Bullying is a form of harassment which is serious ongoing behaviour which targets an individual or group and which threatens that person or persons' mental and/or physical well-being.

A complaint regarding the Code of Conduct will be handled as follows:

1. If possible, a member may attempt to deal directly with the person alleged to have engaged in behaviour contrary to the Code by asking them to stop such behaviour. If that is not possible, or if it does not resolve the problem, a member may bring forward a complaint.

2. A complaint shall be brought to the attention of an ombudsperson when there is one available. Should an ombudsperson not be available, a person properly appointed and designated to be in charge shall receive the complaint.

3. The ombudsperson or the person in charge will work to seek a resolution. If this fails to resolve the matter, the ombudsperson shall report the matter to the person in charge. The person in charge has the authority to expel members from the event for serious or persistent offenses.

4. If the complaint involves a national staff member, it shall be referred to the appropriate director for investigation and the complaint shall be dealt with in accordance with the applicable staff collective agreement. If the complaint involves a staff member employed by another CUPE chartered organization, the complaint shall be referred to the person responsible for their employment.

5. If the person in charge is a party to the complaint, an alternate will be designated to assume the role.

6. In a case where a member has been expelled from a National event, the National President shall receive a report on the matter. For other events, the presiding officer shall receive a report on the matter.

7. For events organized by CUPE National, the National President shall determine if further remedial action is appropriate, including restricting a member's participation in future events organized by CUPE National. For other events, the presiding officer shall consult the National President.

This Code of Conduct is designed to create a safe, respectful, and supportive environment within CUPE. It is meant to enhance the rights and obligations outlined in the CUPE National Constitution, the Equality Statement, and applicable human rights legislation, not replace them.

This Code of Conduct does not replace a member's right to access the trial provisions under Appendix F of the CUPE National Constitution.

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