

PSAC Regional Women's Committee – Vancouver Island

Meeting Minutes

Date: June 23, 2026

Time: 5:47 p.m. – 7:21 p.m.

Location: Hybrid meeting – Victoria, BC / virtual

Chair: Virginia (UVAE Local 20030)

Co-Chair: Nicole Petrie (DCL Local 20050)

Secretary: Darcy (UNDE Local 21008)

Guest: Julie Kelly, BC Regional Women's Coordinator

Staff/Representative: Tremaine Brown, attending on behalf of Jessica

In attendance: Ashveen Singh (DCL Local 20050), Nicole Petrie, Sam (affiliation unknown)
Trish Martin (CEIU Local 20975; Alternate PSAC BC REVP)

1. Call to Order

The Chair called the meeting to order at **5:47 p.m.**

2. Territorial Acknowledgement

The Chair provided a territorial acknowledgement recognizing that the meeting was taking place on the traditional territory of the **Songhees and Esquimalt Nations**.

3. PSAC Statement on Harassment

The Chair asked members to confirm that the **PSAC Statement on Harassment** would apply throughout the meeting.

There was general agreement from those present.

4. Introductions

Members and guests introduced themselves and briefly identified their connection to the Regional Women's Committee and their reasons for participating.

The Chair welcomed **Julie Kelly**, newly elected BC Regional Women's Coordinator, as a guest.

5. Adoption of Agenda

The proposed agenda was reviewed.

MOTION: To amend the agenda by deferring agenda items **B and C** to a future meeting and proceeding with items **A and D** at the current meeting.

Moved by: Virginia

Seconded by: Darcy

CARRIED.

The agenda, as amended, was adopted.

6. Pride Support

The Chair provided an update regarding opportunities for the Regional Women's Committee to support Pride activities in the Victoria area.

Members discussed participation in upcoming Pride events, including the **Victoria Pride Parade and Festival on July 12**, as well as other Pride-related activities.

The committee expressed interest in supporting the work of the Human Rights Committee and other PSAC committees.

Action: Members interested in participating in Victoria Pride activities are to contact the Chair to coordinate participation.

7. Labour Day Volunteers

The committee received an update regarding volunteer opportunities at the **Saanich Fair/Labour Day activities**.

Volunteers are being sought for approximately four- to five-hour shifts. Information regarding available shifts, admission and the applicable per diem was provided.

Members interested in volunteering were encouraged to contact **Trish Martin**.

Action: Trish Martin to continue coordinating Labour Day volunteer opportunities.

It was also noted that PSAC staff support will not be available for the usual Labour Day picnic table this year. Members wishing to establish a Women's Committee table through the Victoria Labour Council may pursue that opportunity separately.

8. Minutes

8.1 October 16, 2025 Minutes

The October 16, 2025 minutes were presented for approval.

MOTION: To adopt the minutes of the October 16, 2025 meeting.

Moved by: Nicole
Seconded by: Darcy

CARRIED.

Action: The approved minutes are to be forwarded to the REVP's office for the record.

8.2 May 12, 2026 Minutes

The May 12, 2026 minutes were reviewed. It was identified that the attendance list requires correction/addition before the minutes can be approved.

MOTION: To defer consideration of the May 12, 2026 minutes until the next meeting to allow the attendance information to be corrected.

Moved by: Trish
Seconded by: Nicole

CARRIED.

Action: The May 12, 2026 minutes are to be amended and brought forward for approval at the next meeting.

The May 12 minutes will be considered together with the outstanding Executive and AGM minutes as appropriate.

9. Governance / Terms of Reference

The committee discussed an issue concerning the terms of reference used for the AGM and the resulting executive positions.

It was noted that the AGM materials reflected the positions of **Chair and Co-Chair**, and that the applicable records and terms of reference require clarification and correction through the appropriate PSAC channels.

Action: The matter will be reviewed and brought back to the committee at a future meeting.

10. Financial Report

The Treasurer was unable to attend. The Chair provided a financial update based on the available information.

As of the end of April 2026:

- **Chequing account:** \$4,560.00
- **Savings account:** \$143.29
- **Total:** \$4,703.29

The committee was advised that the banking information has not yet been updated following the AGM because the required AGM minutes are outstanding.

It was also reported that the committee's funding request to PSAC has been submitted but that access to additional funding is dependent upon meeting the applicable financial and reporting requirements, including the outstanding AGM documentation.

The Chair advised that the REVP's office has agreed to process eligible expenditures/invoices while the banking arrangements are being updated.

11. Convention Basket Reimbursement

The committee considered reimbursement for expenses incurred in purchasing the Women's Committee convention basket.

MOTION: To reimburse the Chair **\$113.94** for expenses related to the Women's Committee convention basket.

Seconded by: Trish Martin

CARRIED.

Action: The reimbursement will be processed through the REVP's office upon submission of receipts.

12. Meeting Dinner Reimbursement

The committee considered reimbursement for food purchased for the June 23 meeting.

MOTION: To reimburse Virginia **\$96.24** for expenses related to the Regional Women's Committee meeting held June 23, 2026.

Seconded by: Nicole

CARRIED.

13. October Women's History Month

The committee discussed potential activities for **October Women's History Month**.

Ideas discussed included:

- A regional event bringing members together in person and/or virtually.
- Potential simultaneous gatherings in **Victoria and Nanaimo**, connected virtually.
- Family-friendly programming and food.
- Speakers on women's history and women in the labour movement.

- Massage/wellness activities.
- A labour history walking tour focused on women.
- A virtual presentation or map highlighting women's labour history throughout Vancouver Island.
- Collaboration with PSAC committees, including equity, Pride and other relevant committees.
- A social-media initiative highlighting women in the union.
- Community outreach activities.
- Beginning work on a Women's Committee cookbook, potentially extending into International Women's Day activities in 2027.

The committee agreed that increasing accessibility and participation should be a priority, including reducing travel barriers and making activities family-friendly where possible.

Action: Virginia and Nicole will coordinate initial planning for the October Women's History Month activities.

Action: Virginia will investigate potential funding sources and develop an initial event proposal and estimated budget.

Action: Members may submit additional ideas to Virginia and Nicole over the coming weeks.

14. December 6 – National Day of Remembrance and Action on Violence Against Women

The Chair proposed that the Women's Committee resume organizing an event at the Victoria memorial monument on **December 6**, marking the National Day of Remembrance and Action on Violence Against Women.

Potential activities discussed included:

- A memorial event at the monument.
- Collaboration with the Victoria Labour Council, BC Federation of Labour, PSAC committees, community organizations, police, victim services and transition houses.
- Inviting representatives from organizations previously involved with the committee.
- Collection of donations for transition houses and women experiencing homelessness.
- Workplace donation boxes.
- Personal-care and hygiene items.
- Socks and winter supplies.
- Travel-sized toiletries obtained through conventions and hotels.
- A volunteer work party to assemble donation packages.
- Participation by committee members in reading the names of the victims of the Montreal Massacre.
- Educational programming concerning violence against women and available community resources.

The Chair will investigate current donation requirements and reconnect with local transition houses to determine their current needs.

Action: Virginia will begin planning the December 6 event and community outreach.

Action: Virginia will investigate the feasibility and requirements for collecting and purchasing donations, including applicable PSAC purchasing requirements.

Action: Members are encouraged to begin collecting appropriate donated items where permitted.

15. Community Outreach

Members discussed opportunities to increase the visibility of the Women's Committee and connect with women in the broader community.

Suggestions included:

- Distributing flowers or small tokens with information about the union.
- Using QR codes to connect people with committee information or social media.
- Supporting community organizations serving women.
- Participating in community events and fundraising activities.
- Developing partnerships with transition houses and other organizations.

The committee also discussed the possibility of participating in the **Goddess Run** in support of transition-house programming in 2027.

Action: Darcy will investigate opportunities for Women's Committee participation in the Goddess Run and report back to the committee.

16. Membership and Outreach

Increasing participation and rebuilding the Regional Women's Committee membership were identified as key priorities.

Members discussed:

- Personally inviting women to participate.
- Conducting a survey/questionnaire to identify members' priorities, barriers and interests.
- Sending handwritten or printed cards to women in the region.
- Creating opportunities for members to contribute without having to take on formal committee positions.
- Providing smaller volunteer tasks for members with limited time.
- Holding social or informal gatherings in addition to formal committee meetings.

The BC Regional Women's Coordinator advised that a regional questionnaire is also being developed to identify priorities and barriers affecting women members.

The committee will explore coordinating its work with the broader BC initiative.

17. Secretary Position

Darcy advised the committee that she has submitted her resignation as Secretary but intends to remain involved as a member of the Women's Committee.

The Chair acknowledged the resignation and thanked Darcy for her service.

It was confirmed that an election will be held to fill the vacant Secretary position.

Action: An election for Secretary will be placed on the agenda for the August meeting.

18. Informal / Social Committee Activities

Members discussed holding additional informal gatherings alongside the required formal meetings, including:

- Coffee-shop gatherings.
- Picnic or beach gatherings.
- Family-friendly activities.
- Social gatherings.
- Informal work parties associated with committee projects.

The committee noted that additional informal gatherings could provide opportunities for members to build relationships and participate without the structure of a formal meeting.

19. Updates from BC Regional Women's Coordinator

Julie Kelly provided an update on regional women's work, including:

- Development of a questionnaire to identify members' issues, priorities and barriers.
- A proposed virtual sewing activity with **Project AIM**, focused on making reusable menstrual products.
- Promotion of PSAC leadership opportunities for women and racialized members.
- Continued coordination with regional committees.

Julie indicated her interest in attending future Vancouver Island Regional Women's Committee meetings where possible.

20. PSAC Representative Update

Trey Brown provided updates on upcoming PSAC activities and resources, including:

- Resolutions for the upcoming National Triennial Convention.
- Workplace/education resources.
- Virtual sessions for Treasury Board and CFIA members.
- Upcoming education sessions concerning fascism and tyranny, Indigenous solidarity, domestic violence and representative training.
- An Indigenous Gathering/Summit.
- Human rights education opportunities.
- Upcoming Pride activities.

Members were encouraged to watch for further PSAC communications and education opportunities.

21. Future Meeting

The Chair advised that the next formal meeting is expected to take place in **August 2026**, with the date to be confirmed.

The August meeting will include an election for the vacant Secretary position.

The possibility of incorporating a social or work-party component into the meeting was also discussed.

22. Adjournment

There being no further business:

MOTION: To adjourn the meeting.

Moved by: Virginia

Seconded by: Nicole

CARRIED.

The meeting was adjourned at **7:21 p.m.**

Action Items

Action	Responsible	Timeline
Coordinate Victoria Pride participation	Virginia / interested members	July 2026
Coordinate Labour Day volunteers	Trish Martin	Labour Day 2026
Correct May 12, 2026 minutes and bring forward for approval	Chair / Secretary	Next meeting

Review governance/Terms of Reference issue	Executive / Chair	Future meeting
Process convention basket reimbursement	Chair / REVP's office	Following receipt submission
Process meeting dinner reimbursement	Chair / REVP's office	Following receipt submission
Develop October Women's History Month proposal	Virginia & Nicole	Summer 2026
Investigate October event funding	Virginia	Summer 2026
Submit additional October event ideas	Committee members	Ongoing
Begin December 6 planning and community outreach	Virginia	Summer/Fall 2026
Confirm transition-house donation requirements	Virginia	Before donation campaign
Investigate PSAC purchasing requirements	Virginia	Before purchases
Investigate Goddess Run participation	Darcy	Future meeting
Explore member outreach cards	Virginia	Before August/September
Coordinate Secretary election	Chair / Executive	August 2026

Next Meeting: August 2026 — date to be confirmed.