



Manitoba  
**nurses**  
Union

A COMMITMENT TO CARING

2012 ANNUAL REPORT

## Mission Statement

To Care for Nurses...is to Care for Patients

## Values

"We believe in integrity, accountability, democracy, diversity, advocacy, solidarity, and social justice".

## Vision Statement

"To promote a positive nursing culture".

### **About the cover**

*Bernardine Brys and Liz Cronk are members of St. Boniface Nurses' Workplace Safety and Health Committee.*

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# MNU Board of Directors

Sandi Mowat, President  
 Donna McKenzie, Vice-President  
 Holly Cadieux, Secretary-Treasurer



Karen Taylor, *Assiniboine Region*  
 Marguerite Smith, *Assiniboine Region*  
 Cathy Jensen, *Brandon Region*  
 Trudie Empey, *Brandon Region*



Cindy Hunter, *Central Region*  
 Dorothy Pasowisty, *Central Region*  
 Carrie Holland, *Churchill/Burntwood Region*  
 Tracy Bassa, *Eastman Region (North & South)*



Kathy Nicholson, *Interlake Region*  
 Darlene Jackson, *NorMan Region*  
 Candace Ewanyshyn, *Parkland Region*  
 Amanda Bouchard, *Concordia Nurses Local 27*



Karen Cannell-Jamieson, *Grace Nurses Local 41*  
 Kim Fraser, *Health Sciences Centre Nurses Local 10*  
 Lana Penner, *Health Sciences Centre Nurses Local 10*  
 Pat Van Haute, *Misericordia Nurses Local 2*



Dana Orr, *Riverview Nurses Local 1a*  
 Sheila Holden, *St. Boniface Nurses Local 5*  
 Diana Martinson, *St. Boniface Nurses Local 5*  
 Colleen Johanson, *Seven Oaks Nurses Local 72*



Debbie Winterton, *Victoria Nurses Local 3*  
 Charlotte Adolphe, *Winnipeg Long Term Care Region*  
 Bluma Levine, *Winnipeg Community & Health Care Region*



# 2012-2013 Manitoba Nurses Union Standing Committees

## Executive Committee

Sandi Mowat, *President, Chairperson*  
Donna McKenzie, *Vice-President*  
Holly Cadieux, *Secretary-Treasurer*

## Members at Large

Bluma Levine  
Kim Fraser  
Tracy Bassa

## Education Committee

Lana Penner, *Chairperson*  
Deb Stewart, *Staff Advisor*  
Kathy Nicholson  
Sheila Holden  
Marguerite Smith  
Tracy Bassa

## Nominations Committee

Charlotte Adolphe, *Chairperson*  
Leona Barrett, *Staff Advisor*  
Amanda Bouchard  
Dorothy Pasowisty

## Finance Committee

Holly Cadieux, *Secretary-Treasurer, Chairperson*  
Sandi Mowat, *President*  
Donna McKenzie, *Vice-President*  
Cindy Hunter  
Colleen Johanson  
Lana Penner

## Resolutions & Constitution Committee

Kim Fraser, *Chairperson*  
Glenda Doerksen, *Staff Advisor*  
Cathy Jensen  
Karen Cannell-Jamieson

## Discipline Committee

Candace Ewanyshyn, *Chairperson*  
Kirsten Andersson, *Staff Advisor*  
Kathy Nicholson  
Sheila Holden

Wendy Despina, *MAHCP – Non-Member*  
Kevin Rebeck, *MFL – Non-Member*

## Staff List

Janice Grift, *Director of Operations*  
Bill Crawford, *Director of Communications & Government Relations*  
Kirsten Andersson, *Director of Labour Relations*  
Samantha Turenne, *Communications Officer*  
Ivana Saula, *Researcher*  
Manola Barlow, *Diversity Coordinator*  
Deb Stewart, *Labour Relations Officer*  
Debbie Jenkins, *Labour Relations Officer*  
Bob Romphf, *Labour Relations Officer – Benefits*  
Leona Barrett, *Labour Relations Officer*  
Tom Henderson, *Workplace Safety & Health Officer*  
Margaret Cherewyk, *Labour Relations Officer*  
Dan Kushneryk, *Labour Relations Officer – Negotiations*  
Shauna Briscoe, *Labour Relations Officer – WCB*  
Marise Frankel, *Labour Relations Officer*  
Michelle Peterson, *Labour Relations Officer*  
Mary Lakatos, *Labour Relations Officer*  
Paulina Ruiz, *Labour Relations Officer*  
Karen Fleming, *Labour Relations Officer*  
Wendy Giesbrecht, *Administrative Assistant – Collective Agreements & Negotiations*  
Tracy Wood, *Administrative Assistant – Executive Assistant*  
Terry Dyck, *Accounting and Information Technology Coordinator*  
Erin McGee, *Accounting Assistant – Accounts Payable*  
Laurie Hanlon, *Accounting Assistant – Dues & Accounts Receivable*  
Maryanne Peters, *Accounting Assistant – Expenses (on leave)*  
Marija Tisaj, *Accounting Assistant – Expenses*  
Veronica Jones, *Administrative Assistant – Membership*  
Katrina Profeta, *Administrative Assistant – Communications*  
Debb Soucie, *Administrative Assistant – Diversity*  
Debbie Wiebe, *Administrative Assistant – Labour Relations & Education*  
Kristina Kiciuk, *Administrative Assistant – Labour Relations, WS&H & NWSRs*  
Jennifer Oleson, *Administrative Assistant – Reception*

# President's Report



## Central Table Bargaining

Central Table Bargaining is always a challenge but I think this upcoming round is shaping up to be especially challenging.

In the last round of bargaining, nurses led the way in taking a wage freeze while protecting our pensions, fully realizing that given the world-wide economic meltdown it would not be possible to gain a significant wage increase while achieving COLA and pension stability.

However, these are different times. We are now in danger of falling so far behind other provinces that we won't be able to compete. If we can't compete we won't be able to keep nurses in Manitoba. Our nursing shortage, which is the major contributing factor to our heavy workloads, will worsen.

Of all the nurses who graduated in Manitoba, who were employed in Canada as nurses, 23% were working in other provinces. Right now we are training a significant number of nurses for the west and Ontario. The fact is, our members in Winnipeg can drive 200 kilometres to Kenora and make \$5,500 more each year, while our nurses in the west of the province can drive as little as 65 kilometres (Virden to Moosomin) and make about \$11,000 more a year. We cannot afford to allow the bleeding of our nurses to other provinces.

The shortage, workload and burnout are uppermost in the minds of our nurses. As we all know, the nursing shortage has a direct impact upon patient care. Nurses are filling out more and more Workload Staffing Reports, documenting the detrimental impact of inadequate staffing on their patients.

Studies show that having an adequate number of nurses results in a 24% decrease in the length

of stay in ICUs and a 31% decrease in the length of stay in surgical patients. An increase of less than one EFT per shift reduced the odds of an unplanned ER visit after discharge by 45%.

The nursing shortage also causes an increase in overtime – both voluntary and mandatory. A .8 increase in nurse overtime was associated with a 33% increase in the odds of an unplanned ER visit after discharge.

We know the top two issues are wages and workload and we are determined to achieve success in both areas.

## Violence in the Workplace

I am continuing my work as co-chair of the Advisory Group on Violence Prevention. Our mandate is to create a permanent ongoing process to review workplace safety issues broadly in health care and to monitor the implementation of violence prevention programs, incident investigation, tracking and follow up as well as identifying new initiatives to strengthen workplace safety. We have identified a working group that will begin looking at the training necessary to comply with the new regulations, recognizing that it should be consistent throughout the RHAs and health care facilities in Manitoba. The Provincial Health Care Safety and Specialist Group (PHSSG) will be looking at this as well as best practices regarding the transfer of information on patients identified with aggressive behaviours or high risk from one facility to another. The PHSSG will report back to the advisory group on an ongoing basis.

At the time of writing we are still waiting for the Provincial Violence Prevention Policy to make its way through layers of government for approval. Once that is done, the required education on the policy will begin.

## COLA/Pension/Benefits

We continue to progress towards our “go-live” date of April 14th, 2014 that is, when employee and employer contributions will begin. The Joint Implementation Committee which includes members of the Manitoba Council of Health Care Unions, employer and HEB representatives has met throughout the year to ensure that we are able to meet the commitment of all partners that the COLA is in place by 2018.

I am pleased to report that I was asked to join the Board of Manitoba Blue Cross. Blue Cross provides group health, EAP and many other benefits to nurses and other health care providers throughout Manitoba.

## Nursing Recruitment and Retention Committee

LRO Leona Barrett and I continue to represent MNU on this committee. The committee is also comprised of two employer representatives and two Manitoba Health representatives. We continue to monitor finances, continuing education reports and refresher and relocation statistics. Job fair/career day attendance and any new funding initiatives are discussed and, if appropriate, approved for funding.

Notice was given in December 2012 to those Continuing Education Committees impacted by the RHA amalgamations, to begin the process of combining their respective committees. The original deadline was March 31st, 2013, however, that has been extended for at least one of the new regions. Membership and Terms of Reference will be reviewed and, in some cases, revised.



## College Liaison Activities

We continue to meet quarterly with our nursing regulatory bodies. We are working together with the Colleges to develop a joint statement regarding the negative impact of excessive hours of work on patient care and the health of nurses. In February, I had the pleasure of taking part in a celebration of the Centennial of the College of Registered Nurses. Congratulations on your anniversary and an excellent conference.

## Mandatory Immunization Campaign

In early December the MNU launched a campaign in opposition to the policy statement issued by the Canadian Nurse Association calling for mandatory immunization of nurses. We joined nurses from across Canada in expressing our disappointment with the policy. In a letter to College Representatives, both national and provincial, I stated that it was our very belief that, as professionals, nurses are more than capable of making an informed decision regarding immunization. We have always maintained that it should be an individual's choice.



## President's Report continued...

In her letter to CNA leadership, our National President, Linda Silas, when referring to the Code of Ethics for RNs in Canada wrote:

"The CFNU argues that accepting medical intervention (i.e. immunization) puts nurses in the position where the Code of Ethics should also apply to their own welfare. A principle value cited in the code is choice, and we argue that this value must be extended to everyone, including nurses. The code requires nurses to respect informed decision making of capable persons including choice of lifestyle or treatment."

We emphatically support that statement. While MNU is on record as supporting the efforts of Manitoba Health and Employers to increase access to immunization, we have always stood firm in our position that it must be voluntary.

Our online campaign was well received by members with more than 20 per cent signing our online petition opposing the policy.

### Bill C-377

Our union will continue to work with our national union and the Canadian Labour Congress (CLC) to oppose Bill C-377. The Bill has been passed in the House of Commons

and is now moved to the Senate. The Bill segregates unions by forcing them, unlike other organizations to provide detailed financial information which would be posted on the internet.

According to the CLC it will cost the government anywhere from \$32 million to \$42 million annually just to operate and implement this legislation.

The Bill is seen by unions as an attempt by government to silence our voice on important political issues. The cost to unions of providing this internal information will be excessive, but that is the strategy. A Conservative activist, Grove Norquist, recently stated: "Every dollar that is spent by the unions on disclosure and reporting is a dollar that can't be spent on other labour union activities." MNU members have always had complete access to our financial reports. They are contained in this report which is available on our website.

Recently the Canadian Bar Association described the Bill as an invasion of personal privacy of individual Canadians, likely unconstitutional, and should be withdrawn. In a letter to the Standing Committee of Finance the CBA said that the Bill lacks appropriate balance between any legitimate public goals and respect for privacy interests protected by law. We will continue to work to defeat this Bill.

### Health Accord

The Health Accord, a legal agreement between the Federal and Provincial governments on health care funding, ends in 2014. Through our National Union we are aggressively lobbying the Federal government to work with all stakeholders to develop a Pan-Canadian Health Care Accord.

A CFNU report maintains that a new Health Care Accord must:

- ▶ Improve and extend the position of the Federal Government in funding Medicare;
- ▶ Provide opportunities for improvements within a publicly funded and delivered system;
- ▶ Make investments in home care and long-term care; and





- Establish a national, universal pharmacare plan.

In July of 2012, CFNU President, Linda Silas and I met to discuss the issue with Manitoba Premier Greg Selinger. We had a very productive discussion about the importance of all governments – provincial, territorial and federal pulling together to strengthen public health care.

### E.R. Recommendations

In the spring of 2012, nurses from the six Winnipeg E.R.s as well as Pan Am Clinic and Misericordia Health Centre came together with the Winnipeg Local Hospital Presidents for a day-long strategic planning session to discuss their concerns regarding patient flow, staffing, education and resources. Out of that day came a number of achievable recommendations which were presented to the Minister of Health, Theresa Oswald and her department. Meetings have been scheduled with the Minister and her staff with the goal of having some substantive initiatives to improve the process to be announced at our upcoming AGM.

### Sinclair Inquiry

The Inquiry into the death of Brian Sinclair at Health Sciences Centre is slated to begin in August of this year. In June of 2012, the Winnipeg police confirmed that no criminal charges will be laid in the death of Brian Sinclair. We anticipated this conclusion. It reaffirmed the conclusion of the first investigation that it was a systemic issue. In my statement to the media, at that time, I said that the benefit of a second investigation is that it further vindicates our position that the nurses at HSC did everything possible and are 100% dedicated to their patients.

We will continue to provide support- both legal and moral- to the nurses called to witness at the inquiry.

### CFNU

As the reader of this report can easily see, our union works very closely with our national union on many issues. Our National President Linda Silas works tirelessly to get nursing issues at the top of the national agenda. She travels thousands of kilometres, across Canada and throughout the world, advocating for nurses and patients. Whether fighting draconian legislations such as Bill C-377, or championing an inclusive and just Health Care Accord, she always has the frontline nurse and patient care uppermost in her mind. She is a tremendous spokesperson for nurses in our country.

The well researched reports that CFNU undertakes are invaluable in getting our point across. Linda and I recently met with Assistant Deputy Minister Milton Sussman to discuss the issues raised in the CFNU report Nursing Workload and Patient Care – Understanding the Value of Nurse, the Effects of Excessive Workload, and How Nurse-Patient Ratios and Dynamic Staffing Models can Help.

Our participation in the activities of the Canadian Labour, through our membership in CFNU, has also provided us with a welcome resource. We will be taking part in a conference in a few weeks which will bring together union leadership from across the country to serve as a launching pad for a focused motivational campaign to elevate our issues, as well as build the next generation of successful union campaigns.

## President's Report continued...

### Meeting the Members

Getting out there and meeting our members continues to be a top priority for me. Although I have not been able to tour the entire province again this year I have had the opportunity of touring facilities, both city and rural, and will continue to do so. As I have often said, this is the most inspiring part of my work. To see what nurses are able to accomplish with often minimal resources is amazing.

I know that many of our nurses are tired. Some on the verge or in the middle of burn out. I also know that the vast majority of nurses love their profession and feel privileged to be part of nursing. During my years as an ER nurse, and also in dialysis, I found myself thinking about how privileged I was to hold not only the lives of those in my care, but the trust of their loved ones as well. Often I was the critical person in their journey.

I think the greatest gift we receive as nurses is the chance to make a difference. I'm not saying I felt

that at the end of every shift, but I do have many memories of patients I have helped that will stay with me for the rest of my life.

### Thank you

Thank you to the Board and the Executive for their courage and the wisdom to make often difficult decisions for the good of the whole. Our Vice-President Donna McKenzie and Treasurer Holly Cadieux have been unwavering in their support and unstinting in their generosity whether with their time or advice.

This organization would not be where it is today without the knowledge and hard work of our dedicated staff.

Mostly, thank you to the many nurses who participate in our union as local leaders. The coming year may well test our ability to mobilize and to stand together. We're counting on you!

Sandi Mowat, *President*

## Director of Operations Report

Janice Grift, *Director of Operations*

Looking back on 2012, it was another busy year full of exciting opportunities and challenges. My role is to ensure that the appropriate human, financial and physical resources are in place for the members, staff and the board in order to meet the goals of the organization.

I enjoyed sitting on the Governance and Structure Committee who did much work around the government's announcement of amalgamating 11 regional health authorities into five. My role was to provide feedback on operational issues and specifically financial information relating to the impact of the amalgamation.

The MNU is proud to support the Canadian Culture and Communication program for Internationally Educated Nurses. Funding for

the program has been moved from provincial to federal jurisdiction therefore, we are going into our first agreement under new terms.

With one staff retirement and two new positions added, we welcomed Laurie Hanlon (Accounting Assistant – Dues) in January, Veronica Jones (Administrative Assistant – Membership) in May and Jennifer Oleson (Administrative Assistant – Reception) in December. Manola Barlow returned from her maternity leave in November and is preparing for another one to begin in May of this year.

I would like to take this opportunity to thank all of the staff, board and general members who have helped make 2012 another exciting year at MNU.

I wish each of you a prosperous 2013!

# Director of Communications/ Government Relations Report

Bill Crawford, *Director of Communications/  
Government Relations*

It has been a busy and productive year in the Communications department. We have expanded our team, with the addition of a Communications Assistant and are in the process of hiring a Researcher.

Over the past year, we have taken steps to improve our reach by adopting new communications tools, such as entering the world of social media, as well as improving the member experience through the redevelopment of our website and member portal.

As always, we have taken a proactive and inclusive approach to ensure that we are outspoken on the issues that are important to our members by gathering information through our member polling.

Here is a closer look at some of the projects we've worked on over the past year.

## Website and Portal

With the emergence of new media tools (Facebook, Twitter, YouTube etc.), it was determined that a website overhaul was necessary to incorporate all the new ways of communicating. It also provided an opportunity to look at ways of connecting all the work the MNU does — organizing, training, union development, member services, board business, and member and public communications — into a unified, accessible hub.

Furthermore, the website and portal will be merged into a single unit, with a single-login for users, where they would gain access to all the different communication and information tools we offer by entering one username and password. If you are not logged in (i.e., a member of the public) you cannot see or access this

content. Non-members will view the “public face” of the website i.e., non-protected content.

We consulted with our members throughout this process to determine their unique needs in an effort to create a site that would offer the most relevant tools they needed to stay connected and informed.

## Social Media

MNU launched Facebook and Twitter at the 2012 AGM. Our network has grown considerably over the past year and member participation has been active and positive.

Facebook provides insights (stats on traffic) which are particularly helpful because it gives us an idea on what topics work for starting discussions, issues of interests and more.

We have repackaged all magazine articles and posted links from our Facebook page to our website. This has worked well in increasing web hits and magazine readership.

With the addition of Facebook and Twitter, we have opened the lines of communication and have had conversations with members that would not have happened before.

## Strategic Planning

In fall 2012, Health Sciences Centre Local 10 held a strategic planning session. There was also a strategic planning session held with Winnipeg ER nurses to discuss issues and offer recommendations emerging from the city ER departments.

Several years ago, most regions and several locals held facilitated planning sessions, but this has dropped off. Hopefully, we can renew this practice, especially as in the coming months as MNU regional and local leaders will be dealing with amalgamation.

## Director of Communications/Government Relations Report continued...

### Polling

Independent polling of member's bargaining priorities has been completed and presented to the PCBC. We received over 3,000 responses to our self-directed (mail-in) survey. These results were tabulated and presented to the PCBC to aid in developing proposals.

Recent bargaining polling indicated that 75% of our members would like to receive bargaining information via email.

A public poll was also conducted, testing various arguments regarding nurses' wages and the economy. Tracking questions such as the trust quotient of various health spokespeople and organizations, as well as, the public perception of the state of health care will also be included in the poll.

We have been asking the tracking questions for 20 years and are able to see various trends in public perception as a result.

### Research Activity

With bargaining quickly approaching we've been busy reviewing and updating our comparisons of other nursing union agreements.

We are also continuing to improve our ability to gather and report on employer data, such as vacancies and the use of agency nurses. The WRHA vacancy reports, the only vacancy data, which we regularly receive at this point, have

been summarized in a format more useful for providing an overview of trends in nurse vacancies within the WRHA. In terms of the use of agency nurses, a new facility-by-facility spreadsheet is being created to provide an overview of which employers are and which are not reporting their use of agency nurses, and which simply do not use them at all.

### Direct Mail

We developed a direct mail piece to provide members with information regarding the changes to the Regional Health Authorities, and how these changes would affect them.

### Advocacy

In early December, MNU launched an online campaign in opposition to the policy statement issued by the Canadian Nurses Association calling for mandatory immunization of nurses.

The online campaign involved signing an electronic petition asking CNA to rescind their position. The campaign was positively supported by our members.

### Looking Ahead

A communications plan to support Central Table Bargaining is in place. Until it becomes clear when government will be ready to bargain, some elements of the plan will focus on a "moving target" i.e. aspects will be prepared with launch date to be flexible.

**48%**

of all non-fatal injuries from occupational assaults and violent acts occur in health care and social service settings.



# Director of Labour Relations Report

Kirsten Andersson, *Director of Labour Relations*

When I left MNU in 2010 to take a senior management position with the Manitoba Teachers' Society, I left reluctantly and with the sense that I was leaving too soon but I left thinking I was returning to my teaching roots. Imagine my surprise when I returned to MNU as Director of Labour Relations and I experienced the very real sense that I was coming home. Thanks to the staff, Board, local leaders and members who have made me feel welcomed back into the fold in this new role. It's good to be back.

This is exciting and invigorating work and especially so in the months since I started last August. Some highlights this year are:

## Amalgamations

Certainly one of the biggest developments this year was the amalgamation of the regional health authorities from 11 to five. Assiniboine, Brandon and Parkland Health Authorities combined to form Prairie Mountain Health; Interlake and North Eastman Health Authorities combined to form Interlake-Eastern Health; Central and South Eastman combined to form Southern-Sud Health and Nor-Man and Burnt Wood Health Authorities combined to form Northern Health. Churchill was combined with the WRHA. These amalgamations triggered our application for amended bargaining certificates which in turn triggered the need to amalgamate collective agreements. The other significant effect this had on labour relations in Manitoba occurred when run-off votes between other labour groups became procedurally complicated and protracted. This created a work log-jam with both employers and the provincial Labour Relations Secretariat, which caused some frustration when labour relations issues were not dealt with in a timely manner. As these issues are resolved and the log-jam breaks up, we are expecting greater responsiveness from employers and the province.

## MCHCU – Manitoba Council of Health Care Unions

I have joined MNU President Sandi Mowat on the MCHCU and have been impressed by the level of discussion and problem-solving in this group. The Council meets every two months and discusses issues of common interest and concern such as workplace safety and health, pensions and benefits, negotiations and so on. As well, various ad hoc projects are initiated such as the committee struck to monitor the SAP payroll system. The Council is comprised of representatives from: Canadian Union of Public Employees (CUPE), International Union of Operating Engineers (IUOE), Manitoba Association of Health Care Professionals (MAHCP), Manitoba Government Employees Union (MGEU), Professional Institute of the Public Service of Canada (PIPSC), Public Service Alliance of Canada (PSAC), and United Food and Commercial Workers (UFCW). I'm proud to report that contributions from MNU have made us a leader among leaders at this table.

## Negotiations

The current collective agreement expired in March 2013 and the Provincial Collective Bargaining Committee has been working hard since their election in the fall of 2012. There have been many meetings and long discussions regarding the priorities of members and the current bargaining climate. More information is available in the PCBC committee report.

## National Negotiators

I meet regularly with my counterparts from all provinces. We met in September and January and I have found these networking opportunities to be invaluable to my work as Chief Negotiator. Our colleagues around the country are at various stages of negotiations, but there are many similarities both in our priorities and in the bargaining climates we face. Almost all chief negotiators, who are currently bargaining,

## Director of Labour Relations Report continued...

report that they are experiencing difficulties with employers and provincial governments. We were alerted to provincial cost cutting measures that range from concerning to draconian. Those who have not yet entered into negotiations, such as Ontario Nurses Association, report a difficult political and labour climate. Our agendas this year have included regular updates on the status of bargaining and discussions regarding the larger labour landscape in Canada such as private members bills that seek to erode the rights and freedoms of unions. In January, we updated and added to the long term bargaining strategies document.

### Labour Relations Staff

Thanks goes out to the hard working and conscientious labour relations staff who enjoy a stellar reputation in the labour community for providing representation and support to members throughout the province. This year we created a new position: Workplace Safety and Health. We welcomed two new staff members: Karen Fleming and Paulina Ruiz. We welcomed back Marise Frankel from her maternity leave and bid a reluctant farewell to Glenda Doerksen. Please take a moment to wish Margaret Cherwyk the best in her retirement effective this summer.

### First Contract Negotiations

We welcomed River Park Gardens and South East Personal Care Home into MNU membership this year. As well, we were able to resolve, after a long and difficult journey, the first contract for nurses in Norway House.

### Workplace Safety and Health

Work began in September and there has been a great deal of preliminary analysis to determine the scope of what we need to do to support

members in the shared goal of having safe and healthy workplaces. A comprehensive survey was completed which gave us an array of information including if committees are properly structured, the level of management cooperation and the level of training being accessed by members. The results demonstrate that there are significant challenges throughout the province. We will be responding to those challenges with education, resource support and advocacy.

### Grievances and Arbitrations

- There were 135 grievances initiated in 2012. There were 329 grievances handled as carryover from previous years. The total grievances handled in 2012 were 464 grievances. There are 309 grievances continuing into 2013.

Grievance Arbitration statistics:  
Grievance Settlements in 2012:

#### Disciplinary

30 Resolved Satisfactory (Settled)

#### Non-disciplinary

70 Resolved Satisfactory (Settled)

#### Withdrawn

55 (Closed)

One arbitration award heard in July and received in early January 2013. This arbitration dealt with overtime as it relates to article 1503 which states: "Night shift shall be considered as the first shift of each calendar day." The outcome was not favorable to the Union due to the "plain and ordinary meaning of language bargained by the parties." We will be drafting proposals to amend the language of the collective agreement in the upcoming round of negotiations.

We look forward to a productive and successful year in 2013.

**66%**

of Manitoba Nurses have told us that physical violence and intimidation has gotten worse over the past five years.

# Committee Reports

## Nominations Committee Report

Charlotte Adolphe, *Chairperson*  
Amanda Bouchard  
Dorothy Pasowisty

The Nominations Committee is responsible for the nomination and election of the Executive Officers and the Board of Directors, as well as, for ensuring each candidate has been nominated in accordance with the MNU Constitution.

As per the MNU Constitution, Executive Officers are to be elected from the general membership for a two year term by the voting delegates at the MNU Annual General Meeting. The deadline for receiving nominations was January 31st, 2013. Nominations can only be received from the floor of the Annual General Meeting, if there are no nominations prior to the January 31st deadline.

The position of Vice President has been declared by acclamation for the term May 1st, 2013 to April 30th, 2015. The successful candidate is:

- ▶ Donna McKenzie

The position of Secretary-Treasurer has been declared by acclamation for the term May 1st, 2013 to April 30th, 2015. The successful candidate is:

- ▶ Holly Cadieux

The Board of Directors are elected by and from the membership to represent the Regions and the Locals/Worksites within. Terms of office of members are two years and staggered so that approximately one-half of the Board is elected annually.

The deadline for receiving nominations was January 31st, 2013. The following members have been declared elected by acclamation to the

MNU Board of Directors for the term May 1st, 2013 to April 30th, 2015:

- ▶ Assiniboine Region Karen Taylor
- ▶ Central Region Dorothy Pasowisty
- ▶ Eastman Region Tracy Bassa
- ▶ Nor-Man Region Darlene Jackson
- ▶ Winnipeg Community & Health Care Region Bluma Levine

Two Nominations were received from the Brandon Region. The nominees are:

- ▶ Cathy Jensen
- ▶ Debra Nixon

Two nominations were received from the Interlake Region. The nominees are:

- ▶ Kathy Nicholson
- ▶ Lena Robertson

Elections for both of these positions were to be held at each Local/Worksite Annual Meeting with ballots to be forwarded to MNU office for counting by April 1st, 2013.

The following Locals in the Winnipeg Hospital and Health Care Region were to elect a Board Representative for the term May 1st, 2013 to April 30th, 2015, by March 15, 2013:

- ▶ Grace Nurses Local 41
- ▶ HSC Nurses Local 10
- ▶ Riverview Nurses Local 1a
- ▶ St. Boniface Nurses Local 5

The Nominations Committee also oversees elections to the Executive Committee Members-at-Large and Standing Committees at the first Board Meeting following the Annual General Meeting.

**DID YOU KNOW...**

that MNU has a dedicated hotline for WSH? If you experience violence, abuse or harassment call the Violence Free Health and Safety 1-877-942-0805.

# Committee Reports

## WHAT TO DO IF A VIOLENT INCIDENT HAPPENS

Notify your supervisor/manager about all incidents, even if there is no injury, as per Article 7A04 of Collective Agreement.

### Workload Staffing Report Committee

Donna McKenzie, *Chairperson*  
Charlotte Adolphe, Long Term Care  
Bluma Levine, Community Care  
Diana Martinson, Large Acute  
Debbie Winterton, Community Acute (Urban)

The Workload Staffing Report Committee was established to address a number of problems associated with the WSR in its current form.

The membership of the committee is comprised of representatives from long term care, community care, large urban acute care, community urban acute, and rural small acute care. MNU staff also participates on the committee.

The first step in the work of the committee was to assess the issue through membership research, including independent polling and focus groups. The research gave a clear indication that members were growing increasingly frustrated and dissatisfied with the ineffectiveness of the forms.

A substantial majority (78%) of those members who took part in the research had, at some time in their career, filled out a WSR. Unfortunately of those who had filled one out 69% felt that filling out the form was not effective in dealing with the issue. The most common reason for the frustration was that there was no feedback.

A slim majority of nurses surveyed (52.4%) said that the WSR form was easy to fill out

while a significant number (38.1%) said it was difficult.

Much of the work of the committee has been to determine what the barriers are to more effective use of the Workload Staffing Report process. We evaluated the ways in which our union informs and educates nurses about this valuable tool. The committee has reviewed the wording of the MNU guide "What is the Purpose of the Workload/Staffing report" and has revised it. In order to improve membership awareness the committee has also looked into how best to use the MNU communications tools, such as the Front Lines magazine and the MNU website to ensure information is more broadly available.

The Workload Staffing Report form is jointly funded by the MNU and the employer. As a result any changes to the form must be agreed to by both parties. The union has received a positive response from government to our overtures to revise the form but the process has been delayed due to the Regional run off votes.

The committee met its initial goal, which was to come up with a number of recommendations. These recommendations were forwarded to the PCBC for discussion with the employer during the Central Table Bargaining process. WSRs are a shared Employer/Union process and changes must be negotiated. The recommendations address the areas of education/process, cost sharing and a time frame for employer response.

### Discipline Committee Report

Candace Ewanyshyn, *Chairperson*  
Kathy Nicholson  
Sheila Holden  
Wendy Despina, MAHCP – Non-Member  
Kevin Rebeck, MFL – Non-Member

The Discipline Committee is responsible for establishing and maintaining Rules of Procedure and for conducting Hearings for members accused of conduct detrimental to MNU (Article 18 of the Constitution).

The Discipline Committee considers the charges and evidence presented to determine the guilt or innocence of the accused member.

The Committee is comprised of three MNU members and two non-member professionals.

At the time of writing this report there had been no charges received during the past year.





## PCBC Committee Report

### **Chairperson**

Sandi Mowat

### **Misericordia/ Riverview**

Dana Orr

### **Winnipeg Long Term Care Region**

Charlotte Adolphe

### **Winnipeg Community & Health Care Region**

Dawn Thompson

### **Concordia/Seven Oaks**

Kardene Campbell

### **Health Sciences Centre**

Lana Penner

### **St. Boniface**

Karen Sadler

### **Grace/Victoria**

Kim Swanson

### **Central Region**

Cindy Hunter

### **Churchill/Burntwood/ NorMan Region**

Darlene Jackson

### **Interlake Region**

Kathy Nicholson

### **Eastman Region**

Renate McGowan

### **Parkland Region**

Karen Cleaver

### **Assiniboine Region**

Karen Taylor

### **Brandon Region**

Wanda Zolinski

The Provincial Collective Bargaining Committee is comprised of elected representatives of each Region in Manitoba as well as representatives of Winnipeg hospitals. The committee is charged with providing member input into negotiating the Central Table Agreement which covers approximately 9,000 MNU members. The agreement expiration date is March 31, 2013.

The PCBC initially met in October 2012 to review independent research and the MNU mail in survey. All worksites and locals covered by the Central table Agreement have the opportunity to submit bargaining proposals. These proposals were reviewed as were suggestions put forward by our Labour Relations Staff. The committee continued to meet to review proposals.

In December of 2012, MNU members took part in the Provincial Bargaining Conference which was attended by 120 members. Delegates to

MNU held a bargaining conference on December 11, 2012 where the 120 delegates listened to bargaining updates from nurses' unions across Canada and were updated on the state of pensions, the economy and the impact of the aging workforce.

Results from a recent MNU member poll regarding bargaining priorities were also discussed. Based on the polls, wages and workload have emerged as the key issues for this round of negotiations.

The conference provided a good opportunity for members to have discussion and raise concerns.



# Committee Reports

the conference reviewed proposal concepts and had the opportunity to put forward their ideas, concerns and questions.

The Committee has continued to review and hone the proposals and is ready to meet with employers. Bargaining has been delayed due to Regional Run-off Votes.



## Finance Committee Report

Holly Cadieux, Secretary-Treasurer, *Chairperson*  
Sandi Mowat, President  
Donna McKenzie, *Vice-President*  
Cindy Hunter  
Colleen Johanson  
Lana Penner

The financial business of MNU is conducted based on the budget developed by the Finance Committee to represent the strategic direction of our organization as developed by the Board of Directors. The financial statements are merely a numeric representation of MNU activities as presented in the narrative reports.

The majority of the provincial operating revenue is derived from the membership dues (\$26.00 per bi-weekly pay period for full/part-time nurses, and casual nurses in any pay period worked). Dues and/or special assessments are set by the membership at the Annual General Meeting (AGM). Interest and dividends on investments provide for other sources of revenue.

The 2012 year-end review financial statements are reflecting the priorities of the MNU this past year.

Through effective utilization of financial resources, we remain able to offer support and educate our membership through Labour School, AGM, Provincial Education Day, and Admin of a Local. We also have allocated funding for first time attendees to the AGM.

Through strong return on investments, and solid financial management we were able to place \$500,000 to the Negotiations Fund as well as \$500,000 to the Defense/Strike Fund.

## 2013 Budget Reallocations

The 2013 reallocation is based on the actual income from 2012. We see a large increase to the negotiations line as we are entering negotiation for a new contract. By maintaining a fiscally responsible budget, we have the resources to support the negotiation process.

We carefully reallocated the 2013 budget to meet the needs of the membership while, at the same time being able to maintain a positive balance. The 2013 reallocation was endorsed by the Board.

## 2014 Budget Forecast

The forecast is reflective of the 2013 budget. We will continue to strive to maintain a positive bottom line and provide the financial resources to best meet the needs of the membership.

## Motion

A motion to increase the honourarium amount for the Board of Directors effective in the 2012-2013 term year was presented at the March Board Meeting and will be brought forward for discussion at the AGM.

## Education Committee Report

Lana Penner, *Chairperson*

Kathy Nicholson

Sheila Holden

Marguerite Smith

Tracy Bassa

Deb Stewart, *Staff Advisor*

### Recap

It's been a year of growth and changes, and as our organization changes and grows, the board and committees adapt accordingly to incorporate these changes, to ensure that we are best representing the needs and interests of our members. As a result, roles have been created, tweaked and expanded, which has increased the resources available to our members, as well as our flexibility in providing resources.

Over the past year, the Education Committee has pondered the notion of having the committee function more on an ad hoc basis i.e. dealing with a specific issue versus a standing committee.

This decision was based on the realization that the Professional Practice and Education Officer, along with other MNU staff, are primarily responsible for the planning and implementation of educational offerings.

We concluded, that to be fiscally responsible, the committee would function more appropriately as an ad hoc committee, thereby eliminating unnecessary steps, work and costs. The request was placed in the form of a motion to the Board to dissolve the Education Committee as it currently stands. The Board voted in favour of dissolving the Education Committee.

### EVERY NURSE HAS THE RIGHT

to bring forward WSH concerns to the employer. They also have the right to participate in the WSH Committee as a member by allowing their name to stand for election/or selection to the WSH Committee.

### Labour School

Another successful Labour School was held in Gimli, in September 2012. The programs delivered and networking opportunities were all responsive to the identified needs of our members and our leaders.

There were some issues with the venue, and that has resulted in MNU scheduling Labour School 2013 at The Viscount Gort, a unionized hotel in Winnipeg.

Our Labour School surveys told us that members want a bit more variety in classes so we are looking to add some single day courses that would give you the ability to mix and match your classes.

Our core courses, such as Public Speaking and Grievance and Arbitration, will continue on the two day plan, as they provide some solid foundations that members have told us are important.

We are also looking to start the education days with a plenary session of about 45 to 60 minutes on an urgent or emerging topic that will allow all participants to be in the loop.

### Scholarships

There were some minor changes to the Keith Lambert Fund which allows increased



# Committee Reports

accessibility to funding for our members. In the event that there is a surplus over \$10,000, in the fund, the surplus can be accessed for Prairie Labour School and Labour School, to cover the cost of tuition.

This year, a few late applicants were accepted due to inadvertent over expenditures in Board development funds.

## Upcoming Educational Opportunities

Education Day will be held in conjunction with MNU's Annual General Meeting in Brandon. This year, Education Day will be held on May 2, 2013. We look forward to discussing Workplace Health and Safety, emerging issues and hot topics.

Prairie Labour School is scheduled to be held in Manitoba in 2014 and preparations are well under way.

CFNU will be held in Toronto from June 3-7 with the theme of "Taking the Lead". Several presentations will be facilitated by MNU staff as

well, back by popular demand, a labour history workshop which reminds us all of our roots.

As this a bargaining year, Contract Interpretation will be flexible, responsive and open to any member or region who have burning questions. A more intense session will be available, post bargaining, that will be inclusive of all new rights and benefits which have been secured.

Admin of a Local is booked for May 15-16 in Winnipeg, and May 22-23 in Brandon.

## Looking ahead

It's been another busy but satisfying year with new ideas, changes and increased flexibility on the horizon. I would like to take this opportunity to thank the Education Committee for their progressive thinking and forthright discussions, as well as their commitment. Heartfelt thanks to Deb Stewart our staff advisor and Deb Wiebe our administrative assistant for all their hard work, organization and direction.

## Resolutions & Constitution Committee Report

Kim Fraser, *Chairperson*  
Cindy Jensen  
Karen Cannell-Jamieson

The Resolutions & Constitution Committee is responsible for receiving, reviewing and finalizing all resolutions and **constitutional amendments** prior to the MNU Annual General Meeting. Any member in good standing may submit resolutions and **constitutional amendments**; however, they must insure that the mover of the resolution and/or amendment is a voting delegate or Board Member.

All resolutions received by the published deadline will be included in the Annual Report for mail out to all members. Members are strongly encouraged to submit resolutions prior

to the deadline in order to allow locals and/or worksites the opportunity to discuss them fully prior to the Annual General Meeting.

All resolutions to be dealt with at the Annual General Meeting must be sent to the MNU Provincial Office by 5:00 pm on the Thursday before the Annual General Meeting. These resolutions will be distributed at the AGM prior to the regional meetings.

Resolutions submitted after this deadline will be reviewed by the Resolutions and Constitution Committee and shall be open for consideration at the Annual General Meeting only with the permission of a 2/3 vote of the delegates.

All resolutions should include rationale. Resolutions that have financial implications are to include the estimated costs associated with the implementation. Resolutions passed at the AGM provide direction for the ensuing year.

As per Article 20 of the MNU Constitution:

*20.01 This Constitution may be amended or altered only by a two-thirds (2/3) majority vote at a meeting of the Union. Full details of the proposed amendments must be set out in the Notice of the Meeting sent to every Local/Worksite Unit and/or Certified Bargaining Agent.*

All proposed **constitutional amendments** must be received by the MNU Office on or before the published deadline so that they can be published in the Annual Report. Members must be aware that when debating **constitutional amendments** at the AGM, proposed changes must be within the scope of notice set out in the original amendment.

There were two resolutions, two **constitutional amendments** and two by-law amendments submitted prior to the printing of this report.

Locals/Worksites/Regional Locals are reminded that their Constitutions must be in alignment with the MNU Model Constitution. Over the past year, the Resolutions and Constitution Committee has undertaken a comprehensive review of all of the local/worksite/regional local constitutions to ensure that they are current and congruent with the MNU Constitution. The goal is to ensure that MNU records are accurate and to have all Constitutions available to the membership via the member portal of the MNU web site once the process has been completed.



### RESOLUTION #1

WHEREAS, nursing education is expensive; and

WHEREAS, MNU supports nursing education at an entry level and should support all levels of nursing education.

THEREFORE BE IT RESOLVED THAT, the MNU establish two (2) fifteen hundred dollar (\$1500.00) scholarships to support Manitoba nurses in continuing their education.

**Moved by: Dana Orr, Board Member, Riverview Nurses Local 1a**

**Seconded by: Sheila Holden, Board Member, St. Boniface Nurses Local 5**

**Rationale:** Continuing education helps nurses to stay current with the latest developments, skills, and new technologies in the health care field. It also gives them the opportunity to pursue advanced degrees thereby expanding their scope of practice and giving them the ability to qualify for higher-level nursing positions.

**FINANCIAL IMPLICATIONS: FISCAL NOTE \$3,000.00**



### RESOLUTION #2

WHEREAS, in the 2011 Annual Report forty-four percent (44%) of the MNU Operating Expenses (\$2,855,562.00) are on Administrative Support; and

WHEREAS, Administrative Support is the only expense not detailed with an attached schedule.

THEREFORE BE IT RESOLVED THAT, the auditor include a schedule of total staff salaries and expenses, as well as, a detailed report of the salary, per diem and expense of each MNU Board of Director.

**Moved by: Kelly Houle, Treasurer, Altona Nurses Worksite #33**

**Seconded by: Betty Loewen, Secretary, Altona Nurses Worksite #33**

**FINANCIAL IMPLICATIONS: None.**



# Governance and Structure

# Better Representation and Better Use of Resources

**WHERE APPLICABLE,  
FOR THE LIST OF SITES IN  
YOUR BARGAINING UNIT**

please see Appendix D of the  
Collective Agreement.

**In April 2012, the provincial government announced that the 11 RHAs would be amalgamated into five (5) which meant MNU had to look at its current structure to ensure legal representation of its members.**

**Members passed a resolution at the 2012 AGM and a committee was struck to research and make recommendations on what a new governance structure would look like.**

**It was determined that a structure which closely mirrors the new employer structure would be the most efficient, provide the best representation and be the best use of MNU resources.**

**In order to achieve this, changes would have to be made to the MNU Constitution and By-Laws. The recommended changes to the Constitution and By-Laws will be voted on by the delegates to the 2013 AGM.**

## **Governance and Structure Committee's Proposal for a New Structure**

Under the Labour Relations Act, MNU has a duty to fairly represent all of the employees in the Bargaining Unit covered by the collective agreement.

The Bargaining Unit is the legal entity that allows union representation for employment issues with a specifically defined employer.

Each Bargaining Unit has its own Labour Board Certificate, which is issued by the Manitoba Labour Board. The Governance

and Structure Committee is proposing a change to the current MNU structure to reflect the Bargaining Unit Certificates.

**EXAMPLE 1:** Prairie Mountain Nurses (former ARHA, BRHA and PRHA) has the ability to negotiate a Collective Agreement for the Bargaining Unit with their employer the Prairie Mountain Regional Health Authority.

**EXAMPLE 2:** Hillcrest Place PCH, a non-transferred facility, is considered their own Bargaining Unit with their own employer, Extendicare Health Services.

MNU will negotiate a Collective Agreement on behalf of the Hillcrest Place PCH Bargaining Unit with their employer, Extendicare Health Services.

## **The Current Structure**

The MNU structure and the employer structure have always been different. Post-amalgamation, the structures have become even more different. Operating in two completely different structures is cumbersome.

## **OUR MEMBERS PASSED THIS RESOLUTION AT THE 2012 AGM**

WHEREAS, the Manitoba Government has recently announced the amalgamation of the 11 Regional Health Authorities into 5; and

WHEREAS, in the future these changes could have a major impact on the structure of the Manitoba Nurses Union; and

WHEREAS, it is imperative that membership input and consultation take place.

THEREFORE BE IT RESOLVED THAT, at the May 2012 Boarding meeting, the Manitoba Nurses Union establish a new Ad Hoc Committee on "Governance & Structure"; and

FURTHER BE IT RESOLVED THAT, the Committee membership and structure be as determined by the MNU Board of Directors; and

FURTHER BE IT RESOLVED THAT, the Governance & Structure Committee report back to the 2013 AGM with any recommendations.

# POST-AMALGAMATION MNU'S CURRENT STRUCTURE BECOMES CUMBERSOME



## EXAMPLE

The Prairie Mountain Nurses is comprised of 46 worksites.

Under the current MNU structure, these 46 worksites are divided into three regions – Assiniboine, Brandon and Parkland.

Post-amalgamation, the Brandon, Parkland and Assiniboine RHAs no longer exist. They have been merged

to create the Prairie Mountain Regional Health Authority.

According to the Labour Board Certificate, the 46 sites of the Prairie Mountain Nurses are considered one Bargaining Unit.

The employer is not obligated to meet with individual presidents. In fact, most issues are not resolved at the worksite level.

The employer resolves most problems at the Bargaining Unit level through the Regional Nursing Advisory Committee, Regional Union Management etc.



# PROPOSED STRUCTURE

For MNU administrative purposes, the province will be divided into six (6) distinct Areas. Areas will be comprised of the Bargaining Units in the geographical location.

In the example of Prairie Mountain, all 46 transferred sites will be amalgamated into a single Bargaining Unit called the Prairie Mountain Nurses.

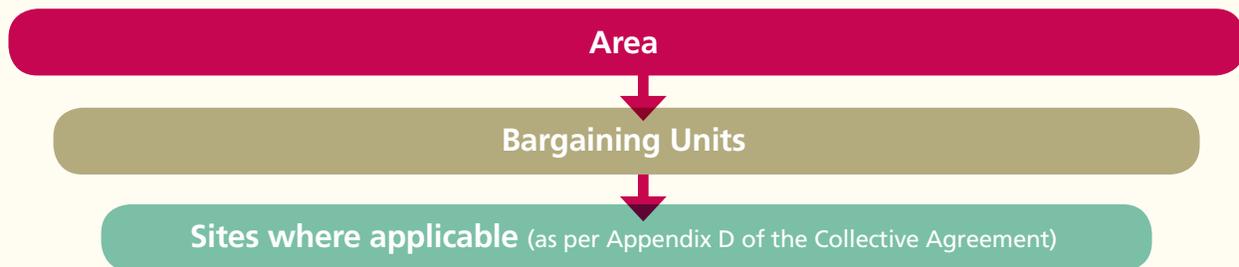
This change will reflect the Labour Board Certificate, which already recognizes these 46 Sites as one Bargaining Unit.

Each non-transferred site in the Area will remain their own Bargaining Unit with their own employer, as per their Labour Board Certificate.

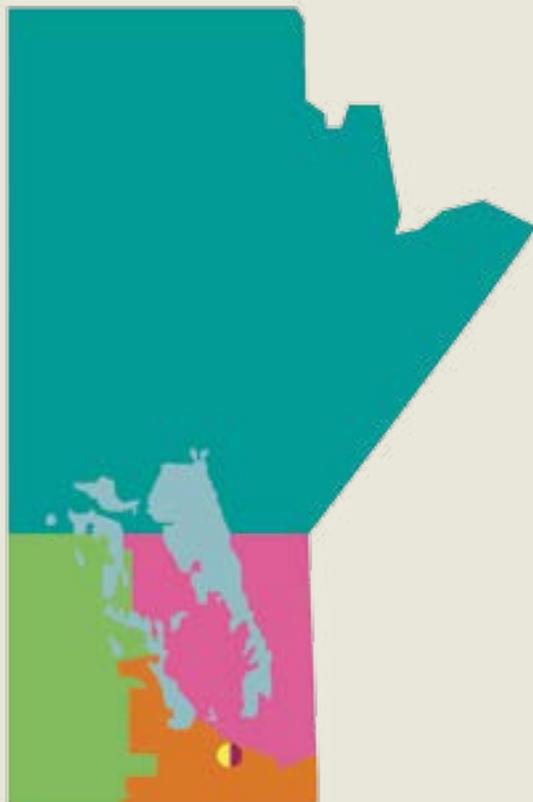
Area four (4) will be made up of Prairie Mountain Nurses and the six (6) non-transferred Bargaining Units.

Area four (4) will have a total of seven (7) Bargaining Units.

If adopted, the new structure will come into effect on May 1, 2014.



**EXAMPLE:** Under the new structure, Area 4 would have these Bargaining Units.



For the list of Bargaining Units and sites in each area, click each of the Areas below.

### Area Distribution

- Area 1** Northern
- Area 2** Interlake-Eastern
- Area 3** Southern
- Area 4** Prairie Mountain
- Area 5** Winnipeg Long Term Care
- Area 6** Winnipeg Hospitals

## Election Process – Bargaining Unit

The officers of the Bargaining Unit shall include:

- ▶ a President;
- ▶ a Vice-President;
- ▶ a Secretary;
- ▶ a Treasurer;
- ▶ or a Secretary-Treasurer in lieu of a Secretary and a Treasurer.

The Bargaining Unit will determine their election process from two options:

### OPTION 1

At the Bargaining Unit’s annual general meeting, attendees will vote for the Bargaining Unit president and executive.

### OPTION 2

Bargaining Units with multiple Sites will have voting set up at each of the Sites comprising the Bargaining Unit. MNU will provide assistance to facilitate elections for Bargaining Units with multiple Sites.

**Given the increased size of some Bargaining Units, some of the larger Bargaining Units may choose to have a full time/part time president.**

**This would improve communication and facilitate a quicker response, enhancing member service.**

**If a Bargaining Unit chooses to have a full/part time president, MNU would provide organizational assistance.**

**Non-transferred Bargaining Units will maintain their current election process, and executive structure.**

## Election Process – Site

Where applicable, each transferred site within the Bargaining Unit will elect a Site Representative.

The Site Representative will be the main line of communication between the Site and Bargaining Unit.

## By-Law No. 1

The MNU Board will undergo changes to mirror most of the Bargaining Unit structures, which will result in a reduction of the size of the Board.

Although this was not the intention of the restructuring, it became apparent that mirroring the Bargaining Unit structures would mean changes to the MNU Board.

Reducing the size of the Board will not reduce representation.

### BY-LAW NO.1—AREAS

- A. The Province of Manitoba shall be divided into six (6) areas based upon the various employment regions and other factors to be determined by the Board.
- B. The approximate geographic boundaries of each area are shown on a map and as listed attached hereto.
- C. Notwithstanding the geographic boundaries, each area shall contain such Bargaining Units as the Board may from time to time decide to place in such area
- D. The Board shall consist of nineteen (19) members, being three (3) officers and sixteen (16) Area representatives, chosen as follows; one (1) Board member per Area plus an additional Board member per 1,000 members of a Bargaining Unit as at December 31, 2012. In the event that one (1) or more areas/bargaining units membership expands to the next one thousand (1,000) members; the Board shall consider a redistribution of existing Board positions.

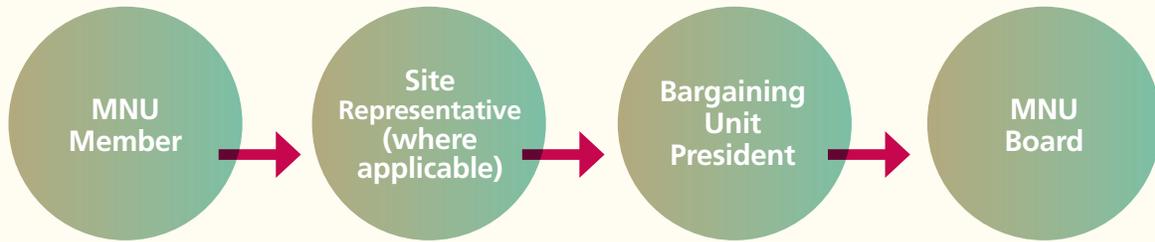
Area	Area Reps on Board of Directors
One	1
Two	1
Three	2
Four	3
Five	1
**Six	8
<b>TOTAL: 16</b>	
<b>**Within Area Six</b>	
Health Sciences Centre	2
St. Boniface Hospital	1
Concordia Hospital; Grace Hospital; Seven Oaks General Hospital; Victoria General Hospital; Winnipeg Regional Nurses, Misericordia Health Centre; Riverview Health Centre; Cancer Care Manitoba; Canadian Blood Services; Rehabilitation Centre for Children	5

- E. All Board members shall be elected for a term of two (2) years to fill existing vacancies, while terms shall be staggered so that approximately one half (1/2) of the Board shall be elected each year.
- F. For the purposes of transition, to maintain the staggering of two year terms, the following shall apply on a one time basis only:
  - a) In the 2014 election year, the following area/bargaining units will elect a Board member to a one-year term of office;
 

Area One: 1 Board Member • Area Three: 1 Board Member • Area Four: 2 Board Members • Area Six: Health Sciences Centre – 1 Board Member • Area Six: 3 Board Members
  - b) In the 2014 election year, the following areas/bargaining units will elect a Board member to a two-year term of office.
 

Area Two: 1 Board Member • Area Three: 1 Board Member • Area Four: 1 Board Member • Area Five: 1 Board Member • Area Six: St Boniface – 1 Board Member • Area Six: Health Sciences Centre – 1 Board Member • Area Six: 2 Board Members

## Access and Communication



Members will have a direct path to leadership, both provincial and local, through their Site Representative.

The recommended course of communication is member to Site Representative, where applicable, to bargaining unit president to MNU Board.

However, the member or Site Representative may contact the provincial office or MNU President at any time.

Each Bargaining Unit will be provided with enhanced technological tools, funded by MNU, to facilitate communication and improve access to the Board. Educational supports and training will also be provided.

Board Members will have greater supports and resources at their disposal.

### Dues

Each Bargaining Unit will determine the dues amount for their Bargaining Unit; however a minimum of \$2.50/pay period is required. Provincial dues will continue to be determined at the AGM.

On May 1, 2014 the new Bargaining Units will open bank accounts and all assets and liabilities, from the existing worksites that make up the Bargaining Unit, will be forwarded to the Bargaining Unit account.

### EXAMPLE

The current worksites within the Prairie Mountain Nurses Bargaining Unit, will transfer their individual worksite funds to a new account belonging to the Prairie Mountain Nurses.

### Maintaining Autonomy

Bargaining Units will maintain financial autonomy.

Bargaining units will determine:

- ▶ Dues
- ▶ Site representative funding
- ▶ Scholarships
- ▶ Whether to have a full/part time president
- ▶ Educational opportunities
- ▶ Area meetings





## DEFINITIONS

(in alphabetical order)

### APPENDIX D

This is the list of Sites that make up a Bargaining Unit, as defined by the employer. Appendix D is found in the Collective Agreement.

### AREA

For MNU administrative purposes the province will be divided into six (6) distinct geographic Areas. Areas one (1) to four (4) are based on geographic location while Areas five (5) and six (6), located in Winnipeg, are based on common interest i.e. long term care, acute care etc. The MNU board representation will be based on Area.

### BARGAINING UNIT

This is the legal entity, as per the Labour Board Certificate, that allows union representation for employment issues, with a specifically defined employer.

### BY-LAWS

These are the basic rules for the activity of the organization, subject to approval of the larger body at the Annual General Meeting.

### CONSTITUTION

The Constitution is a set of rules that govern the structure and function of an organization.

It sets out the organization's purpose; selection of members; provides for the selection and roles for officers, committees, and meetings; and sets up the function of the board of directors.

### LABOUR BOARD CERTIFICATE

This is the legal document that describes a unit or group, and all of its members, for the purpose of conducting legal transactions between the members, the union and the employer.

### NON-TRANSFERRED FACILITY

Non-Transferred refers to a facility where the employer has chosen to not turn over control to the RHA. They maintain their own Board of Directors to which they are accountable. Many of the faith based facilities and all of our private proprietary facilities are Non-Transferred.

### SITE

Sites are the individual workplaces within the regional health authority, as defined in Appendix D of the Collective Agreement. This is based on the employer structure.

### TRANSFERRED FACILITY

Transferred facilities are those in which the employer has agreed to turn over primary control to a Regional Health Authority.

## Encouraging Member Participation

Presidents' Days will be paid to the Bargaining Unit, by the MNU provincial office, based on the following formula:

- ▶ 5 days for the first 25 members
- ▶ 1 day for each additional 25 members

Individual sites within each Bargaining Unit, as per Appendix D, will no longer receive funding. Funding will

be directed to the Bargaining Unit account. Individual transferred Sites, especially the smaller ones, will have access to greater resources, giving them the ability to do more and become more involved such as attending the CFNU convention or Labour School.



## GOVERNANCE AND STRUCTURE COMMITTEE

Sandi Mowat – President and Chairperson  
 Donna McKenzie – Vice-President  
 Holly Cadieux – Secretary-Treasurer  
 Cindy Hunter – Rural Board Representative  
 Kim Fraser – Urban Board Representative  
 Cathy Jensen – Rural Board Representative  
 Glen Stobbe – Winnipeg Hospitals Non-Board Representative  
 Karen Cleaver – Rural Non-Board Representative

Following a presentation to the MNU Board, the committee has made some adjustments to By-Law No. 2 in response to concerns raised by some of the larger Sites.

The amended By-Law gives most Sites the same number of voting delegates that they currently have.

### BY-Law No. 2 Voting Delegates

A. (1) Each Bargaining Unit comprised of 2 (two) or more sites shall be entitled to elect/appoint from each site:

For sites with more than 100 members:

- i. One (1) Delegate and one (1) Alternate Delegate for its first 50 members or any fraction thereof; and
- ii. One (1) additional Delegate and Alternate Delegate for its 50 members or any fraction thereof; and
- iii. One (1) additional Delegate or Alternate Delegate for each next 75 members to attend the Annual or any other meeting of the Union.

A. (2) Each Bargaining Unit comprised of 2 (two) or more sites shall be entitled to elect/appoint from each site:

For sites with more than 100 members:

- i. One (1) Delegate and one (1) Alternate Delegate for its first 50 members or any fraction thereof; and
- ii. One (1) additional Delegate and Alternate Delegate for its 50 members or any fraction thereof; and
- iii. One (1) additional Delegate or Alternate Delegate for each next 75 members to attend the Annual or any other meeting of the Union.

For sites with less than 100 members

One (1) Delegate and one (1) Alternate Delegate shall be elected/appointed. The voting delegate shall be the Site Representative or her/his designate.

*In the event that the Site is unable to secure a representative or designate the Bargaining Unit shall select an alternate from the remaining Sites.*

*One voting delegate per Bargaining Unit shall be the President or her/his designate.*

Voting delegate percentages are exactly the same as with current formula.

Rural: 47%      Urban: 53%

**The proposed Constitutional and By-Law changes will be voted on by delegates to the 2013 AGM.**

To view the proposed changes see [attached constitutional document](#).

## Statement of Revenue and Expenditures

	2012 REALLOCATION	2012 ACTUAL	2013 FORECAST	2013 REALLOCATION	2014 FORECAST
<b>REVENUE</b>					
MNU PORTION OF DUES	7,436,000.00	7,789,210.38	7,436,000.00	7,571,200.00	7,571,200.00
LESS: DUAL DUES REFUNDS	95,000.00	106,470.62	95,000.00	100,000.00	100,000.00
DUES REVENUE	7,341,000.00	7,682,739.76	7,341,000.00	7,471,200.00	7,471,200.00
INTEREST AND DIVIDENDS (net fees)	60,000.00	240,569.76	100,000.00	125,000.00	125,000.00
<b>OPERATING REVENUE</b>	<b>7,401,000.00</b>	<b>7,923,309.52</b>	<b>7,441,000.00</b>	<b>7,596,200.00</b>	<b>7,596,200.00</b>
<b>EXPENDITURES</b>					
<b>1. OFFICE/SUPPORT</b>	642,000.00	567,215.46	658,500.00	645,500.00	645,500.00
<b>2. DEMOCRATIC PROCESS</b>	890,300.00	845,845.83	895,300.00	952,300.00	887,300.00
<b>3. MEMBERSHIP SERVICES</b>	2,018,000.00	1,623,630.48	2,643,000.00	2,698,000.00	2,233,000.00
<b>4. AFFILIATIONS</b>	327,500.00	282,334.60	415,000.00	417,000.00	329,500.00
<b>5. OUTREACH &amp; SOLIDARITY</b>	61,000.00	47,970.22	56,000.00	60,000.00	60,000.00
<b>6. ADMINISTRATIVE SUPPORT</b>	3,375,000.00	3,054,901.22	3,490,000.00	3,510,000.00	3,610,000.00
<b>7. AMORTIZATION OF CAPITAL ASSETS</b>	85,000.00	72,022.23	80,000.00	80,000.00	80,000.00
TOTAL EXPENSES	<b>7,398,800.00</b>	<b>6,493,920.04</b>	<b>8,237,800.00</b>	<b>8,362,800.00</b>	<b>7,845,300.00</b>
<b>NET INCOME (LOSS)</b>	<b>2,200.00</b>	<b>1,429,389.48</b>	<b>(796,800.00)</b>	<b>(766,600.00)</b>	<b>(249,100.00)</b>
NEGOTIATIONS FUND	-	500,000.00	(800,000.00)	(800,000.00)	(270,000.00)
DEFENCE/STRIKE FUND	-	<b>500,000.00</b>	-	-	-
<b>NET INCOME LESS FUNDS</b>	<b>2,200.00</b>	<b>429,389.48</b>	<b>3,200.00</b>	<b>33,400.00</b>	<b>20,900.00</b>

# Financial Statements

December 31, 2012



March 13, 2013

## Independent Auditor's Report

### To the Members of Manitoba Nurses' Union

We have audited the accompanying financial statements of Manitoba Nurses' Union, which comprise the balance sheets as at December 31, 2012, December 31, 2011 and January 1, 2011 and the statements of operations, changes in fund balances and cash flows for the years ended December 31, 2012 and December 31, 2011, and the related notes, which comprise a summary of significant accounting policies and other explanatory information.

### Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audits is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Manitoba Nurses' Union as at December 31, 2012, December 31, 2011 and January 1, 2011 and the results of its operations and its cash flows for the years ended December 31, 2012 and December 31, 2011 in accordance with Canadian accounting standards for not-for-profit organizations.

A handwritten signature in black ink that reads "PricewaterhouseCoopers LLP". The signature is written in a cursive, flowing style.

Chartered Accountants

PricewaterhouseCoopers LLP  
One Lombard Place, Suite 2300, Winnipeg, Manitoba, Canada R3B 0X6  
T: +1 (204) 926 2400, F: +1 (204) 944 1020

\*PwC\* refers to PricewaterhouseCoopers LLP, an Ontario limited liability partnership.

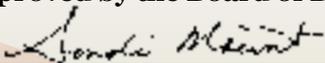
# Financial Statements

## Manitoba Nurses' Union

### Balance Sheets

	December 31, 2012 \$	December 31, 2011 \$	January 1, 2011 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash	2,120,459	1,210,666	896,288
Accounts receivable	1,320,912	1,112,977	1,039,679
Prepaid expenses	21,971	21,971	28,478
	<u>3,463,342</u>	<u>2,345,614</u>	<u>1,964,445</u>
<b>Investments in marketable securities</b> (note 4)	6,759,051	6,048,241	5,322,009
<b>Investment in Union Centre Inc.</b> (note 5)	579,362	579,362	579,362
<b>Property and equipment</b> (note 6)	95,049	141,823	166,061
	<u>10,896,804</u>	<u>9,115,040</u>	<u>8,031,877</u>
<b>Liabilities and Fund Balances</b>			
<b>Current liabilities</b>			
Accounts payable and accrued liabilities (note 7)	1,108,317	788,035	762,966
<b>Fund balances</b>			
Defence/Strike Fund (note 8)	2,735,007	2,204,886	2,004,886
Severance Fund (note 9)	417,099	393,818	416,361
Keith Lambert Scholarship Fund (note 10)	49,904	47,114	48,021
Negotiations Fund (note 11)	2,553,198	2,019,343	1,513,344
International Assistance Fund (note 12)	3,513	3,752	2,820
General Fund	4,029,766	3,658,092	3,283,479
	<u>9,788,487</u>	<u>8,327,005</u>	<u>7,268,911</u>
	<u>10,896,804</u>	<u>9,115,040</u>	<u>8,031,877</u>

### Approved by the Board of Directors

 President

 Secretary-Treasurer

The accompanying notes are an integral part of these financial statements.

## Manitoba Nurses' Union

### Statements of Operations

For the years ended December 31, 2012 and December 31, 2011

	2012 \$	2011 \$
<b>Revenue</b>		
Membership dues	7,789,210	7,715,554
Less: Dual dues refunds	(106,471)	(91,433)
	<hr/>	<hr/>
Investment income (loss) (note 4)	7,682,739	7,624,121
Other income	272,660	(19,648)
	2,891	-
	<hr/>	<hr/>
	7,958,290	7,604,473
<b>Expenses</b>		
Office/support (Schedule 1)	639,238	815,557
Democratic process (Schedule 2)	845,856	729,158
Membership services (Schedule 3)	1,625,471	1,612,932
Affiliations (Schedule 4)	282,335	485,256
Outreach and solidarity (Schedule 5)	49,970	47,914
Administrative support	3,053,938	2,855,562
	<hr/>	<hr/>
	6,496,808	6,546,379
<b>Net income for the year</b>	<hr/>	<hr/>
	1,461,482	1,058,094

The accompanying notes are an integral part of these financial statements.

# Financial Statements

## Manitoba Nurses' Union Statements of Changes in Fund Balances For the years ended December 31, 2012 and December 31, 2011

	2012					2011	
	Defence/ Strike Fund \$	Severance Fund \$	Keith Lambert Scholarship Fund \$	Negotiations Fund \$	International Assistance Fund \$	General Fund \$	Total \$
<b>Balance - Beginning of year</b>	2,204,886	393,818	47,114	2,019,343	3,752	3,658,092	7,268,911
Net income (loss) for the year	-	3,750	290	6,269	(1,239)	1,452,412	1,058,094
Interfund transfers (notes 8, 9, 10, 11 and 12)	530,121	19,531	2,500	527,586	1,000	(1,080,738)	-
<b>Balance - End of year</b>	<b>2,735,007</b>	<b>417,099</b>	<b>49,904</b>	<b>2,553,198</b>	<b>3,513</b>	<b>4,029,766</b>	<b>8,327,005</b>

The accompanying notes are an integral part of these financial statements.

# Manitoba Nurses' Union

## Statements of Cash Flows

For the years ended December 31, 2012 and December 31, 2011

	2012 \$	2011 \$
<b>Cash provided by (used in)</b>		
<b>Operating activities</b>		
Net income for the year	1,461,482	1,058,094
Items not affecting cash		
Amortization	72,022	73,589
Loss on disposal of property and equipment	-	880
Realized losses on sale of investments	5,633	1,407
Unrealized loss (gain) on investments	(158,500)	144,584
	<u>1,380,637</u>	<u>1,278,554</u>
Net change in non-cash working capital items		
Accounts receivable	(207,935)	(73,298)
Prepaid expenses	-	6,507
Accrued interest	1,718	786
Accounts payable and accrued liabilities	320,282	25,069
	<u>1,494,702</u>	<u>1,237,618</u>
<b>Investing activities</b>		
Purchase of investments	(1,612,717)	(1,286,009)
Proceeds on disposal of investments	1,053,056	413,000
Purchase of property and equipment	(25,248)	(50,231)
	<u>(584,909)</u>	<u>(923,240)</u>
<b>Increase in cash</b>	909,793	314,378
<b>Cash - Beginning of year</b>	<u>1,210,666</u>	<u>896,288</u>
<b>Cash - End of year</b>	<u>2,120,459</u>	<u>1,210,666</u>

The accompanying notes are an integral part of these financial statements.

# Financial Statements

## Manitoba Nurses' Union

Notes to Financial Statements

December 31, 2012

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### 1 Organization

The constitution and bylaws of the Manitoba Nurses' Union ("MNU") were adopted in October 1975. The objective of MNU is the advancement of the social, economic and general welfare of its members. As such, MNU is exempt from income taxes under Section 149(1)(k) of the Income Tax Act.

### 2 Transition to accounting standards for not-for-profit organizations

Effective January 1, 2012, MNU elected to adopt Canadian accounting standards for not-for-profit organizations ("ASNPO") as issued by the Canadian Accounting Standards Board. The accounting policies selected under this framework have been applied consistently and retrospectively as if these policies had always been in effect. MNU has not utilized any transitional exemptions on the adoption of ASNPO. There were no adjustments to the balance sheets or the statements of operations, changes in fund balances and cash flows as a result of transition.

### 3 Significant accounting policies

#### Revenue recognition

Dues are recorded as income in the month in which they are earned. Investment income is recognized when earned.

#### Property and equipment

Property and equipment are initially recorded at cost.

Amortization is provided for by using the straight-line method to amortize the cost of the assets over their estimated useful lives at a rate of 20%.

#### Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could differ from those estimates.

(1)

# Manitoba Nurses' Union

## Notes to Financial Statements

December 31, 2012

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### Financial instruments

#### a) Measurement of financial instruments

MNU initially measures its financial assets and financial liabilities at fair value. MNU subsequently measures all its financial assets and financial liabilities at amortized cost, except for cash and investments in equity securities quoted in an active market, which are subsequently measured at fair value. Changes in fair value are recognized in net income.

MNU's transaction costs related to the financial instruments that will be subsequently measured at fair value are recognized in net income in the period incurred. The carrying amount of the financial instruments that will not be subsequently measured at fair value is adjusted for transaction costs directly attributable to the origination, issuance or assumption of these instruments.

Financial assets measured at amortized cost include accounts receivable and investment in Union Centre Inc.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

#### b) Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset or group of assets, a write-down is recognized in net income. When events occurring after the impairment confirm that a reversal is necessary, the reversal is recognized in net income up to the amount of the previously recognized impairment.

(2)

# Financial Statements

## Manitoba Nurses' Union

Notes to Financial Statements

December 31, 2012

### 4 Investments in marketable securities

Investments consist of:

	2012		2011	
	Market value \$	Cost \$	Market value \$	Cost \$
General Fund				
Term deposits	3,185,798	3,186,766	1,807,758	1,807,758
Bonds	494,438	489,557	1,408,549	1,370,036
Accrued interest	7,747	7,747	9,465	9,465
Pooled funds	2,510,956	2,454,578	2,294,448	2,406,894
	6,198,939	6,138,648	5,520,220	5,594,153
Severance Fund				
Pooled funds	414,525	404,962	388,703	399,119
Negotiations Fund				
Preferred shares	145,587	145,587	139,318	139,318
	6,759,051	6,689,197	6,048,241	6,132,590

Pooled funds consist of the following:

	2012		2011	
	Market value \$	Cost \$	Market value \$	Cost \$
General Fund				
Canadian equity	739,733	696,368	660,861	655,591
Canadian fixed income	484,175	469,012	506,035	501,717
U.S. equity	522,509	515,922	475,928	513,553
Overseas equity	253,889	281,377	217,821	272,012
Emerging markets	258,523	230,161	215,060	211,715
Global equity	252,127	261,738	218,743	252,306
	2,510,956	2,454,578	2,294,448	2,406,894
Severance Fund				
Canadian equity	77,535	74,266	73,483	74,266
Canadian fixed income	216,683	205,021	206,661	199,270
U.S. equity	43,892	46,384	40,158	46,384
Overseas equity	29,871	33,536	26,608	33,536
Emerging markets	14,092	10,134	12,556	10,043
Global equity	32,452	35,621	29,237	35,620
	414,525	404,962	388,703	399,119

(3)

# Manitoba Nurses' Union

## Notes to Financial Statements

December 31, 2012

Investment income (loss) consists of the following:

	2012 \$	2011 \$
General Fund		
Interest	107,681	113,724
Realized losses	(5,633)	(1,407)
Unrealized gain (loss) on fair market value adjustment	138,522	(128,215)
	<u>240,570</u>	<u>(15,898)</u>
Severance Fund		
Interest	5,843	6,620
Unrealized gain (loss) on fair market value adjustment	19,978	(16,369)
	<u>25,821</u>	<u>(9,749)</u>
Negotiations Fund		
Interest	6,269	5,999
	<u>6,269</u>	<u>5,999</u>
Total	<u>272,660</u>	<u>(19,648)</u>

### 5 Investment in Union Centre Inc.

The investment in Union Centre Inc., which represents approximately 27% membership and voting interest, is recorded at cost. Union Centre Inc. is a not-for-profit organization, exempt from income taxes, that was formed to operate the building at 275 Broadway in Winnipeg.

### 6 Property and equipment

	<u>2012</u>		<u>2011</u>	
	Cost \$	Accumulated amortization \$	Net \$	Net \$
Furniture and equipment	1,121,786	1,026,737	95,049	141,823

### 7 Government remittances

Government remittances consist of amounts (such as sales taxes and payroll withholding taxes) required to be paid to government authorities and are recognized when the amounts become due. In respect of government remittances, \$83,748 (2011 - \$67,406) is included within accounts payable and accrued liabilities.

(4)

# Financial Statements

## Manitoba Nurses' Union

Notes to Financial Statements

December 31, 2012

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### 8 Defence/Strike Fund

The Defence/Strike Fund is internally restricted and was established for the purpose of funding future labour disputes. In 2012, \$530,121 (2011 - \$200,000) was transferred to the Defence/Strike Fund.

### 9 Severance Fund

MNU has a severance policy in place for its employees eligible under their respective collective agreements. The Severance Fund is internally restricted to fund this liability. At December 31, 2012, if all eligible employees terminated their employment with MNU, the actual liability would amount to \$389,757 (2011 - \$370,226). In 2012, \$19,531 was transferred to this fund (2011 - \$23,777).

### 10 Keith Lambert Scholarship Fund

The Keith Lambert Scholarship Fund is internally restricted and was established in 1993 in recognition of Keith Lambert's contribution to the labour movement and the MNU. The objective of the fund is to provide financial assistance to members of the MNU who enrol in programs of advanced labour studies. \$2,500 was transferred to this fund in 2012 (2011 - \$2,500).

### 11 Negotiations Fund

The Negotiations Fund is internally restricted and was established in 2002 for the purpose of funding collective bargaining negotiations of future years. \$527,586 was transferred to this fund in 2012 (2011 - \$500,000).

### 12 International Assistance Fund

The International Assistance Fund is internally restricted and was established in 2009 for the purpose of providing donations to organizations which provide health and social support in developing countries or those countries recovering from natural or human disasters. In 2012, \$1,000 (2011 - nil) was transferred to this fund.

### 13 Lease commitments

The approximate aggregate future minimum lease payments required under long-term operating leases for leased premises, office equipment and automobiles amount to approximately \$1,071,779 and for each of the next four years are:

	\$
Year ending December 31, 2013	306,769
2014	263,354
2015	263,354
2016	238,302

(5)

# Manitoba Nurses' Union

Notes to Financial Statements

December 31, 2012

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## 14 Postretirement benefits

MNU maintains various defined contribution plans for its eligible employees. Pension expense for these plans for the year amounted to \$175,797 (2011 - \$167,000).

## 15 Financial instruments

MNU manages risk and risk exposures by applying policies approved by the Board of Directors. The significant financial risks to which MNU is exposed are credit risk and interest rate risk.

### a) Credit risk

MNU is exposed to credit risk with respect to its accounts receivable and term deposits. MNU assesses on a continuous basis, accounts receivable on the basis of amounts it is virtually certain to receive and the term deposits are invested with large financial institutions.

### b) Interest rate risk

MNU is exposed to interest rate risk on its fixed and floating interest rate investments. Fixed rate instruments subject MNU to a fair value risk, while the floating rate instruments subject MNU to a cash flow risk. Interest rates on term deposits and bonds vary from 1.45% to 4.8% and maturity dates vary from December 2013 to December 2017.

(6)

# Financial Statements

## Manitoba Nurses' Union

For the years ended December 31, 2012 and December 31, 2011

<b>Office/Support</b>	<b>Schedule 1</b>	
	<b>2012</b>	<b>2011</b>
	<b>\$</b>	<b>\$</b>
Amortization	72,022	73,589
Audit	16,368	17,000
Bank charges	1,304	362
Copier	42,338	50,386
Fax costs	1,158	1,468
Insurance	16,138	14,541
Messenger services	4,864	4,323
Office supplies	30,140	38,764
Postage	25,780	38,107
Premises rental	261,180	259,987
Printing	32,975	188,944
Resource material	19,848	10,096
Stationery	4,371	4,707
Technology	52,712	51,462
Telephone	58,040	61,821
	<b>639,238</b>	<b>815,557</b>

<b>Democratic Process</b>	<b>Schedule 2</b>	
	<b>2012</b>	<b>2011</b>
	<b>\$</b>	<b>\$</b>
Annual meeting	408,020	361,854
Board	161,500	141,341
Committees	263,411	220,853
Miscellaneous meetings	12,925	5,110
	<b>845,856</b>	<b>729,158</b>

The accompanying notes are an integral part of these financial statements.

## Manitoba Nurses' Union

For the years ended December 31, 2012 and December 31, 2011

### Membership Services

### Schedule 3

	2012 \$	2011 \$
Communications	480,871	440,991
Education programs	336,209	325,466
Employer invoice estimate	82,105	44,666
Legal expense assistance plan	43,701	39,037
Legal, arbitration and consultation	333,972	497,716
Regional and worksite president's days	219,368	211,981
Negotiations	129,245	53,075
	<u>1,625,471</u>	<u>1,612,932</u>

### Affiliations

### Schedule 4

	2012 \$	2011 \$
Canadian Federation of Nurses' Unions and Canadian Labour Congress	271,335	474,256
Manitoba Council of Health Care Unions	6,000	6,000
Other	5,000	5,000
	<u>282,335</u>	<u>485,256</u>

### Outreach and Solidarity

### Schedule 5

	2012 \$	2011 \$
Ad Hoc donations	4,800	5,000
Budgeted donations	6,500	5,000
Career days	16,226	20,871
International Assistance Donation	2,000	1,000
Joyce Gleason Scholarship	6,000	2,000
Keith Lambert Scholarships	1,840	2,000
Other donations and sponsorships	12,604	12,043
	<u>49,970</u>	<u>47,914</u>

The accompanying notes are an integral part of these financial statements.

# 2013 AGM Agenda

## 2013 Annual Meeting & Provincial Education Day

APRIL 30 - MAY 2, 2012

Keystone Centre  
Brandon, Manitoba  
#1 - 1175 18th Street

*Please bring this Annual Report and  
your 2013 Membership Card  
to the Manitoba Nurses Union  
Annual Meeting*

### MONDAY, APRIL 29

#### 1800 – 2000

Welcome Reception & Pre-Registration.

**Location: Convention Hall –  
2nd Level**

“Silent Auction”.

**Location: Convention Hall –  
2nd Level**

### TUESDAY, APRIL 30

#### 0800 – 0850

Registration  
Main Street Hallway of UCT Pavilion

#### 0900

Call to Order  
Approval of Agenda  
Rules of Procedure

#### 1000 – 1030

Refreshment Break  
& Late Registration

#### 1030

##### **Credentials Committee Report**

Presentation of Reports:

- ▶ President
- ▶ Director of Operations
- ▶ Director of Communications and Government Relations
- ▶ Director of Labour Relations
- ▶ Secretary Treasurer
- ▶ Finance Committee:
  - Auditor's Statement
  - Adoption of Auditor's Report
  - Appointment of Auditor
  - Budget Forecast
- ▶ Education Committee
- ▶ Nominations Committee
- ▶ Discipline Committee
- ▶ Resolutions & Constitution Committee
- ▶ Provincial Collective Bargaining Committee
- ▶ Nursing WSR Committee

### SCENT FREE

The effects of scented and chemical based products can and do cause serious problems for many people, especially those with asthma, allergies or other environmental illnesses. Please be considerate of your neighbour by avoiding the use of scented and chemical based products in our shared environment, we are acting to achieve and present a healthy and safe environment for all those we share the air with.

## TUESDAY, APRIL 30

**1200**

Lunch

**1330**

Governance and Structure  
Committee Report

**1500**

Refreshment Break

**Regional Meetings**

**1600**

Adjournment of Business Session

**1800**

Cocktails

**1900**

**Banquet 2013  
"A Tailgate Party"**



## WEDNESDAY, MAY 1

**0800 – 0850**

Registration

**0900**

Call to Order

Greetings

▶ CFNU

▶ CLC

**1000 – 1030**

Refreshment Break  
& Late Registration

**1030**

Business Held Over from Previous Day

**1200**

Lunch

**1330**

Keynote address: Margaret Trudeau

**1430 – 1500**

Refreshment Break

**1500**

Resolutions (*continued*)

**1600**

Yellow Ribbon Awards

**1630**

Labour School Draws

**1700**

Adjournment

## THURSDAY, MAY 2

### Provincial Education Day

**0815**

Registration

**0845**

Welcome

**0900**

Keynote address: Glenn French  
*Violence in the Workplace*

**1000 – 1030**

Refreshment Break

**1030 – 1200**

Violence in the Workplace  
Workshop

**1200 – 1315**

Lunch

**1315**

Breakout Workshop Sessions

**1415 – 1445**

Refreshment Break

**1445 – 1545**

Breakout Workshop Sessions

**1600 – 1630**

Speaker: Kristin Millar  
*This Heart Loves to Dance*

**1630**

Adjournment

# JOYCE GLEASON MEMORIAL SCHOLARSHIP FUND \$1,500

The Joyce Gleason Memorial Scholarship Fund was established by the Manitoba Nurses Union in 2001 as part of an ongoing commitment to the profession of nursing. Four scholarships of one thousand and five hundred dollars (\$1,500) are available annually to students enrolled for the first time in a nursing program. (RN, LPN, RPN)

APPLICANTS MAY APPLY FOR THE SCHOLARSHIP IN ANY YEAR OF THE NURSING PROGRAM. NURSES ENROLLED IN POST DIPLOMA, POST DEGREE PROGRAMS ARE NOT ELIGIBLE.

For further information please visit our [www.manitobanurses.ca](http://www.manitobanurses.ca) or please contact:

#### Chairperson

Joyce Gleason Scholarship Fund Committee  
c/o Manitoba Nurses Union  
301 - 275 Broadway  
Winnipeg, Manitoba R3C 4M6

Telephone (204) 942-1320

Fax: (204) 942-0958

Email: [info@manitobanurses.ca](mailto:info@manitobanurses.ca)



**Joyce Gleason** was instrumental in founding the Manitoba Nurses Union and the Canadian Federation of Nurses' Unions. She graduated from the University of Saskatchewan with her Bachelor of Nursing in 1949 and devoted her career, until her retirement in

1981, to advocating for nurses and for patients. She was instrumental in winning nurses' collective bargaining rights in the early 1970's. In 1975 she became the first Executive Director of the Manitoba Organization of Nurses' Associations, now known as the Manitoba Nurses Union. She was the driving force in organizing many of the MNU Bargaining Units.

Joyce died in 2000 after a lengthy illness. Her dedication to the union movement and the nursing profession won her the respect of nurses throughout Canada.

*"To care for nurses is to care for patients".*

# Pre-register for the AGM

Avoid the long line-up!

MNU will be hosting a welcome reception on the eve of the 2013 AGM. This is a wonderful opportunity to mix and mingle with nurses from across the province, as well as pre-register for the AGM.

When you pre-register you will receive your AGM materials for the following day.

However, you have to check in the next morning for attendance purposes.

The line will move much faster because you will simply have to scan your membership card, since you already have your materials, and enter.

All attendees will be entered to win a \$500 gift certificate from the Apple Store.

## Welcome Reception & Pre-Registration Annual General Meeting

Monday, April 29th, 2013

6:00 pm

Keystone Centre – Brandon, MB  
Convention Hall – 2nd Level

Proceeds from the silent auction will go towards the MNU International Assistance Fund.

**HELP MAKE  
YOUR  
WORKPLACE  
SAFER!**

Get to know your facility strategy and procedures. Remember, under provincial policy each health care facility is required to put health and safety procedures into use.

# Annual Meeting Rules Of Procedure

1. Order of business is subject to majority approval. It may be changed during the meeting, only by a 2/3 vote.
2. Eight (8) persons will be appointed from amongst the non-voting members present to act as scrutineers.
3. Procedure: A Registered Parliamentarian will assist us with parliamentary procedure as the need arises. Procedure will be in accordance with the Constitution, Section 9.01, namely, "if any procedural matter is brought into the issue at any meeting of the Manitoba Nurses Union, the current edition of Robert's Rules of Order will govern."
4. Delegates may speak only once to any given resolution and debate is limited to three minutes, unless permission to the contrary is given by the assembly.
5. All delegates are requested to speak at the microphone and are further requested to identify themselves by name and Local/ Worksite number before speaking.
6. Speakers must address the Chair.
7. All Manitoba Nurses Union members present are encouraged to engage in discussion, but only voting delegates and Board members may make motions and vote.
8. Motion forms will be provided. Motions should be in writing on these forms and the appropriate copy given to the Chair at the time of making the motion.
9. During voting on motions, delegates are to remain in the meeting room.



## Respectful Meeting Guidelines

1. Respect each other.
2. All members of the committee should be treated as equals.
3. Confidentiality must be maintained.
4. Discuss issues not people.
5. Listen respectfully.
6. Focus on the issues.
7. Refrain from personal attacks.
8. Refrain from dominating the discussions.
9. Cell phones to be on mute/vibrate during meetings. Please return calls during breaks.



KEYNOTE SPEAKER

# Margaret Trudeau

Celebrated Canadian | Mental Health Advocate

**M**argaret Trudeau has garnered more publicity than any woman in Canadian history, enduring both the highs and lows of being in the spotlight for so long. Sharing her personal life story, from becoming a prime minister's wife at a young age, to the loss of both her son and her former husband, to her journey of acceptance and recovery from bipolar disorder, she reminds others of the importance of nurturing the body, mind, and spirit.

Throughout her adult life, she has suffered from the debilitating effects of her bipolar condition. Now, after seeking medical treatment, she advocates on mental-health issues, helping

people overcome the stigma of mental illness (which often prevents sufferers from obtaining help).

## Mental Health Issues

In her candid keynote, Margaret speaks about her life experiences, the challenges she faced being in the public eye and how she came to overcome bipolar disorder.

Margaret has wonderful stories to tell and a strong, clear message on the importance of finding balance of mind, body and spirit. Her message is one of strength, resilience and redefining one's goals.

# PROVINCIAL EDUCATION DAY

May 2, 2013

**This year's Provincial Education Day will feature a range of speakers, dealing with important issues like workplace violence, the limits of willpower, incorporating self-development and self-management practices into your everyday life and much more.**

During the morning session, Glenn French, the President and CEO of the Canadian Initiative on Workplace Violence, a social and applied research firm that studies trends in workplace conduct within Canada will discuss research and catalogue the practices that organizations and unions are employing to reduce the risk of workplace aggression.

The afternoon session will give participants the opportunity to choose from any two of the following workshops:

## BREAKOUT WORKSHOP PRESENTERS:

▶ **Sylvia Yaeger – Happy Hour Begins at 9am**

Canadians report work as their number one stressor! This presentation focuses on creating health by focusing on happiness at work. Learn to transform your workplace into a happy, healthy and productive place.

▶ **Phyllis Reid Jarvis – Winning Solutions for Living Your Best Life!**

This highly interactive, humorous and thought provoking workshop will show you how to live your best life possible by using powerful, yet simple, winning solutions.

▶ **Ruth BZ Thomson – Going the Distance**

Within the health care field there are physical and emotional struggles to challenge our stamina. Learn about strategies that reduce the internal/external toxicity of work life, so that you can go the distance with confidence and a renewed sense of self.

▶ **Dr. Moira Somers The Limits of Willpower or (why it all goes to Hell at the end of the Day)**

Have you ever been frustrated by a lack of willpower? This workshop will you identify the key factors that contribute to successful goal achievement and help you restore and enhance your willpower.

▶ **Dean McConnell – “Why Didn't Anyone Tell Me? Team Communications”**

Clear and concise communication makes for a happy and healthy workplace. Learn about communicating respectfully and understanding the power of nonverbal communication.

▶ **Bob Romphf – Get a retirement game plan!**

Did you know that 81% of Canadians re-enter the workforce after retirement? See where you stand and what important questions you need to ask before deciding to retire.

The day will conclude with an inspirational talk by Kristin Millar – “This Heart Loves to Dance”. Millar was diagnosed with a heart condition at age 18 which quickly deteriorated into multi-organ failure, followed by numerous strokes. She will share her story of perseverance, positive thinking and recovery.

Are you new to your executive position? **OR**  
Planning to take an executive role?  
**Then this is the course for you...**

## ADMINISTRATION OF A LOCAL WORKSHOP – FOR NEW LOCAL/WORKSITE LEADERS

Two Geographic Locations to Choose From:

### WINNIPEG

MAY 15 & 16, 2013  
UNION CENTRE, (2C) 2ND FLOOR  
275 BROADWAY, WPG

### BRANDON

MAY 22 & 23, 2013  
CKLQ HALL  
KEYSTONE CENTRE, BRANDON



### 8:30-16:30 BOTH DAYS – ALL LOCATIONS – NO EARLY DISMISSAL

If you have never attended the Administration of a Local/Worksite, President and/or Secretary-Treasurer Workshop and hold, or plan to hold an executive position in your Local/Worksite, this is the first course for you. Registration is limited to 30 members and spots will be distributed as equitably as possible among the MNU regions, **with first priority to those newly elected to an executive position.**

As a Local/Worksite leader you have many important functions and responsibilities to address each day.

**\*\*YOU stand for the Union.**

**\*\* YOU represent the Union in discussions with co-workers and management.**

**\*\* YOU are the Union's representative on the job and in the community.**

This workshop is designed to equip leaders new to their elected positions with the tools that they need to provide leadership to their Local/Worksite.

Attention will be given to the roles and responsibilities of each executive position, handling grievances, dealing with management, strategic planning and budget preparation, conducting effective meetings and motivating the membership.

### MNU Funding includes the following:

Up to a **maximum** of three (3) days **salary replacement**. Funding is as per the attached MNU Board policy.

Travel costs with the following qualifications:

- ▶ Members required to travel from elsewhere in the province will have travel costs paid as per MNU policy, **using car pools.**
- ▶ Special consideration will be given to funded participants from the North, whose travel arrangements make an additional day accommodation necessary. Pre-authorization must be received from the MNU office.
- ▶ **Additional expenses are the sole responsibility of the participant.**

**No Show Fees:** A member who applies for and is accepted into an education session (e.g. Administration of a Local Workshop) that has a specific enrollment must notify the MNU office in accordance with MNU policy if they are unable to attend. A "no show" fee will be charged to the Local/Worksite to cover the cost incurred on the member's behalf if he/she does not comply with the above deadline.

# WIN A TRIP TO LABOUR SCHOOL

The **American Income Life Insurance Company** donates a spot annually to the Manitoba Nurses Union Education Program. These funds are used to offset the cost of sending one grassroots member to the Manitoba Nurses Union Annual Labour School held from September 23 - 25, 2013.

Local/Worksite and/or Regional Executive Members and Board Members are NOT eligible for participation in the draw. If you qualify, please fill out the ballot below and mail or fax it to MNU or place it in the draw drum at the AGM.

**The draw will be held  
Wednesday, May 1, 2013.**

**GOOD LUCK!**

## Never Been to Labour School?

The Manitoba Nurses Union Executive Committee is sponsoring a fully funded spot for a MNU member to attend Labour School.

**“First Time Participants Only”**

**The draw will be made at the MNU  
AGM, Wednesday, May 1, 2013.**

*You do not have to be present to win!*

Manitoba Nurses Union abides by the rules and regulations of the Personal Information Protection and Electronic Documents Act (PIPEDA) with regard to capturing, retention and destruction of personal information. This personal information will be used to maintain a record of participants in the program. Questions about the collection can be addressed to the Privacy Officer of the MNU (942-1320 or 1-800-665-0043).

## 2013 Labour School *Finding Your Voice*

NEW TO MNU & YOUNG  
NURSES COMBINED COURSE

**September 23<sup>rd</sup> – 25<sup>th</sup>, 2013  
Winnipeg, Manitoba**

**MNU wants to know if you are**

### **New to MNU**

- ▶ Committed to a further 2 years of MNU involvement?
- ▶ Less than 2 years in the nursing field?
- ▶ Never been to Labour School?
- ▶ Not currently involved in your Local MNU?

OR

### **a Young Nurse**

- ▶ Under 28?
- ▶ Committed to a further 2 years of MNU involvement?
- ▶ Less than 2 years in the nursing field?
- ▶ Never been to Labour School?
- ▶ Not currently involved in your Local MNU?

**If so then you are invited to apply to attend:**

### **Finding Your Voice (Labour School Course)**

An opportunity for New to MNU Nurses and/or Young Nurses to learn more about the benefits of belonging to the Manitoba Nurses Union, and where they can make a difference.

- ▶ To run concurrent to 2013 MNU Labour School - September 23<sup>rd</sup>-25<sup>th</sup>, 2013
- ▶ Held at the Viscount Gort Hotel, 1670 Portage Avenue, Winnipeg
- ▶ Car pooling is expected and compensated for in accordance with MNU policy
- ▶ Paid Union Leave

Our goal is to give nurses the opportunity to learn how the Union fits with work life, contracts, leadership, benefit packages, health and safety in the workplace and other issues in your day to day work.

### **Registration Accepted By:**

**FAX:** 204-942-0958  
**MAIL:** 301-275 Broadway, Wpg, MB R3C 4M6  
**EMAIL:** [dwiebe@manitobanurses.ca](mailto:dwiebe@manitobanurses.ca)  
**WEB SITE:** [www.manitobanurses.ca](http://www.manitobanurses.ca)

**ALL APPLICATIONS MUST BE FORWARDED TO  
THE MNU PROVINCIAL OFFICE BY JUNE 14<sup>th</sup>, 2013**

**ALL APPLICATIONS MUST BE FORWARDED  
TO THE MNU PROVINCIAL OFFICE BY:  
June 14, 2013**

REGISTRATION ACCEPTED BY:

FAX: 204-942-0958  
MAIL: 301-275 Broadway, Wpg, MB R3C 4M6  
EMAIL: [dwiebe@manitobanurses.ca](mailto:dwiebe@manitobanurses.ca)  
WEB SITE: [www.manitobanurses.ca](http://www.manitobanurses.ca)

**Manitoba Nurses Union  
Internationally Educated or Young Nurses Application  
Winnipeg, Manitoba  
September 23–25, 2013**

Name: \_\_\_\_\_

Gender: M \_\_\_ F \_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Facility working: \_\_\_\_\_

Years with MNU: \_\_\_\_\_

Birthdate: \_\_\_\_\_

I will be carpooling with: \_\_\_\_\_

MEMBERS REQUIRED TO TRAVEL FROM ELSEWHERE IN THE PROVINCE  
WILL HAVE TRAVEL COSTS PAID AS PER MNU POLICY, USING CAR-POOLS.

**Accommodations:** All accommodations are based on  
**double** occupancy. If you have no preferred roommate  
one will be assigned to you. **All rooms and balconies  
are non-smoking.**

Preferred Roommate

\*\*\*I have read and understood the financial policies  
associated with this program\*\*\*

Name: \_\_\_\_\_

Date: \_\_\_\_\_

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the Personal Information Protection and Electronic Documents  
Act (PIPEDA) with regard to capturing, retention and destruction  
of personal information. This personal information will be used to  
maintain a record of participants in the program. Questions about  
the collection can be addressed to the Privacy Officer of the MNU  
(204-942-1320 or 1-800-665-0043).

American Income Life Insurance Company

## Labour School Draw

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Local / Worksite: \_\_\_\_\_

**Mail: AIL – Labour School Draw**

301-275 Broadway  
Winnipeg, Manitoba  
R3C 4M6

**Fax:** (204) 942-0958

**Email:** [info@manitobanurses.ca](mailto:info@manitobanurses.ca)

Visit the MNU Web Site:

**[www.manitobanurses.ca](http://www.manitobanurses.ca)**

1<sup>st</sup> Time Participants Only

## Labour School Draw

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Local / Worksite: \_\_\_\_\_

**Mail:** Executive Committee Sponsored

301-275 Broadway  
Winnipeg, Manitoba  
R3C 4M6

**Fax:** (204) 942-0958

**Email:** [info@manitobanurses.ca](mailto:info@manitobanurses.ca)

Visit the MNU Website:

**[www.manitobanurses.ca](http://www.manitobanurses.ca)**

# MANITOBA NURSES UNION 2013 Labour School

September 23, 24, & 25, 2013

Viscount Gort Hotel • 1670 Portage Avenue  
Winnipeg, Manitoba

- ▶ CARPOOL WITH YOUR FRIENDS
- ▶ PREPARE TO HAVE FUN WHILE YOU LEARN

## Starts

**Monday, September 23, 2013**

Registration & Check in  
1400 – 1800 (1800 SUPPER)

## Concludes

**Wednesday, September 25, 2013**

1630 Classes Dismiss  
No Early Dismissal  
Pick up box supper for those who  
don't live in Winnipeg

## REGISTER EARLY

ONLY MNU APPLICATION FORMS WILL BE ACCEPTED

CONTACT YOUR LOCAL/WORKSITE PRESIDENT/BOARD MEMBER TODAY

**DEADLINE FOR APPLICATIONS IS  
JUNE 14, 2013**



THE PRAIRIE MOUNTAIN REGION  
INVITES YOU TO

# A TAILGATE PARTY

TUESDAY, APRIL 30, 2013

**LOCATION** Keystone Centre  
Brandon, MB | UCT Pavilion

**TIMES** Cocktails 1800  
Dinner 1900

**TICKETS** \$25.00  
(In advance from the  
MNU Office)

**COSTUME** Optional

*All proceeds raised will be donated  
to the "Children's Wish Foundation".*

**SILENT AUCTION**

**BANQUET**

**BEST COSTUME PRIZES**

**DOOR PRIZES**







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