

**Union of Taxation Employees Local 00013**  
**Central Council Minutes**  
**Wednesday, October 03, 2012 @ 5:30 pm**

**In Attendance:**

|                | <i>Presiding</i>      |                | <i>Clerk</i>          |
|----------------|-----------------------|----------------|-----------------------|
| Linda Collins  | President             | Ryan Ward      | Secretary             |
| Eric Range     | Treasurer             | Lloyd Brown    | Director – TSO        |
| Kevin Dalton   | Acting Director – TSO | John Woodburne | Acting Director – TSO |
| Dian Wright    | Director – TSO        | Sandra Cribar  | Director – TCC        |
| Sheila Reuben  | Director – TCC        | Dave Taylor    | Director – TCC        |
| Patrick Tanedo | Acting Director – TCC |                |                       |

**Absent**

|                 |                      |              |                |
|-----------------|----------------------|--------------|----------------|
| Robert Hamilton | Vice-President – TSO | Manni Mifsud | Director – TSO |
|-----------------|----------------------|--------------|----------------|

**1. Call to Order**

Linda Collins called the meeting to order @ 5:35 pm.

**2. Approval of Agenda**

THAT the agenda for October 3, 2012 be approved.

*Moved: Eric Range / Seconded: Kevin Dalton / Carried*

**3. Approval of Past Minutes**

THAT the minutes for September 13, 2012 be approved.

*Moved: Ryan Ward / Seconded: Eric Range / Carried*

**4. Special Business (Acting Director Elections)**

To fill the vacancy left by Matt Downer when he left his position as Vice-President – TCC, a vote for an Acting Director position will be taking place while the Vice-President position will be left vacant until the election in 2013.

Nominations:

**Patrick Tanedo (N: Dave Taylor / S: Philip Bautista) Elected**

Pierre Larocque (N: Michael Perry / S: Sandra Cribar)

Iain MacFarlane (N: David Redmond / S: Andaleeb Kabir)

**5. President's Report**

Linda Collins reported that:

Attended President's Conference with John Woodburne and Dian Wright.

Linda will provide information from the President's Conference in an email soon.

Serious issue with bullying on the second floor.

So many issues with WFA.

Emergency meeting this week.

Unfortunately there has been a suicide that is contributed to WFA.

This person had a very high position that was WFA affected.

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Communications staff members were given a letter that they will be in retention. There will be five jobs that the eight members will be considered for. If all eight want to be considered, three would not be given an offer in this department so they would fall into WFA.

The Director of Communications feels there are three from other areas and could go to another job at the SP-07 level.

The four counter staff affected in our office, three of the SP-03 staff and they are going to Collections on the 2<sup>nd</sup> floor. The SP-04 who has been working in NF/NR will continue to work in the same section.

We have two SP-07 employees who are potentially affected.

The counter has now closed and there are some issues with this.

The administrative assistant's being affected are in SR&ED, Enforcement and another department.

There are rumours that the federal government may close two Tax Centres.

Until WFA is finished, there are no transfers to any other section. Even spousal transfers are not being considered.

Off from October 17 to 29. She will be in the city and her cell phone will be on in-case you need to contact her.

On Thursday morning Manni and Linda will be going to Samco to pick up gifts.

The National Health and Safety Conference will be on October 18 – 21. Sandra Cribar and Ryan Ward will go as delegates. Dian Wright, Manni Mifsud and Sheila Reuben will go as observers.

Robin Johnson expects there will be a grievance course the first week in December in Hamilton. There needs to be a minimum of 25 members attending. So far there are 14 people attending from the other Locals. There Sheraton Hotel will be where the course will take place.

The PSAC lawyer has drafted a document that specifies how much money has been loaned out to our injured members. Once signed, the funds will be reimbursed to the Local.

The injured member from Toronto North tried to go back to the office but has had further complications. His wife is not back to work either.

A member will need to volunteer to be the Area Coordinator for Toronto Centre in the case of a strike vote. Patrick Tanedo and Dian Wright will be the members attending.

On October 29 there will be a President's Meeting because there is going to be something going on by UTE on October 31. More details will be provided.

## **6. Vice-President's Reports**

### **Vice-President – TSO Report**

Robert Hamilton reported that:  
On document provided...

### **Vice-President – TCC Report**

Sandra Cribar reported that:  
She will take responsibility to write up a Call Centre report for each meeting with all Call Centre executive contributing to the report.

## **7. Treasurer's Report**

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Eric Range reported that:

There are no issues with the bank account funds and everything is on track for this year. The funds in the bank were disclosed to the executive during the meeting.

**8. Children's Christmas Party**

Linda Collins reported that:

The Steelworkers Hall is booked, the clowns are booked and the gifts are being picked up on Thursday at Samko. Sandra Cribar is unable to take the lead on the party this year so we will have three people taking on part of the coordination job. Patrick Tanedo, Dian Wright and Ryan Ward to make sure everything is completed.

**9. Web Hosting**

Ryan Ward reported that:

At the last meeting we approved the new web site domain name to [www.00013ute.org](http://www.00013ute.org) and now we need to determine what we are going to do with web hosting. The company we are using for hosting right now, Macroshell, has been hosting us for the past three years under our old domain and we have not had an issue with them so it is requested that we approve their hosting for a five-year term, the same as our domain has been approved for.

Request to get 3 quotes to determine if we will go with our current host.

**10. Y280**

Sandra Cribar reported that:

Sandra attended a Performance Management Training Session that discussed Y280s. Look at all Y280 template that specify certain templates are including certain information that shouldn't be included in the Y280. An agreement was reached last year at the Assistant Commissioner level that there could be changes based on the type of job being performed. If someone changes jobs during the year, that Team Leader should be writing the Y280 at that time.

**11. Stewards Meeting (Wednesday, October 17)**

Ryan Ward reported that:

All of the non-executive stewards have been invited to a meeting at the Local office to discuss their roles in the future with collective bargaining going on and several activities that we are working on between now and the election next year. A TUB course is trying to also be set up with PSAC to have all of our stewards who have not taken it be able to attend it in the Local office sometime near the end of 2013 or early 2014. The meeting should only take about an hour and is open to all executive members but it is optional.

**12. SP-03's**

Sandra Cribar reported that:

This was brought up in UMA session. In-case this is happening anywhere else in other offices. It is concerning the SP-03 contracts who have been acting SP-04's. The pool has expired so they

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are no longer allowed to work at the SP-04 level. There will be another formal process that is not specifically for the SP-03 Call Centre workers but it will be an internal process that all SP-04's can apply to as well. This will be for permanent SP-04 positions. There is no timeline when this will happen but it is expected to come up in the future.

**13. Performance Management for Employees**

Sandra Cribar reported that:

Before there were performance management guidelines that says, "agents should..." It now says "it is the responsibility of agents to..." This is now a requirement for employer's rights and all members should be aware of this change because the responsibility is on the employee to initiate something.

Everyone should read the document "Service Excellence Course – Employees Rights" (HQ6910) because it has important information about the employee's rights, not just the employer's rights.

**14. Reading Union emails on Employer's Computers**

Linda Collins reported that:

The employer has the right to read everything we are accessing on our computers. If there is something confidential being opened from the 00013 account, the employer still has access to everything being opened. CRA made an agreement with UTE that we should be able to read our emails from work but if it is confidential information concerning a member, remember CRA can still see the information.

**15. Roundtable**

Kevin: There was a volatile situation in the office yesterday. This is definitely something that needs to be dealt with because it can be considered bullying.

Linda: Witnessed the situation in the office and has brought up the information to management.

Sandra: Requested information when the web site would have the minutes updated on.

John: Enjoyed President's Conference and was pleased to find out what is on the agenda

Ryan: Leaving for Yellowknife on Thursday for a week.

Linda: Restaurants for Christmas Dinner.

**16. Adjournment**

THAT the meeting be adjourned.

*Moved: John Woodburne / Seconded: Dian Wright / Carried*