Governance Sub-Committee Meeting.

Friday September 18th, 2026.

12pm Eastern Time.

Via TEAMS

Record of Decisions.

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

Regrets: Lise Thibodeau (EC Director), Jennifer George (Legal Counsel), Anastasia Trofimoff (Legal counsel), Francis Raposo (IM and IT Advisor), Julie Courty (Local Liaison Officer and Events Coordinator), Mathew Ashworth (Chief of staff).

CAPE Staff: Natalina Conner (Executive Assistant to the President), Khristian Khouri (Legal counsel), Joelle Franche (Administrative Assistant).

1. Opening of the meeting.

The meeting was called to order at 12:04pm, quorum was reached.

Annie read the Anti-Harassment policy; Khristian assumes the role of the Anti-Harassment officer.

3. Approval of today's Agenda.

The agenda was approved as presented.

4. Approval of the record of decision from June.

The record of decisions from June were approved as presented.

5. Policy review updates.

a. Review the approved Bylaw 5 to support moving forward with the Code of Ethics and Harassment Prevention Policy.

Legal received edits and comments on the document from the subcommittee and worked on the format, content and approach of the document. Legal explained the process and current work being done and its reacting factors. Most of the focus was on conduct, duties and the standard expected of the officers. Legal will hopefully be able to share the document at the next meeting in October. An update on this will be reported to the NEC.

Felix-Antoine suggested possibly approving this via electronic vote as he cannot attend next months meeting.

Natalina left the meeting 12:30pm.

b. Vote to approve EDIAA Statement.

The group reviewed the amended statement.

Motion to approve the EDIAA statement: Annie

Second: Felix- Antoine

In favour: 2

Against: 0

Abstain: 0

The statement was approved and will be presented to the October NEC.

c. Local bylaws.

The group noted that the anticipated meeting in August to review this item, did not take place due to lack of quorum.

The drafted document is being reviewed by Julie, it will be shared with Legal and the Governance subcommittee hopefully this month. The group agreed the need to share this document with the Local leadership counsel before the end of the year.

d. Travel policy.

The finance committee has shared this policy with the Governance subcommittee, and it is being reviewed and edited with Lise.

9. Closing of the meeting.

The meeting was adjourned at 12:44pm.

The above record of decisions is accepted as a true representation of the Governance Sub-Committee meeting held on September 18th, 2026.