**20 November 2019 at 1615hrs**

**SPECIAL MEETING**

**At the Junior Ranks Mess “Lamplighter Lounge”**

# **UNION OF NATIONAL DEFENCE EMPLOYEES – LOCAL 30905**

**1. CALL TO ORDER AT** **1615**

**2. ROLL CALL OF EXECUTIVE MEMBERS**

In Attendance

President : Leanne Ordish (present)

1St Vice-President : Steve Sukhbir (present)

2nd Vice-President : Ian Ponsford (absent)

Secretary : Cathy Kohar (present)

Treasurer : Kim Haynes (present)

Health & Safety Officer : Eric Gosbjorn (present)

Human Rights/ Equity : Kellie Briggs (absent)

Chief Steward : vacant

In attendance : 32

**3. HARRASSEMENT POLICY IN EFFECT**

* Reading of Harassment policy by: Steve Sukhbir
* **Intervener(s) for today’s meeting: Eric Gosbjorn**

**4. REVIEW AND APPROVAL OF AGENDA FOR TODAY**

* Motioned by: Kim Haynes
* Seconded by: John Belanger
* Discussion: none
* All in Favor: Yes - passed

**5. PRE-APPROVED EXPENDITURES (1 October 2019 to 30 September 2020)**

Operating Expenses

* Motioned by: Kim Haynes, to be accepted as presented
* Seconded by: Shaun Desforge
* Discussion: none
* All in Favor: Yes - passed

Donation Expenses

* Motioned by: Kim Haynes, to be accepted as presented
* Seconded by: Rhonda Parenteau
* Discussion: none
* All in Favor: Yes - passed

Meeting Expenses

* Motioned by: Kim Haynes, to be accepted as presented
* Seconded by: Dan Kilmer
* Discussion: clarified inquiry from Linda Wheatley that the AGM draw is $200; clarified inquiry from Denise Davey that members had to attend at least 3 meetings between the previous year’s AGM and the current year’s AGM to be eligible.
* All in Favor: Yes – passed

Annual Summer BBQ – tabled to mid-May General meeting

Kids Camp – tabled to mid-May General meeting

Conventions Expenses

* Motioned by: Kim Haynes
* Seconded by: Linda Wheatley
* Discussion: Re: Number of observers. Kim said cost to send an observer can amount to $8,000 /person. If we send 3 observers to Triennial it would be up to $24,000. Kim clarified Steve’s inquiry that sending the 3 observers was intended for component (UNDE) events only. John Belanger motioned to send all 3 (seconded by Linda Wheatley), passed with 14 members in favor and 10 against. Kim wanted to be noted on the record that she was against.
* All in Favor: Yes - passed

Strike Fund

* Motioned by: Kim Haynes
* Seconded by: Dan Kilmer
* Discussion: Currently we have $120,000 in the bank (Servus). Denise Davey warned that it’s not enough money to reimburse people during strike action. Kim suggested to create a committee in charge of the fund. Brenda Needham warned not to lock too much in, especially with Phoenix issues. John Belanger wanted to know what kind of investment vehicles the funds are in, Kim replied it’s whatever Servus has that gives returns.

Brenda motioned not to lock in money until we learn the outcome of possible action next year (seconded by Shaun). All in Favor: Yes – motion carried.

* All in Favor: Yes - passed

Educational/Sports/Musical/Supporting Needs Bursaries

* Motioned by: Kim Haynes
* Seconded by: Steve Sukhbir
* Discussion: Kim suggested cancelling the program because the bursary committee hasn’t been working. Denise Davey motioned to bring it to the next general meeting for another try. Seconded by Steve Sukhbir. All in Favor: Yes – motion carried.
* All in Favor: Yes - passed

Swag – To support unity & solidarity

BBQ Draws up to $500

* Motioned by: Kim Haynes
* Seconded by: Graham Baker
* Discussion: Prize amount is up from previous time but we don’t have to give out $500
* All in Favor: Yes – passed

Shop Steward Wear up to $1,000

* Motioned by: Kim Haynes
* Seconded by: Debbie Wilfong
* Discussion: Clarified Brenda’s inquiry that $1,000 is the grand total for all stewards and with the approval from executives. Per Denise can only order PSAC ones because they’re the ones with shop steward written on the outerwear.
* Runal LaRose motioned to budget for $50 per shop steward, seconded by Jarrett Morris. All in Favor: Yes – motion carried.
* All in Favor: Yes – passed

T-shirts for Members up to $3,500

* Motioned by: Kim Haynes
* Seconded by: Shaun Desforge
* Discussion: Per Denise Davey this was approved 2-3 years ago but never actioned
* All in Favor: Yes – passed

**6. UNDE TRIENNIAL (St Johns, NF, 17-21 August 2020) DELEGATE & OBSERVERS) VOTING**

* Method: ballot
* Eligibility Criteria: 75% attendance, majority votes for delegate, 2/3 votes for observers
* Scrutineers: Brenda Needham, Rhonda Parenteau, Leanne Ordish

**NOMINATIONS FOR DELEGATE:**

Kim Haynes was nominated by Louise Litwin, 2nd by Graham Baker

Steve Sukhbir was nominated by Eric Gosbjorn, 2nd by Cindy Verner

Shaun Desforge was nominated by Eric Gosbjorn, 2nd by John Belanger

Graham Baker was nominated by Vivian Sim, 2nd by Steve Sukhbir

Denise Davey was nominated by Graham Baker, 2nd by Eric Gosbjorn

**NOMINATIONS FOR OBSERVERS (3):**

Linda Wheatley was nominated by John Belanger, 2nd by Steve Sukhbir

Cindy Verner was nominated by Denise Davey, 2nd by Graham Baker

Steve Sukhbir was nominated by Eric Gosbjorn, 2nd by Randy Martin

Denise Davey was nominated by Cindy Verner, 2nd by Linda Wheatley

Kim Haynes was nominated by Louise Litwin, 2nd by Eric Gosbjorn

Graham Baker was nominated by Debbie Wilfong, 2nd by Denise Davey

**DELEGATES: 1)** Leanne Ordish2)Shaun Desforge

**OBSERVERS:** 1) Denise Davey 2) Kim Haynes 3) Linda Wheatley

**ALTERNATE(S):** For Shaun: Denise Davey (motioned by Cindy Verner, 2nd by Graham Baker)

Brenda Needham motioned to send only 2 observers (Kim and Linda) in case Denise becomes the delegate, 2nd by Kim Haynes. All in Favor: Yes – motion carried.

**7. PSAC Convention (Regina, SK, 12-14 June 2020) DELEGATES & OBSERVER) VOTING – tabled to Special Meeting**

**8. $150 PRIZE DRAW – WON BY: Patty Franklin**

**9. NEXT GENERAL MEETING**

* Special Meeting in January to elect delegation and observer for PSAC Convention
* Date/ Time: February 19, 2020 (to be confirmed). See attached for other dates.

Linda Wheatley motioned to adjourn, seconded by Steve Sukhbir

**10. ADJOURNED AT 1743**

**Attachments:**

**- 2020 Meeting Dates**

**- Pre-Approved Expenditures 1 Oct 2019 – 30 Sep 2020**

**~~- Balance Sheet ending 31 Oct 2019~~**

**For local distribution. Please email** [**Catherine.Kohar@forces.gc.ca**](mailto:Catherine.Kohar@forces.gc.ca) **to add/ remove your name from the mailing list.**

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| **2020 UNION MEETING DATES** | |
|  |  |
| **EXECUTIVE** | **GENERAL** |
| January 15, 2020 |  |
| February 18, 2020 | February 19, 2020 |
| March 18, 2020 |  |
| April 22, 2020 |  |
| May 19, 2020 | May 20, 2020 |
| June 17, 2020 |  |
| July 15, 2020 | July 17, 2020 (BBQ) |
| August 10, 2020 | August 12, 2020 |
| September 16, 2020 |  |
| October 14, 2020 | AGM - to be announced, due to nationals availability |
| November 18, 2020 |
| December 16, 2020 |  |

**UNION OF NATIONAL DEFENCE EMPLOYEES**

**EDMONTON LOCAL 30905**

**PRE-APPROVED EXPENDITURES for the period of 1 October 2019 to 30 September 2020**

Operating Expenses

* Audit: for the Fiscal Year ending 30 September 2020 - $950
* Postage: per original receipt & must be reasonable & necessary - $100
* Office Supplies – per original receipt & must be reasonable and & necessary - $200 per item
* Per Deim: as per Local 30905 By-Laws to match PSAC current rate
* Mileage: as per Treasury Board high mileage rate with records of dates & rationale – max is $100 per trip
* Personal expenses: per original receipt & must be reasonable & necessary (ie parking, cell phone usages) - $200
  + *Child care receipts will be compliance with CRA, therefore the receipt (invoice) must contain the beneficiaries name, address, social insurance number, description & place of service – so that this Local can file the receipt with Revenue Canada*.

Donation Expenses

* Register Societies: for present & past member’s behalf not to exceed $75 per donation in memory off

Meeting Expenses

* Annual General Meeting Draw - $250
* General Meeting Draw - $100
* Special General Meetings - $150
* Members attending 3 meetings in the Fiscal year prior to the AGM (only excuse will be due to Union &/or Employer obligations – proof required) are eligible to enter into a Electronic Device w/accessories draw at the next AGM not to exceed $750 including taxes

Annual Summer BBQ – mid May General meeting

Kids Camp – mid May General meeting

Conventions Expenses - Conventions – as mandated by UNDE National

* + *Yearly planning of budgeting to send 3 Observers to the Component’s Tri-Annual Convention. Approve $5K X 3 = $15K, therefore budget of $5K per year.* 
    - *By Law 12, section 6*
      * Observers who are elected to attend Conventions, Conferences and/or Councils that are funded by the Local. With this expense in mind election of Observers must be passed by two-thirds (2/3) majority present at the General Membership meeting. And must have attended 75% (confirmation only by the local attendance register) of the past General meetings.
  + Executive attending a National &/or Regional Convention may at due diligence offer a donation to a “Stressing” cause up to the amount of $500.

Strike Fund - A *$60K* strike fund will be set aside for this Local – the funds will be in separated into Long Term investment. This is to ensure that there is adequate funds for the future of this Local.

* + To be set up as 3 separate investments of $20K each, with terms of spamming them out over a three year period. One due in 2020, one in 2021 and the due in 2022

Educational/Sports/Musical/Supporting Needs Bursaries - 4 Bursaries of or up to $500 to be drawn at the AGM for a child or grandchild.

* + A members must have attended 3 prior meetings (excused due to Union &/or Employer obligations – proof required) within the Local Fiscal Year are eligible to enter once at the draw at the AGM for this draw
  + Member of this Local must provide proof payment for this Bursary

Swag – To support unity & solidarity

* it is requested that we spend up to $3500 to purchase T-shirts for our members. With the intent that all members are to where the T-shirts every odd dated Friday.
* Shop stewards formal outwear such as a formal shirt or outer Jacket to be warn when representing a member up to $1000.
* BBQ draws up to $500