

Over 1,200 service workers in 7 bargaining units across the University of Toronto's 3 campuses

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### October GMM Notice

#### WHEN

Saturday, October 25, 2025

10:00 AM – 12:00 PM

#### WHERE

Sidney Smith Hall, Room  
1074 (100 St. George St)

or

Join virtually via Zoom

To attend online, please register online to receive the Zoom link. The link will be emailed to all members.

## General Membership Meeting Agenda

### AGENDA

1. Introductory Matters
  - a. Call to order
  - b. Roll call of officers
  - c. Reading of the equality statement
  - d. Approval of Agenda
  - e. Reading and approval of last meeting's minutes
  - f. Matters arising from last meeting's minutes
2. Oaths of Office
3. Reports
  - a. President
  - b. Treasurer (May 1 - Aug 31 2025 financial report)
  - c. Health and Safety Officer
  - d. Chief Steward
  - e. Committees and delegates
  - f. Trustee's Report (2024)
5. 2026 Budget Approval
6. Vote on Proposed By-law Amendments
8. New business
9. Adjournment

Please note that we will be discussing and approving next year's budget at this October meeting instead of at the usual February meeting. This is so we have our budget set prior to the calendar year, which is also our fiscal year.

# President's Update

**Luke Daccord**

I hope everyone enjoyed their summer! It's been a very busy time for the local these past few months, with bargaining taking place in four different units, and many grievances being fought. Read on for updates on this front, as well as changes in our executive board like welcoming Hillary Phillips as our new Chief Steward.

## GRIEVANCE REPORT

Grievances are one of the main tools we have available to fight violations of our collective agreements and enforce our contract. Since the last grievance report in June 2025 the union has successfully:

- Reinstated a terminated member
- Reduced discipline issued
- Enforced overtime, bereavement, PPD, job posting language, and more
- Achieved other resolutions regarding unjust discipline, job postings, LTD, and medical accommodation grievances

New disputes/grievances initiated since June 2025 include:

- Religious accommodation
- Seniority rights around shift preferences
- Expanding which employees at UofT Press should be covered by CUPE 3261
- Treatment of Presidential Days at 89 Chestnut
- Unjust discipline

By the numbers since June 2025:

- **35+** grievance investigations initiated
- **30+** grievance or mediation hearings
- **\$95,000** in settlements for CUPE 3261 members as a result of grievances
- **54** current ongoing grievances or grievance investigations

## BARGAINING UPDATES

### Faculty Club

CUPE 3261 members employed by the Faculty Club ratified a renewal collective agreement on September 3rd. The agreement includes wage increases averaging 2.4%/year over 2.5 years and a negotiated 3% increase in gratuities, decreased benefit premiums, as well as improved leaves, wage protection, allowances and more!

### University of Toronto Press

All three U of T Press Units (Full-Time, Part-Time Warehouse and Part-Time Retail) continue to be in bargaining with U of T Press. For the first time in history, all three units are actively coordinating together as one. In our bargaining survey, 100% of members agreed to united bargaining. At the time of publication, all three units are preparing to enter their second round of negotiations scheduled for the week of Sept 29 to Oct 3. All three units have also filed together for conciliation. Opportunities are available for members to get involved a member organizer which can involve paid time off work – please contact [president@cupe3261.ca](mailto:president@cupe3261.ca) if interested!

## JUNE GMM HIGHLIGHTS

Our last membership meeting was held on June 28, 2025. During the meeting, nominations were held for the majority of executive positions. The following members were acclaimed (uncontested):

- Vice-President: Andrew Chilton
- Secretary Treasurer: Jenny Luc
- Chief Steward: Hillary Phillips
- Health & Safety Officer: Kevin McDermott
- Full-Time Part-Time Unit Rep: Raffi Demerji
- UofT Press Unit Rep: Chris Stanford
- Faculty Club Unit Rep: Luis Gonzalez
- 89 Chestnut Unit Rep: Raymond Chung

The Casual Unit rep and one trustee position did not receive nominations and remain vacant.

Following nominations, notice was given of a series of bylaw amendments, which will be voted on at October's meeting. A financial report was also heard and approved, as well as a report from our Health & Safety Officer Kevin McDermott and the delegates who attended the Ontario CUPE convention in May 2025.

Since the meeting, and ahead of the end of his term in October, Wilson Franco offered to step down as Chief Steward to allow Hillary Phillips who is coming into the role to start the transition earlier. Wilson Franco will remain the day-time steward at UTM.

The members above will be sworn into their new term at the October GMM.

## Executive and Trustee Vacancies

The executive is looking for members interested in temporarily filling the vacant executive and trustee positions. If you are interested in being our next Recording secretary, Casual Unit Representative, or Trustee, please email [president@cupe3261.ca](mailto:president@cupe3261.ca)

Please review our bylaws on our website to learn more about the responsibilities of each role.

## Proposed By-Law Amendments

The following bylaw amendments were introduced during our June General Membership Meeting and will be voted at our October 25th General Membership Meeting. The proposals seek to update our bylaws to better balance when elections happen, give direction and guidelines to election campaigns, establish a permanent elections committee, and incorporate suggestions made by the trustees and update several housekeeping items. New items are **bolded and underlined**.

### Proposal 1

#### SECTION 7 - DUTIES OF OFFICERS

(a) The President shall:

17. Upon resignation or election defeat, the President shall receive one week's wages for every year in office up to a maximum of twenty-six (26) weeks paid based on current wages, **to be paid by the union. If the President claims any additional payouts as per the applicable Collective Agreement, it will only consist of the union portion and must be authorized by the Executive Board.**

**19. The President shall report their usage of vacation time to the Treasurer, Vice-President and the Recording Secretary a minimum of 5 business days in advance of time-off for the purposes of tracking.**

(d) The Secretary-Treasurer shall:

3. Ensure that per capita tax is paid by direct remittance, or where per capita is not paid by direct remittance, prepare all CUPE National per capita tax forms and remit payment, ~~including \$1.00 of each initiation fee on all members admitted,~~ no later than the last day of the following month.

9. Pay no money unless supported by a cheque requisition or expense form, **fee for service form**, or request for payment duly signed by the President and one other member of the Executive Board as determined by the Executive Board. No request shall be required for payment of per capita fees to any organization to which the Local Union is affiliated.

**16. Keep records of all Union-owned devices and a log of who is holding them.**

### Proposal 2

#### SECTION 8 - NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS

(b) Elections

1. The President, Recording Secretary, and **Unit Representatives** will be elected in even years. The Vice President, Health & Safety Officer, ~~Unit Representatives~~, Chief Steward and Secretary-Treasurer shall be elected in odd years.

**For clarity, in the next odd-year election, unit representatives will have a one (1) year term, following which they will transition to even years. This paragraph will be deleted upon their first even-year election.**

## Proposal 3

### SECTION 8 - NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS

#### (b) Elections

**9. Candidates may submit a written statement of up to 500 words outlining their candidacy to the election committee. This statement will be included in an election newsletter and, if practicable, on the main voting page of the voting software.**

**10. Candidates for election shall refrain from utilizing any union resources, including but not limited to financial assets, digital and physical property, facilities, and personnel, in any manner that could confer an unfair advantage over other candidates. Furthermore, candidates seeking re-election are prohibited from utilizing union-provided email addresses, telephone numbers, or union release time for activities related to their election campaign.**

**11. Candidates must conduct their campaigns with integrity and in compliance with all applicable election rules and community standards. Prohibited conduct includes, but is not limited to, making false or defamatory statements about other candidates or the electoral process, engaging in personal attacks or derogatory language, engaging in any activity intended to disrupt or sabotage the campaigns of other candidates, knowingly spreading misinformation or misrepresenting facts, unauthorized use of the Local's logo or branding, violating the established election policies and procedures, and any other actions that undermine the fairness or integrity of the election.**

12. All campaign materials must be submitted to the election committee for approval before distribution to ensure compliance with the above requirements.

## Proposal 4

### SECTION 8 - NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS

#### (d) Installation

2. The terms of office for Trustees shall be ~~so that one serves for a period of three years, one for two years and one for one year, as laid down in Article B 2.4 of the CUPE National Constitution. Each year thereafter,~~ the Local Union shall elect one Trustee for a three-year period. No member who has been a signing officer of the Local Union is eligible to run for Trustee, until at least one full term of office has elapsed.

## Proposal 5

### SECTION 8 – NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS

#### (b) Elections

~~2. At a membership meeting, at least one month prior to Election Day, the President will, subject to the approval of the Executive Board, appoint an Elections Committee consisting of a Returning Officer and assistant(s). The Committee will include members of the Local Union who are neither Officers nor candidates for office. The Committee shall have full responsibility for voting arrangements and shall treat information submitted to it in connection with its responsibilities as confidential. The Committee will determine the form of the ballot and ensure that sufficient quantities are made available in good time to the Returning Officer.~~

~~3. The Returning Officer will be responsible for issuing, collecting, and counting ballots. The Returning Officer must be fair and impartial and see that all arrangements are unquestionably democratic.~~

## Proposal 5 (Continued)

### SECTION 14 – COMMITTEES

#### (b) Negotiating Committee

Part-time Unit Retail (University of Toronto Press) Negotiating Committee: The Committee shall consist of the President, The Unit Representative and ~~two (2)~~ **three (3)** members of the unit.

#### (c) Permanent Committee

Permanent committees will have a term of two years. An open call to join the committees will be made every two years and members will be invited to express their interest. The open call will be held before the end of the calendar year. The Executive Board may, with the concurrence of the membership, jointly appoint applicants and other members to serve on a committee. The members will be announced at the February General Membership Meeting. ~~Committees will provide written reports to each regular membership meeting. The President and Vice President shall be a member, ex-officio, of each committee.~~ There shall be ~~three (3)~~ **four (4)** permanent committees as follows:

#### (c) Permanent Committees

##### 1. Health and Safety Committee

This committee will:

**10. Committee will provide written reports to each regular membership meeting.**

**11. The President and Vice President shall be a member, ex-officio.**

##### 2. Communications Committee

This committee shall be chaired by the Vice President and may include up to three (3) additional members. This committee shall meet quarterly to develop the communications plan for the units. **Committee will provide written reports to each regular membership meeting. The President and Vice-President shall be a member, ex-officio.**

#### 4. Elections Committee

**The Elections Committee shall consist of a Returning Officer and assistant(s). The Committee will include members of the Local Union who are neither Officers nor candidates for office. The Committee shall have full responsibility for voting arrangements and shall treat information submitted to it in connection with its responsibilities as confidential. All duties of the Elections Committee shall be performed independently, but will be overseen by the CUPE National Representative to ensure adherence with these bylaws, the CUPE National Constitution, and other applicable regulations.**

**1. The Returning Officer shall be elected by the Elections Committee itself.**

**2. The Committee will determine the form of the ballot and ensure that sufficient quantities are made available in good time to the Returning Officer.**

**3. The Returning Officer will be responsible for issuing, collecting, and counting ballots. The Returning Officer must be fair and impartial and see that all arrangements are unquestionably democratic.**

**4. The Committee will collect statements from candidates for the newsletter and, if practicable, display them on the main page of the voting software.**

**5. The Committee will scrutinize any promotional material candidates desire to use, ensuring content is factual and appropriate, as outlined in section 8 (b).**

**6. The Committee, if feasible, will hold a town hall meeting with the candidates before an election, chaired by the Returning Officer, and determine the format.**

**7. If required, the CUPE National Representative will liaise with any officers or other members to assist the Elections Committee in fulfilling any of its duties (e.g., setting up technology, editing newsletters, booking rooms, etc.).**



## Proposal 6

### SECTION 13 - DELEGATES TO CONFERENCES, CONVENTIONS AND EDUCATIONALS

- (d) All delegates attending conventions, conferences, or educationals held outside Metropolitan Toronto shall be paid transportation expenses (at economy, tourist or coach rates) as determined by the Secretary-Treasurer and a per diem allowance of seventy-five (75) dollars for meals and expenses plus hotel accommodations arranged by the Local, with priority given to affordable options located near the event venue. In exceptional circumstances where such options are demonstrably unavailable, alternative arrangements may be made with approval by the Secretary-Treasurer. Reasonable parking expenses with receipts will be reimbursed in addition to the per diem allowance. The Local Union will reimburse the member's employer for any loss of wages.
- (g) Local 3261 will provide members with their per diem allowance ~~after prior to their~~ attending the convention, conference, or educational, unless otherwise determined by the Secretary-Treasurer.
- (i) ~~No member may be a delegate to convention unless in attendance at two (2) general membership meetings in the twelve (12) months preceding the convention.~~



The poster is for CUPE UofT Movie Night. It features a purple and blue gradient background with decorative circular patterns. In the top left is a circular logo with the text '1230 • 3261 • 3902' around the top, 'UNITED WE WIN' in the center, and 'UofT CUPE LOCALS' around the bottom. The main title 'CUPE UofT MOVIE NIGHT' is in large, bold, white letters, with 'October Movie Night' below it in a smaller, bold, white font. The event details are listed in white text: 'FRIDAY, OCTOBER 24<sup>TH</sup> 7:00 PM (DOORS AT 6:30)' with a calendar icon, 'MADE IN DAGENHAM (2010)' with a video camera icon, and 'LOCATION- TBD' with a location pin icon. A link icon is next to the text 'CHECK 3261.cupe.ca FOR LOCATION AND RSVP LINK COMING SOON'. Below this, it says 'Full Fall Schedule- Locations TBD'. At the bottom, two more dates are listed: 'FRIDAY, NOVEMBER 21<sup>ST</sup> 7:00 PM (DOORS AT 6:30)' and 'FRIDAY, DECEMBER 12<sup>TH</sup> 7:00 PM (DOORS AT 6:30)', each with a calendar icon.

**CUPE UofT**  
**MOVIE NIGHT**  
**October Movie Night**

 **FRIDAY, OCTOBER 24<sup>TH</sup>**  
7:00 PM (DOORS AT 6:30)

 **MADE IN DAGENHAM**  
(2010)

 **LOCATION- TBD**

 **CHECK 3261.cupe.ca FOR**  
**LOCATION AND RSVP LINK**  
**COMING SOON**

**Full Fall Schedule- Locations TBD**

 **FRIDAY, NOVEMBER 21<sup>ST</sup>**  
7:00 PM (DOORS AT 6:30)

 **FRIDAY, DECEMBER 12<sup>TH</sup>**  
7:00 PM (DOORS AT 6:30)