



**National Executive Committee Meeting  
Friday, October 30<sup>th</sup>, 2020  
Via Videoconference**

**MINUTES**

**In Attendance:** G. Phillips (*Chair*), J. Akins, C. Awada, N. Bois, A. Coles, H. Delnick, N. Giannakoulis, G. Kopytko, J. Lafontaine, C. Lonmo, K. Mansfield, A. Nemec, A. Picotte, S. Rehman, A. Trau

**Staff:** J. Courty, C. Danik, O. Kahriz, K. Thériault, C. Vézina, J. George, A. Lizotte

**Regrets:** M. Stiermann, E. Venditti

**Guest/Observer:** E. Tremblay

**1. Call to Order**

The NEC meeting was officially called to order at 9:14am and Chair G. Phillips confirmed quorum was achieved.

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

**1.1 Review of NEC Agenda**

Following a roll call, the October 30<sup>th</sup> agenda was reviewed. There were no additions.

Motion to adopt the NEC Agenda as presented

**Abstentions (2)**

***By show of hands: Motion Carried***

**1.2 Review of NEC public minutes (September 25, 2020)**

There were no questions or comments raised.

Motion to accept the NEC public minutes dated September 25, 2020 as presented

**Moved by:** H. Delnick

**Seconded by:** A. Picotte

**Abstentions (3)**

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

## 2. Discussion Items

**2.1 COVID-19 (699 leave update):** Despite numerous objections and concerns raised by bargaining agents, Treasury Board released a revised guidance on October 22<sup>nd</sup> with the decision to proceed with the new directives to come into effect on November 9, 2020. The bargaining agents will continue their advocacy efforts to maintain the flexibility of 699 leave and ensure its availability for members in need. In terms of next steps, the Association is considering possible recourses (*e.g.: through policy grievance*) and once the best course of action has been determined, the membership will be informed.

**2.2 Update on local AGMs:** Upcoming AGMs will continue to be conducted via ZOOM videoconferencing, considering the pandemic. It was noted that attendance has declined. Members' concerns continue to revolve around 699 leave and returning to a safe work environment. NEC members interested in attending local AGMs were instructed to contact J. Courty.

**2.3 National AGM update:** The agenda is close to being finalized. Two guest speakers have been confirmed: President of the CLC Hassan Yussuff and Monique Manatch, member of the Algonquins of Barriere Lake. The AGM will be held November 10<sup>th</sup> at 5:30 p.m. EDT. Reminders containing more details along with the budget and financial audited statements will be forwarded. This year's theme is 'Strength and Adaptability'.

## **HEALTH BREAK**

## 3. Decision Items

- a) **Code of Ethics:** The first draft of the document was originally presented at the June NEC meeting for input to be provided by September 1<sup>st</sup>. Further to comments received, changes were applied, and the final version was presented to the NEC on September 25<sup>th</sup>. A typo on the first page was noted and will be corrected.

Motion to adopt the Code of Ethics document as amended

**Moved by:** A. Nemec

**Seconded by:** H. Delnick

**Abstentions (2)**

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

- b) **Approval of Audited Financial Statements:** *In attendance for this portion was the chair of the Audit Committee, A. Butler.* The translated letter from the auditors was previously circulated to the NEC. A. Butler noted that due to COVID-19, this process has been delayed and consequently rendered unusually close to the AGM. A recent process was implemented by the Audit Committee whereby one-on-one discussions are set up with the Privacy Officer, the President and Chair of the Finance Committee to ask additional questions and general dialogue. This has proven constructive.

Motion to accept the Audited Financial Statements as presented and subsequently presented to the membership

**Moved by:** C. Awada

**Seconded by:** A. Picotte

**Abstentions (2)**

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

Motion to support maintaining the current auditors McCay Duff LLP and Associates for another year due to the COVID pandemic

**Moved by:** A. Nemec

**Seconded by:** H. Delnick

**In Favour: (12), Abstentions (2)**

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

- c) Reimbursement of Expenses:** One of the NEC members put forth the notion that in the event a complaint is filed against an individual which was later deemed unwarranted or frivolous, out-of-pocket expenditures incurred (*i.e.: legal fees*) should be reimbursed by the Association.

Motion that CAPE reimburses any out-of-pockets expenditures incurred by the respondent if deemed innocent

**Moved by:** A. Trau

**Seconded by:** H. Delnick

**Discussion:** Consideration should be given to apply this to both the respondent and the complainant. NEC members discussed either amending Bylaw 5 to include a clause to that effect, or potentially developing a CAPE policy. Given the attached complexities involved and pros and cons to consider, the matter will need to be further assessed.

**In Favour: (10), Abstentions (3)**

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

**Action Item:** The NEC directs the Chair to work with staff to further examine the matter and report to the NEC with more substantive information and recommendations on next steps

## ***LUNCH BREAK***

***(Agenda Item 4 was reviewed in-camera)***

### **5. Committee Updates**

**5.1 Finance Committee:** Nothing to report. The Committee will endeavour to schedule a meeting in November.

**5.2 HR Subcommittee:** Nothing to report.

**5.3 Constitution & Bylaws Committee:** Nothing to report.

**5.4 Governance Committee:** Nothing to report.

*(Agenda Item 5.5 was reviewed in-camera)*

**5.6 Ad Hoc CLC Committee:** The CLC President will attend the AGM as a guest speaker to deliver a short presentation and answer questions.

## **6. Reports**

**6.1 Director of Communications Report:** The Communications team has been very active with the organization of AGMs, as well as with government relations activities. The Director of Communications alluded to challenges at the RCMP in Montreal and steps that have been taken to address them.

The NEC was encouraged to raise awareness on the launch of the first series of speakers' panel pertaining to anti-black racism in the workplace. The first 1-hour session is scheduled to take place on November 24<sup>th</sup>, and all were invited to attend.

**6.2 Finance Report:** The Director of Finance rendered a brief update, reporting that a budget surplus for this year is forecasted given the current climate. Also expanded upon was the progress with the migration of Microsoft Dynamics, targeted for implementation post-election. The member portal will go live and will first be tested with the new NEC.

**6.3 Executive Director Report:** A detailed report was previously circulated to the NEC. The subcommittee created to review the Phoenix MOA held their inaugural meeting today to examine the issue pertaining to the 'catch up' clause from the settlement from the Alliance. Efforts are currently in the initial stages.

## **HEALTH BREAK**

**6.4 Director of Policy Report:** A. Lizotte prefaced by formally introducing herself and further expanded on her background. A fulsome report was delivered covering recent Treasury Board announcements (*e.g.: extension of moratorium for the automatic cash out of vacation leaves*). A thorough explanation of the policy grievance process on leave 699 along with the rationale/grounds for filing the policy grievance was provided. It was stated that accounts of some members being denied access to language training as per the previous round of collective bargaining have been received and may warrant a grievance.

**6.5 President's Report:** The President met with the Treasury Board Shadow Cabinet Minister for the conservative party, Luc Berthold, which yielded a fruitful conversation. During the meeting, information on the Conservative Party's agenda was shared and Mr. Berthold expressed great interest in CAPE's membership and suggested

setting a meeting with Mr. O'Toole in the foreseeable future. Lobbying efforts to meet with other political leaders continue. The President was also encouraged to meet with Commissioner of Official Languages Raymond Th  berge who recently published a report on the impact of emergency situations on official languages. The Director of Communications will attempt to facilitate a meeting with N. Bois' assistance.

**PSES:** Comments were submitted to Treasury Board and many were taken into consideration. If possible, the new questionnaire will be shared with the NEC. There is still resistance with respect to access to data on the justification of confidentiality issues. Although the Chair's request for the public use micro-data file in order to analyze the data internally was not entertained, the next step will be to propose that CAPE be allowed to view the data at the research centre of Stats Canada.

**The NEC meeting adjourned at 3:34 p.m. EDT**

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*The above minutes are accepted as a true representation of the National Executive Committee meeting held on October 30<sup>th</sup>, 2020*

**APPROVED by:**

\_\_\_\_\_  
Chairperson

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Date