

**ANNUAL GENERAL MEETING
ASSOCIATION OF RETIRED UPEI EMPLOYEES**

**Tuesday November 12, 2019
Room 243 McDougall Hall**

AGENDA

Call to Order: 2:00 pm

1. Approval of Agenda
 - a. Opening Remarks
2. Minutes of 2018 AGM
3. Business Arising
4. President's Report Wayne Cutcliffe
5. Treasurer's Report Ron Collins for Allan Hughes

Standing Order: 2:30 pm

6. Chaplaincy Centre: Student Support Sister Sue Kidd
 - a. Campus Food Bank
 - b. Soup/Chili Luncheons
7. UPEI Off-Campus Housing Chelsea Almeida
8. UPEI 50TH Anniversary Celebration, July Weekend
9. Pension Update Betty Jeffery
10. Health Trust Report Kay Ross for Velma Affleck
11. Winter Event (February)
12. CURAC Annual Conference
13. Nominating Committee Report Bob Mahen
14. Minute of Silence for Deceased Members
15. New Business
16. Adjournment

- Members are encouraged to bring non-perishable items for the Campus Food Bank.

Membership Fee: Yearly dues may be paid at the Annual Meeting
\$30.00 per year (December 1 to November 30)

Afterwards, enjoy a cup of coffee/tea and a sweet while chatting with friends.

**Minutes of
ANNUAL GENERAL MEETING
Association of Retired UPEI Employees
Tuesday November 12, 2019
Room 243 MacDougall Hall**

Present: Ron Collins, Wayne Cutcliffe, Isabel DesRoche, Cathy Dillon, Shirley Dillon, Doreen Foster, Don Gillis, Frances Gray, Ed Hanus, Norine Hanus, Betty Jeffery, Stephen Leath, Michael Liu, Scott MacDonald, Bob Mahen, Kaye Martell, Virginia McCarvill, Marion Morrison, Georgina Mulligan, Glenn Palmer, Terry Pratt, Andrew Robb, Kathleen Ross

Regrets: Velma Affleck, David Cairns, Rosemary Herbert, Jim Hancock, Allan Hughes, Verner Smitheram

1. Agenda

The meeting convened at 2:00 with 23 members in attendance. President Wayne asked for approval of the Agenda. Motion made by Terry Pratt and seconded by Ron Collins.

All approved with no additions.

2. Minutes of 2018 AGM

The Minutes of the 2018 AGM were reviewed and received without amendments.

Marion Morrison commented that she appreciated the email notices for deceased employees/retirees and their funerals.

3. Business Arising

The request to host CURAC 2022 has been submitted to UPEI, and the response should be received by the end of November 2019. The expectation is that more than 70 people may attend. Any monies made will be split between the national and local associations. UBC will host in 2020 and McGill in 2021.

4. President's Report

Let me start by thanking those individuals who served on your Executive this year

- Doreen Foster (Secretary), Allan Hughes (Treasurer), Bob Mahen (Past President)
- Six Directors Velma Affleck, Ron Collins, Fran Gray, Rosemary Herbert, Betty Jeffery, Kay Ross. Kay and Fran are departing the Executive and we thank them for their service the past three years.

Let's review our activities:

We plan for three major events; namely

- the AGM in November,
- a Winter University event in February (2019 Health Benefits) and
- the "Annual Ferne and Murray Stevenson Spring Social" in June.

The Executive meets in advance to plan these events and any other meetings plus emails as required.

Each year, our Association is invited to do a presentation (approximately 20 minutes) during the University's **Pre-Retirement Seminar**, usually in May. The spotlight is on an active retirement and encouraging healthy lifestyles. Also, we seize upon the occasion to promote the benefits of membership in the Association of Retired UPEI Employees.

Last November 27, 2018, we invited the membership for **Coffee, Conversation, Contribution** at the Development and Alumni Engagement Office on University Avenue. It was poorly attended so this idea was discontinued for 2019, but we will gauge interest for a coffee event over the coming year.

Membership: This year, we have 56 members, an increase of 6 members over 2018. People pay memberships at events, but the option is there to pay at the Alumni office on University Avenue.

Communication: Our method of communication is email which is coordinated through David Cairns. This results in being able to contact approximately 170 retirees living on PEI about our events. (We do not have contact information for about 90 names.), We abandoned sending mass postal mailings to retirees. For members without emails, Velma Affleck and Kay Ross is our informal telephone committee. If a telephone call from a member results in a request for a hard copy of information, then we will honor their request. You may contact an Executive member by emailing upeiretires@gmail.com.

Web page: Our web page on the University website was updated and contains information on our activities along with links to resources for retirees. There is a link to the CURAC website (curac.ca) which provides relevant information and periodic bulletins on issues of interest to seniors.

Each year, we request Human Resources (this year Matthew Tennyson) to provide the

- I. names of individuals who passed away within the last 12 months and
- II. names of recent retirees (access must be granted by the individual).

Chaplaincy Centre Student Support: Last November 2018, our Association committed to sponsor the November "Soup for the Soul" by providing volunteers and guaranteeing a minimum support of \$150. Also, some retirees volunteered for the Chili Luncheons during exams in December. Along with non-perishable food items, \$225.00 in cash contributions was raised for the Chaplaincy Centre through member donations last November (AGM, Triple C events).

Winter Event: The Winter University Event, held on February 15 2019, concentrated on retirees benefits. Megan Gee, Senior Employee Services Officer, Human Resources, outlined the benefits plans available to retirees along with answering questions from members and their spouses/partners.

- UPEI participates in the Interuniversity Services Inc. (ISI), which does volume purchasing for member institutions in Atlantic Canada. She discussed Group Life Insurance (\$10,000), Medavie Blue Cross (Faculty: Joint Benefits Management Committee; Staff: Supplementary Health Care Trust), Supplementary Health, Dental and Travel benefit plans (Canadian resident + provincial health plan): drug coverage (age 65), Travel (SSQ Financial, over 30 days, 6 months in province, pre-existing condition).
- Myrtle Jenkins-Smith, Executive Director of Development & Alumni Engagement, outlined UPEI's plans for celebrating its 50th anniversary.

UPEI 50th Anniversary Celebrations: On July 24, 2019, the Association of Retired UPEI Employees hosted an afternoon reception recognizing faculty and staff employed at UPEI during its first year, 1969-1970. A planning committee (Anne Love Committee Chair, Fran Gray, Georgina Mulligan and Jeanne Collins) were tasked with identifying and contacting individuals who worked at UPEI during its first year. As a result, 38 faculty and staff from that first year were in attendance. We estimate a turnout in excess of 60 people came to exchange stories

and renew friendships with former colleagues.

A short program featured music from this era along with a Milton Acorn poetry reading; we thank Fran Gray, Brent MacLaine and Maria Campbell for their contributions. Librarian Simon Lloyd assembled a poster collection from this time period for display. Light refreshments along with an anniversary cake were served.

UPEI's first president, Dr Ron Baker, made the trip from British Columbia to participate in the University's 50th Anniversary Celebrations; others attending from Nova Scotia were Ken Ozmon, Robert and Margaret Ellison and Jamie Muir.

The "**Annual Ferne and Murray Stevenson Spring Social**" was held at the Belvedere Golf Course on June 18, 2019 with approximately 60 people attending. There were three groups who enjoyed golfing on a sunny afternoon. A few people seized the option to participate in social games before the reception started. Several positive comments were received about the venue and the delicious meal that was served. A thank you is extended to Allan Hughes for coordinating this event, especially to those who donated prizes and to others contributing to this successful event.

The **2019 CURAC Conference** was held at the University of Guelph in May. Although we did not participate, information from this conference is available on the CURAC website. In particular, check out the 2019 Summer Bulletin (also accessible on our website). We maintain membership in CURAC since it is a great way to share ideas and develop contacts with other retiree associations. Our association submitted a request to the UPEI Administration for permission to host the 2022 CURAC annual conference on campus. If granted, then the CURAC Board will review our bid. Tentatively, I was invited to join the CURAC Board subject to a successful bid.

In conclusion, we welcome your ideas and suggestions as we work towards increasing our membership by providing meaningful information and social gatherings.

5. **Treasurer's Report**

Ron Collins (for Allan Hughes) presented the treasurer's report for the past year.

He noted that the unidentified \$3.75 expense was bank charges.

Previous year balance of \$292.22 + Yearly revenues of \$2,860.07 gives

Total Income \$3,152.29

Total Expenses \$2,563.80

Bank balance on November 12, 2019 was \$588.49

(Refer to attached Financial Statement)

Ron motioned to approve the report and seconded by Bob Mahen. Approved.

6. **Chaplaincy Centre: Student Support**

Sister Sue Kidd opened by saying that the Chaplaincy Centre is a "treasure" for UPEI and its students. 2019 is Sister Sue's 10th year as UPEI Chaplain, and stated that the Centre is the only designated Chaplaincy Centre in Canada. All faiths are welcomed. Sister Sue said that UPEI recruiters are often asked about what services are available for faith by potential students. The Chaplaincy Centre has a "heartbeat over there" says Sister Sue. She is not at the Centre during July and August as she is on a 10 month contract. There was some flooding at the Centre in the fall 2019 and it was temporarily closed for a couple of weeks for clean-up. A plan is in place by UPEI to make a ditch around the building in 2020 to disperse the water.

7. UPEI Off-Campus Housing

Chelsea Almeida's position is a new one since August 2019 to help find affordable housing for students because of the housing shortage crisis on PEI, mainly in Charlottetown and the surrounding areas. Housing needs to be safe and secure and affordable for the students. An agreement with the Dutch Inn in Cornwall provides affordable housing for students 18+ years. Meals are available at an additional cost, or students can sign up for the UPEI meal plans. Other housing is considered and researched, and \$600 for a room with no meals is considered a fair cost. Some housing options and other considerations are:

- I. Homestay- with meals.
- II. Co-Housing Program- Students live with an individual (senior) and the student does some chores in lieu of the senior having home care costs.
- III. Home Share International- This program began in London, England in 1999. UPEI is hoping to be in partnership with this Canada program in Sept 2020 or 2021. The program has a matching process for the international student and a host family. They also have a dispute process in place. When a match is made, the down payment would be made to UPEI, then UPEI pays the host family, and the family and the student come to an agreement for expectations of the living arrangements.
- IV. Veterinary students often come with their small and large animals, so housing requirement must also permit these pets.
- V. Graduate students bring their families looking for accommodations but these are not the responsibility of UPEI.
- VI. Bus routes are also very important for students, and they are more sporadic here on PEI, not like large cities in Canada.

Chelsea asked us to share the word about housing for students, and if anyone is interested in hosting a student, to please call her at UPEI.

8. UPEI 50th Anniversary Celebrations, July Weekend

Since this is a slide presentation, Wayne suggested that it be shown at the conclusion of the meeting.

9. Pension Update

Betty Jeffery reported that the Annual Pension Report and Pension Update were sent out in the mail. The Pension Plan is 100% financially healthy. Ron Collins remarked that a few years ago, the Plan was 85-86% funded, so complimented all involved in keeping it healthy.

10. Supplementary Health Care Trust Report

Kaye Ross presented the report as Velma was unable to attend the AGM. Refer to Appendix 1.

Faculty and Staff have some differences in their health plans. For clarification, retirees can access information on the UPEI Website, under Resources for Retirees.

Go to: www.upei.ca/hr/resources-retirees

11. Winter Event February 2020

The Executive will finalize plans for the 2020 winter event in February. The Executive are considering a panel discussion on health benefits as one possibility.

12. CURAC Annual Conference

As dealt with in the President's report, the 2019 annual CURAC conference was held at Guelph University. We did not attend, but information on this conference is available on the CURAC website. Forms were just submitted to the UPEI administration for permission to host the 2022 conference on the UPEI campus.

13. Nominating Committee Report

Past President Bob Mahen gave the nominating report.

These individuals completed the first year of their 2-year terms.

Wayne Cutcliffe	President
Allan Hughes	Treasurer
Velma Affleck	Director
Betty Jeffery	Director
Rosemary Herbert	Director

He stated that nominations for 2-year terms are for Secretary and a maximum of three Directors. The Vice President position is for one-year to complete this unfilled term.

Bob called for nominations from the floor, resulting in these people allowing their name to stand for election:

Vice President	<no nominations received>
Secretary	Doreen Foster
Director	Ron Collins
Director	Scott MacDonald
Director	Marion Morrison

With no further nominations, these individuals were elected to their respective positions. The Vice President position is open and could be filled by the Executive until the next AGM. Kaye Ross and Fran Gray were thanked for their service as Directors.

14. Minute of Silence for Deceased Members

We remember UPEI colleagues who passed away within the last twelve months.

These former colleagues are:

Gary Bradshaw (VP Finance & Facilities)	Rev. Charles Cheverie (Biology Professor Emeritus)
Emmett Dougan (Facilities Management)	J Ivan Dowling (Mathematics)
Louis Hanic (Biology)	Catherine Innes-Parker (English)
Brendan O'Grady (English Professor Emeritus)	Earl Wonnacott (Physics)

A Minute of Silence for these individuals was respected.

15. New Business

No new business was identified. Wayne reminded people that pictures from the 50th Anniversary celebrations will be shown. He thanked everyone for attending and invited them to stay for refreshments and conversations.

16. Adjournment

Meeting was adjourned.

Respectfully Submitted,

Doreen Foster
Secretary

Appendix 1 SUPPLEMENTARY HEALTH TRUST REPORT

Scope of Trust: Staff Supplementary Health & Dental Plan

For the 2018/2019 Fiscal:

- Approved 2018-2019 & 2019/2020 Trust Budget

- May 1, 2019 renewal
 - Both Medavie Blue Cross and Morneau recommended an increase to our supplemental health premium rate and a decrease to our dental premium rate.

 - To align the individual benefits, the Trusteeship has recommended a 7.9% increase in Single coverage and a 6.56% increase in Family coverage for health premiums and a 10% decrease in dental premiums.

 - The change in the individual health and dental rates does not change the employee's or employer's bi-weekly premiums paid, resulting in no change to the total premium paid.

 - Surplus currently represents 78% of annual projected claims and expenses.

Changes to Benefits:

- Effective May 1, 2019, a plan enhancement was made to the physiotherapy extended health benefit.

- The benefit increased from a maximum benefit of \$45/session with a 80% co-pay (\$36/session, maximum benefit payable), to the industry norm of the usual and customary fee set by Medavie Blue Cross with an 80% co-pay. This change is projected to increase health claims experience by 2%.

For information on your benefit coverage, UPEI Human Resources has "Resources for Retirees"

Go to: www.upei.ca/hr/resources-retirees

Appendix 2

Association of Retired UPEI Employees Financial Statement Period ending November 12, 2019

Balance forward November 13, 2018		\$292.22
Revenues		
Membership Fees (56)	\$1,680.00	
Members Social at Belvedere	\$1,180.00	
Interest	\$0.07	
<i>Total Revenues</i>	<u> </u>	\$2,860.07
Expenses		
CURAC Fees	\$37.50	
Chartwells - winter social	\$180.67	
Meal at Belvedere Golf Club	\$2,019.52	
Transposition error	\$72.00 *	
Singer - 50 year reunion	\$75.00	
Chartwells - 50 year reunion	\$247.36	
	\$3.75	
<i>Total Expenses</i>	<u> </u>	<u>\$2,563.80</u>
Bank Balance November 12, 2019		<u><u>\$588.49</u></u>

* Belvedere cheque written for \$2,091.52 in error.
\$72 credit at Belvedere for next year.