



CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 374

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

GENERAL MEMBERSHIP MEETING

May 12th, 2021 at 7:00 pm

Electronic Meeting via Zoom

AGENDA

1. Call to Order
2. Recognition of Territory
3. Roll Call of Officers
4. Reading of the Equality Statement
5. Voting on New Members
6. Guest Speakers
7. Reading of the Minutes
 - 7.1. General Membership Meeting – February 24, 2021
8. Matters Arising from the Minutes
9. Treasurer's Report
 - 9.1. Ledger balance to April 30, 2021
10. Communications
11. Executive Committee Report
12. Reports of Committees and Delegates
 - Vancouver Island District Council
 - Victoria Labour Council
13. Unfinished Business

14. New Business

14.1. CUPE Local 374 Scholarship

14.2. Notice of Motion

15. Good of the Union

16. Nominations, Elections or Oath of Office

17. Adjournment

Voting on New Members

City of Colwood 5 new members

District of Sooke 4 new members

TAPS 1 new member

Town of Sidney 7 new members

Total: 17 new members



**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 374**

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Abilities Community Services & Together Against Poverty Society

**GENERAL MEMBERSHIP MEETING MINUTES
February 24, 2021**

Electronic Meeting via Zoom

In accordance with CUPE National Directive of March 19, 2020 and April 8, 2020.

Call to Order

The meeting was called to order at 7:08 pm by President Shireen Clark in the chair.

MOTION: THAT the agenda be approved as presented.

M/S/C

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 W̱SÁNEĆ peoples.

Roll Call of Officers

Present:	
President	Shireen Clark
Treasurer	Carol McNichol
Recording Secretary	Amanda Irving
Vice President – Abilities Community Services	EXCUSED
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	Andrew McNeill
Vice President – North Saanich	Sarah Fairbrass
Vice President – Together Against Poverty Society	Isabelle Dehler-Hyde
Excused:	Meredith Jenkinson
Guest:	Mark Hancock, CUPE Nation President Trevor Davies, CUPE BC Secretary Treasurer Karen Ranalletta, CUPE BC General Vice President
CUPE Members:	22

Reading of the Equality Statement

The Equality Statement was read by Local 374 executive board members present.

Voting on New Members

Colwood – 2

Oak Bay – 1

Sooke – 1

MOTION: THAT the new members be received as presented.

M/S/C

Guest Speaker

Mark Hancock, CUPE National President (CUPE member since 1984)

Mark Hancock addressed the membership and thanked Shireen Clark for her work as a National Trustee. He reported that COVID has impacted CUPE members greatly across the country but that we have been very lucky to have been prepared with technology to move into an electronic/virtual world smoothly. IT was extremely important to all our Local's and CUPE National worked with the federal government pushing the Liberals to make the grant programs better.

He reported that many CUPE members have lost their jobs and some have lost their lives since the pandemic hit. At the beginning of the pandemic approximately 82,000 members were laid off, now the numbers have bounced back to about 25,000. The largest hit sectors were libraries, schools and the airline industry.

He advised that there are many CUPE members who are essential workers and kept going to work in health care and long term care throughout the pandemic. These members were extremely scared of getting sick and passing on COVID to family members. They kept going to work to make sure people were getting the care they needed even without the necessary protective equipment. Ten CUPE members lost their lives to COVID, two of which worked in one long term care home.

He assured the membership that CUPE is going to remind the government that it was CUPE members, front line workers, who got us through this and that we are not going to pay the price for the rich to get their tax breaks. The work that our members do and the services they perform are valued.

He advised that the CUPE BC Convention is coming up with Trevor Davies and Karen Ranalletta running for positions. He highlighted the importance of this years Canadian Labour Council Convention as they will be taking a strong stance for changes in the constitution and asked that the Local consider sending delegates. The CUPE National Convention will take place the last week of November and is hoping that it will be in person.

Trevor Davies, CUPE BC Secretary Treasurer (past CUPE 374 President and member since 2004)

Trevor Davises introduced himself to the membership. He is the past president of CUPE Local 374 and has been a dues paying members since starting work at the City of Colwood in 2004. He represented our local on the executive board for many years and attributes that experience to providing him the opportunity to move on to his position as Secretary-Treasurer for CUPE BC. As the Secretary-Treasurer he is responsible for the finances of CUPE BC and during this time there he has worked to pay off the CUPE BC debt from the strikes in 2013-2014.

CUPE BC has built up during his time and half a million dollars has gone to support members effected by the wild fires, floods and the pandemic.

This year Trevor is running for re-election as Secretary-Treasurer at the first ever virtual convention. Trevor is running with Karen Ranalletta for President.

Karen Ranalletta, CUPE BC General Vice President

Karen Ranalletta introduced herself to the membership. She served the members at UBC Local 2950 for 8 years on the executive board. She has also served as a CUPE National Trustee and has represented CUPE BC as one of their longest serving officers.

Karen is running for CUPE BC President and describes herself as an energetic creative person with a lot of drive. She feels that she is ready and now is the time to run for president. She has a track record for fighting and will stand side by side in any fight. Karen is proud to be running with Trevor Davies and is excited to move forward.

She expressed that meeting virtually with our Local is a great way to connect and that these virtual tools have allowed us to build solidarity and strengthened our presence, built networks and relationships.

Karen noted that the labour movement is going to be very important coming out of the pandemic and protecting public services. CUPE BC will be doing a lot to help the working people with Occupational Health and Safety, Workers Compensation and sick leave. She reported that CUPE BC has been working with a consultant doing an equity audit to ensure that we are walking the walk and talking the talk to build a stronger more inclusive membership.

Shireen advised that it has been 25 years since a woman has been a president of CUPE BC.

MOTION: THAT CUPE Local 374 endorse Trevor Davies for Secretary-Treasurer and Karen Ranalletta for President in the CUPE BC 2021 election.

M/S/C

Reading of the Minutes

The minutes of the November 18, 2020 General Membership Meeting were reviewed.

MOTION: THAT the General Membership Meeting minutes from November 18, 2020 be adopted as presented.

M/S/C

Matters Arising from Minutes

There were no matters arising from the minutes.

Treasurer's Report

- a. Financial Statement to December 31, 2020**
- b. Ledger Balance to January 31, 2021**

Carol McNichol, Treasurer, presented the Financial Statement to December 31, 2020. She reported that we saw a decrease in our term deposits at the beginning of COVID but they have now bounced back.

MOTION: THAT the Treasurer's Report be received as presented.

M/S/C

c. 2021 Budget

Carol McNichol, Treasurer, presented the 2021 Budget and with budget comparisons between 2020 and 2021. She noted that more than half the budget goes to per capita's and affiliation fees. Most items, including dues, were lower in the 2020 actual budget and the 2021 estimated budget due to COVID. It was reported that there was an increase to operating expenses due to the shift to online activities such as updating our website, voting programs, meeting programs and upgrades to technology.

There was a slight decrease in dues in 2020 due to membership loss and we anticipate this to continue into 2021. Per capita and affiliation fees are increasing in 2021. Education and convention cost are less as they are remote and do not have travel costs.

It was noted the there is a \$10,000 deposit for a credit card in the operating line-item expense for 2021. A credit card is needed to pay ongoing subscriptions for technology etc.

MOTION: THAT the 2021 Budget be adopted as presented.

M/S/C

Communications

There was no general correspondence.

Executive Committee Report

Shireen Clark, President, report that since the general meeting in November via zoom, we have been trying to improve training for the Executive Board for the Local Union office duties. Going forward we will have the options of hybrid meetings and training. Allowing both virtual and in-person (when permitted to happen again) to take place at the same time.

The Local Executive Board was able to plan the General Meetings for the year and add an extra one in due to the ability to hold online. I was appointed by CUPE BC as the Alternate Municipal Pension Board Trustee starting January 2021. This will give board members the opportunity to learn and perform functions of the President's Role.

Yesterday, our local grew by one more unit. We are pleased to welcome BC Healthy Communities Society.

CUPE BC has been offering webinars for the locals mostly pertaining to COVID related items in the workplace and improving online presence.

We haven't had too many new grievances during the pandemic. However, we have our 2nd zoom arbitration next week.

As the year begins and we are still in COVID, we are trying to adapt and offer new things to members. Budgets are different, we have learned the requirements needed to run an office effectively during a pandemic. If there is training you would like, to be involved in the Union, please see your unit VP.

MOTION: To receive the Executive Committee Report

M/S/C

Reports of Committees and Delegates

a) Vancouver Island District Council

Sarah Fairbrass, North Saanich Unit Vice President, reported that the Vancouver Island District Council (VIDC) will be holding a special meeting on Saturday March 6, 2021 via Zoom. The meeting is open to anyone and Sarah will post the information on the CUPE374 website. Those running for positions at the CUPE BC Convention will be attending to speak including Trevor Davies and Karen Ranalletta, looking for endorsement in the 2021 CUPE BC Elections.

b) Victoria Labour Council

Isabelle Dehler-Hyde advised that the Victoria Labour Council is preparing for a snap federal election. Reviewing a report card of those they have supported in the past election and are preparing for the 2022 municipal elections.

MOTION: To receive the Reports of Committee and Delegates.

M/S/C

Unfinished Business

There was no unfinished business.

New Business

a) Local 374 Expense Policy Review

Shireen Clark, President, reported that the expense policy went through four rounds of voting to narrowing it down to the items that were put forward to the membership for voting at this meeting.

1. Increase to executive honorariums
Vote: 20 in favour – 1 against = PASSED
2. An honorarium for bargaining committee members
Vote: 14 in favour – 4 against = PASSED
3. A tiered compensation for president position
Vote: 15 in favour – 3 against = PASSED

Good of the Union

There was no good of the union.

Nominations, Elections or Oath of Office

There were no nominations, elections or oath of office.

ADJOURNMENT

Meeting was adjourned at 8:15 pm.

Shireen Clark, President

Amanda Irving, Recording Secretary

TREASURER'S REPORT TO THE MEMBERSHIP			February
No. of Full-Time Members:	449	No. of Part-Time Members:	284
Ledger Bank Balance for Beginning of Period:			69,420.24
INCOME		February	Year to Date
Dues	62,583.60		77,839.27
Other	61.82		130.84
Total Income:	62,645.42		77,970.11
EXPENSES		February	Year to Date
CUPE Per Capita	-		-
Affiliation Fees	-		-
Salaries	26,569.74		26,569.74
Operating Expenses	1,524.97		4,018.97
Special Purchases	-		2,310.16
Executive Expenses	-		-
Bargaining Expenses	542.50		542.50
Grievances/ Arbitration	336.12		1,136.69
Committee Expenses	293.20		293.20
Conventions/ Conferences	-		-
Education	-		662.93
Contributions/ Donations	-		200.00
Other	-		-
Total Expenses:	29,266.53		35,734.19
Surplus (Deficit) for the Period:		33,378.89	
*Ledger Bank Balance at End of Period: (A)			102,799.13

TREASURER'S REPORT TO THE MEMBERSHIP			April
No. of Full-Time Members:		No. of Part-Time Members:	
Ledger Bank Balance for Beginning of Period:			125,643.27
INCOME		April	Year to Date
	Dues	64,009.41	181,693.79
	Other	59.18	247.50
Total Income:		64,068.59	181,941.29
EXPENSES		April	Year to Date
	CUPE Per Capita	23,242.60	23,242.60
	Affiliation Fees	7,357.07	7,357.07
	Salaries	20,784.54	50,232.21
	Operating Expenses	2,358.83	10,248.58
	Special Purchases	-	2,310.16
	Executive Expenses	762.49	9,662.49
	Bargaining Expenses	84.20	626.70
	Grievances/ Arbitration	16,733.96	18,169.22
	Committee Expenses	-	293.20
	Conventions/ Conferences	-	875.00
	Education	440.94	1,290.04
	Contributions/ Donations	-	250.00
	Other	146.92	146.92
Total Expenses:		71,617.71	124,410.35
Surplus (Deficit) for the Period:		- 7,549.12	
*Ledger Bank Balance at End of Period: (A)			118,094.15

TREASURER'S REPORT TO THE MEMBERSHIP			March
No. of Full-Time Members:		No. of Part-Time Members:	
Ledger Bank Balance for Beginning of Period:			102,799.13
INCOME	March	Year to Date	
Dues	39,845.11	117,684.38	
Other	57.48	188.32	
Total Income:	39,902.59	117,872.70	
EXPENSES	March	Year to Date	
CUPE Per Capita	-	-	
Affiliation Fees	-	-	
Salaries	2,877.93	29,447.67	
Operating Expenses	3,870.78	7,889.75	
Special Purchases	-	2,310.16	
Executive Expenses	8,900.00	8,900.00	
Bargaining Expenses	-	542.50	
Grievances/ Arbitration	298.57	1,435.26	
Committee Expenses	-	293.20	
Conventions/ Conferences	875.00	875.00	
Education	186.17	849.10	
Contributions/ Donations	50.00	250.00	
Other	-	-	
Total Expenses:	17,058.45	52,792.64	
Surplus (Deficit) for the Period:	22,844.14		
*Ledger Bank Balance at End of Period: (A)			125,643.27

BUDGET						
LOCAL NO.	374	Enter the budget amounts from this current year		Enter the budget amounts from last year		Enter the budget amounts that you predict for next year (usually done near end of current year)
CURRENT YEAR	2021	↓		↓		↓
INCOME	Current Year Actual	Current Year Budget	Current Year Variance	Last Year Budget	Variance between current and last year's budgets	Next Year Budget
Dues	181,693.79	639,718.00	- 458,024.21		639,718.00	
Other	247.50	500.00	- 252.50		500.00	
TOTAL INCOME:	181,941.29	640,218.00	- 458,276.71	-	640,218.00	-
EXPENSES						
CUPE Per Capita	23,242.60	310,720.17	- 287,477.57		310,720.17	
Affiliation Fees	7,357.07	51,177.44	- 43,820.37		51,177.44	
Salaries	50,232.21	129,570.60	- 79,338.39		129,570.60	
Operating Expenses	10,248.58	45,000.00	- 34,751.42		45,000.00	
Special Purchases	2,310.16	3,500.00	- 1,189.84		3,500.00	
Executive Expenses	9,662.49	49,470.00	- 39,807.51		49,470.00	
Bargaining Expenses	626.70	6,650.00	- 6,023.30		6,650.00	
Grievances/ Arbitration	18,169.22	-	18,169.22		-	
Committee Expenses	293.20	2,500.00	- 2,206.80		2,500.00	
Conventions/ Conferences	875.00	20,420.00	- 19,545.00		20,420.00	
Education	1,290.04	10,500.00	- 9,209.96		10,500.00	
Contributions/ Donations	250.00	8,000.00	- 7,750.00		8,000.00	
Other	- 146.92	2,500.00	- 2,646.92		2,500.00	
TOTAL EXPENSES:	124,410.35	640,008.21	- 515,597.86	-	640,008.21	-
SURPLUS/(DEFICIT):	57,530.94	209.79	57,321.15	-	209.79	-

Savings/GIC/Long Term Deposits

Financial Institution	Original Deposit Amt	Interest Rate	Maturity Date	Anticipated Interest Amount at Maturity	Anticipated Total Amount at Maturity
COMMUNITY SAVINGS CREDIT UNION-orig deposit 100,000.00	105,622.09	0.85%	2021-10-13	897.79	106,519.88
COMMUNITY SAVINGS CREDIT UNION-orig deposit 25,000.00	28,440.48	0.85%	2021-10-13	241.74	28,682.22
COMMUNITY SAVINGS CREDIT UNION-orig deposit 50,000.00	55,036.45	1.10%	2022-01-13	605.40	55,641.85
SEAMARK INVESTMENTS-original deposit 25,000.00	BOOK VALUE	28481.41		MARKET VALUE	32,605.51
					-
					-
					-
TOTAL	189,099.02			1,744.93	223,449.46

Communications

General Correspondence

- Legislative Coordinator's Report
- Advance Notice: CUPE National Convention 2021
- CUPE BC Memo re: CUPE National Per Capita Arrears
- Seamark Monthly Evaluation
- Seamark Quarterly Report
- Legislative Coordinator's Report
- CUPE BC 2021 Convention Updates Announcements & Reminders

Executive Committee Report May 2021

It has now been over a year since we have adapted to conducting business virtually. It seems to be catching up with everyone both mentally and physically. Everyone is exhausted.

The Local Executive Board still meets monthly via zoom. Last year before the pandemic hit, we knew that a dues increase was imminent. We held off moving forward due to the unknown. However, we are back in the same situation. Costs have grown, uncertain rental space looms, and we have 10 employers with members to service. The split with the District of Saanich in 2011 has had an impact on us financially. We have been discussing it at the Executive Board and although the timing isn't great, we are trying to keep the Local functioning and able to provide for all members.

CUPE BC will be having its annual convention virtually May 19-21. 5 of us will be attending, in a socially distance room, together.

Grievances have gone down substantially during the pandemic. We are awaiting 1 arbitration ruling still. The pandemic has opened up dialogue with most employers and allowed us to work through issues together. Below is a chart listing our current grievance status to date.

GRIEVANCES	1st QTR	2nd QTR	TOTAL
ACTIVE	11		11
RESOLVED	7	1	8
TOTAL	4	1	3

Unit Highlights:

Abilities Community Services – Meredith Jenkinson

- Regular Monthly Labour Managements now in place.

BC Healthy Communities – Johanna Henderson

- Currently reviewing draft collective agreement for upcoming bargaining for first contract.

City of Colwood – Gord Beauvillier

- Colwood has been mostly quiet, membership continues to put their best foot forward during the Pandemic operating structure. Mental fatigue and all around low moral is prevalent but with a hint of optimism at the prospect of restrictions being lifted in the future.

District of Metchosin – Melissa Kirk

- There are discussions about answering the phones again in the office instead of leaving a voice message on the answering machine as there are complaints from residents and contractors that no one is picking up the phone.

- The office is still not open to the public, however, we are using a service window to deal with the public. Inside workers are working 3 days a week in the office and 2 from home. Outside staff working full-time.
- Office is busy with a lot of FOI's from the public.

District of North Saanich – Sarah Fairbrass

- Weekly PHO updates provided to staff by CAO.
- Former 374 member has started as the new North Saanich Director of Corporate Services.
- A union member has taken the exempt position of Deputy Clerk/Executive Secretary.
- Planning a Labour Management meeting with new Director of Corporate Services end of May or beginning of June.

District of Oak Bay – Gary Flynn

- Jobs being posted and filled. Which is nice to see.
- Not much else happening just waiting to return to normal.

District of Sooke – Andrew McNeill

- Labour Management to introduce new VP to procedures.
- Team will be meeting in-person, at a distance, to discuss the Job Evaluation LOU and get started on creating a plan.
- Bargaining dates scheduled for the fall for the collective agreement expiring at the end of 2021.

Together Against Poverty Society - Isabelle Dehler-Hyde

- No report received.

Town of Sidney – Ron Green

- New hires for summer still going on.
- Covid still high on anxiety list for everyone. Management starting to question sick leave etc.
- Morale is low.

Township of Esquimalt – Steve Migliarese

- Some position juggling going on with moving between locations. Trying to work with employer and affected members.
- Currently no PW Manager or Direct of Parks.

Reports of Committees and Delegates

May 2021

Vancouver Island District Council - Sarah Fairbrass, Vice President

- Our next general meeting is Saturday May 29, 2021 at 10 AM. There are 30 positions for election at the May meeting so it will be a busy one, following right after convention!!
- VIDC has sent letters of support/endorsement to both Karen Ranaletta and Trevor Davies in their bid for the positions of CUPE BC President and Secretary-Treasurer at CUPE BC convention

If anyone ever has questions about the Council and the work it does, please feel free to contact me.

Victoria Labour Council - Isabelle Dehler-Hyde

No report received.

New Business

Notice of Motion

Motion:

THAT CUPE Local 374 will increase membership dues from 1.75 percent to 2.15 percent in a two-step increment as follows:

- **Effective August 1, 2021, membership dues will increase from 1.75 percent to 2 percent.**
- **Effective March 1, 2022, membership dues will increase from 2 percent to 2.15 percent.**

THAT CUPE Local 374 Bylaws will be amended accordingly.

Notice of Motions are not debated when “served”, they are just presented to the members. The purpose of holding a special meeting is to ensure all members are given advance notice of this important motion which will be debated and voted on at our June Special Meeting. Date will be announced on Wednesday.