

**MINUTES
OF THE
UHEW NATIONAL COUNCIL MEETING
April 21 and 22, 2022**

In attendance:

Sister Shimen Fayad, National President
Brother Benoît Thibault, National Vice-President
Brother Robert Chafe, RVP - Newfoundland/Labrador
Brother Todd Davies, RVP - New Brunswick/Prince Edward Island
Sister Karla Levangie-Connor, RVP – Atlantic
Brother Marc Blanchard, RVP - Scotia/Fundy
Sister Christina Thériault, A/RVP – Quebec
Sister Rubin Kooner, RVP – National Capital Region
Sister Diane Girouard, RVP – National Capital Region
Brother Kevin Lundstrom, RVP – Ontario
Sister Faye Kingyens, RVP – Manitoba
Brother Larry Schlosser, RVP – Saskatchewan
Brother Mark Gilchrist, RVP – Prairie and Northern
Sister Darlene Lewis, RVP – Alberta/British Columbia
Brother Richard May, RVP – British Columbia/Yukon

Regrets

Sister Diane De Berardinis, RVP – Quebec

Observers

Sister Ann-Marie Friesen, A/RVP – British Columbia/Yukon
Brother Francesco Lai, A/RVP – Ontario

1. **CALL TO ORDER**

The meeting of the UHEW National Council was called to order at 11:03 am on April 21, 2022, with Sister Shimen Fayad, National President, in the Chair.

2. **RECOGNITION OF TREATY LANDS**

Sister Fayad acknowledged that, since she was in Ottawa, she was on the traditional unceded territory of the Anishinaabeg nation. She also recognized all the different traditional Indigenous territories where the RVPs reside and attended this virtual meeting.

3. **ADMINISTRATION**

Sister Fayad explained the etiquette and process to follow during the video conference Council meeting. She also acknowledged the interpreters and technicians.

4. **HARASSMENT STATEMENT**

The Harassment Statement was read by Sister Julie Lavictoire, Administrative Assistant to the National President. Brother Benoît Thibault, National Vice-President was identified as the Anti-Harassment Coordinator

5. **HOURS OF SITTING**

It is accepted by all that lunch will be between 1pm and 2pm and breaks when needed.

MOTION: m/s Chafe/Kooner

That the hours of sitting as indicated in the agenda be adopted.

Carried.

Point of Privilege: Brother Richard May, RVP-BC/Yukon, stated that future virtual meetings could start at 10am ET.

6. **HONOUR ROLL**

Diane Quinn-Presly – 20169
Claude Larocque – Local 70008
Martin Lalande – Local 70742
Barry Slaney – Local 90002

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

7. **AGENDA**

MOTION: m/s Schlosser/Levangie-Connor

That the agenda be adopted as amended:

Add:

- 20 b) Schedule Meeting with HC RVPs re outstanding grievances and associated issues (K Lundstrom)
- 21 d) Member files transfer between LRO (K Lundstrom)
- 25. RVP Travel – National Council – Motion (R Kooner)
- 26. Standardized information packages on complaint process for use by elected Representatives (K. Lundstrom)
- 27. Standardized RVP Reports for UHEW National Council Meetings (K. Lundstrom)
- 28. Priority assistance in protecting all UHEW elected representatives on UHEW business (K Lundstrom)
- 29. ISC open door policy – RVP experience and UHEW involvement (K Lundstrom)

Carried.

Point of privilege: Diane Girouard, RVP-NCR, requested an updated copy of the agenda that would include the new items.

8. **APPROVAL OF NATIONAL COUNCIL MINUTES**

a) **Fall Council Meeting – November 30 – December 2, 2021**

Additional information is provided for item 23 in the minutes.

MOTION: m/s Girouard/Schlosser

That the Minutes of the National Council meeting held November 30 – December 2, 2021, be adopted.

Carried

Brother Benoît Thibault, National Vice-President, is in the Chair.

9. **REPORT OF THE NATIONAL PRESIDENT**

Sister Shimen Fayad, National President, provided additional information in regard to the future of UHEW and her plans on holding a strategy session in the Fall of 2022.

MOTION: m/s Fayad/Girouard

That the report of the National President be adopted.

CARRIED (RV 1)

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

10. **REPORT OF THE NATIONAL VICE-PRESIDENT**

Brother Benoît Thibault provided some updates on the reopening of the National office and grievance statistics.

MOTION: m/s Thibault/Chafe

That the report of the National Vice-President be adopted.

CARRIED (RV 2)

Action Items: Send the grievance spreadsheet to RVPs

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

A round table was held where all RVPs provided an update to their submitted reports. Sister Rubin Kooner provided a verbal report.

MOTION: m/s Girouard/Kooner

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

The sitting of the National Council adjourned at 1:05pm for lunch. The meeting is called into order at 2:00pm with Sister Shimen Fayad, National President in the Chair.

Mario Navas, auditor from McCay Duff LLP, presented and explained the draft audited financial statements for the period ending December 31, 2021.

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

The round table continued where RVPs provided an update to their submitted reports.

Main MOTION: m/s Girouard/Kooner

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

Carried

12. **REPORT OF THE FINANCE COMMITTEE**

MOTION: m/s Thibault/Schlosser

That the report of the Finance Committee be adopted

Appendix 1

MOTION: m/s Thibault/Chafe

That Appendix 1 of the Finance report “Procedure for accessing the \$3000 Local subsidy provided by Regulation 16” be adopted.

Carried

Main Motion – Report as a whole: CARRIED (RV 3)

a) **Draft Audited Financial Statements for the period ending December 31, 2021**

MOTION: m/s Thibault/Schlosser

That the Draft Audited Financial Statements for the period ending December 31, 2021, be adopted.

CARRIED (RV 4)

b) **Variance Report**

Information is provided regarding this report.

c) **Annual and Compensatory Leave Report**

Information is provided regarding this report

d) **National Council Expenditure Report**

Information is provided regarding this report

13. **REPORT OF THE STRUCTURE AND ORGANIZATION COMMITTEE**

MOTION: m/s Kingyens/Blanchard

That the report of the Structure and Organization Committee be adopted

Appendix 1

MOTION: m/s Kooner/Kingyens

That Appendix 1 of the Structure and Organization Committee “UHEW Per Diems” be adopted.

CARRIED (RV 5)

Appendix 2

MOTION: m/s Kooner/Schlosser

That Council moves an in-camera session

Carried

Council moves out of the in-camera session.

MOTION: m/s Kingyens/May

That Appendix 2 of the Structure and Organization Committee “Alternate Council Members – Remuneration” be referred back to the Committee in order for them to draft language for a regulation.

Carried

The sitting of the National Council adjourned at 4:38 pm.

April 22, 2022

The meeting was called to order at 11:05am with Sister Shimen Fayad, National President, in the chair.

Point of Privilege: Sister Shimen Fayad, National President, stated that PSAC will have presentations on mobilization in May, the Summer and in the Fall.

13. **REPORT OF THE STRUCTURE AND ORGANIZATION COMMITTEE (Cont'd)**

Appendix 2 (Cont'd)

MOTION: m/s Schlosser/Kooner

That the proposed language in Regulation 2, section 3 and section 5 be adopted.

CARRIED (RV 6)

Appendix 3

MOTION: m/s Girouard/Blanchard

That Appendix 3 of the Structure and Organization Committee “ Local Equipment Subsidy” be adopted.

CARRIED (RV 7)

Appendix 4

MOTION: m/s Schlosser/Blanchard

That Appendix 4 of the Structure and Organization Committee “ Claims Procedures” be adopted.

CARRIED (RV 8)

Appendix 5

MOTION: m/s Kooner/Schlosser

That Appendix 5 of the Structure and Organization Committee “Meritorious Service Award and Inspiration Leadership Award” be adopted.

MOTION: m/s Chafe/Lewis

That Appendix 5 be referred to the Committee in order to add language for all 4 separate Leadership Awards.

Carried

Appendix 6

There is discussion on the proposed language. Discussion will also be held with the National Human Rights Representative for her input.

Appendix 7

MOTION: m/s Schlosser/Kingyens

That the first chart “UHEW Compensation during activities” be added to Regulation 2.

CARRIED (RV 9)

Main Motion: Report as a whole CARRIED (RV 10)

Action: Committee to report on Appendix 5 on language for 4 separate Leadership Awards

14. **REPORT OF THE HONOURS AND AWARDS COMMITTEE**

MOTION: m/s Gilchrist/Lundstrom

That the report of the Honours and Awards Committee be adopted.

Carried

15. **REPORT OF THE ENVIRONMENT COMMITTEE**

MOTION: m/s Blanchard/May

That the report of the Environment Committee be adopted.

Carried

16. **UHEW HEALTH AND SAFETY COMMITTEE**

The Chair of the Committee, Brother Benoît Thibault, National Vice-President, provided an update on the Committee's meetings and work.

- Committee's meetings frequency
- Shared drive to allow Committee members to share documents, minutes and any other related documentation
- Committee is to ensure that Health and Safety meetings are being held locally, regionally and nationally
- C-65 – discussion on creating a list of approved investigators

Sister Rhoda Doyle-LeBlanc, UHEW National Human Rights Representative, is introduced. Sister Doyle-LeBlanc provided an update on activities she attended, such as the PSAC Equity Working Group. She also provided some ideas on awareness and issues for UHEW to be involved with.

The sitting of the National Council adjourned at 1:30pm for lunch. The meeting is called into order at 2:05 pm with Sister Shimen Fayad, National President in the Chair.

17. **TROUBLE EXPERIENCED WITH SOME PSAC STAFF**

Discussions on the above noted subject. Sister Fayad provided an update on talks she had with PSAC.

18. **2022 FALL MEETINGS**

a) **National Local Presidents' Conference**

Following discussion on the item, Council decided to hold the Conference in Victoria, BC. Brother Richard May, RVP – BC/Yukon will provide venue options to the National office. The date agreed upon is October 31 to November 4, 2022 (includes travel dates).

b) **Fall Council Meeting**

Discussion on dates revealed that the week of September 12 – 16, 2022 was the optimal choice. It was also discussed that the meeting would be held in St. John's, NL. Brother Robert Chafe, RVP-Newfoundland/Labrador would provide venue options to the National office. It was also decided that a 2-day strategy session/retreat for Council members will be added to the Council meeting.

19. **OFFICE MANAGER – JOB DESCRIPTION REVIEW**

Council provided some input on the job description wording. All were informed that the description will be sent to PSAC to be rated. Once completed, a job poster will be sent.

20. **UHEW STAFFING POSITIONS**

a) **Grievance Backlog**

Information was provided on the need to set up a Staffing Committee and various options to deal with the grievances backlog. All were informed that Brother Benoît Thibault, National Vice-President, would chair the committee; following a vote, Sister Janine Etherington (RVP-Ontario) and Brother Larry Schlosser (RVP-Saskatchewan) were elected to sit on the UHEW Staffing Committee.

b) **Schedule Meeting with HC RVPs re outstanding grievances and associated issues**

Brother Thibault to schedule meetings with RVPs to discussion backlogs in their region.

21. **SERVICE TIMELINES**

Sister Fayad reiterated that any issues with the Labour Relations' Officers are to be sent to Brother Thibault.

a) **UHEW Response time to Members / Tracking system**

The National office will look into a tracking system for any requests coming in.

b) **Service Standards**

A copy of the UHEW Service Standards was provided with the Council meeting documentation package.

c) **Grievance Process**

A copy of the UHEW Grievance Review Process was provided with the Council meeting documentation package. Although there is a process to add grievance documentation within Unionware, the National office will look into a tracking system or software for grievances and documentation.

d) **Member files transfer between LRO**

The same information was provided in the three above mentioned issues.

22. **NVP ACCOMMODATION**

Information was provided on the process taken and the short-term policy being used for this cycle.

Action: Bring item to Fall 2022 Council meeting for discussion to move Policy to Regulation for future cycles.

23. **NATIONAL REGIONAL CONFERENCE**

A draft agenda is presented and explained. The role of the RVP during this conference and expectation are also explained, i.e.: introduce and help facilitators when required. RVPs are to inform National office which session they wish to provide help.

a) **Regional Caucuses**

RVPs are to inform National office the date and time they wish to hold their caucus and if they wish to hold a joint one with another region.

b) **Travel to NCR**

Those wishing to travel to NCR to attend in person are to inform the National office as soon as possible.

24. **PSAC CONVENTION**

a) **Travel to NCR**

Those wishing to travel to NCR to attend in person are to inform the National office as soon as possible

b) **UHEW Liability & c) Covid Protocol**

The UHEW Covid protocol is shared with Council. An explanation regarding the liability is provided.

25. **UHEW NATIONAL COUNCIL TRAVEL DAYS**

MOTION: m/s Kooner/Girouard

Whereas the UHEW Regulation 2 – EXPENSES, Section 1 – Transportation speaks to the National Council travel criteria; and

Whereas the UHEW National Council travel from different home locations to attend various UHEW and PSAC functions; and

Whereas there is no consistency or equality in travel days within the UHEW National Council structure, therefore

Be it resolved that the UHEW National Council be entitled to a minimum of one day of travel status to any UHEW or a PSAC function where UHEW representation and travel is required; and

Be it further resolved that this language be used to create a new Sub-Section in UHEW Regulation 2 – EXPENSES, Section 1 – Transportation.

Lost.

Although the motion was lost, Sister Fayad noted that there seem to be some support to create a policy.

Action: Task the Finance Committee to create a policy and present it at the Fall 2022 meeting

As the meeting is to be adjourned, outstanding agenda items will be postponed to another meeting or Fall 2022 Council meeting.

Point of privilege: Sister Faye Kingyens, RVP-Manitoba, asked if Brother Kevin Lundstrom, RVP-Ontario, could provide some additional information on his agenda items in order to prepare for the next meeting.

The Chair noted that this is not the usual practise but if Brother Lundstrom wishes to do so, he could.

MOTION: m/s Schlosser/Davies

That this session of the Council meeting be adjourned.

Carried.