

UNDE NATIONAL EXECUTIVE MEETING
Homewood Suites Hotel, OTTAWA
Meeting Room – Monsella C and D
December 2 to 6, 2025

Chair	June Winger	National President
Members	Paul Jones	EVP
	Steve Warren	VP (NL/NB)
	Johanne Rouillard	VP (QC)
	Marcelo Lazaro	VP (BC)
	Danielle Poissant	VP (ABN)
	Cathy O’Kane	VP (NPF)
	Mona Simcoe	VP (MS)
	Shawn King	VP (NCR)
	Tin Tang	VP (CSE)
	Sandra Griffith-Bonaparte	Human Rights Advisor
Recording Secretary	Sandra Mombourquette	
Absent	Bill Kroeger	VP (NS)

OPENING REMARKS

The National President welcomed the National Officers to the Fall National Executive Meeting in Ottawa. Harassment Statement and Land acknowledgement read by National Human Rights Advisor Sandra Griffith-Bonaparte.

Hours of session:

CARRIED

Tuesday Dec. 2, 2025	9am to 11:30am – 1pm to 5pm
Wednesday Dec. 3, 2025	8am to 11:30am – 1pm to 4pm
Thursday Dec. 4, 2025	8am to 11:30am – 1pm to 4pm
Friday, Dec. 5, 2025	8am to 11:30am – 1pm to 4pm
Saturday, Dec. 6, 2025	8am to 11:30am – 1pm to 4pm

Adoption of agenda

m-s Lazaro/King **CARRIED**

Previous Minutes

m-s O’Kane/Warren **CARRIED**

Honours and Awards Report

Notice of Motion for Honourary Award recipients

m-s O’Kane/King **TABLED**

Honour Roll – Moment of silence

Jocelyn Gagnon, Local 10507
Larry Korenko, Local 30902
Rocky Glen Martowski, retired Local 30902
Michael Munro, Local 60303
Doug Pike, Local 80409, Former National Officer, UNDE Lifetime Member
Tom Ryan, Local 21016
Michael Leblanc, Local 30902
Barb Charette, Local 00637
Shelly Finnen, Local 50705
Frank Coombs, Local 50705
Kelly-Ann Noel, Local 50705
Sean Toomey, Local 70654

STATE OF THE UNION UPDATE FROM NATIONAL PRESIDENT

New Staff: Introduced Jonathan Gauvin, National Political Action Officer and Jess Vaid, Communications Officer as the recent new hires at UNDE National Office.

EVP absence: Paul Jones was away for a few months this summer due to significant health issues. Thanked alternate EVP James Potts who stepped in for 11 weeks, the transition went well.

AGMs: It was good to meet with the members during this tour of AGMs. There was a bit of an issue with interpretation in Quebec which will be corrected for future situations. New NCR Locals are up and running after each new Local had their inaugural AGMs.

National UMCC:

Meeting was on December 1. - This was the first meeting with Canadian Coast Guard as part of this group as well. Having challenges the last few years with the Consultation Framework and Terms of Reference, initially it was supposed to be updated with new signatories recommitting but HR attempted to change a lot of the language which the unions did not agree to as it weakened the unions position.

Departmental Budget Impacts – DND has nearly \$82B to spend over the next 5 years. UNDE is pressing the department to ensure the money is spent wisely, investing in the department and public service to ensure the CAF are properly supported and the taxpayer is receiving good value.

Canadian Coast Guard – The Commissioner is happy with the transition into National Defence, seven thousand members transferred over and 250 UHEW members will transition to UNDE members. Challenges having their pay moved over, expecting to be completed by end of 2025.

Parking situation at Carling Campus – Base Commander gave presentation, no plan at this point to try to expand the parking at all, Public Service and Procurement Canada (PSPC) say they are not obligated to provide parking to employees and that public transit is the answer to address this issue, as DND is not inclined to build a parkade despite intending to build additional buildings on site.

Hiring of public service employees vs. contracting out – DGHRO Barb Williams has not met with the Union on this despite agreeing to form this committee to review contracting of public service work in Health Services at the March 2025 HR sub-committee meeting. HR announced they have identified 300 jobs in Health Services they want to bring back in-house. The employer says they have guidelines they follow to decide whether these will be public service jobs or not, the Union is still waiting to receive these guidelines.

Security Clearance Delays – A new system has been implemented with DND, anticipating reliability security clearance will be done within 15 working days going forward and a secret clearance will be 4 to 8 months provided there are no issues in the application. If there are challenges with specific files, every day the security office holds a Teams channel meeting for all unit security officers between 1 to 2pm EST Mon-Fri to get help if needed. If problem continues, bring issue up to National President. There is also a TBS position analysis tool which identifies clearances levels required for each job. Clearances between departments are available, they only need a confirmation email from the department when an employee transfers over.

Equity Conference Rankings: All regions received e-mail of submissions from their members who applied. Need to ensure good representation in both languages, regions as well as the TB/CSE/NPF and private sector locals. VPs will be informed of the final selections in their regions and are encouraged to advise Local Presidents when members from their Local are selected for conferences, training, etc.

UNDE VP Nova Scotia: Craig Smith is going on LTD now and has resigned from his position with UNDE, he will be missed as he brought a lot to the meetings. Bill Kroeger will be replacing him as VP of the region and is very excited to join the National Executive, although he could not make it to this meeting. VPs are asked to support Bill as needed.

UNDE Triennial Convention: The next Convention will be on August 24 to 28, 2026 in Banff, AB. The National President talked about the location at the Banff Centre for Arts and Creativity, which sits on a mountain, and will be different from previous Convention facilities. The location is unionized and is not for profit.

The group then looked at Bylaw 11 – National Conventions:

Bylaw 11 – National Conventions

Article 2. Discussion on Young Workers attending Convention.

Article 3. Resolutions must be adopted by Local membership and then sent up no later than 4 months before the Convention date (April 2026). Explanation of emergency bylaws.

Article 5: Include RAND, not timed out. Flag timed out members to Kim if it is believed the members are erroneously being timed out.

Article 7: Electing alternate delegates is important, ensure to elect them.

Article 8: Delegates must have attended 75% of meetings, need thoughtful application to ensure it does not discriminate.

Article 10: Elect members at general membership meetings of Locals. VPs are expected to vet these members to ensure eligibility.

Article 11: No proxy votes permitted.

Article 12: Pre-Convention meetings will be in Ottawa on May 24-30 (includes travel days). The National President is asking VPs to ensure committee nominees are available for the entire period of the pre-convention committee meetings and convention.

PRESENTATION – UNDE Political Action Officer Jonathan Gauvin and UNDE Communications Officer Jessica Vaid provided an overview of their duties and projects answering any questions the VPs had.

STRATEGIC PLAN

Regional Progress Report Updates

m-s Poissant/Lazaro

UNDE Special Projects Officer Elanor Sherlock presented her update on the Strategic Plan following meetings in workplaces in the regions.

Each VP presented the strategic report on their region.

Proposal of an orientation manual for Local Presidents to be considered by COMTRA.

RV 1 - CARRIED

STANDING ITEMS / COMMITTEE REPORTS

Air Division RCAF L2

m-s Simcoe/Potts

There will now be a public service fire prevention inspector in Bagotville.

Reminder to ask for vacancy mgmt. reports. The National President forwards a national report quarterly to the VPs and these can be shared with the Locals.

RV 2 - CARRIED

Air Division RCAF L1

m-s Simcoe/Potts

	RV 3 – CARRIED
Maritimes Forces Pacific	m-s Lazaro/Poissant RV 4 - CARRIED
Royal Canadian Navy	m-s Lazaro/Poissant RV 5 - CARRIED
CDSG 2nd Air Division Need to look at food services structure across the board. Members should flag it in their region, only one occurrence so far.	m-s Rouillard/Potts RV 6 - CARRIED
CDSG 3rd Air Division	m-s Simcoe/Poissant RV 7 - CARRIED
CDSG 4th Air Division	m-s Potts/Poissant RV 8 - CARRIED
CDSG 5th Air Division	m-s Warren/Lazaro RV 9 - CARRIED
Canadian Army	m-s Rouillard/Potts RV 10 - CARRIED
RPOS Atlantic	m-s Warren/Lazaro RV 11 - CARRIED
RPOPS North	m-s Warren/Poissant RV 12 - CARRIED
RPOPS Québec	m-s Rouillard/Poissant RV 13 - CARRIED
RPOPS Ontario	m-s Potts/Poissant RV 14 - CARRIED
RPOPS West Send examples of stand-by pay issues.	m-s Poissant/Simcoe RV 15 - CARRIED
RPOPS Pacific	m-s Lazaro/O’Kane RV 16 - CARRIED
ADM-IE	m-s Simcoe/Lazaro

	RV 17 - CARRIED
Military Personnel Command	m-s King/Potts RV 18 - CARRIED
Materiel – ADM Mat/CMSG LMCC	m-s Potts/Rouillard RV 19 - CARRIED
Canadian Material Support Group (CMGS)	m-s Potts/Lazaro RV 20 - CARRIED
Canadian Forces Health Services (CFHS)	m-s Rouillard/Potts RV 21 - CARRIED
Canadian Forces Housing Agency Western (CFHA) Discussion about Local Presidents attending UMCC meetings, attending as guests is ok.	m-s Poissant/Lazaro RV 22 - CARRIED
Canadian Forces Housing Agency Central (CFHA)	m-s Simcoe/Potts RV 23 - CARRIED
Canadian Forces Housing Agency Eastern (CFHA)	m-s Rouillard/Potts RV 24 - CARRIED
Canadian Forces Housing Agency Atlantic (CFHA)	m-s Warren/Lazaro RV 25 - CARRIED
Canadian Forces Housing Agency National (CFHA)	m-s Warren/Rouillard RV 26 - CARRIED
Defence Research and Development Centre (DRDC)	m-s Poissant/Lazaro RV 27 - CARRIED
ADM Digital Service	m-s King/Potts RV 28 - CARRIED
Health & Safety	m-s Potts/O’Kane RV 29 – CARRIED
Firefighter	m-s Jones/Poissant RV 30 - CARRIED
Employee Assistance Program Concerns were expressed regarding where this program is going, who is making decisions, how are they determining qualifications. It was questioned why the ambassadors have an advisor	m-s King/Poissant

role once they are trained. There was a general concern that the unions were not being consulted in this joint program. VP King will seek further information.

RV 31 - CARRIED

Apprenticeship

m-s Jones/Lazaro

RV 32 - CARRIED

COMTRA

m-s Jones/O’Kane

The Committee recommends moving the facilitator training to a national model instead of regional model. Facilitators will be able to do training in most regions instead of only in their own region. The aim is to have 6 English, 2 Bilingual and 2 French facilitators available for training across the regions. Application process for current facilitators to determine their interest continuing as a national facilitator, COMTRA will vet these submissions by consulting with the VPs. Alternates will be available to replace retirement of facilitators. EVP to provide list of how many times facilitators have given training to each VP.

RV 33 - CARRIED

NOTICE OF MOTION - EVP Jones

MOTION

m-s Jones/O’Kane

That the UNDE move from a regional facilitator model to a national facilitator model.

AMENDMENT

m-s Rouillard/Potts

CARRIED BY SHOW OF HANDS

MOTION

m-s Jones/Poissant

Be it resolved that the UNDE move from a regional facilitator model to a national facilitator model, with a minimum of 6 English-speaking facilitators, 2 bilingual facilitators distributed across the regions as much as possible.

RV 34 – CARRIED

Canadian Defence Academy (CDA)

m-s Jones/Poissant

RV 35 - CARRIED

Honours & Awards

The Committee received honorary membership applications for Serge Desbiens, Local 00620 and Dan Barrett, Local 00625.

Motion to review each separately.

m/s O’Kane- King

Serge Desbiens – **secret ballot**

CARRIED

Dan Barrett – **secret ballot**

CARRIED

Honours & Awards Report

**m-s O’Kane/King
RV 36 - CARRIED**

Finance Report

**m-s Warren/Tang
RV 37 - CARRIED**

Bylaws Report

Looking at aligning PSAC policies with UNDE’s.

m-s Potts/Poissant

RV 38 - CARRIED

Notice of motion – VP Potts

That UNDE rescind the UNDE harassment policy to follow the PSAC Constitution.

m-s Warren/O’Kane

Young Workers

Conference was re-scheduled twice. We need to engage Young Workers to encourage attendance. Copy VPs on emails to young worker reps. Re-schedule conference in 2026. VPs to ensure the regional young reps are active.

RV 39 - CARRIED

Human Rights Advisor

m-s Jones/Poissant

Committee is working on language in policy. Regional Coordinators are not to be considered Human Rights experts; they should not be assumed to be human rights experts for involvement in grievances. VPs to help Locals understand HRC roles and remind them to seek advice from LROs for human rights issues.

RV 40 - CARRIED

DISCUSSION

SV Bargaining Group – Going to binding arbitration over the compensation piece. VPs are asked to coach Locals to speak about specific challenges to recruit and retain SV members locally at UMCC and get minutes of meetings from Locals, then send them up to the National President so she can bring them in a package to PSAC.

UMCC Training – JLP training for Committees is useful with frequent changes in management as well as the union. When Deputy or Alternate is sitting in for the Co-Chair, they must be authorized to make decisions.

Mapping of portfolios – VPs are reminded to map out all of their portfolios. Mapping will be added to the UNDE website on the Committees sites to show who they include, include reporting lines with org charts when possible.

E-mail re: Canada Health Coalition on Feb. 9 to 11, VPs are reminded to send names of nominees to Jonathan Gauvin.

NEW BUSINESS

RVP Pay Report

m-s Tang/Rouillard

Need to replace Craig Smith on the Committee, in the meantime VP Lazaro will take his place on the Committee. The Committee will propose resolution for submission by NE via email. The Committee will contact Amanda Agnew for costing factors when preparing resolutions to go to the UNDE Convention.

REGIONAL REPORTS

Newfoundland-Labrador/New Brunswick

**m-s Warren/Lazaro
RV 42 - CARRIED**

Quebec

**m-s Rouillard/O'Kane
RV 43 – CARRIED**

Ontario

**m-s Potts/Poissant
RV 44 - CARRIED**

Notice of Motion – Harassment Policy (amended) – VP Ontario

National Capital Region

m-s King/Potts

The realignment of NCR Locals has been finalized, they are now aligned with L1s. They have all had their AGMs to elect new executives.

RV 45 - CARRIED

Communications Security Establishment

**m-s Tang/O'Kane
RV 46 - CARRIED**

Regional Strike Reports/Discipline

National Officers voted on ABN Local 30905 where 9 members crossed the picket line and NPF Local 10581 where 4 members crossed the picket line, for furtherance to the PSAC. Strike reports will continue to be updated and brought back for review at each NE Meeting until complete. Once reports are approved by PSAC, scabs will be sent a letter saying membership suspended and can appeal, UNDE LROs will decide when they need representation.

Motion – ABN Strike Discipline Report

m-s Poissant/Lazaro

To accept the ABN Strike Discipline report as presented and discipline all scabs as per the UNDE Bylaws, PSAC Constitution and Regulations.

RV 47 – CARRIED

Motion – NPF Strike Discipline Report

m-s O'Kane/Rouillard

To accept the updated Strike Discipline report as presented and discipline all scabs as per the UNDE Bylaws, PSAC Constitution and Regulations.

RV 48 - CARRIED

NEW BUSINESS

Representatives on sick leave – Discussion about members remaining as a member in good standing on sick leave without pay are asking to remain a member in good standing or asking to hold office.

MOTION – Harassment Policy

m-s Potts/Lazaro

Be it resolved that UNDE rescind the UNDE Harassment Policy.

MOTION – Amended

CARRIED

MOTION

m-s Rouillard/O’Kane

Be it resolved that UNDE rescind the UNDE Harassment Policy and Regulations 1305-01 to 1308-04.

Be it resolved that the UNDE Statement on Harassment be amended to reference the PSAC Policy in lieu of the UNDE policy. (Note: the PSAC Policy is titled “PSAC MEMBER CODE OF CONDUCT AND ANTI-HARASSMENT POLICY FOR UNION EVENTS”).

RV 49 – CARRIED

Non-Public Funds

m-s O’Kane/Potts

RV 50 - CARRIED

Manitoba/Saskatchewan

Council of Locals in April 2026

m-s Simcoe/Warren

RV 51 - CARRIED

Alberta and the North

m-s Poissant/Lazaro

RV 52 - CARRIED

British Columbia

m-s Lazaro/Poissant

RV 53 - CARRIED

NEW BUSINESS

Motion Trusteeship NPF Local 30912:

m-s O’Kane/Poissant

WHEREAS Suffield Local 30912 has been unable to maintain the responsibilities of Bylaw 7 Article 3 of UNDE National Bylaws;

WHEREAS after several attempts to maintain the responsibilities of Bylaw 7 Articles 3 and 6, Local 30912 is now considered inactive;

WHEREAS all avenues have been exhausted to maintain Local 30912 as a functioning and active Local;

BE IT RESOLVED that the UNDE National Executive, in accordance with UNDE's National Bylaws 7 Article 8, act upon this motion as the request from the Vice-President Non-Public Funds placing Local 30912 in trusteeship;

BE IT FURTHER RESOLVED that the National Executive, in accordance with UNDE's National Bylaws 7 Article 9, appoint Cathy O'Kane, VP NPF or her designate, as the Trustee Officer with authority for managing Local 30912 day to day affairs, the finances and the coordination of union/management consultation forums until the Local rises from trusteeship as described in UNDE Bylaws and Regulations.

RV 54 - CARRIED

NATIONAL OFFICE

Executive Vice-President

EVP was reminded to notify VPs when LRO is away on leave.

m-s Jones/Poissant

RV 55 - CARRIED

Motion to adjourn meeting
Adjournment.

Motioned by-VP Poissant