

ADMINISTRATIVE STAFF RETIREES ASSOCIATION (ASRA) OF THE UNIVERSITY OF OTTAWA

2022 ANNUAL GENERAL MEETING

Minutes of the 25th annual general meeting of the Administrative Staff Retirees Association (ASRA) held on September 21, 2022, by teleconference (Zoom).

1. Opening of the Meeting

The meeting was called to order at 10 am when quorum was reached (38 members present). President Hélène Boivin extended a welcome to all in virtual attendance at the assembly.

2. Adoption of the Agenda

Adoption of the agenda was proposed by Carmelle Jean and seconded by Danielle Ayari. The agenda was adopted unanimously as submitted.

3. Approval of the Minutes of the 24th Annual General Meeting of September 22, 2021

Approval of the minutes of the 24th ASRA general meeting was proposed by Carmelle Jean and seconded by Louise Pagé-Valin. The minutes were unanimously approved without corrections.

4. President's Report

The President welcomed several new members to the group of retirees: Carole Ladouceur, Paula Oppici, Elvira Evangelista, Denis Bouchard, Michael Histed, Marie White and Monique Roy-Sole.

The President thanked the members of the current Board of Directors: Claire Cayen (recruitment of new members and scholarships), Hélène Carrière and Michèle Viquerat (treasurers), Lyse Piché (communications and social activities), Lucie Mercier-Gauthier (member of the *Pension Committee* and *Human Resources Committee*), Claude Dufresne (technology), as well as two absent members: Arlette Henry (Vice-President) and André Pierre Lepage (Secretary). She also thanked the following collaborators: Louise-Pagé-Valin (Pension Committee), Diane Pelletier (Scholarship Selection Committee), Roger Chagnon (website), Jean-Marc Dubé (Facebook site).

The President also thanked Monique Hurtubise and Margaret Moriarty for their assistance with the revision of texts for the APAR website, as well as Raymond Martel, who translates and revises the texts relating to the recipients of the Active and Retired Administrative Staff Scholarship.

She stated that, despite the unusual situation due to the pandemic, the Board continues actively to look out for the interests of retirees.

The President presented the achievements of ASRA in 2021-2022 under the following five rubrics:

(a) Adjustments to our pensions

Thanks to the efforts of our representatives on the Pension Committee, Louise Pagé-Valin and Lucie Mercier-Gauthier, we obtained an increase of 0.21% that was added to our pensions and that had been owed to retirees since 2019.

Our pension is indexed to the cost of living, but the plan regulations state that there is a 1% (or less) portion of indexation that can be lost if inflation exceeds 3%. This was the case in 2019 and we had then lost a portion of 0.21% of indexation. In recent years, our representatives have been instrumental in changing the rules of the plan in order to force a review of the indexations thus lost. They recommended that the lost indexations be granted when the financial conditions are good. We therefore obtained, in August 2022, an increase of **0.21%** of our pension retroactive to January 1, 2022, in addition to the full indexation to the cost of living of 2.41% obtained in January 2022, which adds up to a total increase of **2.62%** for 2022. This is good news indeed.

(b) Health insurance

Last year, the University terminated its health service agreement that was managed by ByWard, leaving some retirees without a family doctor. To compensate for this loss of service, the University now offers a range of virtual medical services to retirees, as well as to their eligible family members, both for those residing in Quebec and in Ontario. This **Telemedicine** service is managed by LifeWorks, which is the organization responsible for the Employee and Family Assistance Program at the University. There is no charge to see a GP, but there may be a charge to see a specialist.

(c) Newsletters gets a makeover

Our Newsletters have changed format. Our secretary, André Pierre Lepage, has completely redesigned our newsletters which are now fun, colorful, and offer games and activity ideas.

(d) Initiatives to celebrate the 25th anniversary of ASRA

We launched several initiatives to celebrate the 25th anniversary of ASRA. André Pierre Lepage proposed the idea of creating a **photo album** of memories of our life at the University of Ottawa, and many retirees contributed. The album is posted on our website and includes some very amusing photos, such as then Dean Marcel Hamelin dressed as a rabbit for Halloween! All are invited to view it, as it will certainly bring back some memories.

André Pierre also created a **new logo for the 25th anniversary**. This logo of the number 25 is surrounded by photos of retirees taken during our various activities. Thanks to André Pierre for all his initiatives.

And a big thank you to all the members of the Board who volunteer to watch over our interests!

5. Treasurers' Report: Financial Statements for the Year Ending April 30, 2022

(a) Statements of income and expenses 2021-2022

Hélène Carrière, the ASRA's Treasurer, presented the financial statements as of April 30, 2022, with explanatory notes. She explained the statement of incomes and expenditures and the balance sheet, which have been verified by Lucie Mercier-Gauthier.

A question is raised by Louise Pagé-Valin, namely what happens, in the event of a death, to the membership fees that have been paid to ASRA for future years of membership. It is confirmed that these contributions remain in the funds of ASRA/APAR and are considered donations unless the estate of the deceased retiree requests a reimbursement from the Association.

To follow up on a question raised by Danielle Ayari, Claude Dufresne points out that the expenses paid to Ignite, an Ottawa IT company, are related to the hosting of the APAR website. The fee also covers any problems that may arise with the system as well as any additional expenses if modifications or additions are requested.

(b) Budget estimates for 2022-2023

Hélène Carrière and Michèle Viquerat submitted the budget forecasts for the 2022-2023 fiscal year. The proposal of the estimates is moved by Danielle Ayari, seconded by Joan Carey, and approved unanimously.

The official version of the financial statements is kept in the ASRA/APAR files.

6. Mandate Confirmation of our Representatives on the Pension Committee

As Louise Pagé-Valin's term of office on the Pension Committee ended on June 30, 2022, the Board of Directors took the initiative of renewing it, with her approval, from July 1, 2022, to June 30, 2023.

Since 2018, Lucie Mercier-Gauthier has been a member of the Pension Committee as an observer with the right to speak. The President of the ASRA/APAR Pension Committee, Norm Odjick, has renewed Lucie Mercier-Gauthier's mandate as an observer on the Pension Committee from September 1, 2022, to August 31, 2023.

The President asked whether the Assembly endorses the renewals of both mandates. They were endorsed unanimously. The President thanked Louise and Lucie for their contribution to the Pension Committee.

7. Report on the University's Pension Fund

Louise Pagé-Valin presented her report on the pension fund. She described the financial situation of the University's pension fund as being relatively good, according to the *going concern* calculation, since the future obligations of the plan are covered by the accumulated assets, the percentage being 120% as of January 1, 2022. Unfortunately, lower yields are expected for 2022, due to current market conditions.

Louise points out that the uOttawa pension fund, in addition to being one of the best pension plans in the Province of Ontario, is in a very good position compared to other Ontario universities.

This report will be placed in the official files of the Association. It will also be available on the ASRA website for members who register with their password.

8. Report on the ASRA's Social Activities in 2021-2022

Lyse Piché presented an overview of the social activities that were organized by ASRA in 2021-2022. They were all scheduled online via Zoom and the participation was excellent in general. Participating retirees have expressed their appreciation for these activities.

A newsletter was sent out recently with the list of the planned activities for Fall and Winter 2021-2022. Lyse asked how many people would like us to organize face-to-face activities, but less than a third showed an interest. Claire Cayen suggested that we wait until next spring before considering this possibility again.

Lyse thanked those who participated in our virtual activities and those who have offered suggestions.

9. Recipients in 2022 of the Active and Retired Administrative Staff Scholarship

Claire Cayen, who serves on the Scholarship Selection Committee with Diane Pelletier, presented this year's five recipients. The profiles of the recipients are posted on the ASRA website. The recipients were selected from among 63 submissions, of which 30 met the eligibility criteria. It is worth noting that all submitted nominations were outstanding.

The President thanked Claire and Diane for their excellent work.

10. Election to the Board of Directors

Hélène Carrière presided over the election process. Three mandates end in 2022, namely those of Lyse Piché, Claire Cayen and Hélène Boivin. Hélène Carrière asked if there are any new nominations, but none manifested themselves.

Lyse and Claire are prepared to renew their mandate for three years. Hélène Boivin, who has been President for more than 14 years, is willing to renew her mandate for one year. The renewal of the three terms of office was approved by acclamation. Lyse and Claire therefore have 3-year mandates and Hélène a one-year mandate.

The President invited any member who wishes to attend meetings of the Board of Directors to do so as an observer. She also encouraged members to consider participating since there are mandates that end each year.

11. Adjournment

Before ending the meeting, the President asked if there are any comments. The participants thanked the members of the Board for all their work.

Adjournment of the meeting was moved by Lyse Piché, seconded by Carmelle Jean, and approved unanimously. The meeting adjourned at 11:20 a.m.



Hélène Boivin, ASRA President



Claire Cayen, for André Pierre Lepage