



Minutes of CUPE 951

General Meeting

September 20, 2023

David Strong Building

Room C130

12:00 - 1:00 p.m.

Held using a hybrid of in-person and the Zoom video-conferencing platform

1. Announcements

An updated Calendar is included at the end of the minutes
September 30th is the day for Truth and Reconciliation – Orange Shirt Day – lieu day for the stat is October 2, 2023

2. Roll Call of Officers & Stewards – LSW

15 members of the Executive, Stewards, Trustees, & Sergeant-At-Arms participated in the meeting

3. Recognition of the Territory – KM

Kirk read the local's Draft revised Recognition of the Territories where the University stands – a copy is included at the end of the minutes. The Recognition of the Territories continues to be under revision in order to ensure it is meaningful, transformative and culturally appropriate.

All of the Calls to Action from the Truth & Reconciliation Commission (TRC) have been read at CUPE 951 General Meetings. Members are encouraged to review the Calls to Action here: [TRC Calls to Action](#)

4. Equality Statement – Shared

Kirk read the first paragraph of the CUPE National Equality Statement: [equality-statement](#) and then other members of the Executive, Trustees and Stewards each read a paragraph, to allow for a diversity of voices.

5. CUPE Code of Conduct – PDW

Page read the local's statement on the CUPE National Code of Conduct

CUPE Code of Conduct

The Code of Conduct sets out standards of behaviour for participants of CUPE meetings, conferences, conventions, and events and is consistent with the expectations outlined in the Equality Statement and the CUPE National Constitution.

The Code of Conduct is designed to create a safe, respectful, and supportive environment within all parts of CUPE and acts as a framework to deal with complaints. It is meant to enhance the rights and obligations outlined in the CUPE National Constitution, the Equality Statement, and applicable human rights legislation, not replace them.

The CUPE Code of Conduct arises from the National Women's Task Force (NWTF) report, and Resolution #209 adopted at the 2007 National Convention.

The full text of the Code of Conduct is available on our website: [Code of Conduct](#)

6. Health & Safety – Emergency Preparedness – ND

Nykita encouraged members to go to the University's Occupational Health, Safety & Environment (OHSE) website for COVID-19 Health and Safety information:

<https://www.uvic.ca/ohse/covid-19/index.php>

Working from home: ensure you have a safe exit from your home and that your home work station is ergonomically correct.

Working from campus: ensure you know where the emergency exits and muster points are.

For any questions about Health & Safety please contact: Nykita Downie – Co-Chair of the Joint CUPE 951/University OH&S Committee at: souliere@uvic.ca

7. Green Statement – PDW

Page read the local's Green Statement – a copy is included at the end of the minutes

8. Attendance Report & Welcome

a. Number of Members Signed-In – CJ

Catherine reported that 19 members were signed into the Zoom video-conference meeting at 12:20 p.m. and there was 1 guest

We achieved quorum at 12:33 p.m. (21 participants were signed onto Zoom)

Quorum is 20

b. Welcome/Oath of New Members – KM

Kirk announced there were 6 new membership applications

List of new members:

Katie MacQuarrie

Melissa Kearse

Kali Moon

Kaitlin Gray

Joanna Banzuela

Grace-Ann Wynter

As per procedure, Kirk asked if there were any objections to these 6 people becoming members of CUPE 951. There were no objections, as the application declares the Oath Kirk welcomed all 6 new members into CUPE 951.

9. Approval of the Agenda

a. Additions

None

b. Changes

- Move Nominations, Elections or Installations to immediately after the Treasurer's report

Motion: That the agenda be approved as amended – MSCarried

10. Approval of the Minutes from Previous Meeting

a. The minutes were posted on the CUPE 951 website and were also circulated with the notice of this general meeting and agenda

b. Errors/Omissions

None

Please email any grammatical/typo/spelling errors to Secretary Laurie Whyte: lwhyte@uvic.ca and she will make sure the minutes are corrected.

Motion: That the minutes from the June general meeting be approved – MSCarried

11. Matters Arising from the Minutes

a. None

12. Treasurer's Report & Proposed 2023-2024 Budget – MR

Michael shared the proposed budget for 2023-2024

The June financial statements were shared on screen and Michael went through the figures for the members.

For any questions about the Treasurer's report please contact Michael Rheault at: mrheault@uvic.ca

Motion: That the 2023-2024 budget be approved as presented. - MSCarried

Motion: That the June Treasurer's report be approved. – MSCarried

13. Nominations, Elections or Installations

a. Contract Committees:

- **Personal Benefits Committee (3 members)**
- **Nominations**
 1. Michael Rheault
 2. Nykita Downie
 3. Heidi Neeves
 - **Elected: Acclaimed: Michael, Nykita and Heidi**

b. Career Development Fund Committee (2 members)

- **Nominations**
 1. Louise Peters
 2. Angela Fornelli
 - **Elected: Acclaimed: Louise and Angela**

c. Sick Benefit Bank Committee (6 members)

- **Nominations:**
 1. Michael
 2. Amy Issel
 3. Stephen Leckie
 4. Nykita Downie
 5. Andrea Roszman
 6. Heidi Neeves
 - **Elected: Acclaimed: Michael, Amy, Stephen, Nykita, Andrea, Heidi**

d. OH&S Committee (4 members)

- **Nominations**
 1. Nykita Downie
 2. Heidi Neeves
 3. Amy Issel
 4. Susie Dancer
 5. Kara White
 - **Elected: Acclaimed: Nykita, Heidi, Amy, Susie, and Alternate Kara**

e. Agreement Study Committee (3 members elected/3 members appointed)

- **Nominated:**
 1. Kara White
 2. Heidi Neeves
 3. Laurie Whyte
 4. Amy Issel
- Laurie Whyte withdrew
- **Elected: Acclaimed: Kara, Heidi, Amy**
- The President and Head Steward are automatically on the committee as per the bylaws

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- The Executive will appoint 3 more committee members to ensure diversity and representation from all areas of the campus.

14. Executive Board Report – PDW

Summer (July-Sept), 2023

The executive board met on July 6th, August 3rd, and Sept 6th; with the July 6th meeting held in the middle of our strategic planning day. Micha Pesta, CUPE National Rep joined us at the July meeting and Sarah Manchester, as Micha's backfill, joined us in August.

At our July meeting we went through the proposed Policy changes, including a debate around adding a Pet Care subsidy, and moved to recommend these changes at the September meeting. We also discussed the plans for the Victoria Pride Parade, joining the Victoria Labour Council and the BC Ferries and Marine Workers, who were able to provide a float for those with mobility issues. We were invited to take part in the Bug Push, an annual event for United Way fundraising held by UVic Engineering Students Society but felt we lacked enough people willing to create a team and committed to finding other United Way events in which to take part.

Motion: that CUPE 951 Executive recommend adoption of the proposed policy changes to the membership at the September general meeting – MSCarried

In August the Executive reviewed the proposed Pet Care Subsidy and finalized the proposed Policy changes. Kirk reported on our need to replace two old banner stands with outdated information and wear from age that we use for public events, and discussed design and printing costs. We moved to spend the money to have Blink Printing on campus replace the banners rather than purchasing new stands. We also went through the proposed budget for 2023-24 and moved to bring it forward with one amendment. Having recently gone through the Bylaws, we made sure that there was coverage among the executive board for each of our committees. Kirk took some time to clarify how his role would be covered during his absence in August. And following the education assessment as part of the strategic planning, Nykita brought forward three motions to bring the Executive some targeted education sessions this fall.

Motion: that CUPE 951 utilize Blink printing to resurface and design our two banner stands up to a cost of \$500 – MSCarried

Motion: that the CUPE 951 Executive present the proposed budget for 2023-2024, with a minor change to the Scholarship line, to the membership, for approval at the September general meeting – MSCarried

Motion that CUPE 951 cover the cost for the 951 Executive to take LET - Conflict-Ready Executives (in-person) in the fall of 2023 – MSCarried

Motion that CUPE 951 cover the cost for the 951 Executive to take Planning for Member Engagement (in-person) in the fall of 2023 – MSCarried

Motion that CUPE 951 cover the cost for the 951 Executive to take Parliamentary Procedures (in-person) in the fall of 2023 – MSCarried

Our September meeting opened with a discussion about travel arrangements for CUPE National, including the added cost and frustration of going through WE Travel and the limited block of hotel rooms that had been reserved by CUPE. Many other locals faced similar issues. Next we discussed the call for support for Bradford West Public Library where they are on strike due to wage inequity as they negotiate a first contract. Page offered to draft a letter of support and the Executive voted to send \$500 as financial support for their strike fund.

Motion: For CUPE 951 to send up to \$500 and letter of support to CUPE local 905-29 – MSCarried.

Kirk discussed the potential for a cost share with local 917 around membership engagement and we agreed in principle to pursue this. Kirk noted the upcoming Bargaining Appreciate Event being hosted at the University Club, noting that some employee groups would not be attending. Kirk showed us a preview of the banner stand designs and with minor changes, forwarded it to Blink for printing. We have since received the new stands and they look great. Now that bargaining is done, we will need to set up the Agreement Study Committee again and we need to scan the bargaining notes. Kirk also expressed a need to scan older bargaining notes which are currently in boxes in the Union Office. There were several volunteers to do the work.

Under the Education report, Nykita noted that there had been interest in the Nanaimo Weeklong School and a motion was made to send two members to education sessions there.

Motion: For CUPE 951 to send both Nykita Downie and Amy Issel to Nanaimo Weeklong School November 5 to 10, 2023 – MSCarried.

In solidarity,
Page DeWolfe,
First Vice President

For any questions about this report, please contact Page DeWolfe at: cdewolfe@uvic.ca

Motion: That the Executive Board report be approved – MSCarried

Update to the CUPE 951 Policies – PDW

Page presented the proposed revisions to the CUPE 951 Policies approved by the Executive. Copies were included in the meeting PDF mailed out to with the Zoom link.

Table until the October meeting as ran out of time

15. President's Report – KM

Welcome friends,

June was busy meeting with our CUPE lawyer as we prepped for arbitration. The update is that both parties were able to come to a settlement one day prior to the hearing date and signed off on June 29,2023.

In the event that comparable unique and challenging circumstances arise in the future, the University is committed to consulting with the Union, with respect to a decision restricting a Union official and steward, from performing their Union duties during a graduated return to work period, to ensure every possible option is explored before such a decision is made; and whereas in the event that comparable unique and challenging circumstances arise in future, the University is committed to consulting with the Union whenever a decision to change and extend the graduated return to work period of a Union official and steward is contemplated to ensure every possible option is explored before a decision is made. We thank CUPE National for all the support. Without the CUPE lawyer and National Rep this would of had a very large impact on our defence fund.

Our Strategic planning session on July 6, with the executive, trustees, and deputy stewards went well. Our group reviewed the policies, education evaluation tool for executives, the by-laws, our committees, and set up ad-hoc committees for the new Letters of Agreement 13,16,19 in the new Collective Agreement. There was time set aside for the Treasure and Trustees to work on the new budget for 2023-2024.

We also put forward 3 resolutions to CUPE National for Convention in Quebec City: one is a constitutional amendment to add 5 new diversity seats to the national executive board. Our local has been supporting these for over 16 years and hope this will be the time we see change.

The Labour Day Picnic was held at Memorial Park in Esquimalt on September 4th and it was a great success. Members from 951 & 917 staffed our CUPE UVic tent and folks enjoyed free food and music from 11-2 p.m.

We met with EQHR on Monday September 18, 2023 to talk about the review of the University of Victoria's Discrimination and Harassment Policy. This policy is essential to UVic's ongoing commitment to fostering an inclusive and equitable campus community. I would encourage all members to fill out the survey, you can find it on the EQHR website. or use this link [Uvic Survey on Discrimination and Harassment policy](#) This review is an opportunity to set new standards for and renew our commitment to preventing and responding to Discrimination and Harassment.

I look forward to seeing our committees elected at today's meeting, to help continue representing our local's issues.

In Solidarity,
Kirk Mercer President CUPE 951

For any questions about this report, please contact Kirk Mercer at:
presidentcupe951@uvic.ca

Motion: That the President's report be approved – MSCarried

16. Head Steward's Report – SL

Hello All,

August was a somewhat busy with more learning and direct experience in meetings with members and HR. We would love to have more stewards to support all our members.

There were several term extensions and a few appointments to regular continuing positions. There was a repeat Letter of Agreement from the English Department. The Victoria Symphony will soon come to an agreement with the Farquar Auditorium for use of the space and access to member information.

There were 3 notable meetings regarding member interactions with their supervisors. Unfortunately, one resulted in the department choosing to end the job during the probationary period. This termination has brought to light the precarious nature of half-time positions and effective training. This is a great question to ask ourselves, are we receiving adequate training in the best way for our learning style?

On a positive note, one of our members was able to receive feedback on behaviour in the workplace and bring to light the responsibilities of supervisors and the need to address the gap between their training and the roles of our members. We should always feel comfortable to bring up issues with supervisors. If you are hesitant, please reach out.

There was one disciplinary meeting which resulted in a letter of warning. This meeting was an example of how taking accountability of your words and actions can go a long way; however, sometimes disappointment and power dynamics can get in the way of healthy communication. Again, please reach out if you are uncertain about sending that email or Teams message.

The big task on the horizon involves OREM and modified work weeks and remote work arrangements. The review has passed, and we will be looking into a new arrangement that allows for earned time off while working from home. As of this week there is potentially some good news for our members.

In solidarity,
Stephen E. Leckie

Head Steward, CUPE 951 For any questions about the Head Steward's report, please contact Stephen Leckie at: headstewardcupe951@uvic.ca)

Motion: That the Head Steward's report be approved – MSCarried

17. Other Executive & Committee Reports

Motion: That the all other reports be tabled to the next meeting –MSC

18. Adjournment

Motion: to adjourn the meeting at: 1:01 p.m. -- MSCarried

**Next General Meeting:
October 18, 2023
David Strong Building
Room C130
12:00-1:00 p.m.
*In-person and Using the Zoom Video-Conference Platform***



WSÁNEĆ Peoples

The **Coast Salish** is a group of ethnically and linguistically related [Indigenous peoples of the Pacific Northwest Coast](#), living in [British Columbia](#), Canada and the [U.S.](#) states of [Washington](#) and [Oregon](#). They speak one of the [Coast Salish languages](#).

The Coast Salish are a large, loose grouping of many tribes with numerous distinct cultures and languages. Territory claimed by Coast Salish peoples span from the northern limit of the [Salish Sea](#) (aka [Strait of Georgia](#)) on the inside of [Vancouver Island](#) and covers most of southern Vancouver Island, all of the [Lower Mainland](#) and most of [Puget Sound](#) and the [Olympic Peninsula](#)

CUPE 951 Territory acknowledgement (Revised)

We acknowledge and respect the *Lək̓ʷəŋən* peoples on whose traditional territory CUPE Local 951 conducts its business, and the (*Songhees and Xwsepsum/Kosapsum [Esquimalt]* and *WSÁNEĆ (S̓TÁUTW/Tsawout, W̓JOLELP/Tsartlip, BO̓KÉĆEN/Pauquachin, WSIKEM/Tseycum)* whose historical relationships with the land continue to this day. May we build strong working relationships with all local nations with trust, humility, kindness, respect and continue to walk softly on these ancestral lands

Green Statement – written by retired CUPE 951 member, Michèle Favarger

As our Union fosters awareness of Reducing, Reusing, and Recycling, CUPE 951 members should be mindful of their choices, and endeavour to make decisions that support the best practices protecting the environment.

Please recycle all distributed documents, respecting the confidentiality of the material therein. Bring a reusable cup to your in-person meetings, and commit to walk, bike, and carpool or take public transportation when you can. In this way, we respect our environment, each other and future generations.



We are all different and that is beautiful!

CALENDAR UPDATE to CUPE 951 General meeting – Oct 2023 (* under consideration) (changes are underlined)

Oct 4 – Executive Meeting GSS Room 108 - Kirk Mercer, Page DeWolfe, Stephen Leckie, Laurie Whyte, Nykita Downie, Michael Rheault, Amy Issel, Ranbir Prihar, Teresa Dixon, Erica Burns

Minutes recorded by Laurie Whyte, CUPE 951 Recording Secretary

Oct 11-13 CUPE BC OBCM – Sheraton Gilford Surrey - Laurie Whyte, Kirk Mercer, Amy Issel, Page DeWolfe, Nykita Downie
Oct 18 - General meeting David Strong C130
Oct 18 – VLC - Kirk Mercer, Page DeWolfe, Michael Rheault
Oct 23-27 CUPE National Convention – Quebec City - Kirk Mercer, Page DeWolfe, Amy Issel, Nykita Downie, Heidi Neeves
Nov 1, – Executive Meeting GSS Room 108- Kirk Mercer, Page DeWolfe, Stephen Leckie, Laurie Whyte, Nykita Downie, Michael Rheault, Amy Issel, Ranbir Prihar, Teresa Dixon, Erica Burns
Nov 3 – Parliamentary Procedure Workshop @ GSS – Amy Issel, Laurie Whyte, Page DeWolfe, Erica Burns, Kirk Mercer
Nov 8 – Executive Training - GSS
Nov 15 – VLC - Kirk Mercer, Page DeWolfe, Michael Rheault
Nov 22 - General meeting David Strong C130
Nov 29-30 CUPE BC Executive Anvil Center - New Westminster - Laurie Whyte, Kirk Mercer
Dec 1-2 –VIDC Nanaimo - Page DeWolfe, Amy Issel, Kirk Mercer, Laurie Whyte, Michael Rheault, Nykita Downie
Dec 7 – Executive Meeting GSS Room 108- Kirk Mercer, Page DeWolfe, Stephen Leckie, Laurie Whyte, Nykita Downie, Michael Rheault, Amy Issel, Ranbir Prihar, Teresa Dixon, Erica Burns
Dec 13 - General meeting /Holiday Social - Michele Pujol room



United Nations International Days

[International Day of Older Persons \(A/RES/45/106\)](#)

01 Oct

[International Day of Non-Violence \(A/RES/61/271\)](#)

02 Oct

[World Teachers' Day \[UNESCO\] \(\(27 C/INF.7\)\)](#)

05 Oct

[World Mental Health Day \[WHO\]](#)

10 Oct

[International Day of the Girl Child \(A/RES/66/170\)](#)

11 Oct

[International Day for the Eradication of Poverty \(A/RES/47/196\)](#)

17 Oct

[Global Media and Information Literacy Week, 24-31 October \(A/RES/75/267\)](#)

24 Oct

For more information about the meaning and significance of each of these days please go to: <https://www.un.org/en/sections/observances/international-days/> and click on the day you would like to know more about.

