VIDC

Vancouver Island District Council

Agenda

January 23, 2021

Minutes

November 28, 2020 - Zoom



ZOOM MEETING DURING COVID - 19 RECOVERY

Executive Meeting: January 22, 2021 6:00PM (zoom opens at 5:30)

General Zoom Meeting: January 23, 2021 – 10:00AM (zoom opens at 9:30)

Send reports in advance to:

VIDC Secretary: Sherrene Ross vidcsecretary@gmail.com

January 23, 2021 fundraiser -- contact - Deborah Hopper.com



GENERAL MEETING AGENDA

January 23, 2021

RECOGNITION OF TERRITORIES

The Vancouver Island District Council acknowledges with respect, the history, customs and culture of the Snumeymuxw First Nation, on whose territory we hold our meetings.

- 1. ROLL CALL OF OFFICERS
 - a. HEALTH AND SAFETY, EMERGENCY PREPAREDNESS STATEMENT
 - b. EQUALITY STATEMENT
 - c. GREEN STATEMENT

As our Union fosters awareness of Reducing, Reusing, and Recycling, CUPE members should be mindful of their choices, and endeavour to make decisions that support the best practices protecting the environment.

Please recycle all distributed documents, respecting the confidentiality of the material therein. Bring a reusable cup to your meetings, and commit to walk, bike, carpool or take public transportation when you can. In this way, we respect our environment, each other and future generations.

WELCOME TO GUESTS, STAFF AND Presenters

- 2. Sergeant at Arms REPORT & PRESENTATION OF AFFILIATES AND CREDENTIALS
- 3. OBLIGATION OF NEW DELEGATES
- 4. APPROVAL OF THE MINUTES September 26, 2020
- 5. MATTERS ARISING FROM MINUTES
- 6. TREASURER'S REPORT
- 7. COMMUNICATIONS AND CORRESPONDENCE
- 8. REPORT OF THE VIDC EXECUTIVE BOARD
- 9. CUPE BC REPORT
- 10. REPORTS OF THE COMMITTEES/WORKING GROUPS
- 11.AREA REPORTS
- 12. NOMINATIONS, ELECTIONS AND INSTALLATION OF OFFICERS
- 13. UNFINISHED BUSINESS
- 14. NEW BUSINESS
- 15. GOOD AND WELFARE OF THE COUNCIL
- 16. ADJOURNMENT



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Breakfast Clubs for Kids ~ would like to thank you, FOR YOUR GENEROUS CONTRIBUTIONS!!



Thank you for the amazing offer of support from your union. It will definitely add to the health of the school nutrition.







January 2021 Fundraiser

Helping Paws Nanaimo Community Animal Clinic

Creating safe, healthy, and communities for all

No charge clinic offering free health exams that include routine vaccinations, parasite control, and treatment of minor medical conditions to homeless and low income pet families in Nanaimo

Financial, Pet accessories, beds, leashes, food etc.

https://johnhowardbc.ca/nanaimo/services/helping-paws/ https://www.facebook.com/helpingpawsnanaimo

Contact: Sarah Fairbrass, vpcupe374@gmail.com cell: 250-661-8417







2021 Meeting Dates

Date	CUPE BC Exec Dates	Meeting Type	Time	Details
January 22		Executive	6:00PM	
January 23		General	10:00 AM	
April 10		Optional meeting	4 hrs	Online only
May 29		Executive/AGM	Executive 9:00 AM AGM 1:00 PM	
Sept 24		Strategic Planning	9:00 AM – 5:00 PM	
Sept 25		Executive/General	Executive 9:00 AM General 1:00 PM	
Dec 4		Executive/General	Executive 9:00 AM General 1:00 PM	
Dec 4		Christmas Social	6:30pm'ish'	



2021 Fundraisers

Month	Organization	Donation Type	
January (Sarah)	Helping Paws Nanaimo	Financial, Pet accessories, beds, leashes, food	
	Community Animal Clinic	etc.	
		https://johnhowardbc.ca/nanaimo/services/hel	
		ping-paws/	
May	MARS Wildlife Rescue/Mid-	Cash Donations and please also see their	
(Heather/Kevin)	Island Wildlife Recovery	extensive wish list at	
	Centre	https://marswildliferescue.com/ways-to-	
		give/wish-list/	
September	Nanaimo Child Development	Financial	
(Deborah)	Centre	https://nanaimocdc.com/	
December (Amber)	Union Protein Project	Peanut butter	
	-	https://www.proteinproject.ca/	



PERSONAL INFORMATION PROTECTION ACT

As required by the BC Personal Information and Protection Act (Jan. 1, 2004), the Vancouver Island District Council will make all reasonable attempts to ensure that the personal information of delegates is protected. Contact information collected by the VIDC is solely for use by the VIDC in conducting its business. Such information will not be divulged to any person or organization outside of the VIDC and/or CUPE without prior consent.

Please direct questions or concerns to Sherrene Ross, the VIDC Privacy Coordinator. Submit agenda items, issues, guest speakers to the **President, Amber Leonard <u>cupe459officer@gmail.com</u>** or C: 250 516 3371

AREA REPORTS

At the 1996 Executive Think Tank, a decision was made to streamline the area reports from locals at general meetings, yet still allow the exchange of important information within the Council. In order to achieve this goal, please try to follow the guidelines below:

- 1) Report on current, substantive issues in your local, rather than for example, simply indicating that there were several active grievances or that a number of delegates have been sent to a conference. When reporting on problems, grievances, or other issues, include details on how they were resolved and how they affected your membership
- 2) Restrict your oral report to <u>two minutes</u> in length unless circumstances require you to take more time. If there is additional information that you wish to share with the Council, submit it in writing and it will be included in the minutes
- 3) Please email copies of your report to the Secretary, vidosecretary@gmail.com, and one to the CUPE BC Regional Vice-Presidents. Reports not submitted in writing may not be included in the minutes.

KEEPING OUR MEETINGS SCENT FREE

For the comfort of your fellow delegates who may be sensitive to chemicals found in scents, perfumes and aftershaves, please refrain from wearing scents at the Council meeting. Thank you in advance for your cooperation.

DELEGATES LUNCH

An informal lunch will be served in the meeting room at 12:15pm on the day of the general meeting. Cost is \$10 per person payable to the Sgt-at-Arms at the meeting. Lunch for 30 will be arranged and is on a first-come, first-served basis. Please let Amber or Sherrene know of any dietary allergies.

VIDC EDUCATION

Send course registration and fees to: Shareen Witt, Registrar c/o CUPE Comox Valley Area Office #6 – 204 North Island Hwy Courtenay, BC V9N3P1

Phone: 250 331-0803 Fax: 250 331-0868 Email: switt@cupe.ca

Send education requests to:

Deborah Hopper

Email: dcs_hopper@yahoo.ca





Let us know your perspective on labour today and we will share your views with fellow CUPE members on Vancouver Island. Topics range from general to specific topics, poetry or prose. See previous issues of Island Views for ideas. Submissions (maximum 500 words) are invited for the forthcoming editions.

Send submissions to:

Sherrene Ross

C: 250 715-6734

vidcsecretary@gmail.com



Pat Shade

pshade@uvic.ca



VANCOUVER ISLAND DISTRICT COUNCIL EXECUTIVE				
President	Vice-President	Treasurer	Secretary	Sgt. At Arms
Amber Leonard	Sarah Fairbrass	Steve Fielden	Sherrene Ross	Christine Szaflik
C: 250 516 3371	T: 250 661 8417	C:250 668 4616	C: 250 715 6734	T: 250 203 8695
Cupe459officer@gmail.com	vpcupe374@gmail.com	fieldensteve@gmail.com	vidcsecretary@gmail.com	cmszaflik@gmail.com
Term:	Term:	Term:	Term:	Term:
June 2020 – May 2022	May 2019 - May 2021	May 2019 - May 2021	June 2020 – May 2022	June 2020 – May 2022
Division-General	Diversity Executive	Division Regional	Division Regional	Division Regional Vice-
Vice-President	Member-at-Large	Vice-President/	Vice-President	President (Alt)
Michelle Waite	Laurie Whyte	Amber Leonard	Kirk Mercer	Dan MacBeth
T: 250 898 9166	T: 250 812-8485	C: 250 516 3371	T: 250 580 5804	T: 250 385 6023
	W: 250 721 7623			
		M-at-L: 1, 2, 3	M-at-L: 4, 5, 6	M-at-L: 7, 8, 9
pres.cupe3479@nic.bc.ca	lwhyte@uvic.ca	cupe459officer@gmail.com	sleestak@shaw.ca	dan macbeth@hotmail.ca
Term:	Term:	Term:	Term:	Term:
May 2019 - May 2021	May 2019 - May 2021	May 2019 – May 2021	May 2019 – May 2021	May 2019 – May 2021
1)Evacutive Member at Large 2)Evacutive Member at Large 2)Evacutive Member at Large				

113 - May 2021 May 2013 - May 2021		
1)Executive Member-at-Large	2)Executive Member-at-Large	3)Executive Member-at-Large
VACANT	Kirk Mercer	Dan MacBeth
T:	T: 250 580-5804	T: 250 385 6023
	sleestak@shaw.ca	dan_macbeth@hotmail.ca
SOUTH REGION (South Island up to	SOUTH REGION (South Island up to	SOUTH REGION (South Island up to
and including Cowichan Valley)	and including Cowichan Valley)	and including Cowichan Valley)
Locals: 917, 951, 1978, 3886, 4163	Locals: 374, 459, 2081, 3136, 5101, 947	
		Locals: 50, 358, 382, 441, 2011
Term: - May 2021	Term: May 2020 – May 2022	Term: May 2019 – May 2021
4)Executive Member-at-Large	5)Executive Member-at-Large	6)Executive Member-at-Large
Deborah Hopper	Stacy Watton	Tiffany McLaughlin
C: 250 741 7942	C: 250 720 5132	
dcs_hopper@yahoo.ca	Cupe118@gmail.com	tiffany.mclaughlin@viu.ca
3CENTRAL REGION (North of Cowichan	CENTRAL REGION (North of Cowichan	CENTRAL REGION (North of Cowichan
Valley up to and including Deep Bay, Port	Valley up to and including Deep Bay,	Valley up to and including Deep Bay,
Alberni & the Gulf Islands)	Port Alberni & the Gulf Islands)	Port Alberni & the Gulf Islands)
Locals: 606, 788, 873, 1767	Locals 118, 401, 727, 3403	Locals: 1858, 3570, 3897, 5278
Term : May 2020 – May 2022	Term: Sept 2019 – May 2021	Term: May 2019 – May 2021
Term: May 2020 – May 2022 7)Executive Member-at-Large	Term: Sept 2019 – May 2021 8)Executive Member-at-Large	Term: May 2019 – May 2021 9)Executive Member-at-Large
Term: May 2020 – May 2022 7)Executive Member-at-Large Kevin McPhail	Term: Sept 2019 – May 2021	Term: May 2019 – May 2021 9)Executive Member-at-Large Martha Higgins
Term: May 2020 – May 2022 7)Executive Member-at-Large	Term: Sept 2019 – May 2021 8)Executive Member-at-Large	Term: May 2019 – May 2021 9)Executive Member-at-Large
Term: May 2020 – May 2022 7)Executive Member-at-Large Kevin McPhail T: 250 339 2707	Term: Sept 2019 – May 2021 8)Executive Member-at-Large Derek Veenhof	Term: May 2019 – May 2021 9)Executive Member-at-Large Martha Higgins T: 604 344 0552
Term: May 2020 – May 2022 7) Executive Member-at-Large Kevin McPhail T: 250 339 2707 Ksmcphail@shaw.ca	Term: Sept 2019 – May 2021 8) Executive Member-at-Large Derek Veenhof derekveenhof@telus.net	Term: May 2019 – May 2021 9)Executive Member-at-Large Martha Higgins T: 604 344 0552 recsec798@qmail.com
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	Vancouver Island District Council Committee Chairs				
Anti-Privatiza	ation_	Anti-Poverty	<u>Communication</u>	Community Social Services	
VACANT		Sarah Fairbrass	Sherrene Ross	Carla Bailey	
C:		T: 250 661 8417	C: 250 715 6734	-	
		vpcupe374@gmail.com	vidcsecretary@gmail.com	cupe3403prez@gmail.com	
Term: Jan. 2021 - N	May 2021	Term: May 2019 - May 2021	Term: May 2019 - May 2021	Term: May 2019 - May	
				2021	
Constitution	<u>on</u>	<u>Diversity</u>	Education	Environment	
Martha Higg	ins	Laurie Whyte	Deborah Hopper	VACANT	
T: 604 344 0	552	T: 250 812-8485	C: 250 741 7942		
		W: 250 721 7623			
Recsec798@gm		lwhyte@uvic.ca	dcs hopper@yahoo.ca	Term: Jan 2021 - May 2021	
Term: May 2019 -	May 2021	Term: Sept 2019 - May 2021	Term: May 2019 - May 2021		
<u>Hospitalit</u>	<u>y</u>	International Solidarity	<u>Municipal</u>	<u>OH & S</u>	
VACANT		Christine Szaflik	Dan MacBeth	Sarah Fairbrass	
C:		C: 250 203 8695	T: 250 385 6023	T: 250 661 8417	
		cmszaflik@gmail.com	dan macbeth@hotmail.ca	vpcupe374@gmail.com	
Term: Jan 2021 –		Term: May 2019 - May 2021	Term: May 2019 - May 2021	Term: May 2019 - May 2021	
Pensions	_	Political Action	<u>Hospitality</u>	<u>Skilled Trades</u>	
Kevin McPh		Jessica Orcutt	VACANT	Kirk Mercer	
T: 250 898 4170			C:	T: 250 580 5804	
		_			
Ksmcphail@shaw.ca		jessica.sandy@viusu.ca		sleestak@shaw.ca	
Term: May 2019 - May 2021		Term: May 2019 - May 2021	Term: Jan 2021 – May 2021	Term : May 2019 – May	
	I		_	2021	
		<u>Technology</u>	Women's		
		Pat Shade	Heather Richardson		
			T: 250 941 7510		

Technology		Women's
Pat Shade		Heather Richardson
		T: 250 941 7510
1.10.		1: 6 1
pshade@uvic.ca		hjscar@gmail.com
Term: Nov 2020 – Ma	y 2021	Term: May 2019 - May 2021
Young Workers	i	CUPE BC Committees are
Hailey Fielden		an integral part of CUPE
C: 250 668 8518	}	an integral part of Cor L
haileyfielden@gmail	.com	ZOOM
Term: May 2019 - May	z 2021	





LOCAL	© Can Stock Photo - csp19413328 SECTOR	REGION
556	Municipal	Courtenay, Cumberland, Comox and Comox
		Valley Regional District
2011	Municipal	Saanich
3399	Municipal	Gold River
382	K-12	Greater Victoria School Board Outside
439	K-12	Comox Valley – School District 71
459	K-12	Sooke – School District 62
476	K-12	Powell River – School District 47
723	K-12	Campbell River – School District 72
727	K-12	Port Alberni – School District 70
788	K-12	Gulf Islands – School District 64
947	K-12	Greater Victoria School Board Inside
2769	K-12	Vancouver Island West – School District 84
3570	K-12	Qualicum – School District 69
5101	K-12	Cowichan Valley – School District 79
917	Post-Secondary	Victoria – UVIC Trades, Maintenance and
		Foods
951	Post-Secondary	Victoria – UVIC Office, Technical and
		Childcare
1858	Post-Secondary	Cowichan, Nanaimo, Parksville-Qualicum,
		Deep Bay & Powell River – Vancouver Island
		University
2081	Post-Secondary	Victoria – Camosun College
3479	Post-Secondary	North Island College
5278	Post-Secondary	Vancouver Island University – Student
		Union
410	Library	Greater Victoria – Public Library
873	SS & Health	Ambulance and Paramedics of BC
3403	SS & Health	Port Alberni - Assoc. for Community Living
50	Multi-Sector	Victoria Municipal, Victoria SPCA, Gorge
		Vale Golf Club Outside, Royal Oak Burial,
		Victoria United Way, Victoria Police Board,
		City of Langford
118	Multi-Sector	Port Alberni, Ucluelet and Tofino Municipal,
		Regional District of Alberni-Clayoquot



358	Multi-Sector	Duncan Municipal, North Cowichan,		
		Cowichan Valley Regional District		
374	Multi-Sector	Oak Bay, Sidney, North Saanich, Colwood,		
		Metchosin, Esquimalt, Sooke and Abilities		
		Community Services, Together Against		
		Poverty Society		
401	Multi-Sector	Nanaimo, Ladysmith, Parksville, Qualicum,		
		Campbell River Municipal, Nanaimo		
		Regional District, VIRL, North Cedar		
		Improvement, Nanaimo Comm. Bingo		
		Assoc., Lantzville, School District 85, Port		
		Alice, Port Hardy Municipal		
606	Multi-Sector	School District 68, School District 69 Family		
		Resources Assoc., Community Social		
		Services		
798	Multi-Sector	City of Powell River, qathet Regional		
		District, Powell River Public Library, and		
		Inclusion Powell River		
1978	Multi-Sector	Victoria Capital Regional District, Capital		
		Health Region, Capital Region Housing		
		Corporation, Victoria Senior Citizens		
		Housing Society		
1767	Tr/Ag/Boards	BC Assessment Authority		
1004	Community Social			
	Services			
	NON-AFFILIATES			
441	K-12	Saanich – School District 73		
3886	Post-Secondary	Royal Roads University		
3136	Other	Craigdarroch Castle		















VANCOUVER ISLAND DISTRICT COUNCIL EXECUTIVE MEETING November 28, 2020

Call to Order - 9:03am

Recognition of Territories – The Vancouver Island District
 Council acknowledges with respect, the history, customs and culture of the Snumeymuxw
 First Nation, on whose territory we hold our meetings

Roll Call of Officers - Sherrene Ross

- **Health & Safety Emergency Preparedness Plan** Stay safe in your home and in your workplaces
- Equality Statement Shared
- Green Statement Sherrene Ross

As our Union fosters awareness of Reducing, Reusing, and Recycling, CUPE members should be mindful of their choices, and endeavour to make decisions that support the best practices protecting the environment.

Please recycle all distributed documents, respecting the confidentiality of the material therein. Bring a reusable cup to your meetings, and commit to walk, bike, carpool or take public transportation when you can. In this way, we respect our environment, each other and future generations.

Approval of the Agenda

MSC

Discussion around best method of voting

Minutes of the Previous Meeting - September 26, 2020

• Update to Deborah Hopper's email and phone number

Motion:

To accept the previous meeting minutes as presented

MSC

Matters Arising Out of the Minutes

MSC

· Added to agenda

Treasurer's Report - Steve Fielden

MSC

• Term Deposit #7 has been renewed for 1 more year



Correspondence Report - Sherrene Ross

INCOMING:

MAIL

- . Thank you and receipt from the Blue Sea foundation toward the Coldest Night Event
- Letter from the Council of Canadians outlining their 'Green New Deal' campaign along with request for funding

EMAIL

- Letter of resignation from Karen Garrett from VIDC. Karen holds positions of: Trustee, Chair Hospitality Committee, Anti-Privatization Committee
- Letter of resignation from Sherrene Ross for Chair of the Environment
- Information from Kirk Mercer regarding an outfit in Columbia, NOMADESC which works through CODEV Canada and their need for support
- CUPE BC Updates/Announcements/Upcoming events/Calls for support
- Letter from Deborah Hopper requesting VIDC's endorsement for herself in her bid for the position of MP of the Nanaimo-Ladysmith NDP Riding in the next Federal election

CUPE BC

- A reminder of the CUPE BC 2021 Virtual Convention Survey 2021
- Reminder or Web Conference being held on November 23, 2020
- CUPE BC DIVERSITY & INCLUSION AUDIT November 10

CUPE NATIONAL

CUPE TODAY

CUPE BC EXECUTIVE

Meeting on Thursday, Dec 3rd

CUPE NATIONAL COMMITTEES

N/A

CUPE VIDC COMMITTEE REPORTS

International Solidarity

Motion:

The International Solidarity Com to donate \$1000 to NOMADESC to the labour Activists

MSC

Young Worker Committee

Motion:

To spend \$500 to send the Chair and one other to the CLC virtual Winter School January 2021

MSC



Women's Committee

To hold a moment of silence for the December 6th day of Remembrance at General meeting

Technology Committee

Items have been purchased to support the Council with zooming, etc.

Motion

To donate \$500 to the Council of Canadians per correspondence

MSC

VIDC WORKING GROUPS

N/A

VIDC SECTORAL REPORTS

Amber Leonard

K-12 Coordinators have changed to Jan Mar and Chris Lasido

Unfinished Business/Old Business:

- 1. Technology Update purchases, fillable forms, Adobe
 - a. Wayne has made purchases of technology to support the Council
 - b. Although Wayne is retiring, he is happy to come as a guest to our next meeting and set things up, housing the items in the mean-time or he can pass items along
 - c. Council happy to have Wayne to hold onto items until January meeting
 - d. Fillable forms to be complete
 - e. Let members from your local who are 'techy' know members are needed to support the Tech Committee
- 2. Tech Chair Election at General meeting
- 3. Notice of Motion will go out for election for Karen Garrett's positions Trustee, Hospitality Chair and Anti-Privatization Chair, and Sherrene Ross' as Environment committee Chair
- 4. Protein for People start campaign in January
 - a. Amber talked with spokesperson numbers, cost, etc.
 - b. 70 cases \$27.12 @ 12 per case (approx. \$2000) for peanut butter
 - Need locals to donate to this campaign to assist then pallet can be distributed across the island
 - d. Hope to distribute in December 2021
- 5. Food bank drive review letter to locals, councils and CUPE BC to be distributed in January
 - Sarah has initiated the 2021 Food Drive Challenge to be sent to other Councils, CUPE BC and Locals
 - Suggestions on redistribution of Christmas party funds that are not being used due to COVID to the Food Drive Challenge



 Create a Facebook Group for the FDC showcasing how 'they' are already supporting local foodbanks

6. COVID debrief

- a. Sharing of how COVID has impacted us personally, professionally
- b. If COVID is contacted at your workplace file a WorkSafe BC claim

7. SUPER Conference financial support from other organizations

- a. Money requested from CUPE National and CUPE BC and received
- b. SWAG ordered/received (currently in locker)
- c. Pandemic hit and Conference did not happen what now?
 - i. Partner with CUPE BC for online Conference? Keep funds for that.
 - ii. SWAG not dated okay to use in future
 - iii. \$6000 spent so far under SuperCon budget line

8. April optional education meeting – Collaborate with Education committee for workshop choices

- a. Some great options to hire speakers outside of CUPE
- b. Deborah to work with Education Committee and will report out in January

9. November fundraiser - Breakfast for Schools - Stacy Watton

- a. Wikkininish Tofino
- b. Ucluelet 2 schools

Motion:

To donate \$200 per school (x3) programs for the Breakfast for Schools program

MSC

10. Constitution change

Motion:

That VIDC accept the following changes to the Constitution

MSC

- a. Adding Acknowledgement of Territories and updating numbering as such
- b. Good and Welfare of Council to Good of Council
- Committee changes creating new Technology committee and removing name from Communication and Technology Committee
- d. Name change to Appendix 3

New Business:

1. Karen Garrett resignation from Council

a. Years of service recognition - we will honor her

2. Wayne Smiley retirement

a. We will miss Wayne and his contributions - thank you for all you've done

Note: Rob Zver is also retiring – thank you to him for is years of service!



- Letter to CLC expressing strong objection of support of Bill Morneau for OECD Secretary General and calling for resignation of Hassan Yussuff
 - a. Sarah shared letter with Executive
 - b. Decided to cc: Mark Hancock when sending
 - c. Ensure we add request for the 'resignation of Hassan Yussuff'
- 4. Support of Columbian trade unionists through NOMADESC/CODEV
 - a. Donations through committees
- 5. Expense Form Completion & Electronic Submission committee or other billed expenses
 - a. Committee Chairs must ensure all expense forms and original receipt are sent to the Treasurer when Motions are made.
 - b. Treasurer is working to use etransfers
 - c. Let him know how you want notifications asap
- 6. Joseph Mair's Memorial January 24, 2021 @ 1pm
 - a. Ceremony has changed this year check website

Motion:

To donate \$100 to the Joseph Mair's Memorial ceremony for 2021

MSC

- 7. Dec 6th Vigil VLC site
 - a. A moment of silence under Women's Committee
- 8. Endorsement Deborah Hopper
 - a. Running for Nomination for MP of Nanaimo-Ladysmith NDP riding
 - b. Deborah in a great place now for this to happen
 - c. Some good Candidates coming forward
 - d. How can the Council support her endeavour?
 - Likely with support from the President showing endorsement from Council on flyers, etc.

Motion:

That VIDC endorse and fully support Deborah Hopper for her run for Nomination for MP of Nanaimo-Ladysmith NDP riding

MSC

Good of the Council:

- Red Dress Print what shall we do with it?
 - o Suggestion compile ideas and share at the January meeting
 - o Auction, gift?
 - o Artist Stuart Pagaduan Indigenous Artist
- How shall we do draws at the General meeting
 - o Throughout the meeting is best
 - o Give members a # and make draws
 - Stacy will organize (10 draws total)

Adjournment: 12:05pm





Vancouver Island District Council General Meeting November 28, 2020

Call to Order: 1:03pm

Acknowledgement of Territory: Pat Shade Reconciliation - Call to Action # 2 & 3

Zoom meeting protocols

Welcome to guests, staff and presenters:

- Paul Faoro President CUPE BC
- Trevor Davies Sec/Treas CUPE BC
- Rodger Oakley CUPE National Rep
- David Fleming CUPE National Organizing
- Debra Merrier CUPE BC DVP
- Greg Burkitt CUPE National Education
- · Chris Lasito Staff
- David Fleming CUPE BC Organizing
- Tamara Laza CUPE BC Organizing

Health & Safety, Emergency Preparedness Plan: Martha Higgins

Equality Statement: Shared

Green Statement: Sherrene Ross

Roll Call of Officers: Sherrene Ross

Sergeant at Arms Report: 37 delegates, 8 guests MSC

Presentation of Affiliates & Credentials: N/A MSC

Obligation of New Delegates: N/A

Minutes of the Previous Meeting – September 26, 2020 MSC

Update Deborah Hopper information

Approval of Agenda

MSC

Matters Arising Out of the Minutes:

Treasurers Report: Steve Fielden MSC

Correspondence Report – Sherrene Ross



INCOMING:

MAIL

- Thank you and receipt from the Blue Sea foundation toward the Coldest Night Event
- Letter from the Council of Canadians outlining their 'Green New Deal' campaign along with request for funding

EMAIL

- Letter of resignation from Karen Garrett from VIDC. Karen holds positions of: Trustee, Chair Hospitality Committee, Anti-Privatization Committee
- · Letter of resignation from Sherrene Ross for Chair of the Environment
- Information from Kirk Mercer regarding an outfit in Columbia, NOMADESC which works through CODEV Canada and their need for support
- CUPE BC Updates/Announcements/Upcoming events/Calls for support
- Letter from Deborah Hopper requesting VIDC's endorsement for herself in her bid for the position of MP of the Nanaimo-Ladysmith NDP Riding in the next Federal election

CUPE BC

- A reminder of the CUPE BC 2021 Virtual Convention Survey 2021
- Reminder or Web Conference being held on November 23, 2020
- CUPE BC DIVERSITY & INCLUSION AUDIT November 10
 - o This is an Audit of CUPE BC

CUPE NATIONAL

CUPE TODAY

MSC

EXECUTIVE BOARD REPORT

The International Solidarity Committee to donate \$1000 to NOMADESC toward the labour Activists

MSC

That the Young Worker Committee spend \$500 to send the Chair and one other to the CLC virtual Winter School January 2021

MSC

That VIDC donate \$500 to the Council of Canadians per correspondence

MSC

That VIDC donate \$200 per school (x3) programs for the Breakfast for Schools

Program Community fundraiser

MSC

Commented [SR1]:



TIME FOR DRAWS

Jen McPherson 1858

Craig 401

Ted Goodwin 723

That VIDC accept the following changes to the Constitution by:

- a. Adding Acknowledgement of Territories and updating of numbering as such
- b. Change Good and Welfare of Council to Good of Council
- c. Committee changes by creating new Technology Committee and removing name from Communication and Technology Committee
- d. Name change to Appendix 3

MSC

That VIDC donate \$100 to the Joseph Mair's Memorial ceremony for 2021

MSC

MSC

That VIDC endorse and fully support Deborah Hopper for her run for Nomination for MP of Nanaimo-Ladysmith NDP riding

CUPE BC Report:

Paul Faoro - CUPE BC President

- o Happy to be here
- o Already at Okanagan Council this am
- o VI Leadership shows especially during Pandemic
- o BCFED Convention was done fairly well democracy happened
- o Kronk & Skidmore are doing a good job
- $\circ\quad$ Great to hear so many CUPE members speaking
- o Bi-Elections happening across communities CUPE Members as well
- o Will be sending out communications
- o Contact Justin Schmidt for current information
- Libraries have always been a part of the Education Ministry but now has been moved to another Ministry

Trevor Davies

- o BCFED election has Pres & Sec/Treas re-elected along with fellow CUPE members
- o CUPE BC has decided to host a virtual convention in 2021
- Working on how that will look
- Survey out to Local Presidents
- o Two Webinars have happened so far, 2 more to go
- o Look to your Conference budgets for these type of events
- o Currently down 15000 members in BC
- o Will look at fiscal impact later in year
- o Heading in to new year with less budget



- If you know of a small Local struggling out there, please remind them the Pandemic fund is still available
- CUPE BC Offices pretty quiet most staff working from home they are still all available to contact
- Thank you for everything you have all done throughout this hard time supporting members while trying to support your family

MORE DRAWS...

Laurie Jenks 606 Angela 947 Derek Veenhof 798

Strong Communities Report

David Fleming dfleming@cupe.ca

- · Hello from colleagues in Organizing
- Reach out at any time happy to meet your needs
- · Have still been Organizing since March virtually
- Most success as been with members we already know
- Rec workers work has become even more precarious
- · Let us know if you know of any local groups needing support
- Roll out of Universal Childcare system through this NDP government needs to allow CUPE to be on the forefront
- Seeing the ongoing Contracting Out of resources
- Have existing members who can do that work
- Contact David with any questions you may have

Chris Lasito - New K-12 Coordinator with partner Jane Marr

- Support priorities of Locals and members of k-12
- o By working with David around Childcare facilities
- o Enhance communication in this Sector
- o Three Bulletins have gone out
- On Social Media as @CUPEk12BC
- $\circ\hspace{0.4cm}$ Asking members to follow and then amplify the messages any way you can
- Webinars 1 with K-12 Presidents, 1 with Mental Health

Greg Burkitt

- Putting out calendar for January
- o Challenging Racism in the Workplace is a new workshop
- o More Steward Learning series will be coming along with Notetaking
- o Privatization in the Time of COVID is another
- o CLC brochures have been sent out remember to submit for Scholarships

MORE DRAWS Best Christmas SWAG... Pat Shade winner Carla Bailey runner up



Jenn McPherson runner up Steve Fielden runner up

VIDC COMMITTEE REPORTS

Hospitality Committee

ONE MORE DRAW... Wayne Smiley 5101

Municipal Committee

o CUPE BC meets December 8th

Diversity Committee - attached

O H & S Committee

- o See OH & S Committee page on the CUPE BC website for more information
- If you contract COVID in the workplace, recommendation from Tom Mckenna CUPE Rep would be to submit a Worksafe BC claim

Pension Committee - attached

Political Action

- o Cabinet has been sworn in this week
- Good balance in gender and diversity, etc.
- Work of CUPE members shows with wins across the Province
- Keep an eye on the bi-elections need progressive candidates
- Simple contributions can make big impacts on elections
- Ensure your Federal Party membership is current 30 days prior to nominations

Women's Committee

- o Virtual Day of Remembrance Dec 6th
- Moment of Silence

Community Social Services Committee

o attached

Skilled Trades

o Presentation on Trades BC

Technology Committee

- o Wayne shared the items that he has purchased through the CUPE BC Pandemic fund
- o Arrangements have been made to trade information with the new chair
- Wayne will support new chair as a guest



AREA REPORTS

459

- Working with Management on new Childcare Campaigns
- o We are good to go other than enough space working it out
- Expanding ECE program
- District still growing
- o Over 725 members

476 - No Report

723

- o AGM last weekend VIDC delegates remained the same
- We are low on all Casuals
- o UP to 10 Grievances
- o District using LifeSpeak Health & Wellness initiative
- o District involved in Ministry of ED INE equity programs'

951

- Celebrating 55th year of Charter Anniversary t-shirt, member board signing
- o Victory for members on Work Visas Thanks to CUPE Legal
- o Push back on abuse of Casuals before and during COVID

1858

- In final stretch of CA printed
- o Signs by light switches 'this is being cleaned by a UNION BUSTER' Contracted Out
- o Connected with 3570 to rejoin VIDC

2/70

- Most returned in September, some in October and November
- Caused some stress as other Campuses did not make workers return
- Now transitioning back off Campus with new regulations
- Much grey area

3403

- o Attached
- o Moment of Silence for Vice-President loss
- o Our Sector still waiting for COVID \$\$ support

50

- Employer offered 1-year rollover agreement to get through Pandemic 2% increase for 2021
- o First case of COVID has happened in our workplace

118

Attached

606

- Have had 5 different schools with 7 different exposures
- Only know of 1 of our CUPE staff in contact
- o Hard with members ~ they want clearer answers but we're moving forward

798

- Have received 2.9 million in COVID \$\$ not sure how they plan to spend it
- o Information changes daily so tough to know what to do at moment
- CA for Regional District and Library gone to printing
- Shout out to Shireen in CUPE Regional Office for her great work
- Many still working from home ~ still working well



5101

o No report

Motion:

To receive all Area Reports as provided

MSC

Nominations, Elections and Installation of Officers:

Elections were held, due process was followed and the results are as follows:

Nomination of:

Technology Chair Pat Shade nominated – acclaimed

Unfinished Business/Old Business

1. NA

New Business

1. NA

Good of the Council:

- o Everyone stay safe, happy, and healthy during the winter
- o Reminder to shop local
- o Keep an eye on friends, family or co-workers who may live in an unsafe home
- Municipal bi-election in Victoria December 12, 2020 Endorsed through Victoria Labour Council

Notice of Motion for:

Chairs of:

Anti-Privatization Hospitality Environment Trustee January 2021 – May 2022

January 22nd 6pm start for Executive meeting January 23rd 10am start for General meeting

Adjournment: 3:45pm MSC





AREA REPORTS

CUPE118 VIDC Report November 2020

Josie Osbourne- Mayor of Tofino was elected in the provincial election for our riding by a landslide.

Our children's Christmas party has been changed this year and we have no final plans yet as covid rules keep changing. Somehow some way the children will get their gifts from Santa!

City of Port Alberni: To date we still have our Arena open with small amounts of participants to pre-register to attend public skating sessions and the same goes at the Aquatic center. We have a full complement of maintenance workers doing covid cleaning around the clock and the employer has put out 4 postings for covid cleaning to help with scheduling nightmares. We have 3 grievances going to Arbitration if we can't get some movement on the Employers side next week.

Tofino: We have multiple grievances outstanding there with the employer using junior employees to work stat holidays and we are in a disagreement with the Employer with why Utility workers should or should not work scheduled weekends.

Ucluelet: Everyone is working hard and staying safe there

Alberni Clayoquot Regional District: Hiring a fulltime Lands and Resource position (this was temporary before).

Submitted by Stacy Watton

President CUPE 118

Local 3403 is composed of Community Social Services and Canadian Mental Health Association; it has been a trying time like other sectors. We have 2 new CUPE National reps Merv & Tanya whom we look forward to working with, 2 grievances have gone to Arbitrations in 2020 and 1 more grievance that we are waiting for a date to go to arbitration. One of our employers has been accommodating employees with heightened anxieties into available positions with less contact to assist with easing these anxieties. That same employer has been emailing "Life works" information through our benefit plan for our members to access if needed to cope. We are still waiting for Pandemic top up this was supposed to be paid for the time frame of (March-June a 16 week period) that our members would receive \$4/hour for hours worked during that time. Employers had up to the end of Oct to submit and most people believe it will be Jan before any of us see it, extremely frustrating for our membership. In Jan 2020 ICBC changes were made and "what a modified vehicle is" seems to be the hold up as to the DL classification if a class 4 is needed or not our employer wants to change job descriptions to reflect their interpretation; this issue is being worked on Provincially with the bargaining unit. Our employer has spoken briefly about. temperature checks, has not put forward what procedures or policies would be in place if this was used in our worksites. This fall we lost our VP-CMHA-Diane Vandervelt to a brief illness, she is a great loss to our local and will be missed,

In Solidarity Carla Bailey President CUPE Local 3403



COMMITTEE REPORTS

United Nations - International Days - November-February

These are the international days currently observed by the United Nations. The United Nations designates specific days, weeks, years and decades as occasions to mark particular events or topics in order to promote, through awareness and action, the objectives of the Organization.

NOVEMBER:

November 20 - Universal Children's Day

November 21 - World Television Day

November 25 - International Day for the Elimination of Violence against Women

NOTE: Canada's National Day of Remembrance and Action on Violence Against Women is December 6 to commemorate and remember the 14 women killed and 10 injured in 1989 at Montreal's École Polytechnique, simply because they were women studying at a university.

November 29 - International Day of Solidarity with the Palestinian People

November 30 - Day of Remembrance for all Victims of Chemical Warfare

DECEMBER:

December 1 - World AIDS Day

December 2 - International Day for the Abolition of Slavery

December 3 - International Day of Persons with Disabilities - BC Fed virtual event:

https://bcfed.ca/events/international-day-people-disabilities



December 5 - International Volunteer Day for Economic and Social Development

December 5 - World Soil Day

December 6 - Canada's National Day of Remembrance and Action on Violence Against Women (see

previous page November 25th)

December 7 - International Civil Aviation Day

December 9 - International Day of Commemoration and Dignity of the Victims of the Crime of

Genocide and of the Prevention of this Crime

December 9 - International Anti-Corruption Day

December 10 - <u>Human Rights Day</u>

December 11 - International Mountain Day

December 12 - International Day of Neutrality

December 12 - International Universal Health Coverage Day

December 18 - International Migrants Day

December 20 - International Human Solidarity Day

JANUARY:

January 4 - World Braille Day

January 24 - International Day of Education

January 27 - International Day of Commemoration in Memory of the Victims of the Holocaust

FEBRUARY:

February 6 - International Day of Zero Tolerance to Female Genital Mutilation

February 10 - World Pulses Day

February 11 - <u>International Day of Women and Girls in Science</u>

February 13 - World Radio Day

February 20 - World Day of Social Justice

February 21 - International Mother Language Day

For more information about the meaning and significance of each of these days please go to: https://www.un.org/en/sections/observances/international-days/ and click on the day you would like to know more about.

DIVERSITY REPORT

Many people think December is only about Hanukkah and Christmas. However, the Interfaith Calendar organization lists 14 religious holidays believers celebrate in December. It's true, most of these celebrations are inspired by Christmas and Hanukkah, the two major religious holidays celebrated by Christians and Jewish believers, in North America. But those aren't the only religious holidays that families celebrate together in December.

November 20 to 21: Mawlid el-Nabi — Islam



This is an Islamic holiday that honors the birth of the Prophet Muhammad, who founded Islam. Shia and Sunni believers will celebrate on separate days <u>by reading the prophet's teachings</u>.

November 28: Advent Fast begins — Orthodox Christian

Though Advent began this last weekend, the fasting starts midway through the month with only two weeks until Christmas. The holiday is celebrated by believers lighting Advent candles, hanging wreaths and attending church ceremonies.

December 6: Saint Nicholas Day — Christian

This holiday honors the birth of Saint Nicholas, the saint who serves as a role model for gift-giving and is <u>commonly known as Santa Claus</u>.

December 2 to 10: Hanukkah — Judaism

This is the <u>eight-day Jewish festival of lights</u>, which celebrates the Maccabean revolt in Egypt. Eight candles are lit with a menorah to honor the holiday.

December 8: Immaculate Conception — Catholic

In the lead-up to Jesus' birthday celebration on Christmas, Catholics celebrate the day of Immaculate Conception to honor his mother Mary, who they say was preserved from original sin <u>for her entire life</u>.

December 12: Feast Day of Our Lady of Guadalupe — Catholic

This is a primarily Catholic holiday celebrated by Mexicans and Americans of Mexican descent that honors the reported appearance of the <u>Virgin Mary in Mexico City</u>.

December 17: Posadas Navidenas — Christian

This is a primarily Hispanic Christian holiday that commends <u>Mary and Joseph's journey to Bethlehem</u> to give birth to Jesus.

December 21: Solstice — Wicca/Pagan

Solstice is the point in the year when the earth is most inclined away from the sun. It is the most southern or northern point depending on the hemisphere. Pagans and Wicca believers



will celebrate that event through Yule, in which believers also honor "the winter-born king, symbolized by the rebirth of the sun,"

December 25: Christmas — Christian

Christmas is a primarily Christian holiday that celebrates the birth of Jesus Christ. Many will attend <u>church</u>, have family parties and exchange gifts.

December 26: Zarathosht Diso (Death of Prophet Zarathustra) — Zoroastrian

Unlike many of the other holidays in the month, Zoroastrians <u>honor the death of their prophet</u>, Zarathustra, who founded Zoroastrianism, one of the world's oldest monotheistic religions.

December 30: Feast of the Holy Family — Catholic

Catholics use this day to honor Jesus, Mary and Joseph.

December 28: Holy Innocents Day — Christian

Christians solemnly honor the <u>deaths of children killed by King Herod</u>, who was attempting to kill Jesus.

December 31: Watch Night — Christian

For Watch Night, Christians will thank God for the safety they received during the year.

January 24: Rohatsu (Bodhi Day) — Buddhist

This holiday celebrates the historical Buddha's decision and vow to sit under the Bodhi tree until he reached spiritual enlightenment. It's celebrated through meditation and is embraced similar to how Christians celebrate Christmas to honor Jesus Christ.

For a more complete list of world religious observances go to the Harvard University website: https://religiouslife.princeton.edu/religious-holidays

Police are now encouraging people who are unable to wear a mask to carry a doctor's note with them. But disability advocates say no one should have to prove that they have a disability. What's the next infringement on our human dignity that we can expect during the pandemic?



Many of the reasons why someone is unable to wear a mask can be invisible, including a compromised respiratory system, anxiety, tactile sensitivities and trauma.

Some people have experienced trauma around wearing a mask, such as military members who have had to wear a gas mask and wearing a mask can trigger memories of abuse for survivors of sexual violence, especially those whose mouths were covered during an attack. The stress of the pandemic can also amplify past trauma.

Provincial Health Officer Dr. Bonnie Henry said Wednesday the mask mandate is intended to target anti-maskers, and she's concerned that people who cannot wear a mask will be treated poorly.

"I'm particularly concerned about people with disabilities that may not always be readily apparent, and I know that they feel very vulnerable," Henry said.

She urged the public to have compassion when they see someone not wearing a mask. "We cannot deny them services, but we need to find alternative ways of safely providing the services they need. That may mean providing curbside, online services, or arranging for people who cannot wear masks to come at a time when appropriate distances can be maintained."

So the next time you see someone who isn't wearing a mask and doesn't appear to be a child under the age of 12, a person who cannot remove a mask on their own, or a person with a physical, cognitive or mental impairment that makes them unable to wear a mask, don't shoot them a dirty look, give them a hostile reaction or report them. Instead, treat them with kindness and consider what they may have gone through to make them unable to wear a mask and count your blessings that you are able to wear one.

Read the Times Colonist article here: https://www.timescolonist.com/news/local/at-odds-over-whether-doctor-s-note-needed-to-not-wear-mask-1.24245739?utm_source-dlvr.it&utm_medium=twitter

Submitted by

Laurie Whyte, Chair, VIDC Diversity Committee
Pat Shade, VIDC Diversity Committee member



Women's Committee Report November 28, 2020

Committee Members - Heather Richardson, Chair

Cathy Denham, Laurie Whyte, Cindy Gaboury

What a year 2020 has been!

As our year comes to a close, it is important to remember, December 6, 2020 marks the 31st anniversary of the Montreal massacre, where 14 female students, the majority of whom were in engineering at École Polytechnique at the Université of Montréal, were shot to death by a man who blamed women for his failure to gain entrance to the engineering program. Considered Canada's most deadly mass shooting in history, the massacre prompted Parliament to designate Dec. 6 as the National Day of Remembrance and Action on Violence Against Women. Many educational institutions will be holding virtual events this year. We encourage attendance at one of these if you can.

"The United Nations has called violence against women and girls a "shadow pandemic" as the COVID-19 crisis fuels social isolation and tensions caused by concerns over health, safety, and financial security". As financial and emotional stress reached an all-time high at the height of the pandemic and now into the second wave, cases of physical and emotional violence have been on the rise.

During this pandemic, more women, transgendered people and children are now isolated with the very individuals that abuse them. They are cut off from family and friends, as the abuser feels justified in isolation tactics using the tools of regulation and health concerns.

In Canada, on average, one woman, or transgendered person, is killed every week by their intimate partner.

As we reported in the September minutes, the Canadian Women's Foundation, is urging everyone to educate themselves and others in the "Signal for Help" online sign.



Signal For Help



Community Social Service report;

Community Living BC has been slow to make change since during this Pandemic. New procedures put in place from the PHA, then need to put in place with CLBC and then to our employer to implement; which is time consuming and slow to roll out. What the Province considers ESSENTIAL does not reflect what the bargaining unit calls essential. Prime example would be going into someone's home (only people that live there is the provincial direction) but we are providing support in a house with full PPE. The PPE is being limited or of poor quality due to this sector not being recognized as health related. Pandemic Top up has not been paid out yet which was generated from Mar-June very frustrating. Staff are getting burnt out in a sector that has difficulty already with retention issues. A lot of our members are providing; care in group homes, outreach, drop in programs, transporting in limited space and accessing the community which puts us directly into harm's way. There can't always be at an appropriate distance, community activities are not open and not everyone is able to understand or has access to sanitizing stations; what is needed to keep each other safe. More cases of COVID are in our communities on Vancouver Island which is increasing our anxieties and mental health issues. If you have been exposed or have some symptoms the process in getting tested can be difficult to work through and members are having to assist in this process which is putting them in dangerous situations. Stay Safe! Happy Holidays!

CSS committee report by; Shaunah Cairney and Carla Bailey

√ancouver Island Health & Safety Committee Report November 2020

posmatcDN

COVID Contact in the Workplace

(Response from Tom McKenna - National Representative Health & Safety, Canadian Union of Public Employees)

While 40 to 50% of people do not show any symptoms, as you are aware of 20% eventually will.

Of the people who wind up going to the hospital due to symptoms 2.5% of the total will pass away, and 75% of the people who go to hospital will wind up with long-term and possibly permanent secondary conditions which are not compensable by the workers compensation system currently despite our numerous objections in writing and verbally.

These statistics come from the University of British Columbia, Vancouver General Hospital, and the United Kingdom.



Part one, please make sure that every single member in the workplace has access to the comprehensive detailed guide that I specifically created for the pandemic that addresses this and many other questions. There is also a two-page short version of the guide with it. Both of these are on the OHS Committee website.

Part 2, workers are required to quarantine due to a possible exposure are not normally covered by the workers compensation. There are a few exceptions to this, but not many.

Part 3, only one out of three workers compensation claims for the virus are currently being accepted as per the statistics on the Workers Compensation Board website and as per the CBC news article this morning.

See Below for Resource List General Health and Safety System Checklist for COVID-19 July 10, 2020

The best way to address health and safety concerns is to put the COVID-19 response plan in place before workers are re-introduced into the workplace. Where work has never stopped, existing hazard (or risk) assessments should be reviewed in light of COVID-19. This must be done with a (Joint) Health and Safety Committee or the Health and Safety Representative (HSC/HSR) consultation, as appropriate.

Below is a sample checklist to evaluate the current health and safety system in your workplace as it related to COVID-19. For more information on specific health and safety practices for COVID-19, HSC/HSR resources, and how a hazard/risk assessment can be performed, please visit the CUPE National Health and Safety Section of the website (see links below).

Worker Participation

Yes No Are the worker representatives on the HSC selected by the trade union? Has the HSC/HSR been consulted about the reopening of the workplace or how COVID-19 may potentially affect workers' health and safety?

Do(es) the HSC/HSR have a copy of the employer's risk assessment? Does the COVID-19 plan include floor plans/layout/tables indicating the locations of COVID 19 control measures in the workplace*? Are there clear lines of communication between the CUPE Local Executive and the HSC/HSR? Are HSC/HSR members receiving occupational illness notices and information related to COVID-19 exposures? Are HSC meetings being held often enough to be useful and relevant to the changing circumstances? Are HSC meetings being held in a manner suitable for COVID-19? (For example, are they being held in-person or through an online platform?) Was an inspection with worker representative(s) for re-opening performed before workers re-entered a space that was vacated? Will the committee or representative be performing increased inspections to ensure COVID 19 precautions are in place? Has a workplace COVID-19 policy and plan to implement the policy been prepared with the full participation of the joint health and safety committee (JHSC) or worker health and safety representative? Has the employer posted the full workplace COVID-19 policy and plan in the workplace and communicated both to all workers, supervisors, vendors,



contractors and clients/customers as appropriate, in writing and/or electronic format? *Note — when these are included, it provides specificity to any reader about what will be happening where. Floor plans provide an opportunity to evaluate the space under consideration.

Additional notes or comments or follow-up

COVID-19 Hazard Assessment Has a hazard assessment been performed for the workplace? Does the hazard assessment assess/apply to each activity/task that workers will be doing? Does the hazard assessment assess each point of contact with the public (client/patient/student/patron)? Does the hazard assessment assess what to do in the absence of appropriate PPE? Does the hazard assessment assess work done outside of the physical workplace (mobile work, working at different sites)? Does the hazard assessment assess each point of contact with higher risk activities (for example, contact which can only be done with less than 2 metres (six feet) physical distance)? Does the hazard assessment assess heightened risks of workplace violence and harassment arising from the COVID-19 pandemic (Many are stressed and scared.)? Does the hazard assessment consider staffing levels (increased because of increased cleaning and disinfection, decreased because of staggered working hours, isolation or illness)? Does the hazard assessment assess the risks of staff shortages and working alone? Does the hazard assessment assess what to do in the presence of a confirmed or suspected case of COVID-19 or other illnesses that may be similar (employees/ client/patient/student/patron)? Does the hazard assessment identify the appropriate locations for screening for entry (suggest single entry screening sites)? Does the hazard assessment give clear direction about what to do if people disregard the screening protocol? (Workplace harassment and violence are of particular concern here.) How is physical distancing going to be/not be possible within the workplace? Does the hazard assessment assess the risks in common areas considered (lunchrooms, bathrooms, elevators, hallways, staircases, etc.)? Does the hazard assessment assess new staff orientation (for example, new hires, contract or redeployed workers)?

Additional notes or comments or follow-up

Control measures

Yes No Do the controls follow the hierarchy of controls (elimination, engineering, administrative and finally PPE)? Are there control measures for all the hazards identified? Is there clear information about who will be implementing each control? Is there a clearly defined (with steps) way to evaluate how controls are performing? Are control measures creating additional hazards?* Are control measures in the workplace at each time and place that workers require them for their work? Are screening methods active and clear? Is there a clear plan to address how physical distancing will be achieved? Is there a clear plan to identify which activities will require appropriate PPE? Are there measures to specify how and when workers are to self-monitor and self-isolate and what to do in the event of suspected or diagnosed cases of COVID-19 or other illnesses? Is there a plan to address staffing shortages? Is there a plan to increase staffing for those areas which require it (for example, cleaning tasks)? Is there a clear and appropriate waste management plan? Are there control measures negatively affecting workers*? *Note — If control measures are negatively affecting workers, it reduces the likelihood of the control's successful implementation. That would leave preventable gaps in the infection prevention and control plan. In addition, it might also contribute to staffing shortages.



Additional notes or comments or follow-up Yes No

Information, Instruction and Training Is there a plan to communicate COVID-19 measures and procedures clearly with workers? Is there appropriate signage displayed outside at all entry points to indicate what the health and safety expectations are for entering and being in the space (This could be PPE or physical distancing requirements, for example.)?

Are there measures to communicate physical distancing protocols? | Are there measures to communicate when to self-isolate and self-monitor? Do workers understand what procedures they should be using and when*? Do workers understand how to report a possible exposure to COVID-19? Do workers understand how to signal a health and safety concern to their supervisor? Has the employer ensured the delivery of updated training programs for all workers that cover:

Hazardous characteristics of COVID-19, routes of transmission and health effects? Applicable health and safety law and public health directives? Principles of hazard control and COVID-19 specific workplace controls (covering physical distancing measures, personal hygiene, cleaning and disinfecting, illness containment and reporting)? PPE use, limitations, care and disposal?

*Note – It is crucial that whatever the plans are, they must be clearly implemented in the workplace in a manner that works for the workers. Without this clear communication at the time and place it is needed, adherence will not be as successful, leaving gaps in the infection prevention and control plan.

Additional notes or comments or follow-up

Yes No

Personal Protective Equipment (PPE) Is there a process to fit the PPE to the worker*? Is PPE available at the points where they are needed? If PPE is not in its original packaging, can workers easily know/confirm that they are wearing the appropriate level of protection, if the PPE is new, reused or expired? Are workers trained in the proper use and limitations of the fitted PPE they are using, including how and when to take it off properly*?

*Note – if workers are not using PPE properly fitted to them, or not using it properly, it could make the PPE much less effective. For example, a N95 respirator that doesn't seal to a specific worker's face does not afford the filtration efficiency of at least 95% because air will rush in from the leaks along the path of least resistance.

Additional notes or comments or follow-up Additional **Resources**

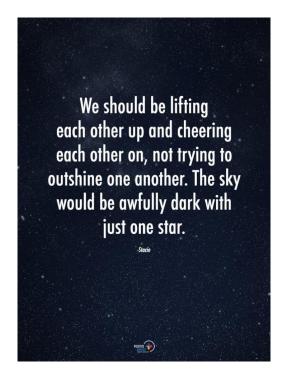
H&S COVID-19 Sector Sheets https://cupe.ca/preventing-exposure-covid-19-sector-specific-resources

HSC/HSR Resource Kit https://cupe.ca/health-and-safety-committee-resource-kit



General Occupational Guidelines for COVID-19 https://cupe.ca/general-occupational-guidelines-covid-19

Health and Safety Practices While Working During Pandemic https://cupe.ca/health-and-safety-practices-while-working-during-pandemic-all-sectors
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