



# 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

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## **ANNUAL GENERAL MEMBERSHIP MEETING**

**April 3<sup>rd</sup>, 2024, at 7:00 pm**

**Electronic Meeting via Zoom**

## **AGENDA**

- 1. Acknowledgement of Territories**
- 2. Roll Call of Officers**
- 3. Reading of the Equality Statement**
- 4. Voting on New Members**
- 5. Reading of the Minutes**
  - 5.1. General Membership Meeting – November 15, 2023
- 6. Matters Arising from the Minutes**
- 7. Treasurer's Report**
  - 7.1. Income Statement for Year Ended December 31, 2023
  - 7.2. Budget 2024 Presentation
- 8. Correspondence**
- 9. President and Executive Committee Report**
- 10. Executive Board Recommendations**
- 11. Reports of Committees and Delegates**
  - Vancouver Island District Council
  - Victoria Labour Council
- 12. Nominations, Elections or Oath of Office**
  - 12.1 Trustee vacancy (3-year term ends Fall 2026)

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**13. Unfinished Business**

**14. New Business and Action Plan**

14.1 Bylaw Amendments

**15. Good of the Union**

**16. Adjournment**



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LOCAL 374**

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Abilities Community Services, Together Against Poverty Society and BC Healthy Communities Society

**GENERAL MEMBERSHIP MEETING MINUTES**

**November 15, 2023**

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 7:00 pm by President Shireen Clark, 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**

<b>Present:</b>	
President	Shireen Clark
Treasurer	Sarah Monaghan-Covacic
Recording Secretary	Sarah Monaghan-Covacic
Vice President – Colwood	Shaun Bradley
Vice President – Esquimalt	Steve Migliarese
Vice President – Metchosin	Jennifer Miller
Vice President – Sidney	Ron Green
Vice President - Sooke	Andrew McNeill
Vice President – North Saanich	Sarah Fairbrass
<b>Absent:</b>	
Vice President – Abilities Community Services	Mike Brassard (excused)
Vice President – BC Healthy Communities Society	Stacy Chappel (excused)
Vice President – Oak Bay	Simon Vickers (excused)
Vice President – Together Against Poverty Society	Gillian Gaffney (excused)
<b>CUPE Members:</b>	
2	

**READING OF THE EQUALITY STATEMENT**

The Equality Statement was read by Shireen Clark, President.

**VOTING ON NEW MEMBERS**

City of Colwood - 1  
Township of Esquimalt - 5  
District of Sooke - 2

**MOTION:** THAT the new members be received.

**M/S/C**

**GUEST SPEAKERS**

None

**READING OF MINUTES**

**General Membership Meeting March 8, 2022**

**MOTION:** THAT the minutes of the General Membership Meeting March 8, 2022, be adopted as presented.

**M/S/C**

**MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

**TREASURER'S REPORT**

The Treasurer presented her report and spoke regarding:

- Ledger Balance as of October 31, 2023

**MOTION:** THAT the Treasurer's Report be received as presented October 31, 2023.

**M/S/C**

The 2022 Trustee's Report was presented and recommendations were discussed.

**MOTION:** THAT the 2022 Trustee's report be accepted.

**M/S/C**

**COMMUNICATIONS**

There were no communications to present.

## **EXECUTIVE COMMITTEE REPORTS**

The President discussed returning to work after being on medical leave for 4 months. This has been an interesting and unprecedented year for the local. The local was not prepared for the leave, and it was a big learning experience including the need for proper backup. Our bylaws are outdated regarding this issue and others and need to be reviewed. This will be looked at going forward. There are 3 active grievances now, 2 ongoing and 1 active.

**MOTION:** THAT the executive committee report be received.

**M/S/C**

## **REPORTS OF COMMITTEES AND DELEGATES**

### **VANCOUVER ISLAND DISTRICT COUNCIL REPORT**

**Sarah Fairbrass, Vice President, CUPE Vancouver Island District Council**

VIDC is concentrating on specific Vancouver Island education. The first offering will probably be in June 2024 at Vancouver Island University.

### **VICTORIA LABOUR COUNCIL**

**Vacant**

No Report Received

Shireen Clark, President, noted that we are looking to fill this position and to reach out to your Vice President if you're interested.

### **National Convention Reports**

The Esquimalt Vice-President and Treasurer gave reports of attending National Convention in Quebec City.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

Benefits Coverage for an Oak Bay Member.

**MOTION:** THAT payment for the member's October, November and December benefits be covered for the total amount of \$1292.12.

**M/S/C**

## **GOOD OF THE UNION**

Colwood has an employee will be retiring after 27 years.

## **NOMINATIONS, ELECTIONS OR OATH OF OFFICE**

Recording Secretary Rachel Mason was acclaimed and read the oath of office.

Jennifer Miller, Metchosin VP read the oath of office.

**ADJOURNMENT**

Meeting was adjourned at 7:27 pm.

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Shireen Clark, President

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Sarah Monaghan-Covacic, Recording  
Secretary

Preliminary Signed by existing signors acknowledging minutes represent what took place at the general membership meeting November 15, 2023. Minutes to be passed at the next general membership meeting.

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Shireen Clark, President

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Sarah Monaghan-Covacic, Recording Secretary

# Executive Committee Report

## April 3, 2024

### Executive Board

The local has had a lot of change since the last quarter of 2023. We have 5 brand new executive board members (4 VPs and 1 recording secretary). Welcome to everyone. We have been trying to get everyone to education as quickly as everyone's schedules allow.

### Bargaining

The local will be in bargaining with 1 unit this year as the first CA for BC Healthy Communities expired March 31<sup>st</sup> of this year. We will also be preparing for bargaining for the 6 other municipalities that are part of the GVLRA. However, a recent update; Colwood has given notice to leave the GVLRA, so that will decrease the size of our bargaining table with the GVLRA. Bargaining surveys will be coming out in the next few weeks to prepare. The Sooke CA was bargained for 5 years and doesn't end till December 2026, we were able to increase 2023 by 2% and have put in a request for the CAO to take to council to improve the wage increases for 2024 to 2026.

### Grievances

We currently have 5 active grievances outstanding. We have had to file several since last October and were able to resolve 3 so far. Our long-term grievance involving our LTD Trust is almost resolved and while the President is included in correspondence it has been handled by CUPE BC lawyers.

Our 1 community services group has proven to be quite challenging and time consuming. The local is moving the outstanding grievances to arbitration hoping an arbitrator can hold this employer accountable.

<b>GRIEVANCES</b>	<b>4<sup>th</sup> QTR</b>	<b>1<sup>st</sup> QTR</b>
<b>NEW</b>	<b>6</b>	<b>1</b>
<b>ACTIVE</b>	<b>7</b>	<b>6</b>
<b>RESOLVED</b>	<b>2</b>	<b>1</b>
<b>TOTAL ACTIVE</b>	<b>5</b>	<b>5</b>

### Annual Scholarships

Annually the Local awards 4 Scholarships of \$500 to dependants of our members. There will be a notice sent out in this month for application timelines. The awards are randomly selected at the General Meeting on June 12<sup>th</sup>.

### LTD Plan (for Colwood, Esquimalt, Metchosin, North Saanich, Oak Bay & Sidney)

For the units in the GVLRA, the LTD Trust will be reviewing finances with the actuary in June and reviewing the current status of financials. The reduction in coverage will be a discussion in upcoming bargaining.

### CUPE BC Convention

CUPE BC Convention will be in-person this year and held in Vancouver at the end of April. We have 7 delegates attending.