



Economic Growth,  
Tourism and  
Culture

Croissance économique,  
Tourisme et  
Culture



Labour and  
Industrial Relations

PO Box 2000, Charlottetown  
Prince Edward Island  
Canada C1A 7N8

Relations professionnelles  
et industrielles

C.P. 2000, Charlottetown  
Île-du-Prince-Édouard  
Canada C1A 7N8

17 October 2022

UPEI Faculty Association  
c/o Faculty of Engineering  
500 University Avenue  
Charlottetown, PE C1A 4P3

Attention: Dr. Andrew Trivett

Dear Dr. Trivett:

**Re: Conciliation – University of Prince Edward Island Faculty Association / University of Prince Edward Island**

This is to confirm that conciliation on the above-noted matter has been scheduled for 9:00 am on Monday, the 31<sup>st</sup> day of October and Tuesday, the 1<sup>st</sup> day of November, 2002, in the Crowbush Room of the Rodd Royalty Inn, Charlottetown. We have also booked the Winsloe Room as a “break out room” for your convenience. FYI, the rooms will be available at 8:00 am should your group wish to meet prior to the start of the formal meeting.

It is my understanding that some participants may be attending the meeting virtually and that you will be using your own laptops / virtual platform. FYI, arrangements have not been made with the hotel for IT support.

As well, please note that conciliation services will require full compliance to the COVID-19 protocol as determined by the Chief Public Health Office.

Should you have any questions, please advise.

Sincerely,

Patricia McPhail  
Conciliation Officer