



CANADIAN UNION OF PUBLIC EMPLOYEES

LOCAL 374

Oak Bay, North Saanich, Sidney, Colwood, Metchosin, Sooke & Esquimalt Municipal Employees
& Abilities Community Services

#201 - 524 Culduthel Road, Victoria, BC V8Z 1G1

Tel: 250-472-0374 • Fax: 250-472-0378

Email: president@cupe374.ca Web: www.cupe374.ca

ANNUAL GENERAL MEMBERSHIP MEETING

Claremont High School - Theatre

4980 Wesley Rd, Victoria, BC

November 5, 2019 – 6:15 pm

AGENDA

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1. Call to Order	
2. Roll call of officers	
3. Recognition of Territory	
4. Reading of the Equality Statement	1
5. Voting on new members	
6. Guest Speakers	
7. Adoption of Agenda	
8. Reading and approval of minutes of previous meetings	
• June 26, 2019 General Membership Meeting	2 - 7
9. Matters arising out of the minutes	
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a) Summer Institute on Union Women	
b) Vancouver Island District Council	
c) CUPE National Convention	
15. Unfinished business	
16. New business	
17. Nominations, Elections, or Oath of Office	17 - 19
a) President 3 Year Term 2019-2022	
b) Treasurer 2 Year Term 2019-2021	
c) Recording Secretary 1 Year Term 2019-2020	
d) Trustee (1 position) 3 Year Term Auditing 2018-2021	
18. Good of the Union	
19. Adjournment	

Equality Statement

Union solidarity is based on the principle that union members are equal and deserve mutual respect at all levels. Any behaviour that creates conflict prevents us from working together to strengthen our union.

As unionists, mutual respect, cooperation and understanding are our goals. We should neither condone nor tolerate behaviour that undermines the dignity or self-esteem of any individual or creates an intimidating, hostile or offensive environment.

Discriminatory speech or conduct which is racist, sexist, transphobic or homophobic hurts and thereby divides us. So too, does discrimination on the basis of ability, age, class, religion, language and ethnic origin.

Sometimes discrimination takes the form of harassment. Harassment means using real or perceived power to abuse, devalue or humiliate. Harassment should not be treated as a joke. The uneasiness and resentment that it creates are not feelings that help us grow as a union.

Discrimination and harassment focus on characteristics that make us different; and they reduce our capacity to work together on shared concerns such as decent wages, safe working conditions, and justice in the workplace, society and in our union.

CUPE's policies and practices must reflect our commitment to equality. Members, staff and elected officers must be mindful that all sisters and brothers deserve dignity, equality and respect.



PAUL MOIST
National President



CHARLES FLEURY
National Secretary-Treasurer



CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 374

Oak Bay, North Saanich, Sidney, Colwood, Metchosin Esquimalt, Sooke Municipal Employees,
Abilities Community Services & Together Against Poverty Society

GENERAL MEMBERSHIP MEETING MINUTES

June 26, 2019

CROW'S NEST, 2ND FLOOR, ARCHIE BROWNING SPORTS CENTRE,
1151 ESQUIMALT ROAD, ESQUIMALT, BC

CALL TO ORDER

The meeting was called to order at 6:05 pm by President Shireen Clark in the chair.

ROLL CALL OF OFFICERS

Present:	
President	Shireen Clark
Treasurer	Carol McNichol
Recording Secretary	Amanda Irving
Vice President – Abilities Community Services	VACANT
Vice President - Colwood	Gord Beauvillier
Vice President – Metchosin	Melissa Kirk
Vice President/EVP – Oak Bay	Gary Flynn
Vice President – Sidney	Ron Green
Vice President - Esquimalt	Steve Migliarese
Vice President - Sooke	Paul Butterfield
Vice President – North Saanich	Sarah Fairbrass
Vice President – Together Against Poverty Society	EXCUSED
Excused:	Isabelle Dehler-Hyde
Guests:	
CUPE Members:	9

READING OF THE EQUALITY STATEMENT

The Equality Statement was read by Shireen Clark, President.

VOTING ON NEW MEMBERS

- 1 – Sooke
- 24 – Oak Bay
- 2 – Sidney
- 4 – Colwood

- 13 – Esquimalt
- 1 – Metchosin
- 5 – North Saanich

Member Chris Wade from the Town of Esquimalt took the oath of membership.

MOTION: To receive the new members.

M/S/C

ADOPTION OF AGENDA

MOTION: To adopt the June 26, 2019 agenda as presented.

M/S/C

READING AND APPROVAL OF MINUTES

The minutes of the following General Membership Meeting were reviewed:

- March 14, 2019 General Membership Meeting
- March 14, 2019 Special Membership Meeting
- May 8, 2019 Special Membership Meeting

MOTION: To adopt the minutes from the March 14, 2019 General Membership Meeting, March 14, 2019 Special Membership Meeting and the May 8, 2019 Special Membership Meeting.

M/S/C

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

CORRESPONDENCE

Synopsis of correspondence was reviewed.

MOTION: To receive the Synopsis of Correspondence.

M/S/C

TREASURER'S REPORT

Carol McNichol, Treasurer, presented the treasurer's report and indicated that she had the supporting documentation such as bank deposits, statements and per capita reports on hand for all to review.

MOTION: To receive the Treasurer's Report as presented.

M/S/C

PRESIDENT'S REPORT

Shireen Clark, President, reported the following:

- Bargaining Conference – Saskatchewan; March 18-21
- Facilitated Financial Officers Training for CUPE March 29.
- CUPE BC Convention, Victoria; May 1-4.
- National Trustee Audit, Ottawa; June 3-7.

- Vacation June 10-14.
- National Trustee Meetings, Ottawa; June 17-19.
- Facilitated Financial Officers Training for CUPE June 24-25
-

Upcoming

- Pride Parade July 7.
- Executive Meeting July 10.
- New Chief Administrative Officer Meeting; Sooke.
- New Chief Administrative Officer Meeting; Colwood.
- Sooke Bargaining – dates to be set.

Collective Agreement Update

- Our National Reps have been in contact with the Greater Victoria Labour Relations Association. The Collective Agreements previously received for proofing contained changes that were not signed off in bargaining. We have received 5 out of the 6 agreements today. It is anticipated that they will be printed and distributed by the end of July.

UNIT REPORTS

Shireen Clark, President, provided an overview of the written reports submitted from each unit.

Abilities Community Services – Meredith Jenkinson

- Nothing new to report.

City of Colwood – Gord Beauvillier

- Working hard to establish a good working relationship with Management through labour relations.
- Public Works hired three new Chargehands and three new Labourer II internally as well as two external full time Labourer II positions.
- A new Planner has been hired and started in June.
- The Director of Engineering and Public Works has taken a new job. Her last day is July 2.
- Colwood is welcoming a new Chief Administrative Office in August, Robert Earl, from the Town of Banff.

Township of Esquimalt - Steve Migliarese

- Public Works hired a new full time Refuse Collector and a Labourer I.
- The employer is currently interviewing for the Manager of Engineering position.
- The first post-separation vote unit meeting took place and 10 members attended. Hoping to have improved attendance as time goes on. Unit meetings are tentatively set to take place on the last Tuesday of each month, with occasional lunch break meetings to provide opportunities for members with differing schedules to attend.
- Working on gathering personal email addresses from those members who would like to receive email news updates, announcements and notices. Email will be used as a secondary communication medium to increase communication levels. The primary mode of communication will be through the union notice boards in the workplace.
- A meeting is scheduled July 9th with the employer to discuss new Employee Family Assistance Program options with increased services for our members and further discussion regarding flex time possibilities.

- The employer agreed not to contest members having union representation at meetings with management. This comes following reports from members feeling that meetings were somewhat disciplinary.

District of Metchosin – Melissa Kirk

- Property tax season is underway
- Paving roads in Metchosin
- Hired 2 Auxiliary workers for Public Works and hired 1 Auxiliary for the office

District of North Saanich – Sarah Fairbrass

- There has been a lot of job movement in the past couple of months both inside and outside and has provided some significant unprecedented movement particularly for outside staff.
- The Works Superintendent has been working on creating more progressive job movement and this has resulted in an additional Operator B, two Building & Grounds Maintenance Worker I and continuing to recognize 'long standing' employees by moving to higher positions or through creation of new ones.
- Revising and restructuring has been a challenge within the confines of Job Evaluation.
- There are three outstanding grievances, some issues with the employer sharing information with the union and their interpretation of the collective agreement.

Town of Oak Bay – Gary Flynn

- There has not been a labour management meeting in a long time.
- There are a few outstanding grievances that the employer is not wanting to deal with.
- There has been several new jobs posted which is great. There are existing jobs that have been brought forward for wage increases but the employer has not responded to these.

Town of Sidney – Ron Green

- New Director of Engineering and Senior Engineering Tech has been hired.
- Questions about when the new Collective Agreements will be available.
- New Firehall grand opening will take place June 21 2019.

District of Sooke – Paul Butterfield

- New Chief Administrative Officer, Norm McInnis (from Fernie) starts July 1st.
- No news on pending grievances.
- No news on existing bullying and harassment claim.
- Director of Finance has not returned to work since January. Existing Director may step in to a new position. No details were given.
- Head of Planning and Waste Water Clerk have resigned.
- Head of Waste Water position remains unfilled.
- Director of Development Services/ Municipal Engineer position is not yet filled.

Together Against Poverty Society – Isabelle Dehler-Hyde

- There have been significant staff changes since March. Three staff have resigned and other staff members have shuffled positions and temporarily taken on extra job duties to fill the gaps.
- One staff members is on a leave until August to finish a law degree and will be returning as a full-fledged lawyer.

- The Tax Coordinator position has been posted and they are hoping to fill it with an external candidate by July. With this position open it has put a strain on the weekly drop-in tax clinic.
- Workloads are overwhelming at this time and capacity is diminished.
- A large tenancy file has been taken on representing an entire building with significant residential tenancy issues. This has not allowed them to take on any new tenancy files despite the high demand.
- The income assistance team has had to reduce its intakes due to staffing shortages and is now only taking on new clients with emergency situations.
- At the labour management meeting in April they worked on creating bullying and harassment policies and addressing issues related to the matching RRSP program.
- This year is TAPS' 30th birthday and they are hoping to host an open house in the Fall.

MOTION: To receive the President and Unit reports.

M/S/C

There were no matters arising from President and Unit Reports.

REPORTS OF COMMITTEES AND DELEGATES

a) CUPE BC Convention

There were 600 people in attendance at this year's CUPE BC Convention which took place in Victoria. Gord Beauvillier and Paul Butterfield attended the convention as first time delegates. They reported that the convention was amazing and high energy. It was great to see the activism. There was a lot of discussion around inclusiveness. They got a good sense of what was happening locally and nationally and would both recommend attending a CUPE convention.

b) Vancouver Island District Council (VIDC)

Sarah Fairbrass reported that VIDC elections took place at the last meeting and she has been re-elected for a 2 year term as Vice President.

Sarah highlighted the following events:

- Miners Memorial, an annual commemoration of fallen labour members, took place last weekend at Comox Lake.
- July 2nd Pride Parade – this is a fun family friendly event and everyone is encouraged to attend.
- Labour Day picnic next year will be moving back to a park and be about celebrating labour. In past years it has taken place on the lawn of the legislature and did not allow for the same type of celebration.

UNFINISHED BUSINESS

a) 60th Birthday Celebrations

Executive board members are investigating activities and dates that will work for different locals. It was decided that a small event will take place in each community that we represent for members instead of one large event. As soon as the details are confirmed information will go out to the membership.

NEW BUSINESS

1. 2019/2020 Scholarship Draws

Twelve applications were received (2 Esquimalt, 1 Colwood, 1 Sidney, 1 North Saanich, 6 Oak Bay) and a random draw took place.

The following names were drawn:

1. Andre Rodriguez – North Saanich – B. Economics at UVIC
2. Macy Preston – Oak Bay – B. Chemistry at UVIC
3. Malcom Harrison – Oak Bay – B. Arts & Science at Queen’s
4. Nolan Mitchel – Oak Bay – Civil Engineering at Camosun (UBC)

NOMINATIONS, ELECTIONS OR OATH OF OFFICE

a) Trustee (1 position) 3 Year Term Auditing 2018-2021

Prior to a call for nominations Shireen Clark explained the duties of a Trustee. She explained that it is a 3 year term and requires approximately one to two days per year to go through the financial records of the Local. A report is written by the trustees and submitted to CUPE National. The trustee elected will join Josh Lloyd and Adam Gow as trustee.

Carol McNichol nominated Kevin Atkinson from the Town of Sidney.

No other nominations were received.

Kevin Atkinson was unable to attend the meeting but has indicated that he will stand.

Shireen Clark advised that if there is anyone interested in becoming a trustee in the future please contact her as there is training available.

GOOD OF THE UNION

Sarah Fairbrass indicated that Rick Williams will be retiring from North Saanich effective July 19, 2019.

NEXT MEETING DATE

At the direction of the Chair.

ADJOURNMENT

MOTION: To adjourn the meeting at 6:46 pm.

M/S/C

Shireen Clark, President

Amanda Irving, Recording Secretary



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SYNOPSIS OF CORRESPONDENCE – October 1 - 28, 2019

Applications for Memebership

Colwood - 2 members

Esquimalt - 2 members

CUPE374

General Correspondence

	Dated	Date Received
1 Seamark Monthly Report	30-Sep-19	5-Oct-19
2 Seamark Quarterly Report	30-Sep-19	16-Oct-19
3 Memo and CUPE BC Submission to the Provincial Government Re: Domestic & Sexual Violence Leave	8-Oct-19	8-Oct-19
4 Seamark - The Latest Q3 Newsletter	30-Sep-19	28-Oct-19

GRIEVANCE LOG

	Date Filed	Status
COL2019.01 UNION POSITION TO EXEMPT	26-Jan-19	ABEANCE
COL2019.02 HARASSMENT/BAD FAITH	01-Mar-19	OUTSTANDING
COL2019.03 DISCIPLINARY LETTER	16-May-19	RESOLVED
COL2019.04 DUTY TO ACCOMMODATE	21-May-19	ABEANCE
COL2019.05 IMPROPER PAY	21-May-19	RESOLVED
COL2019.06 PROMOTIONAL	17-Jul-19	STEP 3
COL2019.07 DISCIPLINARY LETTER	26-Sep-19	RESOLVED
COL2019.08 DISCIPLINARY LETTER	26-Sep-19	RESOLVED
DNS2019.01 POLICY	10-May-19	ARB
DNS2019.02 POLICY	10-May-19	ARB
DNS2019.03 DISCIPLINE - SUSPENSION	21-May-19	ARB
ESQ2019.01 POLICY	27-May-19	Step 3
ESQ2019.02 WORKPLACE BULLYING & HARASSMENT - ALL DEPARTMENTS	01-May-19	Step 3
ESQ2019.03 EXCESSIVE DISCIPLINE - INDIVIDUAL	12-Sep-19	OUTSTANDING
ESQ2019.04 EXCESSIVE DISCIPLINE - 3 INDIVIDUALS IN INCIDENT	12-Sep-19	OUTSTANDING
ESQ2019.05 EXCESSIVE DISCIPLINE - 3 INDIVIDUALS IN INCIDENT	12-Sep-19	CLOSED
ESQ2019.06 EXCESSIVE DISCIPLINE - 3 INDIVIDUALS IN INCIDENT	12-Sep-19	ABEANCE
OB2018.03 OAK BAY - PAY REVIEW	22-Jun-18	Step 3
OB2018.04 OAK BAY - PROMOTIONAL	14-Jul-18	Step 3
OB2018.06 OAK BAY - ASSIGNED OT	07-Dec-18	Step 3
OB2019.01 OAK BAY - SENIORITY - CALLOUTS & OT	22-Jan-19	Step 3
SOO2018.01 PERSONAL HARASSMENT	19-Dec-18	Step 2
SOO2019.01 POLICY BULLYING AND HARASSMENT	15-Jan-19	Step 2

Memo

Date: October 8, 2019
To: CUPE BC Affiliated Presidents, CUPE BC Executive Board
c: CUPE BCRO Staff Representatives
From: Paul Faoro, President
Re: **CUPE BC Submission to the Provincial Government – October 8, 2019**

Please be advised that a Submission to the Provincial Government has been sent today on Domestic & Sexual Violence Leave. A copy is attached for your information.

move**up**



Submission to the Ministry of Labour

Domestic & Sexual Violence Leave

Submission By:

The Canadian Union of Public Employees

British Columbia Division

Paul Faoro, President

October 7, 2019

INTRODUCTION

The Canadian Union of Public Employees of British Columbia (CUPE BC) welcomes the opportunity to provide this written submission on the topic of paid leave for workers who have been subjected to domestic and sexual violence.

CUPE BC represents more than 97,000 workers in British Columbia employed in municipalities and school boards, colleges and universities, paramedical, community health and community social services. Our members also provide transit, library and airline services. We also represent many workers in private sector organizations.

Women make up the majority of CUPE members, with 68% representation from female-dominated workforces such as education, libraries, childcare, social services and health care.

Domestic violence touches every income, community, religion, ethnicity, age and gender and is a symptom of systemic and cultural systems of oppression. Women, indigenous people, minorities, immigrants, transgender and gender non-conforming people, precarious workers, and people with disabilities are disproportionately impacted. Therefore, it is important to understand the intersectionality of oppression and domestic violence. Legislation should be responsive to the needs of vulnerable populations and work to mitigate these systemic inequities.

BC and Alberta are the only two provinces in Canada that do not offer paid leave for people who have been subjected to domestic or sexual violence.

This would be the next progressive step following the recent changes to the *Employment Standards Act* that provides up to 10 days per calendar year of job-protected, unpaid leave, as well as 15 consecutive weeks of unpaid leave for workers who are survivors of domestic or sexual violence.

BACKGROUND

- ❖ Domestic violence negatively affects the workplace and lives of our members: One out of three women have experienced domestic violence, and for the majority, it follows them to work.
- ❖ For victims and survivors, paid leave from employment will provide financial employment income security, physical safety, self-esteem, social connectedness and mental respite, and it is a key pathway to leaving a violent relationship.
- ❖ Abusers often sabotage victims' work as a way of keeping the partner economically dependent and socially isolated, for example by blocking them from getting to work and interfering with their work.
- ❖ Abusers may target their partner at the workplace, through calls, stalking, harassment, assault and other abusive behaviour. At this point, the violence and risks posed by that violence usually escalate further.
- ❖ Co-workers, users/clients and others connected with the victim's and abuser's workplaces are also at risk for injury or some other form of trauma, which can pose a serious health and safety risk to all workers.
- ❖ The 2014, CLC survey "Can Work be Safe, When Home Isn't? Initial Findings of a Pan-Canadian Survey on Domestic Violence and the Workplace" found the following:
 - 81.9% of the victims reported that intimate partner violence affected them in the workplace, and 91.5% of respondents reported that they believed that intimate partner violence impacts the workplace as a whole.
 - Domestic violence (DV) doesn't just happen at home – it follows people to work, with over 53% reporting having experienced abusive calls or text messages, stalking or calls to employers or co-workers.
 - Over 80% said that violence affects their work performance; it can leave a victim distracted, tired or unwell, which puts jobs at risk and compromises workplace safety.
 - Of those who reported DV experience, 38% indicated it impacted their ability to get to work (including being late, missing work, or both). In total, 8.5% of DV victims indicated they had lost their job because of it.

- Over half (53.5%) of those reporting DV experiences indicated that at least one type of abusive act occurred at or near the workplace.
- Those experiencing DV are not the only ones affected by it; many (37.1%) reported that co-workers were affected too. The most common impact was stress and anxiety, feeling unsafe at work and work performance issues.
- ❖ Canadian employers lose \$77.9 million annually due to direct and indirect impacts of domestic violence and the costs, to individuals, families and society go far beyond that. (Zhang, Hoddenbagh, McDonald & Scrim, 2012)
- ❖ 30% of all reported Violent Crime in Canada in 2017 was intimate partner violence. In BC, 78% of reported intimate partner violence was against women. (BC Federation of Labour)
- ❖ A victim/survivor must have paid leave in order to flee an abusive relationship and get safely settled. They may need to find a new home, get a place in a shelter, arrange childcare or school for their children, get legal advice and go to court – all of which take a considerable amount of time as well as money.
- ❖ Being employed and on a paid leave is a key pathway to leaving a violent relationship; the financial security that employment affords can allow women to escape the isolation of an abusive relationship, and maintain as far as possible, their home and standard of living, both for themselves and their children.

RECOMMENDATIONS:

1. CUPE BC recommends at least ten days of paid leave per calendar year as well as up to an extra 15 weeks of unpaid leave under the Employment Standards Act for workers who have experienced or are experiencing domestic or sexual violence.

In addition, survivors should be able to take the leave intermittently and in partial day increments. Survivors require flexibility to be able to take partial days or days spread out over time to address the many tasks they must carry out to ensure their safety and healing. The discretion should not be up to the employer as this is a hardship for survivors, who may typically require only an hour or two at a time to, for example, attend a medical or counselling appointment, quickly open a bank account, or meet with legal counsel.

Workplace flexibility is an important part of how employers can support survivors of domestic violence.

Providing up to 10 days of paid leave from work will help survivors of domestic violence enforce their legal rights and find safety and stability without loss of income and/or employment.

Domestic violence leave that is unpaid defeats the purpose of the leave, which is to ensure financial security during an extremely disruptive and challenging time in a worker's life.

Ensuring uninterrupted payments of wages may spell the difference between a worker's choice to seek necessary help and supports or remain in an abusive situation

Providing paid leave isn't just a labour rights issue, it's a women's rights issue. It is an important step on the road to achieving gender equity.

2. CUPE BC recommends that this leave be stand alone. This leave should not be combined with other types of leave. A worker facing domestic violence should not be forced to give up other rights they may have under the Employment Standards Act. An employee may be entitled to more than one leave for the same event. Each leave is separate and the right to each leave is independent of any right an employee may have to other leaves.

3. There should be some limits on the employers' right to request documentation as to the reason for taking the leave. An Employer may require an employee to provide reasonable evidence in the circumstances that they are eligible to take domestic or sexual violence leave. What will be reasonable in the circumstances will depend on the facts of any given situation, such as the duration of the leave, whether there is a pattern of absences, whether any evidence is available, and the cost of the evidence. Should an employer request proof or verification of the need for the leave, CUPE BC recommends that the verification request be reasonable and satisfied by sources such as notes from shelter workers, counsellors, law enforcement, medical professionals, or from any relevant support service. The government should also consult widely with women's organizations, service providers and survivors of domestic violence in order to determine what is practicable and non-intrusive documentation for a survivor to provide.
4. CUPE BC recommends that there should be no threshold of length of service for workers or required category of employment (fulltime, part-time, casual, and precarious) to meet before being able to access this leave. All workers deserve wage and employment security to allow them to leave abusive relationships and seek help, safety and support.
5. CUPE BC recommends compulsory training on domestic violence (trauma-informed approach) for employers in order to support all workers who are impacted by domestic violence at work.
6. CUPE BC understands that victims of domestic violence have suffered immensely and are at the risk for re-victimization. Therefore, we believe that confidentiality be protected by law so as not to put victims through any unnecessary harms.
7. CUPE BC recommends that employees who take domestic or sexual violence leave are entitled to the same rights as employees who take pregnancy or parental leave. For example, an employer cannot threaten, fire or penalize in any other way an employee for taking, planning on taking, being eligible or in a position to become eligible to take domestic or sexual violence leave. Finally, victims should be reasonably accommodated in the workplace.

CONCLUSION:

CUPE BC believes that everyone should be able to feel safe in their workplaces. Survivors of domestic violence, sexual violence and intimate partner violence face several barriers in ensuring they feel safe and supported by their employers. Bringing well-researched amendments to the *Employment Standards Act* with paid leave will help alleviate some of these barriers. CUPE BC hopes that the Government of British Columbia will pay close attention to the recommendations submitted by organizations, activists, and unions who actively work on this issue and support survivors, predominantly women, on a daily basis.

PRESIDENT'S REPORT

Shireen Clark, President, reported the following over the summer:

- Worked on reviewing Collective Agreements for signature.
- Attended a variety of grievance, investigation, return to work and labour management meetings in all Units.
- Met with Esquimalt Employee and Family Assistance Program Committee regarding a new provider.
- Met with new Chief Administrative Officers at Sooke and Colwood
- Attended the Financial Officers Course in Courtenay as a facilitator.
- Attended the CUPE National Trustees' Audit in Ottawa in July.
- Met with National Reps regarding Member Engagement strategies.
- Dealt with a break-in of the office building – insurance, police, security, clean up, etc.
- Started bargaining in Sooke.
- Executive Board half day member engagement planning session took place in October.
- The Executive Board attended a Law Course in September regarding duty to accommodate, human rights, Labour Relations Code, Employment Standards Act, workplace harassment and violence.
- Attended the CUPE National Convention in Montreal in the beginning of October.

UNIT REPORTS

Town of Sidney

Ron Green, Unit Vice President

- The employer has accommodated a member on LTD.
- There have been issues over seniority and vacation requests.
- The staff movement of a reorganization has employees unhappy.
- Members are excited to get the Collective Agreement and asked when we were going to start bargaining again.
- Right now there is a good open door policy with management.

Township of Esquimalt

Steve Migliarese, Unit Vice President

- Currently there are three active grievances and two that have been withdrawn. Two are at Step 2: one of which is close to being closed and the other has a meeting scheduled with the employer. The third is a blanket harassment grievance.
- There have been four unit meetings since the separation vote and only one or two members attended. September's meeting saw Carol and I attend. No other members were there. Bulletins were put up as agreed upon but the attendance remains minimal.
- Employee Family Assistance Program providers are being looked at by the employer.
- The employer implemented an attendance management program and union has been sitting in on attendance management meetings.
- The employer is investigating the cause of low morale in the Parks Department.

Together Against Poverty Society

Isabelle Dehler-Hyde, Unit Vice President

- There have been a lot of staffing changes as several long-term staff members have moved on and there have been several new hires. There has also been some job description changes as a result of the shifts.
- One of our staff members passed the bar exam and was promoted to the Lawyer position in September, which provides us with the ability to expand the scope of our legal work.
- A new supervisory position, Director of Advocacy, was created and filled by an existing staff member.
- A part time position for the tenancy advocacy project was posted and filled to address the high demand for service in that project.
- We had two labour management meetings that were both productive.
- Staff are now receiving the matching RRSP fund as agreed to in the Collective Agreement.
- In July, multiple programs had closed their intake for new clients in order to get caught up on overwhelming caseloads.
- Since then, staff met with management to discuss ways to address workload and different options are currently being explored.

- We have been working on getting bullying and harassment policy in place since April; however, are waiting on approval from the Board. It is challenging as the bullying and harassment mostly comes from clients and there is currently no process in place to deal with it.
- This year's TAPS volunteer holiday dinner will be held on Saturday, December 7th @ 2pm at James Bay New Horizons. There will be a free turkey dinner. Community and union members are welcome to join us. If you'd like to come, please RSVP to our Volunteer Coordinator, Heidi, at volunteers@tapsbc.ca
- Donation requests have been sent out most unions in the Victoria area to continue funding the Employment Standards Advocacy Project, so please give us a good word as you interact with other union folks at conferences, trainings, and in the community.
- The Unit Vice President has been accepted into the member organizing training project with CUPE BC in November.

District of North Saanich

Sarah Fairbrass, Unit Vice President

- In July there were full time postings for outside staff and all positions were filled by internal candidates.
- The union has asked the employer to provide bullying and harassment training in the workplace. Harassment training has been arranged, however at this time auxiliaries currently employed have not been invited to attend.
- There has been changes to the OHS Committee with the new Director of Communications being appointed the employer representative.
- Elections for Alternate OHS Committee member, Unit Vice President and Alternate Unit Vice President were held in October. Sarah Fairbrass and Darrel Justice were re-elected to the positions of Vice President and Alternate Vice President and Scott Provan is the new alternate safety committee member.
- The municipality has received a WorkSafe compliance order.
- A member who was involved in a serious mower roll over incident a few months ago is on a return to work program through Worksafe BC. The Union has not been invited to participate in this return to work.
- There are three grievances going to mediation.
- There continues to be issues with late/absenteeism, how jobs are being assigned and promotions being given.

Town of Oak Bay

Gary Flynn, Unit and Executive Vice President

- A Labour Management meeting and Unit Meeting took October 30.
- Working through issues with a foreman position.
- The Chief Financial Officer was left and the Director of Finance from Colwood was hired to fill the position

District of Metchosin

Melissa Kirk, Unit Vice President

- An auxiliary receptionist was hired.
- A fire person took a position at Langford,
- Two part time causals were hired and interviews are being held for full time fire maintenance person.
- Unit Vice President elections took place October 15th.

City of Colwood

Gordon Beauvillier, Unit Vice President

- The interim Chief Administrative Officer, Chris Pease, cleared up most of the outstanding grievances prior to leaving.
- The new Chief Administrative Officer, Robert Earl, started at the beginning of August and has met with each department.
- There has been a lot of movements at the management level:
 - The Director of Engineering took a position on the mainland in July.
 - Director of Development Services is now the new Director of Engineering and Development Services.
 - Manager of Building and Bylaw Services took a position at the Regional District of Nanaimo.
 - Director of Finance took a position at Oak Bay as the Director of Financial Services.
 - Manager of Engineering started at the end of October.
- Step 3 Promotional Grievance is in the processes of being resolved.
- Regular Labour Management Meetings have been taking place.

District of Sooke

Paul Butterfield, Unit Vice President

- A new Chief Administrative Officer started and is giving positive direction.
- A Director Development Services has been hired.
- The municipal hall closed for a full day all staff/team building meeting at the end of September. It was a positive event.
- A Unit BBQ took place on Halloween.
- There have been four pay reviews submitted and one resolved. Two are outstanding and one is hoping for a positive review.
- No new grievances have been submitted.
- Bargaining began in September.

Abilities Community Services

- The Unit Vice President position is vacant.
- Working to set a unit meeting date.

REPORTS OF COMMITTEES AND DELEGATES

Summer Institute on Union Women

Izzy Dehler-Hyde, TAPS Unit Vice President, attended the Summer Institute on Union Women in Vancouver at UBC with 200 women and non-binary in attendance. This is an annual conference and was sponsored by BC Fed. Izzy received a scholarship to attend and the Local covered her time. Izzy attended a week long leadership course in the mornings. She attended a rally at a credit union who had closed their branch due to unionizing. There were many amazing women speakers who spoke about the labour movement, navigating oppression in labour, how unions can get involved with reconciliation and sex workers. They did a great job of building solidarity and it was very cool to see women in positions of power reach out to other groups.

Vancouver Island District Council

Sarah Fairbrass, North Saanich Unit Vice President, reported that the Vancouver Island District Council (VIDC) biannual strategic planning session took place September 27, 2019. Trevor Davies met with VIDC to discuss CUPE's proposed transition to annual Super Conferences. CUPE has been mandated through convention to hold a variety of conferences annually in different parts of the province to meet multiple sector needs in one place at one time. There are only three cities in the province who have the capacity to host an event of that size – Kamloops, Victoria and Prince George. CUPE BC is currently looking to host the first conference in June 2020 in Nanaimo and proposed a joint conference with VIDC. VIDC dates and fundraisers for the upcoming year will be confirmed soon pending hotel availability.

CUPE National Convention

Shireen Clark, CUPE 374 President reported that Mark Hancock was re-elected as president and Charles Fleury as Secretary-Treasurer.

BC gained 2 more seats on the National Executive Board.

- Paul Faoro (BC President) elected General Vice President (1 of 5)
- Trevor Davies (BC Treasurer) elected Regional Vice President (1 of 14)
- Debra Merrier (BC Member) elected Diversity Vice President (1 of 2)
- Shireen Clark (374 President) elected National Trustee (1 of 3)

There were only 2 elections, 1 for President and 1 for Trustee, the rest were acclaimed.

The most contentious item that was discussed during the week was regarding more diversity seats on the executive board. The resolution was defeated for a 3rd convention in a row.

Many positive resolutions were passed including the move to electronic voting on the convention floor.

Next convention is in 2021 in Vancouver.

DUTIES OF OFFICERS

The President shall:

- The President shall preside at all meetings of the Local Union; sign each order on the treasury only as authorized and ordered by the Local Union; appoint all committees not otherwise ordered; and transact such other business as may of right pertain to the office of President, and which may be necessary for the proper functioning of the Local Union.
- Enforce the CUPE National Constitution, these Local Union bylaws and the Equality Statement.
- Have a vote on all matters (except appeals against the President's rulings) and in case of a tie vote in any matter while chairing, including elections, have the right to cast an additional vote to break the tie.
- Ensure that all Officers perform their assigned duties.
- Ensure Shop Steward and any other Bargaining Unit level elections are conducted in a fair and impartial manner by either conducting them, or assigning an impartial Elected Officer to conduct the elections.
- Introduce new members and conduct them through the initiation ceremony at General Membership Meetings.
- Be allowed necessary and reasonable funds, to reimburse the President or any Officers for expenses incurred on behalf of the Local Union. Expense claims must be listed on a proper form outlining the expense, the reason for the expense and with supporting receipt(s) attached.
- Have first preference as a delegate to the conventions of affiliates listed under Section 4.
- Be a required signing authority for all matters pertaining to all collective agreements in the local.
- On termination of office, surrender all books, seals and other properties of the Local Union to their successor.

The Treasurer shall:

- Receive all revenue, initiation fees, dues, and assessments, keeping a record of each member's payments, and deposit promptly all money with a bank or credit union.
- Sign all cheques and ensure that the Local Union's funds are used only as authorized or directed by the National Constitution, Local Union bylaws, or vote of the membership. In consultation with the Executive Board, designate a signing officer during prolonged absences.
- Ensure that per capita tax is paid by direct remittance, or where per capita is not paid by direct remittance, prepare all CUPE National per capita tax forms and remit payment, including \$1.00 of each initiation fee on all members admitted, no later than the last day of the following month.
- Be responsible for maintaining, organizing, safeguarding and keeping on file all supporting documents, authorizations, invoices and/or expense claims for every disbursement made,

receipts for all money sent to CUPE National, as well as records and supporting documents for all income received by the Local Union.

- Record all financial transactions in a manner acceptable to the Executive Board and in accordance with good accounting practices.
- Make a full financial report to meetings of the Local Union's Executive Board.
- Present and distribute a written financial report to each regular membership meeting, detailing all income and expenditures for the period.
- Be bonded through the master bond held by CUPE National. Any Treasurer who cannot qualify for the bond shall be disqualified from office.
- Pay no money unless supported by a cheque requisition or expense form or request for payment duly signed by the President and one other member of the Executive Board as determined by the Executive Board. No request shall be required for payment of per capita fees to any organization to which the Local Union is affiliated.
- Make all books available for inspection by the Trustees and/or auditors on reasonable notice. Ensure that the books are audited at least once each calendar year and within a reasonable time, respond in writing to any recommendations and concerns raised by the Trustees.
- Provide the Trustees with any information the Trustees require to complete the audit, including forms provided by CUPE National.
- Notify all members who are one month in arrears and report to the Executive Board all members two or more months in arrears in the payment of union dues.
- Answer correspondence and fulfil other administrative duties as directed by the Executive Board.
- Provide T4s when required by Canadian tax law.
- Fulfill the responsibilities of Privacy Officer for the local.
- On termination of office, surrender all books, records and other properties of the Local Union to their successor.

The Recording Secretary shall:

- Keep full, accurate, and impartial account of the proceedings of all regular or special membership and Executive Board meetings. These records must also include a copy of the full financial report (Executive Board meetings) and the written financial report (Membership meetings) presented by the Treasurer. The record will also include reports presented by the Trustees.
- Complete and distribute Executive Board meeting minutes to the Executive Board members within two weeks of the meeting.
- Record all amendments and/or additions in the bylaws, and make certain that these are sent to the National President for approval.

- Answer correspondence and fulfil other administrative duties as directed by the Executive Board.
- Keep a record of all correspondence received and sent out.
- Maintain a motion log of General Membership and Executive Board meetings of motions carried and defeated.
- Maintain a donation log chronicling all donations made by the local.
- Note all donations in the minutes for future reference.
- Be responsible for the maintenance of the Local Website and Social Media Accounts; create a committee and delegate as required.
- Prepare notices as directed.

The Trustees shall:

- Act as an auditing committee on behalf of the members and audit the books and accounts of the Treasurer and Recording Secretary, and the Committees at least once every calendar year.
- Submit in writing to the President and Treasurer any recommendations and/or concerns they feel should be reviewed in order to ensure that the Local Union's funds, records, and accounts are being maintained by the Treasurer in an organized, correct, and proper manner.
- Make a written report of their findings to the first membership meeting following the completion of each audit.
- Be responsible to ensure that monies have not been paid out without proper constitutional or membership authorization.
- Ensure that proper financial reports have been given to the membership.
- Audit the record of attendance.
- Inspect at least once a year, any stocks, bonds, securities, office furniture and equipment, and titles or deeds to property that may at any time be owned by the Local Union, and report their findings to the membership.
- Send to the National Treasurer, with a copy to the assigned Servicing Representative, the following documents:
 - i. Completed Trustee Audit Program
 - ii. Completed Trustees' Report
 - iii. Treasurer Report to the Trustees
 - iv. Recommendations made to the President and Treasurer of the Local Union
 - v. Treasurer's response to recommendations
 - vi. Concerns that have not been addressed by the Local Union Executive Board.