



The Professional Institute of the Public Service of Canada
Atlantic Regional Executive Meeting Minutes
Zoom Conference – April 25, 2020

CHAIRPERSON: Kim Skanes

EXECUTIVE:

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

REGRETS: Jennifer Cantwell
Phil Wilson

STAFF: Catherine Pinks, Recording Secretary

1. Welcome

Kim thanked participants for taking time to join the call recognizing it has been an especially difficult week with the tragedy that took place in Nova Scotia.

Kim reported the Board did meet this past week by Zoom noting the addition of interpretation added challenges – she used three devices to participate in the meeting. Zoom has taken the Board back to voting with hands.

2. Agenda

Additions to the agenda were Regional Newsletter and Zoom Conferencing Requests.

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

3. Minutes – April 4, 2020

Motion #2 Scott **moved** and Marcel **seconded** that the Minutes of April 4, 2020 be approved as presented.

CARRIED

4. Action Items – April 4, 2020

Action Items Atlantic Regional Executive April 4, 2020 Conference Call

#	Action	Item/Completion Deadline	Completed/Progress	BF
1	Catherine and Kim	Review the draft of the PIPSC Labour History and rework it so that it can be used as a Lunch and Learn presentation.	ONGOING	
2	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.	ONGOING	
3	Branch Liaison Sub Committee	Review Steward Listings and identify areas where we have gaps and need to recruit Stewards and report to the Executive.	DONE	
4	Mike	Bring forward to the Science Advisory Committee that the SP Group in St. John's have been sponsoring a Science Fair and indicate that this is a good visibility for PIPSC.	DONE	
5	Executive	Nominate or solicit one nomination each for Executive of the Year Award and submit by the Thursday, April 30, 2020, deadline.	ONGOING	
6	Catherine	Post the Calendar of Events to the Google Drive	DONE	
7	Catherine	Request a proposal for the 2022 ARC from NL.	ONGOING	
8	Christine, Carolyn and Jen	Finalize the deck and speaking notes on Health and Wellness and forward to Catherine.	ONGOING	
9	Mike, Scott and Phil	Complete the NB Portion of the deck and speaking notes on OSH Basics and forward to Catherine.	ONGOING	

#	Action	Item/Completion Deadline	Completed/Progress	BF
10	Kim	Prepare deck and speaking notes on topic of your choice and forward to Catherine.	ONGOING	
11	Catherine	Post the completed Lunch and Learn decks to the Google Drive for the Executive's review.	ONGOING	
12	Kim	Arrange for the Executive to review the Lunch and Learn decks on a future video conference.	ONGOING	
13	Catherine	Forward the resolution on TEC to TEAM to Julie Gagnon for inclusion in the AGM.	DONE	
14	Resolutions Sub Committee	Complete the resolution on Vice Presidents and distribute to the Executive for review.	ONGOING	
15	Scott	Complete the draft language for the location of the AGM and forward to the Executive for review.	DONE	
16	Catherine	Contact the Lord Nelson regarding meeting space and accommodations for the 77 th ARC on Monday, October 26, 2020.	DONE	
17	Kim	Check with Phil to determine if he needs an observer seat to the AGM.	DONE	
18	Kim	Follow up with Phil to determine if the Regional Executive Account can cover the expenses related to 3 or 4 AGM observers.	DONE	
19	Kim	Enter the 3 or 4 Executive observers into a random picker to determine the order they will convert to Delegate status and send a screen shot of the results out to the Executive.	ONGOING	
20	Catherine	Inquire about setting up a zoom conference for the April 18 th Regional Executive meeting.	DONE	

Item 3: Mike tabled a spreadsheet showing the membership by Branch and Provincial Group in Atlantic, the recommended steward to member ratio based on 1 steward per 15 members, the actual number of stewards and the difference. Mike stated that he used the 75th ARC allotments to obtain the membership numbers. I took the groups as well. Looked at the difference between the recommended and the actual.

Discussion ensued on whether the size of the constituent body should affect the steward to member ration. It was agreed that the location of the worksites and the number of stewards present would need to be looked at as well. It was agreed that the membership and number of stewards per constituent body should be sent to the Branch and Provincial Group Presidents for review and feedback.

ACTION: Mike remove the ratio columns and difference from the Steward Gap spreadsheet.

ACTION: Catherine send out to the Branches and Group asking them to identify any gaps in the Steward Spreadsheet, tabulate and report back to the Executive.

Item 14: it was agreed that referencing two or three unions who have a similar structure should be referenced to complete this resolution.

ACTION: Kim find a couple of unions that have only full time VP's and provide information to Scott for inclusion in the VP resolution.

Item 15: Scott reviewed the resolution on the location of the AGMs. One type to be corrected and this resolution is complete.

ACTION: Catherine add an "s" to accommodate in the first whereas in the AGM Resolution.

Gerald inquired if the intent is cost effectiveness or bringing everyone together. It was agreed that bringing everyone together in one venue was the intent. Marcel suggests a wording change in the final be it further resolved "the most" to a cost effective – the Executive agreed.

ACTION: Catherine change "the most" to "a" in the last Be it further resolved in the AGM resolution.

ACTION: Catherine send the resolution on the location of the AGM to Julie Gagnon.

Item 17: At this time Phil does not require a seat to the AGM>

Item 18: Kim reported that Phil indicated the Regional Executive Finances could support 3-4 AGM observers.

5. Board of Director's Update

Kim stated that at this point PIPSC doesn't know when, in what format or what meetings will be going ahead. No decision were made at the Board's meeting this week it was sent to a Sub Committee for review and recommendations. Kim noted she is a part of this committee.

The Board will apply for an exemption from requiring them to hold an AGM – what they do with the exemption at this point they haven't decided. The plan is for the Sub Committee to do some analysis and bring recommendations to the Board. Kim stated that she feels, until a decision is made the AGM, how can we tell the members to go ahead and hold Councils. Kim asked the Executive to please provide her with their input.

Scott stated that a lot will be determined by what the government is allowing. That could be different province to province.

Kim indicated the AGM could be held later or not at all. Whatever option PIPSC chooses, there will be conditions. The financial statements would be distributed as they will be ready as well as the budget. Without an AGM we would miss changes to By-Laws. So, if there is no AGM what about the councils? Will it be up to the provinces – possibly? With provincial border restraints in place it will make it impossible to hold the meeting in person. Currently, based on the options Atlantic, British Columbia and Quebec were going to add a day, Ontario and National Capital were going to have both councils, Prairies were going to replace their council.

Kim reported Debi went through the proposed steps and phases of reopening the Federal Government and getting members back into their offices. Kim participated in the CLC meeting held yesterday (Friday) and everything is on hold with them. The Manitoba government is trying to find ways to cut costs – made proposals to reduce hours which means reducing salaries. PIPSC is trying to protect members from this “shortening of the work week”.

In relation to the Building Trust, the building next door has been sold. Two developers have bought most of the surrounding land and the plans are for high-rise residential, commercial and some restaurants.

Financially – we are not spending so we are saving some money. Requests were received from some constituent bodies who want to claim their meals during Zoom Executive meetings indicating they are already budgeted for and they could order out and support local. The answer from the President was no.

Carolyn asked what about bringing people back to the offices with social distancing. Kim stated that Debi actually mentioned the NUEMA's at the Board. Some of the protocols discussed will be essential workers first, extensive cleaning done in the office spaces prior to returning to the workplace. The list Debi sent was very extensive, they will look at what if the schools don't reopen, people who care for or live with a vulnerable person and what

accommodations would be made for these people. Kim reported that Debi and the Consultation Teams are in constant contact with the Departments on this.

Marcel reported that at the Base, 80% are working with 20% on site at one given time. The Base is not forcing people to come in – they need a valid reason to be on base. Our Base has been essential services only.

Carolyn reported that 699 is being stringently applied in her department. For example, if your VPN is down for more than an hour you are expected to report to the office. Carolyn indicates that there are numerous outstanding issues with her department and Kim suggested Debi needs to be made aware of this.

Discussion on the situation with the various departments ensued. The situation in the different provinces and the various types of offices will all play a role in things going forward.

Marcel reported that DND wants to make a national set of rules which may contravene provincial regulations and noted that as a Federal body they are not covered by the provincial regulations.

Kim reported PIPSC is starting an ad campaign promoting the value of the public service. The goal is to build on the great work we do and have been doing and gain public sympathy as there will be a large deficit once we get through COVID 19. Scott noted one result of this Pandemic is the government will certainly appreciate the value of the CS's.

6. Donation to Local Food Banks

Kim stated that the suggestion for regional donations to local food banks was brought to the Board indicating that Executives will have extra funds due to the cancellation of face to face meetings. Marcel pointed out that this is the handing out of member's money like it is our own and suggested instead we should encourage members to make contributions to local charities.

7. New Business/Round Table/Adjournment

Newsletter: Christine inquired if the Executive still wanted to publish a newsletter. Kim noted that the Communication Section is vetting all communications at this time to ensure the messaging is consistent with PIPSC's position and the Regional Newsletter may not be seen as a priority at this time. The Executive agreed to put the Regional Newsletter on hold for the time being.

Zoom Conferencing Requests: PIPSC has purchased a Zoom meeting package and there are conditions surrounding the booking of Executive meetings using Zoom. Please be aware that lead time of two weeks should be allowed when requesting a meeting.

Marcel reported that DND has purchased Zoom licenses and they have offered to permit the unions to use it.

Atlantic Young Professionals Committee (AYPC): Christine reported the AYPC will be holding off on appointing the new committee members for the time being. Christine will arrange a virtual meeting for the current committee.

Regional Executive Vacancy: Kim inquired that if the Executive extends into the following term, do we want to fill the vacant position. Because we are only doing a small part of what we normally do the Executive agreed it doesn't make sense to fill the position.

Following a round table the meeting was adjourned. The next meeting will be scheduled for May 23 at 10:00 am following the special Board meeting.

ACTION: Catherine schedule a Zoom Executive meeting for May 23 at 10:00 am.