

BYLAWS

CANADIAN UNION OF PUBLIC EMPLOYEES

&

LOCAL 2774

OAKWOOD TERRACE

May 12, 2014

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PREAMBLE

In order to improve the social and economic welfare of its members without regard to sex, colour, race or creed, to promote efficiency in public employment and to manifest its belief in the value of the unity of organized labour, this Local of the Canadian Union of Public Employees (hereinafter referred to as (CUPE) has been formed.

The following Bylaws are adopted by the Local pursuant to, and to supplement, Appendix "B" of the CUPE Constitution, to safeguard the rights of all members, to provide for responsible administration of the Local, and to involve as many members as possible through the sharing of duties and responsibilities.

SECTION 1 - NAME

The name of this Local shall be: Canadian Union of Public Employees, Local 2774 (Employees of Oakwood Terrace).

SECTION 2 - OBJECTIVES

The objectives of the Local are to:

- (a) secure adequate remuneration for work performed and generally advance the economic and social welfare of its members and of all workers;
- (b) support CUPE in reaching the goals set out in Article II of the CUPE Constitution;
- (c) provide an opportunity for its members to influence and shape their future through free democratic trade unionism;
- (d) encourage the settlement by negotiation and mediation of all disputes between the members and their employers.

SECTION 3 - INTERPRETATION and DEFINITIONS

- (a) Masculine pronouns shall be understood to include the feminine gender.
- (b) Numbers of Articles at the end of sections or subsections in this document refer to relevant articles of the CUPE National Constitution which should be read in conjunction with these Bylaws.

SECTION 4 – AFFILIATIONS

In order to strengthen the labour movement and work toward common goals and objectives, Local 2774 shall be affiliated to and pay per capita tax to the following organization(s):

- The CUPE Nova Scotia Provincial Division
- The Nova Scotia Long Term Care Coordinating Committee
- The Halifax-Dartmouth and District Labour Council

SECTION 5 - MEMBERSHIP MEETINGS - Regular and Special

- (a) Regular membership meetings shall be held monthly (except during July and August) during the second week of one month and the third week of the next month, on a rotational basis, at 7:00 p.m. When a statutory holiday or a situation beyond the control of Local 2774 arises which causes the cancellation of a regular membership meeting, the Executive Board shall reschedule the regular membership meeting, and will give members seven (7) days' notice of the date of the rescheduled regular membership meeting.
- (b) Special membership meetings may be ordered by the Executive Board or requested in writing by no fewer than 10 members. The President shall immediately call a special meeting when so ordered or requested and shall see that all members receive at least twenty-four (24) hours' notice of the special meeting and the subject(s) to be discussed. No business shall be transacted at the special meeting other than that for which the meeting is called and notice given.
- (c) A quorum for the transaction of business at any regular or special meeting shall be seven (7) members, including at least three (3) members of the Executive Board.

The order of business at regular membership meetings is as follows:

1. Roll Call of Officers
2. Reading of the Equality Statement
3. Voting on New Members and Initiation
4. Reading of Minutes
5. Matters Arising from the Minutes

6. Secretary-Treasurer's Report
7. Communications and Bills
8. Executive Committee Report
9. Reports of Committees and Delegates
10. Nominations, Elections, or Installations
11. Unfinished Business
12. New Business
13. Good of the Union
14. Adjournment

(Article B. VI)

SECTION 6 - VOTING AND FUNDS

Except for ordinary expenses and bills as approved at membership meetings, no sum over \$100.00 (one-hundred dollars) shall be voted for the purpose of a grant or contribution to a member or any cause outside CUPE, except by a notice of motion given in writing and dealt with at the following membership meeting.

(Article B.4.4)

SECTION 7 - OFFICERS

The Officers of the Local shall be the President, Vice-President, Secretary-Treasurer, Recording Secretary, Chief Shop Steward, three (3) Trustees, and Sergeant-at-Arms. All Officers shall be elected by the membership

(Articles B.2.1. & B.2.3)

SECTION 8 - EXECUTIVE BOARD

- (a) The Executive Board shall comprise all Officers, except Trustees and Sergeant-at-Arms.

(Article B.2.2)

- (b) The Board shall meet at least eight (8) times per year.

(Article B.3.14)

- (c) A majority of the Board constitutes a quorum.
- (d) The Executive Officers 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 proposition to a membership meeting and having it approved.
- (e) The Board 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 according with the provisions of the CUPE Constitution.
(Articles B.11.1 to B.11.5)
- (g) Should any Board member fail to answer roll-call for three consecutive regular membership meetings or four regular Board meetings without having submitted good reasons for those failures, his office shall be declared vacant and shall be filled by an election at the following membership meeting.
(Article B.2.5)

SECTION 9 - DUTIES OF OFFICERS

All Officers must give all properties, assets, funds and all records of Local 2774 to their successors at the end of their term of office.

- (a) The President shall:
- enforce the CUPE Constitution and these Bylaws;
 - preside at all membership and Executive Board meetings and preserve the order;
 - have the same right to vote as other members. In the case of a tie vote, the President may cast another vote or the President may refrain from casting an additional vote, in which case the motion is defeated;
 - ensure that all officers perform their assigned duties;

- fill committee vacancies where elections are not provided for;
- introduce new members and conduct them through the initiation ceremony;
- sign all cheques and ensure that the Local's funds are used only as authorized or directed by the constitution, Bylaws, or vote of the membership;
- be allowed necessary funds, not to exceed \$25.00 monthly, to reimburse himself or any officers for expenses supported by vouchers, incurred on behalf of the Local;
- have first preference as a delegate to the CUPE National Convention and the CUPE Nova Scotia Convention.

(Article B.3.1)

(b) The Vice-President shall:

- if the President is absent or incapacitated, perform all duties of the President;
- preside over membership and Executive Board meetings in the absence of the President;
- if the office of President falls vacant, be Acting President until a new President is elected;
- render assistance to any member of the Board as directed by the Board;

(Article B.3.2)

(c) The Recording Secretary shall:

- keep full, accurate and impartial account of the proceedings of all regular or special membership and Board meetings;
- record all alterations in the Bylaws;
- answer correspondence and fulfil other secretarial duties as directed by the

Board;

- file a copy of all letters sent out and keep on file all communications;
- prepare and distribute all circulars and notices to members;
- have all records ready on reasonable notice for auditors and Trustees;
- preside over membership and Board meetings in the absence of both the President and Vice-President;
- be empowered, with approval of the membership to employ necessary stenographic or other assistance to be paid for out of the Local's funds;
- perform other duties required by the Local Union, its bylaws or the CUPE National Constitution.

(Article B.3.3)

(d) The Secretary-Treasurer shall:

- receive all revenue, initiation fees, dues, and assessments, keeping a record of each member's payments, and deposit promptly all money with a bank or credit union;
- prepare all financial transactions per capita tax forms and remit payment no later than the 15th day of each month;
- record all financial transactions in a manner acceptable to the Board and in accordance with good accounting practices;
- make a financial report to the local union monthly;
- be bonded for not less than \$1,000.00 through the master bond held by the National Office, and any Secretary-Treasurer who cannot qualify for the bond shall be disqualified from office;
- pay no money unless supported by a voucher duly signed by the President and one other member of the Board or any two other members of the Board, except that no voucher shall be required for payment of per capita fees to any organization to which the Local is affiliated;

- make all books available for inspection by the auditors and/or Trustees on reasonable notice, and have the books audited semi-annually;
- provide the Trustees with any information they may need to complete the audit report forms supplied by CUPE;
- where required, not later than February 28 each year, furnish each member, on the forms supplied by CUPE National, with a statement showing the net amount of tax-deductible dues paid by him during the preceding calendar year^{*};
- be empowered, with the approval of the membership, to employ necessary clerical assistance to be paid for out of the Local's funds;
- notify all members who are one month in arrears and report to the Board, all members two or more months in arrears in the payment of union dues.

(Articles B.3.4 to B.3.9)

(e) The Chief Shop Steward shall:

- keep in good order all records and files on all grievances up to and including arbitration;
- keep the Local President informed of the progress of all grievances;
- chair the Grievance Committee;
- develop and maintain a system of filing and processes to ensure clear guidelines for reporting and communication of grievance developments with Shop Stewards;
- present a written and updated summary report at Executive Board meetings and additionally at each membership meeting.

(f) The Trustees shall:

^{*} In this case arrangements have been made for this information to be included on the T4 slips issued by the employer.

- act as an auditing committee on behalf of the members and audit the books and accounts of the Secretary-Treasurer, the Recording Secretary and the committees at least once every calendar year;
- report their findings to the first membership meeting following the completion of each audit;
- be responsible to ensure that monies are not paid out without proper constitutional membership authorization;
- ensure that proper financial reports are made to the membership;
- audit the record of attendance;
- inspect at least once a year, any stocks, bonds, securities, office furniture and equipment, and titles or deeds to property that may at any time be owned by Local 2774, and report their findings to the membership;
- use audit forms supplied by the National Office and send a copy of each half-yearly audit to the National Secretary-Treasurer in accordance with the provisions of the CUPE Constitution;

(Articles B.3.10. to B.3.12)

- send to the National Secretary-Treasurer, with a copy to the assigned CUPE Representative, the following documents:
 - i. Completed Trustee Audit Program;
 - ii. Completed Trustees' Report;
 - iii. Secretary-Treasurer Report to the Trustees;
 - iv. Recommendations made to the President and Secretary-Treasurer of the Local Union;
 - v. Secretary-Treasurer's response to recommendations;
 - vi. Concerns that have not been addressed by the Local Union Executive Board.

(g) The Sergeant-at-Arms shall:

- guard the inner door at membership meetings and admit no one but members in good standing or officers and officials of CUPE, except on the order of the President and by consent of the members present;
- assist in maintaining the record of membership attendance at meetings;
- perform such other duties as may be assigned by the Board from time to time.

SECTION 10 - OUT-OF-POCKET EXPENSES

- a) Delegates to conventions, conferences, and educationals shall be paid the following out-of-pocket expenses:

Out of town \$100.00 per day (conditional on overnight stays)
 In town \$45.00 per day
 Per diem \$45.00 (non-receipted out-of-pocket expenses when on a day off)

- b) Delegates to conventions, conferences, and educationals shall be reimbursed for the following expenses:

- Kilometrage at \$0.54 per/km;
- Transportation (at economy, tourist or coach rates) if applicable for travel outside Dartmouth, Nova Scotia;
- Parking, bridge and toll fares with a receipt;
- Lost wages;
- Accommodations with receipt(s) plus one personal phone call with a receipt.

- c) An expense allowance (\$15.00) shall be paid to Officers (President, Vice-President, Recording Secretary, Secretary-Treasurer, Chief Shop Steward and

Sergeant-at-Arms) to assist in the cost of attending regular membership meetings to

cover meals or other unreceipted incidental expenses.

d) The following honoraria will be paid annually in the month of May:

President	\$450.00
Vice-President	\$350.00
Recording Secretary	\$350.00
Secretary-Treasurer	\$350.00
Chief Shop Steward	\$350.00

e) Local 2774 members shall be reimbursed for expenses incurred while carrying out Union business outside of regularly scheduled hours, in accordance with (a) and (b) as applicable.

f) An expense (\$20.00) for child care (under 14 years of age) when substantiated with a receipt.

SECTION 11 - FEES, DUES, AND ASSESSMENTS

(a) Initiation Fee

Each application for membership in the Local shall be directed to the Secretary-Treasurer and shall be accompanied by an initiation fee of \$2.00 (two dollars) which shall be in addition to the monthly dues. The Secretary-Treasurer shall issue a receipt. If the application is rejected, the fee shall be returned.

(Articles B.4.1. & B.8.2)

(b) Readmittance Fee

The readmittance fee shall be \$2.00 (two dollars).

(Articles B.4.1)

(c) Monthly Dues

The monthly dues shall be 1.75%.

(Article B.4.3)

Notwithstanding the above provision, if the CUPE Convention raised minimum fees

and/or dues above the level herein established, these Bylaws will be deemed to have been automatically amended to conform to the new CUPE minima.

Changes in the levels of the Initiation Fee or the Readmittance Fee can be effected only by following the procedure for amendment of these Bylaws (see Section 17), with the additional provision that the vote must be by secret ballot.

(Articles B.4.1. & B.4.3)

(d) Amending Monthly Dues

The regular monthly dues may be amended at a regular or special membership meeting. The vote must be by secret ballot. Notice of at least seven days at a previous meeting or 60 days in writing must be given.

(e) Assessments

Assessments may be levied in accordance with the CUPE Constitution. Assessments do not mean or include regular monthly dues and are applied for a specific purpose or specific length of time. Membership approval is required and the assessment will only be applied after the National President approves the assessment.

SECTION 12 - NON-PAYMENT OF DUES and ASSESSMENTS

Any member in arrears for a period of three months or more shall be automatically suspended and his suspension shall be reported to the Executive Board by the Secretary-Treasurer. The Executive Board shall report to the next membership meeting with a recommendation. Any member under suspension wishing to be reinstated shall, upon application, pay the readmittance fee, plus any dues and assessments in arrears. This money will be returned if the application is rejected. If a member has been unemployed or unable to work because of sickness, he shall pay the readmittance fee but may not be required to pay his arrears.

(Article B.8.6)

SECTION 13 - NOMINATION, ELECTION AND INSTALLATION OF OFFICERS

(a) Nomination

Nominations shall be received at the regular membership meeting held in the month of May every two years. To be eligible for nomination a member shall have attended at least fifty percent of the membership meetings held in the previous twelve months or in the period he was a member, if less than a year, unless a valid reason acceptable to the Local, has been given for non-attendance. No nomination shall be accepted unless the member is in attendance at the meeting or has allowed to be filed at the meeting his consent in writing, duly witnessed by another member. No member shall be eligible for nomination if he is in arrears of dues and/or assessments.

(b) Elections

- (1) The Officers of the Local shall be elected every two years.
- (2) At a membership meeting, at least one month prior to Election Day, the President will, subject to the approval of the members present, appoint an Elections Committee consisting of a Returning Officer and assistant(s). The committee will include members of Local 2774 who are neither Officers nor candidates for office. The Elections Committee shall have full responsibility for voting arrangements and shall treat information submitted to it in connection with its responsibilities as confidential. The National Representative assigned to the Local Union shall serve as an advisor to the committee when requested by the Local Union.
- (3) The Elections Committee will determine the form of the ballot and ensure that sufficient quantities are made available in good time to the Returning Officer.
- (4) The Returning Officer will be responsible for issuing, collecting, and counting ballots. The Returning Officer must be fair and impartial and see that the arrangements are unquestionably democratic.
- (5) The voting shall take place at the regular membership meeting in May. The vote shall be by secret ballot.
- (6) Voting to fill one office shall be conducted and completed, and recounts dealt with, before balloting may begin to fill another office.
- (7) A majority of votes cast shall be required before any candidate can be declared elected, and second and subsequent ballots shall be taken, if necessary, to obtain a majority. On the second and subsequent ballots, the candidate receiving the lowest number of votes in the previous ballot shall be

dropped. In the case of a final tie vote, the presiding officer may cast a deciding vote.

- (8) When two or more nominees are to be elected to any office by ballot, each member voting shall be required to vote for the full number of candidates to be elected or the member's ballot will be declared spoiled.
- (9) Any member may request a recount of the votes for any election and a recount shall be conducted if the request is supported, in a vote, by at least the number of members equal to the quorum for a membership meeting as laid down in Section 4 (c).

(c) Installation of Officers

- (1) All duly elected officers shall be installed at the meeting at which elections are held and shall continue in office for two years or until a successor has been elected and installed, provided, however, that no term of office shall be longer than three years.

(Article B.2.4)

- (2) The terms of office for Trustees shall be so that one serves for a period of three years, one for two years, and one for one year, as laid down in Article B.2.4 of the CUPE National Constitution. Each year thereafter, the Local Union shall elect one Trustee for a three year period. No member who has been a signing Officer for the Local Union is eligible to run for Trustee, until at least one full term of office has elapsed.

(d) By-Elections

Should an office fall vacant pursuant to Section 7 (g) of these Bylaws or for any other reason, the resulting by-elections should be conducted as closely as possible in conformity with this Section.

SECTION 14 – DELEGATES TO CONFERENCES, CONVENTIONS & EDUCATIONALS

- (a) Except for the President's option [Section 8 (a)], all delegates to conferences, conventions and educationals shall be chosen by election at membership meetings.

- (b) Delegates to the District Council shall be elected annually. An official reporter for these delegates shall be appointed annually by the President from among these delegates, and he shall be required to report at each membership meeting of the Local on proceedings at recent meetings of the Council.
- (c) All delegates elected to conferences, conventions and educationals held outside the town of Dartmouth, shall be paid expenses incurred by attendance at the conference, convention or educational in accordance with Section 10.
- (d) Delegates to conferences, conventions and educationals held locally shall be paid for expenses incurred by attendance at the conference, convention or educational paid in accordance with Section 10.
- (e) Representation at conferences, conventions and educationals shall be decided at the regular meetings by approval of membership if time allows, or appointed by Executive Board if time does not permit.
- (f) Delegates to conferences, conventions and educationals are authorized to donate up to \$100.00 (one hundred dollars) per appeal.

SECTION 15 - COMMITTEES

(a) Bargaining Committee

This will be a special ad hoc committee established at least four (4) months prior to the expiry of the Local 2774 Collective Agreement and automatically disbanded when a new Collective Agreement has been signed. The function of the committee is to prepare collective bargaining proposals and to negotiate a collective agreement. The committee shall be established in accordance with the Collective Agreement. The President shall automatically serve on the committee. All other members shall be elected at a membership meeting. The CUPE Representative assigned to Local 2774 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.

(b) Special Committee

A special ad hoc committee may be established for a specified purpose and period by the membership at a membership meeting. The members shall be elected at the same or another membership meeting or may, by specific authorization of the

membership, be appointed by the President or the Executive Board. Two members of the Board may sit on any special committee as ex-officio members.

(c) Standing Committees

The Chairperson of each standing committee shall be elected by the members at a membership meeting. The Chairperson and the Executive Board may, with the concurrence of the membership, jointly appoint other members to serve on a committee. The Vice-President shall be a member, ex-officio, of each committee. There shall be three standing committees as follows:

(1) Grievance Committee

The Committee shall process all grievances not settled at Step One of the Grievance Procedure. Grievances must be in writing on the forms provided by CUPE National and processed in accordance with the collective agreement. The Committee shall comprise the Chief Shop Steward and the Shop Stewards.

(2) Better Relations Committee (BRC)

This Committee will consist of volunteers from within the Local.

The Committee shall meet at a time and place mutually agreeable to all members and shall elect a Chairperson, Treasurer and Secretary from among their own members.

The Committee shall be responsible for organizing all social and recreational events for the Local and shall be responsible for raising such funds as necessary for these events.

The Committee shall also be responsible for sending cards, condolences, etc. to all members for all occasions that fall within the parameters of the guidelines the Committee shall set in their terms of reference.

The Committee shall enjoy the full support of the Executive Committee and shall from time to time make reports to the local concerning the affairs of the Committee.

(3) Joint Occupational Health and Safety Committee (JOHSC)

There shall be a Joint Occupational Health and Safety Committee (JOHSC) in accordance with the Collective Agreement and provincial legislation.

The Committee shall report monthly to membership at regular meetings.

The Committee shall work in conjunction with any other unionized bodies at the workplace.

(4) Labour Management Committee

There shall be a Labour Management Committee in accordance with the Collective Agreement.

Nominations and elections for the Joint Occupational Health and Safety Committee and Labour Management Committee shall take place in the month of May. Members of all committees will serve a one (1) year term.

SECTION 16 - RULES OF ORDER

All meetings of the Local shall be conducted in accordance with the basic principles of the Canadian parliamentary procedure. Some of the more important rules to ensure free and fair debate are appended as an integral part of the Bylaws and may be amended only by the same procedure used to amend the Bylaws.

In situations not covered by Appendix "A", the CUPE Constitution may provide guidance, but if the situation is not dealt with, then Bourinot's Rules of Order shall be consulted and applied.

SECTION 17 - AMENDMENT

- (a) These Bylaws are always subordinate to the CUPE 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 Constitution, the latter shall govern. Constitutional interpretation, including determination of conflict is the prerogative of the National President.

(Articles 9.2(c), 13.3, & B.5.1)

- (b) These Bylaws shall not be amended, added to, or suspended except upon a two-thirds vote of those present, and voting at a regular or special membership meeting following seven days notice at a previous meeting or at least sixty days written notice.

(Article B.5.1)

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

(Article 13.3 & B.5.1)

RULES OF ORDER

1. The President or, in his absence, the Vice-President, shall take the chair at all membership meetings. In the absence of both the President and Vice-President, the Recording Secretary shall act as President, and in his absence a President pro-tem shall be chosen by the Local.
2. No member, except the Chairperson of a committee making a report or the mover of a resolution, shall speak more than five 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 minutes, except with the consent of the meeting.
3. 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.
4. 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.
5. 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.
6. On motion, the regular order of business may be suspended by a two-thirds vote of those present, to deal with any urgent business.
7. All resolutions and motions other than those named in Rule 17, 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.
8. At the request of any member, and upon a majority vote of those present, a question may be divided when the sense will admit of it.
9. Any member having made a motion can withdraw it with the consent of the seconder, except any motion, once debated, cannot be withdrawn except by a majority vote of those present.
10. When a member wishes to speak on a question or to make a motion, he shall rise in his place and respectfully address the presiding officer, but, except to state that he rises to a point of order or on a question of privilege, he shall not proceed further until recognized by the chair.

11. When two or more members rise to speak at the same time, the presiding officer shall decide which one is entitled to the floor.
12. 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.
13. If a member, while speaking, is called to order, he shall cease speaking until the point is determined; if it is decided he is in order, he may again proceed.
14. No religious discussion shall be permitted.
15. 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.
16. The presiding officer shall have the same rights as other members to vote on any question. In case of a tie, he may in addition give a casting vote, or, if he chooses, refrain from breaking the tie, in which case the motion is lost.
17. 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.
18. A motion for the previous question, when regularly moved and seconded, shall be put in this form: "Shall the main question be now 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 an amendment is adopted, the original resolution, as amended, shall be put to the Local.
19. A motion to adjourn is in order except (1) when a member has the floor, and (2) when members are voting.
20. 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.
21. 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 then be taken and the Secretary shall count same.

22. If any member wishes to challenge (appeal) a decision of the chair, he 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 challenge. The Chairperson may then state briefly the basis for his 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.
23. After a question has been decided, any two members who have voted in the majority may, at the same or next meeting, move reconsideration thereof.
24. 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 Vice-President.
25. 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.