



GENERAL MEETING MINUTES

Date: Thursday, April 30th, 2026

Time: 10:45 AM & 19:00 PM

Place: Local 111 Union Hall – 326 12th Street, New Westminster, BC

AM: MEETING START @ 1047 LOST QUORUM 1212

PM: MEETING START @ 1900 ADJOURNED 2103

AGENDA:

AMEND:

I, David Andrews, BTC, #87990 move to amend the agenda, move arbitration #4 a to #3 a.

I, Roque Benigay, BTC, #85333 move to amend the agenda, move arbitration #4 c & to #3 c.

Second: James Milling, HTC, #86382

AM: 23/01/01

M/S/CARRIED

1) MINUTES OF THE PREVIOUS MEETING

(a) Errors & Omissions – AM: 25/00/00 PM: 27/00/00 – TOTAL: 52/00/00-M/S/CARRIED

(b) Business Arising – AM: 25/00/00 PM: 27/00/00 – TOTAL: 52/00/00 - M/S/CARRIED

2) READING OF PROPOSED BYLAW AMENDMENTS

Read by Jason Robison, BTC, #83554.

Second: Jessie Rana, Recording Secretary

Second: Christine Morrison, HTC, #64935

AM: 25/00/00

PM: 22/00/00

TOTAL: 47/00/00

M/S/CARRIED

This document must be printed in **COLOUR** for legibility

Report to April 2026 General Membership Meeting

Unifor Local 111 Constitution & Bylaws (C&B) Committee

Any section formatted like this indicates a separate proposed Local 111 Bylaw change, or addition, that, once presented at this meeting will be referred to the Constitution & Bylaws Committee and then placed on the

agenda to be voted on at a future General Membership Meeting.

Red Text are additions (new language) and ~~strikethroughs~~ are deletions (removed language).
Purple Text is for information or clarification purposes only.

Submission 1 - New, Committee Terms of Reference

Submitted by the Local 111 Communications Committee, Austin Terpstra-O'Keefe, 87463

Communications Committee; Terms of Reference

Vision Statements

The Communications Committee strengthens the unity, transparency, and engagement of Unifor Local 111 Members by fostering effective communication, supporting democratic participation, and building solidarity across all workplaces. By sharing stories, information and achievements, we strengthen our collective voice and support a more informed and connected membership.

Objectives

- Ensure clear, accurate, and timely communication with the Membership
- Promote awareness of union activities, campaigns, and victories.
- Support General Meetings through technical coordination and digital management.
- Maintain enhanced communication platforms including newsletters, websites, and social media.
- Highlight and celebrate member contributions, solidarity efforts, and union history.

Activities

- Create and distribute newsletters, bulletins, and digital updates.
- Oversee and update Local digital platforms, including the website and social media.
- Coordinate technical setup, audio/visual systems, and digital access for general Meetings.
- Conduct photography and videography at union events and workplaces when requested.
- Collaborate with other committees and the Executive Board to ensure consistent messaging.

Committee Structure

The committee is composed of members in good standings of Unifor Local 111. Committee members shall be appointed by the President and Table Officers with recommendations from

the Executive Board and Property Representatives, in accordance with Article 13.02 of the Unifor Local 111 Bylaws. Members may also volunteer to participate.

The Committee will elect a Chairperson to facilitate meetings, liaise with the Local Executive Board, and oversee the committee's work in accordance with the Unifor National Constitution and Local 111 Bylaws.

Responsibilities

The Communications Committee will meet regularly as needed, with a minimum of four meetings per year. Special meetings may be called to address urgent matters, special events, or time-sensitive campaigns.

Meeting notices, agendas, and minutes shall be prepared and distributed to all committee members in advance. Minutes will be maintained as part of the committee's records and shared with the Local Executive Board when appropriate.

Committee meetings may be held in-person or virtually, depending on operational needs. Attendance at General Meetings for the purpose of communications support (technical setup, photography, digital coordination, etc.) will also be considered part of the committee duties.

Book-offs may be approved for members performing communications-related tasks, including: Setup and technical coordination for General Meetings (GM) every month, photography and videography assignments at depots or events, special communications campaigns or urgent union activities

Decision-Making

Decisions of the Communications Committee will be made by consensus whenever possible. Where consensus cannot be reached, a majority vote of members present will determine the outcome.

Decisions related to expenditures, book-offs, or major communications initiatives must be approved by the Chairperson and reported to the Local Executive Board for transparency.

All votes and decisions will be documented in meeting minutes, and committee members are expected to respect the collective decisions once made.

Reporting

The Communications Committee will report on its activities to the Local Executive Board and to the membership as required. Reports may include:

- Summaries of recent and ongoing campaigns
- Updates on digital and social media performance
- Technical and logistical reports on General Meetings (including AV and digital coordination)
- Photography and media coverage summaries
- Recommendations for future communication strategies and improvements

The Chair or designate will insure regular communication with the Local Executive Board, as outlined in Article 13.06 of the Unifor Local 111 Bylaws.

At the conclusion of each year, the committee will provide a written annual summary outlining accomplishments, challenges, and goals for the upcoming year.

Amendments

These Terms of Reference may be amended in accordance with Article 24 of the Unifor Local 111 Bylaws.

Submission 2 - New, Committee Terms of Reference

Submitted by the Local 111 Washroom Committee, Joshlin Gybels, 82664

Unifor Local 111 Washroom Committee Terms of Reference & Policy & Procedures Manual

Vision Statement

Transit Operators have a unique workplace where often the only washroom they see during a day is the one at a bus loop or terminus. Local 111 Members have diverse needs regarding use of and access to a washroom; these include menstruation, checking blood sugar or using insulin, washing before prayers, pumping milk for chestfeeding, and changing or emptying ostomies.

Access to clean drinking water and safe, clean, accessible washroom facilities are recognized by the United Nations as Human Rights, fundamental to everyone's health, dignity and prosperity.

Objectives

- To advocate for frequent and proper cleaning of all washrooms
- To engage with the employer to ensure our washrooms are healthy and clean
- To advocate for single stall, universal washrooms, for all transit operators
- To advocate for washroom facilities at all termini
- To ensure all information provided to operators about washroom safety and washroom etiquette aligns with our union values of inclusion
- To uphold and enforce Collective Agreement Language and Health and Safety Legislation related to washrooms and access to drinking water
- To create a uniform system of washroom inspections across depots to be used by all Joint Occupation Health & Safety committees
- To update the washroom inspection system, when needed, to meet the memberships needs, and to be in accordance with current legislation
- To engage with the membership on the day to day usage of our washrooms to ensure that they meet the needs of transit operators

- To ensure that when washrooms are not in proper working order, there is a mechanism in place for reporting and requesting remediation
- Develop and identify any education or resources needed to fill the needs of the Local relating to washrooms

Activities

- Committee members will participate in any washroom committee working group meetings with the employer
- The Committee will liaise with all property Health and Safety Committee Representatives on any issues related to washrooms
- Celebrate, share campaigns, and create a Local 111 press release on World Toilet Day (Nov 19) annually
- Make recommendations to the bargaining committee on language related to washrooms and drinking water
- Liaise with other Local 111 Committees (such as H&S, Women's, Pride, Human Rights, BIWOC and others) to share information and issues related to washrooms and drinking water
- Provide education to Local 111 about access to and the use of washrooms in relation to ableism, misogyny, homophobia, transphobia, sexism, racism, islamophobia, and other issues of oppression
- Consolidate information on local, national and global information of relevance to toilet rights and transit workers

Committee Structure

The Committee will consist of a minimum of 2 members; every effort will be made to ensure the Representatives reflect the diversity of the workforce.

The Committee will determine their own structure and plans for sharing the responsibilities listed in this document. If there are only 2 committee members they shall be Co-Chairs of the Committee. If there are more than 2 members they will elect amongst themselves a Chair or co-Chairs as well as any other role needed.

The Committee will determine among themselves who will attend the Joint employer/union monthly washroom committee meetings (as per O4.00 of the CBA) using a lens of equity and mentorship.

Meetings

- Members will meet as needed
- The Committee will regularly communicate via an online ongoing chat forum to address issues as needed on a timely basis
- Decisions will be made by majority vote after due consideration and discussion
- The Committee will identify ways to divide the work of the Committee so that

meeting time outside of working hours is kept to a minimum

Resources & Records

- Washroom Committee; Terms of Reference Policy & Procedures Manual
- Approved budget
- Minutes/reports of committee meetings and other records of committee activities. Copies of posters and other communications organized or supported by the committee
- Copies of materials from events attended
- Copies of all communications sent to or by the committee regarding committee business
- Records will be kept in the shared committee google drive

Budget

The Committee will have an annual budget, as per the Local bylaws.

Reports

- The Committee will report on the activities of the Committee, in writing, on a monthly basis to the Executive Board, this report may also go to the General Membership Meeting
- The Committee will submit minutes of committee meetings to the Executive Board
- The Committee will submit a report to the Executive Board and the Unifor Local 111 Health & Safety Co-Chairs Committee after each Joint Employer/Union Washroom Committee meeting

Submission 3

Submitted by the Local 111 Constitution & Bylaws Committee, Krista Lee Hanson, 67451

19.03 Any member who disagrees with a decision of the Executive Board or the President on any issue except one related to administration of the Collective Agreement (including the grievance process) may appeal that decision in writing to the Local 111 Recording Secretary, within thirty (30) days of being notified or becoming aware of such decision. The appeal will go to the next General Membership Meetings for a decision of the Membership. If the appeal is denied, the member can then appeal to the Unifor National Union as per Article 18 of the Unifor National Constitution.

Submission 4, NEW article

Submitted by the Local 111 Constitution & Bylaws Committee, Krista Lee Hanson, 67451

19.04 Any member who disagrees with a decision of the Executive Board or the President related to the grievance process may appeal that decision in writing to the Local 111 Recording Secretary, within thirty (30) days of being notified or becoming aware of such decision. The appeal will then go to the Grievance Committee who will hold a review meeting within thirty (30) days. The member may attend that meeting, and may apply in advance for up to four (4) hours lost time for attendance, if necessary. The Grievance Committee will issue their decision in writing within thirty (30) calendar days, and give it to the appealing member and the Executive Board . As per these Bylaws and the Unifor National Constitution Article 18.B.1 this written decision cannot be appealed further.

Submission 5, NEW article

Submitted by the Local 111 Constitution & Bylaws Committee, Krista Lee Hanson, 67451

19.05 Any member who disagrees with a decision of the Executive Board or the President related to administration of the Collective Agreement (excluding the grievance process) may appeal that decision in writing to the Local 111 Recording Secretary, within thirty (30) days of being notified or becoming aware of such decision. The appeal will go to the next meeting of the Local 111 Executive Board. The member may attend that meeting, and may apply in advance for up to four (4) hours lost time for attendance, if necessary. The Executive Board will issue their decision in writing within thirty (30) calendar days, and give it to the appealing member and record it in the minutes of the Executive Board meeting. As per these Bylaws and the Unifor National Constitution Article 18.B.1 this written decision cannot be appealed further.

Submission 6 - New, Committee Terms of Reference

Submitted on behalf of the Local 111 BIWOC Committee, Jessie Rana, 82331

[Black, Indigenous, Workers of Colour Committee
Terms of Reference, Policy & Procedures Manual](#)

[Vision Statement](#)

We envision a future where we cultivate an inclusive and equitable environment where every Black, Indigenous, and Worker of Color feels valued, empowered, and fully supported to not just succeed, but to flourish professionally and personally. We want to build a powerful and resilient community of Black, Indigenous, and Workers of Color, serving as a vital hub for connection, advocacy, and professional development, ensuring a genuine sense of belonging and shared success for all members. We as a committee want to organize collective action to create meaningful and lasting change within workplaces and society and to promote understanding within each other.

[Objectives](#)

1. Advance Systemic Equity and Representation.
2. Foster Professional Flourishing.

3. Cultivate a Culture of Belonging and Support.
4. Enhance Visibility and Voice.
5. Serve as a Hub for Advocacy and Wellness.
6. Provide a clear road map for the committee's work.

Committee Structure

1. The committee will consist of a minimum of 6 members.
2. The committee will elect 1 co-chair and 1 recording secretary.

Responsibilities

- The Committee co-chairperson will liaise with the Local Executive.
- All members of the Local will be encouraged to forward any information or requests on learning opportunities to the Committee.
- The Committee will maintain an email group of contact persons on each property who will circulate information on BIWOC education and events.

The Committee Chairperson will provide Committee members with any information received by the local that relates to BIWOC.

The Chair will coordinate training for committee members.

Members will meet on a quarterly basis, or as needed.

Decisions will be made by majority vote after due consideration and discussion.

Events

- Lunar New Year.
- Black History Month.
- Persian New Year.
- Vaisakhi Sikh Heritage Month.
- EID
- Filipino Heritage Month.
- Caribbean Festival.
- Truth and Reconciliation Day.
- Latino Heritage Month.
- Diwali.
- Hunakkah.
- Kwanzaa.
- Fund raisers: Pub nights, Bowling; Picnic.

Records & Resources

- Minutes/reports of committee meetings and minutes of other committee activities.
- Material from events attended.

Budget

The committee will have an annual budget, as approved by the local executive/membership as per the Local 111 Bylaws.

Reports

The Committee Chairperson will report on the activities of the Committee to each meeting of the Local Executive Board.

Submission 7 - New, Committee Terms of Reference

Submitted on behalf of the Local 111 Human Rights Committee, Jason Robinson, 83554

Unifor Local 111 Human Rights Committee; Terms of Reference and Policy and Procedures Manual

Vision

Recognize the value of each person, regardless of our background, where we live, what we look like, who we love, what we think or what we believe. To spread knowledge and awareness among the Local 111 membership about Human Rights in our workplace, in the Union and in broader society.

Objective

Educate and bring awareness to all members of the many Human Rights related awareness months/weeks/days and events relating to Human Rights in the Union at the Local, Regional & National Level as well as community events.

To ensure all activities and events of the Local are seen through a Human Rights lens and create and preserve a safe environment free of discrimination and harassment for all Members.

Establish an understanding that we live in a diverse community

Set Principles, conduct meetings and interactions in a respectful space with equity and fairness

Committee Structure

The Committee will consist of a minimum of 6 members, one from each depot. Every effort will be made to ensure the Representatives reflect the diversity of the workforce. The Committee will elect from themselves 1 Chairperson (Co-Chairs permitted), 1 Recording Secretary and other positions as required.

Responsibilities

The Committee Chairperson will liaise with the Local Executive.

The Committee Chairperson in conjunction with the Executive will arrange book offs for the committee members as outlined in the budget and as required.

The Committee will review its Terms of Reference yearly

Meetings

Committee Members to hold 4 meetings or as needed in the calendar year in regards to important Human Right dates.

Committee Members will regularly communicate via an online on-going chat forum to address issues as needed.

Committee members will identify ways to divide the work of the committee so that meeting time outside of working hours is kept to a minimum

Committee Chair to hold meetings with other committee chairs to discuss about common involvement and common issues in order to strengthen our local 111 members

Events

The Committee will recognize important Human Rights days through social media posts, posters/leaflets, events and other means with a goal to raise awareness of the importance of Human Rights for all to the Membership. See “Important Dates” (below) for some of the dates that may be recognized.

The Committee will be involved in our communities’ various Human Rights events as representatives of Unifor Local 111.

Committee Members who identify as members of an equity deserving group will attend Unifor Conferences for those groups they identify with: Women; Black, Indigenous & Workers of Colour; Workers With Disabilities; 2SLGBTQIA+ Workers and Young Workers.

The Committee will attend the Unifor National Human Rights Conference.

The Committee will attend other events as decided upon by the committee and/or as requested by the membership, the Local, the BCRC and/ or National Union.

Committee Members will attach Orange Ribbons on all buses for Truth and Reconciliation and help other committees with attaching ribbons to buses for other commemorative dates.

All Committee Members who identify as men will organize, coordinate and participate in the National White Ribbon Campaign (Men against Men’s Violence Against Women) every year from November 25 to December 6.

Committee Members will attend other Local 111 committee’s events to give support, provide allyship and promote awareness.

Records and Resources

Minutes/Reports of Committee meetings and other records of committee activities

Copies of posters and other communications organized or supported by the committee

Records of official committee communication

Budget

The Committee will have an annual budget as approved by the local Membership as per the Local 111 Bylaws.

Reports

The Committee Chair (or designate) will report the Committee's meetings and activities to the Local 111 Membership.

Important Dates (this list is not exhaustive)

February, Last Wednesday: Pink Shirt Day

March 8: International Women's Day

March 21: International Day for the Elimination of Racial Discrimination

March 22: World Water Day

March 31: International Trans Day of Visibility

April, Second Wednesday: Day of Pink

April 28: Day of Mourning

May 5: National Day of Awareness for Murdered and Missing Indigenous Women and Girls

May 17: International Day Against Homophobia, Biphobia & Transphobia

June 20: World Refugee Day

June 21: National Indigenous Peoples Day

June - August: Various Pride Events in the Lower Mainland

August 12: International Youth Day

October 10: World Mental Health Day

September 30: National Day for Truth and Reconciliation

November 20: Transgender Day of Remembrance

November 20: World Child Day / National Child Day

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

December 3: International Day of Persons with Disabilities

December 6: National Day of Remembrance and Action on Violence Against Women

December 10: Human Rights Day

Submission 8

Submitted by the Local 111 Constitution & Bylaws Committee, Krista Lee Hanson, 67451

To align with updated committee name in 2025 Constitution.

13.01 (a) item 6.0

~~6. Lesbian, Gay, Bisexual, and Transgender Workers (LGBT)~~

6. Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual + (2SLGBTQIA+ or Pride) Workers

As well all other uses of the prior name or acronym(LGBT) in the Local 111 Bylaws (example article 10.05) will be updated to 2SLGBTQIA+ or Pride.

Submission 9 - New, Committee Terms of Reference

Submitted on behalf of the Local 111 Political Action Committee, Jason Robinson, 83554

Union in Politics Committee Terms of Reference

Structure

The committee will be made up of members of the local that have an interest and are active in politics. The committee will consist of 2 co-chairs, and recording secretary elected from the committee members.

The committee will meet quarterly at minimum as well as needed depending on issues to be dealt with.

Objectives

To advocate for the labour movement by taking action to influence political change to better working conditions for all.

Responsibilities

The duties of of the committee will include but not limited to;

Educating our members on campaigns to better our working conditions

Advocate for legislation changes to improve working conditions

supporting other unions in there fight for their issues

Educate members on legislation that affects our workplace and working conditions

attend meetings that have influence our workplace.

meet with candidates to determine level of commitment to address transit related issues

to decide support

Events

hold events at the depots as needed to inform members of upcoming elections and

present the platforms of transit focused candidates

Budget

Committee financial requirements will be taken from the UPC fund in accordance with by-law 18.73 (b).

Submission 10 -

Submitted by, Karanvir Singh, 87209

I move that the bylaws/constitution of Unifor Local 111 be amended as follows:

1. That Item #14 (Trustees) under "Members at Large" be deleted in its entirety.
2. That the "Trustees" paragraph be removed in full, including the line:
"For the purpose of quorum, the trustees are counted as a single unit."
3. That all references to Trustees within this section be removed accordingly to reflect this

change.

Submission 11 -

Submitted by, Balbir Mann, 52081

Existing Bylaw:

18.71 Death Benefit Fund

A levy of two dollars (\$2.00) per member, per month based upon the membership list provided by the Employer shall be set aside in a Death Benefit Fund. The levy shall be in addition to the dues set out in the Unifor National Constitution. The sole purpose of this fund shall be to provide a two thousand five hundred dollar (\$2500) benefit to the designated beneficiary of a member who has passed on. It is payable to the beneficiaries of those members who have contributed to the fund since February 18, 2000. (A copy of the death certificate must be submitted.)

Be Amended to Read:

18.71 Death Benefit Fund

A levy of two dollars (\$2.00) per member, per month based upon the membership list provided by the Employer shall be set aside in a Death Benefit Fund. The levy shall be in addition to the dues set out in the Unifor National Constitution. The sole purpose of this fund shall be to provide a three thousand dollars (\$3000) benefit to the designated beneficiary of a member who has passed on. It is payable to the beneficiaries of those members who have contributed to the fund since February 18, 2000. (A copy of the death certificate must be submitted.)

Note: if this motion comes before the membership in the future it will need to be amended to add a levy of \$12.50 per member/per month on top of existing dues to fund this benefit. According to a financial audit the fund is currently under funded by over \$1,000,000.

Submission 12 -Updates to the Education Committee TOR

Submitted by, Rob Sangara, Education Committee

See the body of document for proposed changes

Unifor Local 111 Education Committee Vision Statement & Objective

Vision Statement

By encouraging our Membership in a progressive learning environment, we encourage the development of strong, informed Activists and Representatives.

Objectives

- Identify training needs, request courses and coordinate union education.
- Develop courses and educational resources to fill the needs of the Local.
- Ensure effective communications with training sources (e.g., Unifor Regional and National Offices and other labour bodies, employer, community groups and agencies).
- Coordinate access to educational opportunities by effectively notifying the Membership and Representatives of learning opportunities.

Unifor National Constitution Article 15

D: LOCAL UNION COMMITTEES

1. A Local Union should establish the following Standing Committees:
 - Constitution and Bylaws
 - Education
 - Environment
 - Recreation
 - Community Services
 - Human Rights
 - ~~Lesbian, Gay, Bisexual and Transgender (LGBT)~~ **Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual + (2SLGBTQIA+ or Pride) Workers**
 - Black, Indigenous Workers of Colour (BIWOC)
 - Workers with Disabilities
 - Union in Politics
 - Women's
 - Young Workers
 - Health and Safety
 - Employee and Family Assistance Program Committee (EFAB)
2. A Local Union may decide to consolidate Committees or establish additional Committees.
3. Local Union Standing Committee members may be elected or appointed by the Local Union Executive Board.

Activities

- Conduct a needs analysis from time to time using various tools (e.g., canvassing, questionnaire, liaison with the Local Executive and other committees).
- Obtain information on learning opportunities offered by the Union, and other labour bodies.
- Provide input into the Unifor Regional Education Plan.
- Develop an annual education plan for the Local, as revised from time to time.
- As required by the Local bylaws develop a budget and submit it to the Local Executive and/or President for approval.
- Actively communicate with the Membership on learning opportunities (e.g., through representatives, email, the Unifor 111 website, and posted bulletins).
- Bookmark Union Education on the Unifor National website and check regularly for updates (<http://www.unifor.org/en/member-services/education>).
- Recruit, register, and recommend members applying for union courses, conferences, and other union education programs.
- Contribute articles or other information on union education to the local newsletter on a regular basis.
- Maintain a record of all union education completed by each member.
- Provide input on changes to the local bylaws that will improve Membership access to union education.

- Liaise with the Property Representatives and Chief Job Stewards on the training needs of local stewards and other union representatives.
- Maintain a speakers' list and training resources on a variety of topics and update from time to time.
- Receive reports from members who have received financial support to attend educational opportunities.

Committee Structure

The Committee will consist of a minimum of 3 members. Every effort will be made to ensure the Representatives reflect the diversity of the workplace.

The Committee will elect 1 Chairperson, 1 Co-Chairperson and 1 Recording Secretary **OR 2- Co-Chairpersons and 1 Recording Secretary** from the Representatives.

The Officer in Charge of the committee and/or President of the local may appoint members at large.

Responsibilities

- The Committee Chairperson/**Co-Chairperson** will liaise with the Local Executive through the Officer in charge.
- The Committee Chairperson/**Co-Chairperson** (or a member of the Local Executive) will arrange with the employer to obtain time during working hours for committee members to meet and to participate in the activities of the committee. They will negotiate training time and/or expenses for staff to participate in on-site and off-site learning activities.
- The Committee will review its Terms of Reference yearly.
- All members of the Local will be encouraged to forward any information or requests on learning opportunities to the Committee.
- The Committee will maintain an email group of contacts on each property who will circulate information on union education.
- The Committee Chairperson/**Co-Chairperson** will provide Committee members with any information received by the local that relates to education.
- The Education Committee will name the Local's Representative(s) to organize joint union/employer learning activities.
- The Education Committee will coordinate registrations for training and maintain reports of Membership attendance (including reasons for nonattendance).

Meetings

- Members will meet on a ~~bi-monthly~~ **quarterly** basis or as needed.
- Decisions will be made by majority vote after due consideration and discussion.
- The Committee will identify ways to divide the work of the Committee so that meeting time outside of working hours is kept to a minimum.

Resources

- Membership list.
- Contact list of Local Executive, other Local Officers, Stewards, Committee members and any other Representatives of the Local.
- Terms of Reference & Procedures for Local Education Committee.
- Unifor National Education schedule.
- Website address of Unifor local and national.
- Information on developing learning plans.
- Application forms.
- Approved budget.
- Sample surveys.
- Designated Discussion Leader list.
- Speakers' list.
- Local bylaws.

Records

- Registry of members who have attended union courses.
- Copies of completed application forms, including a system of forwarding completed applications of recommended applicants by the respective deadline dates.
- Minutes/reports of committee meetings and other records of committee activities.
- Copies of posters and other communication relating to education organized or supported by the committee.

Budget

The Committee will have an annual budget as-per local bylaws.

The Committee will provide recommendations to the Local Executive on the various allocations (e.g., "top-up" for weekend and other programs; financial assistance for members to attend conferences and other learning opportunities; cost sharing partnership with labour partners).

Report

The Committee Chairperson/**Co-Chairperson**-will report on the activities of the Committee to each meeting to the Officer in Charge to be presented at each meeting of the Local Executive Board.

Evaluation

The Committee will develop its own evaluation tools (e.g., evaluation forms for various seminars, number of members registering and applying for courses, activity level of "graduates"). And evaluate its work on an ongoing basis.

~~PEL Course Application Local Involvement Questionnaire~~

1. ~~Do you attend Property Meetings General Membership Meetings? If yes, which ones and how often?~~
2. ~~Do you CURRENTLY hold any positions locally or at the property level in the Union i.e.: including being an ACTIVE steward? If so, please explain in more detail.~~
3. ~~Have you ever participated in any of the following: Local sponsored events? Protests or community actions? Picket line support? Union programs, events, or projects for your Local? If yes, what, and when?~~
4. ~~Have you ever taken any Labour related educational courses (i.e.: CAW, Unifor, BC Fed, etc.) or applied for a Paid Education Course before? If yes, what, and where?~~

For Reference (to be completed by Property Rep or Chief Job Steward):

Reference Name (please print)

Active Job Steward YES NO

Does this member attend call-ins (If so, how often?)

Date: _____ Signature: _____

By signing this document, I am recommending the abovementioned applicant. They should be considered for the PEL course they are applying for.

PEL and Area Course Application Local Involvement Questionnaire

Do you attend Property Meetings, General Meetings or call-ins? If yes, which ones and how often? (Sign-in logs may/will be used to verify).

Course Name:	Course Date:
Applicant Name:	Sen #:
Depot:	Phone #:
Email:	Signature:

Do you CURRENTLY hold any positions/committees locally or at the property level in the Union i.e.: including being an ACTIVE steward? If so, please explain in more detail such as how many call-ins you attended the past 3 months (call-in logs may/will be used to verify).

Have you ever participated in any of the following: Local sponsored events, protests, community actions, picket line support, union programs, and/or events/projects for your Local? If yes, what and when?

Have you ever taken any Labour related educational courses (i.e., CAW, Unifor, BC Fed, etc.). If yes, what and when?

Please submit the following:

1. A **COVER LETTER** along with your application, stating in detail why you want to take the course, and how you will use this education to help the membership.
2. Application Form – **this form MUST be completed in FULL.**
3. Pre-requisite for all courses is the Job Steward/Our Union in Our Workplace 1 Day Course.
Year course was taken:
4. If currently on STD/LTD or off on Worksafe, you cannot apply.
5. Do not apply for a course that coincides with your AV.
6. If applying for Paid Education Leave (PEL) Courses: One application per segment.
7. Deadline date for application is

The Education committee will be contacting your respective Property Rep and Chief Job Steward for their recommendations and verification of your involvement as an ACTIVE Job Steward.

Please send your completed Application Form by the Deadline date via email. Email: officeadmin@unifor111.com

LATE & INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED – NO EXCEPTIONS!

PEL Selection Process

1. Application Package

- Available at <http://www.unifor111.ca>, as well as in hard copy on each property.
- **Every effort will be made to ensure the members chosen to reflect the diversity of the workplace.**
- Comprised of:
 - Local involvement questionnaire.
 - Cover letter.
 - Applicant must confirm receipt of application by phone call or by e-mail to the Education Committee
- ~~PEL application must be signed by Property Representative or Chief Job Steward.~~ **The education committee will be contacting the member's Property Rep and Chief Job Steward for their recommendations and verification of the member's involvement as an ACTIVE Job Steward.**
- A member may only apply for one course each quarter.
- A member may only attend PEL one (1) time per calendar year, ***unless under special consideration.***
- A member must wait **3 2** months after completing the Our Union in Our Workplace course, before applying for any PEL course, ***unless under special consideration.***

2. Education Committee

- Education Committee will also consult General Meeting & Property Meeting attendance books to confirm regular attendance, if required.
- This information is attached to the application package and forward to the Selection Committee.

3. Selection Committee

- All applications are received by the local PEL Selection Committee (3 members).
 - Officer in Charge or designate.
 - Chair of the Education Committee or designate.
 - Education Committee Member or designate.

4. Local Executive Board

- Applications approved by the Selection Committee are forward to the local Executive Board.
 - All applicants, regardless of the success of their application, will receive a response letter **via email**.

5. Post Course Follow-up

- Applicants must write a brief report (within 2 weeks of completing course) on their experience in Port Elgin and their plans to utilize their education in the Local.
 - No new applications for any other courses will not be considered until PEL report has been submitted to the Education Committee.
- The report be local will be submitted to the Education Committee and forwarded to the local Executive Board / Officer in Charge.
- A record of all applications, response letters, and post-course reports will be maintained by the Education Committee.
- All PEL applicants will have a 6-month period to evaluate if knowledge and experience acquired after completing a course is being put towards benefitting the Membership.
 - After that 6-month period the Education Committee and the Chief Job Steward will meet with those who have completed PEL courses for an evaluation and assignment of duties.

Registration for Local Courses

Including the Our Union in our Workplace, and any other Local 111 developed course, 1-day Local Area Schools, and 3-Day Courses. education@unifor111.com

All interested members must register via e-mail to the Education Committee

- E-mail should contain name, property, seniority number, and course name / date.
- All applicants receive a response letter regarding their application.
- Other than the Our Union in our Workplace, and any other Local 111 developed course, all applications are sent to the National, after local approval.

- Any applicants for courses where lost time is paid by the local will be reviewed by the local Executive Board.

Registration Approvals and Conferences

Our Union in our Workplace, and all Local 111 Developed Courses

- Every effort will be made to ensure the members chosen to reflect the diversity of the workplace.
- All applicants receive a response letter regarding their application.
- Registration is confirmed by e-mail two weeks prior to the course date.

1-day Local Area Schools

- ~~Every effort will be made to ensure the members chosen to reflect the diversity of the workplace.~~
- ~~All applicants receive a response letter regarding their application.~~
- ~~Local Area Schools are open to all locals.~~
- ~~Registration is confirmed by e-mail two weeks prior to the course date.~~

1 and/or 3-day Area Courses (and any other course with lost time paid)

- Available at <http://www.unifor111.ca>, as well as in hard copy on each property.
- **Every effort will be made to ensure the members chosen to reflect the diversity of the workplace.**
- Comprised of:
 - Local involvement questionnaire.
 - Cover letter.
 - Applicant must confirm receipt of application by phone call or by e-mail to the Education Committee
- ~~3-Day area course application must be signed by Property Representative or Chief Job Steward.~~ **The education committee will be contacting the member's Property Rep and Chief Job Steward for their recommendations and verification of the member's involvement as an ACTIVE Job Steward.**
- All applicants receive a response letter **via email** regarding their application.
- A member must wait 2 months after completing the Our Union in Our Workplace course, before applying for a 1 or 3-Day area course, **unless under special consideration.**
- **The 1-Day Being an Active Job Steward will be offered to members who would want to be more involved as Union Reps. This course will be the prerequisite for the 3-Day GHWL which will be for ACTIVE Stewards only, with recommendation from their respective Property Rep and/or Chief Job Steward.**
- Registration is confirmed by e-mail two weeks prior to the course date.

Post Course Follow-up

- Applicants must write a brief report (within 2 weeks of completing course) on their experience and their plans to utilize their education in the Local.

- o No new applications for any other courses will not be considered until report has been submitted to the Education Committee.
- The report be local will be submitted to the Education Committee and forwarded to the local Executive Board/Officer in Charge.
- A record of all applications, response letters, and post-course reports will be maintained by the Education Committee.
- All area school applicants will have a 6-month period to evaluate if knowledge and experience acquired after completing a course is being put towards benefitting the Membership.
 - o After that 6-month period the Education Committee and the Chief Job Steward will meet with those who have completed area courses for an evaluation and assignment of duties.

Bulletins & Postings

General Posting Guidelines

- Properties are asked to post educational opportunities at least two weeks prior to the application deadline.

Call Letters/Accepting Applications Bulletins

- Include expiry/application deadline in all bulletins.

Records

Attendance

- Members must sign in for each day of each course.
- A record is kept of what courses members have completed.
- Attendance records will be maintained by the Education Committee for the reference of the Local.

Resources

- Education materials, including course documents, are kept in the Local office.
- Every effort will be made to keep education materials in an electronic format, as well as in hard copy.
- Refer to Bylaw 18.51.

I move to adopt the above “Unifor Local 111 Constitution & Bylaws Committee Report” to the April 2026 General Membership Meeting as read, and place it in the meeting minutes.

Unifor Local 111 Constitution & Bylaws Committee

unifor111bylaws@gmail.com

Shawn Aggarwal, Jason Robinson, Krista Lee Hanson

3) ARBITRATIONS

(a) I, David Andrews, BTC, #87990, move that Local 111 take my termination to arbitration.

Submitted by David Andrews, BTC, #87990
AM: Second: Michelle Fullard, VTC, #64822
PM: Second: Ray Beattie, CTS Officer
AM: 11/13/01
PM: 08/16/02
TOTAL: 19/29/03
M/S/DEFEATED

AM:

David Andrews, BTC, #87990: Spoke in favor of his case; Michelle Fullard: Looking for clarity; Mike McMillan, President: Probation employees, CMBC they have contractual language. Probation language in CBA is Article 2.04; Mehdi Adilipour, BTC, #52944: Did anyone from the union sit with you? And grieve the preventable? David Andrews, BTC, #87990: Yes, but no it was not grieved by the union; Mike McMillan, President: All in favor in taking David Andrews, BTC, #87990 to arbitration?

PM:

David Andrews, BTC, #87990: Spoke in favor of his case; Balbir Mann, STC, #52081: Clarification questions; Mohammed Jahromi, BTC, #84384: Spoke against it; Jas pal, VTC, #82134: Clarification questions; Michelle Fullard, VTC, #64822: Clarification questions; Mike McMillan, President: Spoke facts from the file regarding the case;

(b) I, Roque Benigay, BTC, #85333 move that Local 111 take my 1 Day Suspension to arbitration.

Submitted by Roque Benigay, BTC, #85333
AM: 14/04/00
PM: 52/00/00
TOTAL: 66/04/00
M/S/CARRIED

AM:

Roque Benigay, BTC, #85333: Spoke in favor in his case; Jane Robinson, BTC, #82873: Spoke in favor; David Andrews, BTC, #87990: Spoke in favor; Andy Johnston, PTC, #66615: CMBC employee is responsible for the compass pass; James Findlay, BTC, #83416: Spoke in favor; Mehdi Adilipour, BTC, #52944: Call the question?

Second: Jessie Rana, Recording Secretary
25/00/00
M/S/CARRIED

Mike McMillan, President: All in favor in taking Roque Benigay, BTC, #85333 to arbitration?

PM:

Roque Benigay, BTC, #85333: Spoke in favor in his case; James Findlay, BTC, #83416: Spoke in favor; Jane Robinson, BTC, #82878: Spoke in favor; Christopher Mulvena, BTC, #83844: Spoke in favor; Jas Pal, VTC, #82134: Spoke in favor; Balbir Mann, STC, #52081: Clarification questions;

4) NOTICES OF MOTION

(a) I, Christopher Macuha, RTC, #83425 & Cheryl Brooks, BTC, #86227, move that Local 111 donate up to \$3,000.00 for the Filipino Heritage Month event on June 26, 2026. Following the tragedy connected to Lapu-Lapu event last year, it is especially important to create spaces for healing, reflection and community support.

Submitting by Christopher Macuha, RTC, #83425 & Cheryl Brooks, BTC, #86227

Second: Jessie Rana, Recording Secretary

Second: Mike Lazuk, STC, #52531

AM: 25/00/00

PM: 53/00/00

TOTAL: 78/00/00

M/S/CARRIED

AM:

Jessie Rana, Recording Secretary: Spoke in favor; Jasmeen Thind, Financial Secretary: Spoke in favour; Mehdi Adilipour, BTC, #52944: Call the question?

24/00/01

M/S/CARRIED

PM:

Christine Ramos, VTC, #86068: Spoke in favor; Balbir Mann, STC, #52081: Spoke in favor; Cris Romero, HTC, #84524: Spoke in favor;

(b) I, James Findlay, BTC, #83416, move that the union provide a financial contribution of \$500 to support the 1st Annual "Stand-by Classic" Ping Pong Tournament open to all drivers at Burnaby Transit Centre (BTC). This money will be used to give awards and gifts to the participants. This is consistent with contributions made to similar member engagement activities across other depots.

Submitted by James Findlay, BTC, #83416

Second: Jasmeen Thind, Financial Secretary

Second: Jessie Rana, Recording Secretary

AM: 24/00/00

PM: 46/01/00

TOTAL: 70/01/00

M/S/CARRIED

AM:

James Findlay, BTC, #83416: Spoke in favor; Jane Robinson, BTC, #82873: Spoke in favor; Michelle Wilson, BTC, #73736: Spoke in favor;

PM: James Findlay, BTC, #83416: Spoke in favor; Jas pal VTC, #82134: Spoke in favor; Miguel Rivero Garcia, VTC, #85532: Spoke in favor; Christine Ramos, VTC, #86068: Spoke in favor; Deep Sahota, VTC, #87842: Spoke in favor; Cris Romero, HTC, #84524: Spoke in favor;

(c) I, Michelle Harlow, VTC, #64822 propose that we stop allocating union money for a singular, costly water park event that the majority of members don't get the benefit of. Instead, we could be using that money more prudently for more inclusive union activities to be determined by the membership at a later date.

Submitted by Michelle Harlow, VTC, #64822

Mike McMilan, President: OUT OF ORDER

(d) I, Michelle Harlow, VTC, #64822 propose that paid union reps wear name tags at all sign ups and all union events to familiarize and visibly indicate to the membership who are the funded sources of union help available to assist them.

Submitted by Michelle Harlow, VTC, #64822

Second: Ophelia Li, VTC, #85919

Second: Chris Mulvena, BTC, #83844

AM: 00/17/05

PM: 06/15/09

TOTAL: 06/32/14

M/S/DEFEATED

AM:

Michelle Harlow, VTC, #64822: Spoke in favor; Jane Robinson, BTC, #82873: Spoke against the motion; Michelle Wilson, BTC, #73736: Spoke against the motion; Derek Metz, PTC, #82001: Spoke against the motion; Jason Robinson, BTC, #83554: Spoke against the motion;

PM:

Michelle Harlow, VTC, #64822: Spoke in favor; Jane Robinson, BTC, #82873: Spoke against; Sybil Joshep, HTC, #84698: Spoke against; Parm Johal, VTC, #82454: Spoke in favor; Sybil Joseph, HTC, #84698: Call the question.

42/00/00

M/S/CARRIED

5) ARBITRATIONS

(a) I, Ranjit Grewal, VTC, #88364 move the motion to take my termination to arbitration.

Submitted by Ranjit Grewal, VTC, #88364

MOVED TO NEXT GM AS PER RANJIT GREWAL, VTC, #88364.

6) DONATIONS

7) OFFICERS' REPORT

JASMEEN THIND – FINANCIAL SECRETARY

January 2026 Financial Statements

- Total income for the month of January 2026
 - Which includes Union Dues – \$504,423.49
 - Interest Collected – \$1,415.56
- Expenses:
 - Per Capita ----- \$205,628.56
- Total Book Offs for January 2026 --- \$107,355.90
 - Conventional Book Offs ----- \$97,742.04
 - CTS Book Offs ----- \$6507.22
 - General Account Balance ---- \$69,458.32
 - Overall Account Balance ---- \$80,727.60

February 2026 Financial Statements

- Total income for the month of February 2026
 - Which includes Union Dues – \$501,173.85
 - Interest Collected – \$1265.06
- Expenses:
 - Per Capita ----- \$204,139.79
- Total Book Offs for February 2026 --- \$107,045.21
 - Conventional Book Offs ----- \$95,015.32
 - CTS Book Offs ----- \$7121.75
 - General Account Balance ---- \$48,273.73
 - Overall Account Balance ---- \$70,845.48

- I haven't received the correct invoices for March 2026 from CMBC, so there is no financial statement for March 2026.
- We received a call from a member regarding the wording on pay stubs. Currently, when a member is suspended, the pay stub shows LOA Suspension No Pay. I spoke with the Director of Labour Relations and Payroll manager, and this has now been updated. Going forward, the word suspension will be removed, and it will show LOA S – No Pay instead.
- One of our members had not received their pay increase since May 2025 and was still at \$33 per hour. By February 2026, they should have been at the full wage rate. I spoke with the Payroll Manager to solve this issue. The member has now received their retro pay, and their pay statements reflect the correct rate.

The correction was made in the next pay period after it was brought to our attention.

- We did a test for My HSE at HTC to see how long it takes for a member to complete the Workplace incident without employee injury report. We had a member from each depot to complete the report. It took each member more than 27 minutes to complete the report. We will be talking to the employer about getting more time to fill the reports.
- Went to all the depots, attended second stages and member meetings, Property meetings.
- A probationary member was terminated and was brought back on second stage.
- Attended Lunar New year and Black History Month and Vaisakhi Celebration at our union office and International Women's Day celebration at Fraser View Hall.
- Our Support staffs Contact expired as of March 31,2026. I will be working with there representative.

MOTION TO ADOPT
33/00/00
M/S/CARRIED

RAY BEATTIE – CTS OFFICER

Bargaining:

- Actively involved in the Bargaining process for CTS.
- Company looking for clarification on a couple of proposals.
- I met with a couple of members of the CTS Committee to discuss CTS proposals, and which ones are the upmost priority.
- Will be involved again during May sessions.

Other:

- 3 new shuttle classes in March, bringing our total casual count to over 190.
- Harb and I met with Derek Stewart of Central Safety to further discuss the potential barrier for shuttles.
- Derek provided some information about the meetings he has had with engineering. He also mentioned that they are reaching out to manufacturers and available vendors to see what they can propose.
- There are 78 new shuttles coming at the end of 2026/beginning of 2027. They will look to see if a retrofit will be possible. Capital for a retrofit would have to be approved from Translink.
- We are going to arrangement a risk assessment in the very near future. It will be a joint effort with all the stakeholders involved.
- There will be another follow up meeting sometime in May.
- Involved in a few LR meetings at HTC.

MOTION TO ADOPT
34/00/00
M/S/CARRIED

JESSIE RANA – RECORDING SECRETARY

- BCRC BIWOC – Month of April organized the Vaisakhi event, thank you for everyone who attended.
- Black history and Lunar New Year were both successful events. Thank you everyone for attending.
- Attended STC Property Meeting: still no answers or resolutions from the health and safety committee for any one of my questions and issues within the depot and loops. These issues are mainly health and safety committee related, the safety of our members is priority.
- On my non-Rec Sec days, non union days and on my driving days I am still actively involved in answering members questions and concerns via emails, phone calls and in person meetings on my own time.

MOTION TO ADOPT
40/00/00

MIKE MCMILAN PRESIDENT

- FIFA: 7 games and every game day there will be watch parties. CMBC is adding triple the service down Renfrew as the biggest watch party will be at the PNE.
- There will be short turns to the 19 Broadway, some detours for the 23 Pacific, 50 Chinatown will also be changing, Skytrain will be let off at Main street, R5 Burrard and 14 Kootney loop detours.
- CMBC have been speaking to us about bus lane enforcement. They want to start ticketing them. This is a trial for now.
- Bargaining: been at the table for the past few meetings for 13-14 hours. Few more dates coming up. Local 2200 is getting closer and the SeaBus has been done.

MOTION TO ADOPT
41/00/00
M/S/CARRIED

Christopher Mulvena, BTC, #83844: Other communities also have watch parties, such as Pitt Meadows, are they going to add service to the 701 or shuttles? Mike McMilan, President: I am sure they are but that is all that they have given me, however just like the Olympics it went out daily; Balbir Mann, STC, #52081: RE: Have they transferred members out yet? Have they exhausted their holding list? RE: Signup, member who was updating the sheets, during the sign-up member wasn't given the information therefore it is a waste of approximately \$17,000.00 every sign up. Who's in charge of sign up? Before going on holidays there should be a bulletin out, we wasted over \$17,000.00, the sign up reps that are supposed to update the sheets they do not get any information. STC property meeting: Fraser highway construction, traffic of direction changes, the speed changes, they need to get out there and do field tests, RE: The 24000 buses, we have them in STC the mirror inside blocks the outside mirror. That needs to be addressed; Mike McMilan, President: RE: Transfer, no, they will be signing up at the BTC depot, they are transferring junior ops from HTC, PTC, STC and VTC to help. They put out two holding list transfers. Harb is in charge of sign up

and Jason is helping. If it is an issue, we should have the safety committee out there. Alvin Acob, STC, #80389: Yes, we are trying to find out if we can move it. RE: Cement barriers: it is within specs, and we need to get out there and do an actual field test with a trainer; Christine Morison, HTC, #64935: RE: Bus Lane enforcement information? Mike McMilan, President: Right now, it is a pilot project and it will be the front camera of the bus; Jane Robinson, BTC, #82873: We got 6 extra trippers in BTC;

8) NEW BUSINESS

In Solidarity,

Jessie Rana

Unifor Local 111 Recording Secretary

Cell: 778.980.0489

E-mail: RecSec@Unifor111.com