

MINUTES
of the
FIRST UHEW NATIONAL COUNCIL MEETING
April 4 - 6, 2017

In attendance:

Brother Todd Panas, National President
Sister Shimen Fayad, National Vice-President
Brother Jeff Irwin, National Vice-President
Sister Karla Levangie-Connor, RVP, Atlantic
Brother Bob Ellis, RVP, Scotia-Fundy
Brother Steve Maund, RVP, N.B./P.E.I.
Brother Sylvain Guimont, RVP, Quebec
Sister Jayne Powers, RVP, National Capital Region
Brother Michel Lépine, RVP, National Capital Region
Sister Cheryl Sullivan, RVP, Ontario
Brother Kevin Lundstrom, RVP, Ontario
Sister Faye Kingyens, RVP, Manitoba
Brother Larry Schlosser, RVP, Saskatchewan
Brother Dan Grunert, RVP, Prairie and Northern
Sister Elaine Alt, RVP, Alberta/BC/Yukon
Brother Richard May, Alternate RVP, British Columbia/Yukon
Brother Daryl Hoelke, Executive Assistant

Regrets:

Sister Jennifer Higdon, RVP, Newfoundland/Labrador
Brother Daniel H Gauthier, RVP, Quebec

1. **CALL TO ORDER**

The meeting of the National Executive was called to order at 8:30 a.m. on April 4, 2017 with Brother Todd Panas, National President, in the Chair.

A round-table is held as way of introduction for the new RVP of the Ontario Region, Brother Kevin Lundstrom and the Alternate RVP, British Columbia/Yukon Region, Brother Richard May, who is replacing Sister Elizabeth Oliphant in her absence.

2. **HARASSMENT STATEMENT**

The Harassment Statement was read by Sister Shimen Fayad, National Vice-President. Sister Fayad and Brother Daryl Hoelke, Executive Assistant, were identified as the Harassment Coordinators.

3. **HOURS OF SITTING**

It was agreed by consensus that the hours of sitting would be as follows:

April 4th	-	8:30 a.m. – 11:45 a.m.; 12:45 p.m. – 4:30 p.m.
April 5th	-	9:00 a.m. – 11:45 a.m.; 12:45 p.m. – 5:00 p.m.
April 6th	-	9:00 a.m. – 11:45 a.m.; 12:45 p.m. until completion of business

4. **UHEW HONOUR ROLL**

Tommy Korobanik, Local 00023

A moment of silence was observed for all members who have passed away during the reporting period.

5. **VOTING MODELS**

The voting procedures were explained. For non-substantive motions, votes will be by show of hands; if all agree, consensus is called. A recorded vote will be taken for all substantive motions.

6. **AGENDA**

MOTION: m/s Lépine/Maund

That the Agenda be adopted as amended:

April 4, 2017

- 28. UHEW Toll-free number
- 29. Retro payments – Council and Local members

6. **AGENDA** (*Cont'd*)

April 6, 2017

4. In-camera session
5. Round Table

Agreed by Consensus

7. **APPROVAL OF NATIONAL COUNCIL MINUTES**

MOTION: m/s Ellis/Powers

That the Minutes of the National Council Meeting held January 10 – 12, 2017 be adopted.

MOTION: m/s Irwin/Kingyens

That this item be tabled until a conference call to be held within a month.

Agreed by Consensus

It was agreed, as a trial, that minutes will be approved by National Council via a Conference Call one month after a Council meeting in order to expedite their approval and distribution.

Sister Shimen Fayad, National Vice-President, assumed the Chair.

8. **REPORT OF THE NATIONAL PRESIDENT**

MOTION: m/s Panas/Schlosser

That the Report of the National President be adopted.

CARRIED (RV 1)

Brother Todd Panas, National President re-assumed the Chair.

9. **REPORT OF THE NATIONAL VICE-PRESIDENTS**

MOTION: m/s Fayad/Kingyens

That the report of the National Vice-President, Sister Shimen Fayad, be adopted.

CARRIED (RV 2)

MOTION: m/s Irwin/Guimont

That the report of the National Vice-President, Brother Jeff Irwin, be adopted.

CARRIED (RV 3)

11. **REPORTS OF THE REGIONAL VICE-PRESIDENTS**

MOTION: m/s Maund/Grunert

That the reports of the Regional Vice-Presidents be adopted.

Agreed by Consensus

(Reports not received at time of meeting: Sisters Jennifer Higdon, RVP, Newfoundland/Labrador and Faye Kingyens, RVP, Manitoba and Brother Daniel H. Gauthier, RVP, Quebec)

Council members were reminded of By-Law Section 8, Sub-section 3 h) *“File a report of their activities and recommendations during their tenure to the National Council six months prior to the Triennial National Convention”*; as such, reports are to be sent in to the National office by June 1, 2017.

Sister Cheryl Sullivan wished to add to her report that Science and Technology, ECCC has a new ADM who is taking action to address toxic workplaces.

11. **REPORTS OF THE REGIONAL VICE-PRESIDENTS** (*Cont'd*)

Brother Kevin Lundstrom informed that positions were being lost in Health Canada in Northern Ontario due to individual positions being transferred out of Health Canada to First Nations.

10. **FINANCIAL STATEMENTS**

MOTION: m/s Irwin/Lépine

That the unaudited Financial Statements for the period ending December 31, 2016 be adopted.

CARRIED (RV 4)

12. **RATIFICATION OF MINUTES OF NATIONAL COUNCIL EMERGENCY TELECONFERENCE CALL**

MOTION: m/s Levangie-Connor/Ellis

That the Minutes of the National Council Emergency Teleconference Call held on February 20, 2017 be ratified.

Agreed by Consensus

13. **RESPECT CAMPAIGN**

It is explained that this will be a standing item, as it is an important issue for UHEW. A banner will be displayed at Convention. There is general discussion on promoting the campaign in the regions and pushing for Regional Respect Committees within the departments.

The sitting of the National Council adjourned at 11:45 a.m. for lunch. The meeting was called to order at 12:45 p.m. with Sister Shimen Fayad, National Vice-President, in the chair.

13. **RESPECT CAMPAIGN** (*Cont'd*)

A Respect deck is to be shared with the RVPs in order to provide guidance while promoting and setting up Respect Committees.

25. **AD-HOC HONOURS AND AWARDS COMMITTEE REPORT**

MOTION: m/s Fayad/Ellis

That the report of the Ad-hoc Honours and Awards Committee be adopted.

CARRIED (RV 5)

Brother Todd Panas, National President re-assumed the Chair.

MOTION: m/s Levangie-Connor/Kingyens

Be it resolved that the Union of Health and Environment Workers name one of the \$3,000 scholastic scholarships after Tony Tilley and be known as the Tony Tilley Scholarship Award.

CARRIED (RV 6)

Other motions noted in report are to be discussed at a later time.

Brother Jeff Irwin, National Vice-President assumed the Chair.

23. **DONATION TO FIRES FOUNDATION**

MOTION: m/s Panas/Powers

Be it resolved that UHEW donate \$ 1000.00 on behalf of Dante, son of Lisa and John Coltess (member of Local 70712), for their newly formed foundation in order to find a cure for Febrile Infection-Related Epilepsy Syndrome "FIRES".

CARRIED (RV 7)

Brother Todd Panas, National President re-assumed the Chair.

15. **NATIONAL PUBLIC SERVICE WEEK**

There is a general discussion regarding the requested boycott of the National Public Service Week by PSAC. UHEW supports the boycott but it is not endorsed nor will it be enforced. Members can decide if they wish to participate or not.

14. **REGIONAL CONFERENCES**

Due to the cancellation of the venue for the former NHU Convention in Halifax and in order to avoid paying large cancellation fees, it was decided that the Fall Council meeting and RVP Training will be held in Halifax and the 2018 Atlantic Regional Conference will also be held in the same venue (June 19-22, 2018).

All other Regional Conference scheduling will be discussed/decided at the post Council meeting following the UHEW Convention.

18. **UPDATE ON SALE OF BUILDING AT 2181 THURSTON DRIVE AND MOVE TO 2781 LANCASTER ROAD**

An update is provided regarding the sale of the building at 2181 Thurston Dr. and the move to 2781 Lancaster Rd, potentially June 1, 2017.

24. **COUNCIL TRAINING**

Council will be held from November 6-10, 2017, with a Council meeting on the 6th and training from the 7th to the 9th.

20. **PSAC GREENING OF CONVENTIONS/CONFERENCES**

As requested by PSAC – a challenge is set to “green” all Conventions and/or Conferences. UHEW has already decided to go paperless for its Convention by providing a tablet to all delegates and observers.

19. **FINANCES**

This item will be discussed following the Budget discussion and approval, on April 5, 2017.

22. **PROMOTIONAL ITEMS**

Bottles for water will be provided at Convention. Any ideas or suggestion for promotional items, i.e.; jackets, steel mugs, are to be provided to Daryl.

Quotes have been requested for UHEW flags – one per region.

16. **SERVICE OFFICER OPERATIONS**

c. *Service Officer regional attachment*

As per email sent to Local and Council members:

- West of Ontario: Brother Stephen Vanneste
- Ontario and National Capital Region: Brother Luc Paquette
- Quebec and Atlantic: Brother Mark Hockley

Sister Kim Coles is away on secondment until April 30, 2017.

a. *Non-referral process/guidelines/communications*

The grievance process was presented. It was asked to add to the process that an email receipt be sent when material is received in the office. It was also requested that a delay of 48hrs be set as response time by Service Officers.

Action: That Service Standards be set for the National office.

b. *Representation of 2nd level grievances by RVP*

As per the discussions during the January 2017 Council meeting, both former Component's practices for these grievances will continue until Convention 2017.

d. *Process of representation concerning investigations*

A discussion is held on the process, procedures and union and managerial rights. It is noted that the union can be requested to support a member during a harassment complaint, but it must start at the Local level.

16. **SERVICE OFFICER OPERATIONS** (Cont'd)

- e. Department use of Memorandum of Understanding, Memorandum of Agreement or Memorandum of Settlement

It was explained that discussions where any of these memorandums could be engaged are to be discontinued until their intents are communicated with the National office, even those under the Joint Learning Program. These do not include memorandums reached in mediation during the grievance process.

- f. Discussion at UMCCs concerning issue of grievances not being resolved at lowest level

Grievances should be a standing item on the UMCC agendas, at all levels, where discussions are to be held regarding the denial of so many grievances at the first two levels. Management are promoting “Respect” and “Mental Wellness” therefore should not be denying so many grievances at the lowest level.

- g. Use of Part XX of the Canada Occupational Health and Safety Regulations – Violence Prevention in the Work Place

It was explained that this process was the choice route to use with issues of harassment and violence in the workplace. There is discussion in training the Services Officers in Reg. XX and to encourage Locals to use this process.

Action: Briefing to be sent to Council and Locals on Part XX

The sitting of the National Council adjourned at 4:45 p.m.

April 5, 2017

The meeting was called to order at 9:00 a.m. with Brother Todd Panas, National President, in the chair.

1. **REPORT OF THE FINANCE COMMITTEE (BUDGET 2018-2020)**

Each line items are explained and rationalized.

1. **REPORT OF THE FINANCE COMMITTEE (BUDGET 2018-2020)** (*Cont'd*)

Action: Provide a line item explanation document at Convention. Correction of number of Locals used for calculation of Presidents' Conference (57 vs 55). Add number of sponsored children.

MOTION: m/s Fayad/Irwin

That the 2018-2020 Budget as presented by the Finance Committee be adopted.

CARRIED (RV 8)

The sitting of the National Council adjourned at 12 noon for lunch. The meeting was called to order at 1:15 p.m. with Brother Todd Panas, National Co-President, in the chair.

A question was raised regarding Regional Conference attendees. This issue is tabled until a National Council conference to be held within a month.

Point of order: Brother Larry Schlosser, states that two agenda items that he had sent to the National officer were not noted on the agenda.

Ruling of the Chair: Point not well taken. These items should have been raised during the approval of the Agenda (Item 6 on April 4, 2017). However, they will be added to the agenda and discussed if time permits, i.e.:

- 30. Regional Structure Reorganization Committee
- 31. National Vice-President Appointment – rational

19. **FINANCES**

a. Credit cards

As per the auditors' recommendation, credit card use by Council members and staff is to be discontinued effective May 31, 2017.

19. **FINANCES** (Cont'd)

b. Advances for events/functions

Council members will be receiving advances for such events and functions based on the Finance Officers formula.

c. Standing advances

Standing advances will be offered to the newly elected Council for those members who wish to have them.

d. Administration days

As per Regulation 3, Council members will be paid their administration days monthly.

e. Use of LWOP forms

As per Regulation 3, evidence of approved leave without pay for union business/function is required.

f. Cellular phones and internet payments

Effective July 1, 2017, Council members will receive an allowance of \$75 for their cellular phones and the full value of their internet will be paid. Copies of invoices for both are required to be sent to the National office. Former arrangements/payments will remain in effect until July 1, 2017. Following Convention, the newly elected Council will establish a Regulation/Policy regarding this allowance.

g. Investment Strategy/Policy

MOTION: m/s Panas/Fayad

WHEREAS the UHEW Finance Committee has reviewed the previous NHU investment policy, and

19. **FINANCES** (Cont'd)

g. Investment Strategy/Policy (Cont'd)

WHEREAS the investment policy should be reviewed by the National Council on a yearly basis to keep up to date on the status of investments and be provided a yearly presentation by the Investment Broker, and

WHEREAS the investment broker has not provided a presentation on the status of the UHEW investments to the National Council; therefore

BE IT RESOLVED that the Investment Broker provide the National Council a yearly presentation on the status of UHEW investments and the National Council review the investment policy after the review; and

BE IT FURTHER RESOLVED that after every UHEW Triennial Convention, the elected President sign the UHEW Investment Policy to authorize the Investment Broker to carry out the UHEW Investment Policy for the budget cycle.

CARRIED (RV 9)

h. RVP Honorarium

There is a discussion on past practises between NHU and UEW. Instead of an honorarium, Council members will receive 2 administrative days monthly.

i. RVP Procedures – approval – expense claims

MOTION: m/s Fayad/Schlosser

WHEREAS NHU previously allowed filing receipts for claims electronically, and

19. **FINANCES** (*Cont'd*)

i. RVP Procedures – approval – expense claims (Cont'd)

WHEREAS it would appear that this type of filing would not cause any problem for the office, and

WHEREAS it would be more expeditious to accept electronic filing of claims; therefore

BE IT RESOLVED that starting with the expenses for this meeting and all future expense claims, the office will accept electronic copies of claims and receipts; and

BE IT FURTHER RESOLVED that members opting to file electronic receipts will be required to keep the original receipts for the two-year time period required by CRA for audit purposes.

CARRIED (RV 10)

Action: A finance email address is to be created to facilitate submission of expense claims and allow both Finance Officers access to this email, i.e.: finance@uhew-stse.ca. The former NHU electronic expense claim form will be used and posted on the Web site.

Capitalization of purchase Policy

This motion is as per auditors' recommendation.

MOTION: m/s Fayad/Maund

WHEREAS the UEW and NHU previously had various practices for capitalizing various purchases, and

WHEREAS the auditors recommend a dollar value for assets that require capitalization; therefore

19. **FINANCES** (*Cont'd*)

Capitalization of purchase Policy

BE IT RESOLVED that the new UHEW no longer capitalize purchases that are less than \$1000.00 but rather put them into expenses, and

BE IT FURTHER RESOLVED to continue to capitalize all assets that are valued at \$1000.00 or more.

Agreed by Consensus

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE**

The Committee presented the following resolutions to be adopted and forwarded to the UHEW Inaugural Convention.

1. Subject: Change Title

MOTION: m/s Maund/Kingyens

Whereas to be in compliance with the PSAC Constitution and regulations and to maintain good governance within the Component, the UHEW has a series of By-Laws, and

Whereas each By-Law is a separate item contained in a document titled UHEW By-Laws, and

Whereas in the normal course of referring to an item under a By-Law it is called a section of a By-Law; therefore

Be it resolved for the sake of simplicity of reference, the document titled UHEW By-Laws be amended to change the wording "Section" as the title for each separate By-Law to the words By-Law; ergo: "Section 1" would become "By-Law 1" and so forth and in turn, the title "sub-section" should become "section".

CARRIED (RV 11) (Brothers Dan Grunert and Larry Schlosser wished to be recorded as voting against)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

2. Subject: Remove references to Sub-Locals

MOTION: m/s Maund/Lépine

Whereas all currently existing sub-locals have been grandfathered, and

Whereas going forward the UHEW structure will not include sub locals; therefore

Be it resolved that all references to sub-locals contained in any and all By-Laws of the UHEW be removed from the text.

LOST (RV 12)

3. Subject: Section 5, Sub-section 4

MOTION: m/s Maund/Sullivan

Whereas there is currently nothing in the By-Laws to prevent someone in holding office in two organizations, and

Whereas it is not the intention of allowing a person to hold office in two organizations; therefore

Be it resolved that the following wording be amended in Section 5, Sub-Section 4, Point D to read as follows;

*d) Subject to any qualifications stipulated elsewhere in these By-Laws, PSAC constitution, Local, or Area Council By-Laws, to be nominated for & hold office in **only one local or component of the PSAC at any given time.***

CARRIED (RV 13)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (Cont'd)

4. Subject: Section 6

MOTION: m/s Steve/Cheryl

Whereas the former UEW has no sub locals, and

Whereas the former NHU has sub-locals which are inactive, and

Whereas the UHEW will grandfather existing locals, and

Whereas Section 6 is outdated, therefore

Be it resolved that Section 6 be amended as follows:

This component shall be composed of groups of members hereinafter referred to as locals.

MOTION TABLED

5. Subject: Section 7, Sub-section 3

MOTION: m/s Maund/Kingyens

Whereas the position of Executive Assistant to the President is a staff position and not a duly elected officer of the UHEW, and

Whereas the Executive Assistant's role, duty and responsibilities is to assist the President, and

Whereas the Executive Assistant is required to keep all matters of the union confidential, and

Whereas the Executive Assistant may be required by the National President to provide assistance as outlined in the roles, duties and responsibilities of the position; therefore

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

5. Subject: Section 7, Sub-section 3 (*Cont'd*)

Be It Resolved that all references to the Executive Assistant being included as a member of the ad hoc Advisory Committee be removed from Section 7, Sub-Section 3.

CARRIED (RV 14)

6. Subject: Section 7, Sub-section 4

MOTION: m/s Maund/Sullivan

Whereas the position of Executive Assistant to the President is a staff position and not a duly elected officer of the UHEW, and

Whereas the Executive Assistant's role, duty and responsibilities is to assist the President, and

Whereas the Executive Assistant is required to keep all matters of the union confidential, and

Whereas the Executive Assistant may be required by the National President to provide assistance as outlined in the roles, duties and responsibilities of the position; therefore

Be It Resolved that all references to the Executive Assistant being a member of the Standing Finance Committee be removed from Section 7, Sub-Section 4.

CARRIED (RV 15)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

7. Subject: Section 8, Sub-section 2

MOTION: m/s Maund/Sullivan

Whereas Council members arrange acquisition of all equipment, materials, and supplies necessary for the performance of their duties with a Financial Officer in the National Office, and

Whereas the Financial Officer is responsible for receiving and reviewing all expenses which are submitted for approval, not the National Vice-President, therefore

Be it resolved that Section 8, Sub-Section 2 d) be amended as follows;

d) Coordinate the orientation & training activities for newly elected council members.

CARRIED (RV 16)

Point of Order: Brother Bob Ellis is asking for the Council to stop debating the “Whereas” and to debate the “Be it resolved”.

Ruling of the Chair. Point well taken. All in attendance are reminded that the debate should remain with the “Be it resolved”.

Brother Jeff Irwin, National Vice-President assumed the Chair.

8. Subject: Section 8, Sub-section 3d)

Motion: m/s Maund/Lépine

Be it resolved that Section 8, Sub-Section 3 d) be amended as follows:

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (Cont'd)

8. Subject: Section 8, Sub-section 3d)

- d) *If available, attend all sessions of one Labour Federation Convention relevant to their region. The Council member is also responsible for coordinating registration and other arrangements with the National Office; attend all sessions of other meetings as requested or approved by the National President.*

CARRIED (RV 17)

9, Subject: Section 8, Sub-section 3l)

MOTION: m/s Maund/Sullivan

Be it resolved that Section 8, Sub-Section 3 l) be amended by removing the words “Area Council”

CARRIED (RC 18)

10. Subject: Section 8, Sub-section 3p)

MOTION: m/s Maund/Sullivan

Be it resolved that Section 8, Sub-Section 3 p) be amended as follows:

- p) Attend & assist locals to hold AGM, prepare financial statements, and revise Local By-Laws if requested.

CARRIED (RV 19)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

11. Subject: Section 8, Sub-section 3s)

MOTION: m/s Maund/Sullivan

Be it resolved that Section 8, Sub-Section 3 s) be amended as follows:

- s) Provide representation for second level grievances within their region when requested, and transmit the grievance & grievance information to third level when required.

MOTION: m/s Kingyens/Alt

That the resolution be referred back to the Committee and have them report back at the National Council conference call to be held within a month.

Agreed by Consensus

The sitting of the National Council adjourned at 5:20 p.m.

April 6, 2017

The meeting was called to order at 9:05 a.m. with Brother Todd Panas, National President, in the chair.

1. **REPORT OF THE CONVENTION COMMITTEE**

The Convention Committee reported on various items regarding the Convention, i.e., the Logo, Band, First Nation's presence at opening and closing ceremonies, swag and the work that the Host Committee is doing in regards to swag and items and information to be presented to Delegates and Observers, i.e.: plight of the Monarch butterfly, giving out milkweed seeds, free trade coffee, etc.

1. **REPORT OF THE CONVENTION COMMITTEE** (*Cont'd*)

Of the Convention Logos put forth for voting amongst the Council member won by one vote, but is too busy for printed material, it will be used for posters and background on the tablets. The logo in second place will be used for printed material and swag.

Information on where the activities and meetings will be held was also provided.

2. **UHEW NATIONAL INAUGURAL CONVENTION**

a) **Rules of Order**

MOTION: m/s Levangie-Connor/Irwin

That the *Rules of Order* be adopted.

CARRIED (RV 20)

b) **Election of Delegates/Alternates to the PSAC National Triennial Convention**

MOTION: m/s Irwin/Lépine

That the *Election Procedure for the Delegate and Alternate to the PSAC Triennial National Convention* be adopted.

CARRIED (RV 21)

c) **Convention Committee Chairpersons**

The number of Convention Committees will be decided once the resolution submission deadline has passed. The Convention Finance Committee will be Co-chaired by Sister Fayad and Brother Irwin. Convention committees will consist of 5 RVPs and 6 members at large. RVPs are to provide their top two committees on which they wish to participate to the National office by April 14, 2017.

2. **UHEW NATIONAL INAUGURAL CONVENTION** (Cont'd)

d) Travel to Convention

Travel for Council members will be on Sunday August 20, 2017 and return on Friday August 25, 2017, after 3:00 p.m. for those able to do so. Council meeting to be held on August 25, 2017 is for outgoing and incoming Council members only, not alternates.

Travel for Delegates and Observers will be Monday August 21, 2017 and return home on Thursday August 24, 2017, after 3:00 p.m. for those able to do so.

e) Convention Agenda

The Convention Agenda was discussed and finalized.

f) Speakers to Convention

Discussed at the same time as the Convention Agenda. The list of speakers will be provided once confirmed.

g) Meet and Greet (Wine and Cheese)

Will be held on Tuesday, August 22, 2017. A memo will be sent to Delegates and Observers regarding food allergies. A request will be made to the Hotel to identify the different cheeses and appetizers.

h) Hospitality Room

There will be 6 regional hospitality rooms – foyer with bedrooms on either side. Council members are to advise Brother Daryl Hoelke if they wish to be attached to their hospitality room or identify one of their regional delegates for this purpose.

i) Regional Caucuses

A general discussion is held. A procedural motion will be added to identify the Council members as automatic delegates to the PSAC Convention.

2. **UHEW NATIONAL INAUGURAL CONVENTION** (*Cont'd*)

j) **All Candidates Forum**

A general discussion is held where pros and cons are presented for such a forum. A recorded vote is called to evaluate the support from the Council. The vote is LOST (RV 22)

k) **Promotional Items and Items for Delegates/Observers**

As previously stated, Delegates and Observers will be receiving a tablet and a bottle for water. They will also receive a simple note pad and a pen. Other suggestions are presented, i.e.: stress ball, luggage tags, butterfly tattoo, refrigerator magnet. Other suggestions may be submitted to the Host Committee and/or Brother Hoelke.

Council members are asked to provide ideas for kiosks.

l) **Fees for Spouses, Friends and/or Family**

Once the dinner for the Convention Banquet has been selected, the National office will establish the fee.

m) **Pre and Post Convention National Council Meetings**

As discussed during item d) Travel to Convention, there will be a Pre-Convention meeting on August 21, 2017 and a Post meeting on August 25, 2017.

The sitting of the National Council adjourned at 12 noon for lunch. The meeting was called to order at 1:05 p.m. with Brother Todd Panas, National President, in the chair.

A presentation is made to Sister Sarah Caribou, retired Regional Vice-President, Ontario.

25. (April 4) and 3. (April 6) **SACRED WATER CAMPAIGN**

Information is provided regarding this campaign. Information will be available during Convention, where a petition will be promoted.

(From April 4 Agenda items)

17. **RVP HANDBOOK**

Brother Larry Schlosser presents the Handbook that was created by the former NHU as a guide for RVPs and their alternates. It contains the By-Laws, Regulations, Policies, RVP Duties, list of contacts. These documents are to be made available on Google Docs, to be shared with the Council members. The newly elected Council will be tasked with the possibility of creating a Policy as a governance. It is suggested that the Duties of the Alternate should be included. A new Handbook will be provided at the November Council meeting.

21. **UHEW REPRESENTATION AT NATIONAL JOINT HEALTH AND SAFETY POLICY COMMITTEES**

Brother Michel Lépine has been appointed as the representative on the Health Canada Committee, replacing Brother Tony Tilley. Sister Faye Kingyens will be the alternate. As a recap for all Council members, Brother Bob Ellis is the representative for Fisheries and Oceans Canada, Sister Jayne Powers is the representative for Environment and Climate Change Canada and Brother Dan Lauvaas (President, Local 20169) is the representative for Canadian Forest Service, Natural Resources Canada. The appointments will be revisited after the UHEW Convention.

Action: A letter will be sent to the Health Canada ADM and/or Management co-chair, informing them of Brother Lépine's appointment and replacement of Brother Tilley. Brother Gary Trivett is to provide past committee minutes to Brother Lépine,

26. **REPLYING TO EMAILS SENT VIA PSAC "MAISER" LIST**

The "Maiser" list is explained and the reasoning on its use. Since one cannot reply to these emails, a notification has been added to all outgoing emails informing the email recipient this.

28. **UHEW TOLL FREE NUMBER**

The National office will inquire on the possibility of keeping the same number for the new UHEW office location and will start promoting the toll-free number.

29. **RETRO PAYMENT**

Past practise from each former organisation will be reviewed and this item will be discussed during the Council Conference call to be held within an month.

30. **REGIONAL STRUCTURE REORGANIZATION COMMITTEE**

A Committee will be needed to examine the regional reorganization. This item will be added on the Friday August 25, 2017 Post Convention Council meeting, where a Committee will be created at that time.

31. **NATIONAL VICE-PRESIDENT APPOINTMENT**

As part of the merger agreement, a National President or Vice-President would not be replaced should they leave prior to Convention. The decision was made by the Advisory Committee to have one President and one Vice-President.

25. **AD-HOC HONOURS AND AWARDS COMMITTEE REPORT** *(Cont'd)*

MOTION: m/s Fayad/Ellis

WHEREAS the Union of Health and Environment Workers has two scholastic scholarship awards of \$3000 each, and

WHEREAS the former Union of Environment Workers had a scholastic scholarship named Mary Steward for \$1000, and

WHEREAS keeping scholarship opportunities equitable is important to the UHEW; therefore

BE IT RESOLVED the Union of Health and Environment Workers name one of the \$3000 scholastic scholarships after Mary Stewart and be known as the Mary Stewart Scholarship Award.

CARRIED (RV 23)

25. **AD-HOC HONOURS AND AWARDS COMMITTEE REPORT** (*Cont'd*)

MOTION: m/s Fayad/Ellis

WHEREAS the former Union of Environment Workers had a Human Rights Scholarship for members' dependents whom have a disability of \$1000, and

WHEREAS the former National Health Union scholarships were awarded at the same amount, and

WHEREAS keeping scholarship opportunities equitable is important to the new Union Health and Environment Workers; therefore

BE IT RESOLVED the Union of Health and Environment Workers increase the Human Rights Scholarship to be \$3000, and

BE IT FURTHER RESOLVED to offset the costs of this increase, remove the previous Mary Steward scholastic scholarship for \$1000.

CARRIED (RV 24)

COUNCIL RESOLUTION TO CONVENTION

Subject: Automatic Delegates to PSAC Convention

MOTION: m/s Grunert/Maund

WHEREAS National Council are elected to represent our component, and

WHEREAS National Council in past practice go to PSAC National Convention to represent our component, and

WHEREAS this practice is currently not enshrined in our By-Laws; therefore

COUNCIL RESOLUTION TO CONVENTION (*Cont'd*)

BE IT RESOLVED that delegates to the Triennial National Convention of the Public Service Alliance of Canada shall consist of the National Council; in the event the National Council member cannot attend, the elected alternate National Council member shall attend in their place, and

BE IT FURTHER RESOLVED additional delegates shall be elected from the floor at the Component Convention in accordance with the requirements of the Constitution of the Public Service Alliance of Canada.

CARRIED (RV 25)

(From April 5 Agenda items)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

12. Subject: Section 8, Sub-section 3t)

MOTION: m/s Maund/Sullivan

Be it resolved that Section 8 Sub-Section 3 t) be amended as follows:

t) if available, attend all sessions of the Canadian Labour Congress (CLC) Convention.

CARRIED (RV 26)

**Note – Committee to provide “Whereas” for all Resolutions under Section 8, Sub-section 3*

13. Subject: Section 9, Sub-section 1

MOTION: m/s Maund/Sullivan

Whereas there is a great cost associated with creating and sustaining locals, and

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (Cont'd)

13. **Subject: Section 9, Sub-section 1** (Cont'd)

Whereas locals with very small numbers have a difficult time participating in union activities due to a small budget and

Whereas the UHEW will encourage smaller locals to merge with locals in their geographical location and

Whereas there may be situations where there is no other option but to maintain a local with numbers less than 25; therefore

Be it resolved that newly formed locals must be comprised of not less than 25 members (increased from 10), and as such, change the wording in Sub-Section 1 as follows:

-replace last sentence as follows: "A Local formed subsequent to these By-Laws shall be comprised of not less than **25** members.", and

Be it further resolved that the following sentence be added: "*Any exception must be approved by the National Council.*"

MOTION: m/s Ellis/Grunert

That the motion be tabled.

Agreed by Consensus

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (Cont'd)

14. Subject: Section 9, Sub-section 3

MOTION: m/s Maund/Sullivan

Whereas the term 'significantly' is not defined and therefore open to interpretation, and

Whereas there may be situations where it is deemed that a local of less than 10 members is necessary and viable; therefore

Be it resolved that the existing wording in section 9, sub-section 3, be replaced by the following:

"If the total membership of a Local falls below 25 members the matter will be referred to the National Council for review and potential decision."

MOTION: m/s Fayad/Grunert

That the motion be tabled.

Agreed by Consensus

15. Subject: Section 9, Sub-section 6

MOTION: m/s Maund/Sullivan

Whereas it is necessary to be prepared for a local officer to vacate their position due to resignation, illness, promotion or job change, etc., and

Whereas it is desirable and beneficial for some locals to hold office for a term longer than one year, and

Whereas it is necessary that all executive positions of the local be filled and operational for the assurance of smooth operations of the local, and

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

15. **Subject: Section 9, Sub-section 6** (*Cont'd*)

Whereas locals from the former UEW component are accustomed to holding their AGM's between January and March, and

Whereas a mail in ballot system for elections could be problematic and cost prohibitive; therefore

Be it resolved that Section 9, Sub-section 6 be divided into 3 parts and reworded as follows (note changes are presented in bolded text):

- a. A local shall have the right to have meetings as outlined in its own By-Laws and shall be responsible for all costs involved in such meetings. Each Local shall hold a regular annual membership meeting for the purpose of receiving annual reports from its officers, consideration of such business as may be required by its By-Laws and the election of officers as required by these By-Laws. **Each Local shall elect not less than 3 officers who shall be President, Vice President and Treasurer or Secretary-Treasurer to conduct its affairs. Such officers shall be elected annually at a general membership meeting of the Local and their duties shall be consistent with the By-Laws. Notwithstanding the above requirement, Local officers may be elected up to a three-year period if such a provision is included in the By-Laws of the Local.**
- b. **When a local officer will be vacant from their position for 4 months or greater they must resign their position.**

(Note: The local can subsequently reappoint if they return)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

15. Subject: Section 9, Sub-section 6 (*Cont'd*)

- c. **Annual general meetings shall be scheduled from October through March. All financial reports are due to the National Office no later than April 1.**

(Note: This scheduling window can be revisited after one 3-year term to determine if it should be altered.)

Point of Order: Brother Larry Schlosser reminds everybody that it was agreed to debate only the “Be it resolved” and not the “Whereas”.

Ruling of the Chair: Point well taken.

CARRIED (RV 27)

16. Subject: Section 9, Sub-section 7

MOTION: m/s Maund/Sullivan

Be it resolved that the wording for section 9, sub-section 7, be changed as follows:

*“A Local shall have the right to elect ~~its own officers~~ delegates and alternates to the forthcoming National Convention of this Component **in accordance with delegate entitlement**. Locals shall have the right to send observers to National Convention at Local expense. Observers shall not have the right to vote or participate in debate at National Conventions. **(bold is addition)**”*

CARRIED (RV 28)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (Cont'd)

17. Subject: Section 9, Sub-section 10

MOTION: m/s Maund/Sullivan

Whereas our Component stands by transparency in all of its business, therefore

Be it resolved that the wording for Section 9, sub-section 10 be changed as follows:

*Each Local will provide annually to the Component a detailed financial statement of receipts and expenditures within 90 days from when they were presented to the Local's Annual General Meeting. **The financial statement shall be validated by 2 local members that are not members of the local executive. Notwithstanding the previous deadline, the financial statements are due to the National Office no later than April 1. In addition, Locals will provide the National Office lists of their elected officers and By-law changes within 30 days from the date of their Local AGM. (bold is addition)***

CARRIED (RV 29)

18. **Subject: Section 10**

MOTION: m/s Maund/Grunert

That the following motion be TABLED:

Whereas the former UEW had no sub locals, and

Whereas the former NHU had sub locals which are inactive, and

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** *(Cont'd)*

18. Subject: Section 10 *(Cont'd)*

Whereas the UHEW will grandfather existing locals, and

Whereas Section 10 is outdated; therefore

Be it resolved that Section 10 be deleted in its entirety, and

Be it further resolved that existing sub-locals be grandfathered until they no longer exist or merge with a local.

Agreed by Consensus

19. Subject: Section 12

MOTION: m/s Maund/Sullivan

WHEREAS the delegate entitlement under Section 12 expires in 2017 at the UHEW Convention; and

WHEREAS this delegate entitlement was part of the "merger" agreement based on our dual structures; and

WHEREAS our objective is to have a fair, and equitable formula under a united Union; therefore

BE IT RESOLVED THAT during the next three-year cycle, UHEW consult our members at the regional conferences, National Presidents Conference, and local meetings on a new delegate entitlement; and

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

19. Subject: Section 12 (*Cont'd*)

BE IT FURTHER RESOLVED THAT the Council develop and approve from this consultation a delegate entitlement for delegates to attend the 2020 National Convention; and

BE IT FURTHER RESOLVED THAT this delegate entitlement formula be promulgated at the Convention in 2020.

CARRIED (RV 30)

20. Subject: Section 14, Sub-section 11

MOTION: m/s Maund/Sullivan

Whereas in actual fact each UHEW Local Secretary-Treasurer sends the detailed annual statement of finances and membership within 90 days of it being presented at an AGM, to the National Office and not the National Council, and

Whereas the UHEW issues local dues rebate funds to the Locals by means other than, but still including, the form of a cheque; therefore

Be it resolved that the wording in the first sentence in By-Law Section 14, Sub-section 11, be altered to reflect the required financial and membership documents be submitted to the “National Office” as opposed to the “National Council”, and

Be it further resolved that the wording in the seventh (7th) sentence of section 14, sub-section 11, be altered to “rebates” as opposed to “rebate cheques”.

CARRIED (RV 31)

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

21. Subject: Section 14, Sub-section 11

MOTION: m/s Maund/Sullivan

Whereas the National Office is ultimately responsible for all financial transactions conducted by locals; therefore

Be it resolved that the following sentence be inserted in the text of Section 14, Sub-Section 11, to be added after "...The Component office shall send confirmation of receipt via email..."

"These financial statements shall be reviewed annually by a component financial officer."

CARRIED (RV 32)

Sister Shimen Fayad, National Vice-President, assumed the Chair.

22. Subject: Section 7, Sub-section 1

MOTION: m/s Maund/Grunert

Whereas the UHEW has adopted the "Members First" motto and approach as a new Component of the PSAC, which was ratified by the first UHEW National Council Meeting in January of 2017, and

Whereas there is a contingent of approximately 1000 (10%) Regulatory Enforcement Officers who are members of the UHEW, consisting of Wildlife Enforcement Officers, Environment Enforcement Officers, Fishery Officers, and Federal Health Inspectors, and

Whereas the Departments of Fisheries and Oceans and Environment and Climate Change Canada, have dedicated National Enforcement Union Management Consultation Committees, and

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

22. **Subject: Section 7, Sub-section 1** (*Cont'd*)

Whereas a current Vice President of the UHEW is focused on being a National Steward for these Officers, and

Whereas the first UHEW National Council voted unanimously to support the creation of the position of the National Director for Regulatory Enforcement in keeping with maintaining continuity and forwarding the issues and concerns, unique to the enforcement community within UHEW, to the UHEW National Council and to the Departments; therefore

Be It Resolved, pursuant to the applicable UHEW Regulations By-Laws, that By-Law Section 7, sub-section (1) be amended to add part (a) National Director for Regulatory Enforcement, and

Be It Further Resolved, pursuant to By-Law Section 15, sub-section (1) that this position be appointed by the UHEW National Council within 30 days following the Triennial Convention, and

Be It Further Resolved that the National Director for Regulatory Enforcement have membership on and attend the UHEW National Council with voice but no vote, and

Be it Further Resolved that the National Director for regulatory Enforcement (NDRE), be responsible, in whole, to the UHEW National Council.

MOTION: m/s Ellis/Lépine

That the Resolution be referred to the Committee for review and report back to the Council during the Conference call to be held within a month.

Agreed by Consensus

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** (*Cont'd*)

23. **Subject: Section 8, Sub-section 5**

MOTION: m/s Maund/Grunert

Whereas the position of National Director for Regulatory Enforcement has been adopted by Convention, and

Whereas UHEW By-Law Section 8 describes the Duties of Officers which confers a responsibility and requirement to describe the duties and responsibilities of this voluntary position of National Director for Regulatory Enforcement; therefore

Be It Resolved that UHEW By-Law Section 8, sub-section (5), be amended to read:

(5) National Director for Regulatory Enforcement

(a) The position of National Director for Regulatory

Enforcement(NDRE) shall be a voluntary National Council position appointed within 30 days of the Triennial Convention, pursuant to UHEW By-Law Section 15, Sub-Section (1).

(b) As the position is appointed and not duly elected, the NDRE shall have full membership, with voice, but no vote, at the UHEW National Council.

*****voice is to enable presentation of reports and represent issues and concerns to the National Council***

(c) The NDRE shall be responsible, in whole to, and take direction from, the National President and National Council and is empowered to represent the issues and concerns, unique to the enforcement community, at the National Council and to the Respective Departments through the accepted means; i.e., National Enforcement UMCCs, and through working to establish Union / Management relationships as required.

(d) The NDRE shall report on the activities of the office, to the National Council and membership, a minimum of two times annually and at the Triennial Convention.

and

2. **REPORT OF THE COUNCIL RESOLUTIONS COMMITTEE** *(Cont'd)*

23. **Subject: Section 8, Sub-section 5** *(Cont'd)*

Be It Further Resolved that the existing UHEW By-Law Section 8 be renumbered so that current sub-section 5 becomes Subsection 6 and the current subsection 6 becomes subsection 7.

MOTION: m/s Levangie-Connor/Sullivan

That the Resolution be referred to the Committee for review and report back to the Council during the Conference call to be held within a month.

Agreed by Consensus

UPDATE TO UHEW REGULATIONS 1 AND 2

MOTION: m/s Kingyens/Lépine

BE IT RESOLVED that the cap for “Life Members” as noted in Regulation 1 increase from 25 to 35, and

BE IT FURTHER RESOLVED that the cap for “Honorary Members” as noted in Regulation 2 increase from 25 to 35.

CARRIED (RV 33)

Brother Todd Panas, National President re-assumed the Chair.

25. **AD-HOC HONOURS AND AWARDS COMMITTEE REPORT** *(Cont'd)*

MOTION: m/s Alt/Ellis

WHEREAS the report of the Honours and Awards Committee has been approved by the National Council;

25. **AD-HOC HONOURS AND AWARDS COMMITTEE REPORT** *(Cont'd)*

BE IT RESOLVED that Mr. Tony Tilley be awarded with a UHEW Life Membership.

CARRIED UNANIMOUSLY (RV 34)

Point of order: Brother Sylvain Guimont informs that a decision was not taken in regards to the amount allocated to the RVP for their Convention Hospitality suite.

Ruling of the Chair: Point well taken. This item is to be discussed during the Council Conference call to be held within a month.

The sitting of the National Council meeting adjourned at 4:00 p.m. to allow the National Council to enter an In-Camera session.

Following the In-Camera session, the Chair allowed two discussion items to be brought forward by Sister Kingyens for general discussion and input from other regions, i.e.; Corporate OHSC is listening-in on their H&S meetings – is anyone else experiencing this; an employee wants to file a resolution regarding being called back to work from isolated post with no sleep.

MOTION: m/s Alt/Maund

That this Council meeting be adjourned.

Agreed by Consensus