

Governance Sub-Committee Meeting.

Friday September 19, 2025.

12pm Eastern Time.

Via TEAMS

Record of Decisions.

Via TEAMS: Felix-Antoine Roux (TR Director), Annie Yeo (Chair)

Regrets: Carrie Hill (EC Group Director)

CAPE Staff: Francis Raposo (IM and IT Advisor), Khristian Khouri (Legal Counsel), Julie Courty (Local Liaison Officer and Events Coordinator), Natalina Conner (Paralegal), Jennifer George (General Counsel), Clarisse Habarugira (Executive Assistant to the President), Joelle Franche (Administrative Assistant).

1. Opening of the meeting.

The meeting was called to order at 12:03pm, quorum was reached. Jennifer George accepted the role as the anti harassment resource person.

2. Approval of Agenda

Annie Amends the agenda to move up the cape framework to number 4.

The agenda was approved as Amended.

3. Approval of the record of decision from June 2025.

Be it resolved that the record of decisions from June 2025 were approved.

4. CAPE Framework for Local Bylaws.

The group discussed setting aside the Framework and focusing on local bylaws for larger locals and templates that can be tweaked to their needs. They agreed to proceed with the bylaws, as well as create a 'how to guide' on preparing/ hosting an AGM.

5. Local 503 Bylaws.

Statistics Canada will be hosting their AGM in November; the group viewed and discussed the Bylaws presented, the committee agreed to have the amended bylaws approved via email as soon as possible.

6. Local 520 Bylaws.

The subcommittee communicated that the amendments for this Bylaw are an ongoing progress for the Natural resources local, they'd like to have it approved by the next meeting.

7. Harassment Policy.

The Subcommittee will motion to amend the policy at the October NEC to see if it will be tasked to them.

8. Closing of the meeting.

The above record of decisions is accepted as a true representation of the Governance Sub-Committee meeting held on September 19th, 2025.