

## CAPE Executive Committee

Minutes of June 22, 2006  
CAPE National Office  
Boardroom  
5:30 p.m.

**Present:** J. Aggrey (Chair), D. Brackley, R. Oslund, M. Holyk, M. Korol, C. Lakaski, R. McVicar, A. Picotte, P. Rosen, C. Therrien, C. Danik, S. Wensink (staff).

**Apologies:** C. Card, J. Patterson, S. Spak, M. Zinck, D. Martin.

### Approval of Agenda

It was moved by P. Rosen, seconded by A. Picotte, that the agenda be approved.

In favour = 9; Against = 0; Abstention = 1. **Motion carried.**

### Approval of Previous Minutes

It was moved by P. Rosen, seconded by A. Picotte, that the minutes of May 18, 2006 be approved.

In favour = 10; Against = 0; Abstention = 0. **Motion carried.**

### Constitution and By-Laws Committee

C. Therrien informed the NEC that a work plan to review the Constitution and By-Laws is in place for the summer.

It was moved by C. Therrien, seconded by P. Rosen, that the NEC establish an award in the memory of Trong Nguyen and that it be presented at the Annual General Meeting.

D. Brackley made a friendly amendment to the motion which was accepted by C. Therrien. Therefore, it was moved by C. Therrien and seconded by P. Rosen that:

**AThe NEC establish an annual award in the memory of Trong Nguyen in recognition of exemplary service of a Local Leader and that it be presented at the Annual General Meeting@.**

In favour = 10; Against = 0; Abstention = 0. **Motion carried.**

## **Creation of a Strike Fund**

C. Lakaski noted that it should not be called a "Strike Fund" but a "Defence Fund" and could be based on a formula to be developed by the Finance Committee.

Discussion focused on the pros and cons for developing such a fund. It was noted that the NEC may first identify why such a fund is needed. There was a suggestion that once the NEC has established the Political Advocacy Team, it should be asked to identify what needs to be done in terms of advocacy and the funds required.

J. Aggrey noted the issue needed further discussion and therefore recommended that it be tabled till the next meeting.

## **Discussion of CAPE business outside Committee meetings**

P. Rosen spoke about the fact some NEC members continue to further engage in email discussions of issues that NEC or sub-Committees have already dealt with at their meetings. He said he found such discussions unproductive. He encouraged NEC to work in a constructive manner and to respect decisions made democratically.

There were some comments that sometimes, discussions after meeting could be useful if the purpose was to enhance or enlighten debate.

## **Professional Services Report**

### **EC Classification Reform**

PSHRMA has completed its validation of the final version of the EC standard, Version 7. CAPE was provided with a copy of Version 7 as well as, for the first time, a copy of the Application Guidelines, its Version 4. CAPE has requested copies of work descriptions representing both ES and SI type work for each of the eight levels of the EC group.

Now that we have been provided with what we have been told are the final versions of these various documents, CAPE has begun preparing various tools for the local leadership and the membership.

Shortly, we will be sending a document to the EC local leadership regarding consultations on the matter of group allocation. By early August, we will post on the CAPE web site and send to local leaders a copy of a document similar to the document that we prepared for ES and SI members for UCS. The document will explain to members their rights further to the collective agreement, and give advice regarding work description writing in relation to the EC standard.

### TR Collective Bargaining

Since the May meeting of the NEC, CAPE came to a tentative agreement with Treasury Board on the matter of a new TR collective agreement. The pay adjustments are for a 2.4% increase as of April 19, 2005 and 2.5% increase in 2006. In addition, TR members will have an extra 5 days of annual leave available, once in a career. Finally, to address serious problems with a new after-hours service that is being provided by the Translation Bureau, a new paragraph has been added to the hours of work clause, and a new pay supplement for members working said hours.

Members are voting on the tentative agreement. They have until tomorrow at noon. We begin counting ballots tomorrow at noon. The members of the bargaining committee and the members of the team did a great job under very difficult conditions (elections, mandate delays) [Carol Card, Suzanne Dumas, Ellen Garmaise, Luc Gervais, Lionel Perrin and Claude Poirier]. I wish to take this opportunity to thank them for the long hours of work.

We are scheduled back at the table next April, which means that we will be calling for volunteers next September.

### EC Collective Bargaining

Since the last meeting, the EC bargaining committee has completed its proposal document, selected a bargaining team and met with the Employer's bargaining team on June 19.

The members of the bargaining team are: Derek Brackley, Ghislain Dussault, Marcy Holyk, Anna Sipos, Clayton Therrien, Barbara Townsend-Batten; the substitutes are Gabriel Breton and Charles Lasalle.

PSHRMA is not in a position to guarantee that the data base that we will need to negotiate pay will be ready at any time in the near future.

D. Brackley wished to thank C. Danik for his excellent skills.

### Financial Incentive Plan

A meeting of the Steering Committee has been scheduled for June 29. Various matters related to the new agreement will be discussed including the matter of a committee that must begin a review of the incentive plan at the IPTD.

### Internal Matters

Ongoing - no report.

### Other Matters

- I gave a presentation of CAPE's experience of consultations on the matter of the new EC classification standard to the Association of Classification and Organization Consultants on June 19<sup>th</sup>.
- A new issue of *Professional Dialogue* will appear next week. Included in this most recent edition are articles on collective bargaining, whistle blowing legislation and classification. Henceforth, the publication will be more analytical and less descriptive.
- CAPE received this week results of the most recent public service employees survey. We will analyze the data as provided by PSHRMA and produce a summary for the NEC and local leaders for the next NEC meeting, in September.

CAPE will be offering the following training opportunities in the Fall: (1) stewards training; (2) OSH; (3) Know your collective agreement, both the course on the TR agreement and the EC agreement; (4) a new course on the duty to accommodate; (5) a new course on collective bargaining; (6) noon time sessions on the new Public Service Labour Relations Act and the new Public Service Employment Act.

### **President's Report**

#### Public Service Survey

PSHRMAC had informed me that the PS survey results would be released to public on June 23, 2006. I had delegated H  pne Paris, our Research Officer to represent me at the pre-release meeting called by PSHRMAC. The results would be analysed and the relevant aspects of it to CAPE will be posted on CAPE website.

#### PSHCP

The Pre-Partners Committee met on June 20, 2006 and the work on the Letters Patent and Guidelines for the establishment of a Trust or Board of Directors for the PSHCP Corporation is ongoing.

#### Meeting with Hon. Michael Fortier, Minister of PWGSC

Two issues of great concern to CAPE were brought to his attention: the issue of "phantom translators" and the move of the Translation Bureau from the NCR, Quebec, to other regions of Canada. On the former, he admitted that he was not aware of the

practice by departments to use unqualified translators to do the work of our TRs. He was reminded that there was a TB Directive which prohibited departments from engaging in such practices and encouraged him to work with his colleague, John Baird, President of the TB to take the necessary measures to address this problem. He agreed to our suggestion.

On the issue of a possible move of the Translation Bureau from the NCR, he assured us that the issue is not being contemplated by his government and that it is not a priority.

In all we found the meeting quite productive.

#### Meeting with TB Officials

The purpose of the meeting was to find out the impact, if any, on our members of the new government's initiative on cost cutting and savings that departments have been requested to make.

I was assured that the intent was not a downsizing exercise, but to eliminate grants and contributions allocated to programs that were no longer relevant. To effectively monitor any possible negative impact on our members, I requested the NEC members to report any cases of downsizing resulting from the initiative to me.

#### Local Leadership Meeting

This was held on June 14, in the afternoon instead of the normal meetings in the evenings. The main reason for changing the time was to address the complaint that evening meetings usually become less productive after 8:00 pm and that they do not allow adequate time for discussions. That on the contrary, afternoon meetings are more productive and allow more time for members to participate effectively in discussions, particularly when issues related to constitution and by-laws are being discussed.

There were about 27 participants including members from the regions. Some good ideas were discussed. The discussions were taped and once the transcripts are ready, they will be provided to the NEC members.

#### Sub-Lease of Office Space

The NEC members were informed that efforts to sub-lease are ongoing; that the latest prospective sub-leaser who toured the premises concluded that there was no natural fit with regards to the availability of reception area or reception services.

### Legal Opinion on Privacy Policy

Members were given a draft version from counsel which had not yet been translated into French. This would be done as soon as comments are received and a final document is produced.

### **Administration Services Report**

#### Server Proposals

As required, three quotes were received and were forwarded to the sub-committee members with management's recommendation. The recommendation was based on the pricing, quality, professionalism and ability to work with the Association and staff. The sub-committee was asked whether they agreed or not with the recommendation and to provide any comments prior to a due date.

#### Update on Elections Committee

The Elections Committee for 2006 held their first meeting on May 16<sup>th</sup>. Mr. Michael Dewing from the Library of Parliament was selected as the Chair. The call for nominations and resolutions documents were reviewed and approved with minor corrections for clarity purposes. These documents were mailed to the membership on May 31<sup>st</sup>.

The Elections Committee wants to provide candidates with a guideline on campaigning procedures/rules/past practices which they are in the process of preparing for the upcoming election so that candidates will be aware of what they are allowed to do while campaigning.

The summary of the meeting is posted on the website and their next meeting is scheduled for September 6<sup>th</sup>.

#### NJC Seminar

I have secured the two additional seats for the Association and I have forms for the attendees to complete.

Following are the Association's representatives; José Aggrey, Claude Danik, Jean Ouellete, Derek Brackley, Clayton Therrien, André Picotte, Carol Card and Marcy Holyk.

### **Finance Committee**

It was noted, that not all the documentation was distributed to the National Executive Committee.

**Retreat Report**

J. Aggrey would like to devote a full day meeting to identify a priority list of what the Association should be doing in the short-term, medium term and the long-term.

D. Brackley is very concerned that this meeting can not take place before September. The consensus of the members present was to not have a meeting in the summer and that it could wait until September.

**Other Business**

There was no other business.

J. Aggrey wished the NEC a good summer and thanked them for all their efforts.

**Adjournment**

It was moved by R. McVicar, seconded by M. Korol, that the meeting be adjourned at 9:05 p.m. **Motion carried.**

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Date

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J. Aggrey  
Chair