



Construction Employers Coordinating Council of Ontario

39th ANNUAL MEETING

Thursday, April 4, 2019 – 10:30 am
6299 Airport Road, Suite 303

A G E N D A

1. **Call to Order**
2. **Quorum**
3. **Minutes**
 - Annual Meeting March 29, 2018, 2017 1
4. **Financial Statements 2018**
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5. **Appointment of Auditor for 2019**
 - Motion to appoint D. Paganelli as Auditor for 2019
6. **Budget & Assessments 2019**
 - Budget 14
 - Assessment 15
7. **Official representatives to C.E.C.C.O.**
 - EBA Representative List 16
8. **By-Law Revisions**
 - No revisions proposed 17
9. **Other Business**
 - Resignation of Chairman – Bryan Arnold
10. **Next Annual Meeting – March 2020 – Specific date to be confirmed**
11. **Adjournment**

38th ANNUAL MEETING MINUTES

THURSDAY, March 29, 2018 – 8:30 A.M. TO 11:30 A.M.
6303 AIRPORT ROAD, 1ST FLOOR CONFERENCE ROOM

MEETING ATTENDANCE:

PRESENT

CHAIRMAN BRYAN ARNOLD
EXECUTIVE DIRECTOR WAYNE PETERSON

ABSENT

VICE CHAIRMAN DON MARKS

CECCO MEMBERS:

BOILERMAKER	LESLIE MULLALLY	ELECTRICAL	GRAEME AITKEN
CARPENTERS (PROXY)	JOE KEYES	TERRAZZO, TILE	DAVID ST. LOUIS
DEMOLITION	MARGARET TAYLOR	CEMENT MASONS	GEOFF KINNEY
ELEVATORS (PROXY)	JOE KEYES	INSULATORS	ROBERT MCGOWAN
OP. ENGINEERS (ALT)	JOE KEYES	ROOFERS	DON MARKS
PAINTERS	ANDREW SEFTON	BRICKLAYER	JOHN BLAIR
PLASTERERS (ALT)	JOE KEYES	PRECAST	BILL O'RIORDAN
RODMEN (ALT)	JOE KEYES	MECHANICAL	TOM LACHANCE
TEAMSTERS	TONY FANELLI	REFRIGERATION	MIKE VERGE
GLAZIERS	NOEL MARSELLA	LABOURERS	CHRIS ROBINSON
IRONWORKERS	JACK MESLEY		
SHEET METAL	DARRYL STEWART		

AFFILIATE MEMBERS:

E.P.S.C.A	ALEX LOLUA
RESCON	ANDREW PARISER
IND. CONTRACTORS	JASON CAMPBELL
HEAVY CONSTRUCTION	PETER SMITH

ALTERNATE MEMBERS:

ELECTRICAL	JODI TRAVERS
RODMEN	JOE KEYES

1. CALL TO ORDER

The meeting was called to order at 10:48 a.m.

2. QUORUM

The Chair advised that we have a quorum.

3. MINUTES

The Annual Meeting Minutes from June 8th, 2017 were reviewed and on a motion duly moved by Tony Fanelli, seconded by Margaret Taylor approved them as presented.

4. FINANCIAL STATEMENTS 2017

The audit for the Financial Statements 2017 was perused and on a motion duly moved and seconded by the 2017 Audit was approved.

5. APPOINTMENT OF AUDITOR 2018

On motion by Margaret Taylor, seconded by Darryl Stewart, Denis Paganelli, C.A. was approved to perform the 2018 Audit.

6. BUDGET & ASSESSMENTS 2018

On motion by Margaret Taylor, seconded by Jack Mesley, the Budget and Assessments for 2018 was approved.

CECCO 2019 dues structure was discussed. Members were informed that membership dues in 2019 will be based on the individual EBA's percentage of reported OCS hours averaged over the last 5 years (2013-2017). On a motion duly moved and seconded dues will increase to \$2000. for affiliate members and a \$1500 minimum for members EBA's.

7. OFFICIAL REPRESENTATIVES TO C.E.C.C.O.

For information purposes only, the EBA Representative list was perused. It was mentioned that if members have any changes to please advise C.E.C.C.O.

8. BY-LAW REVISIONS

On motion by Jack Mesley, seconded by Darryl Stewart, the By-Law Revisions were approved. The revision set a minimum dues assessment of \$1500 yearly.

9. OTHER BUSINESS

Due to Joe Keyes retirement he will be resigning from the board. A nomination has been made to add Tony Fanelli as his replacement. On motion by Joe Keyes, seconded by Jack Mesley the change was approved.

10. NEXT ANNUAL MEETING - MARCH 2019 - Specific Date to be confirmed

11. ADJOURNMENT

The meeting was adjourned at 11:30 a.m.

Construction Employers Coordinating Council of Ontario

Financial Statements

Year ended December 31, 2018

Construction Employers Coordinating Council of Ontario

Statement of Financial Position

As at December 31, 2018

	2018	2017
Assets		
Current assets		
Cash	\$ 52,347	\$ 56,395
Accounts receivable	6,295	18,436
Prepaid expenses	2,014	6,397
	60,656	81,228
Investments (note 4)	436,819	400,481
	<u>\$ 497,475</u>	<u>\$ 481,709</u>

Liabilities

Current liabilities		
Accounts payable and accrued liabilities	\$ 1,625	\$ 1,668
Government remittances payable	92	603
Deferred revenue	4,219	—
	5,936	2,271

Net Assets

Unrestricted	491,539	479,438
Commitments (note 3)	<u>\$ 497,475</u>	<u>\$ 481,709</u>

See accompanying notes to financial statements.

On behalf of the Council:

Chairman

Executive Committee Member

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF CONSTRUCTION EMPLOYERS COORDINATING COUNCIL OF ONTARIO

Opinion

I have audited the accompanying financial statements of CONSTRUCTION EMPLOYERS COORDINATING COUNCIL OF ONTARIO, which comprise the statement of financial position as at December 31, 2018 and statement of operations and changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of CONSTRUCTION EMPLOYERS COORDINATING COUNCIL OF ONTARIO as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Organization in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Denis Paganelli, CPA, CA
Licensed Public Accountant

Board Approval Date
Toronto, Canada

Construction Employers Coordinating Council of Ontario

Statement of Operations and Changes in Net Assets

Year Ended December 31, 2018

	2018	2017
Revenue		
Members' assessments	\$ 157,331	\$ 142,363
Office, rent and utilities recovery from N.E.E.A.	25,645	27,793
Investment income (note 4)	6,338	14,527
Part-time salary recovery from N.E.E.A.	9,051	8,667
Office renovation recovery from landlord	9,339	—
Sundry	—	455
	207,704	193,805
Expense		
Audit and accounting	1,750	1,750
Consulting	64,999	54,166
Furniture and computer equipment (note 2a)	5,957	—
Insurance - office, directors and officers	2,189	1,999
Legal	—	2,444
Meetings including pre-bargaining seminar	9,039	1,247
Memberships	5,450	5,450
Office, equipment rental, stationery and other	9,628	7,898
Office renovation (note 2a)	10,450	—
Office rent and utilities	47,013	45,081
Promotion	4,061	1,877
Salaries and employee benefits	26,216	43,892
Telephone	3,004	5,615
Travel and conferences	3,804	2,568
Website and internet	2,043	2,992
	195,603	176,979
Net revenue (expense) for the year	12,101	16,826
Net assets, beginning of year	479,438	462,612
Net assets, end of year	\$ 491,539	\$ 479,438

See accompanying notes to financial statements.

Construction Employers Coordinating Council of Ontario

Statement of Cash Flows

Year Ended December 31, 2018

	2018	2017
Cash provided by (used in):		
Operating activities		
Net revenue (expense) for the year	\$ 12,101	\$ 16,826
Net change in non-cash working capital balances related to operations		
Accounts receivable	12,141	8,525
Prepaid expenses	4,383	4
Accounts payable and accrued liabilities	(43)	(4,119)
Amounts payable in respect of government remittances	(511)	(4,468)
Deferred revenue	4,219	(10,485)
	32,290	6,283
Investing activities		
Investment income retained to purchase investments	(6,338)	(14,527)
Transfer to investment account	(30,000)	-
	(36,338)	(14,527)
Financing activities		
None	-	-
Increase (decrease) in cash during the year	(4,048)	(8,244)
Cash, beginning of year	56,395	64,639
Cash, end of year	\$ 52,347	\$ 56,395

See accompanying notes to financial statements.

Construction Employers Coordinating Council of Ontario

Notes to Financial Statements

December 31, 2018

1. Purpose of the organization

The purpose of the Council is to engage in appropriate activities as required to promote sound labour relations in the construction industry in the Province of Ontario. The Council is unincorporated and is exempt from income tax under the Income Tax Act.

2. Significant accounting policies

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations in Part III of the CPA Canada Handbook and include the following significant accounting policies.

(a) Capital assets

The Council follows the policy of expensing the cost of capital assets in the year of acquisition. Capital asset expenditures consisting of office furniture and office renovation in 2018 were \$16,407 (2017 - \$nil)

(b) Financial instrument measurement

The Council initially measures financial assets and financial liabilities at fair value. It subsequently measures all its financial assets and financial liabilities at amortized cost except for investments that are quoted in an active market which are measured at fair value. Changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and amounts payable in respect of government remittances.

The Council's financial assets measured at fair value include Canadian bonds.

(c) Revenue recognition

The Council follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Members' assessments which are billed on an annual basis are accounted for in the year in which they relate.

Investment income includes interest income, realized investment gains and losses on the sale of investments and unrealized gains and losses on investments measured at fair value.

All other revenue and expenses are recorded on the accrual basis.

Construction Employers Coordinating Council of Ontario

Notes to Financial Statements

December 31, 2018

3. Lease commitments

The Council extended its lease agreement for office premises and it now expires on March 31, 2021. The lease agreement also requires the Council to pay taxes and operating costs.

The total minimum lease payments required over the next 5 years is as follows:

2019	\$23,969
2020	\$23,969
2021	\$5,992

4. Investments and Investment Income

Investments consist of the following:

Face value		Fair value	Cost
\$52,312	Newfoundland and Labrador Hydro, due Feb. 27, 2020, 1.37%	\$ 50,943	\$ 50,000
\$130,170	Province of Nova Scotia, due Dec. 2, 2022, 1.62%	117,658	117,999
\$141,535	Province of Manitoba, due Sept. 5, 2024, 2.08%	120,694	121,053
\$37,768	Bank of Nova Scotia, due June 20, 2025, 3.44%	29,841	30,000
\$148,241	Province of Quebec, due Dec. 1, 2026, 2.29%	117,683	118,000
		\$ 436,819	\$ 437,052

Investment income consists of the following:

	2018	2017
Unrealized gain (loss) in fair value of investments	\$ 6,338	\$ 14,527
Realized gain on sale of investments	—	—
	\$ 6,338	\$ 14,527

Construction Employers Coordinating Council of Ontario

Notes to Financial Statements

December 31, 2018

5. Financial instruments

The Council is exposed to various risks through its financial instruments.

Credit Risk

The Council is exposed to credit risk resulting from the possibility that a customer or counterparty to a financial instrument defaults on their financial obligations. The Council is subject to credit risk with respect to its accounts receivables and investments. This Board feels that this risk is low due to the fact that the receivables relate mainly to members' assessments and that the investments are purchased within the conditions of the Council's conservative investment policy.

Interest Rate Risk

The Council is exposed to interest rate risk arising from the possibility that changes in interest rates will affect the value of its investments. This risk is mitigated by holding investments that are purchased within the conditions of the Council's conservative investment policy.



Comparison Budget to Audited Statement 2018

	Budget 2018	Audit 2018	Audit 2017
REVENUES			
Assessments	\$ 146,357	\$ 157,331	\$ 142,363
Rent Recovery (NEEA) plus utilities	\$ 26,936	\$ 25,645	\$ 27,793
Interest	\$ 3,600	\$ 6,338	\$ 14,527
Part-Time Salary Recovery (NEEA)	\$ 13,457	\$ 9,051	\$ 8,667
Sponsorship	\$ 2,000		
Office Reno Recovery		\$ 9,339	
Sundry			\$ 455
TOTAL REVENUES	\$ 192,350	\$ 207,704	\$ 193,805
EXPENDITURES			
Audit	\$ 1,850	\$ 1,750	\$ 1,750
Consulting / Speakers	\$ 67,000	\$ 64,999	\$ 54,166
Furniture & Computer Equipment		\$ 5,957	
Fire & Officer & Director Liability Ins.	\$ 2,500	\$ 2,189	\$ 1,999
Legal	\$ 2,761	\$ -	\$ 2,444
Meetings	\$ 2,366	\$ 9,039	\$ 1,247
Memberships	\$ 5,450	\$ 5,450	\$ 5,450
Office Equipment Rental, Stationary & Other	\$ 11,200	\$ 9,628	\$ 7,898
Office Reno		\$ 10,450	
Office Rent, Utilities, Renovations	\$ 54,494	\$ 47,013	\$ 45,081
Promotion	\$ 4,000	\$ 4,061	\$ 1,877
Salaries & Employee Benefits	\$ 28,281	\$ 26,216	\$ 43,892
Sponsorships	\$ -	\$ -	
Telephone	\$ 4,456	\$ 3,004	\$ 5,615
Travel & Conferences	\$ 5,000	\$ 3,804	\$ 2,568
Website & Internet		\$ 2,043	\$ 2,992
Total General	\$ 189,358	\$ 195,603	\$ 176,979
Net Revenue (Expense)	\$ 2,992	\$ 12,101	\$ 16,826



Budget 2019

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	Actual	Budget	Anticipated	Budget
	2017	2018	2018	2019
REVENUES				
Assessments	\$ 142,363	\$ 146,357	\$ 153,500	\$ 151,919
Rent Recovery (NEEA)	\$ 27,793	\$ 24,404	\$ 24,404	\$ 24,689
Interest	\$ 14,527	\$ 3,600	\$ -	\$ 1,000
Part-Time Salary Recovery (NEEA)	\$ 8,667	\$ 13,457	\$ 12,500	\$ 12,550
Other Income (NEEA)	\$ 455	\$ 2,531	\$ 2,400	\$ 2,205
Sponsorship		\$ 2,000	\$ -	\$ -
TOTAL REVENUES	\$ 193,805	\$ 192,349	\$ 192,804	\$ 192,364
EXPENDITURES				
Audit	\$ 1,750	\$ 1,850	\$ 1,750	\$ 1,850
Consulting / Speakers	\$ 54,166	\$ 67,000	\$ 65,000	\$ 72,200
Fire & Officer & Director Liability Ins.	\$ 1,999	\$ 2,500	\$ 2,189	\$ 2,500
Legal	\$ 2,444	\$ 2,761	\$ -	\$ 2,500
Meetings	\$ 1,247	\$ 2,366	\$ 2,900	\$ 4,390
Memberships	\$ 5,450	\$ 5,450	\$ 5,450	\$ 5,450
Office Equipment Rental, Stationary & Other	\$ 7,898	\$ 11,200	\$ 7,146	\$ 9,200
Office Rent, Utilities, Misc repairs	\$ 45,081	\$ 54,494	\$ 55,000	\$ 49,379
Government Relations / Marketing	\$ 1,877	\$ 4,000	\$ 2,000	\$ 6,600
Salaries & Employee Benefits	\$ 43,892	\$ 28,281	\$ 22,116	\$ 25,099
Telephone	\$ 5,615	\$ 4,456	\$ 2,061	\$ 3,655
Travel & Conferences	\$ 2,568	\$ 5,000	\$ 4,000	\$ 5,000
	\$ 2,992			
Total General	\$ 176,979	\$ 189,358	\$ 169,612	\$ 187,823
Net Revenue (Expense)	\$ 16,826	\$ 2,991	\$ 23,192	\$ 4,541

2019 CECCO MEMBERSHIP DUES ASSESSMENT

EBA's	Trade	Trade	60,252,320	2019 Budget
	Hours	Hours	Total Member Hrs.	\$ 187,823
	5 Yr. Average	5 Yr. Average	% of Budget	Base
	All EBAs	Members		\$ 103,111
				2019 Assessment
Boilermakers	1,214,000	1,214,000	0.0201	\$ 2,078
Bricklayers	1,826,680	1,826,680	0.0303	\$ 3,126
Carpenters	14,027,930	14,027,930	0.2328	\$ 24,006
Cement Masons	112,240	112,240	0.0019	\$ 1,500
Demolition	1,753,900	1,753,900	0.0291	\$ 3,001
Electrical	20,980,790	20,980,790		\$ 24,006
Elevator	292,000	292,000	0.0048	\$ 1,500
Glaziers	1,507,840	1,507,840	0.0250	\$ 2,580
Ironworker	4,333,740	4,333,740	0.0719	\$ 7,416
Labourer	7,509,160	7,509,160	0.1246	\$ 12,851
Mechanical	10,135,420	10,135,420	0.1682	\$ 17,345
Operating Engineers	3,783,360	3,783,360	0.0628	\$ 6,475
Painters OPCA	1,281,790	1,281,790	0.0213	\$ 2,194
Plasters	205,510	205,510	0.0034	\$ 1,500
Precast	401,520	401,520	0.0067	\$ 1,500
Refrigeration & AC	648,800	648,800	0.0108	\$ 1,500
Rodmen	1,713,930	1,713,930	0.0284	\$ 2,933
Roofers	2,399,710	2,399,710	0.0398	\$ 4,107
Sheet Metal	4,850,910	4,850,910	0.0805	\$ 8,301
Teamsters	50,000	50,000	0.0008	\$ 1,500
Terrazzo Tile	699,170	699,170	0.0116	\$ 1,500
Total Members	79,728,400	79,728,400	0.9750	\$ 130,919
Heavy Construction	\$ 2,000			\$ 2,000
Industrial Contractors	\$ 2,000			\$ 2,000
Pipe Line	\$ 2,000			\$ 2,000
Rescon	\$ 2,000			\$ 2,000
Roads	\$ 2,000			\$ 2,000
Sewer & Watermain	\$ 2,000			\$ 2,000
EPSCA	\$ 5,000			\$ 5,000
Utility Contractors	\$ 2,000			\$ 2,000
Formwork	\$ 2,000			\$ 2,000
Affiliate Total				\$ 21,000
Total				\$ 151,919

As per resolution passed at Annual Meeting held on March 29, 2018

- 1 Use format based on the rolling 5 year average of OCS employer reported m/hrs (2013 - 2017)
- 2 Minimum dues for any EBA \$1,500 per year
- 3 Affiliate member dues \$2,000 per year

Construction Employers Coordinating Council of Ontario

2019 EBA Designated Representatives

EMLOYER BARGAINING	DESIGNATED
AGENCY	REPRESENTATIVE
Boilermakers	Marty Albright
Bricklayer	John Blair
Carpenter	Jim Vlahos
Cement Masons	Geoff Kinney
Demolition	Margaret Taylor
Electrical	Jodi Travers
Elevator	Andy Reistetter
Glaziers	Noel Marsella
Ironworkers	Jack Mesley
Labourers	Chris Robinson
Mechanical	Tom Lachance
Operating Engineers	Jim Vlahos
Painters	Andrew Sefton
Plasterers	Tony Fanelli
Precast	Tony Bombini
Refrigeration	Mike Verge
Roofers	Don Marks
Rodman	Jeffrey Murray
Sheet Metal	Darryl Stewart
Teamsters	Andy Pilat
Terrazo & Tile	David St. Louis

BY - LAWS

Revised March 2018

1.0 NAME:

Construction Employers Coordinating Council of Ontario hereinafter called CECCO.

2.0 HEAD OFFICE:

Shall be located in the Province of Ontario at a place to be determined from time to time by the Council.

3.0 PURPOSE:

CECCO was established with its primary purpose being the coordination of collective bargaining on behalf of designated Employer Bargaining Agencies (EBAs) responsible for the negotiation of province wide single trade agreements , applicable to the Industrial, Commercial and Institutional (IC!) sector of the Ontario construction industry.

CECCO shall serve as a common voice for unionized I.C.I. construction contractors across the Province of Ontario.

CECCO shall not acquire any bargaining rights nor exercise any authority or veto powers over Employer Bargaining Agencies.

4.0 MEMBERSHIP:

4.1 MEMBERS:

Membership in CECCO shall be comprised of designated Employer Bargaining Agencies, which have met the conditions set out hereunder. Each member Employer Bargaining Agency shall be entitled to only one vote if current in dues and assessments.

4.2 AFFILIATE MEMBERS:

Annual Affiliate Membership in CECCO may be offered to Associations, excluding designated Employer Bargaining Agencies , which have construction collective bargaining relationships with Building Trades Unions. Affiliate members shall be admitted on such terms and conditions as the CECCO members may decide but shall not be entitled to vote on matters before the Council.

5.0 MEMBERSHIP REQUIREMENTS:

The Council shall admit to membership all Employer Bargaining Agencies, which comply with the following:

- be designated in accordance with the Ontario Labour Relations Act
- be committed to support the purpose of CECCO as set out herein and as it may be amended from time to time
- undertake to pay such dues and assessments as established, from time to time, by the Council and authorized by the member to the end of the fiscal year in which application for membership is made and for each subsequent fiscal year subject to 10.3 below
- undertake to be represented at all Council meetings
- complete a Council Membership Application Form, which shall be signed by duly authorized representative (s) of the Employer Bargaining Agency.

CECCO shall not prevent any applicant who has complied with the above from becoming a member.

6.0 RESIGNATIONS:

Any member may withdraw from membership by filing his resignation in writing with the Executive Committee, if it is accompanied with his payment for the remainder of the term for which a financial commitment has been made.

7.0 COUNCIL:

7.1 FORMATION:

There shall be a Council comprised of one official representative from each Member Employer Bargaining Agency.

The official representative and an authorized alternate shall be named and/or confirmed annually by the Employer Bargaining Agency. In a bargaining year each member Employer Bargaining Agency shall name a representative who will be responsible for communication with CECCO in all matters related to the bargaining process.

If both the official Employer Bargaining Agency representative and the authorized alternate are unable to attend any council meeting an Employer Bargaining Agency may designate some other representative to attend and vote on its behalf. However, the CECCO Executive Director must be informed of this representative's name prior to the meeting.

7.2 CHAIRMAN AND VICE-CHAIRMAN:

The Council shall appoint a Council Chairman and Council Vice-Chairman at the annual meeting of the Council held in 2003 and every third annual meeting hereafter.

The persons so appointed shall be actively involved in the Construction Industry as an:

- Owner, partner, or official of a company whose bargaining rights are vested with one or more of the CECCO constituent EBAs*
Or
- Official Representative to CECCO for one or more of the CECCO constituent EBAs*
Or
- Consultant or Advisor to a company whose bargaining rights are vested with one or more of the CECCO constituent Employer Bargaining Agencies.*

7.3 MEETINGS:

The Council may appoint a day in the month for regular meetings. Regular meetings may be rescheduled at the pleasure of the Council.

Meetings shall be held more frequently during negotiation periods and Special Meetings shall be held at the call of the Chair. The only persons entitled to attend meetings of the Council shall be the Chairman, Vice-Chairman, immediate Past Chairman, the Employer Bargaining Agencies' official representative and authorized alternate, Affiliate Members, the Executive Director and the Executive Assistant. Other persons may attend at the invitation of the Executive Committee or Council.

The Executive Director, Affiliate Members, staff members or invited attendees shall not be entitled to vote at Council meetings.

There shall be an Annual Meeting of the Council that shall be held not later than 90 days after the end of the fiscal year. At the Annual Meeting, the Employer Bargaining Agencies shall consider the financial statements for year just concluded the budget for the ensuing year, the financial status of CECCO and set the fair share assessments for the ensuing fiscal year.

7.4 QUORUM:

Two-thirds of official representatives or alternates present in person shall constitute a quorum for transaction of business at all Council meetings.

7.5 VOTING AND DECISIONS:

Matters discussed at meetings of the Council shall be categorized as follows:

a) ADMINISTRATIVE AND GENERAL

Decisions on Administrative and General matters shall require a simple majority of those present and recording a position on the matter.

b) BARGAINING STRATEGY

Matters in this category must have been referred to the Council by the Executive Negotiations Committee. Decisions on such matters shall be reached by consensus of those present at the Council meeting.

A consensus will be reached only when all official Representatives or Alternates present and recording a position on the matter do so in the affirmative.

A dissenting vote will result in the matter being immediately tabled and referred back to the Executive Negotiations Committee for further review. Should the Executive Negotiations Committee decide to return the issue to the Council, for further consideration, an affirmative decision will require eighty percent (80%) of official Representatives or Alternates present and recording a position on the matter, to vote in favour of the issue.

c) REPRESENTATIONS

Matters in this category will require eighty percent (80%) of official Representatives or Alternates, present and recording a position on the matter, to vote in the favour of the representation. However, the representation when made, must show those individual Employer Bargaining Agencies who support the representation and Employer Bargaining Agencies opposing the representation, acknowledging that those Employer Bargaining Agencies opposed may make representations on their own behalf.

An abstention will not be taken as a dissenting vote.

8.0 EXECUTIVE COMMITTEE:

8.1 COMPOSITION:

The Executive Committee shall be responsible to the Council and shall be comprised of the Chairman, Vice-Chairman, of the Council, four members of the Council who shall be official representative of member Employer Bargaining Agencies and the Executive Director. The four Employer Bargaining Agency Executive Committee members shall be representative of groupings of Employer Bargaining Agencies as determined from time to time by the Council. Each year, on a rotational basis, a member of one of the groups shall retire and that group shall appoint another member to represent their group.

In the event that any group, for whatever reason, is unable to appoint a representative to the Executive Committee, the Executive Committee shall appoint a representative from any of the remaining groups. For rotational purposes such appointed representative shall be considered to be from the group unable to appoint a representative.

8.2 EX-OFFICIO MEMBER:

There shall be one ex-officio member of the Executive Committee representing the Electrical Power Sector Construction Association.

8.3 MANDATE:

The Executive Committee shall provide leadership to the Council, prepare proposals for consideration by the Council, handle all financial matters within approved budgets and implement policy and conduct business as directed by the Council.

9.0 OTHER COMMITTEES:

9.1 SPECIAL COMMITTEES:

The Council may appoint special committees as circumstances and occasion dictates.

9.2 INDUSTRY COMMITTEES

In matters of common concern or mutual interest, with the object of bringing broader support and representation to the issue, the Council may approve the participation of CECCO in joint Industry Committees, involving but not limited to, the Council of Ontario Construction Associations (COCA), the Ontario Construction Secretariat (OCS), and the Provincial Building and Construction Trades Council.

10.0 FINANCES

10.1 OPERATIONS:

CECCO shall be a non-profit organization operated without any pecuniary gain to its members. Any and all funds received by CECCO shall be used in promoting the purpose of CECCO.

10.2 FISCAL YEAR:

Until otherwise ordered by the Council, the financial year of CECCO shall end on the last day of December in each year.

10.3 DUES AND ASSESSMENTS:

The Council may levy annual dues to be assessed monthly to the member Employer Bargaining Agencies on the basis of their total labour participation in the I.C.I. sector in the Province of Ontario with a minimum assessment of \$1,500 yearly. On approval of the Annual Assessment Schedules each member Employer Bargaining Agency is liable for payment for the fiscal year in accordance with the approved assessment schedule. The basis of assessment may be reviewed annually prior to the end of the fiscal year.

The Council may also from time to time authorize special lump sum assessments to individual Employer Bargaining Agencies on the same basis as above.

10.4 BUDGET:

Any increase in the annual budget of CECCO that exceeds the CPI increment over the previous year as reported by Statistics Canada must be approved by an eighty-percent majority of the Employer Bargaining Agencies present.

10.5 SIGNING AUTHORITY:

All cheques require two (2) signatures as follows:

- One designated staff person and one designated Executive Committee member
Or
- Two designated Executive Committee members

11.0 INDEMNITY:

Notwithstanding this by-law , all members of the Council and their heirs, executors and administrators , and estate and effects , respectively , shall from time to time and at all times be indemnified and saved harmless out of the funds of CECCO , from and against:

- a) All costs, charges and expenses whatsoever which such Council member sustains or incurs in or about any action , suit or proceeding which is brought, commenced or prosecuted against him, for or in respect of any act , deed , matter or thing whatsoever , made done or permitted by him, in or about the execution of the duties of this office ; and
- b) All other costs, charges, and expenses which he sustains or incurs in or about, or in relation to the affairs thereof, except such costs, charges, or expenses as are occasioned by his own willful act, default or neglect.

12.0 EXECUTIVE DIRECTOR:

12.1 APPOINTMENT:

The Executive Committee shall appoint an Executive Director of CECCO who shall report to the Executive Committee.

12.2 DUTIES:

The Executive Director shall carry out such reasonable duties commensurate with that position in connection with the affairs of CECCO or as the Council shall designate from time to time.

12.3 VOTING:

The Executive Director shall not be entitled to vote on matters before the Council, the Executive Committee or the Executive Negotiations Committee.

13.0 NOTICES:

Notice for Annual Meeting and for any other meetings, excluding labour relations matters, shall be given in writing by facsimile , e-mail or prepaid ordinary post to the Official Representative and authorized alternate of each member Employer Bargaining Agency not less than 14 (fourteen) calendar days before, and not including, the day set for the meeting.

14.0 AMENDMENT OF BY-LAWS:

The By-Laws of CECCO may be amended , repealed , or enacted at a special or annual meeting by an eighty- percent majority of member Employer Bargaining Agencies present. Such amendment, repeal or enactment shall be effective as of the date immediately following the date it is passed by the decision of the Council.

15.0 COMPLIANCE WITH BY-LAWS:

Each member shall abide by the By-Laws or any changes hereto.

16.0 COMING INTO FORCE:

The By-Laws shall take effect on June 14, 2002.