



**LOCAL 1165 EXECUTIVE MEETING**  
**Almaguin Highlands Secondary School**  
**Zoom Meeting Minutes**  
**Saturday November 18, 2023, 9:00 AM**

**Call to order: 9:17 AM**

**1. Roll call of officers**

Trevor Russell, Kelly Veinott, William Mollison Jr., Keith Russell, Jeanne Mailloux, Tim O'Brien, Mark Leblanc. Regrets Catherine Taggart, Lisa Corris

*Vacant VPN-OCT-1165-01, VP-1165-06*

**2. Acknowledgment of Indigenous territory**

**3. Reading of the Equality Statement**

**4. Reading of the minutes**

**5. Matters arising from the minutes**

Motioned by Mark Leblanc and seconded by Kelly Veinott to approve the minutes as presented

*Carried Unanimously*

**6. Secretary-Treasurer's Report**

Strike acct is fully reconciled at \$84030.18

General acct is fully reconciled at \$133438.58

Notes to General acct

- rebate was received from National for July and August totally

\$11897.41

- invoice has been received for the mediation/arbitration.

- Affiliation for the second quarter (Apr - June) for CUPE On has been paid,

- all other monthly expenses are exec expenses.

Correspondence:

- we have received notice to submit Q3 (July - Sept)
- Invoice has been received from OSBCU for Q2 affiliation.
- Audit has been received and reviewed by National - only comment was that per the constitution, we are to have 3 duly elected trustees, reports were signed by 2, our 3rd trustee is currently on leave. We will need to address this before the next audit.
- Save the Date Notice for Secretary-Treasurer conference has been received - Feb 6-9 (?) at Sheraton Parkway, I would like to attend this. This will be part of the 2024 budget.

Read by Trevor Russell, motioned by Trevor Russell and seconded by Mark Leblanc to approve the October financials as presented

*Carried Unanimously*

**7. Communications and bills**

**8. Executive Committee Reports**

**Jeanne Mailloux**

November 2023

Since my last report it has been a Rollercoaster. We had very quiet weeks  
This past week was nonstop  
New management are still having their challenges. Cutting hours, short  
staffing shifts, non-staffing shifts.  
Not posting the schedule on time consistently.  
All of this results in many conversations with Management and members.  
All the while keeping Trevor informed  
Not getting much better  
Members are frustrated and fed up

**Keith Russell**

November 2023

I attended multiple return to work meetings for members

I attended meetings for the apprenticeship program with the board and national rep.

I have received multiple phone calls from members about their vacation allotments, I am assured by H.R they are working on the allotments and will be following up by months end.

I was able to confirm a member who was on sick leave and unable to use their vacation from 22/23 school year will have their vacation carried over.

**Lisa Corris**

November 2023

Answered questions from a member re: Hours of Work and overtime, applicable Articles/language in the OCT CA / ESA.

Had a member reach out about taking a LOA.

Had a member reach out about workload; volunteers, and student supervision issues.

Met with the President and a member to discuss a MOS with regards to return to work and lost wages.

Attended meetings re: CUPE Apprenticeship Program Initiative (as a result of Central Ratification), involving the Employer / Union. All CUPE OCT & Cust/Main, whether you were permanent or casual, were offered the opportunity to apply for a Trades apprenticeship as an electrician, plumber, IT (hardware/network). Interested members had to respond to the employer by October 24th. The Employer has completed the application process and has forwarded three applications to the MOE for consideration and funding.

I continue to support a member through their rtw, including meetings that involve their supervisor, WSIB and the Benefits Administrator. This support will be ongoing as we progress towards their full return to work.

The Union has been notified of four new hires to the OCT Group; 3 Casual Secretaries and one Casual Library Clerk. I have reached out to each of them to welcome them to CUPE 1165, and to complete their Application for Membership form.

Unfilled positions: OCT Group is still experiencing a number of unfilled positions: .5 Perm. Virtual Secretary (pending new hire), 1.0 Perm. Help Desk Specialist; 1.0 Temp. Intermediate Technician, 1.0 Perm. Accounts Payable Clerk, 1.0 Temp. Secretary at PSHS, as well as an ongoing posting for Casual Secretaries.

Since November of last year I have been supporting our members regarding the violent incidents that took place at PSHS. Recently, the Employer shared the "Third Party Investigation Report" with all stakeholders, (respective Union parties/ PSHS Staff/JHSC). As a result of this, I attended a meeting with the Employer and the other respective Union parties. November 13th, was a meeting with the PSHS Staff to discuss the report, and the JHSC has also been provided with a copy of the report.

### **Tim O'Brien**

November 2023

Member contacted me via text about a complaint where a teacher was doing their job, and wanted to put in a grievance.

Later that week and after discussing with VP, I reached back out to member and said that they would need to email their supervisor with the complaint and details. I suggested that I could be CCed in the email.

Nov 3, 2023

Member contacted me to complain again, I asked if the supervisor was emailed, Member stated that it would be done in the next few days.

Nov 6, 2023

Member texted me to say that the email was just sent to the supervisor.

Member has contacted me on other issues and possibly putting in other grievances.

As of Friday there was no reply to member's email that was sent to the supervisor.

Also a different member had inquired about the retirement process.

## 9. Reports of committees and delegates

- Staffing/LLM

- Health and Safety

*Deferred to December meeting*

*L. Corris*

*The Third Party Investigation Report was shared with the members of JHSC. The Report was also shared with the Staff of PSHS. November 13th, the employer will be at PSHS to discuss the report with PSHS Staff and Union partners.*

*The report will be further discussed at the next JHSC meeting in December.*

*The MS-JHSC TOR is up for renewal in March 2024. The Committee is updating the language.*

*Currently, under Article 2.0 - Structure of the JHSC, 2.2; CUPE is currently listed as "Clerical, IT and Custodial (3)". I would like to propose a change of language to "Office, Clerical, Technical and Custodial/Maintenance (3)".*

*Executive to have this discussion - please let me know the outcome.*

*[We will also need to update our Bylaws under H&S Committee with the intent that atleast one member from each group.]*

- Grievance Committee

- Bargaining Committee

*1165-02 contract proofing*

*Notice of bargaining for Sodexo*

- Cupe EWBT
- BIPOC (Black Indigenous People of Color) Committee

**10. Unfinished business**

- Bargaining
- Website – invitation to membership

*Updating website with historical minutes*

- Mugs/t-shirts
- Workshops/Conferences
- Local credit card

*Deferred to future meeting*

- Hoodies for the executive

*Gathering cost and design Jeanne Mailloux*

- Technology to improve the hybrid/zoom meeting experience – (the OWL)

*Deferred to January Meeting*

**11. New business**

- Review of Bylaws – schedule

*Bylaw Committee January 2024*

- Status/review of open Grievances

**12. Good of the Union**

- Personal Appeals
- Food Bank Donations

Motioned by Jeanne Mailloux and seconded by Tim O'Brien to donate \$250.00 to each local food bank. (11 food banks)

*Carried unanimously*

-CAS Donation

Motioned by Jeanne Mailloux and seconded by Keith Russell to donate \$250.00 to CAS

*Carried unanimously*

**13. Date of next meeting**

December 9, 2023, 9:00 AM Almaguin Highlands S.S.

**14. Adjournment**

Motioned by Jeanne Mailloux and seconded by Kelly Veinott to adjourn the meeting at 10:49 AM.

*Carried Unanimously*