

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

**December 10, 2021
Online Zoom Meeting**

AGENDA

Call to Order: 10:00 am (Part 1: Annual Reports)

1. Approval of Agenda
 - a. Opening Remarks
2. Minutes of 2020 AGM
3. Business Arising
4. President's Report Wayne Cutcliffe
5. Treasurer's Report Allan Hughes
6. Pension Report Betty Jeffery
7. Health Trust Report Allan Hughes
8. Standing Order 10:30
 - a. Nominating Committee Report Bob Mahen
9. Minute of Silence for Deceased Members

Call to Order: 11:00 am (Part 2: Looking Ahead)

10. CURAC Update/Questions (Presidents Report)
Annual Conferences, Committees, Newsletters, Benefits
11. Ideas and Activities for 2022
12. New Business
13. Adjournment

Memberships (December 1 to November 30)

- The \$30 membership fee for 2022 is waived.

Note: Due to time constraints on a (free) Zoom meeting, you will be sent two (2) Zoom links (namely, one starting at 10am and one for 11am).

**Minutes of
ANNUAL GENERAL MEETING
Association of Retired UPEI Employees
Friday December 10, 2021
Online Zoom Meeting**

Present: David Cairns, Janice Coffin, Ron Collins, Wayne Cutcliffe, Cathy Dillon, Doreen Foster, Kate Graham, Frances Gray, Rosemary Herbert, Allan Hughes, Betty Jeffery, Anne Love, Scott MacDonald, Bob Mahen, Marion Morrison, Terry Pratt, Ken Sulston

1. Agenda

The meeting convened at 10:00am with 17 members in attendance. President Wayne asked for approval of the Agenda. All approved with no additions.

Bob Mahen moved, Ron Collins seconded.

2. Minutes of 2020 AGM

The Minutes of the 2019 AGM were reviewed and received without amendments

Moved by Bob Mahen, seconded by Ron Collins.

3. Business Arising- NIL

4. President's Report

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

Wayne outlined some online activities, the November coffee social, membership engagement, our student support through the Chaplaincy Centre, CURAC activities and their resources. He asked for questions on activities reported.

Moved by Marion Morrison, seconded by Bob Mahen. Marion also expressed many thanks to Wayne for all his hard work for the retirees and the Association.

5. Treasurer's Report

Allan Hughes reported there was little financial activity during the year due to the Covid pandemic restricting our activities.

Previous year balance of \$1,120.51 + Yearly revenues of \$60.44 gives

Total Income \$1,180.95

Total Expenses \$ 152.50

Bank balance on November 30, 2021 was \$1,028.45

(Refer to attached Financial Statement, Appendix 2)

Motion to adopt by Allan. Seconded by Bob Mahen.

6. UPEI Pension Plan

Betty Jeffery, retiree appointee on the Board of Trustees, reported on our pension plan.

The UPEI Pension Plan is governed by a Sponsor Board and administered by a Board of Trustees. As a Jointly Sponsored Pension Plan, each of the Boards has an equal number of members appointed by the UPEI Board of Governors and by the unions. The Board of Trustees also has two retiree members – one appointed by the Employer and one appointed by the unions.

As you will have read in the 2020 Annual Report, our Pension Fund investments continued to do well, despite the challenges of Covid, and this remains the case as of the third quarter of this year.

Pension documents and other information is now available online at <https://www.upei.ca/hr/upei-pension-plan>. In recent years this information has been available online only to current members of the Plan – not to retirees. I would encourage you to take a look at the useful information there.

The 2021 Annual Report will be distributed to all members and retirees in the Spring.

Motion to adopt by Betty Jeffery. Marion Morrison seconded.

7. Supplementary Health Care Trust Report

Allan Hughes reported on the fiscal surplus keeping health and dental rates unchanged and then outlined three changes to staff benefits. Federal legislation requiring conversion to an Employee Life Health Trust is not passed due to the pandemic. 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

Motion to adopt by Allan. Dave Cairns seconded.

8. Nominating Committee Report

Bob Mahen, Part President, presented the nominating report.

Nominations for Vice President are for one (1) year to complete the term of this vacant position. Nominations (2-year terms) will be received for Secretary and a maximum of three Directors.

Nominations received prior to AGM are:

Vice President	<none received>
Secretary	Doreen Foster
Directors	Ron Collins, Scott MacDonald, Marion Morrison

Also, nominations for the completion (1-year) of one director term from 2020 will be accepted.

With no further nominations, these individuals are acclaimed to their respective positions. The constitution allows the Executive to fill the Vice President and Director position until the next AGM.

These individuals completed year one of their 2-year term: Wayne Cutcliffe, President; Allan Hughes, Treasurer; Betty Jeffery, Director and Rosemary Herbert, Director.

9. Minute of Silence for Deceased Members

A Minute of Silence was observed remembering our 14 UPEI colleagues who died within the past year.

Clarisse Arsenault (Facilities Management)	David Bradley
Hung Min Chiang (Psychology)	Larry Clark (Economics)
Ernie Doiron (Co-operative Education Business)	Robert E Doiron (AVC Porter)
Mike Foley (English)	Verna Gass (AVC)
Daryl Guignon (Biology)	Philip Koch (Philosophy)
Elizabeth MacDonald (Facilities Management)	Anne MacLeod (Nursing)
Margaret Morris (Registrar Office)	Geoffrey Paynter (Pathology&Microbiology)

When aware of a colleague's passing, our secretary, Doreen Foster, sends condolences on behalf of the Retirees Association to the families (usually through the funeral home website).

10. CURAC Update/Questions

Wayne asked that members take a look at the CURAC website for there are interesting bulletins and presentations, and information on benefits of being a member. Wayne is a voting delegate at CURAC, representing our Association.

11. Ideas and Activities for 2022

In-person events are dependent on the number of Covid cases and government restrictions.

Winter Event- This is held during the UPEI Winter Break week in February. This is a coffee social time and a speaker of interest to our retirees. Some suggestions for a speaker are the new residence/tour, concept of new medical school, theatre and music program.

June BBQ- The last two events were held at the Belvedere Golf Club and they have been well received. Previously, the bulk of our memberships are paid at this event. Members receive a lovely meal, some play golf, but other activities are there for non-golfers.

Coffee Socials- Perhaps a couple a year.

25th Anniversary- 2022 is the 25th Anniversary for our Association. Wayne thought perhaps an event marking this milestone could coincide with Alumni events in July. He will speak to the Alumni Office whether this could take place. Wayne explained that other Associations wrote stories about their University years. Perhaps we could write 25 stories for this event. Some ideas put forth were PWC to UPEI, UPEI Domain name for internet, UPEI Programs and Dept, Socials, UPEI Womens Groups, etc. Alumni possibly could help defray costs for this social event.

12. New Business

Any additional ideas for the Association, please forward to upei.ca/retirees, Dave will forward to Wayne and the Executive.

13. Adjournment

Meeting was adjourned at 11:30am

Respectfully Submitted,

Doreen Foster, Secretary

Appendix 1 Presidents Report

With Covid-19 and its variants still circulating in our province and the larger world, organizations and businesses had to adjust to a new normal which cancelled or severely reduced person to person interactions. For an Association such as ours, it meant that in-person gatherings such as the Winter University event (February) and the “Ferne and Murray Stevenson Spring Social” (June dinner) were cancelled in 2021.

Activities: Nevertheless, participation was mainly restricted to online events.

- The 2020 AGM along with the 2021 AGM were conducted online (via Zoom)
- UPEI has a pre-retirement seminar for employees considering retirement. Each year, Human Resources invite our Association to conduct a 30-minute session, usually done by the Association president. Although cancelled in 2020, the 2021 sessions were done (April 28) online via Zoom. Along with a short PowerPoint presentation, Allan, Betty, Scott and Marion from our Executive talked about how retirement transformed their lives. This produced a lively session giving people a range of perspectives on how their lives could change in retirement.
- CURAC Annual Conference was a virtual assembly on April 15 hosted by McGill marking McGill’s Bicentennial in 2021 which was open to members in all associations. Also, I represented UPEI retirees during the CURAC AGM (online) held June 23, 2021

And within the last month, there were these in-person events-

- In November “Soup for the Soul” student luncheons were resumed by Sister Sue Kidd, Chaplaincy Centre for the first time since early 2020. Three Executive members assisted the Athletics department who hosted.
- Coffee social on November 26 saw a good turnout of 24 people, including some recent retirees, along with some regrets. There were many positive comments as people enjoyed the social aspect.

Membership: Because of the Covid-19 pandemic, the UPEI Retiree Association has essentially been inactive since we are an “event driven” association. We extended 2020 memberships to 2021 resulting in 44 members including the two members who joined in 2021. For comparison, the pre-Covid year 2019 had 56 members. People join when attending events (i.e. have not responded well to an online world). Our 2020 online AGM was poorly attended; besides the Executive, five people participated. The Association is offering free memberships for 2022 and with the anticipated resumption of in-person events during 2022 hope to engage and recruit new members.

Communication: During this pandemic, the primary means of member communication is email and by posting documents on our website. To gauge our reach with retirees, an email requesting a response to a Doodle link was distributed to all retirees on our mailing list. The response was disappointing; less than 20% responded. Does this indicate a lack of interest or that emails are not read (many are UPEI emails)? (*Probably a combination*). When you meet retirees, ask them if they are receiving our emails. If not, have them forward their contact information, along with encouraging their participation in events.

Prior to our AGM, Megan Gee, Human Resources, provides names for recent retirees (if access granted) and individuals who passed away (during current year).

Web page: On the University website, check our webpage projects.upei.ca/retirees containing information on our activities along with links to resources for retirees. There is a link to the CURAC website (curac.ca) with useful information on their newsletters, committees, conferences and member

benefits. Their Health Care Policy Committee contains periodic bulletins on issues of interest to seniors. A newly formed Later Life Learning Committee is providing learning opportunities including access to online lecture series from member associations.

Chaplaincy Centre Student Support: Starting in 2018, our Association committed to sponsor the November ``Soup for the Soul`` by providing volunteers and guaranteeing a minimum support of \$150.

With the resumption in November 2021 of a ``Soup for the Soul`` student luncheon, the Association purchased six (6) \$25 gift cards. While arranging the gift cards, Mr. Carl Cudmore, Sobeys Manager, West Royalty store, donated an additional \$25 gift card. These cards enable students to purchase perishable items (e.g. milk, fruit) not available at the Campus Food Bank.

CURAC (Colleges and Universities Retiree Associations of Canada).

Here is a synopsis on their conferences.

- The 2021 CURAC Conference hosted by McGill featured a keynote speaker. Dr. Moshe Szyf, renowned in the field of epigenetics, talk entitled “Nature and Nurture: How early life experience changes our DNA narrative” explored the age-old question of the impact of nature and nurture on animals’ responses to stress, and ultimately, outcomes in life.
- The 2022 CURAC Conference is scheduled for the University of British Columbia in May. It is unclear if this will be online, in person or a combination of both. A virtual component enables association members to enjoy the presentations and engage in question periods.
- Although offered the opportunity to host the 2023 conference, our Executive declined this invitation. Our rationale conveyed to the CURAC Conference Committee through its Chair, Ginette Lamontagne was: *“We hoped that 2021 would enable us to resume events and rebuild membership. When we recover from this pandemic, it is unclear how many members will join the Association; our priority is to rebuild and engage new retirees. As a small association, we simply budget year-to-year (memberships cover expenses). With very limited financial resources and with this two-year shut down, our association was unable to build a reserve fund to back a conference. In essence, we are unable to cover any losses from a conference and would struggle if upfront money was required to secure services.”*

The CURAC AGM, usually held during the conference, was an online meeting in June. The first part was a business meeting with each association having one voting delegate. The second part was “Best Practices Round Tables” divided into smaller groups for discussion.

Appreciation: Let’s acknowledge the contributions of Velma Affleck who is departing the Executive after nine years of service and who represented the staff retirees on the Supplementary Health Trust Committee for several years. Thank you (a *well-deserved second retirement from Association work*).

Warm thanks to these Executive members for their help: Doreen Foster (Secretary), Allan Hughes (Treasurer), Bob Mahen (Past President) along with Directors Velma Affleck, Ron Collins, Rosemary Herbert, Betty Jeffery, Scott MacDonald and Marion Morrison.

David Cairns monitors and distributes information through our email communication. upeiretires@gmail.com. Thank you, very much for this work.

We are hopeful that social events will resume in 2022. The association is permitted, following Covid protocols, to proceed with a 2022 Winter Speaker Event in February event at the University. The Annual Ferne and Murray Stevenson Spring Social in June is our best attended event. Your ideas are valued: What activities create good interest/participation? What issues are of concern to you?

Appendix 2 Treasurer's Report

***Association of Retired UPEI Employees
Financial Statement
Period ending November 30, 2021***

Balance forward December 1, 2020			\$1,120.51
Revenues			
Membership Fees (2)		\$60.00	
Interest		\$0.44	
<i>Total Revenues</i>		<u> </u>	\$60.44
Expenses			
Food bank		\$150.00	
Service fees		\$2.50	
<i>Total Expenses</i>			\$152.50
Bank Balance November 30, 2021			<u><u>\$1,028.45</u></u> *

* Bank balance includes \$72 credit at Belvedere
Unknown when this credit can be used so a
cheque has been requested

Appendix 3 SUPPLEMENTARY HEALTH TRUST REPORT

Scope of Trust: Staff Supplementary Health & Dental Plan

For the 2020/2021 fiscal:

- May 1, 2021 renewal –
 - o As of Oct 31, 2020, the UPEI Trust group had 1745 total participants. (37% Male and 63% Female)
 - o No change to health and dental rates for the 2021/2022 fiscal.
 - o Surplus represented 90% of annual projected claims and expenses.

Changes to benefits:

- Effective May 1, 2021, standard vaccine coverage will be added to the Health Plan.
- Our mental health practitioner benefit now covers access to internet-based cognitive behavioural therapy (iCBT) through MindBeacon and AbilitiCBT. iCBT is a form of online, therapist-assisted support for mild to moderate anxiety and depression.
- Our physiotherapy benefit now covers virtual physiotherapy. Access an eligible provider through Medavie Blue Cross's Connected Care portal on your MBC mobile app or through your online account.

All Health & Welfare Trusts are required to convert to an Employee Life Health Trust (ELHT) by the end of 2022

- Requirement to convert HWT to a ELHT was announced in the 2018 Federal Budget
- The legislation has not yet been proclaimed; it was expected to pass in 2021 however delays have occurred due to the ongoing pandemic.
- We are currently in a holding pattern until the legislation is passed. However, in preparation for the conversion the Health Trust is currently working with legal on updating all of the Health Trust contracts and documentation to ensure that we comply with the new ELHT CRA requirements.
- The Health Trust has changed their fiscal year end from April 30th to December 31st so that the financial statements line up with the new tax CRA filing requirement for ELHT's.