

## Pension Committee Mandate

January 2010

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### **A. The Component Pension Committee Chairperson shall:**

1. Oversee three separate Pension Committees:
  - (i) The AC Component Pension Committee that is mandated by the Component President and follows the mandate set out below and in the Component bylaws.
  - (ii) The Joint Company/Union AC Pension Plan Text Committee that is mandated by the AC Pension Plan Text. The Component President appoints a Chairperson as the one Air Canada Component Union Representative on this AC Pension Plan Text Committee.
  - (iii) The Joint Company/Union CAIL Pension Plan Text Committee that is mandated by the CAIL Pension Plan Text. The Component President appoints one Chairperson and two additional members as the three Air Canada Component Union Representatives on this CAIL Pension Plan Text Committee.
2. Liaise with the Joint Company / Union Pension Plan Text Committees to ensure their proper functioning and to ensure that all requirements contained in each Pension Plan Texts, as well as other relevant pension legislation related to cabin personnel are upheld and implemented by the employer.
3. Co-ordinate, as required, the work of the Joint Company/Union Pension Plan Text Committees in order to achieve common pension objectives.
4. Work with the Component President to ensure that the collective agreement is upheld and implemented by the employer and that pension issues affecting the members are addressed.
5. Report to the Component President verbally or in writing monthly, and report to the quarterly Regular ACCEX meetings in writing.
6. Draft membership bulletin information, if required, for submission to the Component President.
7. Ensure that copies of the minutes of the Joint Company/Union Pension Plan committees. There are 3 annual meetings and 1 conference Call of the AC Pension Plan Committee and 2 annual meetings of the CAIL Pension Plan

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Committee. The AC Component Pension Committee Chairperson may attend all Joint Company/Union Pension Plan Committee meetings.

8. Ensure that any consultant work such as actuarial, legal and/or financial receive pre approval from a Component officer before being undertaken.
9. Provide copies of all Company issued pension documentation to the Component President and cc the Component's actuary in order to keep him/her up to date.
10. Assist any Local Pension Committee that has been set up under the direction of a Local President, including assistance to file any necessary complaints and representations to the employer and government.
11. Promote the Union policy throughout the Committees of a minimum of two CUPE representatives whenever meeting with the employer on official union business.
12. Work with CUPE National and other unions as required to achieve pension objectives.
13. Ensure the sharing of pension information between the Component President, and the Pension Committee members, as required, via conference calls, electronic mail, etc.
14. Perform other duties related to pension such as assistance for bargaining as assigned from time to time by the Component President or the ACCEX.
15. Prepare a request outlining anticipated committee expenses for submission to the AC Component Secretary-Treasurer for approval by the ACCEX.
16. Take such action as directed by the Component Officers to manage the approved Committee budget in accordance with the Component Bylaws as applicable.
17. It is an established principle that whenever Union Officers and Committee Members are scheduled to meet with the Company, there should always be at least two Union members present.



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### **B. Each Chairperson of the Joint Company / Union Pension Plan Committees shall:**

1. Participate to the full extent to the applicable Joint Company/Union Pension Plan Committee meetings and ensure that copies of the minutes of the Joint Company/Union Pension Plan committees are provided to the Component Pension Committee Chairperson. There are 3 annual meetings and 1 conference Call of the AC Pension Plan Committee and 2 annual meetings of the CAIL Pension Plan Committee.
2. Ensure that the Component Pension Committee Chairperson replaces him/her during absences such as vacation, illness.
3. Promote the Union policy throughout the Committees of a minimum of two CUPE representatives whenever meeting with the employer on official union business.
4. Report in writing, when required, to the Component Pension Committee Chairperson any pension information that needs to be addressed by the ACCEX and provide all documentation related to the Pension Plans to the Component Pension Committee Chairperson.
5. It is an established principle that whenever Union Officers and Committee Members are scheduled to meet with the Company, there should always be at least two Union members present.

As Special Assignment is defined as quasi management in the Collective Agreement, any member who is on a Special Assignment shall continue to pay dues and be eligible for voting but must resign from any CUPE position and shall not be eligible for nomination or appointment to any office or Committee in the Union. He/she shall not be eligible to attend meetings of the Union except with the approval of a majority of the members at such meetings.

A certain amount of volunteerism is involved.