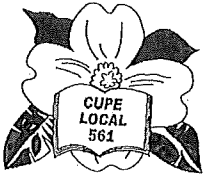


# GENERAL MEETING AGENDA

DATE: March 8<sup>th</sup>, 2025

CHAIR: Randy Kootte

- |   |                          |
|---|--------------------------|
| <b>1. ROLL CALL OF OFFICERS</b>                                     | <input type="checkbox"/> |
| <b>2. READING OF INITIATES</b>                                      | <input type="checkbox"/> |
| <b>3. SWEARING IN OF INITIATES</b>                                  | <input type="checkbox"/> |
| <b>4. READING OF HONOURING OUR ANCESTORS and EQUALITY STATEMENT</b> | <input type="checkbox"/> |
| <b>5. MINUTES (February 2025)</b>                                   | <input type="checkbox"/> |
| <b>6. CORRESPONDENCE (February 2025)</b>                            | <input type="checkbox"/> |
| <b>7. TREASURER'S REPORT (January 2024)</b>                         | <input type="checkbox"/> |
| <b>8. EXECUTIVE REPORT</b>  | <input type="checkbox"/> |
| <b>9. UNIT REPORTS</b>  |                          |
| Library   | <input type="checkbox"/> |
| Transdev  | <input type="checkbox"/> |
| Montessori  | <input type="checkbox"/> |
| <b>10. COMMITTEE REPORTS</b>  |                          |
| Bylaws  | <input type="checkbox"/> |
| Newsletter  | <input type="checkbox"/> |
| Political Action  | <input type="checkbox"/> |
| Social & Picnic   | <input type="checkbox"/> |
| Other   | <input type="checkbox"/> |
| School Board  | <input type="checkbox"/> |
| Grievance / JJE / Health & Safety / Negotiating /                   |                          |
| <b>11. UNFINISHED BUSINESS</b>                                      | <input type="checkbox"/> |
| <b>12. NEW BUSINESS</b>   | <input type="checkbox"/> |
| <b>13. GOOD OF THE UNION –</b>                                      | <input type="checkbox"/> |



## CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 561

#203 – 1465 Salisbury Avenue  
Port Coquitlam, BC V3B 6J3  
Phone/Fax: 604.936.4545  
Email: [cupe561@cupe561.ca](mailto:cupe561@cupe561.ca)  
Webpage: [cupe561.ca](http://cupe561.ca)

Coquitlam School Board Employees  
Coquitlam Municipal Library Employees  
TransDev Fraser Valley Employees  
Children's House Montessori Pre-School Employees

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As a visitor on this land, we would like to acknowledge that we reside on the Traditional, ancestral, and unceded territory of the Kwikwetlem, Sto lo, Katzie and other Coast Salish Peoples.

All My Relations.

# EQUALITY STATEMENT

Union solidarity is based on the principle that union members are equal and deserve mutual respect at all levels. Any behaviour that creates conflict prevents us from working together to strengthen our union.

As unionists, mutual respect, cooperation and understanding are our goals. We should neither condone nor tolerate behaviour that undermines the dignity or self-esteem of any individual or creates an intimidating, hostile or offensive environment.

Discriminatory speech or conduct which is racist, sexist, transphobic or homophobic hurts and thereby divides us. So too, does discrimination on the basis of ability, age, class, religion, language and ethnic origin.


Sometimes discrimination takes the form of harassment. Harassment means using real or perceived power to abuse, devalue or humiliate. Harassment should not be treated as a joke. The uneasiness and resentment that it creates are not feelings that help us grow as a union.

Discrimination and harassment focus on characteristics that make us different; and they reduce our capacity to work together on shared concerns such as decent wages, safe working conditions, and justice in the workplace, society and in our union.

CUPE's policies and practices must reflect our commitment to equality. Members, staff and elected officers must be mindful that all persons deserve dignity, equality and respect.

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MARK HANCOCK  
National President

  
CANDACE RENNICK  
National Secretary-Treasurer

CUPE LOCAL 561 -- GENERAL MEETING MINUTES  
February 8<sup>th</sup>, 2025

Meeting Called to Order: 9:06 am

Meeting Adjourned: 11:54 am

**ROLL CALL OF OFFICERS:**

Mike Myers	Jill Allen	Darin Nielsen
Karin Leathwood	Shamus Halvorsen	Jeb Perry
Donna MacMurchy	Carol Archibald	Shayna McCormack
Kyle Jones	Jennifer Corbett	
Absent: Randy Kootte	Delilah Burry	Rebecca Campesato
Guests Stephen Mulgrew	Liam O'Neil	

**READING OF INITIATES:**

**School District 43**

Allison Anderson	Karolina Berdusco	Danielle Davis	Tessa Delmark
Alyssa Duncan	Maryam Heidari	Yalda Jahansanat	Niaz Javidfar
Sejin Kang	Iran Kazerani	Jihyun Kim	Jusmanpreet Sin Mangat
Gui Youne Park	Melanie Pye	Ruthing Zhang	Mengzhang Zhu

**Transdev**

Baldeep Bains	Vaneet Dhillon	Aman Gill	Harshit Kumar
Karanveer Kumar	Mandeep Rai	Donna Ryan	Manraj Rehill
Jennifer Renyolds	Raymond Sabbagh	Sukhdeep Singh	Pamela Szerencsi
John Zanardo			

**Coquitlam Public Library**

Mian Muhammed Uzair Ashraf Vincent Xin Yu Ji

**Move** that the minutes of January 11<sup>th</sup>, 2025 General Membership be acted upon as distributed

**M/S/C**

**CORRESPONDENCE: January 2025**

- Are we going to show the results from Simply Voting for GM?
  - Yes, the results will be public knowledge.

**Treasurer Report – December 2024**

**CUPE Local 561 Membership**

Total: 1935

Full Time: 833 Part Time: 1102

**Balance Sheet December 2024:**

Bank balance for General Funds:	\$ 203,992
SD 43 EI Rebate:	\$ 114,603
Coq Pub Library EI Rebate:	\$ 5,873
Total investments:	\$3,157,814

**Total Current Assets: \$4,247,363**

**Income Statement December 1 – December 31, 2024:**

**Revenue:**

Dues:	\$130,538
EI Rebate -SD43:	\$ 4,395
<b>Total Revenue:</b>	<b>\$137,704</b>

**Expenses:**

**Members Benefits:**

SD 43 Member's Benefits: \$3,997  
FSEAP Coquitlam Public Library - \$230

**Per Capita Payments: \$102,890**

**Meetings & Events & Retirement:**

- Retirement Christmas Dinner: \$1,321
- Retirement Cheque Gift: \$1,300 (4 members)

**Social Events:**

- Children's Xmas Party - \$1, 877

**Grievances:**

- SD 43 - \$35,922
- Transdev - \$2,215

**TREASURERS REPORT CONT**

**TOTAL EXPENSES: \$189,062**

**Net income: - \$51,358**

**Move** that the Treasurer's report for December 2024 be acted upon as required.

M/S/C

**Executive Report:** None

**UNIT REPORTS:**

Library:

- One grievance going to arbitration.
- Waiting to meet with Employer regarding a hybrid page/security position.
- New minimum staffing policy Employer was sent out, we are looking at seeing if Worksafe has better language regarding working alone.
- Issues with a volunteer group was brought to Managements attention.

Transdev:

- Our group that has been working on the OT for the mechanic's finally met with the company. Together we have finalized the OT procedure, they will follow this procedure and will start Sunday February 9<sup>th</sup>. It was requested for this procedure to be emailed out to all mechanic's and to be posted on the wall before this procedure goes into effect.
- The union met with the employer on the grievance that is in the CBA language to maximize the 4-day work blocks. The company will not change their position on this language, hurts their profit margins and will continue to do what works best for them. The grievance has been pushed to arbitration.
- The company informed the union, they were going to start enforcing their policy on preventable incidents/accidents as of November 12, 2024. The company went crazy giving out letters to as many as they could even if they didn't deserve it. At that time, the union started grieving as many as we could. We stood ground that they never informed the employees of this policy being implemented. We won the grievance. The company posted a letter to inform employees as of January 8, 2025, this policy will be effect. In winning the grievance, any 5-day suspensions were reimbursed and all incident/accident letters between November 12<sup>th</sup>, 2024 and January 7<sup>th</sup>, 2025 are to be removed.
- At the same time, we are fighting this grievance and also filing a grievance against the policy itself, in the policy book. The company denied this grievance and now going to arbitration.
- Just a reminder, we will be having a Unit meeting on Sunday, February 23<sup>rd</sup>. An invite link will be sent to everyone.

Montessori: None

**COMMITTEE REPORTS**

By-Laws

- Presenting motions #2 and #3 from bylaws in New Business.

Shop Talk

- Coming out late February

Political Action

- Met with all 3 candidates for School Board Trustee. Will need to talk to Executive regarding endorsement.

Social and Picnic

- Nothing at this time

School Board

- Digital library – access to support staff.

JJEC

- Met January 31. Committee member to be training.
- Provincial benchmark ratings ongoing.
- 6-month review – accounting clerk – Financial department.

Health and Safety

- Hazardous material inventory and disposal.
- First Aid changes – annual drill for first aid implementation.
- Confined space documents to be finalized.
- Do not enter confined spaces, especially caretakers – unsure – Ask.
- Biohazard clean up (vomit, blood, mouse droppings), make sure members are trained if not trained, do not do it. Seek clarification from supervisor.

Heath and Safety cont.

- Violent incident report – Supposed to be revied with zone coordinators to follow up with incidents.
- Discouraged or ask if you feel something was violent (felt threatened) – not acceptable. Reports must be filed. Members should be encouraged to fill out reports.

**UNFINISHED BUSINESS**

**Motion #1**

**Section L – Point 7**

**Change from:**

In support of the Retiree’s Committee the Union will donate, upon request, up to \$2000.00 for their Christmas party each year.

**Change to:**

In support of the Retiree’s Committee the union will donate, upon request, up to \$2000.00 for their Christmas party each year. If any of the \$2,000.00 is unused, the retirees could request using the unused portion toward another function.

**Amend:**

The Executive Board will support the retirement committee with up to \$2000.00 annually for their events.

M/S/C

**Notice of Motion #2**

**Article 9 (Meetings) Section 1:**

**Change from:**

The regular union meetings shall be held once a month at a time, date and place as set by the Executive Board.

**Change to:**

The regular union and bargaining unit meetings shall be held regularly at a time, date, and place set by the President, Executive Board, and Member at Large for the bargaining unit.

M/S/D

**Notice of Motion #3**

**Section 10 – Nominations, Election and Installation of Officers and Stewards**

**Nominations and Elections**

**Voting: #4**

The election **ADD: for Executive positions** will use a preferential voting system where members have the option of ranking one or more of the candidates in order of preference on an online system approved by the Executive Board. To be elected **ADD: to the Executive board**, a candidate must receive a majority (more than half) of the unspoiled votes.

**ADD:**

**Steward and Committee elections, will use plurality voting system on an online system approved by the Executive board.**

**#14**

The Executive Board of this union shall be:

- President
- Vice President
- Recording Secretary
- Secretary Treasurer
- Executive Shop Steward

**ADD: Members At Large (5):**

- **2 School District 43**
- **1 Coquitlam Public Library**
- **1 Transdev**
- **1 Diversity**

**TIMING OF ELECTIONS - #1**

The following Executive Board positions will be elected in odd number years for a two-year term with elections to be opened in February of that year:

- President
- Recording Secretary
- Diversity Member-at-Large
- Member-at-Large (2) (School District 43)
- Member-at-Large (Coquitlam Public Library)
- Member-at-Large (Transdev)
- Membership Officer--REMOVE**

**UNFINISHED BUSINESS CONT.**

**TIMING OF ELECTIONS #4**

**Steward ADD: and Membership Officer Elections**

Steward Elections shall take place every odd-numbered year for a two-year term with nominations opening immediately following the election of Executive Officers.

**SD43**

Sixteen stewards will be elected from the school district membership.

**Transdev**

Two stewards each will be elected from Abbotsford and Chilliwack.

One steward will be elected from the maintenance department.

**Library**

One steward will be elected from Poirier Branch and one from City Centre Branch.

Newly elected stewards will assume elected positions on May 1<sup>st</sup>.

**ADD:**

**Membership Officer**

**One membership officer will be elected from the membership.**

**#5 – Conventions**

Delegates to conventions must be members in good standing (as per Article 4) and must be elected

~~REMOVE on the floor by paper ballot~~ **ADD: using a plurality voting system** at a General Membership Meeting as required. One (1) credential will be given to Coquitlam Public Library and one (1) credential will be given to Transdev to attend the CUPE BC Convention and the CUPE National. One credential will be given to Diversity Member At Large to attend the CUPE National Credential.

**Amend**

**# 5 Conventions:**

One credential will be given to Diversity Member At Large to attend the CUPE National **Convention**.

M/S/C

M/S/C

**Notice of Motion #3 – Original motion as amended**

**NEW BUSINESS**

- Join Facebook for retirees.
- LISW – Substituting for EA's, not receiving rate up of \$4.00 – not done consistently – only ½ rate given.
- One-week online course to allow to apply for EA posting – LISW?
- Expressions of gratitude from members for the local sending them to Canadian Labour Congress 2025 Winter School.
- Member requesting email of National Rep – Stephen Mulgrew
- Why rate up goes to casual before permanent?

**Good of the Union**

Moment of silence for Maria Kehler and Joel Aranas

**Meeting Adjourned: 11:54 pm**

Duly adopted this 8<sup>th</sup> day of March 2025

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Mike Myers, Vice President

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Darin Nielsen - Treasurer

//Minutes/General/2025/February 8 General Meeting Minutes 2025.docx

*moveup*

# C.U.P.E. LOCAL 561 CORRESPONDENCE LISTING FOR March Meeting

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## **Category 1: Items copies of which have been left with the Sergeant-At-Arms: None**

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## **Category 2: Minutes of Meetings, Newsletters, Reports, which have been received and filed:**

BC FED	General Mail – February 2025
CUPE BC	General Announcements & Resources February 1 <sup>st</sup> and 21 <sup>st</sup> , 2025
	Webinar: Sex Work 101: Destigmatizing Sex Work and Working in Solidarity
CUPE Metro	Metro Meeting: February 13 <sup>th</sup> , 2025
NWDLC	News, Action and Events: February 21 <sup>st</sup> , 2025
FVDC	Executive and General Meeting – February 20 <sup>th</sup> , 2025
	General Meeting Minutes – February 21 <sup>st</sup> , 2025
	Hosting Abbotsford Canucks Game – February 21 <sup>st</sup> , 2025
CTA:	Newsletters – February 12 <sup>th</sup> and 26 <sup>th</sup> , 2025
DPAC	General Meeting – February 26 <sup>th</sup> , 2025
	Coquitlam School District By-Election
	Panelist Discussion – Presentation - February 12 <sup>th</sup> , 2025

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## **Category 3: Items to be read for information as requested and to be acted upon or filed as required:**

### **School District:**

1. Seniority – Sick leave and retirement pay out of sick days
2. Motion Meetings
3. Medical note request
4. JJEC Training
5. Overtime for caretakers
6. Disability benefits
7. Job classification change
8. Casual availability

### **Transdev:**

9. Bathroom breaks

### **Library:**

10. New classification – Security Ambassador
11. New HR manager
12. Signed Collective Agreement

## **Montessori: None**

/Correspondence List/2025/March Meeting CorrespondenceList.docx



**Income Statement Jan 01, 25 to Jan 31, 25****REVENUE****Dues Revenue**

SD 43 - Dues	152,604.48
Coq Public Library - Dues	3,728.39
Transdev - Dues	23,537.85
<b>Total Dues &amp; Fees</b>	<u>179,870.72</u>

**EI Rebate**

SD 43 - EI Rebate	6,438.03
Coq Public Library - EI Rebate	1,886.62
<b>TOTAL EI REBATE</b>	<u>8,324.65</u>

**BANK INTEREST**

Bank Account Interest	89.44
Investment Interest	18,049.32
<b>TOTAL BANK INTEREST</b>	<u>18,138.76</u>

<b>TOTAL REVENUE</b>	<u>206,334.13</u>
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**EXPENSE****PAYROLL**

Wages - Secretary	6,032.70
EI	106.40
CPP	313.02
Income Tax	67.14
MPP - Employer	514.84
WorksafeBC	12.72
<b>TOTAL Employer Portion</b>	<u>1,014.12</u>
Medical/Dental Benefits	1,011.04
Life & Casualty Benefits	501.76
<b>TOTAL Employee Benefits</b>	<u>1,512.80</u>
<b>TOTAL PAYROLL</b>	<u>8,559.62</u>

**MEMBERS BENEFITS**

FSEAP - Coq Pub Lib	339.60
<b>TOTAL MEMBERSHIP BENEFITS</b>	<u>339.60</u>

**PRESIDENT & EXECUTIVE**

Wages - President	7,689.60
Benefits - President	1,333.53
Sick Leave - President	1,153.44
<b>TOTAL President's Payroll</b>	<u>10,176.57</u>
Secretary Treasurer	777.14
Membership Officer	168.11
Returning Officer	476.50
<b>TOTAL Executive</b>	<u>1,421.75</u>
<b>TOTAL PRESIDENT &amp; EXECUTIVE</b>	<u>11,598.32</u>

**GENERAL & ADMINISTRATIVE & DONATION**

Cleaning & Janitorial Services	180.00
Computer & Electronics	885.29
Document Shredding	156.20
Email Communication	159.82

**Balance Sheet As at Jan 31, 25****ASSET****Current Assets**

CSC - General Chequing	305,888.24
CSC - SD 43 EI Rebate	121,041.23
CSC - Coq Pub Lib EI Rebate	7,759.93
<b>TOTAL Cash</b>	<u>434,689.40</u>
Term Deposit #1 RBC	501,318.09
Term Deposit #2 CSC	418,049.32
Investment	2,256,495.66
<b>TOTAL Investments</b>	<u>3,175,863.07</u>
Accounts Receivable	2,069.89
Society (Loan 25 years)	763,008.00
<b>Total Receivable</b>	<u>765,077.89</u>
<b>TOTAL CURRENT ASSETS</b>	<u>4,375,630.36</u>

<b>TOTAL ASSET</b>	<u>4,375,630.36</u>
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**LIABILITY****Current Liabilities**

Accounts Payable	29,498.90
Visa Payable	1,511.26
Society (Remt 25 Yrs)	863,008.00
Vacation Payable -Secretary	5,015.01
Sick Pay - Secretary	13,825.00
MPP - Employee Portion	238.07
MPP - Employer Portion	260.42
<b>Total MPP Payable</b>	<u>498.49</u>
Union Dues Payable	41.48
WorksafeBC	204.73
<b>TOTAL CURRENT LIABILITIES</b>	<u>913,602.87</u>

<b>TOTAL LIABILITY</b>	<u>913,602.87</u>
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**EQUITY****Retained Earnings**

Retained Earnings	-124,215.02
Retained Earnings - Previous Year	3,431,823.47
Current Earnings	153,100.95
Accumulated OCI - Term Deposits	1,318.09
<b>Total Retained Earnings</b>	<u>3,462,027.49</u>

<b>TOTAL EQUITY</b>	<u>3,462,027.49</u>
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<b>LIABILITIES AND EQUITY</b>	<u>4,375,630.36</u>
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Internet Services	323.54
Miscellaneous	0.03
Office Supplies	264.27
Photocopier Lease	920.64
Service Charges AFT Fees & Interest	15.00
Sick and Visiting	50.39
Software Subscriptions	1,510.03
3rd Party Billing	<u>1,200.74</u>
<b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>	<u>5,665.95</u>

**MEETINGS & EVENTS & RETIREMENT**

Bargaining Unit Meeting	25.00
Executive Meeting	5,483.01
Shop Stewards Meeting	1,617.20
Retirement Cheque Gift	<u>2,360.00</u>
TOTAL Retirement	2,360.00
Social Event - Kid's Xmas Party	<u>2,386.68</u>
<b>TOTAL MEETINGS &amp; EVENTS</b>	<u>11,871.89</u>

**UNION EDUCATION**

Courses/Workshops	1,315.82
CLC Winter School	<u>4,631.12</u>
<b>TOTAL UNION EDUCATION</b>	<u>5,946.94</u>

**COMMITTEES & COUNCILS**

Paid Education Committee	<u>9.63</u>
<b>TOTAL COMMITTEES &amp; COUNCILS</b>	<u>9.63</u>

**CONVENTIONS & CONFERENCES**

BC Federaton of Labour Convention	<u>6,250.30</u>
<b>TOTAL CONVENTIONS &amp; CONFERENCES</b>	<u>6,250.30</u>

**GRIEVANCES**

SD 43	36.70
Transdev Grievance/Arbitraton	<u>2,440.90</u>
<b>TOTAL GRIEVANCE</b>	<u>2,477.60</u>

**BARGAINING & STRIKES**

Coq Pub Lib - Bargaining	<u>513.33</u>
TOTAL Coq Pub Lib Barg & Strikes	<u>513.33</u>
<b>TOTAL BARGAINING &amp; STRIKES</b>	<u>513.33</u>

<b>TOTAL EXPENSE</b>	<u>53,233.18</u>
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<b>NET INCOME</b>	<u><u>153,100.95</u></u>
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