

BY-LAWS of the SASKATCHEWAN HEALTH COALITION

ARTICLE 1 – NAME AND DEFINITION

- 1.1 The name of the organization shall be the Saskatchewan Health Coalition, hereinafter referred to as the Coalition .
- 1.2 “Director” means the Director of Corporations appointed under The Non-Profit Corporations Act of Saskatchewan, 1995.
- 1.3 “The Board” means the Board of Directors of the Saskatchewan Health Coalition.
- 1.4 Membership
- i. “Organization/Group Member (Labour Union)” means a member organization in accordance with Article 3 that is an organized association of workers formed to protect and further their rights and interests.
 - ii. “Organization/Group Member (Community)” means a member organization in accordance with Article 3 that is an agency, organization or group, that represents community members through service provision or advocacy.
 - iii. “Individual Member” means a person who is a member in accordance with Article 3 that pays an individual membership fee annually.

ARTICLE 2 – GOALS AND OBJECTIVES

- 2.1 The objective of the Coalition is to establish an organization of Saskatchewan residents to advocate for and improve public universal health care in the province.
- 2.2 The Goals of the Coalition are:
- i. To stop the privatization of healthcare and advocate for the preservation and expansion of Medicare in Canada by supporting the five Basic Principles of the

Canada Health Act and working together to preserve, promote, and enhance Medicare in Saskatchewan. The five Basic Principles are:

Public Administration: All administration of provincial health insurance must be carried out by a public authority on a non-profit basis. They also must be accountable to the province or territory, and their records and accounts are subject to audits.

Comprehensiveness: All necessary health services, including hospitals, physicians, and surgical dentists, must be insured.

Universality: All insured residents are entitled to the same level of health care.

Portability: A resident that moves to a different province or territory is still entitled to coverage from their home province during a minimum waiting period. This also applies to residents which leave the country.

Accessibility: All insured persons have reasonable access to health care facilities. In addition, all physicians, hospitals, etc., must be provided reasonable compensation for the services they provide.

- ii. To create a broad coalition of individuals, community organizations, trade unions, cultural groups, and student organizations.
- iii. To encourage and advocate for public awareness of health issues and participation in inclusive health care planning.
- iv. To become a powerful voice for people of Saskatchewan.
- v. To promote publicly delivered health care throughout the province, and by promoting social determinants of health.
- vi. To monitor governmental activities and advocate for inclusive health care policies (local, provincial, federal).

ARTICLE 3 – MEMBERSHIP AND AFFILIATION

3.1 Membership in the Coalition shall be open to individuals, organizations and groups in the Province of Saskatchewan who subscribe to the goals of the Coalition.

3.2 There shall be three (3) types of members:

- i. Trade Union/organization/group member;
- ii. Community Organization/Group Member;
- iii. Individual Member.

3.3 The duties of members shall be to:

- i. uphold the goals and objectives of the Coalition, as set out in Article 2;
 - ii. to pay membership fees to the Coalition;
 - iii. to participate in activities of the Coalition as determined at AGMs and by the board;
 - iv. to regularly attend meetings, assemblies, and seminars as may be called by the Board of Directors or committees; and
 - v. to uphold and follow these by-laws.
- 3.4 No individual shall be denied membership on the basis of characteristics protected under The Saskatchewan Human Rights Code, 2018.
- 3.5 Membership shall be for one calendar year commencing January 1 annually upon renewal.
- 3.6 The annual membership fee for individuals, organizations and groups shall be determined by the Board and reviewed on an annual basis.
- 3.7 Efforts should be made to ensure that payment of membership fees shall not be an impediment to individuals, groups, or organizations in participating in the Coalition.
- 3.8 The Executive Committee has the right to grant, deny or revoke membership to any individual, organization, or group that it does not subscribe to the goals of the Coalition.
- i. An individual, organization, or group that has been denied membership may appeal to the Board.
 - ii. The Board shall decide by a two-thirds (2/3) vote
 - iii. The decision of the Board is final.
- 3.9 Membership in the Coalition shall cease:
- i. Upon the death of the member.
 - ii. Failure to renew their membership or submit written documentation wishing to discontinue their membership.
 - iii. If they cease to qualify for membership in accordance with these bylaws.
- 3.10 The Coalition shall be affiliated to the Canadian Health Coalition.

ARTICLE 4 – THE ANNUAL GENERAL MEETING

- 4.1 The Annual General Meeting (AGM) is the governing body of the Coalition and shall be held once per calendar year and must be held within 90 days of the end of the fiscal year.

- 4.2 The Executive committee may change the date of the AGM due to external or any other significant events or reasons. The Executive committee shall not delay the AGM by more than 60 days unless approved by the Board.
- 4.3 All individual, organizational or group members in good standing of the Coalition shall be eligible to be delegates to the AGM.
- 4.4 To be eligible to vote at the AGM, delegate credentials shall be issued by the Executive committee on the following basis:
- i. One (1) credential for each individual member;
 - ii. One (1) credential delegate per 500 members for organizational or group members, to a maximum of 10 credentials.
- 4.5 The membership at the AGM shall:
- i. Receive reports from the Executive Committee, Provincial Director, and committees of the Coalition.
 - ii. Elect the Board of Directors.
 - iii. Approve the budget and appoint an auditor.
 - iv. Debate resolutions and amendments to these By-laws.
 - v. Conduct all other AGM business required for the continuation of the Coalition.
- 4.6 Resolutions
- i. Resolutions for the AGM shall be submitted by members or organizations no sooner than 6 weeks prior to the AGM with a deadline for submission of 2 weeks prior to the AGM.
 - ii. The Board shall determine the admissibility of such resolutions based on criteria established by the Board.
 - iii. Resolutions not dealt with at the AGM, with the exception of these Bylaws, shall be dealt with at the next regular Executive Committee meeting
- 4.7 Notice
- i. The first notice of the AGM shall be given to all members 6 weeks prior to the AGM via mail or email.
 - ii. The second notice, including the resolutions and nominees for the Board shall be given 2 weeks prior to the AGM.
- 4.8 Quorum at the AGM shall consist of those members present
- 4.9 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the conduct of all AGM business.

ARTICLE 5 – SPECIAL GENERAL MEETING

- 5.1 A Special General Meeting of the coalition may be called at any time and place at the written request of at least one-third (1/3) of the members of the Board. Such meeting shall be held within thirty (30) days of the receipt of such request by the Chairperson of the Coalition. Any such request shall state the specific subjects to be considered at the Special Meeting.
- 5.2 In the case of Special Meetings, only such subjects as are specified in the notice of the meeting may be considered at that meeting.

ARTICLE 6 – THE EXECUTIVE COMMITTEE

- 6.1 The Board of Directors shall be the governing body of the Coalition between AGMs, but the Executive Committee (the Executive) shall run the everyday business of the Coalition between Board meetings.
- 6.2 Election of Executive Committee
 - i. Members of the Executive Committee must be duly elected by majority vote at the board meeting, following the Annual General Meeting.
 - ii. For contested positions, the election process will be laid out in Article 7.
- 6.3 The composition of the Executive Committee shall be:
 - i. Chairperson
 - ii. Vice Chairperson
 - iii. Treasurer
 - iv. Secretary
 - v. Provincial Director (as nonvoting)
 - vi. The Executive Committee shall consist of representatives of each membership category, with the Chairperson and Vice-Chairperson representing labour and community.
- 6.4 The duties of the Executive Committee shall be:

Chairperson

Shall have signing authority for the Coalition accounts. They will chair all meetings including the AGM. They shall perform all other duties deemed necessary by the Executive Committee and Board.

Vice Chairperson

Shall have signing authority for the Coalition accounts. They will serve as Chair in the absence of the Chairperson at meetings including the AGM. They shall perform all other duties deemed necessary by the Executive Committee and Board.

Treasurer

The Treasurer shall be the chief financial officer for the Coalition and a signing authority for the Coalition's accounts. The Treasurer's signature will be required for all cheques. They shall prepare an annual budget in consultation with the Provincial Director. The Treasurer shall be responsible for providing quarterly reports to the Board and regular updates to the Executive Committee and shall maintain all financial records of the Coalition.

Secretary

The Secretary shall take the minutes of the meetings of the Executive Committee, the Board, and the AGM. They shall be responsible for maintaining all non-financial records of the Coalition. They shall also distribute the minutes after meetings.

- 6.5 The Executive Committee shall meet once per month when a board meeting is not held.
- 6.6 Quorum for an Executive Committee meeting shall be either the Chair, or Vice Chairperson, and two additional officers.
- 6.7 The Executive Committee is the sole body of the Coalition that may make decisions relating to staffing and personnel issues.
- 6.8 If a member of the Executive Committee cannot attend a meeting they may participate via telephone or video conferencing.
- 6.9 In the event a vacancy occurs on the Executive Committee, the Executive Committee has the power to appoint interim members, to be ratified by the Board at the subsequent Board meeting.

ARTICLE 7 – BOARD OF DIRECTORS

- 7.1. The Board shall consist up to 15 members, plus the Provincial Director who has voice but no vote.
 - i. Up to five members will come from health care unions who have met funding commitments set by Coalition policy.
 - ii. A maximum of Five members will come from community.
 - iii. A maximum of Five members will be individual members.

- 7.2 The Board will be elected to a two-year term on a rotating basis at the Annual General Meeting. There is no limit to the number of terms. Members identified in (i) (II) will be appointed by their organizations.
- i. In even number years, elections will be for the office of President, Secretary, three community representatives and two individuals.
 - ii. In odd numbered years, elections will be for the office of Vice-President, Treasurer, two community representatives and three individuals.
 - iv. Board appointees for the health care unions shall be appointed on a rotational basis.
 - v. The date of the founding AGM (whether even or odd years) will determine the initial terms for the elected positions.
- 7.3 The Board shall:
- i. Receive reports from the Executive Committee;
 - ii. Receive a report from the Provincial Director;
 - iii. Receive reports and recommendations from the Committees;
 - iv. Set priorities for the Coalition;
 - v. Serve as the final body of appeal for questions of membership.
 - vi. Conduct all other business deemed necessary for the continuation of the Coalition;
 - vii. Meet at least five times per calendar year, one meeting of which shall be the AGM.
- 7.4 Quorum for the Board shall consist of either the Chair or the Vice Chairperson and the simple majority of the board.
- 7.5 The Board has the power to remove one or more members of the board.
- i. Should a Board member be removed the Board shall appoint an individual to serve out the remainder of the term with a 2/3 vote.
- 7.6 The Board may fill vacancies at any point with a majority vote.
- 7.7 The Chair or Vice-Chair, whoever is currently chairing the meeting, shall not vote except in the event of a tie vote, at which time they shall cast the deciding vote.

ARTICLE 8 – Provincial Director

- 8.1 The Provincial Director shall be the chief administrative and executive officer of the Coalition.
- 8.2 The Provincial Director will be the primary spokesperson for the Coalition.
- 8.3 The Provincial Director shall be an ex officio member of all bodies and committees of the Coalition.
- 8.4 The Provincial Director's remuneration shall be negotiated by a committee of the Board, to be ratified by the Executive. This committee shall include at least one (1) member of the Executive.
- 8.5 The Provincial Director shall not hold any elected position and shall not be included in the quorum of the Board or Committees of the Coalition.
- 8.6 The Provincial Director shall be required to present reports on their work for each Board meeting, including the AGM.

ARTICLE 9 – Ad Hoc Committees

- 9.1 Ad hoc Committees may be created to address issues through resolution at the AGM or by the Board
 - i. Ad Hoc Committees shall comprise a minimum of four (4) members in good standing.
 - ii. These committees shall focus on issues identified by the Board and shall participate in provincial and national campaigns as directed by the Coalition.

ARTICLE 10 – FINANCES

- 10.1 The Coalition shall keep its funds in a Credit Union.
- 10.2 The Fiscal Year of the Union shall be January 1st to December 31st unless otherwise designated by the Board.
- 10.3 The Board will complete an annual financial review which may include a formal audit.

ARTICLE 11 AMENDMENTS

- 11.1 The Bylaws may be amended or altered only by a two-thirds (2/3) vote at an Annual General Meeting of the Coalition. Full details of the proposed amendments must be set out in the Notice of the Meeting sent to every member.

ARTICLE 12 – MISCELLANEOUS

- 12.1 The Coalition shall be non-partisan but reserves the right to comment on and grade political parties on their commitment to public health care, and the goals and objectives of the Coalition, as set out in Article 2.
- 12.2 In any place where these bylaws are not specific, the current edition of Robert's Rules of Order Newly Revised shall apply.

Coalition Board Policies

1. Criteria for Health Care Unions holding an automatic seat on the Saskatchewan Health Coalition Board and
2. Term of Office for Board Members from Community Organizations and Individual Members to meet rotation requirements for the Board.

Criteria for Health Care Unions holding an automatic seat on the Saskatchewan Health Coalition Board:

1. Up to five individuals who are representative of each of the five health care unions.
2. One seat on the Board for each of the health care unions in Saskatchewan (eg: CUPE, HSAS, SEIU-West, SGEU, SUN)
3. Each union will be responsible for appointing their representative to the Board.
4. To be eligible to hold a seat on the Coalition Board, the health care union must commit to paying the Sask. Health Coalition, a fee of \$2.00/per person for the fiscal year determined by the Coalition Board, and based on the number of Members prior to the beginning of the fiscal year (eg; If the fiscal year is January 1st – December 31st, then the number of Members as of October 31st, determines the amount of fees paid to the Coalition. Dues paid to the Coalition for the fiscal year are required to be paid one month in advance of the new fiscal year.
5. The terms of the union seats are based on a rotational basis determined by the Coalition Board. Board appointees from HSAS, SUN and SGEU will be in odd years, while Board appointees for SEIU West and CUPE will be in even years, if financial commitments in #4 are met.

Term of Office for Board members from Community Organizations and Individual Members on the Board following the Founding AGM :

1. Depending when the founding AGM occurs, will determine the length of term for community representatives and individual members, to meet the rotation of board members between even and odd years.
2. If the AGM falls on an odd year (eg 2021), the term of the board position for those normally elected in an even year, will be one year and expires the following AGM. If the AGM falls on an even year, the term of the board position for those normally elected in an odd year will be one year and expires the following AGM.

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