



The Professional Institute of the Public Service of Canada
Atlantic Regional Executive Meeting Minutes
ZOOM – April 30, 2021

CHAIRPERSON: Kim Skanes

EXECUTIVE: Gerald Hill
Carolyn Hynes
Marcel Journeay
Matthew Lee
Scott McConaghy
Christine LeDrew
Mike Pauley

REGRETS: Phil Wilson
Jennifer Cantwell

STAFF: Catherine Pinks, Recording Secretary

1. Welcome and Director's Opening Remarks

Kim welcomed everyone to the Atlantic Regional Executive meeting.

2. Agenda

Motion #1 Gerald **moved** and Mike **seconded** that the agenda be approved as presented.
CARRIED

3. Minutes

The minutes of March 26, 2021, were approved as presented.

Motion #2 Christine **moved** and Marcel **seconded** that the minutes be approved as presented.
CARRIED

4. Action Items

Kim reviewed the Action Items.

Action Items
Atlantic Regional Executive
March 26, 2021
Zoom Conference

#	Action	Item/Completion Deadline	Completed/Progress	BF
1	Kim	Bring forward a request for PIPSC sponsorship for the Canada Student Leadership Conference 2021 in the amount of \$XXXX to the Board for consideration.	N/A REMOVE	
2	Christine, Carolyn and Jen	Finalize the deck and speaking notes on Health and Wellness and forward to Catherine.	ONGOING	
3	Mike, Scott and Phil	Complete the NB Portion of the deck and speaking notes on OSH Basics and forward to Catherine.	ONGOING	
4	Kim	Prepare deck and speaking notes on topic of your choice and forward to Catherine.	ONGOING	
5	Catherine	Post the completed Lunch and Learn decks to the Google Drive for the Executive's review.	ONGOING	
6	Kim	Arrange for the Executive to review the Lunch and Learn decks on a future video conference.	ONGOING	
7	Kim	Let Mike know how many PIPSC NAV CAN members affected by the layoffs.	DONE	
8	Catherine	Source a provider for a session on Mental Health during COVID in a Virtual environment for weekday evening session in late March early April.	DONE	
9	Catherine	Have the Collective Agreement Deck posted to the Quick Links of the Atlantic page.	DONE	
10	Catherine	Advise the Branch and Provincial Group Presidents of the Collective Agreement Deck for Lunch and Learns.	DONE	
11	Kim	Discuss steward gaps at the next Regional Director's meeting.	DONE	

12	Catherine	Book ARC space for 2023 at the Delta St. John's.	DONE	
13	Kim	Bring forward to the Board, what is PIPSC's position on members in the workplace who refuse to get COVID vaccinations	DONE	
14	Catherine	Cancel the August Regional Executive meeting at White Point but leave the date on the Calendar of Events.	DONE	
15	Catherine	Set up a Training Committee meeting at 9:00 am on April 30.	DONE	
16	Catherine	Book Dr. Condra for June for Compassion Fatigue.	DONE	
17	Carolyn	Send Catherine pictures of both prizes for inclusion in Delegate correspondence.	DONE	
18	Elections Committee	Prepare a document on the virtual election process for the Regional Executive Committee Elections and distribute to the Executive for review.	DONE	
19	Catherine	Add to the delegate correspondence that to fully participate in voting at the ARC you must join by ZOOM and not by phone.	DONE	
20	Catherine	Verify the number of poll questions that can be used during a ZOOM meeting.	DONE – 25	
21	Catherine	Add Bylaw 5.9 to the 77 th ARC Virtual Binder.	DONE	
22	Christine/Kim	Add reference to PIPSC Elections and no campaigning allowed on our Facebook Page to the group rules and make a pin post on the subject.	DONE	
23	Executive	Come up with ideas/suggestions for Steward or member virtual session going forward.	DONE	
24	Catherine	BF Consent Culture to April Regional Executive Meeting.	DONE	

ACTION: Kim convert the Consent Culture presentation into a Lunch and Learn deck.

5. Calendar of Events

Kim reviewed the Calendar of Events and the following changes were agreed upon:

- Cancel September Basic
- October Regional Executive meeting will be a two day meeting – change the booking at the Lord Nelson in Halifax to all day Friday and Saturday
- Cancel Steward Council and AYPC meeting bookings at the Lord Nelson
- Change November Steward Training from NL to Halifax

ACTION: Catherine cancel September Basic at the Delta Fredericton.

ACTION: Catherine extend the October Regional Executive meeting at the Lord Nelson Hotel in Halifax to a full day meeting for Friday and Saturday.

ACTION: Catherine cancel the space and accommodations at the Lord Nelson related to the Steward Council and AYPC meeting in October.

ACTION: Catherine cancel space at the Delta St. John's and re-book at the Lord Nelson in relation to the November Steward Training.

6. Financial Reports

Kim reported that the Atlantic Regional allotment has been received and we are down to our last gift card.

ACTION: Kim purchase 10, \$XX virtual gift cards.

7. Regional Director's Report

Kim referred to her written report in Google. Matt ask if EWSP is dead on the paper because they won't put it in the collective agreement. Kim explained that without being in the collective agreement the employer can change it at any time. There is a follow up meeting next week with the EWSP committee. The existing sick leave provisions will stay in place and we will have to negotiate any improvements.

Motion #3 Kim **moved** and Carolyn **seconded** that the Regional Director's report be approved as presented. **CARRIED**

8. Training Committee Chairperson's Report

Carolyn gave an overview of this morning's Training Committee meeting. She reviewed the events planned: Case Law and Trends in September, an am and pm session on a Tuesday, Wednesday or Thursday; Performance Management in October, an am and pm session on a Tuesday, Wednesday or Thursday; Steward Panel consisting of senior stewards with a Q&A; an outside speaker and topic; an evening social and the September Basic in person cancelled and potentially a virtual BST pending a post-mortem of the current BST. Kim will source a session from the Retirement Institute and an evening session with the President.

ACTION: Catherine check with Paul to schedule Case Law and Trends in September, an am and pm session on a Tuesday, Wednesday or Thursday.

ACTION: Catherine check with Paul to schedule Performance Management in October, an am and pm session on a Tuesday, Wednesday or Thursday.

ACTION: Executive send your suggestions of Stewards for the Steward panel to each other by Wednesday, May 5.

ACTION: Catherine source an outside speaker.

ACTION: Kim look into the details for booking a session with the Retirement Institute.

Marcel stated the comments on the evaluations indicated that the members appreciate the sessions and our efforts to engage them.

Kim noted we will continue with our Steward Check-Ins bi monthly and we will plan to hold a Branch and Provincial Group Presidents' Check-In in the fall.

Motion #4 Kim **moved** and Carolyn **seconded** that the Regional Director's report be approved as presented. **CARRIED**

9. 77th ARC Ongoing Planning Review

Catherine reported that 25 polls are permitted during a ZOOM call. Discussion ensued on the best use of the polls during the 77th ARC. It was agreed to use them predominately for the Regional Executive Elections.

ACTION: Catherine add Gerald to the Awards Sub Committee listing on Goggle Drive.

77th ARC SOS Fundraiser: Carolyn asked the Executive to promote the fundraiser.

ACTION: Executive promote SOS 77th ARC Fundraiser.

Kim reported the 77th ARC Gift – earbuds will be send out after the ARC to the delegates in attendance. The Executive earbuds will get sent out in advance.

ACTION: Catherine send earbuds to the participants at the 77th ARC following the meeting.

ACTION: Catherine send earbuds to the Regional Executive next week.

10. Tree Planting 100th Anniversary

Kim reported that for PIPSC 100th Anniversary a company has been contracted to arrange 4 tree plantings, one in each province in Atlantic. The date is June 15, a 2 hour ceremony and PIPSC members are asked to attend. The Executive identified Halifax, Summerside, St. John's and Fredericton as the cities where they would like the trees planted.

ACTION: Kim relay the Executive's decision to have trees planted in Halifax, Summerside, St. John's and Fredericton.

11. Regional Executive Goals for 2021

Kim asked the Executive if they wanted to establish new goals for 2021. Following discussion it was agreed they would continue to work on the previous goals established. In a virtual environment we will continue to engage our stewards with Check-Ins and Presidents' meetings and continue efforts to retain stewards. It was agreed the regional would continue steward Check-Ins, possibly quarterly, once we return to in person events.

It was suggested that we should post winners of the event feedback draws on Facebook and announce the winner at the next event.

ACTION: Catherine send Christine the feedback draw winners.

ACTION: Christine post the feedback draw winners on Facebook.

ACTION: Catherine add the feedback draw winner of the previous event to the facilitator's speaking notes.

The Executive agreed to proceed with the Steward of the Year Award.

ACTION: Catherine prepare the 2021 Steward of the Year nomination document and send to the Awards Committee.

12. National Awards

Kim asked if there was anyone the region would like to nominate for a National award. August 12 is the deadline for receipt of nominations.

13. New Business

Christine reported that the Thirsty Thursday's have not been well attended.

Carolyn was disappointed in PIPSC's lack of action regarding the National day of mourning on April 28th. We didn't see much from PIPSC and it was shocking. An email or posting on the website would have been appropriate.

Kim mentioned the two virtual sessions being piloted in the Atlantic Region.

- "Addressing workplace harassment and violence" – an introductory course for any PIPSC member wanting to learn about formal and informal ways to deal with harassment and violence in the workplace
- "Navigating workplace conflict" – built for any PIPSC member wanting to sharpen their conflict resolution skills in the workplace

The courses take roughly 2-4 hours to complete, but are designed to be both flexible and interactive – meaning that you can work at your own pace and on your own time, and also interact with other PIPSC members through discussion forums. Both courses are available in French and English, and members will have 3 months to complete them.

This bypassed the TEC, the Regional Training Committee and Regional Office.

14. Adjournment

Motion #5 Christine **moved** and Marcel **seconded** that the meeting be adjourned.

CARRIED