



## **Constitutions and Bylaws Committee**

### **Minutes for Monday, May 9th, 2016, 5:30 p.m.**

**National Office - Boardroom 1944**  
**100 Queen Street, 4<sup>th</sup> floor, Ottawa, Ontario**

**Present:** D. Petriu (Chair), T. Bujaczek, N. Giannakoulis (tel.), A. Picotte, J. Squires, E. Tremblay (tel. and in person), I. Borré (tel.), B. René, D. Versailles

**Regrets:** N. Pothier, S. Morton, L.M. Smith, M. Stiermann

Chair opened at 17h30

#### **1. Adoption of the agenda**

Carried Unanimously.

#### **2. Adoption of the minutes of the March 21<sup>st</sup> 2016 meeting**

All the minutes will be circulated by email for approval.

#### **3. Draft survey questions**

Ben René explained that the survey will aim for quantitative results. Both branding and governance survey will be merged together. The theme used to create the survey questions includes the following:

- Vision & mandate
- Democracy
- Experience (customer service)
- Brand
- Demographic questions

It was suggested to revise the language of the survey by putting more emphasis on a collective approach, setting the tone for more collective terms such as; our union, our organisation.

It's important to determine how the survey will be analyzed before sending it to members. If the analysis approach involves going through each response to look for themes, then the committee suggested splitting the survey in the following format;

- Survey would include open text
- Few open ended questions ( 5 in total)
- Multiple choice questions ( 10 in total)
- Focus group for the branding section
- Survey would have the option for members to complete the longer version with open ended questions

The committee suggested to use “Survey Monkey” and to set up a test group. The survey would then be tested internally by the test group.

Below is the proposed process for finalizing the survey questions:

- Dorin will send in comments with new set of questions to the committee
- The committee will submit their own set of questions by Wednesday May 13, 2016
- Ben and Dorin will review and finalize the survey questions
- The final set of the survey questions will be submitted to the NEC for a no-objection vetting process

#### 4. Latest draft of bylaw 5

There were concerns raised regarding the current bylaw 5 as it currently portrays an adversarial approach instead of putting the emphasis on a dispute resolution method. The current bylaw 5 is long and difficult to read and understand.

In light of the current situation with bylaw 5, it was suggested to revisit the complaint process. Some of the complaint mechanisms discussed include the following;

- Usage of informal dispute resolution (reconciliation & mediation)
- Pre-process of screening out anything frivolous
- Establish a clearer discipline process

Proposed process for finalizing the draft for bylaw 5;

- CBC will consult with the NEC regarding the philosophy of bylaw 5
- CBC will draft a new version based on guidance from the NEC
- Draft for bylaw 5 presented to the NEC for approval

**TORs for the defence fund:** CBC is responsible for the governance section of defence fund TORs. The section will encompass broadly the purpose of the defence fund.

#### Action items:

- Jessica Squires will consult PIPSC’s strike manual for guidance.
- Emmanuelle will work on defining the purpose of the fund
- The draft will be sent to Dorin for review which will then be circulated to CBC for comments.
- Draft will be sent to the finance committee to develop financial parameters, including whether or not the defence fund can be used to invest in real estate (similar approach to PIPSC)

#### 5. Miscellaneous

It was suggested that the CBC should develop a video that would highlight pros and cons of various governance models for CAPE. The webcast would include a 5 to 10 minute long presentation. The committee will develop the content for the video and communications staff or a consultant can finalize the product. This should be made



available to members so they can make up their minds about various governance models.

**6. Adjournment:** The meeting was adjourned at 7:30 p.m.