

**PDFA Executive Council Meeting
September 11, 2025
Teleconference Meeting**

Present: MD Shaheen, President
Michael Baggaley, VP Internal
Alsayed Mostafa, VP External
Razieh FirouziHaji, VP Operations
Simran Kaur, VP Finance
Rashaduz Zaman, Member at Large

Alireza Kamrani, Member at Large (Absent)
Kathleen Glover, Member at Large (Absent)

Staff: Joy Correia, Director of Operations
Terry Sway, Labour Relations Officer
Tamara Phiri, Administrative Assistant
Scott Harris, Communications Strategist

1. Call to Order

The meeting was called to order at 11:06am.

2. Land Acknowledgment

The President acknowledged that the PDFA is in Treaty 6 territory.

3. Approval of Agenda

MOTION: To approve the agenda for Sept 11, 2025 Michael / Razieh
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CARRIED

4. Approval of Minutes

MOTION: To approve the minutes for August 28, 2025 Michael /Razieh
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CARRIED

5. Director of Operations/Labour Relations Officer Report (Joy Correia & Terry Sway)

The Director of Operations explained that preparations for the AGM and Dinner were made and that the NASA team would be in attendance for administrative support during both the AGM and dinner event on September 17, 2025.

The DOO requested MD Shaheen to work with Tamara in preparation of the Agenda for the AGM.

The Labour relations officer gave an update on the ongoing disciplinary issue concerning a member.

6. Communications Strategist Report (Scott Harris)

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The Communications Strategist informed the meeting that he has registered the PDFA. Ca domain. A decision will need to be made on the number of emails that need to be created.

Election update – There are no contested positions that require the vote process.

7. President's report (Md Shaheen)

The President informed the meeting that the dinner will 117 guests which includes the sponsors and invited guests.

The president and VP internal attended the PDFA RFP meeting.

MD requested for members to submit any outstanding expense claims.

8. VP Internal Report (Michael Baggaley)

The VP internal informed the meeting that a member had reported that he had not received his travel award cheque, because he submitted a wrong address.

The VP internal gave an update on the bargaining – It was concluded.

9. VP Communications (Vacant)

10. VP Finance Report (Simran Kaur)

The VP Finance informed the meeting that four sponsors have pledged support for the PDFA events.

The VP Finance provided a draft budget to the PDFA President and she gave her farewell remarks, this was her last meeting.

11. VP External Report (Alsayed Mostafa)

The VP external informed the meeting that he did not attend any meetings this week.

12. VP Operations (Razieh Firouzihaaji)

The VP Operations gave her farewell remarks as this meeting was her last.

13. Member at Large Reports (Henry Prown, Kathleen Glover, Alireza Kamrani, Rashaduz Zaman)

Member at Large – There was no report from the Members at large.

14. Other Business

15. In Camera

There was an in-camera session.

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16. Adjournment

The meeting was adjourned at 12:28pm

Md Shaheen, President & Chair

Tamara Phiri, Administrative Assistant