



Prairie Regional Council  
Conseil régional des Prairies

# PRAIRIE REGIONAL COUNCIL 2024

Regina, Saskatchewan

May 1-3, 2024



# A Message from your Prairie Regional Council Chair and Director

Dear Unifor Prairie Local Unions,

We are pleased to announce the 2024 Prairie Regional Council to be held at the Delta Regina Hotel, from May 1-3, 2024.

This Council will be a time to come together to discuss and focus on issues Unifor members face in the Prairies. Delegates will have the opportunity to explore, learn, and contribute to our collective goals through guest speakers, the leadership, and peer activists.

We encourage locals to support the participation of equity deserving members by selecting equity representation (Women, Black, Indigenous and Workers of Colour, Workers with DisAbilities, LGBTQ and Young Workers 35 and under) as part of their delegation. As part of our ongoing commitment to equity, we are requesting that locals utilize the special delegate entitlement allotted under the PRC Bylaws.

Additionally, in accordance with council Bylaws, PRC will be holding elections to fill vacancies for the remaining term in the following positions:

- PRC Member-at-Large (2)
- Women's Standing Committee (1)
- Young Workers Standing Committee (1)
- EFAP Standing Committee (1)
- LGBTQ Standing Committee (1)
- HSE Standing Committee (1)

There is no registration fee for Prairie Regional Council, registration for this council will be done through our online registration system. Your username and password have already been sent to your Local Union President. Entitlement information for your local will be sent in a separate email.

We look forward to welcoming you to Regina!

In solidarity,



**Guy Desforges**

Prairie Regional Council Chairperson



**Gavin McGarrigle**

Western Regional Director

# Tentative Agenda

## Tuesday, April 30

- PRC Local Leadership meeting at 9:00 a.m.

## Wednesday, May 1

- Main Plenary Day 1- call to order 9:00 a.m.
- Western Regional Director's Report
- Prairie Regional Council Chair Report
- Guest speaker(s)
- Nominations
- Debate on Resolutions and Recommendations
- EFAP Social Evening

## Thursday, May 2

- Main Plenary Day 2 - call to order 9:00 a.m.
- PRC Secretary-Treasurer's Report
- Guest speaker(s)
- Elections
- Debate on Resolutions and Recommendations
- Social Evening

## Friday, May 3

- Main Plenary Day 3 - call to order 9:00 a.m.
- Resolutions and Recommendations
- Mid-day adjournment



# Registration

## Local Union Registration:

Registration is online. To register, please visit <https://register1.unifor.org>.

Local registration information was sent out at the beginning of the year. If you cannot find your registration user name and password, please email [registration@unifor.org](mailto:registration@unifor.org) and it will be sent to the Local President.

Delegate entitlement will be sent in a separate email to the Local Union President. As the head of the delegation, it is the President's (or their designate) responsibility to register all members the local delegation.

To register your delegation, select one of the following events:

- Prairie Local Leadership Meeting Tuesday, April 30, 2024
- Prairie Regional Council Wednesday, May 1, 2024

To register for multiple events, please log out and log back in to select the next event on the home screen.

Locals are encouraged to register a full delegation along with Special Delegates (keeping in mind our equity seeking groups) and observers for this year's Prairie Regional Council.

**The registration deadline is April 9, 2024.**

## Equity Caucus Registration

Once you have registered your delegation, each with a unique email address, the participant will receive an email to self-identify and register for the Equity Caucus Meetings. If they do not receive the email please contact [teri.roland@unifor.org](mailto:teri.roland@unifor.org).

## Important Notes

Current members of the Prairie Regional Council Executive and Standing Committees must be registered as part of your Local's delegation, as a delegate from your local.

If you require a change to your Local's registration or you experience any difficulties with your registration, please send an email to [teri.roland@unifor.org](mailto:teri.roland@unifor.org).

## Prairie Regional Council Local Leadership Meeting

The Prairie Regional Council Local Leadership meeting will take place on Tuesday, April 30 beginning at 9:00 a.m. until 3:00 p.m. in the Umbria Room.

Local reports are to be completed on the template provided and submitted to [teri.roland@unifor.org](mailto:teri.roland@unifor.org) in MS Word format.

If you have questions or require assistance, please contact Teri Roland at 780-448-5865 extension 3077.

**The deadline to submit your report is March 29, 2024.**

# Entitlement and Elections

## Delegation Designations

Delegates are the only members of the delegation to get voice and vote at Council. Each local has a limited number of delegates based on the following calculations:

- local unions with 1 to 250 members = 1 delegate
- local unions with 251 to 500 members = 2 delegates
- local unions with 501 to 750 members = 3 delegates
- local unions with 751 to 1,000 members = 4 delegates
- local unions with 1,001 to 1,250 members = 5 delegates

Plus one additional delegate for each additional 250 members.

For additional information including information on amalgamated local union, please review the [Prairie Regional Council Bylaws](#).

Special Delegates have voice and no vote at Council. This category may include members of your Standing Committee Executive, unit chairs or members of an equity seeking groups (BIWOC, Young Workers, Workers with DisAbilities, LGBTQ or Women.)

Observers have no voice or vote at Council and may be members who do not qualify as special delegates. Locals may register multiple observers.

## Elections

Elections for the remainder of the 3 (three) year term will be held for the following positions:

- PRC Member-at-Large (2)
- Women's Standing Committee (1)
- Young Workers Standing Committee (1)
- EFAP Standing Committee (1)
- LGBTQ Standing Committee (1)
- HSE Standing Committee (1)

Vacant positions for the Equity Standing Committees will be filled by peer election during their designated equity caucus. Please refer to your council agenda at registration for caucus times and dates. For information on duties related to Council Executive officers and Standing Committee positions, please refer to your [Prairie Regional Council Bylaws](#).

Formal nominations for the PRC Executive and Non-Equity standing committee positions will take place during the council. As per the by-laws (Article 5: Elections):

... a delegate nominating another delegate may make a brief statement, and all candidates shall have an opportunity to address the delegates.

Local unions wishing to indicate their supported nominees for a vacant position please send an email to: [teri.roland@unifor.org](mailto:teri.roland@unifor.org) by April 9, 2024.

# Resolutions

## General Resolutions

General resolutions to be considered by the Prairie Regional Council must be received no less than 15 days prior to the opening of council.

The general resolution deadline is April 9, 2024. We encourage you to send your resolutions prior to this date. Delegates are entitled to be on the resolutions committee. If you would like to be considered for the resolutions committee, please email [teri.roland@unifor.org](mailto:teri.roland@unifor.org) no later than March 25, 2024.

## Bylaw Amendments

In accordance with Prairie Regional Council Bylaws, Article 9: Amendments:

The Bylaws of the Regional Council may be amended by a 2/3 majority vote to approve a resolution of a local union or a recommendation of the Executive Committee provided that all local unions have been given 30 days notice of a resolution or recommendation to amend the Bylaws.

To comply with Article 9, any resolutions pertaining to Bylaw amendments must be submitted no later than March 29, 2024. Locals would then be given notice no later than April 1, 2024.

Resolutions may be submitted via email to [teri.roland@unifor.org](mailto:teri.roland@unifor.org).

Please refer to the sample resolution included in this package for a clear explanation of how to compose your resolution.

Tips for making resolutions clear for everyone to understand:

- Cover only one main issue per resolution.
- Use sentences that are clear, direct and short.
- Use words that your readers will easily understand and avoid jargon, abbreviations and acronyms.
- Be specific. Explain what you want to see happen. What you want to change, how you want it done, who you want to do it, and when you want it to happen.



# Accommodations, Accessibility & Child Care

## Hotel Accommodations

Locals are encouraged to take advantage of the negotiated rate for the PRC at the following location:

- **Delta Hotels by Marriott Regina**  
1919 Saskatchewan Dr, Regina, SK
- Room rate is \$174.00 single/double occupancy
- The cut-off date for reservations is March 28, 2024.
- To make a reservation please call 1-800-209-3555 and reference code: M-K59000H or book online by visiting: <https://www.marriott.com/event-reservations/reservation-link.mi?id=1701358139526&key=GRP&app=resvlink>

## Accessibility

Unifor is committed to dismantling barriers that exclude our membership from equal participation in their Union and will take every reasonable step to address any substantiated, human-right related needs requiring accommodation. Please email all accessibility requests to [teri.roland@unifor.org](mailto:teri.roland@unifor.org).

## Child Care Registration

Child care will be provided during business hours of the PRC. Included with this package, you will find the Unifor Child Care Registration Form. **The form must be completed and returned no later than April 1, 2024.**

Please complete the Child Care Registration form included in this package and return to Laurie Wright by email to: [fecchildcare@unifor.org](mailto:fecchildcare@unifor.org).

## Important Deadlines

Important deadlines for this upcoming PRC:

- Bylaw Amendment Deadline - March 29, 2024
- Delta Regina Accommodations - March 28, 2024
- Leadership Meeting Reports - March 27, 2024
- General Resolutions Deadline - April 9, 2024
- Council Registration - April 9, 2024

Call package information, Council Bylaws and updates will be posted to the [Prairie Regional Council 2024 Event Page](#) found on the Unifor website.