



**National Executive Committee
Minutes
Wednesday, October 28th, 2015, 4 p.m.
National Office
Boardroom 1967
100 Queen Street, 4th floor,
Ottawa, Ontario**

Present:

E. Tremblay (chair), N. Giannakoulis, A. Picotte, A. Butler, C. DesRochers, J. Hove, R. Kelly (Tele), S. Mullen, N. Poithier, J. Squires, Jacob Porter (Tel.), C. Vézina (Tel.), I. Borré, D. Versailles (Secretary)

Excused:

N. Burron

1. Items for approval

a) Adoption of the Agenda

- There was a suggestion to create a Dropbox to facilitate group works, share and edit all NEC documents.
- The President informed that there will be an Ad Hoc NEC meeting on Monday, November 9th, 2015.

It was moved by Nick Giannakoulis and seconded by André Picotte to adopt the agenda with minor edits. **Motion carried unanimously.**

b) Adoption of the minutes from the September 30th, 2015 NEC meeting

It was moved by André Picotte and seconded by Stephen Mullen to adopt the minutes of the last NEC meeting.

Motion carried unanimously.

c) Adoption of the in camera minutes from the September 30th, 2015 NEC meeting

It was moved by André Picotte, and seconded Jessica Squires to adopt the minutes with minor edits.

In favor = 9, opposed = 0, Abstention= 2. **Motion carried.**

2. Matters arising

a) Discussion about PIPSC Database proposal

CAPE requested a revised proposal from PIPSC to get a new estimate based on CAPE paying the full upfront costs of migrating the database to the PIPSC platform and excluding the ongoing membership services support from PIPSC. However, PIPSC declined to issue another proposal, highlighting that they had received the leadership's signal that they are not exporting their database infrastructure as a new line of business.



On the broad issue of dues recovery, concerns were raised about the centralization of the compensation function in Miramichi, where there is no formal process in place for rectifying union dues. CAPE must take a proactive approach to increase dues recovery.

CAPE currently recovers about \$ 90,000 in dues yearly, whereas PIPSC recovered about \$6 million over the last years with 4 times as many members. Although CAPE has limited resources, every account is reconciled. PIPSC have more staff and a more advanced technology for dues recovery.

There was a suggestion to consider the following when selecting a new database externally:

1. Establish a list of other possible places that offer similar services in terms of the database management.
2. Analyse the current status of CAPE's database- how much of a gap in term of member's personal emails and other relevant information does CAPE have on file.
3. Determine the projected cost compared to CAPE current cost with InSite.
4. At some point we may wish to involve CAPE'S lawyers to review any agreement with a service provider.

The current shortfalls of the CAPE database include; data integrity, reconciling dues, issues with survey in terms of translating English/French forms; limited information we collect on members as per the application form. There were also issues with the communication portal; however a large part of it was addressed by programming and providing training to the staff.

Other products that were explored include; PSAC's Union Ware, Nation Builder, several private IT companies, and other off the shell database products. There was about four or five options but only two proposals seemed appropriate for our needs: Union Ware and PIPSC. The two options are very strong in terms of membership services and dues management, but might fall short when it comes to the communications interface for email communications to members and survey/votes. The other option would be to revisit the terms of the now expired contract CAPE has with InSite in Vancouver. Costs are prohibitive, as the licensing agreement does not include programming work and any intervention from an InSite staff to make changes to the database are charged at a hefty fee.

Motion to go in camera by Jessica Squires and seconded by André Picotte: 5:15 p.m.

Motion to move out of camera by Sean Maguire and seconded by André Picotte: 5:35 p.m.

a) Report from Sami Rehman (chair of the Audit Committee)

A meeting was held in September 23rd with the auditor. They reviewed the financial statement and recommended some changes. The auditor informed that there was an improvement in CAPE's financial position compared to last year's. The strike funds will be included as a separate line in the balance sheet in the upcoming year. The audit was aligned with the Canadian audit standard.

There was a lack of structure in the first meeting with the audit team. It was suggested to draft new terms of reference for the audit committee so that it does not only meet to review the Audited financial

statements but has an oversight function throughout the year. It could meet quarterly and work through a diligent process.

Discussion points raised:

It was noted that the auditors' process involves collecting information by looking at the national standards, reviewing CAPE's policy and test a sample to ensure consistency.

CAPE has been using the same audit firm for four years. It might be advisable to look for a new firm after next year.

The President confirmed that any amount that was lent to employees for tax purposes will be shown in the statement of operations in the next audit period and will be counted as expenditure under Staff salary and benefits.

Motion: It was moved by Jessica Squires, and seconded by André Picotte that the NEC accept the report from the audit committee and will proceed with an electronic vote on the recommendation from the members for approval after clarification has been received about the contingencies notes on page 16.

Motion carried unanimously

b) Follow-up to Leadership Summit by Emmanuelle Tremblay

The Leadership Summit was very positive, the members grasped the importance of maintaining the commitment for continued mobilization initiatives. They also understood the importance of putting pressure on the new government to ensure that C-59 is not imposed on the bargaining agents.

During the summit, members suggested the following changes to agreed-upon strategic objectives (in bold):

1. CAPE members are kept informed and have the opportunity to engage in and shape the union **and the workplace**
2. CAPE and its members exert influence as strong and respected members of the labour and social justice movements and actively promote a **fair and sustainable economy**.
3. CAPE is positioned to successfully defend and improve the working conditions of its member's through collective bargaining. **(Removal of time limit on future and current bargaining)**

Discussion points raised:

It was suggested that local leaders and members could be involved in the process for making changes to the strategic objectives.

The discussion on the Strategic Objectives was used as an icebreaker to get inputs from the participants, it was not meant to be a wordsmithing exercise. Although consideration should be given for the members that provided their inputs at the Leadership Summit, the Strategic Objectives remain the NEC ones and we should agree to only minor tweaks to clarify the original intention.

The summit yielded valuable action plan items to meet the strategic objectives. Themes and outcomes were also discussed. Six groups were formed to brainstorm on different subjects; each group provided recommendations and proposed some action plan. An open letter will be sent to Trudeau. The steward role will be more defined and enhanced. There will be more opportunities for stewards' participation in labour management consultative meetings and such changes will be communicated to Local Leaders.

Member suggested that the strategic objectives should not be static and should evolve along with member's feedback. There should be more clarification regarding the process and the goal for making changes to the strategic objectives.

It was concluded to include in the report from the Summit the original list of objectives with only minor edits that are agreed upon by the NEC. A highlight of the comments shared by participants at the summit will also be included in the. An introduction will be added to the summit report along with the contextual background.

Jessica Squires will create a list of actions drawn from the report.

3. Item for decision

a) Motion to allocate 100 000\$ from Contingency Funds to Collective Bargaining Line and 3000\$ from Contingency Fund to Fees Affiliation Line.

Report from N. Giannakoulis

With the costs associated with the LoP contract arbitration that had not been originally factored into this budget line, the Collective bargaining budget line went into deficit. The motion proposes to move monies from the contingency to cover this \$11,419.18 deficit, as well as transfer funds to cover for anticipated future costs related to ongoing EC and TR negotiations.

The committee re-evaluated the bargaining schedule for the upcoming year and the proposed additional funds should be more than enough to cover all the cost including legal fees of the C59 constitutional challenge if it goes forward.

Motion Moved by Stephen Mullen and seconded by Jessica Squires

Be it resolved that \$11,419.18 be transferred from the Executive Contingency Fund to cover the shortfalls on the Collective Bargaining budget line.

Be it further resolved that \$100,000 be transferred from the Executive Contingency Fund to Collective Bargaining for future needs.

Be it further resolved \$3,000 be transferred from the Executive Contingency Fund to Fees Affiliation for the foreseen cost of the NJC Legal Defence Fund.

Discussion points raised:

It was noted that the motion was to transfer \$11,419.18 from the contingency fund. However, on page 3 of the statement of operations, item 19-Contingency Funds show that \$11,439.40 was already allocated in July 2015. Members are wondering if it is a coincidence that an amount very similar to the one of the

Collective Bargaining line would have already been assigned, without prior NEC approval. It is the responsibility of the finance committee to ensure consistency in the financial statements. Since NEC has not approved any use of contingency funds to date, it requests that the finance committee review the July and August statements to clarify what the amount refers to and make sure there has not been a mistake.

Motion to divide: Moved by Alex Butler and seconded by André Picotte, to split the above motion into two, since the deficit already occurred and more discussion is required regarding the planning aspect.

In favor=12, oppose= 0, Abstention=1. **Motion carried.**

First motion: Be it resolved that \$11,419.18 be transferred from the Executive Contingency Fund to cover the shortfalls under the Collective Bargaining budget line.

In favor=12, oppose= 1, Abstention= 0. **Motion carried.**

Second motion: Be it resolved that \$100,000 be transferred from the Executive Contingency Fund to Collective Bargaining for future needs.

Be it further resolved that \$3,000 to be transferred from the Executive Contingency Fund to Fees Affiliation for the foreseen cost of the NJC Legal Defence Fund.

Motion carried unanimously.

b) Motion to endorse the [100% Possible Climate March](#)

Motion: Moved by Emmanuelle Tremblay and second by Stephen Mullen.

Be it resolved that CAPE endorse the 100% Possible climate march to be held in Ottawa on November 29th, 2015, ahead of the Paris Climate Summit.

Discussion points raised:

Member asked for more information and details and was reminded that there was a link to the website in the Agenda that was sent to NEC members ahead of time.

A member indicated that the goal of the campaign is in line with CAPE'S values and supported by well-known participants such as Mr. David Suzuki.

The mobilization committee is in the process of developing guidelines regarding endorsing and, where relevant, financially supporting certain events. Below is a list of potential criteria:

1. Does the event align with CAPE's values?
2. Does CAPE have a budget to endorse certain events?
3. What is the level of commitment that CAPE can engage it beyond a simple endorsement? To engage the members and make it a priority?

A member indicated that Alberta economy strongly depends on the oil industry. The 100% possible climate initiatives may not be well received by the workers in the oil industry as well members that are located in Alberta.

There was a suggestion to create a list with ten elements to consider before deciding whether or not to endorse the movement.

In favor=9, Oppose=3, Abstention=1. **Motion carried.**

c) Motions to approve various candidacies for Constitution and By-Laws Committee

Motion: Moved by Nick Giannakoulis and seconded by Jessica Squires

Be it resolved that the candidates below be accepted as members of the Constitution and Bylaws Committee (CBC).

- Laura Smith
- Dorin Petriu
- Shawn Morton
- Mathieu Stiermann

Motion carried unanimously

4. Reports

a) President's report (C-59 Injunction, New Locals)-Emmanuelle Tremblay

CAPE inaugurated a new way to communicate with members: a first, pre-election Podcast by the President was published on the website.

There are two new locals- Treasury Board and Environment Canada. There will be a second meeting with TBS to select the additional local executive members as there was still much hesitation to be involved with the union in the pre-election atmosphere when the AGM was held. The members there suggested another meeting be called after October 19th to invite members to get more engaged.

By contrast, at an AGM held at Environment Canada right after the federal election, eight members volunteered to become stewards at local 524.

The request for C-59 injunction has been postponed to early March, this will allow the Liberals to demonstrate their goodwill and not impose sick leave and short-term disability on bargaining agents.

EC and TR bargaining is postponed indefinitely and might only resume in early 2016.

CAPE will want to consult its members to reassess its mandates at the EC and TR tables. A survey is likely to be a tool, as well as an invitation to participate in broader bargaining reference committees for the rest of the round.

Ron Cochrane-NJC union Co-Chair will be stepping down of his role after close to 10 years at the December NJC meetings. Emmanuelle Tremblay is exploring the idea of putting her name forward as a



possible next NJC Co-Chair. She feels she might be well-placed to promote a more collaborative environment with all bargaining agents.

Discussion points rose:

It was discussed to explore the Joint Learning Program as a cost-effective and non-threatening approach to union-related training for members interested but unsure about getting more involved with CAPE.

The NEC should have input on how and where the President invests her time and energy, as it impacts the Association in term of establishing priorities. It may also create a potential need for new resources. There should be a discussion from an organisation point of view.

Member mentioned that the NJC may not be the right forum to promote solidarity among bargaining agents.

b) Administrative services report (AGM preparations)-Isabelle Borré

The Election and Resolutions Committee will post a second document produced by the three candidates for the vacant EC Director position. The committee is also assisting in the preparation for the upcoming AGM on Tuesday November 17, 2015.

The agenda for the AGM will include the following items:

1. CAPE Committees information tables / Dinner
2. Opening Address
3. Guest Speaker, Mr. Mike Palecek from CUPW
4. Assembly Opening
5. President's report and Financial statements' approval
6. Question Period
7. Resolution
8. Question Period
9. Candidates' Debate for EC Director

There have been several staff on extended leave; however a back –up system was created to alleviate the challenges. The contract for three employees in administration has been extended.

CAPE's current teleconference system is not sufficient to secure more active participation from members from across the country. CAPE wished to set-up a video-conference system for the office and the analysis of various options is still underway.

c) Professional services report-Claude Vézina

Given the new government in place, it seems that the stress level has been decreasing in the workplace in terms of the labor relations. As a result, more cases are expected to be resolved.

d) Reports from Committees

i. Mobilization and Job Action & Education

There was no meeting for MJAC.

ii. Communications

The Communications committee will be restarting after the AGM to continue working on the website realignment.

iii. Ad-Hoc HR Sub-Committee

No new meeting

iv. Young Members Advisory Committee

There will be a discussion panel on Tuesday, November 3rd regarding “Youth and precariousness in the public service”. The event is open to everyone including non-members. David Macdonald will be the guest speaker.

v. External Committees

The Ottawa local coalition met to ensure that the removal of home mail delivery will not be put into effect. Canada Post plan to put a hold on the community mailbox project, a great result of public pressures exerted during the campaign.

The taxi lock out is still undergoing, workers are tremendously affected and they appreciate CAPE’s support.

5. Miscellaneous

None

6. Meeting adjournement : at 9 :00pm

Motion: It was moved by Johanna Hove, seconded by Sean Maguire to adjourn. **Motion carried unanimously.**