



**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

#201 - 524 Culduthel Road, Victoria, BC V8Z 1G1  
Tel: 250-472-0374 • Fax: 250-472-0378 • Email: [admin374@shaw.ca](mailto:admin374@shaw.ca) • Web: 374.cupe.ca

**ANNUAL GENERAL MEMBERSHIP MEETING MINUTES  
November 5, 2019  
UNIFOR 333 Building  
2ND Floor, 4248 Glanford Avenue**

**Call to Order**

The meeting was called to order at 6:16 pm by President Shireen Clark in the chair.

**Roll Call of Officers**

	<b>Present:</b>	
	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
	<b>Absent:</b>	Isabelle Deyler-Hyde
	<b>Guests:</b>	Loree Wilcox, CUPE National Rep
	<b>CUPE Members:</b>	39

**Recognition of Territory**

Shireen Clark, President, acknowledged the land on which we gathered that is within the traditional territories of the Lkwungen, Esquimalt, and Songhees, Malahat, Pacheedaht, Scia'new, T'Sou-ke and WSÁNEĆ peoples.

**Reading of the Equality Statement**

The Equality Statement was read by Shireen Clark, President.

**Voting on New Members**

- 2 – Colwood
- 2 – Metchosin

**MOTION:** To receive the new members.

**M/S/C**

## **Guest Speakers**

There were no guest speakers.

## **Adoption of Agenda**

**MOTION:** To add three items under New Business – a) Justice Cup; b) Member In Need; c) Harrison Winter School and move Item 17 – Nominations, Elections or Oath of Office to Item 8 and renumber the agenda accordingly.

**M/S/C**

**MOTION:** To adopt the Agenda as amended.

**M/S/C**

## **Nominations, Elections or Oath of Office**

- a) President (1 position) 3 Year Term Auditing 2019-2022

1<sup>st</sup> call

Nomination from the floor - Shireen Clark

2<sup>nd</sup> call

3<sup>rd</sup> call

Nominations closed

Won by Acclamation

- b) Treasurer (1 position) 2 Year Term Auditing 2019-2022

1<sup>st</sup> call

Nomination from the floor – Carol McNichol

2<sup>nd</sup> call

3<sup>rd</sup> call

Nominations closed

Won by Acclamation

- c) Recording Secretary (1 position) 1 Year Term Auditing 2019-2020

1<sup>st</sup> call

Nomination from the floor – Amanda Irving

2<sup>nd</sup> call

3<sup>rd</sup> call

Nominations closed

Won by Acclamation

- a) Trustee (1 position) 3 Year Term Auditing 2019-2022

1<sup>st</sup> call

Nomination from the floor – Aglade Vizcarra

2<sup>nd</sup> call

3<sup>rd</sup> call

Nominations closed

Won by Acclamation

### **Reading and Approval of Minutes**

The minutes of the June 26, 2019 General Membership Meeting were reviewed.

**MOTION:** To adopt the General Membership Meeting minutes from June 26, 2019.

**M/S/C**

### **Matters Arising from Minutes**

None

### **Correspondence**

The CUPE374 general correspondence and grievance log were reviewed and received.

Shireen Clark, President advised that CUPE National will be adding 10 days of leave for domestic violence and sexual leave at next round of bargaining.

**MOTION:** To receive the general correspondence as presented.

**M/S/C**

### **Treasurer's Report**

Carol McNichol, Treasurer, presented the ledger report for July, August and September listing all expenses since the last meeting. She advised the term deposits were rolled and we are on budget on all items. The Trustees report was submitted and accepted by CUPE National.

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

**M/S/C**

### **President and Executive Board Reports**

#### **President's Report**

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

- Worked on reviewing Collective Agreements for signature. Received the last three and will go be printing.
- 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. Completed in 4.5 days – happy to say
- 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 be 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 7<sup>th</sup> @ 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](mailto: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 15<sup>th</sup>.

## **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.

**MOTION:** To receive President and Unit Reports

**M/S/C**

**Executive Board Recommendations**

None

**Reports of Committees and Delegates**

- a) 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.

- b) 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.

c) CUPE National Convention

Shireen Clark, CUPE 374 President, reported that Mark Hancock (Coquitlam) was re-elected as president and Charles Fleury (Quebec) 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)

Shireen Clark, Gary Flynn, Gord Beauvillier and Carol McNichol attended the CUPE National Convention. There were only 2 elections, 1 for President and 1 for Trustee, the rest were acclaimed. Shireen noted that it was an interesting experience to go through an election and speak to over 2000 people.

Gord Beauvillier advised that for someone finding his way as union activist, it was inspiring to be in the presence of great activism and debate.

Shireen reported that 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. The next convention will take place in Vancouver in 2021.

**Unfinished Business**

There was no unfinished business for discussion.

**New Business**

a) Justice Cup – get invitation from Shireen

**MOTION:** THAT CUPE Local 374 to sponsor 1 team for a cost of \$1500

**M/S/C**

b) Member in Need

Shireen Clarke advised of a member who is currently without income and requires support to continue with a transitional rehabilitation program. It may be covered under LTD if accepted but the service provider needs confirmation that funding is secured.

**MOTION:** That up to no more than \$15,000 be provided to support a member with no income to attend a transitional rehabilitation facility.

**M/S/C**

Discussion ensued regarding the employers duty to accommodate, the precedence this would be setting and issues with regards to relapse.

c) Harrison Winter School

The Local budgets to send 12 people to Harrison Winter School each year. They are weeklong school sessions that takes place between January 14 – February 24. Shireen Clark asked members interest to put forward their names and indicated that wages, travel and per diem is covered to attend.

Gord Beauvillier highly recommended attending. He indicated that the courses offered and facilitators are great. You are challenged and step out of your comfort zone.

Thea McDonagh, TAPS, indicated that a climate emergency has been declared by over 11,000 scientists around the world. In the effort to have labour support for climate change she put forward the following:

**MOTION:** That CUPE Local 374 book off one person from each unit to attend the next climate strike, November 28 2019, and encourage the employer to allow employees to attend with pay.

**M/S/C**

**Good of the Union**

There was nothing put forward.

**Next Meeting Date**

At the direction of the Chair.

**ADJOURNMENT**

Meeting was adjourned at 7:02 pm.

---

Shireen Clark, President

---

Amanda Irving, Recording Secretary