

BY -LAWS - LOCAL 80020

KEJIMKUJIK NATIONAL PARK, CANADIAN HERITAGE

(November 2007)

BY-LAW 1 - NAME

This organization shall be known as Kejimkujik National Park, Local 80020 of the Union of National Employees, Public Service Alliance of Canada.

BY-LAW 2 - AIMS AND OBJECTIVES

Section 1: It shall be the object of this Local to protect, maintain and advance the interests of employees of Kejimkujik National Park coming under its jurisdiction.

Section 2: The Local shall unconditionally subscribe to and accept as its governing documents the Constitution of the Public Service Alliance of Canada and the By-Laws of the Union of National Employees.

Section 3: The Local shall fully support the Public Service Alliance of Canada in the furthering of its constitutional responsibility for the improvement and protection of wages, salaries, and other terms of employment of all employees of the Federal Government.

BY-LAW 3 - MEMBERSHIP

Those eligible for membership shall be employees of Kejimkujik National Park, in the jurisdiction of the Local who are eligible for membership in the Union of National Employees of the Public Service Alliance of Canada.

BY-LAW 4 - MEMBERSHIP DUES

The membership dues of the Local shall be not less than the amount of the per capita dues required by the Constitution of the Public Service Alliance of Canada and the By-Laws of the Union of National Employees as determined by National Convention.

BY-LAW 5 - LOCAL EXECUTIVES

Section 1: The Executive officers of this Local shall consist of: President, 1st Vice-President, Secretary, Treasurer and two executive members.

Section 2: Vacancies other than that of the office of President occurring during the year shall be filled by election at the next general meeting of the Association.

Section 3: The President or, in his absence, the Vice-President, shall preside at meetings and shall be responsible for the efficient and proper conduct of the Local.

Section 4: The Vice-President, in the absence of the President, shall carry out the duties of the President and shall perform such other duties as may be assigned to him by the President.

Section 5: The Secretary, Treasurer shall record the proceedings of all meetings and shall be responsible for the finances of the Local and the proper maintenance of documents, records and correspondence related thereto.

BY-LAW 6 - FINANCES

Section 1: No officer or officers of the Local shall enter into any financial contractual understanding or agreement without prior approval by the National Executive, or incur any expenses on behalf of the Local in excess of Two Hundred and Fifty Dollars (\$250.00) without the prior approval of a majority of members present at a regular monthly or special meeting.

Section 2: In accordance with By-Law 11, Section 12 of the By-Laws of the Union of National Employees, the Local shall submit to the National Office of the Component, annual audited statements of Local finances and number of members before April 1 of each year. In accordance with the foregoing, the Executive Secretary of the Union of National Employees shall make no remittance of refundable portion of dues until such statement has been received.

Section 3: Within the Local there must be only three members of the executive with signing authority for the Locals bank withdrawals. Each cheque must have two of these signatures in order to be valid. Such arrangements must be made through a local bank or credit union after an election of new officers. One of these members will normally be the Treasurer of the Local Executive.

BY-LAW 7 - MEETINGS

Section 1: The annual general meeting of the Local shall be held during the month of January each year, at which time the election of officers will take place.

Section 2: General meetings of the Local shall be held during the months of March, June and September at a time and place to be decided upon by the Executive Committee.

Section 3: A special meeting of the Local may be called by the Executive Committee to deal with any special problems.

Section 4: A quorum of a monthly, special or annual meeting shall be five (5).

Note: A recommended quorum is the President and the Secretary and at least three (3) other members.

Section 5: Special meetings may be called by the President or by the majority of the executive officers of the Local or upon petition of five (5) or more members.

Section 6: Elections shall be by secret ballot and shall proceed in the order of President, Vice-President, Secretary-Treasurer, etc.

BY-LAW 8

By-Laws of the Local may be amended by a two-thirds (2/3) majority vote of the members present at the Annual Membership Meeting, providing thirty (30) days' notice has been given and posted.

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