



In Solidarity with our Members  
En solidarité avec nos membres

# EC Forum / Forum EC

10, octobre 2010 / October 10, 2014

180 Kent St. Boardroom 12-100



# Welcome/Bienvenue

The Local 526 was approved by CAPE National Executive Committee on April 30, 2014. Its Executive Team was elected by voting of participating members on May 22, 2014.

The first dialogue presented introductory topics including: A Local: Your Voice at INFC, Where to Find Us, The Local Priorities, Membership Benefits, CAPE's Structure and Organization, Purpose of the Union, Informing and Representing our Members, Membership Benefits and Getting Organized Locally.

**Enjoy your Forum!**



## A Local - Votre voix

The Local 526 is the first local at INFC. Its executive team is elected at the beginning of every fiscal year by participating members.

QU'EST-CE QU'UNE SECTION LOCALE ? C'est un réseau de membres de l'ACEP présents sur le lieu de travail. La section locale s'engage à promouvoir un ensemble d'intérêts axés sur la communication efficace de la gestion du travail, la représentation et le perfectionnement professionnel.

Our Local is your voice. Our Local team is dedicated to promote and defend your rights and best interest at the work place. We work closely with CAPE Labour Relations in preventing and solving proactively issues and conflict in the workplace. Our presence and actions increase visibility and counterbalance the employer's power in the workplace, supporting a more balanced decision making towards the workforce.

## Où nous trouver?

Le Bureau National de l'ACEP est situé au 100, rue Queen, 4e étage. La section locale 526 n'a pas d'espace local spécifique dans le locaux du ministère, cependant, nous travaillons dans différentes directions d'INFC. Maria Montilva président, division de la Évaluation, bureau 10-050, John Morris, vice-Président, division de la planification ministérielle, bureau 11-101 ; Rose Chammas, trésorière, division des politiques et des communications, bureau 11-124 ; et Christine Tremblay, secrétaire, division d'opérations, bureau 9-095. Vous pouvez nous joindre par courriel à [INFClocal526@gmail.com](mailto:INFClocal526@gmail.com)

Our Site address is: <http://www.acep-cape.ca/en/groupslocals/locals/national-capital-region-locals/infrastructure-canada-local-526/>

Our e-Forum address is : <http://phpbb.insitesystems.com/acep-cape/index.php>



# Our Local Priorities

CAPE (Canadian Association of Professional Employees). CAPE is a professional bargaining group. As a professional group, issues are discussed and supported professionally.

Our primary objective is to build trust among our members and management, which is expected to increase engagement, awareness and collaboration in the best interest of our members and the organization.

En accord avec notre convention collective, les priorités de notre section locale 526 sont votre santé, votre bien-être, votre sécurité et votre développement professionnel.

During this fiscal year, our Local is planning ongoing dialogue with our members, through different venues such as this EC Forums, a Local 526 website, a secured – password Protected e-forum for INFC/CAPE members (to be launched in January 2015), participation CAPE networks events, presentations, etc; active participation in internal /departmental committees related to our priorities such as Values and Ethics, Health and Safety, Equity and Diversity, etc.; one of our key priorities is to ensure neutrality and professional support to our members when dealing with conflict and different types of complaints; engage new EC employees; on going dialogue with Senior Management; preparing and presenting to our members work plans and achieved results at our annual meeting at the beginning of every fiscal year.



# Membership Benefits

Notre ministère (INFC) a 100 membres inscrits et 18 membres non enregistrés. On attend des nouveaux membres. Notre objectif est d'embarquer tous les employés du groupe EC à INFC. La section Local 526 s'assure que tous les nouveaux employés sont au courant de notre existence, de notre mission, de nos priorités ainsi que du soutien disponible, et bien sûr, de nos coordonnées.

When you are a registered as a CAPE member, you gain voting privileges for the CAPE representatives at the national office and your local executives, you get ongoing information about the collective agreement negotiation, your rights at the workplace, and news on any issues that could affect your benefits and rights. As members of the local executive team, you are entitled to vote on recommendations to the National Executive Committee (NEC) and participate in different interdepartmental local leaders' meetings, and participate in discussions with the department's Executives on issues related to the collective agreement.



# CAPE's Structure

CAPE is the 3<sup>rd</sup> largest federal public sector union with app 13,000 members.

CAPE represents app. 12,000 ECs, 830 TRs and 100 Analysts and Research Assistants at the Library of Parliament.

CAPE had lost app. 1,000 members because of DRAP in 2012-2013, but the number of members has started to increase again this year.

CAPE was created in 2003, the result of a merger of two unions: The Social Science Employees Association and the Canadian Union of Professional and Technical Employees.



# CAPE's Organization

CAPE being a relatively small union has a rather “light” structure.

- Members are regrouped in locals.
- ECs working In the NCR - 90 % of membership- belong to locals set up by Departments.
- Members working outside of the NCR belong to regional locals (Ontario, Quebec , Manitoba, etc.).
- Like every union, CAPE is a democratic organization which relies on the day-to-day involvement of its members and on their active participation .
- EC Members elect the CAPE President, Vice-President and Directors and are invited from time to time to vote on amendments to the Constitution and Bylaws.
- They are also invited to ratify tentative agreements in addition to taking part in the democratic life of their local.





# Purpose of the Union

The main purpose of the union is to collectively bargain working conditions and salaries on behalf of its members and to ensure that the terms of the collective agreement are respected.

In the core federal public sector the rules governing the bargaining process are enshrined in the **Public Service Labour Relations Act (PSLRA)**.

The PSLRA imposes many constraints to the bargaining process. For example staffing, pensions and classification are outside the realm of collective bargaining, and the employer being also the legislator can all too often decide to impose salaries and working conditions.



# Informier et représerter nos membres

Une activité importante du syndicat est d'informer les membres de développements à la table de négociations ainsi que des sujets importants dans le domaine des relations de travail.

L'ACEP publie de l'information presque à tous les jours sur son site WEB, en plus de communiquer avec les membres par courriels et, de plus en plus, par les médias sociaux. <http://www.acep-cape.ca/fr/>

La représentation est assurée par les représentants de section locale lors de consultations formelles et informelles avec la gestion ainsi que par l'agent de relations de travail assigné à Infrastructure Canada qui s'occupe également des plaintes et griefs en plus de fournir des conseils aux membres sur une base individuelle.

**Notre agent est Yves Rochon et il peut être joint au 613-236-9181**



# Getting Organized Locally

Avoir une section locale nous permet de faire des efforts coordonnés, en comprenant et en positionnant stratégiquement les questions et/ou les idées afin de mieux les présenter à la haute direction par souci d'information ou encore de prise d'action. Pour avoir des discussions efficaces, votre participation et votre engagement sont incontournables. Afin que nous puissions représenter vos droits et vos intérêts, nous devons comprendre ce qui se passe dans le milieu du travail.

Quelques exemples de participation et d'engagement incluent:

- Visiting regularly the Local website which will offer CAPE general information and specific information related to our department including local events, available training, news, etc.;
- Diriger les nouveaux employés et vos collègues à consulter notre site Web ou à nous contacter directement pour des informations supplémentaires ou des questions générales à l'adresse suivante: [INFCLocal526@gmail.com](mailto:INFCLocal526@gmail.com)
- Providing us with you personal emails for ongoing communication (a list is located in back of the room), we are not allowed to use the INFC email;



# Getting Organized Locally Con't

- Il sera bientôt possible de participer aux discussions en ligne à partir de notre plateforme e-forum (dialogue en route) en suivant des règles et un code de conduite spécifiques afin d'assurer des discussions efficaces et constructives, tout en protégeant la réputation de tous les employés et de l'Organisation ;
- Participating in the Quarterly EC Forums (next forums are planned on January and April 2015);
- Voter sur les sujets traités pour guider les futures discussions formelles or les formations
- Becoming stewards to support the Local's mission;
- Inviter vos collègues aux événements et réunions de la section locale ou a un autre groupe affilié ;
- Participating in the Local Executives Election or becoming Local Executives.

## **A savoir...**

Les réunions avec nos membres doivent toujours se tenir en dehors des heures de travail.



## Closing Remarks

Thanks for your interest in this first EC Forum. Special recognition for Yves Rochon our CAPE Labour Relations Officer who has been very informative and responsive to our questions and concerns, and Claude Danik CAPE Policy Director for ongoing updates on the collective agreement negotiations.

Nous sommes très enthousiastes et nous espérons vous servir efficacement. Étant solidaires, nous pouvons certainement faire une différence positive dans le milieu de travail.

Le prochain forum sera en janvier 2015.

Merci. À la prochaine!

Next EC Forum will happen in January 2015