

ANNUAL GENERAL MEETING ASSOCIATION OF RETIRED UPEI EMPLOYEES

December 16, 2020
Online Zoom Meeting

AGENDA

Call to Order: 10:00 am

1. Approval of Agenda
 - a. Opening Remarks
2. Minutes of 2019 AGM
3. Business Arising
4. Chaplaincy Centre
 - a. Activities (Covid Impact) Sister Sue Kidd
 - b. Association's Student Support Wayne Cutcliffe
5. Minute of Silence for Deceased Members
6. President's Report Wayne Cutcliffe
7. Treasurer's Report Allan Hughes
 - Motion: If an individual passes away during the year in which they are a member, then their membership fee will be donated to charity.*
8. Pension Report Betty Jeffery
9. Health Trust Report Velma Affleck
10. CURAC Report
 - a. Annual Conference
11. Nominating Committee Report Bob Mahen
12. New Business
13. Adjournment

Memberships (December 1 to November 30)

- 2020 memberships are extended to November 30 2021
- The \$30 membership fee covers both the 2020 and 2021 years.

**Minutes of
ANNUAL GENERAL MEETING
Association of Retired UPEI Employees
Wednesday December 16, 2020
Online Zoom Meeting**

Present: Velma Affleck, David Cairns, Ron Collins, Sharon Cregier, Wayne Cutcliffe, Doreen Foster, Frances Gray, Jim Hancock, Rosemary Herbert, Allan Hughes, Betty Jeffery, Scott MacDonald, Bob Mahen, Marion Morrison, Verner Smitheram.

1. Agenda

The meeting convened at 10:00am with 15 members in attendance. President Wayne asked for approval of the Agenda. All approved with no additions.

2. Chaplaincy Centre: Student Support

With Sister Sue Kidd joining the meeting, this item was moved up in the agenda.

Sister Sue opened her remarks by thanking our members for being invited to speak about the impacts of Covid-19 at the Chaplaincy Centre. The Centre was deemed an essential service in March 2020, surprisingly because of the food bank and not the spirituality (more for body than soul). It is open on Wednesday evenings from 7-8 p.m. and on Tuesday and Thursday mornings from 10-12. Students must sign in for tracking purposes for Covid-19, and in June 2020, 300 students were using the services. In November, there were 242 students, being 100% international students. A student was hired to do shopping, specifically for international palates. The Centre will be closed Dec. 17, 2020 till January 5, 2021. Students can double up for foodstuffs for the holidays plus they are given a \$50.00 gift certificate. The UPEI President is matching any donations made to the Centre for December, so our Association donation of \$150.00 will be matched. The Chaplaincy Centre is the one place on campus that has people as students like to stay there, but sometimes need to be urged to leave because of Covid-19 protocols. UPEI has three hotels for students quarantining after travelling. Protocols are in place to check on the students while in quarantine. Tier 1 is students calling to check with the students to see how they are doing. Tier 2 is faculty members calling the students if they need specific requirements (groceries, essentials, etc.). Tier 3 is members of the Psychology Program who check on student's mental health, if required. Sister Sue said 300 international students will be in quarantine over the next month, and is thrilled UPEI supports the spiritual well-being of the students. Rosemary asked Sister Sue why so many international students are at UPEI and taking virtual classes. Sister Sue said it was because of the programs at UPEI, especially Nursing, Engineering, Business and AVC which require some in-class learning.

3. Minutes of 2019 AGM

The Minutes of the 2019 AGM were reviewed and received without amendments. Wayne thanked the Executive for all their efforts over the past year. Marion then extended thanks to Wayne for all his hard work and dedication to the Association. It has been appreciated by all members.

4. Business Arising- NIL

5. Minute of Silence for Deceased Members

UPEI colleagues who are not with us since last year's AGM are:

Dr. Ron Baker, UPEI's first President passed away on December 12.	
Eileen Blanchard (Psychology)	Charles Blouin (French)
Claire Bulman (President's Office)	Laurentia Carragher
Bob Curtis (AVC, Health Management)	Patricia Dorcas (AVC)
Albert (Ab) Ferris, (Business Administration)	Eugene Gallant (Facility Management)
Biao Qian (AVC)	Evelyn Read (Computer Services)
James Rigney (Chemistry)	Andrew (Andy) Robb (History)
Winnifred (Winnie) Robbins (Library)	Jim Ronan (Mathematics)
Robert Suen (Computer Science)	Tom Trenton (Sociology)
Richard Williams (Facility Management)	

A Minute of Silence was observed to remember these 18 individuals.

Two colleagues previously served on our Executive. **Eugene Gallant** was a charter member, serving as a Director for the first three years 1997-2000. We believe Eugene maintained his membership every year. **Andy Robb** served for six years, including two years as President from November 2009 to November 2011.

Wayne thanked our secretary, Doreen Foster, for volunteering to send condolences on behalf of the retirees association to the families (usually through the funeral home website).

6. President's Report

The President's report was circulated prior to the meeting and is attached as Appendix 1.

Wayne made brief comments on activities covered in his report and asked for questions. Members attending the meeting had read Wayne's report and some items were discussed. Marion then moved to accept the President's Report as presented. All agreed.

7. Treasurer's Report

Allan Hughes presented the treasurer's report for the past year.

Previous year balance of \$588.49 + Yearly revenues of \$1,351.98 gives

Total Income	\$1,940.47
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Total Expenses	\$ 819.96
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Bank balance on November 30, 2020 was \$1,120.51

(Refer to attached Financial Statement, Appendix 2)

The ten \$25 Sobeys gift cards were donated to the Campus Food Bank.

Allan motioned to approve the financial report and seconded by Dave Cairns. Approved.

This motion was moved by Allan Hughes and seconded by Dave Cairns.

If an individual passes away during the year in which they are a member, then their membership fee will be donated to charity.

Motion approved

8. UPEI Pension Plan

Betty Jeffery provided the following update on our pension plan.

The UPEI Pension Plan is a Jointly Sponsored Pension Plan. This means that plan governance (and risk) is shared between the Employer and the four campus unions. The Pension Plan is governed by a Sponsor Board and administered by a Board of Trustees. Each Board has four members appointed by the UPEI Board of Governors and four members appointed by each of the unions. In addition, the Board of Trustees has one retiree member appointed by the Employer (Kathy MacKenzie) and one retiree member appointed by the unions (Betty Jeffery).

Meetings of both Boards, as well as continuing education sessions, have continued throughout 2020 (via Zoom since the end of February). Despite Covid, our Pension Fund investments continue to do well. The 2020 Annual Report will be distributed to all members and retirees in late February 2021 or early March. Betty said the next review of the UPEI Pension Plan is 2022.

9. Supplementary Health Care Trust Report

Velma Affleck reported on changes to the staff health and dental plan, its fiscal surplus, and the federal requirement to convert to an Employee Life Health Trust. Refer to Appendix 3.

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

Marion noted that there seems to be less coverage for prescriptions all the time. Prescription amounts during Covid dropped from a 90 day supply to 30 to ensure a supply for all. Since the fall of 2020, supplies have recovered to a 90 day supply.

10. CURAC Report

Our Association maintains membership in CURAC, paying a fee based upon membership numbers. It is a great way to share ideas and develop contacts with other retiree associations. With membership in our Association, you become a member of CURAC and can access benefits offered by their Affinity Partners. Affinity Partners provide travel planning (Collette, Trip Merchant), home/auto insurance (Economical), trip cancellation (Johnson), health care insurance (Retired Teachers of Ontario,) and volunteer opportunities (Academics Without Borders).

The **CURAC Winter Newsletter** is posted on our website as well as theirs.

CURAC Conferences

- 2019 conference scheduled for UBC in May was postponed to October, and then cancelled. UBC will host the 2022 conference.
- McGill changed their 2021 conference to an online format, April 15, which coincides with McGill's Bicentennial celebrations.
- UPEI has tentative CURAC approval to host in 2023, the 150th anniversary of PEI joining confederation. By summer 2021, we must develop a financially viable plan or relinquish this conference.

CURAC has standing committees on Health Care Policy, Benefits, Pensions and Communications. Seize the opportunity to read 2020 CURAC healthcare committee bulletins. The January 2020

bulletin is *Medications and Older Persons* and the August one is *Strategies for an Aging Population: Maintaining Independence*. You can access these bulletins on our website projects.upei.ca/retirees and search under the CURAC menu.

Our Association participated in to a triennial “Non-Medical Benefits Survey” sent to member associations. A summary of the survey results (www.curac.ca/committees/benefits-committee and scroll down to surveys) deliver insights into the extent these benefits are provided by colleges/universities to retirees.

11. Nominating Committee Report

Wayne asked Ron Collins to present the nominating report.

Individuals who completed the first year of their 2-year terms are: Doreen Foster, Secretary; Ron Collins, Director; Scott MacDonald, Director; and Marion Morrison, Director.

Nominations (2-year term) received prior to AGM were:

President	Wayne Cutcliffe
Treasurer	Allan Hughes
Directors	Betty Jeffery and Rosemary Herbert

No nominations for Vice President

Velma Affleck was nominated and agreed to return as a Director. Wayne stated this is Velma’s 9th year on the Executive.

With no further nominations, these individuals are acclaimed to their respective positions.

The Vice President position is open and could be filled by the Executive until the next AGM.

12. New Business

Fran Gray stated that because of Covid, it is hard to plan ahead for 2021, Wayne said the June event may not happen, perhaps an event could be held in September 2021.

Sharon Creiger spoke of dogs being trained to sniff out Covid. A lively discussion took place about this; members remarked government should be informed. Sharon will forward a video to our members for information.

13. Adjournment

Meeting was adjourned.

Respectfully Submitted,

Doreen Foster
Secretary

Appendix 1 Presidents Report

I wish to thank 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, Rosemary Herbert, Betty Jeffery, Scott MacDonald and Marion Morrison.

Also, we extend heartfelt thanks to **David Cairns** who monitors and distributes information through email communication. You may contact Executive members by emailing upeiretirees@gmail.com.

Yearly Activities: The Executive plans events and other meetings/activities that take place.

Three major events are

- the AGM in November,
- a Winter University event in February (2020 PEI Seniors Drug Plan) and
- the “Annual Ferne and Murray Stevenson Spring Social” in June.

The Covid 19 pandemic shutdown in-person events since mid-March cancelling the

- ❖ Association’s presentation at the University’s **Pre-Retirement Seminar** (May)
- ❖ “Annual Ferne and Murray Stevenson **Spring Social**” (June)
- ❖ November “**Soup for the Soul**” entailing member participation and financial support.

Projecting for coming year, an in-person Winter Event will not happen, but maybe an online speaker presentation can work. A June Spring Social is unlikely, but perhaps it could be held in September, 2021. Let’s see how our province and the country recovers.

Membership: With the cancellation of our spring social, 2020 memberships dropped to 44 from the 56 members we had in 2019. Due to reduced activities, 2020 members will have their membership extended to November 30 2021. For others wishing to join, please write a \$30 cheque payable to “Association of Retired UPEI Employees” and mail to 30 Roper Drive, Charlottetown, C1A 6J3. An email receipt will be sent, and you will be deemed a member for both the 2020 and 2021 years.

Communication: Aside from in-person activities, the primary means of member communication is email and by posting documents on our website. Unfortunately, retirees are overlooked due to missing contact information or their contact information changed. If you know of individuals who do not receive our communications, please forward their contact information.

Each year, we request Human Resources (Megan Gee) to provide names of

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

Web page: Our web page on the University website is updated periodically with 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.

Winter Event: For the Winter University Event, held on February 21, **Jeanette McQueen**, President Elect PEI Pharmacists Association, was invited to speak on the PEI Seniors Drug Plan, changes at age 65, generic drugs, coverage for diabetics, dispensing fees and how pharmacists can help you. Slides of her presentation are on our website, www.projects.upei.ca/retirees, under the “Events Menu”.

Also, **Chelsea Almeida**, UPEI Off-Campus Housing Coordinator, gave a brief update on activities since her presentation at the November 2019 AGM.

UPEI Faculty Association Offer: An enormous “thank you” to the Faculty Association for their concern about retirees and graciously offering to help during the Covid-19 pandemic lockdown in April. President Sharon Myers extended their offer to pick up groceries/pharmacy items for retirees who were self-isolating. Almost 70 retirees responded saying they were coping well, appreciated the FA gesture, yet did not need help.

Chaplaincy Centre Student Support: Our Association commits to sponsor the November “Soup for the Soul” by providing volunteers and guaranteeing a minimum support of \$150. During December 2019, retirees volunteered for the Chili Luncheons provided to students during exams.

In April with Covid-19 cancelling our events, the Association of Retired UPEI Employees provided the Campus Food Bank with ten (10) Sobeys gift cards valued at \$25 each (i.e. \$250 contribution). While arranging the gift cards, Mr. Carl Cudmore, Sobeys Manager, West Royalty store, donated two additional \$25 gift cards for a value of \$50. Without a November 2020 luncheon, the Association donated \$150 to the Campus Food Bank which will appear on next year’s financial statement.

CURAC (Colleges and Universities Retiree Associations of Canada).

Here is a brief update as this an agenda item.

- The **2020 CURAC Conference** scheduled for the University of British Columbia in May was cancelled. We agreed to give UBC the 2022 conference which was tentatively held for UPEI with our Association having an option to host the 2023 CURAC Conference.
- The CURAC AGM, normally held during the conference, was postponed to an online meeting on September 30th. I participated in this meeting as each member association is entitled to one voting delate at their AGM.

Your ideas and suggestions are always welcome as we strive to deliver meaningful information and (in non-Covid times) facilitate social gatherings.

Appendix 2
Association of Retired UPEI Employees
Financial Statement
Period ending November 30, 2020

Balance forward November 12, 2019		\$588.49
 Revenues		
Membership Fees (45 - one for 2021)	\$1,350.00	
US exchange on membership fee	\$1.46	
Interest	\$0.52	
<i>Total Revenues</i>	\$1,351.98	
 Expenses		
Chartwells – AGM	\$146.22	
CURAC Fees	\$42.00	
Guest speaker - winter social	\$30.00	
Food bank	\$70.00	
QEH Foundation - in memory of Eugene Gallant	\$30.00	
Chartwells - winter social	\$180.49	
Upper Room Hospitality - in memory of Andy Robb	\$30.00	
Staples – supplies	\$30.00	
Sobeys - gift cards	\$250.00	
Service fees	\$11.25	
<i>Total Expenses</i>		\$819.96
 Bank Balance November 22, 2020		 <u>\$1,120.51</u> *

* Bank balance includes \$72 credit at Belvedere to be used in 2021

Appendix 3 SUPPLEMENTARY HEALTH TRUST REPORT

Scope of Trust: Staff Supplementary Health & Dental Plan

For the 2019/2020 fiscal:

- May 1, 2020 renewal –
 - o As of April 30, 2020, the UPEI Trust group had 1807 total participants. (37% Male and 63% Female)
 - o No change to health and dental rates for the 2020/2021 fiscal.
 - o Surplus currently represents 85% of annual projected claims and expenses.

- 2020/2021 budget was approved in April 2020

Changes to benefits:

- o In conjunction with the annual renewal, the Supplemental Health Trustees discussed the current Psychologist benefit with Medavie Blue Cross. The Trustees wanted to ensure that the benefit offered is in line with the Practitioners that are easily accessible on PEI.
- o As a result, the Trustees adjusted the Extended Health Benefit to include the Medavie Blue Cross Mental Health Benefit as the same rate of coverage as the current psychology benefit (\$2,000)
 - MBC Mental Health Benefit includes internet-enabled Cognitive Behavioural Therapy (iCBT), and Expanded Mental Health Practitioner coverage to include: Social Workers, Counselling Therapists, and Psychotherapist.

All Health & Welfare Trusts are required to convert to an Employee Life Health Trust (ELHT) by the end of 2020

- Requirement to convert HWT to a ELHT was announced in the 2018 Federal Budget
- The Health Trust is currently working on the CRA requirements and legal requirements of transitioning the existing HWT to an ELHT.
- New tax filing requirements for the Trust are required by the end of 2020.
- The Health Trust has until December 31, 2022 to ensure all governing documents and contracts are updated to reflect the new requirements under the ELHT.

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

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