



**National Executive Committee meeting**  
**Friday, May 25<sup>th</sup>, 2018**  
**National Office (Boardroom 1967) 4<sup>th</sup> floor**  
**100 Queen St., Ottawa, Ontario**

**MINUTES**

**Present:** G. Phillips (*Chair*), O. Alarie, A. Coles, H. Collins, H. Delnick, N. Giannakoulis, G. Kopytko, F. Lord, K. Mansfield, A. Nemec, A. Picotte, M. Stiermann (*afternoon session*), A. Trau

**Staff:** D. Therien, J. Courty, C. Danik and C. Vézina

**Via Teleconference:** N. Bois

**Regrets:** M. Dyck, E. Venditti

**1. Call to Order**

The NEC meeting was officially called to order at 9:03 am and the Chair confirmed quorum was achieved.

**1.1 Review of Agenda**

The agenda was briefly reviewed. It was requested and agreed to adding 'reimbursement of expenses' as a new item to be discussed in-camera immediately following the approval of the minutes. In light of the number of complaints to review, additional time to present the "3-person Investigation subcommittee" report may be required and could possibly necessitate the meeting being extended beyond 4:30pm. NEC members were also informed of Bernard Marquis' resignation from the NEC.

Motion to accept the NEC agenda as amended

**Moved by:** A. Picotte

**Seconded by:** N. Giannakoulis

**Abstentions (1)**

***By show of hands: Carried unanimously***

**1.2 Review of previous NEC public minutes**

Minor amendments were suggested and will be applied accordingly. One of the members requested the public minutes do not reflect the discussions but rather focus on outcomes and resolutions, and put forth the following motion:

Motion that the public minutes not include sections on discussions by the NEC

**Moved by:** A. Trau

**No seconder**

***Motion Defeated***

Most NEC members favored/supported the inclusion of details to fortify transparency and to allow membership to be well informed

Motion to accept the NEC public minutes dated April 27, 2018 as amended

**Moved by:** K. Mansfield

**Seconded by:** O. Alarie

**Abstentions (2)**

***By show of hands: Carried unanimously***

### **1.3 Review of previous NEC in-camera minutes**

A change in terminology within the in-camera minutes was suggested and will be amended accordingly.

Motion to accept the NEC in-camera minutes dated April 27, 2018 as amended

**Moved by:** A. Nemec

**Seconded by:** H. Delnick

**Abstentions (2)**

***By show of hands: Carried unanimously***

***(Agenda item #1.4 was reviewed in-camera)***

## **2. Action Items deriving from the last NEC meeting**

- I. Health & Wellness Committee Update:** *In progress: C. Vézina drafted a letter which will soon be forwarded to the members and a subsequent invitation to convene the first meeting will be sent out*
- II. Forwarding Communication Officer posting to the membership:** *The Chair has decided not to pursue this recommendation as it is not the current practice. The matter can be deliberated by the HR subcommittee to determine if it should be re-forwarded to the NEC table*
- III. Posting of NEC minutes on website:** *In progress*
- IV. The Case Law Labour Relations Training:** *Completed: Given its benefit, several NEC members suggested increasing the frequency of these sessions. C. Vézina confirmed further consideration will be given to holding biannual sessions with consideration to scheduling a session this fall*
- V. HR Committee TORs:** *In progress: The HR Committee has been unsuccessful in completed the TORs. It will be on their agenda and efforts will be made to convene a meeting in the coming weeks. The slow progress was due to one of the members stepping down from the committee*

## **VI. Training for new CRC Members: Completed**

### **HEALTH BREAK**

#### **3. In-Camera Issues** *(Agenda item #3 was reviewed in-camera)*

### **LUNCH BREAK**

*(M. Stiermann joined the meeting at 1:01p.m.)*

#### **4. Discussion Items:**

- a) Phoenix Update:** The Chair met with Treasury Board Chief Negotiator *(Compensations & Labour Relations)* Sandra Hassan to discuss the notion of having each local identify one Phoenix expert/representative suited to paid leave, tasked to assist their local with Phoenix related issues more swiftly. Once this proposal is negotiated and finalized it will be communicated to all the locals.

During the PSAC National Triennial Convention, the Chair briefly met with the National President of Government Services Union of PSAC, Randy Howard, who expressed interest in sitting with the NEC or at a general membership meeting to describe the situation for the pay centre staff and how things are dealt with. NEC members were greatly supportive and suggested extending an invitation for the June NEC meeting, time permitting.

*\*At this time, CAPE newly appointed Director of Policy Claude Danik was officially introduced and welcomed to the NEC*

- b) Collective Bargaining Update:** C. Danik reported on the meeting with the Collective Bargaining Team held yesterday. The Team is slightly behind in preparation for the bargaining process due in part to the length of the previous rounds. A question related to the impasse resolution process is being developed for the membership's consideration *(in the event no agreement is reached with TB at the bargaining table, does this lead to arbitration or conciliation strike)*. Although traditionally included in the questionnaire, it will be presented separately this time because CAPE must inform the Employer before June 21, 2018. The Collective Bargaining Team has provided a significant amount of input on issues requiring membership's attention that will assist in the preparation of the proposal for the bargaining table.

A follow up meeting will reconvene the committee on June 13 to finalize the questionnaire so it can be submitted to the membership the following Wednesday or Thursday for input, at which time 3 weeks will be allocated for completion. With

respect to timeline, a first meeting at the table with Treasury Board should be anticipated in mid-October.

TR Collective Bargaining: the survey for the TRs was sent out a few days ago. A notice of intent to bargain was issued.

It was recently announced that CAPE will be representing the Parliamentary Budget Officers and therefore, their Collective Agreement will need to be negotiated. The Chair is also in the preliminary process of assigning their chief negotiator.

- c) **Union LWOP MOA:** Having met with them recently, N. Giannakoulis continues to negotiate with Treasury Board on the MOA.
- d) **Creation of New Committee: Analysis Working Group:** The NEC was requested to consider the creation of an Analysis Working Group comprised of expert volunteers who would be mandated to perform analysis on behalf of the Association when specific ad hoc issues arise (*i.e.: PSES*) to allow for early response. This Working Group would serve as an analytical group helping the association's communications group by providing an analytical perspective on the impact of governmental policies, budget changes, etc. All NEC members were in agreement to strike this committee. A general call to the membership will be put out. A. Trau volunteered to sit on the Working Group.

Be it resolved that the NEC approves the creation of an Analysis Working Group

**Moved by:** A. Trau

**Seconded by:** A. Nemec

**Abstentions (1)**

***By show of hands: Carried unanimously***

- e) **Upcoming Mobilization Activities – National Public Service Week:** In response to M. Dyck's email with respect to the coordination of activities with other unions, the Chair confirmed he has not been approached in regards to participating in any activities. This matter is expected to be raised at the NJC meeting in 10 days as a discussion item on their agenda. The Chair will report back at the next NEC meeting should anything related arise.
- f) **CAPE Student Information Guide:** During the presidential election last year and through to ESDC, the Association was urged to provide assistance to non-unionized employees, namely students and co-ops, as many working with CAPE members typically don't have representation and will often seek labour relations advice from stewards. Accordingly, CAPE has developed an informational guide intended for local stewards to use when approached by students. *A copy of the guide was circulated to NEC members for review.* It explains why PS unions cannot represent students; rights and entitlements that students have within the federal workplace; and it also provides links to various sources of information that could be useful; to

students. The guide is currently in its first draft and will be disseminated once close to finalized.

**Action Items:** NEC members were requested to provide feedback in the next 2 weeks so it can be submitted to translation and reviewed at this table next month. J. Courty to forward a copy of the French version to the NEC for approval once inputs have been received.

- g) Privacy Policy:** Following the April NEC meeting, 3 areas in the Privacy Policy were identified for revision and amendments have been applied accordingly. Once this policy passes, C. Vézina will create a dedicated email address for the Privacy Officer. One of the members recommended consulting with ESU prior to officially approving it to obtain their endorsement and value contributions to the Policy.

**Action Item:** NEC members were requested to provide feedback in the next 2 weeks to J. Courty or in the absence of comment, provide a simple acknowledgment so it can be presented at the next NEC meeting for final approval.

- h) GLBTQ2+:** GLBTQ2+ is the conclusive terminology to best reflect this group. PSAC recently adopted the terminology. In response to what has been accomplished in the past in support of the cause, the Chair responded that CAPE has marched in the Capital Pride Parade in previous years. With the NEC having temporarily ceased/suspended the Donation Policy, it becomes difficult for the Association to participate or donate to the cause. *Printed copies of the 2016 Donation Policy were circulated for NEC members' review*

Be it resolved that CAPE donates a monetary amount allocated towards the Pride Parade

**Moved by:** H. Delnick

**Seconded by:** O. Alarie

#### **Discussion Points:**

- A comment was raised that focus should be placed on the members and therefore to steer away from supporting any social mandate related causes
- It was stated that CAPE's strategic objectives have never been officially defined or approved
- It was strongly recommended the first step be to establish a well-defined policy rather than arbitrarily voting on endorsing various causes
- One of the members suggested considering adopting an umbrella policy around diversity as there are no political implications involved

#### **HEALTH BREAK**

*(N. Giannakoulis left the meeting during the break and immediately re-joined via conference call around 3:15pm)*

*(N. Bois left the conference call during the break)*

**Discussion (resumed):**

- It was recommended the policy be reviewed in consultation with the membership at the AGM on November 13<sup>th</sup>
- The Chair noted that the budget for this fiscal year has been adjusted to reflect that funds for donations have been substantially reduced and donating \$1000 to this cause would exhaust this year's contribution. Therefore he recommended considering the option of transferring money from the Contingency Fund

*At this time H. Delnick requested withdrawing/tabling his motion until the next meeting. The seconder was in agreement however there was no consensus; the motion carried forward*

- Some of the members believed emphasis should be placed on the policy side and as part of the NEC's mandate, work on developing strategic objectives so they can be brought forward to the membership for validation and endorsement
- The NEC was reminded of the ability to amend policies and even in the absence of a current one, it does not prohibit making donations and should that be the desired outcome, there is space in the budget

A friendly amendment to the motion to reflect that donations will be disbursed in conformity with CAPE procedures was put forth and accepted by the mover and seconder. The motion now reads:

*Be it resolved that CAPE donates a monetary amount allocated towards the Pride Parade in conformity with CAPE procedures on donations*

**Recorded vote:**

**In Favour: (11)** O. Alarie, N. Bois, A. Coles, H. Collins, H. Delnick, N. Giannakoulis, G. Kopytko, F. Lord, K. Mansfield, A. Picotte, M. Stiermann

**Opposed: (1)** A. Trau

**Abstention: (2)** A. Nemec, G. Phillips

***Motion Carried***

**Action Item:** C. Danik was requested to bring forward a revised policy for the next NEC meeting

**5. Committee Updates**

***(Agenda items # 5.1 and 5.2 were reviewed in-camera)***

**5.3 HR Subcommittee**

It was confirmed that although the HR committee currently has the minimum number of volunteers required, there is as a desire for an additional person. Following a brief discussion, it was decided by the NEC that in the event a member at large approaches the

President to join a specific committee, their application will be referred to the chair of that committee to determine if there is a need for an additional volunteer and subsequently seek approval from the NEC at that time.

#### **5.4 Constitution & By-Laws Committee**

The Committee will meet in the next 2 weeks to finalize the bylaw proposal.

Motion to review Agenda item # 5.5 in-camera

**Moved by:** A. Picotte

**Seconded by:** A. Coles

**Abstentions (1)**

*By show of hands: Carried unanimously*

#### **6. Reports**

**6.1 President's Report**

**6.2 VP's Report**

**6.3 Professional Services Report**

**6.4 Finance Report**

**6.5 Director of Policy**

The Chair noted that all committee reports will be submitted in writing in both official languages for NEC members review.

#### **7. Meeting Adjournment**

Motion to adjourn the NEC meeting

**Moved by:** K. Mansfield

**Seconded by:** H. Collins

*By show of hands: Carried unanimously*

**The NEC meeting adjourned at 5:37 p.m. EDT**

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*The above minutes are accepted as a true representation of the National Executive Committee meeting held on May 25<sup>th</sup>, 2018*

**APPROVED by:**

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Chairperson

Date