



**Governance Sub-Committee Meeting**  
**Friday, March 15<sup>th</sup>, 2024**  
**12pm**  
**Via Teams Meeting**

**RECORD OF DECISIONS**

**Via Teams:** A. Yeo (Chair/Vice-President EC/LoP/OPBO), C. Hill, M. Larcher, G. Brabazon

**Regrets:** N. Prier (President), J. George (General Counsel and Director of Policy)

**Staff via Teams:** K. Khouri (Legal Counsel), J. Hutt (Senior Advisor to the President), F. Raposo (IM and IT Advisor), J. Courty (Local Liaison Officer), S. Cousineau (Administrative Assistant)

**1. Opening of the meeting**

Meeting was officially called to order at 12:05pm. Following a roll call, quorum has been reached. K. Khouri reads the CAPE Statement on Harassment and identifies himself as Anti-Harassment Resource Person for the meeting.

**2. Approval of Agenda**

A. Yeo includes the approval of minutes from February 16<sup>th</sup>, 2024, and removes Item #9. Be it resolved that the amended March 15<sup>th</sup>, 2024, agenda be approved.

**Moved by:** G. Brabazon

**Seconded by:** M. Larcher

**In favour:** 3

**Opposed:** 0

**Abstentions:** 0

***Motion carried.***

**3. Approval of Minutes from February 16<sup>th</sup>, 2024**

Be it resolved that the February 16<sup>th</sup>, 2024, Minutes be approved unanimously.

**4. Choosing a Chair**

A. Yeo nominates herself as Chair. Be it resolved that A. Yeo is now Chair of the Governance Sub-Committee.

**5. Finalizing the Terms of Reference**

- The original ToRs were amended by the group.
- K. Khouri shares his amendments on the document.



- A question was brought up for discussion regarding Rank-and-File members having voting authority. A. Yeo will remove that portion from the ToR for now.
- K. Khouri suggests we use 'Recommend' instead of 'Advice'.

*F. Raposo and J. Courty join the meeting.*

- The revision of the policies and protocols is the legal team's role and not the Governance Sub-Committee's.

## **6. Discuss motions deferred to the Governance Sub-Committee**

### **a) NEC Motion: "Be it resolved that the NEC direct the Governance Committee to delineate the geographic boundary between the Guelph and Toronto regional locals"**

- J. Courty clarifies that the Guelph local does not exist.
- A member of the NEC proposed to create a Guelph local and created a petition.
- The Governance Sub-Committee was tasked with organizing what area members belong to (Guelph or Toronto).
- F. Raposo shares a map showing the division of the local regions.
- A discussion was brought up regarding non-active locals on the CAPE website.
- F. Raposo shares a comparison document for new local assignments.

### **b) NEC motion: "That the NEC amend Bylaw 2 to add article 2.8 stating that "For the purposes of transparency, transcripts of the proceedings of NEC meetings will be produced and published within a reasonable delay in the original language as well as in both official languages. And that this amendment to the bylaws only comes into force 30 days after its adoption."**

*Deferred to next meeting.*

## **7. Outline Governance Sub-Committee work plan**

### **a) ERC recommended campaigning policy**

*Deferred to next meeting.*

### **b) CAPE framework for local bylaws**

*Deferred to next meeting.*



**8. Scheduling of meetings for 2024**

*Deferred to next meeting.*

**9. Discussing the call for volunteer members**

*Deferred to next meeting.*

**10. Closing of meeting**

The meeting was adjourned at 1pm.

*The above minutes are accepted as a true representation of the Governance Sub-Committee meeting held on March 15<sup>th</sup>, 2024.*