

**CAPE Executive Committee
Minutes of May 27, 2009
CAPE National Office
Boardroom
5:45 p.m.**

Present: C. Poirier (Chair), I. Dawson, B. Gauvin (teleconference),
C. Lakaski, D. Londynski, S. Maguire, M. Mascaro, A. Picotte,
S. Spak, D. Martin, J. Ouellette.

Apologies: L. Perrin, L. Whitmore, C. Danik.

1 a) Approval of agenda

The following items were added to the agenda

3 h) – Issues Related to Past President

Motion: It was moved by A. Picotte, seconded by C. Lakaski, that the agenda be approved, as amended. **Motion carried.**

1b) In Camera Minutes of April 29, 2009

This item was tabled.

1 c) Finance Committee Recommendation

The Finance Committee recommends that the NEC adopt the following motion:

Whereas the budget review constitutes an essential requirement for the smooth operation of the Association, given that the budget requires the approval of members, it is therefore moved that henceforth:

- the financial information required for the budget be finalized no later than March 31st,
- the first budget review meeting be held no later than April 30th subject to, at least, a 15-day notice,
- the financial information required for the budget be provided to the Finance Committee in both paper and electronic formats at least 15 days before the first meeting.

Motion: It was moved by A. Picotte, seconded by M. Mascaro, that the motion be approved, as amended. **Motion carried unanimously.**

2 a) President's Report

Vacant LoP and TR Director positions

C. Poirier advised that volunteers for the vacant LoP and TR Directors positions have come forward.

Motion: It was moved by S. Maguire, seconded by D. Londynski, that Marc-André Pigeon be appointed as the LoP Director effective immediately. **Carried unanimously.**

Motion: It was moved by A. Picotte, seconded by C. Lakaski, that Geneviève Thibault-Gosselin be appointed as the TR Director effective immediately.

In favour = 8, Opposed = 0, Abstention = 1. **Motion Carried.**

Workplace Assessment Review

This item was discussed In Camera.

2 b) Professional Services Report

Internal Matters

No one has expressed an interest in the internal staffing for the second term Labour Relations Officer – Classification. We will proceed to an external (Public) staffing later.

Review of the PSEA

As provided for in the PS Modernization Act, the PSEA is in the process of being reviewed. We are in the process of determining how and when local leaders will be consulted as their workplace input will be of great assistance. This consultation will be carried out in early Fall. LRO's will also be consulted. In light of our Charter challenge, we must insure that our positions regarding staffing are consistent.

3 a) Report on Analysis of in-house Legal Counsel

This item was tabled.

3 b) Records Management

D. Londynski suggested that a third party do an analysis on the Association's records management.

C. Poirier mentioned that there are recommendations coming forward in the workplace review and that J. Horvath had volunteered to assist with this matter.

D. Londynski mentioned that perhaps the Association could look into tools used by the NEC to share information and documents. The Association should look into new technologies that would allow the Association's Committees and sub-committees to share documents as well. The Association should examine the possibility of sharing the costs with other unions, including the A.C.F.O.

3 c) Minutes/Summaries of CAPE Meetings

D. Londynski asked how minutes for meetings are prepared and distributed. He also asked what is included in the minutes for example, if supplementary documents are attached as appendices.

It was requested that In Camera minutes be distributed to the NEC once completed.

3 d) Process for Claims by NEC

This item was tabled.

3 e) Local statistics

D. Martin provided the breakdown of bargaining unit employees by geographic location and the Local that they belong too.

Further information was asked for and D. Londynski offered to work with D. Martin on this further.

3 f) Resolution of ESU Complaints

This was discussed in camera.

3 g) Sub-Committees

The NEC was provided with the costs breakdown, membership lists and Terms of references for CAPE committees and sub-committees.

It was requested that the costs breakdown for each of the committees be further detailed as to the costs for travel, food, translation, interpreters etc..

It was agreed to send a memo to all current members and those who volunteered to participate on Committees electronically requesting that they confirm their continue interest to volunteer or remain on a committee with a deadline date to respond and to advise them that the Committees have not yet been

reestablished by the NEC.

3 h) Issues Related to Past President

This was an In Camera discussion.

4 a) President & Management severance

This item was tabled.

4 b) Reimbursement of Internet for staff

This item was tabled.

4 c) Insurance coverage for NEC and Local Leadership

This item was tabled.

5 a) 2008 Elections & Resolutions Report

This item was tabled.

6) Adjournment

It was moved by C. Lakaski, seconded by A. Picotte, that the meeting be adjourned at 10:05 p.m.

In favour = 5, Opposed =1, Abstention = 3. **Motion Carried.**