

**NATIONAL EXECUTIVE MEETING**  
**Held August 7-9, 2014**  
**in the Saanich Room – Victoria Convention Centre**

**PRESENT WERE**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Karoline Klüg, National Vice-President for Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Bill Bennett, Assistant Regional Vice-President, Atlantic  
 Yvon Beaudoin, Regional Vice-President, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
 Sandy Bello, Assistant Regional Vice-President, Ontario  
 Michèle Milotte, Regional Vice-President, NCR (SE)  
 Richard Ballance, Regional Vice-President, NCR (TB)  
 Cindy D'Alessio, Assistant Regional Vice-President, NCR (TB)  
 Suzanne Arsenault, Assistant Regional Vice-President, NCR (TB)  
 Martin Kaminski, Regional Vice-President , Manitoba  
 Loretta Moar, Human Rights Representative, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Gloria Pfeifer, Assistant Regional Vice-President, Saskatchewan  
 Kevin King, Regional Vice-President, Alberta, NWT and Nunavut  
 Dave Burchell, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Steve Houston, Human Rights Representative, BC and Yukon  
 Heather Brooker, Regional Vice-President, Outside Canada  
 Karl Lafreniere, Assistant Regional Vice-President, Outside Canada  
 Geoff Ryan, Equity Representative, Members with disability  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Ben René, Communications Officer  
 Johanne MacAndrew, Assistant to the National President and NEVP  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

1. **CALL TO ORDER**

Brother Doug Marshall called the meeting to order at 9 a.m.

2. **PRESIDENT'S REMARKS**

Brother Doug Marshall welcomed everyone to beautiful Victoria and to our final meeting of the current National Executive's mandate. He thanked the UNE staff for their hard work in preparing this meeting and for our National Triennial Convention next week.

**3. HOURS OF SITTING**

The following hours of sitting were adopted as presented:

Thursday, August 7, 2014	- 9:00 a.m. - 11:45 a.m.
	- 1:00 p.m. - 5:00 p.m.
Friday, August 8, 2014	- 9:00 a.m. – 11: 45 a.m.
	- 1:00 p.m. – 5:00 p.m.
Saturday, August 9, 2014	- 9: 00 a.m. – 12 p.m. or until end of business - Pre-registration

**4. ADOPTION OF THE AGENDA (Appendix "A")**

M/S Heather Brooker and Karoline Klüg

**THAT** the agenda be adopted as amended by adding the following item under New Business.

New business:

11. H) Highland links

**5. ROUND TABLE CHECK-IN – NATIONAL EXECUTIVE**

A roundtable check-in ensued.

**6. MOMENT OF SILENCE**

The National President, Brother Doug Marshall, asked the National Executive to observe a moment of silence to mark the passing of those who have died recently or as part of a tragic historical event.

**7. OATH OF OFFICE**

Brother Doug Marshall administered the oath of office to Sister Gloria Pfeifer, newly elected Assistant Regional Vice-President for Saskatchewan.

**8. MINUTES OF PREVIOUS MEETING**

It was agreed that this item be postponed.

**9. REPORTS OF THE EXECUTIVE****A) National President**

It was agreed that this item be postponed as we were awaiting translation.

**B) National Executive Vice-President (Appendix "B")**

M/S Eddie Kennedy and Angela Decker

**THAT** the report of the National Executive Vice-President be adopted as presented.

**\*Recorded Vote 1: CARRIED**

**C) National Vice-President for Human Rights**

It was agreed that this item be postponed as we were awaiting translation.

**D) Regional Vice-Presidents Reports on Inactive Locals (Appendix "C")**

Ontario:

M/S Garry Larouche and Omar Murray

**THAT** the inactive locals report of the Ontario region be adopted as presented.

**\*Recorded Vote 2: CARRIED**

Quebec:

M/S Yvon Beaudoin and Angela Decker

**THAT** the inactive locals report of the Quebec region be adopted as presented.

**\*Recorded Vote 3: CARRIED**

**10. ONGOING BUSINESS****A) Pledge Card Campaign**

A pledge card regional campaign statistics report was presented for information.

**B) Workforce Adjustment**

Brother Doug Marshall advised that the pace of reduction was very much

slower after the first year of workforce adjustment. The number of new job cuts decreased significantly.

**C) Bargaining - D. Marshall**

i) Treasury Board:

Brother Doug Marshall advised that our Treasury Board bargaining teams met with the employer to exchange demands in July. Some of our bargaining team members present at convention will make a brief presentation during Convention to keep members informed. They would also be available to hold information sessions at regional and employer caucuses upon request.

ii) Parks Canada:

Sister Loretta Moar, bargaining team member, reported that the bargaining team met in Ottawa to discuss key issues and common concerns in order to plan strategy and prepare to negotiate with the employer.

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**RECESS**

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**THURSDAY, AUGUST 7, 2014 - AFTERNOON SESSION**  
**Reconvened at 1: 15**

**PRESENT WERE**

Doug Marshall, National President  
Eddie Kennedy, National Executive Vice-President  
Karoline Klüg, National Vice-President for Human Rights  
Daniel Toutant, Assistant National Vice-President for Human Rights  
Angela Decker, Regional Vice-President, Atlantic  
Bill Bennett, Assistant Regional Vice-President, Atlantic  
Yvon Beaudoin, Regional Vice-President, Quebec  
Garry Larouche, Regional Vice-President, Ontario  
Mary Anne Walker, Assistant Regional Vice-President, Ontario  
Sandy Bello, Assistant Regional Vice-President, Ontario  
Michèle Milotte, Regional Vice-President, NCR (SE)  
Richard Ballance, Regional Vice-President, NCR (TB)  
Cindy D'Alessio, Assistant Regional Vice-President, NCR (TB)  
Suzanne Arsenault, Assistant Regional Vice-President, NCR (TB)  
Martin Kaminski, Regional Vice-President, Manitoba  
Loretta Moar, Human Rights Representative, Manitoba  
Omar Murray, Regional Vice-President, Saskatchewan

Gloria Pfeifer, Assistant Regional Vice-President, Saskatchewan  
 Kevin King, Regional Vice-President, Alberta, NWT and Nunavut  
 Dave Burchell, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Steve Houston, Human Rights Representative, BC and Yukon  
 Heather Brooker, Regional Vice-President, Outside Canada  
 Karl Lafreniere, Assistant Regional Vice-President, Outside Canada  
 Geoff Ryan, Equity Representative, Members with disability  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Ben René, Communications Officer  
 Johanne MacAndrew, Assistant to the National President and NEVP  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

## 10. ONGOING BUSINESS

### C) Bargaining - D. Marshall

- iii) SSO:  
 Brother Doug Marshall advised that the negotiations that began two years ago were still ongoing. This collective agreement expired since 2011. We have filed a challenge with the federal court over the PSLRB decision regarding our key issues on seniority and hours of work assignment.
- iv) Others:
  - CMHC: Brother Doug Marshall announced that the Vancouver City Council approved a motion to purchase or lease Granville Island from the federal government's Canadian Mortgage and Housing Corporation (CMHC).
  - CCOHS: Sister Sandy Bello announced that the Canadian Centre for Occupational Health and Safety employees have recently ratified their collective agreement.

### D) 2014 UNE Triennial Convention

- i) Convention Committee Meetings Debrief:  
 Brother Doug Marshall reported that we have received positive feedback from the majority of participants regarding the convention committee meetings held in Ottawa in June.
- ii) Convention Agenda:  
 The Convention agenda was presented for information.

Brother Doug Marshall asked Executive Officers who wish to facilitate employer caucuses to forward their names for

consideration.

- iii) Delegates Report by Region:  
The list of delegates was provided for information purposes.
- iv) Convention Rules of Order:  
It was agreed that this item be postponed until later.
- v) Procedural Motions:  
The procedural motions were provided as a reminder and for their information.
- vi) Credentials Committee:  
Brother Doug Marshall advised that the Committee will be asked to review each delegate's status and address any issue in this regard in order to expedite convention proceedings.
- vii) Nominations Committee:  
Brother Doug Marshall advised that the Committee's composition would be finalized by Monday and will be announced on convention floor. He further advised that Sister Robyn Benson agreed to chair the National elections. Brothers Chris Aylward and Larry Rousseau would co-chair the all-candidates meeting on Wednesday evening.
- viii) Sergeant at Arms:  
Brother Doug Marshall advised that we would be seeking more observers who would like to volunteer to be a sergeant-at-arms.
- ix) Regional Caucuses and Hospitality Suites  
Executive Officers were provided with the hospitality suite checklist for their guidance and planning. A general statement regarding alcohol would be posted outside each of the hospitality suite.

An on-site visit was conducted to locate regional caucuses and hospitality suites and determine their suitability.

## 9. REPORTS OF THE EXECUTIVE

### D) Regional Vice-Presidents Reports on Inactive Locals (Appendix "C")

NCR (TB):

M/S

Richard Ballance and Michèle Milotte

**THAT** the inactive locals report of the NCR (TB) region be adopted as presented.

**\*Recorded Vote 4: CARRIED**

**11. NEW BUSINESS**

**A) PSAC Convention:**

Brother Doug Marshall advised that during convention each region would have an opportunity to elect their delegates to the PSAC Convention. Our Finance department would provide delegates entitlement to each caucus for their decision making.

**B) Future Dates:**

- i) October 6-10, 2014 - National Executive Meetings and Training Session:

Brother Doug Marshall advised that the National Executive would be meeting in October for their first National Executive Meeting and Training Session. The meeting would include the National Executive, Assistant Regional Vice-Presidents and all Human Rights Committee members.

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**RECESS**  
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**FRIDAY, AUGUST 8, 2014 - MORNING SESSION**  
**Reconvened at 9 a.m.**

**PRESENT WERE**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Karoline Klüg, National Vice-President for Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Bill Bennett, Assistant Regional Vice-President, Atlantic  
 Yvon Beaudoin, Regional Vice-President, Quebec  
 Géraldine Fortin, Human Rights Representative, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
 Sandy Bello, Assistant Regional Vice-President, Ontario  
 Michèle Milotte, Regional Vice-President, NCR (SE)  
 Evelyn Beckert, Assistant Regional Vice-President, NCR (SE)  
 Richard Ballance, Regional Vice-President, NCR (TB)  
 Cindy D'Alessio, Assistant Regional Vice-President, NCR (TB)  
 Suzanne Arsenault, Assistant Regional Vice-President, NCR (TB)  
 Martin Kaminski, Regional Vice-President, Manitoba  
 Loretta Moar, Human Rights Representative, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Gloria Pfeifer, Assistant Regional Vice-President, Saskatchewan  
 Kevin King, Regional Vice-President, Alberta, NWT and Nunavut  
 Dave Burchell, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Steve Houston, Human Rights Representative, BC and Yukon  
 Heather Brooker, Regional Vice-President, Outside Canada  
 Karl Lafreniere, Assistant Regional Vice-President, Outside Canada  
 Geoff Ryan, Equity Representative, Members with disability  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Ben René, Communications Officer  
 Johanne MacAndrew, Assistant to the National President and NEVP  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

**12. COMMITTEE REPORTS**

**G) Finance and Human Resources Committee (Appendix "D")**

M/S Eddie Kennedy and Karoline Klüg



**THAT** the Financial Statement to June 30, 2014 be adopted as presented.

**\*Recorded Vote 5: CARRIED**

M/S Eddie Kennedy and Martin Kaminski

**THAT** the Finance and Human Resources Committee Report be adopted as a whole.

**\*Recorded Vote 6: CARRIED**

Brother Dave Burchell assumed the seat for Alberta, NWT and Nunavut region.

**D) Education, Honours and Awards Committee (Appendix "E")**

Laurier Auger Bursary:

M/S Heather Brooker and Richard Ballance

**THAT** Applicant A be awarded the Laurier Auger Bursary in the amount of \$1000.

**\*Recorded Vote 7: CARRIED**

The recipient of the Laurier Auger Bursary was Elyse Parson of Local 99242 (Heritage Canada, NFLD).

M/S Heather Brooker and Michelle Milotte

**THAT** the report of the Education, Honour and Awards Committee report be adopted as a whole.

**\*Recorded Vote 8: CARRIED**

**10. ONGOING BUSINESS (CONT'D)**

**D) 2014 UNE Triennial Convention (Appendix "F")**

iv) Rules of Order:

M/S Heather Brooker and Eddie Kennedy

**THAT** the convention rules of order be adopted as amended.

**\*Recorded Vote 9: CARRIED**

Brother Karl Lafreniere assumed the seat for the Outside Canada Region.

**8. MINUTES OF PREVIOUS MEETING**

**A) National Executive Meeting – January 21-23, 2014**

M/S Angela Decker and Jennifer Chieh Ho

**THAT** the minutes of the National Executive meeting held January 21-23, 2014 be adopted as presented.

**\*Recorded Vote 10: CARRIED**

**B) National Executive Meeting – April 3, 2014**

M/S Angela Decker and Karoline Klüg

**THAT** the minutes of the National Executive meeting held April 3, 2014 be adopted as presented.

**\*Recorded Vote 11: CARRIED**

**E) Peace Officers Memorial**

Brother Doug Marshall advised that the 2014 Canadian Police and Peace Officer's Memorial Ceremony would be held Sunday, September 28. A maximum of nine members from Parks Canada attend the memorial ceremony (five funded by Parks Canada and four funded by UNE).

**G) UNE Boardroom**

Brother Doug Marshall reported that as per the National Executive's recommendation, our charter and various historic UNE have been placed on the UNE Boardroom wall in recognition of their contribution to the Component.

Brother Doug Marshall relinquished the Chair to Brother Eddie Kennedy.

Brother Eddie Kennedy assumed the Chair.

**9. REPORTS OF THE EXECUTIVE**

**A) National President Report (Appendix "G")**

M/S Doug Marshall and Karoline Klüg

**THAT** the report of the National President be adopted as presented.

**\*Recorded Vote 12: CARRIED**

Brother Eddie Kennedy relinquished the Chair to Brother Doug Marshall

Brother Doug Marshall assumed the Chair.

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**In camera session**

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M/S Jennifer Chieh Ho and Heather Brooker

**THAT** the Honour of Life Membership be awarded to Brother Steve Houston.

**\*Vote by secret ballot: CARRIED**

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**RECESS**

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**FRIDAY, AUGUST 8, 2014 - AFTERNOON SESSION**  
**Reconvened at 1 p.m.**

**PRESENT WERE**

- Doug Marshall, National President
- Eddie Kennedy, National Executive Vice-President
- Karoline Klüg, National Vice-President for Human Rights
- Daniel Toutant, Assistant National Vice-President for Human Rights
- Angela Decker, Regional Vice-President, Atlantic
- Bill Bennett, Assistant Regional Vice-President, Atlantic
- Yvon Beaudoin, Regional Vice-President, Quebec
- Yann Boudreau, Assistant Regional Vice-President, Quebec
- Géraldine Fortin, Human Rights Representative, Quebec
- Garry Larouche, Regional Vice-President, Ontario
- Mary Anne Walker, Assistant Regional Vice-President, Ontario
- Sandy Bello, Assistant Regional Vice-President, Ontario

Michèle Milotte, Regional Vice-President, NCR (SE)  
 Evelyn Beckert, Assistant Regional Vice-President, NCR (SE)  
 Richard Ballance, Regional Vice-President, NCR (TB)  
 Cindy D'Alessio, Assistant Regional Vice-President, NCR (TB)  
 Suzanne Arsenault, Assistant Regional Vice-President, NCR (TB)  
 Martin Kaminski, Regional Vice-President, Manitoba  
 Loretta Moar, Human Rights Representative, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Gloria Pfeifer, Assistant Regional Vice-President, Saskatchewan  
 Kevin King, Regional Vice-President, Alberta, NWT and Nunavut  
 Dave Burchell, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Steve Houston, Human Rights Representative, BC and Yukon  
 Heather Brooker, Regional Vice-President, Outside Canada  
 Karl Lafreniere, Assistant Regional Vice-President, Outside Canada  
 Geoff Ryan, Equity Representative, Members with disability  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Ben René, Communications Officer  
 Johanne MacAndrew, Assistant to the National President and NEVP  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

## 11. **NEW BUSINESS (Cont'd)**

### C) **UNE Convention Dates 2017 and beyond – Proposal**

It was agreed that this item be tabled.

### D) **UNE delegates deadline to Register for Convention – 2017 and beyond**

M/S Kevin King and Karl Lafreniere

**THAT** the Union of National Employees (UNE) have a delegate and observer deadline to its Triennial Conventions of June 30th, (close of business day) in any UNE Convention year.

**\*Recorded Vote 13: CARRIED**

## 6. **MOMENT OF SILENCE**

Brother Doug Marshall asked everyone to stand for a moment of silence in memory of Sister Sarah Lamarche of Parks Canada Local 30114.

## 9. **REPORTS OF THE EXECUTIVE**

**D) Regional Vice-Presidents Reports on Inactive Locals (Appendix "C")**

NCR (SE) :

M/S Michelle Milotte and Omar Murray

**THAT** the inactive locals report of the NCR (SE) region be adopted as presented.

**\*Recorded Vote 14: CARRIED**

Atlantic:

M/S Angela Decker and Jennifer Chieh Ho

**THAT** the inactive locals report of the Atlantic region be adopted as presented.

**\*Recorded Vote 15: CARRIED**

**11. NEW BUSINESS**

**H) Highland links**

M/S Angela Decker and Karoline Klüg

**THAT** the Union of National Employees identify \$3,500.00 to assist in the cost sharing with PSAC of the Highland Links Golf Course Fight Back Campaign.

**\*Recorded Vote 16: CARRIED**

**12. COMMITTEE REPORTS**

**H) Francophone Committee (Appendix "H")**

1. UNE national conferences:  
This has been provided for information purposes.

2. Resolution:  
Submitted for information purposes.
3. Francophone participation in UNE conferences:  
Submitted for information purposes.
4. Selection criteria:  
Submitted for information purposes.
5. Report on the Human Rights Conference:  
Submitted for information purposes.

It was noted that all items have been provided for information purposes not recommendations.

M/S Yvon Beaudoin and Karl Lafreniere

**THAT** the report of the Francophone Committee be adopted as a whole.

**\*Recorded Vote 17: CARRIED**

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**IN-CAMERA SESSION**  
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**SATURDAY, AUGUST 9, 2014 - MORNING SESSION**  
**Reconvened at 9 a.m.**

**PRESENT WERE**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Karoline Klüg, National Vice-President for Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Bill Bennett, Assistant Regional Vice-President, Atlantic  
 Yvon Beaudoin, Regional Vice-President, Quebec  
 Géraldine Fortin, Human Rights Representative, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
 Sandy Bello, Assistant Regional Vice-President, Ontario

Michèle Milotte, Regional Vice-President , NCR (SE)  
 Evelyn Beckert, Assistant Regional Vice-President , NCR (SE)  
 Richard Ballance, Regional Vice-President, NCR (TB)  
 Cindy D'Alessio, Assistant Regional Vice-President, NCR (TB)  
 Suzanne Arsenault, Assistant Regional Vice-President, NCR (TB)  
 Martin Kaminski, Regional Vice-President, Manitoba  
 Loretta Moar, Human Rights Representative, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Gloria Pfeifer, Assistant Regional Vice-President, Saskatchewan  
 Kevin King, Regional Vice-President, Alberta, NWT and Nunavut  
 Dave Burchell, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Steve Houston, Human Rights Representative, BC and Yukon  
 Heather Brooker, Regional Vice-President, Outside Canada  
 Karl Lafrenière, Assistant Regional Vice-President, Outside Canada  
 Geoff Ryan, Equity Representative, Members with disability  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Ben René, Communications Officer  
 Johanne MacAndrew, Assistant to the National President and NEVP  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

## 9. **REPORTS OF THE EXECUTIVE**

### C) **National Vice-President for Human Rights (Appendix "I")**

M/S Karoline Klüg and Angela Decker

**THAT** the report of the National Vice-President for Human Rights be adopted.

**\*Recorded Vote 19: CARRIED**

## 10. NEW BUSINESS

### F) August 9 - International Day of Indigenous people

Sister Ruby Langan joined the meeting via teleconference to address the National Executive on the International Day of Indigenous people and ways of celebrating this day.

## 9. REPORTS OF THE EXECUTIVE

### D) Regional Vice-Presidents Reports on Inactive Locals (Appendix "C")

*Manitoba:*

M/S Martin Kaminski and Richard Ballance

**THAT** the inactive locals report of the Manitoba region be adopted as presented.

**\*Recorded Vote 20: CARRIED**

## 8. MINUTES OF PREVIOUS MEETING

### C) National Executive Meeting – May 29-31, 2014

M/S Angela Decker and Karoline Klüg

**THAT** the minutes of the National Executive meeting held May 29-31, 2014 be adopted as presented.

**\*Recorded vote 21: CARRIED**

### Point of Privilege:

Sister Heather Brooker announced that the Outside Canada region was selling raffle tickets.

## 12. COMMITTEE REPORTS

### D) Education, Honours and Awards Committee (Appendix "D")

*Institute for a higher learning*

M/S Heather Brooker and Michèle Milotte



**THAT** Applicant A be awarded \$580.00 and that Applicant B be awarded \$420.00

**\*Recorded Vote 22: CARRIED**

The recipients of the institute for a higher learning are as follows:

- Applicant A: Ruby Jean Hamel-Hussell of Local 90265 - Atlantic
- Applicant B: Michelle Payne of Local 80081 - Atlantic

M/S Heather Brooker and Jennifer Chieh Ho

**THAT** the report of the Education, Honours and Awards Committee meeting be adopted as a whole.

**\*Recorded Vote 23: CARRIED**

**F) National Executive Disciplinary Committee – Update**

Brother Doug Marshall advised that the two disciplinary motions adopted during the May National Executive were adopted at the June NBoD meeting.

**G) Finance and Human Resources Committee**

Brother Eddie Kennedy reminded all Component Officers that all component equipment must be returned at the end of the mandate and all expense claims filed in order to facilitate all transfers to the next mandate.

**13. ROUND TABLE CHECK-OUT**

A roundtable check-out ensued.

**14. RECESS**

There being no further business the meeting recessed at 12: 30 p.m.