



**Constitution and By-Law Committee  
Wednesday, May 12<sup>th</sup>, 2021  
Via Teams Meeting**

**MINUTES**

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

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

**Regrets:** N. Bois

**1. Call to Order / Roundtable introductions**

Meeting was called to order at 2:30pm by interim Chair A. Kurikshuk-Nemec.

*\* At this time, CAPE's Statement on Harassment was read aloud. A. Lizotte was identified as the Anti-Harassment resource person for the meeting and concerns should be directed to her attention via email.*

**1.2 Approval of Agenda**

Approval of agenda for the following:

- Anti-Harassment Policy
- Review and acceptance of agenda
- Requirements in the Constitution and By-Laws for hand-written signatures and in-person attendance
  - Review of a sampling of clauses in the Constitution and By-laws and discussion regarding alternatives in light of the pandemic.
- Review and acceptance of minutes for April 13th
- Compensation and minimum requirement for the position of President:
  - Review compensation of Presidents in other unions.
  - Discussion regarding additional research required and retention of a consultant to assist in the performance of this work.

*Motion to adopt Agenda – carried unanimously.*



## **2. Requirements in the Constitution and By-Laws for hand-written signatures and in-person attendance**

Discussion regarding what is being done with other bargaining agents and how they are handling these matters during the pandemic. It was noted that the practices at CAPE appear to be consistent with other Bargaining Agents. Discussion regarding whether a temporary policy could be implemented to address and challenges being created by the pandemic.

**Action item:** CAPE staff to provide an analysis of all of the areas in the Constitution and Bylaws that may require accommodation during the pandemic and draft a proposed policy with temporary measures for review by the Committee.

*Motion to approve changes to Requirements in the Constitution and By-Laws for hand-written signatures and in-person attendance - carried unanimously.*

*\*Charlene Lonmo joined the meeting and re-assumed the role of Chair of the meeting.*

## **3. Review and adoption minutes (April 13, 2021)**

Minor errors were identified and corrected accordingly.

**Action item:** S. Pantalone updates the meeting minutes to reflect changes.

*Motion to accept the minutes dated April 13 - carried unanimously.*

## **4. Compensation and minimum requirement for the position of President**

A discussion was held regarding whether changes should be made to the Constitution and Bylaws regarding the manner in which the President's terms and conditions of employment are established as well as whether the Association should consider minimum requirements for the position such as previous experience on the NEC or minimum language requirements. A review of the terms adopted by other bargaining agents was performed. A fulsome discussion ensued regarding options. A consensus was achieved to look further into the approach taken by the PIPSC whereby the President's contract is posted prior to the start of an election period. A consensus was also achieved to recommend to the NEC that a survey be conducted with the membership regarding whether minimum requirements should be set for the position of President. Finally, a discussion was held regarding the role of the HR-Subcommittee in supporting these proposed changes.

**Action item:** CAPE staff to provide an analysis of all of the areas in the Constitution and Bylaws that would require amendments if the PIPSC approach were to be adopted. The Committee to recommend this approach to the NEC for their approval and request that



direction be provided to the HR Subcommittee to prioritize the review of the President's salary based on independent third- party recommendations in order to de-politicize the issue. The Committee to also recommend that a survey be conducted with the membership regarding whether minimum requirements for the position of President should be implemented.

*Motion to approve changes to Compensation and minimum requirement for the position of President - carried unanimously.*

**The Constitution and By-Law Committee meeting adjourned at around 4:50 p.m. EDT.**

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*The above minutes are accepted as a true representation of the Constitution and By-Law Committee meeting held on May 12<sup>th</sup>, 2021.*

Chairperson:

Date: