

**Minutes of
ANNUAL GENERAL MEETING
Association of Retired UPEI Employees
Friday, November 22, 2024**

Present: Edith Cardy, Ron Collins, Wayne Cutcliffe, Doug Dahn, Catherine Dillon, Doreen Foster, Donald J Gillis, Frances Gray, Bea Hartinger, Rosemary Herbert, Allan Hughes, Betty Jeffery, Janet MacIntyre, Kathy MacKenzie, Robert Mahen, Virginia (Ginny) McCarville, Marion Morrison, Janice Palmer, Terry Pratt, Zita Roberts, Verner Smitheram, Ken Sulston, Cathy Toombs

Regrets: Jim Hancock and Katie McInnis

1. Approval of Agenda

Agenda approved as circulated. Wayne reported that we had a very active year.

2. Student Food Bank Donation

Kelaiah Fatuberu, UPEI student who volunteers with Sister Sue at the food bank attended. She was presented with gift cards in the amount of \$200 and food donations from members in attendance.

3. Motion to insert in the Constitution of the Association of Retired UPEI Employees a new item "Meeting Rules of Order" moved by Wayne C.

Meeting Rules of Order

- I. *Motions can be made by any member of the meeting. A "second" is not needed, unless the Chair senses there may be no other supporters of the motion, discussion will continue.*
- II. *There will be no votes on Procedural decisions. Meeting flow (moving to the next order of business will be at the discretion of the Chair).*
- III. *Decisions on motions will normally be made by "consensus".
The process is:
 - *Once the motion is clearly stated, the Chair will ask "Does anyone object to approving this motion?"*
 - *If no-one voices an objection to approving the motion, the Chair will declare the motion carried.*
 - *If someone does object, the Chair will decide whether to continue discussion or to call for a formal vote.*
*For a formal vote, persons physically at the meeting will be asked to vote by show of hands.**
- IV. *However, a decision of the Chair may be challenged before the meeting moves on to another agenda item.*

- *The chair then may retract the decision and allow the discussion to continue or call for a formal vote (show of hands).*

Wayne circulated the document for members to review two weeks before the meeting and to discuss the adoption of the document to be included in our Constitution.

The motion passed unanimously.

4. **Minutes of 2023 Meeting**

Minutes of the previous AGM were reviewed and received without amendments.

Ron Collins moved; Bea Hartinger seconded. Carried

5. **Business Arising** No business arising

6. **Minute of Silence for Deceased Members**

A minute of silence was observed remembering these eight retirees who are no longer with us.

Deborah Clements	Facilities Management
Walter Fobes	Economics
Paul Gray	Psychology
Gregory Irvine	Music
Joseph Long	AVC Pathology & Microbiology
Peggi Lyriotakis (Margaret)	Library Technician
Millie Morris	Registrar Office
Cirill Schmidt	Chemistry

7. **President's Report**

The President's Report was circulated prior to the meeting and is attached as Appendix 1. Please read for more details on our activities.

President Wayne commented that we normally have three events with guest speakers.

- This past year Angela Marchbank, UPEI Fitness and Wellness Coordinator, spoke at 2023 AGM about the programs available to retirees
- RCMP Corporal Gavin Moore discussed scams which generated lots of interest and questions.
- Dr Preston Smith, Dean of the School of Medicine discussed their implementation plans which was very informative.

Some other activities were:

- Two coffee and conversations at Smitty's.
- Each year we are invited to do a presentation at the UPEI Pre-retirement seminar.

- The Association delivered welcome/best wishes for the installation of the new Chancellor, Diane Griffin in the spring and for the installation of President Dr. Wendy Rodgers in October.

The 2024 CURAC Annual conference was held at the University of Waterloo with a theme “Thriving in Retirement”. The CURAC AGM is conducted at the start of the conference where we have one voting delegate.

Our website, projects.upei.ca/retirees is kept up to date. The CURAC website, curac.ca has very useful information.

8. **Treasurer’s Report**

Allan Hughes reported the balance of \$1,417.67 plus yearly revenue of \$2,685.46 gives a total income of \$4,103.13 minus total expenses of \$3,139.81 for a bank balance of 963.32 in November. Motion to adopt. Carried. Please refer to Appendix 2.

9. **Pension Report**

Betty Jeffrey, retiree appointee on the Board of Trustees, submitted her report on the pension plan and it was circulated.

Our Pension Plan continues to be healthy, as you will have read in the most recent Annual Report. The next formal valuation (looking at how well Plan assets are balancing against Plan liabilities) is scheduled for April 30, 2025.

Slightly over 500 retirees benefit from the Jointly Sponsored Pension Plan. The Plan is governed by a Sponsor Board and administered by a Board of Trustees. 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 non-voting retiree members – one appointed by the Board of Governors (Phil Hooper) and one appointed by the unions (Betty Jeffery). Another retiree, Kathy MacKenzie, serves as one of the four voting appointees by the Board of Governors.

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

The next review will be April 2025 and Betty’s term will end. There will be no executive member of the Committee. It was mentioned that Phil Hooper is a member, and he is also a retiree. He could be asked to bring any updates. Carried

10. **Health Trust Report**

Please refer to Appendix 3.

Bea Hartinger asked if there were any questions regarding the report. Fran Gray brought up about shortage of dentists and dental assistants. Dental fees have increased. We continue to only pay 80%. Carried

11. **CURAC Update**

It was previously reported on their annual conference; Their website has references to CURAC standing committees and their associated bulletins.

An e-mail was distributed regarding CPP inviting members to a session regarding its performance. Very healthy plan over the last 10 years, the average growth was 9.1 percent.

12. **Nomination Report**

Past President Bob Mahen presented the report. This year positions open for nominations are: Vice President, Treasurer, and a maximum of 3 Directors. Each position is for a 2-year term. Nominations received prior to this meeting are:

Vice President	Doug Dahn
Treasurer	Kathy MacKenzie
Director	Doreen Foster
Director	Bea Hartinger
Director	Mary McNiven

These individuals completed the first year of their 2-year term

Secretary	Cathy Toombs
Director	Ron Collins
Director	Scott MacDonald
Director	Marion Morrison

As per the Constitution, the Vice President automatically becomes President after the two years in office. Wayne Cutcliffe moves to the Past President position and Vice President **Rosemary Herbert** assumes the position of **President**

Bob moved that the nominations for the new individuals be accepted. Seconded by Fran Gray.

13. **Invited Speaker - Shirley Pierce, President Senior College of PEI**

Shirley Pierce spoke to us about the Seniors College. It is a not-for-profit association and there are 17 board members. They offer non credit courses for individuals who wish to keep active and keep learning. The membership is \$170 a year.

She had a slide show demonstrating some of the activities that they offer.

They have many great speakers and activities. Some of the sessions were:

- How the body works in health and disease offered by Paula Gauthier
- PEI Natural Environment by Senator Dianne Griffin
- Other ideas were tours of RCMP, EMS, ADL, Craft Beer Appreciation

14. **New Business - Ideas for 2025**

If anyone has ideas for 2025, please let us know.

15. **Adjournment**

Rosemary Herbert moved that the meeting be adjourned.

Appendix 1 Presidents Report

First, we review the regularly scheduled events that the Association commits to during the year.

- For the **Annual General Meeting** over the past two years, we streamline the business agenda by distributing the various reports prior to the meeting. This allows time to invite a speaker to the AGM. Angela Marchbank, UPEI Fitness and Wellness Coordinator, spoke in 2023 about the programs available to retirees and what is involved in accessing these programs. UPEI wants to recognize retirees as eligible for their programs; they are included under the Community title on the website. Register online, using your UPEI ID card number, or if you have a problem, email Angela at amarchbank@upe.ca or call her at 902-566-0606. There are discounted fitness programs for retirees. Sports Centre memberships are available to retirees at the same rate as current UPEI Faculty/Staff. Wellness and Fitness programs do not require a Sports Centre membership.
- The **University event** on May 1, welcomed RCMP Corporal Gavin Moore to speak on "Online Scams: Seniors Be Vigilant". The forty retirees who attended his talk posed a multitude of questions as his talk generated some very much timely information.
- Our best attended event the "**Annual Ferne and Murray Stevenson Spring Social**" occurred on June 17. With upwards of 50 people in attendance, Dr Preston Smith, Dean, Faculty of Medicine, deliberated on their plans and its viability as UPEI moves to implement its new program for training medical doctors. Paul Young, Chief Operating Office, Faculty of Medicine, UPEI assisted Dr. Smith.

During the preluncheon socializing, President Wendy Rodgers met and conversed with retirees.

At the start of the luncheon, Bob Mahen recognized the contributions of Murray and Ferne Stevenson in hosting many June barbeques at their cottage in Stanhope.

During the past year we held two (December and February) **Coffee & Conversation** get togethers at Smitty's restaurant. These informal gatherings attract about two dozen people and is an excellent way to catch up with former colleagues.

Our Association was invited to participate during the University's **Pre-Retirement Seminar**, May 21. Besides outlining our events, our session spotlight is the importance of "learning, physical activities and encouraging healthy lifestyles". During this presentation, Carol MacDonald reflected on changes in her lifestyle as one transitions into retirement.

Installations

The Association was invited to bring greetings at the Installation of the Chancellor and the President.

- The Officers of the Association were unable to attend this event, so a message was forwarded and read at the installation of the **Chancellor Diane Griffin** in the spring.
- During the installation of President **Dr. Wendy Rodgers** on October 11, Doug Dahn welcomed and brought greetings/best wishes from the Association of Retired UPEI Employees.

Membership: This year, we have 52 members consistent with the 51 members in 2023.

Payment of annual membership fee is accepted at one of our events, starting with the AGM in November. Memberships expire on November 30. There is the opportunity to drop off a (\$30) cheque at the Alumni and Development office on University Avenue.

Communication: Our method of communication is email which is coordinated through David Cairns. With just over 500 retirees, we contact several hundred using valid emails. Of course, not all retirees live on PEI. Unfortunately, it cannot be determined how many are read, but at least 100 maintain contact with us. We do not keep mailing addresses since abandoning mass postal mailing. A current telephone number is useful if people change emails. Please update us on any changes. You may get in touch with the Executive by emailing upei retirees@gmail.com.

Each year, we request Human Resources (Megan Gee) 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).

Web page: Our web page (projects.upei.ca/retirees) 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.

Chaplaincy Centre Student Support: In fiscal 2024, the Association did not host a student soup luncheon, so this money was added to the amount we normally give in grocery gift cards. Thus, at last year's AGM the Association donated \$500 (20 @ \$25) grocery gift cards to the Student Food Bank, along with food donations by individuals received at the AGM. The gift cards are given to students as the food bank is closed over the Christmas holidays.

On November 19, 2024, the Association sponsored the ``Soup for the Soul`` student luncheon at the Chaplaincy Centre. There was a great response from retirees to help, ensuring many hands make light work. We purchased groceries, peeled/chopped ingredients, prepared two kinds of soup, served upwards of 240 bowls of soups, and cleanup by washing all these dishes. It's a great way to volunteer your time and maintain a connection to today's students.

Colleges and Universities Retiree Associations of Canada (CURAC): The **2024 CURAC Conference** was held at the University of Waterloo, May 22-24. The theme of the conference was "Thriving in Retirement", featuring several breakout sessions. For the past two conferences (post Covid), these sessions were not streamed online. With a membership in CURAC, we are allowed a voting delegate at the CURAC AGM held online at the start of the conference. Participation is a great way to receive ideas, develop contacts and reflect on common issues.

In 2023, member associations were asked to complete a Benefits Survey, request information on various benefits colleges/universities retirees receive from their employer. We completed the survey; the analysis of this survey (Membership Survey 2024) is on the CURAC website.

Thank You Very Much: In conclusion, I want to recognise the Executive who provide support and sage advice thorough out the year. Namely, Rosemary Herbert (Vice President) Cathy Toombs (Secretary), Allan Hughes (Treasurer), Bob Mahen (Past President) and our six (6) Directors; Ron Collins, Doug Dahn, Bea Hartinger, Betty Jeffery, Scott MacDonald and Marion Morrison.

Special thanks to Allan Hughes, our Treasurer for the past six years; Betty Jeffery for her six years of service and Past President Bob Mahen for 17 years of service. Bob was President from 2013-2016.

Remember your ideas and suggestions are welcome as we strive to deliver meaningful events and information.

Finally, I encourage retirees to attend the New Years Levee at the University. It is an enjoyable well attended event drawing former students and members of the Island community.

Appendix 2 Financial Statement

Association of Retired UPEI Employees Financial Statement Period ending November 15, 2024

Balance forward November 15, 2023	\$1,417.67
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Revenues

Membership Fees (44 including 2 for 2025 and 1 for 2026)	\$1,320.00	
Members summer social at UPEI	\$1,365.00	
Interest	<u>\$0.46</u>	
<i>Total Revenues</i>		\$2,685.46

Expenses

Food bank	\$500.00	
Catering AGM	\$206.00	
Catering May function	\$213.51	
Kidsport - membership donated in memory of G. Mulligan	\$30.00	
Supplies - Receipt Book	\$31.37	
Tribute plant in memory of H. Toombs	\$69.00	
Catering summer social	\$2,081.18	
Service fees	<u>\$8.75</u>	
<i>Total Expenses</i>		<u>\$3,139.81</u>

Bank Balance November, 2024	<u><u>\$963.32</u></u>
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Appendix 3 2024-2025 Supplementary Health Trust Update

Prepared: November 2024

Scope of Trust: Staff Supplementary Health & Dental Plan

The Trustees are:

Employer	Union
Matthew O'Neill (Chair)	Rob Olscamp (Vice Chair) CUPE 501 Rep
Virginia Wickstrom	Lisa Steele, CUPE 1870 Rep
Grace McCourt	Jennifer Knight, CUPE 1870 Rep
Retiree Appointee: Bea Hartinger	
Administrator: Megan Gee	

For the 2024/2025 fiscal:

- May 1, 2024, renewal –
 - o As of July 2023, the Trust has a total of 1973 participants enrolled in the plan
 - o Health rates increased by 18% and no change was made to the dental insurance rate for the 2024/2025 fiscal
 - o Healthcare costs have been on the rise, and the Supplementary Health Trust has been subsidizing rates. In the last fiscal year, the Plan incurred a deficit of \$295,930, which was covered by the existing Plan surplus.

Changes to benefits:

- No changes were made to the supplementary health and dental benefits this fiscal.

Plan Review

- The health trust has commenced a plan design review to confirm the group benefits philosophy, objectives and financial goals and to determine the Plan design objectives taking into consideration industry trends and benchmarking. This project is currently in progress and will be completed in 2025.