



**National Executive Committee Meeting  
Friday, April 26<sup>th</sup>, 2019  
National Office (Boardroom 1967) 4<sup>th</sup> floor  
100 Queen St., Ottawa, Ontario**

**MINUTES**

**Present:** N. Giannakoulis (*Chair*), J. Akins, O. Alarie, C. Awada, A. Coles, H. Delnick, G. Kopytko, J. Lafontaine, F. Lord, K. Mansfield, A. Nemec, A. Picotte, S. Rehman, A. Trau

**Staff:** J. Courty, D. Cooper, C. Danik, O. Kahriz, K. Thériault, C. Vézina

**Via Teleconference:** N. Bois

**Regrets:** H. Collins, C. Lonmo, G. Phillips, M. Stiermann (*am*), E. Venditti

**1. Call to Order**

The NEC meeting was officially called to order at 9:12am and Chair Giannakoulis confirmed quorum was achieved.

*\* At this time, CAPE's Statement on Harassment was read aloud*

**1.1 Review of Agenda**

The Agenda was briefly reviewed and a request was made to add "NEC member absenteeism" under item 4b.

Motion to accept the NEC Agenda as amended

**Moved by:** C. Awada

**Seconded by:** K. Mansfield

**Abstentions (1)**

***By show of hands: Carried unanimously***

## **1.2 Review of NEC public minutes (March 29, 2019)**

NEC members were provided 5 minutes to review the in-camera minutes. There were no comments or amendments requested.

Motion to accept the NEC public minutes dated March 29, 2019 as presented

**Moved by:** A. Picotte

**Seconded by:** H. Delnick

**Abstentions (5)**

***By show of hands: Carried unanimously***

## **2. Decision Items – Approval of NEC members to subcommittees**

- a) Finance Subcommittee:** J. Lafontaine put his name forward for consideration to sit on the Finance Subcommittee

Motion to approve Jamie Lafontaine to serve on the NEC Finance Subcommittee

**Moved by:** K. Mansfield

**Seconded by:** F. Lord

**Abstentions (2)**

***By show of hands: Carried unanimously***

- b) Constitutions & Bylaws Subcommittee:** C. Lonmo put her name forward for consideration to sit on the Constitutions & Bylaws Subcommittee

Motion to approve Charlene Lonmo to serve on the Constitutions & Bylaws Subcommittee

**Moved by:** A. Nemec

**Seconded by:** H. Delnick

**Abstentions (2)**

***By show of hands: Carried unanimously***

- c) Approval of ERC volunteers:** LOP member Zachary Shaver put his name forward for consideration to sit on the ERC

Motion to approve Zachary Shaver to serve on the Elections & Resolutions Subcommittee (ERC)

**Moved by:** F. Lord

**Seconded by:** H. Delnick

**Abstentions (2)**

***By show of hands: Carried unanimously***

- d) Approval of the ERC in entirety:** ERC members' names were read aloud

Motion to approve the Elections and Resolutions Committee

**Moved by:** H. Delnick

**Seconded by:** C. Awada

**Abstentions (1)**

***By show of hands: Carried unanimously***

**Action Items:** J. Courty will notify subcommittee members of their appointments and C. Vézina will coordinate training sessions with Peter Engelmann

### **3. Action Items deriving from the last NEC meeting**

- I. Thank you letter to Pat Warner (Audit Committee):** *Completed*
- II. Welcome letter to Sylvain Fleury (Audit Committee):** *Completed*
- III. Contact other unions on Green Incentive project:** *Completed: O. Alarie reported having contacted 3 unions. A response by one of the unions -was received indicating their intent to follow up*
- IV. HR subcommittee TORs to be updated to the masculine tense:** *Completed: Amendments were applied accordingly, and the TORs will be submitted for translation to ensure changes are reflected in both official languages*
- V. Tablets for 2 NEC members:** *In progress: O. Kahriz is in the process of setting both tablets prior to their deployment and anticipates completion by the next NEC meeting*

### **4. Discussion Items**

**4.1 NEC members' participation on subcommittees:** A list of all NEC subcommittees was distributed for review. The inaugural meeting of the Communications Subcommittee will be held on June 19<sup>th</sup>.

- **Action Items:** The Collective Bargaining Consultation Committee (CBCC) and the Health & Wellness Committee were omitted from the list and will be added accordingly
- J. Akins to select a subcommittee to enlist to and inform N. Giannakoulis once selected for subsequent approval at the next NEC meeting
- S. Rehman volunteered to sit on the HR subcommittee, to be subject for approval at the next NEC meeting

**Discussion:** In response to identifying the process by which to remove and replace members to ensure active participation, it was clarified that in accordance with Bylaw 14 "Suspension and Removal", subcommittee chairs have the discretion to do so. In that event, the Chair must first provide notice to afford the member in question an opportunity to respond, and then determine whether the matter should be tabled on the next NEC agenda.

Several concerns regarding placing a limitation on the number of members sitting on any subcommittee arose. The rationale provided was for ease of facilitating discussions and better functionality. In light of the Constitution stating that members-at-large in good

standing cannot be prevented from sitting on subcommittees, as Chair of the CBC, F. Lord will apply the necessary amendment but indicated that the maximum number will be maintained and more in-depth discussions on logistical considerations to manage the operation of the committee can later be convened.

Motion to amend the TORs of the CBC under “membership” so that the phrase ‘3 to 5 NEC members’ will be amended to 3 to 5 CAPE members

**Moved by:** F. Lord

**Seconded by:** A. Nemec

**Discussion:** Budget line items have been allocated towards a number of subcommittees and if requested, the Finance Committee can propose reallocating funds from the contingency sub-items lines towards the CBC to enable conducting daytime meetings. A suggestion was put forth that a quarterly or bi-annual evaluation of each committee be performed. NEC members extensively delineated on General Counsel’s opinion to defer the motion based on the notion that it is premature, and rather defer to allow a more fulsome review at a future meeting to ensure compliance with the broader constitution.

Motion to defer the above motion until the next NEC meeting to allow further review on the matter

**Moved by:** H. Delnick

**Seconded by:** S. Rehman

**Recorded vote:**

**In Favour:** (4) C. Awada, H. Delnick, G. Kopytko, S. Rehman

**Opposed:** (7) A. Coles, O. Alarie, F. Lord, K. Mansfield, A. Nemec, A. Picotte, A. Trau

**Abstention:** (3) J. Akins, N. Bois, N. Giannakoulis **Motion Defeated**

**Recorded vote of original motion:**

**In Favour:** (10) J. Akins, O. Alarie, A. Coles, G. Kopytko, F. Lord, K. Mansfield, A. Nemec, A. Picotte, S. Rehman, A. Trau

**Abstentions:** (4) C. Awada, N. Bois, H. Delnick, N. Giannakoulis **Motion Carried**

**Action Item:** F. Lord will review the matter and additionally was requested to put forth operational recommendations to be presented at the next NEC meeting

## **HEALTH BREAK**

**4.2 PSES Survey:** A series of consultation meetings took place in March to review the survey questions and it was reported that a significant number of them have been re-introduced into the survey. Though the establishment of a permanent standing committee with broader PSES collaboration from the steering committee level was approved, the TORs have yet to be finalized. Moving forward, the Office of the Chief Human

Resources Officer will be exploring various options with respect to the service provider. Consideration is being specified towards privacy, as well as on the development of a business intelligence tool to enable seamless production of cross-tabulation associated with visualizations of questions from the 2018 PSES results.

Motion to draft an email objectively apprising the members of CAPE's current position on PSES-related issues, as well as future direction to ensure members are kept abreast

**Moved by:** J. Akins

**Seconded by:** A. Nemec

**Discussion:** NEC members' overall concerns revolved around the survey being led by TBS rather than Stats Canada, the content of the survey, outsourcing the survey and on the privacy/statistical integrity. If the intent is to pursue with the boycott until meaningful consultations occur, it was suggested mounting a communication campaign sometime in early June to inform members of this strategy. Alternatively, it was recommended drafting a 2-page business case outlining a jointly proposed solution beneficial to both Treasury Board and the entire membership.

Motion to defer the approval of the motion until the next NEC meeting

**Moved by:** H. Delnick

**Seconded by:** J. Lafontaine

**Abstentions (1)**

***By show of hands: Carried unanimously***

Motion to go in-camera at 11:36am

**Moved by:** A. Trau

**Seconded by:** A. Nemec

**Abstentions (1)**

***By show of hands: Carried unanimously***

***(Agenda Item #4.3 was reviewed in-camera)***

**4.4 Recap on Broadbent Institute Summit:** A. Coles presented a comprehensive debrief of the Broadbent Institute Summit, summarizing key points derived from the event which provided an outlook of current issues from a political lens. Overall comments from NEC members indicated that notwithstanding the value in understanding broader perspectives on various political issues, it is incumbent upon the Association to ensure relevancy (*e.g.: potential impact to the pension*), and that the messaging is consistent and in alignment with CAPE's mission to serve members' best interest. For the upcoming elections, it was suggested considering the development of a communication strategy detailing to members the system of evidence-based opinions and principles CAPE operates on.

*\*Before adjourning for lunch, the following motion was put forth:*

Motion to add "Statement of support for members affected by the flood" as a new agenda item for discussion

**Moved by:** A. Nemec

**Seconded by:** C. Awada

**Abstentions (1)**

***By show of hands: Carried unanimously***

### ***LUNCH BREAK***

*(M. Stiermann joined the meeting at 1:02pm)*

**4.5 Statement of support for members affected by the flood:** In following Stats Canada's approach, it was deemed fitting for CAPE to take similar steps or post on social media the various opportunities for volunteers or methods for donation, etc.

Motion to direct the Director of Communications to develop a communiqué informing all members of the emergency state in Ontario and Quebec with regards to the flood, and of CAPE's ongoing support to the membership

**Moved by:** A. Nemec

**Seconded by:** J. Akins

**Abstentions (2)**

***By show of hands: Carried unanimously***

## **5. In-Camera Issues**

***(Agenda Item #5 was reviewed in-camera)***

## **6. Committee Updates**

**6.1 Finance Committee:** Paper copies of the March financial statements were circulated for review. The Finance Committee held a meeting 2 weeks ago during which much of the discussion revolved around the Investment Policy and the selection of investment firms. *\*The remainder of the discussion was held in-camera*

**6.2 HR Subcommittee:** Nothing further to report.

**6.3 Constitution & Bylaws Committee:** Will be discussed at the next meeting.

**6.4 Elections and Resolutions Committee:** Nothing to report.

## **7. Reports**

**7.1 President's Report:** Will be discussed at the next meeting.

- 7.2 **VP's Report:** Will be discussed at the next meeting.
- 7.3 **Executive Director Report:** Previously circulated
- 7.4 **Director of Policy Report:** Previously discussed in-camera
- 7.5 **General Counsel Report:** Previously discussed in-camera
- 7.6 **Director of Communications Report:** Will be discussed at the next meeting
- 7.7 **Finance Manager Report:** Will be discussed at the next meeting

**The NEC meeting adjourned around 5:00 p.m. EDT**

\* \* \* \* \*

*The above minutes are accepted as a true representation of the National Executive Committee meeting held on April 26<sup>th</sup>, 2019*

**APPROVED by:**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date