

## RCEA ANNUAL GENERAL MEETING

Tuesday, 8 October 2019  
5:00 p.m. EDT  
NRC Royalmount Campus  
6100 Royalmount Ave  
Rooms A34A and A34B  
Montreal, QC H4P 2R2

The following are verbatim presentations from the 2019 AGM, transcribed from Gillespie Reporting Services, Ottawa, Ontario, having been appointed for the purpose. The French version of the minutes was edited by Nathalie Lasnier, C. Tr.

Guest Speaker François Beaudry, NRC Informal Conflict Resolution Practitioner, gave a presentation on Informal Conflict Management. Requests for a copy of the slide deck can be sent to the RCEA office.

M. Kalinic, moderator, called the meeting to order

### **1. Rules of Meeting – M. Kalinic**

M. Kalinic reminded those in attendance that for online audio / video purposes no calls or video users have been screened to restrict this meeting to members only. She advised participants to be aware that anyone is able to be on the conference call or web-link online. In cases where questions are more of a personal issue, please direct your question to the RCEA office at another time. The panel will answer any other types of questions. For the recording of the minutes, please state your name, location, and research centre or program. The meeting will follow Robert's Rules of Order.

Please reserve any questions for the Question and Answer session.

M. Kalinic introduced the head table: Cathie Fraser, President; Marvin Zaluski, 1<sup>st</sup> Vice President; Bernard Holbrook, Treasurer; Michelle Lévesque, 2<sup>nd</sup> Vice President; and Joan Van Den Bergh, Negotiator/Labour Relations Officer, RCEA office staff: Laurette Ernst, Office Manager; Shelagh Till, Dues and Insurance Coordinator.

### **2. Minutes of Annual General Meeting – 23 October 2018**

**MOTION:** “To accept the minutes of the Annual General Meeting of October 23, 2018.”

Moved by J. Gallant, HHT, Halifax. Seconded by A. Todd ACRD,

Saskatoon.

Carried.

### **3. President's Report – C. Fraser**

Welcome to the RCEA's AGM and thank you to the members who have joined us here tonight and to those online. I would like to thank stewards, Marijana Kalinic, Michelle Lévesque, and Roseanne Tom for hosting this year's AGM in Royalmount. We are very happy to be here. Many of your national executive is also here with us tonight.

It has been a very busy and productive year for me and the RCEA office, a year full of accomplishments and benefits for the membership. I am very pleased to bring members plenty of good news this year.

The Public Service Health Care Plan has expanded. Coverage for non-oral birth control is finally available. The PSHCP also has introduced digital services which means you can now submit your claims online. The Public Service dental care plan also had positive changes this year. Annual maximum coverage has increased by 47 percent. The increase will be phased in from \$1,700 from last year to \$2,500 a year starting in January 2021. New inclusions are dental implants, more scaling units that have been requested and approved, and additional coverage for your children and young adults. These plans and other directives that you have, like the travel directive and your bilingual bonus, are negotiated by the bargaining agent and employee representatives at the National Joint Council. They form part of your collective agreement but are negotiated outside of it. The Research Council Employees' Association is an active member of the NJC, the National Joint Council. I serve on two committees, the Service-Wide Occupational Health and Safety Committee, and as chairperson of the Union Management Relations Committee. Joan Van Den Bergh represents you on the Relocation Committee.

Joan Van Den Bergh, like me, works tirelessly behind the scenes on your behalf. I would like to take a moment to thank her for all she has done for the membership. Both Joan and I have consulted on many issues this year at NRC including commitment to excellence; ethics and integrity; equity, diversity and inclusion; new impairment policy because of the legislation on cannabis; inventors and innovation; IRAP transfer to ISED, which is the Innovation Science and Economic Development; NRC GC work spaces; performance improvement plans; scientific integrity; security and awareness; and PANDU, which is the Policy on Acceptable Network and Device Use.

I also serve on many other committees at the National Research Council, the Treasury Board Secretariat, National Joint Council, and Labour Relations Council. New at NRC this year is director of corporate secretariat, Erin Skrapek, and the new position of Ombudsman of ethics, integrity and respectful workplace, Karine Gauvreau. Joan and I have met them to discuss NRC's values and ethics program. This includes harassment prevention and resolution, NRC code of conduct, as well as the informal conflict management. I would like to again thank

François Beaudry for joining us here today to discuss this new program at NRC. The RCEA is encouraged that a support program for NRC employees will provide a trusted and neutral space for employees to discuss any issues they may be having in the workplace.

The RCEA is a national organization with members from coast to coast and travel is an essential part. This is an important mandate for the association. This year, Joan and I travelled to meet members in Victoria, Vancouver, Saskatoon, St. John's, and Halifax, and I am pleased to be with you here today, in Montreal. We travel so we can update members on collective agreements, update on Phoenix and, most importantly, to find out if members are having issues and need advice or help. Every location we went to had large turnouts and all of the members' questions were answered. We also travelled to deal with specific and urgent member issues on two other occasions. We will always travel to see members where and when we are needed.

The memorandum of agreement on Phoenix damages was signed by the RCEA on June 19, 2019. This provided, as damages, extra days of annual leave for each employee based on your public service. Those extra days should be in your leave banks by now. Service in other departments of the public services is counted in the calculation of this leave, except for those employees who are members of the Public Service Alliance of Canada. The fifth day of annual leave will be credited in the new fiscal year of 2020. This was a hard fight to get these days included for NRC employees but I am very pleased that I fought for these days and I am happy to say that we won.

A great deal of my time this year has been spent on Phoenix-related issues. We have resolved many of them but sadly there are still some ongoing. I would like to thank Monique Melbourne and NRC's pay office, for all their help regarding these Phoenix problems. I have been working closely with Monique and the compensation advisors to help affected members. If you ever require assistance, please do not hesitate in contacting me.

I serve on a Treasury Board Phoenix sub-committee on union dues, representing the RCEA and some other unions. This committee is looking to improve how dues are verified, reconciled, transferred with this difficult pay system. Through this committee, the RCEA received past missing dues from 2016 and 2017. I would like to thank your dues coordinator, Shelagh Till, for her tremendous help in reconciling and tracking these dues.

As you all know, your six collective agreements have been signed and on the same day, August 20, 2019. All were ratified by an overwhelming majority. All collective agreements included eight percent economic increases and wage adjustments and a lump sum payment of \$400. All were signed before expiry. Pay adjustments are retroactive and other changes to the agreements are effective on the date of signing. Joan Van Den Bergh, your RCEA negotiator, will be giving a report on this later this afternoon. I would like to thank all the members who participated on these bargaining committees and teams and our two negotiators, Joan and Chris Rootham.

The RCEA annual audit conducted by McCay Duff was completed in August of 2019. The RCEA has approved McCay Duff for the audit for 2020. We are fortunate to have chartered

accountant, Mario Navas, join us here today to report on the audit and answer any questions. I would like to thank RCEA office manager, Laurette Ernst. Laurette is essential to this union office. She is responsible for recording RCEA expenses, daily, weekly, and monthly.

Your Christmas shutdown memorandum was signed in January and covers the afternoon of December 24<sup>th</sup> and full working days, the 27<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup> of December. If any members have any questions about your shutdown, please contact the office.

The RCEA is also pleased to provide additional benefits to the membership, including discounts on Budget Rent-A-Car, Choice Hotels, Francis Fuels, Johnson Insurance, Mark's Work Warehouse, Park'n Fly. Group insurance is offered through RBC Insurance and our newest provider is Union Savings. Union Savings offer a wide variety of discounts to RCEA employees, families and retirees, everything from major amusement parks throughout North America, electronics and fashion, including the Montreal Impact. All of this information can be found on our website. I wanted to let you know that these benefits are at no cost to the union and at no cost to the members.

Your union office is a happy and healthy workplace and works as a cohesive group, which benefits the members and the association. Once again, I would like to thank Laurette, Shelagh, and Joan for their tremendous work and dedication to the association and members, this and every year.

Thank you to the membership. It is my honour and privilege to serve as your president.

#### **4. Auditor's Report – M. Navas**

The Auditor's Report was presented by Mario Navas, Senior Manager, McCay Duff. Requests for a copy of the slide deck referenced in the presentation can be sent to the RCEA office.

M. Kalinic introduced Mario Navas.

Mario Navas joined McCay Duff full-time in 2007. He holds a BA in Commerce and has his CPA and CGA designation. As a manager, he specializes in offering services in accounting and audit and also in tax declarations for non-profit organizations and private organizations. He works with big unions, associations, community centres, and also condominium associations. He has also done audits for the government.

**M. Navas, McKay Duff:** Good evening everyone. Thank you for inviting our firm to present your audited financial statements. My name is Mario. I am a senior manager at McCay Duff. I have been with the firm since 2007 and it's always a pleasure to meet and interact with good clients that provide great cooperation and allows for an efficient audit, which is how I would characterize this audit itself.

If you would be kind enough to follow along with me, I will be trying to do my best to keep over the mike and present the financial statements at the same time. I will start off by making some opening remarks on the independent auditor's report. This is really laying out the reason why I am here. After that, we will delve into the financial statements themselves.

The independent auditor's report, if you want to sort of extract three key points, I would say is the following: 1) if you look at the second last paragraph from the bottom, it is bringing into context what is management's responsibility, which is essentially to provide us with financial statements that they prepare throughout the fiscal year. Then, our role is introduced in the second paragraph of this report, which is essentially to take these statements, perform audit procedures and as your auditors, for the members, provide an opinion on whether they are free from any material misstatement. In other words, if something is not adjusted, corrected, disclosed adequately, it could potentially change your decision making as a member in how you assess the association.

What is the key, the last point you want to extract from this report? Well let's move back to – it's pretty much right at the top, we kind of emphasised it from the very beginning, the first two paragraphs, which is essentially providing a clean audit opinion for the fiscal year ending June 30, 2019. If you notice the date of this report, it's September 11, 2019, which is essentially the date that your national executive approved the statements, the drafts we had provided them, along with the noted disclosure. That essentially wrapped up the 2019 fiscal year and audit for the RCEA. That's essentially the roles and responsibilities outlined here and the end verdict is essentially you have a clean audited opinion.

I would also like to add that typically when we provide our feedback in addition to this report, we provide sometimes a management letter if there are any recommendations, anything that you can implement to improve your existing processes. You are one of the few that we actually issue a clean audit opinion. That is to say that the controls, despite being a relatively small office, the controls, the segregation of duties, the lines of duty and communication between the national executive all the way to the main office are more than adequate and sufficient safeguards are implemented so the accuracy and, at the end of the day, your numbers are really representing what's there.

That being said, we will flip to the next page, the statement of financial position. We will jump into the numbers. The key objective of this statement is essentially giving you a snapshot in time, June 30, 2019. The statement of financial position is giving you the position in time and overall, the Association's health. We will move on gradually to where we will get into the nitty-gritty in terms of the actual activity, the day-to-day activities, but starting off with here. Please keep in mind my presentation will focus on 2019 but you have 2018 to do your own analytics as you wish.

So, we will start off with the assets of the association, the balances of \$1,588,000. Let's break it down to the current assets, which is the \$593,000. Now to get the sense of what comprises this number, you have a cash balance of \$296,000, you have short-term investments of \$206,000,

and you have an accounts receivable of \$73,000, and pre-paid expenses related to insurance premiums, amounts that are paid in advanced but recognized an expense in the next fiscal year of \$16,000.

Moving out of current, we see moving on down still within assets, there are capital assets of \$16,000 for furniture, equipment, computer that's represented as net value there, and long-term investments of \$979,000. Now to distinguish, the short-term/long-term is essentially when they mature. So, to give you an overview of your investments, to give you peace of mind, is essentially you have a relatively conservative save portfolio. Essentially, you have GICs or guaranteed investment securities. Essentially, you have principal and within a future period in time, you expect "x" amount of interest will be paid to you by a financial institution. It guarantees you are going to get your principal and you are just going to get interest on top of that. The difference between short-term and long-term is essentially that short-terms are certificates that are going to mature within one fiscal year, whereas the long-term, they have maturities that extend beyond one fiscal year. That's how they are split up for presentation purposes.

Moving on down within the liabilities of the association, the grand total is \$239,000. If we focus on the current balance of \$63,000, that's where you see your accounts payable and some premium dues received in advance. These fluctuate depending on the timing, when a service or product is received, and when a cheque is eventually cut, somewhere in the middle, you have a fiscal year-end. That's what is represented in that \$63,000, amounts essentially owed to external parties. Still within liabilities outside of current, you have provisions for post-retirement benefits of around \$9,100 and provision for severance pay of \$167,000 for some of the association's employees.

Taking your assets, subtracting your overall liabilities, you have your net assets. Think of this as your nest egg moving forward, what is available there for the association. That's further broken own to three categories. The first one being invested in capital assets of \$16,000, which if you noticed on the capital assets above, matches to the penny. You also have internally restricted amounts, so this is where your national executive has decided we want to keep some amount of reserve for the rainy day or for unexpected events; that's \$400,000, no change from last year. And the unrestricted is the one that fluctuates, just to maintain operations, the next balance there is \$932,000.

Before we go to the next statement, what we want to kind of extract from here is if you wanted to see, you have a strong cash position, you have strong investment holdings increased from last year. If anything, you notice that your cash went down only because of the fact that you pretty much put it to work and built up your investment portfolio. If you look at your working capital, which is essentially current assets less current liabilities, you have strong working capital. That means any outside parties that you owe amounts to are paid in a timely manner. As I noticed, your net assets have been built up. When we get into statements, we will explain that and how that came about.

In the meantime, we will go to the next statement. Briefly here, the statement of changes in net assets just breaks down all these net asset categories, being invested in capital assets, the internally restricted, which did not change at \$400,000 because no further amounts were extracted or internally restricted. The main one we are going to focus on is unrestricted as you see it kind of gets built up but the surplus realized during the fiscal year less amounts related for capital assets, purchases during the year, and it is amortized, or in other words, it's expensing over time.

With that amount in mind, look at the net revenue for the year, \$192,000. That surplus is what we are going to focus on in the next statement and I call this the main contender. This is where you get the ins and outs of the day-to-day activity. You will notice on the left-hand side the budget is presented. It's not audited, we disclose that, but it's good to present to you because it's essentially communicating to members that your national executive has the means to track, monitor, benchmark expenses as the fiscal year progresses. In other words, they have a game plan. Where did it land? Well, let's break it down between revenue and expenses and see how it compares and in relation to prior year.

Beginning with revenue, you can see that overall revenue is about \$912,000. If you look immediately to last year, there is an increase because last year was \$884,000. So, what was the increase? Well, around \$17,000, there was an overall increase because of more members, so more dues came in. Also, there is an overall increase as we noted in the first statement since your position in investments grew, expectation is that so would your investment income. That's where therefore we see an increase of around \$10,000 of just investment income in comparison to last year.

One key note that I was just briefly discussing with your treasurer that we want to kind of highlight, is when you start breaking down the minutia in terms of the investment accounts or line items, the change in unrealized gain and losses on investments and the investment income really should be kind of grouped as one. The easiest way to kind of convince you on that is the way it is kind of present is sort of inherited from our predecessor auditing firm, is that it kind of reads like you have losses in those investments. Well, we just discussed that essentially your principal is guaranteed plus accrued interest. In fact, when we did the calculations per these statements when we looked at the fair market value outside and then we looked at, okay, what's the principal, what's the accrued interest, the difference is \$5, when we did the calculations.

What does that \$4,700 supposed loss represent? It essentially is a clearing account, a valuation account that we - throughout the fiscal year as your internal statements are being generated, that bump up is kind of represented and it gets cleared up to represent at the end of the fiscal year what is the real principal plus accrued interest and essentially that bump up adjustment. That's something that we will be discussing with your national executive to perhaps combine so it adds clarity because it kind of can give you the impression that you have losses that have not yet been realized and essentially, like you are holding duds, which is not the case given the nature and the conservative nature of the investment portfolio holdings. That overall assesses why your overall revenue went up.

What about operating expenses? If we look at the second line number from the bottom, it is \$719,000 compared to last year, \$722,000. You actually were less in overall expenses, compared to budget, \$769,000. Overall, if you did a line-by-line analysis, the only one that kind of just jived different from what was budgeted and was kind of outlined by your president, is essentially because of the new collaboration agreements and the stewards attending regional meetings, that meetings is the only one that went above budgeted, but there was a set purpose and intent to communicate more information to association members. Overall, your association as a whole is showing that it has good cost management on its operating expenses and that's clearly laid out when you do your comparison between budget and actual, and even better than last year because last year there was a change in office, so some unexpected expenses would be expected.

So overall, where does that leave the association for 2019? You realized a surplus of \$119,000. This led to build your overall position so you had more investments, more cash to essentially put to work.

On that note, the next statement, the last statement I will be highlighting here, is now the statement of cash flows. If I really wanted to highlight two key line items that add relevance to you as a member, is the number almost smack in the middle, the \$161,580, almost smack in the middle. That is essentially representing from operating activities your cash went up by that amount so your factor dues came in, investment income came in, less the cash outflow of amounts that were paid for various association expenses. You retained more cash by that amount.

If you look at investing activities, it's within brackets, \$444,000, looks like we lost cash by that amount. No, that is essentially representing that cash was moved from a chequing account and it was put to work in a GIC or high interest savings account. So that's a positive outflow of cash within operating activities. There are two things we want to take from this statement, one, operating activities in general, your cash went up because you retained more than went out, simple inflow and outflows. From investing activities, cash went down but it's because you moved cash from a chequing account to a GIC or guaranteed investment certificate.

Overall, you can see your change in cash position, it's reflected as an overall decrease because it factors in amounts that moved to an investment portfolio, \$282,000. Your cash balance at the beginning of the year was at \$579,000. Then you have cash position at the end of the year of \$296,000. This balance ties into the very first statement we saw under current assets, cash. That's how you are trying to make the connection between the different statements and how they are kind of communicating with each other.

Overall, I think what we kind of assess is that your association is showing good oversight in management in terms of controls and that leads to a more greater accuracy to the numbers that, at the end of the day, are presented to you for your assessment and review and assess how things are being overseen. It was a pleasure working with the association member, Catherine, and the



office because it allows for efficient audit from our perspective, which I think is what, when we were appointed, was the main objective to conduct efficient audits. We were up for the challenge and definitely they were more than cooperative with us to conduct that.

I would like to open the floor or any questions. Please keep in mind, we are accountants. I live in the past so I live in June 30<sup>th</sup>. Anything more relevant, I will have to defer to your treasurer. He sees the future and I am stuck in the past. Any questions to the independent auditor's report or the financial statements?

On behalf of McCay Duff, thank you for your time.

There were no questions from the floor.

**MOTION:** "To accept the Auditor's Report of October 8, 2019."

Moved by S. Thompson, IRAP, Winnipeg, Seconded by R-M. Simard, ASPM, Saguenay.

Carried.

#### **5. Treasurer's Report and Budget Forecast– B. Holbrook**

B. Holbrook presented the Budget Forecast.

Requests for a copy of the slide deck referenced in the presentation can be sent to the RCEA office.

I am going to start by going through a little bit of history but I promise to be brief. This is how we come to what our forecast is. We have to look at the past and we have to call forward. And I need to bring to attention that there were some changes that happened in the past. (Referring to a previous deficit where action was taken starting in 2014), we were able to get back into the black fairly quickly but we need to keep in mind that it is very easy to go from the black to the red, to be losing money, to be spending more than we make. I have been working quite hard along with the rest of the finance committee to try to keep us in the black and to keep us strongly positive.

We've heard from McCay Duff that we ran another clean audit report and I would really like to thank Laurette for that. She is really key for our finances and keeping things going together. She is really the champion in this.

Our forecast, I am going to switch to the next screen. Our forecast is in yellow and that's what we are predicting for the next fiscal year. We're predicting a certain amount of revenue coming in from our dues and that's calculated from the number of members that we have, plus what the union dues are. That's the majority of it. Then we go into the meetings. As McCay Duff has mentioned, our meeting expenses have gone up. That was expected, discussed and agreed to.

The rest of the line items are all fairly straight forward. We do expect our legal costs to go up this year. We are using our contract lawyer more and so we are expecting those costs to go up., so, we have budgeted with that in mind.

Going through, there are the very predictable items, such as the salaries that are going out, the costs of the rent, we are paying less than we did historically from the move on to the new address on Canotek from the Stone House. That has been a real benefit for us. Last year, we were very conservative in what we predicted would be the office costs. We thought that there might still be some unexpected things coming through from the move, from things that we couldn't predict. At the end of the day, the move went incredibly smoothly and we didn't take some of those costs. So, our actual amount was considerably lower. Under office expense, we budgeted for \$35,000 and our expenses were only \$15,000. There are still some things that could come up, so we budgeted \$25,000. That's probably a bit on the conservative side but that's the budget that we agreed to.

Going down are the standard things, insurance and whatnot. At the end of the day, we look at what our total expenses are and we take away our revenue. When we look at that, our last year's budget was within about seven and a half percent of our prediction, which is really good because, of course, we are looking forward. We're making assumptions on a lot of things that are coming forward so agreements like that, of seven percent, is considered fantastic for a non-profit of our size and type. I am quite happy with that.

I am going to move on into investments. As McCay Duff mentioned, our investments are approximately \$1.1 million right now. What's healthy for a non-profit such as ourselves is about one and a half to two times expenses. It has been discussed by the management committee. It has been discussed by the executive committee. It has been discussed by our last two auditors and that's kind of where we need to be with some of the possible bumps that we can get with Phoenix deciding to not pay us or other very negative consequences. That's where we are right now. We're moving up a little bit because we are running slightly in the black and so that will increase for the next little bit over time. Those are our investments. You will notice at the top that there are some investments that weren't included in the total column because those investments were cashed out and then new investments were purchased. We don't want to count that money twice, which is why that column is high-lit in blue, just for clarity for the members to be able to see it.

McCay Duff covered pretty much every part of our expenses and our office and our revenue, so I don't think there is any need to review that unless somebody wants me to go through it in greater detail. Are there requests that I go through it in greater detail?

There were no requests or questions from the floor.

In that case, that concludes my treasurer's report. Thank you very much for McCay Duff to audit us and to give us what they did.

**MOTION:** “To accept the Treasurer’s Report of October 8, 2019.”

Moved by M. Birt, AST, U-89, Ottawa, Seconded by J. Fahlman, EME,  
Vancouver.

Carried.

## **6. Collective Bargaining Update – J. Van Den Bergh**

Normally when I come here, I am always trying to explain to you why bargaining is taking so long and why we’re always the last ones to get a deal and I don’t have to do that this time. For the first time in my 20 years with the RCEA, all our agreements have been negotiated and signed before expiration, but I don’t want you to get used to it because I don’t know if it will happen again.

This has been as a result of a somewhat flexible government, an upcoming election and good bargaining teams. The Liberals wanted to get as many deals as possible prior to the election being called, so they were probably a little more generous than they might otherwise have been. We had bargaining teams that were ready to move very quickly. We went from discussion with the NRC negotiator on a Monday and having a bargaining team put together and meeting on a Friday. We had meetings already with our teams but we weren’t really good to go, so we were, like, warp speed. I want to say thank you to all members of the bargaining teams.

As Cathie said, we had some very good agreements. They proved for economic increases and wage adjustments of eight percent. Don’t ask me what the difference is between an economic increase and a wage adjustment because I don’t know. It’s just how the government divides up the money so I think from an optics point of view, it looks a little different. It looks like two percent instead of the 2.8 percent when you call two percent an economic increase and when you call .8 a wage adjustment.

Now these agreements have other important changes. We have seen changes in bereavement, maternity/parental leave. There is new domestic violence leave, which provides leaves for victims, for children who are victims or children of victims and victims of domestic violence. NRC has been working on how to roll this out and we have been having discussions with them on that and they have been giving some instructions to their managers because we recognize this is a very sensitive issue and nobody should be questioned extensively. The default position will be you need the leave, you get the leave and only if something seems off might somebody be asked to provide some documentation. But hopefully, it will roll out successfully.

We also have negotiated a change in probationary periods for NRC employees. Going forward, for RCEA members, for new employees, probation will be one year, not two years. This will not come into effect until probably sometime in December. For people presently on probation, if you are still in your first year and it finishes after December 2019, you should then go and talk to your DG and ask that the remainder of your probationary period be waived. Unless there are

some significant performance issues, again it should be the default that it be waived. If you are currently in your second year, as soon as it comes into effect, which I say will be sometime in December, you do the same thing. We have had discussions with the head of negotiations for NRC about how this is going to roll out and again, they would like to see that for the majority of people a waiver of the remainder of the probationary period is what happens, that it can't be that in your first week, in your first year, you made a mistake and two years later, they are holding that against you. It has to be something substantial that has been brought to your attention, that is correctable, these types of things. So, hopefully most people will get their probationary period shortened and if you don't, and if you are having trouble, please contact our office.

You should all see in your next paycheque an increase in your take-home pay. Your pay adjustment is supposed to be on your next paycheque. Not retroactive pay though. That is going to take a bit longer. As you know, NRC have 180 days to implement the terms of the agreement. They don't think they are going to need that long. They think they will have the retro done before Christmas but your next pay won't have retro. It will just be the higher rate of pay.

We have also negotiated some changes and improvements to the workforce adjustment policy. This was done bilaterally with PIPSC and NRC and Marvin Zaluski and I represented the RCEA. These improvements include an increase in the advanced notice when an employee will be declared surplus from two to four weeks. There is also an increase in the amount of money available for financial planning advice. I have heard nothing about any anticipated layoffs at NRC. It was just time to review this policy.

Before I finish or answer any questions, I want to touch on PANDU. Do you all know what PANDU is? Policy on Acceptable Network and Device Usage. NRC uses a program called Bluecoat and it runs around in the background of all their computer systems and it looks for key words or different things. If it sees key words, it sends out alarms or it makes reports. I don't know the actual technology of it. If something shows up on your computer that Bluecoat has flagged, somebody from NRC Security Branch could come to your office and take your computer away and do a forensic audit of your computer, and then call you to an investigative meeting with security branch.

I see some of you looking shocked, and I can't tell you how many of these meetings I have been to and how many people have called and have said they just came and took my computer and gave me a letter. So, pay attention to PANDU. Make yourself familiar with the policy of what you are allowed to do using NRC network, WiFi, what you are not supposed to do. Don't look at porn. But seriously, don't watch porn. And if you are doing a search of celebrities and you know you get the Google thing and there is like 500 pictures of the celebrity, don't click on the one where they are naked. And if you go to child porn, pack your bags. You're out of here. Be careful what is running behind you on your computer. Is it copyrighted? Did you download it from home? Are you using bandwidth? Are there any naked comic strip characters in them?

I'm trying to make you laugh but I am also saying this is really, really serious. People are being disciplined. People are being terminated. So read PANDU. There is supposed to be posters up

all over. There is something online. Read it. Take it very seriously.

**M. Birt, AST, Ottawa:** They are kind of unclear on the policy. A lot of it says within acceptable use.

**J. Van Den Bergh:** Well, they are putting out some questions and answers so you know, you can do your banking and you can go on Facebook and you can go on YouTube as long as it is not sex stuff, as long as it's not porn, but you shouldn't do that all day long. You should do that on your breaks. You shouldn't work at your own business on the employer's equipment and time. You shouldn't download stuff. They are worried about viruses and malicious software.

**M. Birt, AST, Ottawa:** (inaudible) A lot of us are streaming music because you are sitting there pounding the keyboard for seven hours, so you are streaming the local radio station.

**J. Van Den Bergh:** Yeah, I think that's probably okay but if some people are streaming --

**V. Desjardins, IRAP, Boucherville:** With bandwidth, we can't --

**J. Van Den Bergh:** Yes, you have to be careful of bandwidth.

**V. Desjardins, IRAP, Boucherville:** YouTube, music, if anything is radio, if you use bandwidth.

**J. Van Den Bergh:** They don't want you using much of their bandwidth. When they have snow storms and a lot of people work from home and they try and connect from home, they don't have the bandwidth to allow everyone to do that. So, these are real issues so there are some Q&As that have been put together that give more information. So just be smart because the saying "that big brother is watching" is true.

And there are issues of time theft too. If you spend time that you should be working doing some of this stuff on your computer, that's considered time theft. So be careful, that's all I am advising. Be careful, read the policy, read the Q&As and know that the security branch has increased its staff by about three or four times. They have investigators. Any questions?

**R. Tom, HHT, Montreal, Royalmount:** I just want to, in case I don't get a chance, I want to thank Joan, the bargaining teams and the RCEA Executive for their incredible work on the negotiations this year. And on behalf of Royalmount, we appreciate the rapidity with which you negotiated our agreements and for your work on Phoenix and all the other policies, governmental policies that we were confronted with, all you have done in the 20 years I have been with you guys. Okay, now for my question.

**J. Van Den Bergh:** Couldn't have done it without you.

**R. Tom, HHT, Montreal, Royalmount:** You mentioned that the WFA policy was renewed. Is

it published? Does everybody know where to find it?

**J. Van Den Bergh:** It's a chapter in the HR manual. I don't know if the revised WFAs would be posted yet because we're still in the last steps of just verifying that it reflects the agreements that were reached but it should be in the HR manual. We have asked at JCC, that the HR manual be more readily accessible.

Autres questions? No.

## **7. Questions from the Floor**

**J. Lippens, HHT, Montreal, Royalmount:** I have a question concerning communication. We were asked to give our personal emails. I don't know if the communications have been sent. I haven't received anything. I don't know what we are supposed to receive. For instance, the invitation to today's AGM, should we have received it on our email or just on our mailbox? I just wanted to know what's happening with that.

**C. Fraser:** We are slowly receiving home emails of members. Right now, we have about 55 percent of home emails from the entire membership. In some areas, we have more. In Saskatoon, we have about 100 percent whereas in St. Johns we have about 40 percent. The decision was made not to send out messages through home emails just yet. We are still hopeful that we will be able to do this soon. Because we only have 55 percent, this is the reason why the collective agreement ratification packages went out through the NRC internal mail and Canada Post.

## **8. Election Committee Report – J. Van Den Bergh**

An election committee was established to prepare for and conduct the upcoming election for president of the RCEA. The members of the election committee are Marvin Zaluski, Michelle Lévesque, Laurette Ernst, Shelagh Till and myself. We have met twice and we have provided the candidates with the rules and procedures governing this election. We have established the rules for their campaign documentation and their participation here today. We also established the dates for the election.

Each candidate will give a speech here today. After both speeches have been presented, they will take questions from the floor. Ballots will go out by the end of this week and they must be returned by October 31<sup>st</sup> and they will be counted on November 1<sup>st</sup>. I can report that, to date, both candidates have followed all the rules and instructions as set down by the election committee.

## **9. Candidate Speeches**

The candidates for the office of President of the Research Council Employees' Association were invited to present their speeches. Candidates were provided with 15 minutes to present their

speech. A Question and Answer session followed the speeches. Full video of the speeches and Q&A may be found on the RCEA website.

## **10. Other Business**

**M. Lévesque, 2<sup>nd</sup> Vice-President, Montreal, Royalmount:** As you can see, it's not always easy to be a steward. Being a steward requires commitment toward the members, availability, and empathy.

On behalf of the membership and the Royalmount members, I would like to give Roseanne Tom a little gift for all her 20 years as a steward. You've worked very hard with a strong dedication throughout all your years of work. Thank you very much.

We wondered what we could give her as a gift. What could make you smile? We thought we would give you a certificate of our gratitude. This certificate of gratitude is given to Roseanne Tom. The community of Royalmount members and the Biotechnology Research Institute would like to thank you for all your years as a steward of our RCEA. Thank you for defending us with strong convictions, for giving us advice with so much empathy and sometimes for cheering us up with all your good mood and we hope you have a great retirement and we wish that all your projects come true.

**R. Tom, HHT, Montreal, Royalmount:** I am very honoured. I am moved by all this and I am honoured at the same time and not just because I had a baby that I would join the ranks of stewards across the country.

My mother supported the Chinese community until she passed away beyond the age of 55. And I am very fortunate to be here today with you and it is a real privilege for me to be able to work for you with all the means that I have developed. I will continue to support you in one way or another, even though I am no longer an employee nor a steward.

Thank you for this recognition. I certainly enjoyed the ups and the downs of being a shop steward and I am very, very confident in my colleagues, my co-stews, Marijana Kalinic and Michelle Lévesque, the 2<sup>nd</sup> vice-president who will make stew together for Royalmount. And I wish Joan and Cathie and the rest of the executive, Shelagh, Laurette, Bernard, and Marvin a great continuation and great work still because the RCEA, as you have seen for the first time, has really turned around and is healthier today and it will improve. And I wish that the employees and the members, you know what, as certain politicians will say, let's roll up our sleeves. Don't be afraid to make your voices heard. Thank you very much. Good continuation.

## **11. Adjournment**

**MOTION:** "To adjourn the Annual General Meeting."

Moved by J. Gallant, HHT, Halifax. Seconded by M. Lévesque, HHT,

Montreal, Royalmount.

Carried.

Meeting adjourned.

Pending Approval