

Canadian Postmasters
and
Assistants Association



l'Association canadienne
des maîtres
de poste et adjoints

THE CANADIAN POSTMASTER

Spring 2026



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National Office

National President
Dwayne Jones



National Vice President
Judy Potter

National Vice President
Brigitte Faucher



National Labour Relations Officer
Sonia Dupuis

Office Manager / Accounting Financial Administrative
Vanessa Leblond

Computer Data Technical Specialist
Pascal Leroux

Administrative Assistant
Andréanne Ménard



Financial Administrative Assistant
Gaetana Roberge



Administrative Assistant / Receptionist
Darquise Groulx



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Scan the QR code
to access our Website.

Editing, design and layout:
Andréanne Ménard

Change of Address

In order to maintain an accurate mailing list,
please send your change of address to our
National Office as well through Canada Post.

Please send your postal office picture to:
mail@cpaa-acmpa.ca

CPAA Union Representatives / Représentants syndicaux de l'ACMPA

281 Queen Mary, Ottawa, Ontario K1K 1X1 mail@cpaa-acmpa.ca

Name and address / Nom et adresse	Email / Courriel	Tel. No. / no de tél.		
		Fax	Off.-bureau	Home-rés.
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Newfoundland and Labrador / Terre-Neuve-et-Labrador

Ms. Kimberly V. Hunt, Pres., 20 Dawes Place, Conception Bay S. NL A1X 6Z7 (Hr Main)	kvhuncpaa@gmail.com	709-744-2546	709-728-7600	709-744-1945
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Maritime / Maritimes

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**

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**

Ontario

Mrs. Connie A. Kelloway, Pres., Box 2121, Angus ON L0M 1B0	connie4cpaa@sympatico.ca	705-424-7377	705-424-5653	705-733-6820
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British Columbia and Yukon / Colombie-Britannique et Yukon

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Ms. Janice Elliott, Sec.-Treas., Box 141, Keremeos BC V0X 1N0 (Hedley)	janice.cpaa@gmail.com		250-292-8550	778-809-6717
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Updates from the President



Since our last Spring magazine much of the work that 281 Queen Mary has been focused on conveying our messaging on behalf of members and rural Canadians to Minister Lightbound, Government Committees, as well as one on one meetings with Members of Parliament. We will go further into details following some updates on Negotiations, Labour Relations, and Health and Safety Representative elections.



Negotiations

We started bargaining in January 2024 and had tabled over 60% of our demands by June. Many demands were in various stages at that point, so the Negotiating Committee found themselves waiting for multiple responses. This was delaying being able to present our further demands. By October 2024 we had tabled all our demands and continued working towards items the parties were still far apart on. It was in December 2024 that the parties reached an impasse and began looking for an Arbitrator in January 2025. In March, CPC finally agreed to an Arbitrator and the journey of getting the Arbitrator to not only agree to hear the case but also, we were pushing for the earliest dates available. We were able to reach a new Collective Agreement through hard negotiations with the Arbitrator. We received the award on June 13, 2025.

The Negotiation Committee was happy to report that they had made significant advancements in many areas of the Collective Agreement. The highlights include wage increases, including retro payment. Also, a lump sum payment was to be paid to all employees not just indeterminate employees. There were increases in the leasing allowance payments found in Appendix "I" of the Collective Agreement. Also increases to the Isolated Post allowance, Supplemental allowance for Group Postmasters and Senior Assistant. There were enhancements to the staffing process for Term employees. A childcare fund was created for employees. And CPAA employees are now included in the Travel Policy for Management which saw increases to their mileage and per diems.



Payments for the above increases and lump sum were made in August over two pay periods and Canada Post had asked that any questions or concerns were to be directed to AccessHR 1-877-807-9090. If you are having trouble receiving responses or getting clarification we continue to ask you to reach out to your union representative.

On September 11, 2025, we officially signed our Collective Agreement with Canada Post. You will see in this magazine a demand form as the three-year collective agreement expires on December 31, 2026. We are asking members to continue submitting their demands to the Collective Agreement to the National office **prior to June 30, 2026**. This helps to ensure that the negotiating committee has time to prepare as the Association gets ready for the upcoming round of negotiations. Should you have any questions please contact the National office.

Labour Relations

Since the last LR report, CPAA has filed 76 grievances, closed 102 grievances and referred 22 grievance files to arbitration. This brings the Association to a total of 214 active grievances. We want to continue to encourage you to reach out to your local Union Representatives with any questions you may have. The Branch will help you familiarize yourself with the Collective Agreement articles, and will work with the National office as we ensure that your rights are protected under the Collective Agreement, Canada Labour Code, the Canadian Human Rights Act, and any other Federal legislation that applies to employees in Federal employment.

One important thing to note is that there are timelines attached to certain processes in the Collective Agreement so please reach out sooner than later. Our legal team has done a great job to ensure CPAA members are well looked after and want to make sure that we are doing our part by staying within the timelines and gathering the facts that may be needed in discussions with Canada Post or at Arbitration.

Health & Safety Representative Election

In CPAA post offices that have CUPW members working in them and there is a total of 20 or more employees there should be a Local Joint Health and Safety Committee. CPAA is not opposed to having CUPW a part of that committee, but CPAA members are to be represented by a CPAA Representative on that committee. The Association has always and continues to do so advancing the Postmaster for this role.



Updates from the President (cont'd)

To meet our obligation under the Canada Labour Code, where there are fewer than 20 employees in a CPAA post office including RSMC employees, CPAA and CUPW formed a Memorandum of Agreement in 2009. This agreement established the process and criteria in order to hold elections every two years. CPAA views this MOA as still in effect and we are prepared to continue discussions with CUPW to establish the timelines spoken of within the MOA. The Association has always, and continues, to advance the Postmaster for the role of Health and Safety Representative. The current representative from the last election remains in place.

As we move into this last section that has taken up the majority of work over this last year I would like to draw your attention to another great team that was introduced to you in our last magazine. KitPA has been working closely with the Association over this last year and have helped direct us through Government and Public relations. They have certainly opened a number of doors for us, and we thank them for their continued expertise.



Canada Post Transformation: Background and What Has Happened So Far

On September 25, 2025, the Honourable Joël Lightbound announced that the Government of Canada would accept all recommendations contained in the report issued by Industrial Inquiry Commissioner William Kaplan on May 15, 2025.

As part of this announcement, the government confirmed that it would repeal the long-standing 1994 moratorium on rural post office closures. At the same time, Canada Post was instructed to present a plan within 45 days outlining how the Corporation will achieve long-term financial sustainability while continuing to fulfill its public service mandate.

While the government has stated that its intention is to maintain and protect delivery to rural, remote, and Northern communities, the Canadian Postmasters and Assistants Association (CPAA) remains concerned about the potential impacts these changes could have on the communities our members serve. Rural post offices are far more than service counters — they are vital connections that many Canadians rely on for essential services, communication, and community connection. CPAA continues to emphasize that mail delivery is a lifeline for residents of rural, remote, and Northern communities. We encourage members, along with their families, friends, neighbours, and community leaders, to continue making their voices heard about the importance of protecting rural postal services.



Since the fall, CPAA has significantly strengthened its advocacy efforts. We have engaged a professional public affairs firm specializing in government relations and strategic communications to support our work and ensure that the concerns of CPAA members are clearly understood by decision-makers.

With their support, we have been able to meet with key decision-makers across government, including Minister Lightbound himself. These meetings have provided important opportunities to highlight the potential impacts that policy changes could have on rural, remote, and Northern communities if appropriate safeguards are not put in place to protect CPAA post offices.

Beyond these meetings, CPAA has also appeared before a House of Commons committee studying this matter. We have participated in government-commissioned surveys focused on rural communities and have begun producing short, shareable video content designed to raise awareness of the role rural post offices play in communities across the country.

Importantly, we have established an open line of communication with the Minister's office and remain in regular contact as discussions continue. This ongoing dialogue ensures that CPAA's perspective remains part of the conversation as government considers next steps.

Current Status and Upcoming Decisions



In November, Canada Post submitted its cost-savings and transformation plan to the federal government for review. **At the time this report is being written, the plan has not yet been made public.**

We anticipate that the government may take action in the coming weeks. This could include the release of the report along with the government's feedback, or potentially additional consultations with communities and stakeholders before further decisions are made.

Updates from the President (cont'd)

As more details become available, CPAA will ensure that members are informed about what these developments may mean and how they can participate in the process. Ensuring that the voices of rural, remote, and Northern communities are heard will remain a key priority in the months ahead.



While we wait for the government's next steps, CPAA has continued to advance our advocacy efforts. Earlier this year, we secured publication of a CPAA opinion piece in a nationally syndicated newspaper, helping to deepen the understanding of the importance of rural post offices at a national level.

We have also begun meeting with Members of Parliament who hold key portfolios connected to this issue. These conversations are an important part of ensuring that decision-makers across government understand the value that rural post offices bring to rural, remote, and Northern communities across Canada.

Looking Ahead: CPAA's Advocacy Priorities

Looking ahead, CPAA will continue to pursue a proactive advocacy strategy that both engages government directly and builds broader awareness of the importance of rural post offices.

Facebook



Working with our public affairs team, we are preparing to relaunch the National CPAA Facebook page as a central platform for sharing regular updates, highlighting member contributions, and strengthening engagement with both our membership and the communities we serve.

Our Facebook content will include a mix of formats designed to inform, engage, and amplify the importance of rural, remote, and Northern post offices. This will include short video content highlighting the essential role rural post offices play in communities across the country, along with updates on CPAA's ongoing advocacy work.

Another exciting component of this initiative will be the launch of a **CPAA Member of the Month** spotlight series. This program will celebrate the dedicated individuals who provide essential postal services in communities across Canada. We look forward to working with Branches to identify local members who deserve recognition for their contributions and the important role they play in their communities.

Direct Government Engagement

At the same time, CPAA will continue to maintain regular communication with Minister Lightbound's office while expanding relationships with Members of Parliament and officials across government. We have also prepared responsive communications materials so that we are ready to respond quickly once the government makes its next announcement.



One area we are currently exploring is participation in the federal government's pre-budget consultations, which help inform the development of Budget 2026. This process provides another opportunity to ensure that the needs of rural, remote, and Northern communities and CPAA members are considered in federal policy discussions.

Our forward-looking strategy is designed to ensure that CPAA remains proactive and well-positioned to shape the implementation of future policies, protect rural service standards, and reinforce our role as a leading voice in the national conversation about postal services in rural Canada. Increasing awareness of the essential role CPAA post offices play in their communities will help ensure that when future negotiations and policy discussions arise, CPAA will be in a stronger position to advocate effectively on behalf of our members.

Thank you, as always, for your continued dedication and service to your communities. Your work remains at the heart of Canada's rural postal network. We look forward to keeping members informed of important developments and sharing meaningful opportunities for you to participate in our ongoing advocacy efforts.



JUST FOR YOU

Canadian Postmasters
and
Assistants Association



L'Association canadienne
des maîtres
de poste et adjoints

Are you an Active Member interested in increasing your union knowledge?

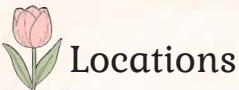
Will this be your first Just For You training?

If you answered yes to both of those questions, a portion of our negotiated education fund has been used to develop and present a training program *Just For You!*



Dates

OCTOBER 20, 21 & 22, 2026



Locations

St John's NL English

Quebec QC French

Ottawa ON English

Calgary AB English



Topics

3-DAY TRAINING
for **active** CPAA members

* CPAA History

* By-laws / Policies

* Labour Movement

* Right

* Collective Agreement

* Canadian Human Right Act

* Canada Labor Code



OBJECTIVES – you will have a better understanding of:

- ✓ The structure of CPAA
- ✓ Articles of our Collective Agreement
- ✓ How you can work for CPAA
- ✓ CPAA's role in the labour movement
- ✓ How CPAA can work for you

Important information:

- From Oct. 19 to 22, 2026, the CPAA Education Fund will pay expenses such as: wages, per diem, accommodations, travel, etc.
- Enrolment is limited to 50 participants across Canada, selected by a random draw.
- Past and Present Union Representatives are not eligible for this training.
- CPAA members who have already attended a previous Just For You training are not eligible to apply.
- Only one application form per member will be accepted.
- Please carefully review the dates of the training sessions and your availability to avoid unnecessary cancellations and added expenses. Contact CPAA immediately if you are on any type of leave, so arrangements can be made.



JUST FOR YOU APPLICATION FORM

Applications must be received by [June 29, 2026](#) at:
CPAA, 281 Queen Mary, Ottawa ON K1K 1X1



Name _____

Address _____ City _____

Province _____ Postal Code _____

Post Office Name _____

Phone (H) _____ (W) _____

Email _____

Position Title _____

Preferred training language English French

In Memoriam

*Dina Potvin
St-Nazaire du Lac St-Jean QC*

*Karen Stacey
Stroud ON*

*Melinda Heidinga
Mount Forest ON*

*Janet Kirton
St-William ON*

*Carol-Ann Cormier Brun
Cap Pelé NB*

*Julie Deslaurier
Belle River ON*

*Richard Clark
Past MB Dir.
Carman MB*

*Debbie Kozicki
Past ON Dir.
Hagersville, ON*

*Deborah McLean
Little Britain ON*

Our most condolences to their family and friends



DEMANDS - The deadline for submission is June 30, 2026.

Our current Collective Agreement with Canada Post runs from January 1st, 2024 to December 31st, 2026, and is in effect until a new agreement is signed. With that in mind, our Negotiation Team has started preparing demands for the next round of negotiations. If there is something that you would like to see changed or added to the Collective Agreement, now is the time to submit your demands.

You can send in as many demands as you wish but we ask that you **fill out one demand per form**, available on our website. Include your name (please print), your post office and the Article number in our current Collective Agreement that your demand pertains to. The Article number can be found in the Collective Agreement, a copy of which is posted on our website. Please include a short description of what you would like to see changed or added to your demand.

Please submit your demands to the National Office by June 30, 2026.

by mail: CPAA, Negotiations

281 Queen Mary, Ottawa, On K1K 1X1 ,

email: mail@cpaa-acmpa.ca or fax: 613-745-5559

by June 30, 2026.

Canadian Postmasters
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l'Association canadienne
des maîtres
de poste et adjoints

DEMAND / DEMANDE (1 demand per form / 1 demande par formulaire)

Date _____ Name / Nom _____

Office Location / Endroit du bureau _____ Article _____

List your demand here / Ma liste de demande est la suivante :

Multiple horizontal lines for writing demands.

Send to / Envoyer à :

CPAA / ACMPA
Negotiation-Négociation
281 Queen Mary
Ottawa ON K1K 1X1





CANADA POST
2701 RIVERSIDE DR SUITE N1020
OTTAWA ON K1A 0B1
CANADAPOST.CA

POSTES CANADA
2701 PROM RIVERSIDE BUREAU N1020
OTTAWA ON K1A 0B1
POSTESCANADA.CA

March 2026

Supplemental allowance for postmaster-provided premises

Dear colleague,

The collective agreement for CPAA-represented employees states that Canada Post will provide a supplemental allowance to postmasters who operate a post office in a non-corporate owned or a leased premise.

To be eligible:

- You operate a post office in a residential building; or
- You do not operate another business or engage in other employment on the same premises as the post office.

AND

- You have provided commercial (or equivalent) insurance; or
- You were required to use a telephone line that was not provided by Canada Post, or for which you did not receive reimbursement from Canada Post.

Eligible employees may receive up to \$730 for 2025. Canada Post has committed an annual fund of \$470,000 for these reimbursements, and, in the event the total eligible claims exceed that amount, employees will receive a prorated share of the fund.

Eligible employees must submit the enclosed declaration form annually. To submit a claim for the 2025 calendar year, please complete the form and return it by mail or email as indicated on the form. All claims for 2025 must be received by June 30, 2026. Payments will be made by August 31, 2026.

If you have any questions, please contact your local area manager.

Sincerely,

Jennifer O'Brien
General Manager, Retail Network Operations

Supplemental Allowance Declaration Déclaration relative à l'indemnité supplémentaire

Employee name / Nom de l'employé / employée _____
Employee ID number / Numéro de l'employé / employée _____
Phone number / Numéro de téléphone _____
Email / Adresse courriel _____
Office name, Province / Nom du bureau, province _____

Please check the appropriate box(es)

1. In 2025, I provided premises for Canada Post that are:

In residential premises
or
As a stand-alone office (I did not operate another business or engage in other employment on the same premises as the post office)

AND
2. Commercial (or equivalent) insurance

I provided commercial (or equivalent) insurance due to providing the premises for the post office.

or
Telephone use

I was required to have a telephone line that was not provided or paid for by Canada Post.

If none of the above applies to you, you are not eligible for the supplemental allowance and do not need to return the form.

Signature _____

Veillez cocher la ou les case(s) applicable(s)

1. En 2025, j'ai fourni des locaux pour un bureau de Postes Canada qui se trouvent :

dans un immeuble d'habitation
ou
dans un bureau autonome (je n'ai pas exploité d'autre commerce ni exercé un autre emploi dans l'immeuble du bureau de poste)

ET
2. Assurance commerciale (ou l'équivalent)

J'ai souscrit une assurance commerciale (ou l'équivalent) afin de fournir les locaux du bureau de poste.

Usage téléphonique

Je devais avoir une ligne téléphonique qui n'était ni fournie, ni payée par Postes Canada.

Si aucun de ces cas ne s'applique à vous, vous n'êtes pas admissible à l'indemnité supplémentaire et vous n'avez pas besoin de retourner le formulaire.

Date _____

Submit to:
SUPPLEMENTAL ALLOWANCE
CANADA POST
2701 RIVERSIDE DRIVE SUITE N1020
OTTAWA ON K1A 0B1
or cpaa_sa@canadapost.postescanada.ca

Soumettre à:
INDIEMNITÉ SUPPLÉMENTAIRE
POSTES CANADA
2701 PROM RIVERSIDE BUREAU N1020
OTTAWA ON K1A 0B1
ou cpaa_sa@canadapost.postescanada.ca

Please note that all forms, without exception, must be received by **June 30, 2026**. Forms received after June 30 will not be considered for payment. **Eligible claims will be paid by August 31, 2026**. For mailed applications, it is recommended to use a traceable mailing product to obtain proof of mailing.

Veillez noter que tous les formulaires de demande, sans exception, doivent être reçus avant le **30 juin 2026**. Les formulaires reçus après cette date ne seront pas admissibles. **Les demandes de remboursement admissibles seront payées avant le 31 août 2026**. Pour les demandes envoyées par la poste, il est recommandé d'utiliser un produit postal repérable pour obtenir une preuve d'envoi.

Supplemental Allowance Declaration Form

Attention Group Postmasters!

If you have not received your form from Canada Post, please visit the national website www.cpa-aacmpa.ca.



Order the 2025 Financial Report from CPAA

Our 2025 audited financial report is expected to be available in May.

In order to receive a copy of this report, please complete the mailing information below and return it by e-mail at mail@cpaa-acmpa.ca or by mail to the following address:

(PLEASE PRINT) CPAA
281 Queen Mary
Ottawa ON K1K 1X1

Name

Address

City–Province–Postal Code



Branch Annual Conventions – Congrès annuels des sections 2026

(One of your National Executives will be in attendance at your Convention, and it will be an opportunity to meet and ask questions. We will be available over the course of the weekend and would love to connect with you.)

(Un membre de votre exécutif national sera présent à votre congrès, ce qui vous offrira l'occasion de le rencontrer et de poser vos questions. Nous serons disponibles tout au long de la fin de semaine et serions ravies d'échanger avec vous.)

<p>Newfoundland and Labrador</p> <p>Clarenville Inn 134 Trans Canada Hwy Clarenville, NL A5A 1Y3 Tel. (709) 466-7911</p> <p>May 29 - 30, 2026</p>	<p>Manitoba</p> <p>Canad Inns Destination Centre, Transcona 826 Regent Ave. W Winnipeg, MB R2C 3A8 Tel. (204) 224-1681</p> <p>May 1 - 2, 2026</p>
<p>Maritime</p> <p>White Point Beach Resort 75 White Pointe Beach Resort Rd Hunts Point, NS B0T 1G0 Tel. (800) 565-5068</p> <p>May 22 - 24, 2026</p>	<p>Saskatchewan</p> <p>Painted Hand Casino (Adjacent to Home Inn & Suites) 510 (506) Broadway St. W, Yorkton, SK S3N 0P3 Tel. (306) 782-7829</p> <p>April 25, 2026</p>
<p>Québec</p> <p>Hôtel et Suites Normandin Lévis 535 Rue de Bernières Lévis, QC G7A 1C9 Tel. (800) 749-3119</p> <p>2 mai 2026</p>	<p>Alberta, NWT and Nvt.</p> <p>Days Inn by Wyndham Airdrie 121 Edmonton Trail SE Airdrie AB T4B 1S2 Tel. (587) 288-3192</p> <p>May 1 - 2, 2026</p>
<p>Ontario</p> <p>Queen's Landing Hotel 155 Byron St. Niagara-on-the-Lake, ON L0S 1J0 Tel. (905) 468-2195</p> <p>April 24-26, 2026</p>	<p>B.C. and Yukon</p> <p>Ramada by Wyndam 2170 Harvey Ave Kelowna, BC V1Y 6G8 Tel. (250) 519-2794</p> <p>April 24-25, 2026</p>

National Annual Meeting – Réunion annuelle nationale
October 8, 2026 (3 p.m.) – 8 octobre 2026 (15h)

CPAA - ACMPA
National Office – Bureau national
281 Queen Mary
Ottawa, ON K1K 1X1
Tel. (613) 745-2095 Fax (613) 745-5559
Email: mail@cpaa-acmpa.ca Website: www.cpaa-acmpa.ca



INSURANCE APPLICATION FOR POSTMASTER PROVIDED PREMISES



PERSONAL & BUSINESS INFORMATION

Name of Post Master: _____
 Name of Post Office: _____
 Post Office Address: _____
 Street: _____ Suite: _____
 City: _____ Province: _____
 Postal Code: _____ Fax: _____
 Main Telephone: _____ Email: _____

OTHER INSURANCE

Do you currently have Property or Liability Insurance for your Postmaster provided facility? Yes No
 If yes, please indicate insurer: _____ Policy number: _____
 Type of insurance: _____ Ever been cancelled? Yes No
 If yes, please indicate the reason for cancellation: _____

LOSS HISTORY

Have you had any losses in the last five years: Yes No
 If yes, please provide a brief description, including dates and amounts paid:

ADDITIONAL PARTIES

Please list any third parties requiring ADDITIONAL INSURED status (including address):

 Please list any third parties requiring LOSS PAYEE status (including address):

COVERAGES

A- Base Coverage (Does not include coverage for your building):

Contents: \$20,000 (Your personal contents in the Post Office. No need to insure Canada Post equipment)
 Business Income: Included
 Sewer Back Up: Included
 General Liability: \$2,000,000
Base Annual Premium: \$ 497

B- Building Coverage (Optional):

If you require coverage for your commercial building, please indicate the desired limit: (1) \$ _____ Limit of Insurance
 (Note that the limit of insurance should reflect the full replacement cost of your building)

You must calculate the Building Coverage premium as follows: Carry forward Line (1) \$ _____ Limit of Insurance
 Multiply by rate of 0.003008 X 0.003008
 Your building premium (2) \$ _____ Building Premium
 (rounded to nearest dollar)*

Carry forward line (2) to line (4) on second page.

*Example: Limit of Insurance of \$100,000 x 0.003008 = \$300.80

PAYMENT

Full payment must be provided by cheque or e-transfer, and accompany your application. Applications received without payment will be returned.

Calculate your premium:

Basic Coverage Premium:	(3) \$	497.00	Premium includes a \$50 Broker Fee
Add the Building Coverage premium (if applicable):	(4) \$	_____	Carried forward from item (2)
Sub Total:	(5) \$	_____	(3) + (4)

QC Postmasters - Add Quebec Insurance sales tax: Add 9% (x 0.09) (6) \$ _____

ON Postmasters - Add Ontario Insurance sales tax: Add 8% (x 0.08) (7) \$ _____

MB Postmasters - Add Manitoba Insurance sales tax: Add 7% (x 0.07) (8) \$ _____

NL Postmasters - Add NL Insurance sales tax: Add 15% (x 0.15) (9) \$ _____

SK Postmasters - Add SK Insurance sales tax: Add 6% (x 0.06) (10) \$ _____

All other Postmasters – No taxes apply

Sub Total: (11) \$ _____ [(5) + (6)] or [(5) + (7)] or [(5)+(8)] or [(5)+(9)] or [(5)+(10)] if applicable

Required Effective Date of Coverage (YYYY/MM/DD): _____

Going forward, the insurance program will renew on January 1st of every year.

(Please do not submit more than 60 days ahead of the required effective date)

Your Total Premium:

If your required effective date of coverage is between **January 1st and June 30th**, 100% of the premium is payable.

(12) \$ _____ 100% of (11)

If your required effective date of coverage is between **July 1st and December 31st**, 50% of the premium is payable.(+2)

(13) \$ _____ 50% of (11)

Please return the completed, signed and dated application as well as payment to:

Jones DesLauriers Insurance Management Inc.
307C Richmond Road, Suite 200, Ottawa, ON K1Z 6X3

Or kindly send an e-transfer to payments@jdimi.com. Please include your full name and the policy number (501378638). No security question is required as this email is set up for auto deposit.

Complete payment should be made by cheque or e-transfer, payable to "Jones DesLauriers Insurance Management Inc."

Note that coverage will be bound once a Certificate of Coverage has been issued. We will endeavour to issue the Certificate of Coverage within 3 business days following receipt of your application and payment. Remittance of premium does not automatically bind coverage.

WARRANTY STATEMENT

I am applying for insurance based on the information provided above. I authorize you to collect, use and disclose personal information gathered in connection with this application, as permitted by law, for the insurance or a renewal, extension or variation thereof by Intact Insurance Company of Canada for the purposes necessary to assess the risk, investigate and settle claims, and detect and prevent fraud, such as credit information and claims history.

I warrant that to the best of my knowledge, the statements set forth in this application and any supplementary applications are true. I also warrant that I have not suppressed or misstated any material fact.

If the information provided in this Application should change between the date of the Application and the effective date of the policy, I warrant that I will immediately report such changes to the Insurer.

Name (please print): _____

Signature: _____

Dated: _____

For any additional information, please contact:

Jody Mendes, Client Manager
Jones DesLauriers Insurance Management Inc.
Toll Free: 1-866-931-8003 Ext. 220
Email: jodym@jdimi.com



Childcare Subsidy Application

1. What is the process to apply?

Complete the Application Form which can be found in this issue of Canadian Postmaster Magazine. The form can also be downloaded from our website www.cpaacmpa.ca or scan the QR code.



2. Is there a deadline for submission?

Yes. Completed application for childcare during Sept. 11 and Dec 31, 2025, must be received at the National CPAA Office at 281 Queen Mary, Ottawa, On K1K 1X1, by mail, fax or email by **June 30, 2026**

After the childcare application for **2025 due June 30, 2026**, you will have to submit a new application every year to be considered. Eg. 2026 application form will be due by June 30, 2027

The subsidy will be retroactive to the previous year.

3. When can I expect to receive a subsidy?

Payments will be issued after September 1st.

4. How much will I get?

The payment will be dependent on funds available and the number of approved applicants.

5. Will you be deducting tax from the amount?

No, as this is a reimbursement for childcare, we will not be deducting income tax.

6. What type of childcare costs are eligible?

Appendix "S" Child Care Fund - #2 in our Collective Agreement lists the uses of this fund. Eg. reimbursement of childcare expenses-- daycare fees, other payments normally paid out of pocket for childcare, special needs support, before/after school programs, etc.

7. Do receipts need to be provided?

Receipts or verification may be required as random checks will be performed to be in accordance with Appendix "S".



Share picture of your Post Office with our members across Canada. We would love to receive some pictures of your Post Office during the different seasons.



Please send an email with photos to mail@cpaa-acmpa.ca.



2025-CPAA CHILDCARE SUBSIDY APPLICATION FORM

The Child Care Fund is administered by the Canadian Postmasters and Assistants Association and is financed by Canada Post Corporation.

Section 1: Application Information

CPC Employee id # _____ Post Office Name: _____

Full Name: _____

Address: _____

City/Prov/Postal Code: _____

Telephone Number: _____ / _____ / _____ Email Address: _____

Preferred Contact Method: Email Letter Mail English French

Employment Status between Sept. 11 - Dec. 31, 2025: Full Time Part time Term

Approx. # of Hrs. worked between Sept. 11 - Dec. 31, 2025: _____

Is your spouse a member of CPAA: yes no

Section 2: Children Information

Number of Children: _____

Ages of each child: _____ (i.e. 8,9,10)

Section 3: Childcare Provider Information

Name of Childcare Provider or Person or Company: _____

Telephone number : _____ / _____ / _____

While working for CPC what is the amount paid out of pocket for childcare in 2025 after any subsidies:

I hereby declare that:

All information provided in this application is true and complete.

I consent to the verification of the information provided, including to but not limited contacting my childcare provider.

I understand that providing false information may result in denial or repayment of the subsidy.

Applicant Signature: _____ **Date:** _____ / _____ / _____

Note: Sections must be completed in full and received by end of day June 30 deadline to be processed. You can send your completed form via email to childcare-gardeenfants@cpaa-acmpa.ca, or via mail at 281 Queen Mary St, Ottawa ON K1K1 1X1 or via Fax at 613-745-5559.

Please keep a copy of this form for your personal records