



**Constitution and By-Law Committee
Tuesday, April 13th, 2021
Via Teams Meeting**

MINUTES

In Attendance: C. Lonmo (Chair), H. Delnick, A. Trau, J. Lafontaine, A. Picotte, A. Kurikshuk-Nemec, C. Awada, G. Phillips (Ex Officio)

Staff: A. Lizotte, J. George, S. Pantalone

Regrets: N. Bois, K. Mansfield

1. Call to Order / Roundtable introductions

Meeting was called to order at 2:30pm by Chair C. Lonmo.

1.2 Approval of Agenda

Approval of agenda for the following:

- Review of minutes March 12, 2021
- Improvements to the By-laws and Constitution OPBO
- Issues of note (list of issues from each of the members of the committee)

Motion to adopt Agenda – carried unanimously.

1. Review of minutes March 12, 2021

Review of the meeting minutes from March 12, 2021. Making amendments and grammatical changes if necessary.

- Howard noticed that provision should replace prevision.
- Clarification on nothing to report (then nothing to report)
- Clarifying whether we should CBC or C&BL to specify the Constitution and By-Law Committee. Committee went with C&BL
- Minutes approved and to be published and translated.

Action item: *S. Pantalone updates the meeting minutes to reflect changes. Review changes by the whole committee. Send to translator to translate in French.*

Motion to approve changes to meeting minutes from March 12 - carried unanimously.



2. Improvements to the By-laws and Constitution OPBO

Discussion held by A. Lizotte who put together some highlighted changes with regards to the OPBO. Updating documents to include the group. A. Lizotte slightly amended the language. Reflected the change in paragraph 8 and 15.1. Amend the Constitution to make changes to the by-law.

Action item: A. Lizotte to reword 15.1 and 16.1 to use better language so members understand.

Motion to approve changes to OPBO - carried unanimously.

3. Issues of note (list of issues from the members of the committee)

Discussing our approach for this term in 2021 as a committee.

- Composing of the NEC. Consider our committee has a cap.
- Review Mercer report – specific to the salaries at CAPE. Specifically, the President salary. Our contribution to this debate is amend that clause. Constitution needs to change and we need to amend the clause. Have the NEC direct us for making amendments to that clause and indicate this is as an issue. Perhaps have this moving forward for this year's AGM?
- Looking at PIPS and at how they review their salaries (going through the board, etc).
- How to proceed - year one goes to AGM and talk to members, year 2 go to third party for review and year three have the report/recommendations.
- Having a critical timeline – advisor board intention. A. Lizotte and J. George to advise on timelines.

Discussing amendments to the Constitution and amendments to the By-Laws.

- Recommendations for improvement from Peter Engelmann (report or summary of commentaries). Put forward to committee and discuss at next meeting.
- Topics for the ERC to discuss at the next meeting.
- IOG report recommendations. If anything from there falls under the C&BL committee.

Action item: C. Lonmo to go to the NEC for advice and direction to present the timelines to the membership this year and next year and the final deadline. A. Lizotte to compile all information together also from Claude Danik and Peter Engelman for improvements on the C&BL.

Motion to approve changes to Issues of note - carried unanimously.



The Constitution and By-Law Committee adjourned at around 4:18 p.m. EDT.

The above minutes are accepted as a true representation of the Constitution and By-Law Committee meeting held on April 13th, 2021.

Chairperson:

Date: