

Minutes of
ANNUAL GENERAL MEETING
Association of Retired UPEI Employees
Friday November 25, 2022
Room 243 McDougall Hall

Present: Janice Coffin, Ron Collins, Cathy Dillon, Pat Doyle, Doreen Foster, Jim Hancock, Norine Hanus, Rosemary Herbert, Allan Hughes, Bob Mahen, Marion Morrison, Terry Pratt

Regrets: David Cairns, Wayne Cutcliffe, Doug Dahn, Bea Hartinger, Betty Jeffery, Scott MacDonald

1. **Agenda**

The meeting convened at 2 pm with 12 members in attendance. In the President's absence, Past President Bob Mahen chaired the meeting.

With Lacey Cobb, Human Resources, not feeling well today, Agenda Item 10 on "Retiree Benefits" will be removed.

Agenda approved with no additions. Ron Collins moved, seconded by Terry Pratt.

2. **Student Food Bank Donation**

Sister Sue gave a lively presentation that always engages conversations. She spoke of the increasing number of students dependent on the Campus Food Bank. They are now serving up to 165 students per week. The chapel will be closed during Christmas and New Years, so students were asked to sign up and receive food donations and a \$25 gift certificate for fresh foods during the holidays. The student card is being used to track the number of students using the food bank by the chip on the card, it only tracks numbers, but not the student identification number (privacy protocols). After Hurricane Fiona, the centre was providing soup to up to 400 each day for two weeks. Marion asked if families were helped, Sister Sue said yes, a couple of families. Ron asked if there were other ways to help students. Yes, there are other events to gather toques, mitts, coats, etc. They can be viewed through social media. Ron expressed it is a privilege to help where we can. Our Association increased our gift card donation to \$200 for the food bank. Doreen presented these to Sister Sue, and many members at the AGM donated gift cards as well along with food stuffs.

The next event is the Chili Luncheon on Dec 15, 2022. Our Association is confirmed for the Soup for the Soul event on Feb. 14, 2023. 6-8 people will be required, 2-3 the day before to prepare, and 2-3 to make soup, and 2-3 to serve on Feb. 14. There will be 3 soup events in the new year and chili in April.

3. **Minutes of 2021 AGM**

The Minutes of the previous year AGM were reviewed and received without amendments. Motion to adopt by Allan Hughes, seconded by Ron Collins.

4. **Business Arising- NIL**

5. Minute of Silence for Deceased Members

A minute of silence was observed remembering these 11 UPEI colleagues who are no longer with us.

Doris Anderson	Home Economics Professor Emerita
Harold Borstell **	Physics
Judy Callaghan	Library
Edward Hanus	Librarian
Virginia (Ginny) Kopachevsky	Library
Don MacCormac	Business Co-operative Education
Edgar MacDonald	Education
Susanne Manovill	Librarian
Catherine (Kaye) Martell	Registrar's Office
Donald Matthews	AVC Security Officer
F Alan Reesor	Music Professor Emeritus
Bonnie Suen	IT Systems and Services

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).

** Prior to the meeting, Wayne had an email from Lorraine Borstall, her husband Harold had passed on Nov. 19 2022. Harold retired in 1997. He was not on the deceased list prior to the meeting, Bob Mahon informed members at the AGM.

6. President's Report

The President's report was circulated prior to the meeting and is attached as Appendix 1. Bob commented that Covid has changed the way we interact for meetings and events the last few years. Some have been cancelled, some online by zoom, and some scaled down with protocols. This has affected membership somewhat. Some things the Association have participated in or held are-

- i. Coffee Get-together
- ii. June Luncheon- good turnout at the Charlottetown Hotel
- iii. CURAC Annual Conference. Betty Jeffery participated on-line for CURAC AGM.
- iv. Pre-Retirement Seminar- Wayne presented, and Betty, Scott, Marion and Dave spoke about their retirement.

Going forward after AGM-

- Coffee Get-together Dec 6 2022 at Smitty's
- Soup for the Soul is Feb. 14, 2023- Volunteering by Association members.

We hope to have more in-person events in 2023.

The Association is looking for some ideas.

One suggestion is to visit Confederation Centre Library; they have a library senior's club or library book club.

7. Treasurer's Report

Allan Hughes reported . . .

Previous year balance of \$1,028.45 + Yearly revenues of \$2,200.37 gives

Total Income	\$3,228.82
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Total Expenses	\$1,808.85
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Bank balance on November 21, 2022 was \$1,419.97

(Refer to attached Financial Statement, Appendix 2)

Allan remarked because of Covid, not much going on. Notice there is no payment to CURAC for membership fees, this is because there is no charge for under 100 memberships, so fee is waived. Allan moved to adopt, seconded by Terry Pratt.

8. **UPEI Pension Report**

Betty Jeffery, retiree appointee on the Board of Trustees, submitted this report on our pension plan:

You will have received two official Pension Plan communications this past year -- the 2021 Annual Report and then an Update. The Update (distributed in September) reported on the formal actuarial valuation as of April 30, 2022. This triennial valuation (required by the Canada Revenue Agency) found the Plan to be financially healthy, with a funded ratio over 100%.

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. In addition, the Board of Trustees has two retiree members – one appointed by the Employer (Kathy MacKenzie) and one appointed by the unions (Betty Jeffery).

As a reminder, pension documents and other information is now available online at <https://www.upei.ca/hr/upei-pension-plan>.

Ron commented on the health of the Pension Plan and that it is good to see an actuarial report required every three years. He extended compliments to Administration and all Board Trustees.

9. **Supplementary Health Care Trust Report**

Allan Hughes reported of a healthy surplus, the Trust will hold rates for one more year, but there will likely be a rate increase in the future. Barry Connell retired in May 2022 and Matt O'Neill was elected as Chair of Trust from June 1 2022 - May 2024. Allan also noted the name change and fiscal year date change in 2022 for the 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

10. **CURAC Update/Questions**

Bob advised members in attendance to look at the CURAC website; there is much information that could be of interest.

11. **Ideas and Activities for 2023**

Rosemary Herbert suggested perhaps a speaker from IT would update on the future changes to the upei.ca email address. Bob commented on some tweaking and emails bouncing back. The changes could put us in a group for retirees. Rosemary expressed concern because of future changes, members should go through their emails for those they want to keep or delete. What are the implications?

Jan Coffin suggested a tour of the Canada Games Building- The building is under ownership of Canada Games till the games are over early March 2023, then ownership transfers to UPEI. A tour would have to take place after the Games. Perhaps tour/speaker/coffee.

Rosemary Herbert suggested more information about the Medical School, now that UPEI has a Admin-Coordinator. We would like to know more about linkage to Memorial University and detraction of medical doctors from Health Services to teach.

12. Nominating Committee Report

Bob Mahen, Part President, presented the nominating report.

This year positions (2-year term) open for nominations are: President, Vice President, Treasurer and a maximum of three (3) Directors

Nominations received prior to this meeting are:

President	Wayne Cutcliffe
Vice President	Rosemary Herbert
Treasurer	Allan Hughes
Directors:	Doug Dahn, Bea Hartinger, Betty Jeffery

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

These individuals completed the first year of their 2-year terms: Doreen Foster Secretary, Ron Collins Director, Scott MacDonald Director and Marion Morrison Director

13. New Business

Bob Mahen expressed how diligently Wayne Cutcliffe worked for the Association. He is full of energy and committed through some tough times. Thank you Wayne!

Bob also thanked the Executive for their input and work for the Association.

A welcome was extended to new members Pat Doyle and Jan Coffin at the meeting. An introduction of attendees was made to familiarize the new members.

Marion Morrison thanked Bob Mahen for chairing the meeting and for all his contribution to the Association.

14. Adjournment

The meeting was adjourned at 3:10 p.m.

Appendix 1 Presidents Report

For nearly three years, the pandemic forced organizations into a new normal which cancelled or severely reduced person to person interactions. Our Association was no exception since planning for events was a hit and miss proposition. Let's review what typically occurs in normal times.

Activities:

- **AGM November:** For a second year, the 2021 AGM are conducted online (via Zoom)
- **Winter (February) University Event:** February 2020 was the last time we were able to have a winter event with a speaker.
- **"Ferne and Murray Stevenson Spring Social".** This luncheon social was held June 7 at the Charlottetown Hotel with 50 people attending. UPEI interim President Greg Keefe was the guest speaker outlining recent activities at the University such as the Climate Change Lab in St Peters, plans for a medical program, the new campus residence/conference centre, the success of UPEI athletes and new programs of study.
- **UPEI pre-retirement seminar.** Human Resources invite our Association to conduct a 40-minute session as part of pre-retirement planning sessions for employees. Normally done in April, this year the (Zoom, Online) seminar was moved to November 8th. The association provides a short PowerPoint presentation, "Life After Work" which was supplemented with executive members Betty Jeffery, Scott MacDonald and Marion Morrison along with David Cairns outlining how retirement changed their lives.
- **Informal Socials** A coffee social last November received a good turnout of retirees with positive comments such as "enjoyable event". Another coffee get-together is planned for early December 2022.
- **"Soup for the Soul" student luncheon:** During the academic semesters, Sister Sue Kidd hosts a monthly student soup luncheon at the Chaplaincy Centre. We volunteer to help with a luncheon which will be February 2023 (November in past years).

We maintain membership in the College and University Retiree Associations of Canada. CURAC holds an annual national conference which was a virtual assembly the last two years. Our association is permitted one voting delegate at their AGM (online meeting June 2022).

Chaplaincy Centre Student Support: Since 2018, our Association donates money to the campus food bank and volunteers to help with a "Soup for the Soul" luncheon. This year the Association is donating \$200 with eight (8) \$25 gift cards from Sobeys. A gift card enables students to purchase perishable items (e.g. milk, fruit) not available at the Campus Food Bank.

Membership: Because the Covid-19 pandemic ended in-person events in March 2020, one membership fee covered both the 2020 and 2021 years; there were 44 members. With the uncertainty of in-person events for 2022, we offered free memberships for anyone interested; 72 retirees accepted this invitation. If we compare the pre-Covid years, 2019 had 56 members; 2018 and 2017 had 50; 2016 had 63 join. During our spring social at the Charlottetown Hotel, 30 retirees prepaid their 2023 membership. With a return to normally scheduled events, we anticipate 55-60 members for 2023. Hosting coffee get together, February speaker event, Spring social provides opportunities to engage and recruit new members. The membership fee is used to support the Student Food Bank, subsidizes our scheduled events, and provides access to CURAC benefits. Regardless of membership status, any retiree can be on our email communication and attend events.

Communication: We communicate with retirees using an email distribution list and by posting documents on our website. It is important that retirees notify us if they change their email; many do discontinue using their UPEI email. We want to expand the number receiving our information. Help us by asking colleagues if they receive our emails. If not, have them forward their contact information (email, telephone number) along with encouraging their participation in events.

Prior to our AGM, we request Human Resources to provide names for recent retirees (if access granted) and individuals who passed away within the last 12 months.

Web page: On the University website, check our webpage projects.uepi.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 committees, conferences, newsletters and member benefits.

CURAC (Colleges and Universities Retiree Associations of Canada).

- The 2022 CURAC (online) Conference, held May 19, was jointly hosted by the University of British Columbia, University of Victoria and Simon Fraser University associations with the theme “Faces of Wellness and Well-Being”. These national conference speaker presentations are informative and interesting. With the move to a virtual conference the last two years (McGill in 2021), these lectures were available to our membership to enjoy and engage in question periods.
- Website, curac.ca Pertinent information is provided through the Health Care Policy and Life-Long-Learning Committees; there is a Benefits and a Pension Committee.
- The CURAC (virtual) AGM, usually held during the conference, was June 16, 2022. Betty Jeffery was our voting delegate for the business meeting. Another component is usually a “Best Practices Session” divided into smaller groups for discussion. This year four groups discussed:
a) Member Retainment and Recruitment b) Lessons Learned from the Pandemic
c) Campus Relationships d) Value of a Retiree Association.
Betty collected ideas to consider along with a checklist to evaluate how we are performing.

Your ideas are valued by the Executive:

What activities encourage your participation? How did covid change things?
Ideas for relationships with our University Are we relevant to your interests?

Appreciation: Thank you very much to our Executive members Doreen Foster (Secretary), Allan Hughes (Treasurer), Bob Mahen (Past President) along with Directors Ron Collins, Rosemary Herbert, Betty Jeffery, Scott MacDonald and Marion Morrison for your advice and support.

David Cairns monitors, updates and distributes information through our email communication. upeiretires@gmail.com. These efforts are very much appreciated.

Let’s hope 2023 permits more in-person engagement with you, our members.

Appendix 2 Treasurer's Report

Association of Retired UPEI Employees Financial Statement Period ending November 21, 2022

Balance forward December 1, 2021		\$1,028.45
Revenues		
Membership Fees (32)	\$1,030.00	
Members social at Rodds	\$1,170.00	
Interest	<u>\$0.37</u>	
<i>Total Revenues</i>		\$2,200.37
Expenses		
Food bank	\$150.00	
Rodds function	\$1,656.35	
Service fees	<u>\$2.50</u>	
<i>Total Expenses</i>		<u>\$1,808.85</u>
Bank Balance November 21, 2022		\$1,419.97

Appendix 3 SUPPLEMENTARY HEALTH TRUST REPORT

Scope of Trust: Staff Supplementary Health & Dental Plan

For the 2021 fiscal:

- 2021 renewal
 - As of July 31, 2021, the UPEI Trust group had 1,763 total participants. (37% Male and 63% Female)
 - No change to health and dental rates for the 2021/2022 fiscal. There was a significant deficit in 2020/21 but the Trust voted to maintain rates for one more year given the still healthy surplus. If this trend continues, rates will likely go up in 2023.
 - Surplus represented 63% of annual projected claims and expenses.

Election of new Chair and Vice Chair:

- Barry Connell retired from the University on May 28th, 2022, so the seat of Chair became vacant.
- It was confirmed that the Chair position shall be held by an Employer Representative and the Vice-Chair shall be held by a Union Representative for the duration of this term. This will switch after this 2-year term.
- Matt O’Neill was elected as the Chair of the Supplementary Health Trust effective June 1, 2022, to May 31st, 2024.
- Ashley Clark was elected as the Vice Chair effective June 1, 2022, to May 31st 2024

Conversion to an Employee Life Health Trust (ELHT) by the end of 2021

- The conversion officially took place in 2022.
- The fiscal year was changed to a calendar fiscal year in 2021.
- The first tax return for the new ELHT was filed in 2022 for the period January 1 – December 31, 2021.