



Constitution and By-Laws Committee
Tuesday, June 14th, 2022
2:30pm-5pm
Via Teams Meeting

MINUTES

In Attendance: C. Lonmo (Chair), K. Mansfield, C. Awada, J. Lafontaine

Staff: A. Lizotte, J. George, K. Khouri, S. Cousineau

Regrets: A. Trau, H. Delnick, G. Phillips (President), A. Picotte

1. Call to Order / Roundtable introductions

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

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

2. Approval of Agenda

Agenda proposed:

- Anti-harassment statement
- Approval of the agenda
- Approval of the minutes from the previous meeting May 10th, 2022
- Fiscal Year End shift
- Absences Policy (Ongoing discussions)
- Discipline Process (Ongoing discussions)
- Roundtable

Quorum was not reached so the members present discussed the items on the agenda.

Action item: No action item required.

3. Review and approval of the minutes from May 10, 2022

Minutes were not reviewed nor approved.

Action item: To be reviewed at the September CBLC meeting.



4. Fiscal Year End shift

Moved to the September CBLC meeting.

Action item: No action item required.

5. Absences Policy (Bylaw 14)

Audrey to draft the suggestions brought up by the committee for the September CBCL meeting.

Action item: No action item required.

6. Discipline Process (Bylaw 5)

The aim of changes to Bylaw 5 is to present more options for resolution to enable prompt, informal resolution by the parties without costly, outside interventions. It is recognized that this will not always work, but that there needs to be a range of options which include simple, quick settlement of issues.

Following suggestions were made by the committee:

- Records of disputes should be kept, to make patterns visible (Repeat offenders become more visible)
- Parties going through mediation should have access to different resolutions
- Creating multi tier resolution process
- The NEC should be able to provide feedback
- The matter to be resolved by the committee involved (where the offence took place)
- Creating a resolution process hierarchy
- Creating a 'menu' containing the process costs

Action item: Different models can be pulled and shaped into a proposed model by J. George and A. Lizotte.

7. Donations Policy

- Limits as to how funds are spent
- Donations go to the NEC for approval
- Donations 100\$ or less do not require going to the NEC for approval
- A discussion of allowing locals to create a budget and have authority to spend it



Action item: Committee executive to look into what other unions do in regard to the subject.

8. Roundtable

No items were brought up.

Motion to adjourn meeting by C. Lonmo.

Action item: No action item required.

The Constitution and By-Law Committee meeting adjourned at around 3:35pm. EDT.

The above minutes are accepted as a true representation of the Constitution and By-Law Committee meeting held on June 14th, 2022.

Chairperson:

Date: