

# MINUTES: Executive Meeting

## Tuesday, July 10, 2007

**Present:** Lois Kirkup, Janet Hunter, Nancy Noel, Gord Holder, Debbie Cole, Joanne Schnurr, Tony Cote, Terry Garner, Claude L'Ecuyer, Don Smith and Pat Cavalier (staff).

**Absent:** Jordan Juby, Marc Laurin.

1. Call to Order

The meeting was called to order by Lois Kirkup at 1:55 p.m.

2. Approval of Agenda

Add 5. d [d] Citizen Unit - Payroll issues; 5. d [e] Newsroom  
M/ by Janet Hunter to approve the agenda. S/ by Don Smith. CARRIED.

3. Secretary's Report

a. Executive Committee – good standing report.

Nancy Noel reported that all executive committee members are in good standing.

b. Adoption of Minutes:

M/ by Terry Garner to adopt the June 4, 2007 Minutes. S/ by Debbie Cole. CARRIED.

c. Correspondence - various items circulated.

·New ODLC newsletter "Ottawa Labour Journal".

·OFL newsletters and info items; NDP Labour Action Spring 2007.

·Annual report and thank you letter from CJFE for our 2007 membership renewal and donation.

·Several labour relations training seminar brochures.

·Thank you letters from University of Ottawa Heart Institute and from Casey House in Toronto for recent ONG memorial donations.

d. Congratulations & Condolences:

·Donation to University of Ottawa Heart Institute in memory of Joyce King, sister-in-law of Lorne King (Citizen/RS&S).

·Basket to Stephanie Murphy (Citizen/Editorial) - baby girl, Shael Josephine Rebecca.

·Donation to Heart & Stroke Foundation of Ontario in memory of Susan Knight, sister of Nancy Campbell (Citizen/RS&S).

4. Treasurer's Report

a. Financial Report: Gord Holder presented the financial update to June 30, 2007, three-quarters way through the fiscal year, and advised that dues revenues will be very close to budget target for the year. Expenses for the month show a negative amount for the Website line as we weren't billed by the company for lost time booked for the website training in March. There will be substantial change to the Conferences line after the sector conference

and convention expenses are covered in July.

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On the Defence Fund Balance Sheet, the value of the Guild long term assets is \$1,263,739.66. Gord reviewed the various strip bonds we hold, as well as the TD Mutual Fund part of the investments, which didn't do well in June. The ONG bookkeeper indicates that the threat of an increase in interest rates hurts the bond market, and the result is the negative change in value of our mutual fund. There were no expenses for the Defence Fund for the month of June.

b. **ODLC - Donation appeal:**

Correspondence included in the meeting packages concerning donation appeal from the ODLC to assist with travel costs to a cancer survivor conference for the son of an ODLC executive member. Executive discussion; no motion.

c. **Strike Appeals:**

Recent appeals for strike assistance received: from the OFL, regarding UFCW Local 416P, currently locked out by Horizon Milling in Welland, and from the ODLC about Teamsters Canada Local 91, whose members have been on strike against the CAA in Ottawa since January 2007.

M/ by Gord Holder to send a \$50 strike donation to UFCW Local 416P. S/ by Terry Garner. CARRIED.

M/ by Janet Hunter to send a \$50 strike donation to Teamsters Canada Local 91. S/ by Debbie Cole. CARRIED.

**5. Unit Reports**

a. **CTV Ottawa (CJOH)**

[a] Discipline letter grievance settled: Joanne Schnurr advised that the grievance was settled at the meeting with the company and that the letter has been removed from the member's file. Discussion about endorsements policy for news/on-air staff; will need to address further at next contract bargaining.

b. **DLR International** - no report

c. **Delta Reprographics**

The ONG was certified June 19, 2007 as the bargaining agent for Delta Reprographics. Memo received from Dave Wilson advised that the Delta employees wanted to set up a meeting this Thurs., July 12 at 6:00 p.m. Dave will be away on vacation and a number of Guild executive members will be away in Toronto for the sector conference. We will call Jean Renaud and postpone the meeting for a couple of weeks; Lois Kirkup and Debbie Cole will try to schedule a meeting with the new members later in July.

d. **Citizen**

[a] Financial Services - Discipline letter: Executive were updated and discussed a recent letter of discipline that was issued to a member concerning a cash discrepancy error of unbalanced and missing cash that occurred a couple of months ago.

[b] RS&S - Member letter: Executive were informed about a letter that was recently issued to a member by his supervisor, a letter that was not copied to the Guild. Executive discussion about under staffing in RS&S department and some of the problems this is creating. Guild will arrange a meeting with V-P Sue Armstrong to discuss some of these concerns.

[c] Unit - Pay Equity Review: Lois Kirkup reported that the parties are planning to get back at the review process this fall. Meetings with the company will resume for a couple of hours on the mornings of September 24 and 25. Lois Kirkup will check with the former committee members about participating on the committee again.

[d] Unit - Payroll Issues: Gord Holder reported on recent payroll errors. Executive discussion; members should be checking their pay stubs carefully each week as errors can occur in all departments, not just in the newsroom. Perhaps the Guild should send a letter to Human Resources concerning the frequency of errors in payroll and the effect it has on our members.

[e] Newsroom: Executive discussed scheduling issues; need to determine if the Citizen will be publishing on the August Civic Holiday and future stat holidays. We understand that the Citizen received 5500 calls about no paper on the Canada Day stat. Also discussion about the plan to send the Editorial Pages department pages to Hamilton for pagination on a trial basis; not sure how well this will work.

## 6. Arbitrations

## 7. Committees -

- a. Personnel -
- b. Communications -
- c. Health & Safety -
- d. Grievance -
- e. Guild Awareness / Mobilization - Don Smith raised the issue of unsafe conditions on the roof of the Citizen building. No safety belt or restraining harness to tie off and secure person when changing the flags on the front of the building. Terry Garner will speak to Joanne Rousseau about these unsafe conditions.
- f. Finance - committee will meet on Wed. August 29 at 3 p.m. re budget preparations. Guild will book 1.5 hours leave for Nancy Noel.
- g. Organizing -
- h. Elections -
- i. Bylaws -

## 8. Internal Guild

### a. ONG Local website "*ottawanewsguild.ca*"

History of Local project: Janet Hunter confirmed that Dan Drolet has been hired for the local history project. His proposal is to bill the Guild for one-third of the contract at the end of July, one-third at the end of August, and the final third upon completion.

Gord Holder advised Janet that we will need an invoice from David Hunter before the fiscal year-end.

### b. TNG Sector Conference - Toronto, ON, July 13-14, 2007

### c. CWA Convention - Toronto, ON, July 16-17, 2007

·CWA District 1 Hospitality Rooms costs - \$50/person: Discussed by executive, and because we will be withdrawing from District 1, it was decided not to send funds for their hospitality room.

·Motion to withdraw resolution submitted by ONG – we need to officially withdraw resolution submitted earlier by the ONG.

M/ by Janet Hunter that following the recent Toronto Accord, the Local withdraw its proposed amendment to the CWA Constitution that had been submitted by the ONG, and to support the CWA/SCA Canada resolution to withdraw CWA Canada Locals from the jurisdiction of CWA Districts 1 and 7. S/ by Tony Cote. CARRIED, with 1 abstention.

d. CWA/SCA Canada Fall NRC Meeting - Halifax, NS, Oc. 26-28/07

·Proposed Bylaw changes to be submitted by September 13

·Hotel reservations deadline September 25

Delegates to the NRC fall meeting - 5 people – Lois Kirkup; Gord Holder; Debbie Cole; Nancy Noel will attend as alternate for Janet Hunter; and we need to elect an alternate for Tony Cote in case he is unable to attend the fall meeting.

Secret ballot vote was held, and Terry Garner was elected as alternate.

M/ by Gord Holder to confirm ONG delegates and destroy ballots. S/ by Debbie Cole.

CARRIED.

We will check about flights in the next week or so.

**9. Outside Issues**

a. CLC Ontario Region Autumn School - brochure enclosed

**10. Other Business**

**11. Lost Time Notification**

Lost time recorded for Debbie Cole, Terry Garner, Lois Kirkup, Claude L'Ecuyer, Nancy Noel, Joanne Schnurr and Don Smith.

**12. Upcoming Meetings**

⇒ Next Executive Meeting - **Tuesday, September 5, 2007 - 1:00 p.m.** - Guild Office.

⇒ Next General Membership Meeting - **Wednesday, September 19, 2007 - 12 noon,**  
Ottawa Citizen Conference Centre

**13. Adjournment**

M/ by Terry Garner to adjourn the meeting at 3:40 p.m. S/ by Don Smith. CARRIED.