



CONSTITUTION AND BY-LAWS

OF THE

DISTRICT COUNCIL OF WESTERN CANADA

**INTERNATIONAL ASSOCIATION OF BRIDGE,
STRUCTURAL AND ORNAMENTAL IRON WORKERS**

Organized October 26, 1957

ARTICLE I

This organization chartered by the International Association of Bridge, Structural and Ornamental and Reinforcing Iron Workers shall be known as the Iron Workers District Council of Western Canada.

ARTICLE II

OBJECTIVES

Section 1.

The objectives of this District Council are to create a harmonious relationship between the Local Unions and to settle all differences arising between them, promote membership training, productivity, safety and quality to create a higher standard of skill, to secure adequate compensation for our work, to cultivate better relations between this Council and the employers and owners of construction companies to assist our members to secure employment and to protect our members by legal and proper methods against any injustice that may be done to them; to improve the standard of living, the moral and intellectual conditions of relations with the employers coming under the jurisdiction of the various Local Unions affiliated with this Council.

ARTICLE III

TERRITORY

Section 1.

The territory governed by this Council shall be the geographical territories covered by each affiliated Local Union.

Section 2.

Suitable maps may be provided showing the jurisdiction of each affiliated Local Union, provided, however, the maps have first been approved by the General Executive Board, then by each affiliated Local Union before distribution to the affiliated Local Unions.

ARTICLE IV

MEMBERSHIP

Section 1.

Membership in this Council shall be comprised of the following Local Unions chartered by the International Association of Bridge, Structural and Ornamental and Reinforcing Iron Workers:

Local Union No. 97, Vancouver, British Columbia
Local Union No. 643, Victoria, British Columbia
Local Union No. 712, Vancouver, British Columbia
Local Union No. 720, Edmonton, Alberta
Local Union No. 725, Calgary, Alberta
Local Union No. 728, Winnipeg, Manitoba
Local Union No. 771, Regina, Saskatchewan
Local Union No. 805, Calgary, Alberta
Local Union No. 838, Regina, Saskatchewan

Section 2.

Each Local Union shall be represented by not to exceed three (3) delegates, namely, the Business Manager and two (2) elected members from each affiliated Local Union. Each duly authorized delegate is entitled to one (1) vote. Blanket votes will not be allowed.

Section 3.

Each delegate shall be a journeyman member of the International Association in good standing, working at the trade or representing their Local Union, or the International Association, and establish their claim to a seat by credentials duly signed by the President and Recording Secretary of the Local Union which they represent, with the seal of the Local Union affixed.

Section 4.

Delegates shall be elected at the regular election of their respective Local Unions in accordance with the election laws, as incorporated in the International Constitution. They shall serve for a term of three (3) years. In the event of resignation or removal from office, the President of the Local Union shall appoint a delegate to serve for the unexpired term.

Section 5.

International Representatives serving the District Council shall be automatically, by virtue of such service, a delegate to this District Council with full voting rights.

ARTICLE V

MEETINGS AND DELEGATES

Section 1.

Regular meetings of this District Council shall be held semi-annually. The Council in session will decide the location and date of the following meeting.

Section 2.

Special meetings may be called by the President of the Council when a condition arises that would justify same.

Section 3.

A quorum shall consist of a majority of all affiliated Local Unions.

Section 4.

If any alternate shall present their credentials and is seated, they shall retain their seat during the session.

Section 5.

Any delegate absent from three (3) consecutive meetings without reasonable excuse may have their seat declared vacant and their corresponding Local Union notified to send another delegate.

Section 6.

A delegate shall be considered in good standing, who does not owe more than one (1) month's dues to the Local Union in which they belong.

Section 7.

Notice of regular meetings shall be sent to affiliated Local Unions, not less than five (5) weeks prior to the meetings. Each Local Union must reply, to pre-determine attendance.

Section 8.

The Council will reimburse each Local Union whose delegates attend the meeting, full airfare (economy) for one (1) delegate.

Section 9. Guests.

(A) Proposed invited guests for upcoming Council meetings shall be approved by a majority of the affiliated Local Union Business Managers no less than two (2) weeks after the request is made.

(B) Guests invited in the week preceding the scheduled Council meeting shall be approved by a majority at the Friday's Business Managers meetings prior to their attendance at the Council's full delegates meeting.

ARTICLE VI

BUSINESS MANAGER'S MEETINGS

Section 1.

The Business Managers of each Local Union in this Council shall may meet once between each semi-annually called meeting at a time and place set by the President of the Council to consider all matters of concern affecting the welfare of the membership in their respective Local Unions, and to receive the Council advice and direction of the President of the Council, who shall preside at such meetings, and who will, when absent, designate a chairperson pro tem.

ARTICLE VII

REVENUE

Section 1.

The per capita tax effective July 1, 2006 shall be:

(A) One dollar (\$1.00) per member per month for all Shop and Navy Yard Riggers.

(B) One and one-half cents (\$.015) per hour worked for outside Local Unions.

Section 2.

All per capita tax shall be due monthly and shall be paid not later than the tenth of the following month for which the per capita is due.

Section 3.

Any Local Union thirty (30) days in arrears shall not be entitled to representation in this District Council or derive any benefits therefrom until same has been paid.

Section 4.

The funds of the District Council shall not be used for any purpose other than the legitimate expenses required by this Constitution. Local Unions affiliated with the Council may request a loan which shall be in writing and reason therefore. A majority vote of all delegates will be required for each request to be either granted or denied.

Section 5.

The check off total for this article will include an additional amount equivalent to 1.5 cents (\$.015) per hour earned for the outside locals and 50 cents (\$.50) per member per month for the shop locals contained in its charter effective June 1st, 2014. This section of the article shall be revisited on the anniversary of its inclusion for consideration and potential amendment by the delegates of this Council.

ARTICLE VIII

OFFICERS AND THEIR DUTIES

Section 1. Officers.

(A) The officers of the District Council shall consist of a President, Vice President, Financial Secretary, Treasurer, Recording Secretary, Sergeant-at-Arms, and three (3) Trustees, all of whom shall be elected to three (3) year periods, except the President of the Council, who shall be appointed by the General Executive Board.

(B) The offices of Financial Secretary, Treasurer or Recording Secretary may be consolidated provided that, where such officer fills more than one of the above offices, he shall assume all the duties, obligations and requirements of each office. The Council will pay the expenses of the Financial Secretary-Treasurer while attending the regular meetings of the Council.

(C) The District Council will provide a credit card for use by the District Council President to be used exclusively for District Council business. The District Council credit card monthly billing statement shall be presented to the Council Trustees for approval. The credit card spending limit shall not exceed ten thousand dollars (\$10,000.00).

Section 2. Duties of the President.

(A) The President shall be in his or her official place at all regular and special meetings and call the meeting to order and shall in due time fill official vacancies caused by absence or otherwise. The President shall see that all rules, regulations and provisions of the International Constitution are enforced. The President shall appoint all Committees and be the Chairperson thereof. The President shall sign all necessary documents of the District Council and orders on the Treasurer.

(B) The President shall keep a complete record and a copy of each agreement entered into between the Employer and Local Unions of this District Council.

(C) The President shall, with the approval of the General President, endeavor to cultivate every connection and relationship whatsoever that will improve and advance the welfare of the membership comprising of the Local Unions in the District Council.

(D) The President, with Council's Business Managers' prior approval and notification, shall have the authority to hire, supervise, assign, remove and compensate any personnel deemed necessary to employ to perform such duties and assume other responsibilities that are necessary to carry out the programs of this District Council.

Section 3. Duties of the Vice President.

- (A) It shall be the duty of the Vice President, in the absence of the President only, to preside over meetings of the District Council.
- (B) In the absence of the President, the Vice President shall be empowered to sign documents and orders on the Treasurer.

Section 4. Duties of the Financial Secretary.

- (A) It shall be the duty of the Financial Secretary to keep a correct account between the District Council and its Local Unions and keep such records and make such reports as directed by the District Council; receive all monies due the District Council and pay the same to the Treasurer and take their receipt thereof. The Financial Secretary shall be bonded as required by the General Secretary and shall not assume this office until covered by such bond.
- (B) The books of the Financial Secretary shall be open at all times for inspection by the Trustees and be delivered to the Auditors when required by the District Council.
- (C) The Financial Secretary shall produce a spreadsheet for distribution at each District Council meeting showing the following information related to the previous six (6) months:

- (1) Local Union No.
- (2) Monthly per capita paid
- (3) Membership reported
- (4) In arrears – if applicable

Section 5. Duties of the Treasurer.

- (A) The Treasurer shall pay through the Financial Secretary only such bills, expenses and accounts that are due and are dated and properly signed. Complete record to be reported and must receive a majority vote of the delegates present at the next regular Council meeting, signed by the President and attested by the Recording Secretary.
- (B) The bank account of the Treasurer may be examined by the Trustees quarterly, or more often when required by the District Council. The Treasurer shall be bonded as required by the General Treasurer, and shall not assume this office until covered by such bond, and at the end of the term in office, shall deliver all books, monies and other property belonging to the District Council to the successor in office, and shall deposit all monies in a bank.

Section 6. Duties of the Recording Secretary.

- (A) The Recording Secretary shall keep a correct record of the transactions of each meeting of the District Council, attest all money orders on the Treasurer and record same in a book to be

known as the "Book of Records," together with the minutes of the meetings, said minutes to be entered therein before the meeting following that of which they are a record, and which shall be read from the book for approval. The Recording Secretary shall send a copy of the minutes of each meeting of this District Council to each Local Union and to the General Secretary of the International Association. When so approved such minutes shall be signed by the President, as well as the Recording Secretary, and sealed with the seal of the District Council. The Recording Secretary shall also keep another book and record therein all amendments to the By-Laws, said book to be known as "Amendment Book," and to be given to the proper committee for reference when revising the By-Laws.

(B) At the expiration of the term of office, the Recording Secretary shall give a correct report of the business of this office to the District Council and deliver to the successor in office all books and other property belonging to the District Council.

Section 7. Duties of the Sergeant-at-Arms.

It shall be the duty of the Sergeant-at-Arms to guard the door during meeting hours and admit no one but delegates except as otherwise ordered by the Council; examine membership cards of the Delegates at the opening of the Council meeting and enforce order under the direction of the President.

Section 8. Duties of Trustees.

The Trustees shall have general supervision over all funds and property of the Council. They shall investigate all bills, reports and approve same before being acted upon by the Council. They shall transact such other business as the Council may direct, a majority of Trustees shall constitute a quorum. At the expiration of their term of office, they shall make out a full report and turn over to their successors all property in their possession.

ARTICLE IX

NOMINATION AND ELECTION OF OFFICERS

Section 1.

Nomination and election of officers shall be held every three (3) years at the initial yearly regular meeting of the Council, with the count beginning February 1959. Nomination and election shall be held in accordance with the election laws as incorporated in the International Constitution.

ARTICLE X

GRIEVANCES AND ARBITRATION

Questions and differences between Local Unions in the Council shall be decided as follows:

Section 1.

Each Local Union involved shall select three (3) of their members to serve as a standing Arbitration Committee. The names and addresses of these Committee members must be filed with the President of the Council.

Section 2.

(A) Whenever a Local Union in the Council has a question or grievance with another Local Union in the Council, they shall present same in writing to the President of the Council who shall immediately investigate and should justifiable cause be found, the President will notify the standing Arbitration Committee of the Local Unions involved to meet in the office of the District Council and satisfactorily settle such question or grievance. Should said committee meet and fail to agree within forty-eight (48) hours, then the President of the Council shall make a decision covering and settling such question or grievance, which decision shall be final and binding upon all parties concerned, and the right to appeal shall be denied unless the decision is complied with pending appeal.

(B) It must be expressly understood that there will be no cessation or stoppage of work because of any question or difference between Local Unions in the Council.

Section 3.

Should a standing Arbitration Committee fail to respond when called, that Local Union shall be considered in default and forfeit its rights in the question at issue.

Section 4.

All decisions shall be typewritten and recorded in the office of the District Council. A copy of each when made shall be mailed, faxed or electronically transferred to each Local Union in the Council, to all interested employers and to International Headquarters.

Section 5.

Decisions of the President, under this Article, may be appealed to the General Executive Board in accordance with the provisions of the International Constitution governing appeals, provided, however, that no appeal shall suspend operation of the decision, and the right to appeal shall be

denied unless the decision is complied with pending appeal.

Section 6.

Violation of this Article will subject the offending Local Union and its officers and members to discipline by the General Executive Board.

ARTICLE XI

AGREEMENTS

Section 1.

The District Council shall endeavor to enter into agreements, after said agreements have been approved by the International Association, to cover the entire District Council, so that uniform conditions shall prevail.

Section 2.

Any agreement entered by any Local Union, party to this Council, shall have the agreement reported and circulated to the Council for recording purposes -- it being understood that all Provincial agreements are ratified by the Local Unions holding the Provincial registration. Provincial agreements shall remain in force until their expiration and no Local Union shall receive the assistance of the Council to enforce an agreement that has not been reported and recorded to the Council.

ARTICLE XII

RULES FOR LOCAL UNIONS

Section 1.

Local Unions failing to pay their per capita tax for a period of one quarter after the same becomes due, shall stand suspended, provided that in all cases due notice shall be given by the Financial Secretary to the Local Union and the General Secretary before the Local Union is suspended.

Section 2.

Local Unions must act on all matters referred to them by this District Council and send returns in writing, by mail, fax or electronic transfer, giving votes pro and con of all the members present at the meeting of the Local Union when action is taken.

Section 3.

Should one or more Local Unions feel dissatisfied with the management of the Council, they shall enter a protest against the Council to the General Executive Board of the International Association who shall decide upon law and constitution. A copy of the protest must be filed with the Secretary of the Council.

Section 4.

Any members of this District Council going into the jurisdiction of any other Local Union affiliated with the District Council, shall immediately notify the Business Manager or some other official representative of that geographical jurisdiction where the job is located in city, town, or hamlet, and the number of workers employed in the work, also the employer's name or the firm the work is being done by.

Section 5. Charges and Trials.

(A) Whenever a charge is preferred against any Local Union, or member of this Council, it should state specifically the offense alleged to have been committed, the names and membership number of witnesses to such offense, same to be signed by the person or persons making such charge, the same to be stated at a regular meeting of the Council. The Recording Secretary shall also send a copy of the charges to the International Association. All charges must be preferred in writing.

(B) Any Local Union or person accused, who shall after due notice fail to appear before the Council or Investigating Committee for trial, shall be declared in contempt and shall be fined in a sum the Council may deem proper.

(C) When any Local Union affiliated with the District Council has been suspended, they shall, before being reinstated in the Council, pay all arrearages and a fine as shall be determined by the General Executive Board.

ARTICLE XIII

ORDER OF BUSINESS

Section 1. Order of Business.

1. Roll call of officers.
2. Adoption of the Minutes of the previous meeting as circulated.
3. Reading of the Credentials and action thereon.
4. Communications and Bills.
5. Reports of Committees and Locals.
6. Unfinished Business.
7. New Business.
8. Good and Welfare.
9. Receipts and Disbursements.
10. Place and date of next meeting.
11. Adjournment.

ARTICLE XIV

DELEGATES' PLEDGE

Section 1.

I, (give name), do solemnly pledge my word of honour that I will, to the best of my ability, assist in carrying out the declaration of purposes and support the Constitution of the International Association and this Council and I will perform whatever duty may be imposed upon me by this Council without prejudice.

ARTICLE XV

OFFICERS' PLEDGE

Section 1.

The President of the Council having been obligated by the General Executive Board shall administer to all other officers of the Council the following obligation:

I, (give name), do hereby pledge my word of honour that I will faithfully discharge the duties of my office as (office elected to) of this Council; that I will support the Constitution of the International Association and that I will enforce the same to the best of my ability without prejudice or partiality.

ARTICLE XVI

RULES OF ORDER

1. When the President has called the meeting to order there shall be perfect silence.
2. The President shall preserve order and announce the decision of the District Council on all subjects and shall decide all questions of order without debate, subject to an appeal.
3. When an appeal is taken the Vice President shall put the question as follows: "Shall the decision of the Chair stand?"
4. No member shall be interrupted while speaking except by a call to order or for the purpose of explanation.
5. If a member be called to order, they shall, at the request of the Chair, take their seat until the question of order is settled, when, if permitted, they may continue.
6. Each member when speaking shall stand and address the Chair, confine all comments to the question under consideration and avoid all personalities and indecorous language.
7. A motion to reconsider must be made at the same meeting and every member must vote; a motion to reconsider shall not be received unless made by a member who voted with the majority.
8. If two (2) or more members rise to speak at once, the Chair shall decide which member is entitled to the floor.
9. A question shall not be debatable until it has been seconded and stated by the Chair, and it shall be reduced to writing at the request of the Chair.
10. Before putting the question, the Chair shall ask: "Are you ready for the question?" and if no member rises to speak the Chair shall put the question and after the Chair rises no member shall be permitted to speak on it.
11. When the Chair is putting a question or addressing the District Council, silence shall be observed.
12. A member shall not speak more than once, nor longer than five (5) minutes on the same question, until all who wish have spoken, and no member shall be allowed to speak more than once, except the mover of the motion, without the consent of the Chair.
13. Any member may call for a division of the question when the same will permit it. When a

question is before the District Council no motion shall be in order except the previous question, to lay on the table or postpone indefinitely or for a time, to commit or amend, which motions shall have preference in order arranged.

14. On a call of five (5) members, the previous question will be put without debate, in the following form: "Shall the previous question prevail?"; which if ordered, shall cut off all amendments and debate, but the amendments previously offered shall be voted upon in their order before the main question.

15. The first person named on a committee shall act as Chairman until another is selected by the Committee.

16. Personalities in debate are prohibited.

17. Robert's Rules of Order shall be the authority to decide all questions not herein provided for, so far as consistent with the laws and regulations of the District Council.

ARTICLE XVII

AMENDMENTS

Section 1.

This Constitution and By-Laws may be amended as follows:

All amendments must be submitted in writing in the form of a resolution to the President of the Council by the delegate or delegates proposing such amendment or amendments. The resolution to amend must set forth specifically the revisions, additions or deletions proposed and be submitted to the President of the Council at least sixty (60) days prior to any regular meeting of the Council that action is to be taken on such amendment or amendments. Upon receiving such amendment or amendments, the President will, if in his judgment they are presented in the proper form, forward copies to all affiliated Local Unions at least thirty (30) days before the next regular meeting of the Council with notice that such amendment or amendments are to be considered at the following meeting. If the proposed amendment or amendments receive a majority vote of all delegates present at the next regular meeting, the amendment or amendments shall be adopted, but only after the Council has received the approval of the General Executive Board.

Approved by the General Executive Board on October 24, 2007.