



# 30025 Local Executives Meeting

- ❖ <https://www.ute-sei.org/en/about/locals/local-30025>
- ❖ <https://www.ute-edmonton.ca/>

The virtual meeting of Union of Taxation Employees (UTE) Local (30025) Executives was scheduled for 29-Jan-2026.

## Attendance:

S/N	Name	Position	Remarks
1	Tony McFetridge	President	
2	Earl Prusak	2 <sup>nd</sup> Vice President	
3	Shrina Patel	3 <sup>rd</sup> Vice President	
4	Adedayo Ojeleye	General Secretary	
5	Corie McGaughey	Member at Large	

## Absence/Regret:

S/N	Name	Position	Remarks
1	Imy Bhatti	1 <sup>st</sup> Vice President	
1	Gulam Ramji (GG)	Treasurer	
1	Dawn Malin	Chief Shop Steward	

## Agenda:

- ❖ Call to Order / Welcome and Opening Remark
- ❖ Land Acknowledgement
- ❖ Adoption of Agenda
- ❖ Approval of the Agenda and minutes of the last meeting:
  - a. 15-Jan-2026
  - b. 16-Dec-2026
- ❖ Matter Arising:
  - a. 30025 Forever Appreciation
  - b. T-shirts: OHS, Stewards, Volunteer, Executive
- ❖ New Business:
  - Local 30025 AGM - Edmonton, AB
    - a. AGM checklist and roles and responsibilities.
    - b. Meet and Greet Executive Members.
    - c. 2025 AGM minutes
- ❖ Conferences & Conventions
  - Regional Resolution Writing - 3 slots (Regional pays) 20-21 Feb 2026 - Calgary, AB

- Presidential Conference - 2 spots (Local pays) 12-14 Mar 2026, Ottawa, ON
- PSAC Triennial Convention - 4 Delegates + Observers slots (National pays) 5-7 Jun 2026, Calgary, AB
- UTE Triennial Convention 22-25 Jul 2026, Montréal, QC
- ❖ Any other Business Adjournment
  - a. Laptop purchased
- ❖ Closing / Adjournment

### Call to Order

The virtual meeting presided by the President was called to order at about 7:23pm (MST). The President welcomed every Board member in his opening remark and at the same time, delivered the Land Acknowledgement.

**Motion:** The President moved a motion for Adoption of Agenda which was second by the Member at Large. The motion was *Carried unanimously*.

**Motion:** The President moved a motion for minutes of the previous meetings not to be adopted to enable Board members to read and digest for ease of discussion. The motion was second by the 1<sup>st</sup> Vice President and was unanimously carried.

**Motion:** The 1<sup>st</sup> Vice President suggested that we make the Board meetings more informal to ease the flow of discussion at meetings. This motion was seconded by the Secretary and was carried by all.

### Matters Arising

**30025 Forever Appreciation:** It was agreed that 100 pieces of T-shirts be produced for every member's participating at the AGM.

- The President noted: "We're going to have volunteer T-shirts too for those people who want to help us at the AGM."
- The Secretary asked if the production will be in different colours or just one. The President clarified that the production will not be in one colour but different colours to add flavour to the event. T-shirts will be used as AGM swag.
- The President further clarified that T-shirts have been produced for some of the following categories of members – OHS committee, Stewards, Volunteers and Executive) while others is in plan for production.

Local 30025 AGM – Edmonton, AB

- a. AGM Call-Out:
  - The President made it known that the call-out should be out by Feb 15, 2026, that is 45 days before the AGM. It will include date, time, location and call for volunteers.
- b. AGM Checklist & Roles - Key discussions included:
  - Virtual attendee monitoring:

The 3<sup>rd</sup> Vice President recommended assigning a dedicated microphone to the person monitoring virtual participants. "I think one should just be dedicated to the person... monitoring the virtual attendees."

Decision: The suggestion was supported by everyone present to make virtual experience too interesting and inclusive.

- **Equipment:**

The President confirmed availability of floor mics, table mics, and roving mics. He pointed out that there are two (2) floor mics... two (2) table mics... beside the podium mic."

- **Volunteers:**

The President made it known that Lori Carson and Judy Yeoman identified as reliable volunteers.

- **Ballots:**

It agreed that we go with the printing of physical ballots rather than use an app.

- **Communications:**

Invitation will include appetizers, agenda, election notice, and Eventbrite link.

- **Eventbrite:**

The 3<sup>rd</sup> Vice President volunteered to lead Eventbrite setup. She stated that "I can do it... I'll look at the Eventbrite things and get back to you."

Decision: We all agreed to support her in this drive.

- **Executive Registration:**

- I. The Secretary raised concern about executives registering on Eventbrite.
- II. Corie clarified that Board members should not register to avoid unnecessary fees. "We're going to be charged \$2 for every ticket... unnecessary cost."

Decision: Executives will NOT register on Eventbrite.

**c. Meet & Greet Executive Members**

- I. Will occur at Manulife and Canada Place before AGM.
- II. Purpose: To ensure engagement and mobilization of members towards the promotion of the AGM – for impressive attendance.
- III. No date is set yet.

**d. 2025 AGM Minutes**

- I. The Secretary requested review and corrections on the AGM minutes he sent out. "Please let us try to go through... so we can have the final outcome sent out."

Decision: Executive to review and return corrections.

**e. Conferences & Conventions**

- Regional Resolution Writing (20–21 Feb 2026, Calgary).
- The Member at Large encouraged participation due to skill-building value.
- The President made it known that there three (3) slots available.

S/N	Name	Position
1	Tomy McFetridge	Participant
2	Earl Prusak	Participant

<b>3</b>	Adedayo Ojeleye	Participant
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**f.** Presidential Conference (12–14 Mar 2026, Ottawa)

- It was made known that there are two (2) observer spots.

S/N	Name	Position
<b>1</b>	Tomy McFetridge	Delegate
<b>2</b>	Earl Prusak	Observer
<b>3</b>	Adedayo Ojeleye	Observer

- Decision: Both tentatively assigned pending confirmation from absent members.

**g.** PSAC Triennial Convention (5–7 Jun 2026, Calgary)

- Four (4) delegate positions are available.
- Observers are allowed depending on availability.
- Discussion on election of regional leadership and importance of participation was done. Members are encouraged to show interest.

**h.** UTE Triennial Convention (22–25 Jul 2026, Montréal)

- Four (4) delegates are allocated to Local 30025.
- Observers to be approved by AGM.
- The President announced intention to run for RVP if position becomes open.
  - Members discussed campaign strategy and support.

**i.** Any Other Business

- The Member at Large wanted to know who is contesting again and willing to have a chat over coffee.
  - She made her intention known to contest in her current position.
  - The Secretary expressed interest in running again in his current position.
  - The 2<sup>nd</sup> Vice President expressed willingness to contest for the position of 1<sup>st</sup> Vice President if the current 1<sup>st</sup> Vice President is not willing to re-contest.
  - The President is also running for the same position
  - The 3<sup>rd</sup> Vice President is still thinking about it though she has some personal stuff going on for her.
- Laptop Purchase: The Secretary raised concern about current quality of the official laptop he is using.
  - The President confirmed laptops must be added to AGM budget - "We're going to put it into our budget for the AGM... then we'll buy four (4) laptops."
 Decision: Laptop purchase deferred to AGM budget approval.

**j.** Adjournment

2<sup>nd</sup> Vice President moved for an adjournment of the meeting and was seconded by the General Secretary with unanimous support from everyone present.

**k. Closure**

At 9:07pm, the meeting came to an end.