



The Professional Institute of the Public Service of Canada
Atlantic Regional Executive Meeting Minutes
ZOOM – March 26, 2021

CHAIRPERSON:	Kim Skanes
EXECUTIVE:	Gerald Hill Carolyn Hynes Marcel Journeay Matthew Lee Scott McConaghy Christine LeDrew Mike Pauley Phil Wilson
ABSENT:	Jennifer Cantwell
STAFF:	Catherine Pinks, Recording Secretary

1. Welcome and Director's Opening Remarks

Kim welcomed everyone to another virtual meeting which appears to have become the norm. Kim announced Catherine will retire on June 1, 2021.

2. Agenda

Kim added the following item under New Business – Other virtual sessions moving forward.

Motion #1 Scott **moved** and Mike **seconded** that the agenda be approved as amended.

CARRIED

3. Minutes

Motion #2 Christine **moved** and Matt **seconded** that the minutes of January 15, 2021, be approved as presented

CARRIED

4. Financial Reports

Phil tabled the 2020 Regional Executive Budget for review.

Motion #3 Phil **moved** and Gerald **seconded** that the 2020 Regional Executive Budget be approved as presented. **CARRIED**

Phil tabled the 2019 Atlantic Regional Executive Financial Statements which would have been approved at 2020 ARC had it taken place. The 2019 Financial Statements have been reviewed by a 3rd party.

Motion #4 Phil **moved** and Scott **seconded** that the 2019 Regional Executive Financial Statements be approved as presented. **CARRIED**

Phil tabled the 2020 Atlantic Regional Executive Financial Statements. He confirmed these Financial Statements were reviewed by a 3rd party. Phil referred to an email from Eddie Gillis indicating that Constituent Body Financial Statements can be reviewed and approved at an Executive meeting in the absence of an AGM or in the region's case, a Regional Council. The Executive's approval is required to request the region's allotment.

Motion #5 Phil **moved** and Christine **seconded** that the 2020 Atlantic Regional Executive Financial Statements be approved as presented. **CARRIED**

Phil tabled the Atlantic Regional Executive Financial Statements as of March 19, 2021, for review.

Phil tabled the Atlantic Regional Executive Budget for 2021. This needs to be submitted to PIPSC to receive our allotment.

Motion #6 Phil **moved** and Gerald **seconded** approval of the 2021 Atlantic Regional Executive Budget. **CARRIED**

As for the budgets for the Atlantic Region Training, President's Meeting, Regional Council and Steward Council, Phil will submit them to Kim prior to the end of his term.

5. Action Items

Kim reviewed the Action Items.

Action Items Atlantic Regional Executive January 15, 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.	DONE	
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.	ONGOING	
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.	ONGOING	
9	Catherine	Switch out PIPSC 100 th Anniversary Logo for the generic PIPSC logo on the Collective Agreement Deck.	DONE	
10	Catherine	Send the Collective Agreement Deck for Translation.	DONE	
11	Catherine	Have the Collective Agreement Deck posted to the Quick Links of the Atlantic page.	ONGOING	
12	Catherine	Advise the Branch and Provincial Group Presidents of the Collective Agreement Deck for Lunch and Learns.	ONGOING	
13	Kim	Discuss steward gaps at the next Regional Director's meeting.	ONGOING	
14	Catherine	Send Phil the mailing address for the Case Law and Trends draw winner.	DONE	

15	Catherine	Arrange to pick up the gift cards from Phil.	N/A Phil to keep cards	
16	Catherine	Release 2022 ARC space at the Delta St. John's.	DONE	
17	Catherine	Secure ARC space for 2022 in Halifax and if not space Halifax, then Moncton.	DONE - Halifax	
18	Catherine	Book ARC space for 2023 at the Delta St. John's.	ONGOING	
19	Catherine	Practice setting up the election ballot in ZOOM and report back to the Executive.	DONE	
20	Catherine	Draft the Election notification and forward it to the Elections Committee for review.	DONE	
21	Catherine and Kim	Draft an ARC agenda for review by the Regional Executive.	DONE	
22	Catherine	Source headsets with a microphone branded with the regional logo.	DONE	
23	Catherine	Source a food gift card that can be redeemed in all Atlantic Provinces.	DONE	
24	Kim	Bring forward to the Board, what is PIPSC's position on members in the workplace who refuse to get COVID vaccinations	ONGOING	
25	Kim	Seek clarification from Membership/Board on which region a member belongs to going forward with more members working from home there is the potential to live in a different region.	DONE	

Item 24 – Ongoing. What is PIPSC's position if members or the Employer have issues with co-workers who don't want the COVID vaccine?

25 – Done. The interpretation is found in Bylaw 4.5 – the member is responsible for all costs.

Discussion ensued on the issue of members who refuse the COVID vaccine.

6. Calendar of Events

Kim went through the Calendar of Events. She noted we may accept member participants from outside of the Atlantic Region on our Virtual BST.

The Executive agreed we should cancel the August Executive meeting at White Point, but leave the date on the calendar. If in person meetings can take place we will find a place to hold the meeting or host a virtual meeting.

ACTION: Catherine cancel the August Regional Executive meeting at White Point but leave the date on the Calendar of Events.

Kim reported that for the 2021 AGM the Board voted to hold a virtual meeting. They needed to book Loomi and it was agreed physical space for the event will be difficult to secure.

7. Director's Report

Kim's noted her written report is on Google. She added that in the fall, the Board approved staff to look into the Future Skills Centre (FSC). They are linked to the Federal Government. In the 2019 Member Survey, members indicated they wanted to see PIPSC support them in their career goals. FSC will provide funding to PIPSC to assist members to advance their skills and their future government career goals. FSC is housed at Ryerson University and is dedicated to helping Canadians gain the skills they need to lead innovation projects. PIPSC has partnered with them and received 3 years of funding to help develop this. Cost to PIPSC is minimal in the first three years.

The Board received a presentation from the Elections Committee to demonstrate what would be required in a virtual election. They discussed nominations and events and what the rules will be. If you violate the election rules in the PIPSC National Elections, then you will be removed from the ballot.

Motion #7 Kim **moved** and Christine **seconded** approval of the Atlantic Regional Director's report. **CARRIED**

8. Training Committee Chairperson's Report

Carolyn referred to her written report on Google. She reviewed the Virtual sessions taken place since our last Executive meeting. She reviewed the sessions upcoming between now and June. There have been no TEC meetings since our last Executive meeting.

Motion #8 Carolyn **moved** and Mike **seconded** approval of the Atlantic Regional Training Committee Chairperson's report. **CARRIED**

Carolyn proposed a Training Committee meeting at 9:00 am on April 30.

ACTION: Catherine set up a Training Committee meeting at 9:00 am on April 30.

It was suggested that going forward we may want to continue the Virtual Steward Check-Ins as a way to stay connected with the Atlantic Stewards.

Carolyn reported that the session with Dr. Mike Condra, Strategies for Coping and Maintaining Reliance was well received. When consulting with Mike on the topic for his second session he proposed two: 1). Effectively Supporting People in Distress; How to be safe, comfortable and useful and 2). Compassion Fatigue. The Executive agreed that both topics would be beneficial for our Stewards and decided to book Dr. Condra for a third session in June.

ACTION: Catherine book Dr. Condra for June for Compassion Fatigue.

Kim reported on Steward population during the past year. She requested the steward loss numbers and following a review it doesn't appear too bad in Atlantic. 220, 17 not renewed, 34 on waitlist and 12 registered to take the upcoming virtual basic course. It seem there has been a loss of experienced stewards and generally stewards are less active and less engaged in this virtual environment.

9. 77th ARC Planning Overview

Kim reviewed the 77th ARC agenda.

Catherine gave an overview of the registration process.

Carolyn gave an overview of the fundraiser for the SOS charity and suggested we use both prizes in the draw and the Executive was in agreement.

ACTION: Carolyn send Catherine pictures of both prizes for inclusion in Delegate correspondence.

Scott inquired about the elections and how we will deal with guests and observers. Catherine advised they will be placed in a breakout during elections.

ACTION: Elections Committee prepare a document on the virtual election process for the Regional Executive Committee Elections and distribute to the Executive for review.

ACTION: Catherine add to the delegate correspondence that to fully participate in voting at the ARC you must join by ZOOM and not by phone.

ACTION: Catherine verify the number of poll questions that can be used during a ZOOM meeting.

Kim asked Scott to serve as parliamentarian for the 77th ARC and he accepted.

Catherine reminded the Executive that we had proposed a change to Atlantic Region Bylaw – 5.9. and it should be brought to the 77th ARC for approval.

ACTION: Catherine add Bylaw 5.9 to the 77th ARC Virtual Binder.

10. New Business

National Elections: Kim asked for an opinion on campaigning on the Atlantic Region’s Facebook page. Kim recommended there be no campaigning on the Atlantic Facebook page based on previous decisions the region has made on campaigning at Atlantic Regional events.

Motion #9 Kim **moved** and Christine **seconded** that no campaigning by any candidate or members will take place on the Atlantic Facebook page. Administrators will remove any campaign posts from any candidates or members. **CARRIED**

ACTION: Atlantic Facebook Page Administrator 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.

Other Steward Sessions Moving Forward: The Executive will think of ideas for sessions to discuss at the next meeting.

ACTION: Executive come up with ideas/suggestions for Steward or member virtual session going forward.

11. Consent Culture Presentation

ACTION: Catherine BF Consent Culture to April Regional Executive Meeting.

12. Round Table/Adjournment

Christine reported AYPC held their first Thirsty Thursday for 2021 and turnout was low.

Carolyn wished everyone a Happy Easter.

Kim wished the Executive a Happy Easter.

The meeting adjourned at 4:00 pm.