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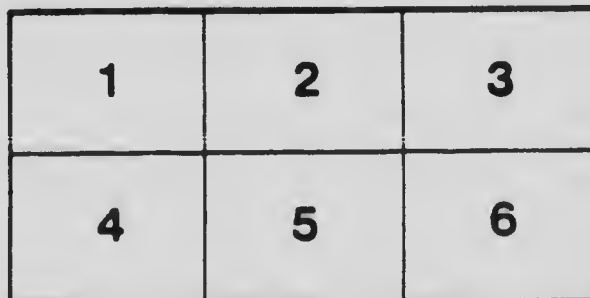
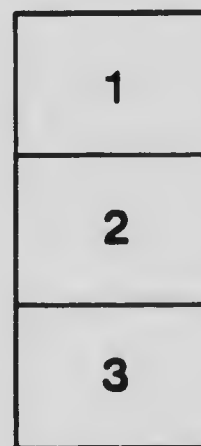
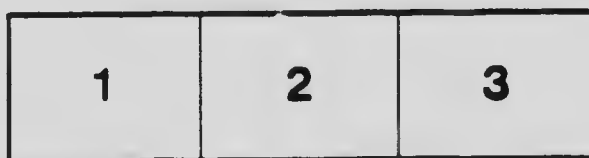
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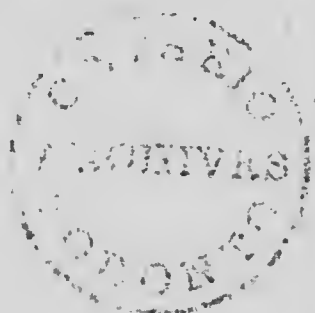
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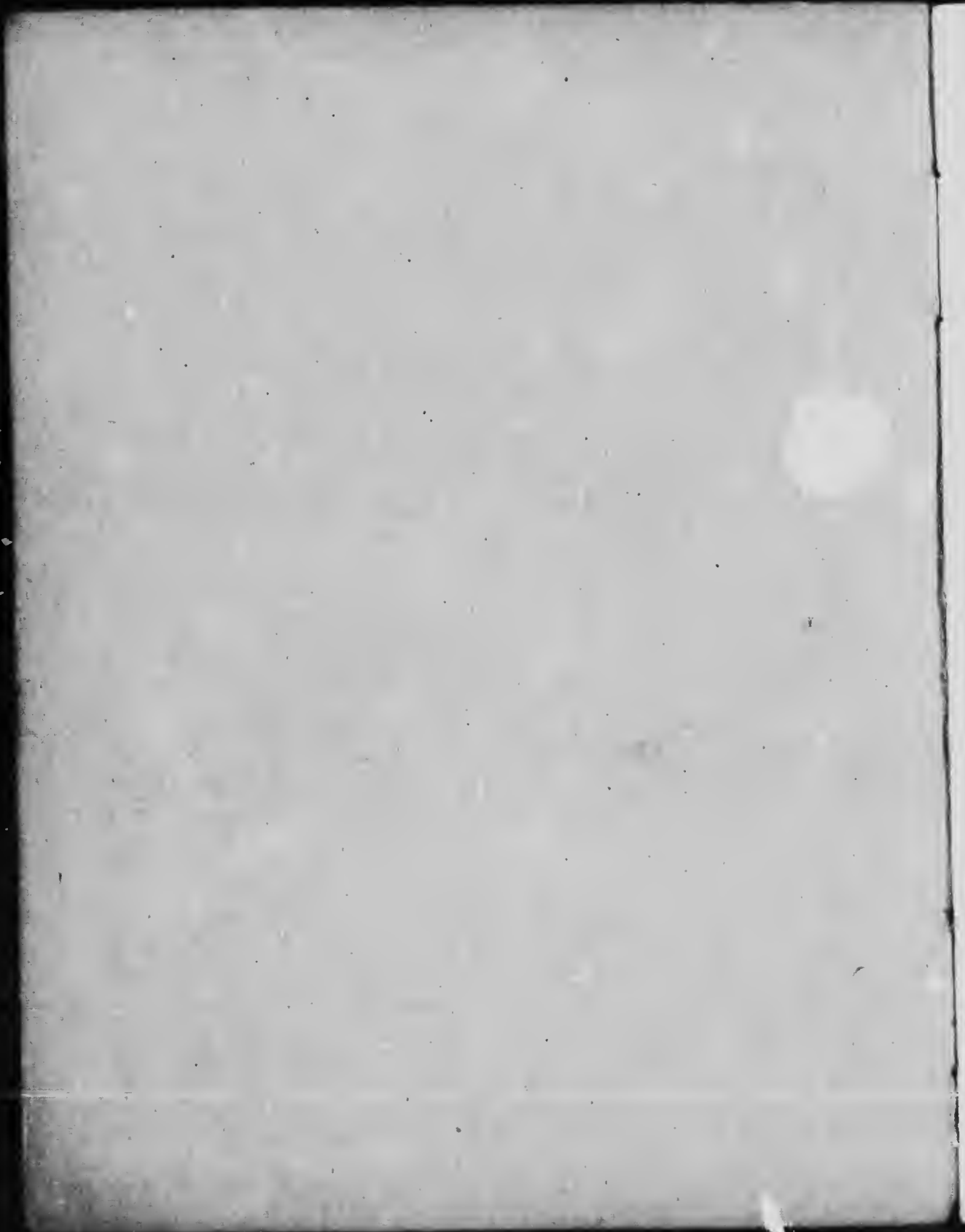
# Fort William Trades and Labor Council

CONSTITUTION and  
RULES OF ORDER



Revised April, 1910

Times-Journal Press



# CONSTITUTION

AND

# RULES OF ORDER

OF

Fort William Trades and  
Labor Council



Established June 1, 1907

Revised April, 1910

Pamph

1910

no. 72

## PREAMBLE

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We have in our midst Trades and Labor Organizations, local or subordinate to an international or national body, all of whom are engaged in the noble task of elevating and improving the condition of their respective callings and the working classes. Though great has been the work done by these bodies individually, there is vastly more that can be accomplished by a combination of all these organizations in a Trades and Labor Council. For such work this body is organized.



# CONSTITUTION

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## ARTICLE I.

### Aims and Objects.

Section 1.—The aims and objects of this Council are to centralize the legitimate efforts of all local labor organizations; to co-operate with such other bodies, and also to petition the government to legislate for the good and welfare of the working classes; to help secure for them proper wages, and to regulate the working hours.

Section 2.—We declare it the duty of every workman to use his utmost endeavors to secure the amelioration of the condition of the laboring classes generally, and to accomplish this we believe that a central organization should exist, whereby all branches of labor may form allies to any particular one that may be oppressed.

Section 3.—We hereby pledge ourselves to assist each other in securing fair wages by honorable means; and we shall withdraw and use our influence to have others withdraw all patronage from any unfair employer, let his calling be what it may.

Section 4.—We declare that all existing beneficial labor laws should be rigidly enforced and we pledge ourselves to take such measures as will secure their enforcement.

Section 5.—We are in favor of arbitration whenever differences exist between employers and employed.

Section 6.—To discuss and examine all questions affecting the interests of labor, which cannot be acted upon in special trade organizations, and to so con-

centrate labor as to enable it to successfully compete with concentrated capital in controlling the law-making power of the country.

Section 7.—To use our utmost endeavors to impress upon the various branches of labor the necessity for the organization and maintenance of protective organizations, to use every honorable means in our power to adjust difficulties that may arise between workmen and employers and to labor assiduously for the development of a plan of action that will be beneficial to both parties; and while the central body has no power to dictate to organizations as to matters of compensation in their several organizations. It is deemed better for the general interest that the central body be consulted in all disputes, in order that its good offices as arbitrator may be used.

## ARTICLE II.

### **Name and Jurisdiction.**

This organization shall be known as the Fort William Trades and Labor Council. Its jurisdiction shall be within the City of Fort William, or such other adjacent territory as will not interfere with the legitimate scope of any similarly organized body with similar objects and aims.

## ARTICLE III.

### **Representation.**

Section 1.—This Council shall be composed of three delegates from each organization represented, where such organization has 300 members or less, and one additional delegate for each additional 100 members or majority fraction thereof. Delegates must deposit their credentials, together with their proper address, and the address of the secretary of the organization they represent, with the Recording Secretary, before taking their seats. All credentials must bear the signatures of the presiding officer and the secretary of the organization sending delegates, and also the seal of such organization, if one exists. Delegates

to be wage-earners and journeymen at their respective trades or callings.

Section 2.—Any representative who is absent from the Council for two consecutive meetings shall be so reported to the organization he represents by the Recording Secretary.

Section 3.—Any representative who is absent from this Council for three consecutive meetings without any acceptable excuse shall forfeit his seat as a representative to this Council, and the same shall be declared vacant and immediate notice given to the organization he represents.

Section 4.—For the regular transaction of business seven members shall constitute a quorum.

Section 5.—Before taking his seat in the Council, each delegate shall be obliged to take the following obligation:—

"I (giving name) pledge my word and honor that I will obey the rules and regulations of this Fort William Trades and Labor Council, and to the best of my ability perform all duties as a member thereof."

#### ARTICLE IV.

##### Attendance.

Section 1.—It shall be the duty of all delegates accredited to this Council to attend all regular and special meetings—an attendance register shall be kept in the anteroom for the use of delegates, who shall sign their own name and name of union.

#### ARTICLE V.

##### Officers.

Section 1.—The officers of this Council shall consist of a President, Vice-President, Secretary-Treasurer, and a Warden, all of whom shall be nominated and elected by ballot with their consent only, at the first regular meeting in January.

Section 2.—No delegate shall be eligible for office whose attendance has been irregular for the previous six months.

Section 3.—On an officer absenting himself for three consecutive meetings without reasonable excuse, his office shall be declared vacant, and the Council shall at once proceed to elect his successor. An officer so elected shall enter upon his duties at once, after being duly obligated.

Section 4.—Officer's obligation:—

"I (giving name), do pledge my word and honor before these witness that I will discharge to the best of my ability the duties devolving upon me as an officer of the Trades and Labor Council, as prescribed in the Constitution and Bylaws."

## ARTICLE VI.

### Committees.

Section 1.—The Executive Committee shall be composed of five members to be elected at the first meeting in January, the same time as the regular election of officers.

Section 2.—There shall be five Standing Committees, composed of the Municipal, Educational, Organization, Label, and Arbitration, which committees, with the exception of the Arbitration Committee, shall be elected at the last meeting in January. Each of said committees shall be composed of three members, with power to add thereto any time it is thought expedient. The Arbitration Committee shall consist of the Chairmen of other committees.

Section 3.—All Special Committees shall report in writing at the next regular meeting following their election, unless otherwise ordered. Standing Committees shall report at every regular meeting upon matters affecting labor which come within the scope of their respective departments.

Section 4.—Any committee failing to report to two consecutive meetings of the Council shall be discharged and a new committee elected forthwith.

Section 5.—No delegate shall be appointed on a committee unless present at time of appointment or consenting thereto.

Section 6.—The Secretary shall furnish the Chairman of each committee and the Corresponding Secretary with the names and addresses of the members associated with him upon it, together with copies of

the resolutions, subjects or documents referred to them. For the purpose of this section the member first named on a committee shall be considered its chairman until the committee has organized.

Section 7.—Committees appointed at a session of this body to make reports at the same sitting shall have precedence of all other business, except reports on credentials or a motion to extend the time.

Section 8.—It shall be the duty of the presiding officer to appoint a special committee of three at each meeting at which the credentials of new delegates may be presented to deal with such and report their action to the meeting at which they were appointed.

## ARTICLE VII.

### Duties of Officers.

Section 1.—It shall be the duty of the President to preside at all meetings; he shall see that the laws are operating and that the offices are duly filled; he shall sign all orders on the Treasurer authorized by the Council; appoint all committees not otherwise provided for, and transact such other business as may of right appertain to his office.

Section 2.—Vice-President: The Vice-President shall perform the duties of the President in case of absence or resignation of that officer, and shall also discharge the duties of the chair when called upon by the President.

Section 3.—Sec.-Treasurer: The Sec.-Treasurer shall keep a correct record of the proceedings of all meetings of the Council and the Executive Committee; issue notice of all special or regular meetings; attend to all correspondence with the exception of such as is ordered and prescribed as the duty of the Recording Secretary. The Recording and Corresponding Secretary shall furnish an abstract of all important measures which have been considered by the Council, with the results arrived at. He shall also make an enrollment of the name, address and vocation of each delegate, and likewise of the secretary and presiding officer of each organization represented. He shall also cause to be placed in the anteroom a proper pad or book for delegates on entering to sign the attendance register, and shall keep a correct record of the attendance of each delegate, and notify unions of any delinquency in attendance of delegates.

Section 4.—The Sec.-Treasurer shall receive all moneys due to the Council, and shall deposit same in a chartered bank authorized by the Council; issue a cheque for all bills on the authority of an order signed by the President, such cheque also to be signed by the President; and shall report quarterly all his transactions to the Council in writing. He shall also notify all unions quarterly of any delinquency in the per capita tax.

(The offices of Secretary-Treasurer and Recording and Corresponding Secretary are at present amalgamated, under authority of motion passed Feb. 10, 1909.)

Section 4.—Warden: It shall be the duty of the Warden to have charge of the door of the place of meeting under direction of the Vice-President, and perform such duties as may be assigned to him by that officer or by vote of the Council. He shall also see that the pad for delegates is properly signed.

## ARTICLE VIII.

### Duties of Committees.

**Executive Committee**—It shall be the duty of the Executive to consider and prepare business to be brought before the Council, and make recommendations thereon; to take into consideration all matters referred to them and report on same; and to act as best suits their judgment in the interests of the Council. The Executive shall bring to the notice of the Council all matters it deems advisable in the best interests of organized labor.

**Municipal Committee**—The Municipal Committee shall report on all matters laid before them for recommendation, and shall advise the Council of all matters coming before the Fort William City Council affecting the interests of Labor, with recommendations thereon; and shall recommend to this Council any matter thought to be of benefit to the workers of the City of Fort William.

**Organization Committee**—It shall be the duty of the organization Committee to endeavor to organize every branch of industry possible in the City of Fort William, and to further the spirit of organization wherever possible; to make a report at each meeting

of the work done by them, and present any recommendation thought advisable in the interest of organized Labor.

**Educational Committee**—The Educational Committee shall have the power of initiation and the supervision of all efforts for the education of this Council and affiliated bodies on economic and related subjects; and shall report on all subjects referred to them for their consideration and make recommendations thereon.

**Label Committee** — It shall be the duty of the Label Committee to endeavor to further the use of Labels on all goods manufactured by Union Labor; to endeavor to spread the use of the Label generally, and urge workers to buy goods wearing the Union Label in preference to others.

**Arbitration Committee**—The Arbitration Committee shall take into immediate consideration any matter laid before them, and shall use their best endeavors to affect a settlement between the parties to the dispute; and shall report regularly at each meeting of the Council on all business before the Committee until same is adjusted.

## ARTICLE IX.

### Meetings.

Section 1—The regular meetings of this Council shall be held on the second and fourth Wednesday evenings in the month for the transaction of business. The meetings shall be held at such place as the majority may from time to time determine. Regular meetings open to the public.

Section 2—The meetings shall commence at 8 p. m., and last till all business has been transacted, or until a motion of adjournment has been carried.

Section 3—Discussion on economic questions, especially as they concern the interests of the wage earner, will be permitted at each meeting after the regular business of the Council has been transacted.

Section 4—The President shall call a special meeting on the written request of five accredited delegates.

## ARTICLE X.

### Expenses.

Section 1—The expenses of this Council shall be defrayed by an affiliation fee of \$3, and by a per capita tax of 5c on affiliated Unions, which shall entitle the Union to three delegates, and the Union shall pay \$1.00 for each additional delegate; to be due and payable quarterly on 1st Jan., April, July, Oct.

Section 2—The funds of this Council, or any part thereof, shall not be disposed of in any other way than in defraying the expenses of the same or for the benefits of organized labor.

Section 3—Any organization failing to pay its assessment for six consecutive months, after proper notification, shall be suspended from representation.

## ARTICLE XI.

### General Laws.

Section 1—In case of a dispute between employers and employees, it shall be the duty of the delegates from such organization to at once lay the matter before the Council for such action as may be deemed advisable. In the absence of such official notification no action shall be taken in any trade or labor dispute or difficulty.

Section 2—Whenever any officer or delegate is charged with neglect of duty or misdemeanor, such charge shall be referred to a special committee of five members, to be elected by the Council, who shall investigate the same impartially, hearing witnesses and examining papers, books, etc., carefully, as the case may be. They shall report as soon as possible, and, if the charge be sustained according to the committee's report, such officer or delegate may be removed by a majority vote of the members present. Such removal, in cases of misdemeanor, shall operate as an expulsion. Said charge to be made in writing.

Section 3—When any affiliated union places any firm on the unfair list, a written statement of the facts shall be presented to the Council previous to receiving its endorsement.



## ARTICLE XII.

### **Alterations and Amendments.**

This Constitution shall not be altered, amended or suspended, except at a regular meeting of the Council, and with the concurrence of a two-thirds vote of the members present. Notice of any amendment or alteration of this Constitution must be given in writing at a previous regular meeting, and shall duly be dealt with at a regular summoned meeting of the Council.



# RULES OF ORDER

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1. The meetings of the organization shall be opened at the appointed time, 8 p. m.

2. The business of each session shall be conducted in the following order viz:

- (a) Calling Roll of Officers by the Secretary.
- (b) Reception of Credentials and Report of Credential Committee.
- (c) Reading of the minutes of the last meeting.
- (d) Installation of new delegates to be followed by five minutes' intermission for the introduction of new members.
- (e) Receiving and disposing of Communications and Bills.
- (f) Reports of Standing Committees read and disposed of.
- (g) Reports of Special Committees read and disposed of.
- (h) Inquiries.
- (i) Unfinished business.
- (j) New business.
- (k) Notices of motion.
- (l) Report of receipts and disbursements.
- (m) Election and installation of officers.
- (n) Good and welfare.
- (o) Adjournment.

3. The regular order of business may be suspended at any time by the President to receive the report of the Credential Committee or by a two-thirds vote for the transaction of special business.

4. Every motion and resolution shall be made in writing at the request of the Chairman, except merely formal resolutions.

5. No question shall be stated unless moved by a member and seconded.

6. When a question is before the Council, no motion will be in order except:—

- (1) To amend;
- (2) To refer or recommit;
- (3) To postpone;
- (4) The previous question;
- (5) To lay on the table.
- (6) To adjourn.

and shall have precedence in the order they stand herein—the last three of which shall be decided without debate.

7. After the previous question shall have been stated, no amendment shall be entertained, and no explanation shall be allowed to be made or offered by any member, and all debate shall cease, and the Council shall proceed forthwith to vote.

8. Any member voting in the majority may during the same meeting move a reconsideration.

9. Any member feeling himself aggrieved by the decision of the Chairman may appeal therefrom; and in such cases the question shall be: "Shall the Chair be sustained?" and shall be decided without debate.

10. When a blank is to be filled, the question shall be taken first on the highest sum or number and the longest time.

11. Any member may call for a division of the question when the sense will admit of it.

12. Any member wishing to address the Council must rise, and if more than one rise at the same time the President shall decide which has the floor, and the other shall speak next in order.

13. During the reading of the minutes, reports, communications, or other papers, and when a member is addressing the Council, silence shall be observed, and no one shall be allowed to retire or otherwise disturb the meeting.

14. No member shall interrupt another member when speaking, except to raise a point of order, which shall be definitely stated, and the President shall decide it without debate.

15. Any member who shall misbehave himself during the meeting, and disturb the harmony thereof, by abusive, disorderly, or profane language, or who shall refuse obedience to the President, shall be admonished by that officer, and if he offend again he shall be expelled from the room for the evening, and afterwards dealt with as the Council may determine.

16. The previous question shall be stated in the following form: "Shall the main question be now put?"

17. Each speaker on any question before the Council shall be allowed five minutes, and no member shall speak more than twice on the same question except by the consent of the President.

18. The Chairman shall not be permitted to speak on any subject while in the discharge of his duty as President, except on matters in order, in which he shall have precedence; when the Council has occasion for facts within his knowledge, then he may, with leave state the matter of fact. In case of entering into debate he must vacate the chair.

19. The President shall have the right in the absence of the Vice-President, to name any member to perform the duties of that chair, who shall be during such time invested with all the powers of the Vice-President.

20. A member shall not be interrupted while speaking, except on a privileged question, a call to order, or for the purpose of explanation.

21. If a member while speaking be called to order, he shall, at the request of the Chairman, take his seat until the question is determined, when, if permitted, he may proceed.

22. Each member when speaking shall be standing, and respectfully address the presiding officer, confine himself to the question under debate, and avoid all personalities, indecorous or sarcastic language.

23. When a question is put every member shall vote, unless the Council shall for special reasons excuse him.

24. On a call of one-third of the members, the yeas and nays shall be ordered, when every member's name and manner of voting shall be recorded on the minutes.

25. The first person named on a committee shall act as a chairman until the committee is called together, when they may choose any one of their number they may think proper.

26. No committee shall be discharged until all debts contracted by it shall have been paid.

27. When there is no question before the Council no debate whatever shall be allowed, save questions asking for information, which shall be at the option of the President to retain.

28. All questions of order as to propriety of entertaining the consideration of any subject may be debated.

29. The President, when in the chair, shall state every question coming before the Council, and immediately before it is put to vote shall ask: "Are you ready for the question?" when it shall be open for debate.

30. The President need not rise from his seat to state or put a question.

31. When the Chairman has put the question all debate shall cease, and he shall immediately proceed to declare the result of the vote on the question which has been under consideration.

32. Where points of order arise not provided for in the above Rules of Order, Cushing's Manual shall guide.



