

Unifor Atlantic Regional Council

2022

Greetings!

We are pleased to announce that Atlantic Regional Council (ARC) will be held in person June 2 – 4, 2022 in St. John's, NL.

It's been three long years since we were able to meet in person for ARC and we are so excited to be able to see you all again at Sheraton Newfoundland.

Please ensure delegates are prepared to stay until the completion of business on Saturday, June 4, which may mean travelling home on Sunday, June 5.

Registration for ARC will be done entirely through our online registration system. Username, Password and delegate entitlement information will be sent to Local Presidents in a separate email.

We look forward to seeing members from across the Atlantic gathered in St. John's once again to celebrate the strength and solidarity of our union.

In Solidarity,



Matt Blois

Atlantic Regional Council Chair



Linda MacNeil

Atlantic Regional Director



COVID-19 PREVENTION

Our current union-wide comprehensive policy on COVID-19 prevention for Unifor events, meetings and offices remains in place. Unifor national will continue to assess health guidelines and will notify locals of any change in our policy and advise of the protocols in advance of the Council.

The health and safety of our members and staff during this event is a priority. The ongoing pandemic requires us to collectively work together to ensure that everyone participating in this action, as well as their families and loved ones, are kept safe.

All public health guidelines as outlined by the regional public health unit will be followed for this event.

PROOF OF IMMUNIZATION

All participants at this Unifor meeting are required to be fully vaccinated against COVID-19 in order to gain access to this event space. Unifor requires proof of vaccination provided by the province or territory in which the individual resides, verifying receipt of a vaccination series approved by Health Canada or the World Health Organization. We will not keep records of vaccination disclosure information.

Any participant who does not provide proof of vaccination or valid medical exemption will not be allowed to access the space and will be required to travel home and cover any lost travel, time or accommodation costs.

PRIOR TO ARRIVING ON SITE

Prior to arriving on site, we require that every participant respond to the pre-screening questionnaire. You must self-screen with the attached questionnaire daily before presenting to the physical location of event.

If you answer “yes” to any questions, or are feeling ill in any way, do not come to the event location. We ask that you cancel your participation immediately by notifying Laura Vickery at laura.vickery@unifor.org. You must then follow your local public health guidelines, including getting tested for COVID-19.

Tentative Agenda

Thursday, June 2, 2022

9:00 a.m. Presidents' Meeting

Presidents are encouraged to invite a member of their executive, or a unit chair to attend the Presidents' Meeting with them.

Friday, June 3, 2022

9:00 a.m. Atlantic Regional Council Plenary

5:00 p.m. Approximate adjournment

Saturday, June 4, 2022

9:00 a.m. Atlantic Regional Council Plenary

5:00 p.m. Approximate adjournment*

*Saturday plenary session will run until the conclusion of business.
Further agenda details will be shared closer to the event.

Equity caucuses will be held virtually prior to Council in order to allow for maximum participation.

Thursday, May 19	4:30 p.m.	Workers with disAbilities Caucus
	5:30 p.m.	LGBT Caucus

Friday, May 20	4:30 p.m.	AWOC Caucus
	5:30 p.m.	Young Workers Caucus

Space will be made available for Equity groups to meet socially on site at ARC during breaks or upon adjournment at the end of the day. However, any business will be discussed during the virtual sessions in the lead-up to council.

REGISTRATION

Registration this year will be entirely online. Please visit <https://register1.unifor.org>.

The registration deadline is May 12, 2022.

Your Local's registration information will be sent to you in a separate email. As the head of the delegation, it is the President's responsibility to register all members of a Local's delegation.

Your registration information is confidential and should not be shared.

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

Atlantic Regional Council 2022
ARC 2022 Presidents' Meeting

To register for multiple events, please log out and log back in again to select another event from the home screen.

It is important that you use the personal email of each member that you register.

IMPORTANT NOTES

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

Every member of your delegation **MUST** be registered with their own unique email address. We recommend NOT using company emails. These addresses will be used to contact each member to verify registration details and have them complete a confidential equity self-identification questionnaire.

If you require a change to your Local's registration, or you experience any difficulties with your registration, please send an email to laura.vickery@unifor.org.



DELEGATION DESIGNATIONS

Delegates are the only members of the delegation to get both 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.

Please refer to council bylaws for information on amalgamated local unions. [ARC bylaws can be downloaded from Unifor.org.](#)

Special Delegates get voice but no vote at council. This category may include members of your executive, unit chairs or members of equity-seeking groups (AWOC, 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.

Alternates may replace a voting delegate in the event a delegate is called away from council. Alternates do not have voice or vote unless they are replacing an absent delegate. Each local may register only one Alternate.

ACCESSIBILITY

Unifor seeks to make all union meetings and events accessible and barrier-free. If you require accommodation for human rights related needs, we invite you to provide us with your relevant information so that we can take all reasonable steps to address any barriers to your participation in your Union.

All documents can be provided in a format more accessible to members' needs, upon request.

Please email accessibility requests to laura.vickery@unifor.org

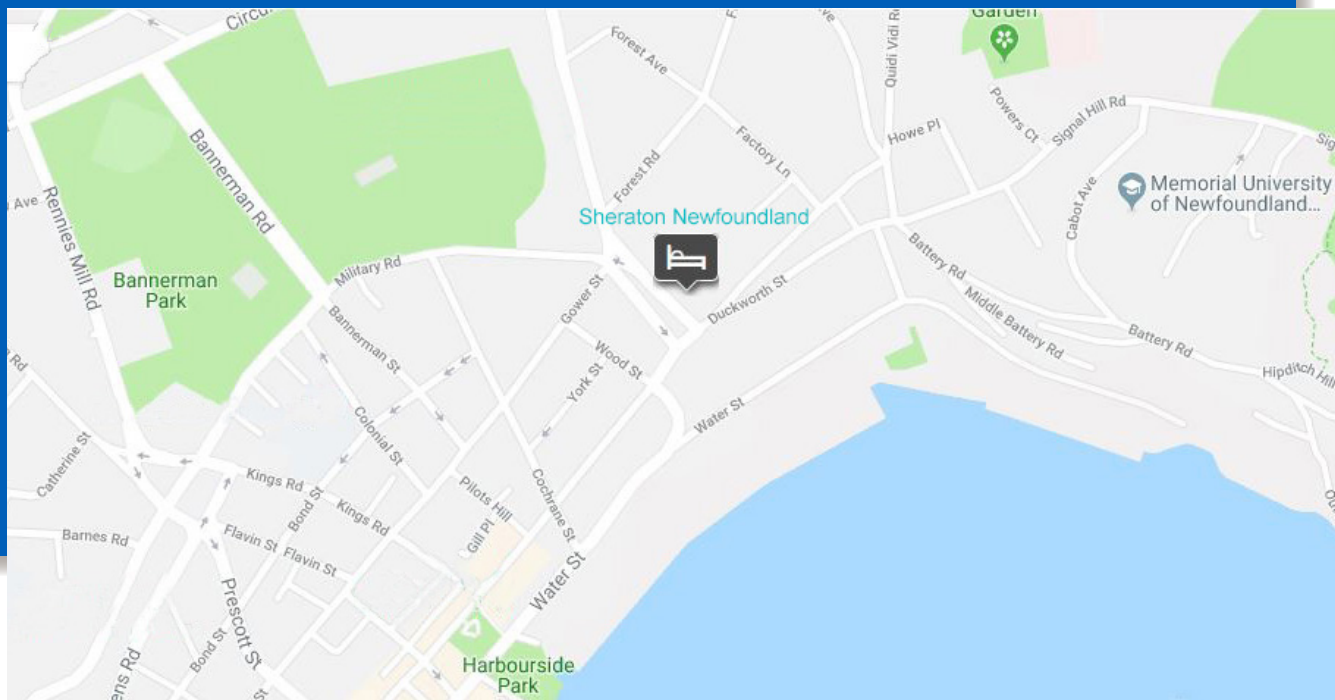
VISUAL - HEARING - MOBILITY - ENDURANCE - ASSISTANCE

ON SITE INFORMATION

SHERATON NEWFOUNDLAND

Sheraton Newfoundland, 15 Cavendish Square, St. John's, NL. Room rate is \$179.00, single or double occupancy Traditional room. The cut-off date for reservations is **Sunday, May 15, 2022**. Please call 1-800-325-3535. Reference "Unifor, June 2022" when booking.

Visit the hotel website for more details on location and amenities <https://www.marriott.com/hotels/travel/ytytsi-sheraton-hotel-newfoundland/>



REGISTRATION TABLE

The on-site registration table will open during the following times for delegate check-in.

Thursday, June 2	12:00 p.m. to 5:00 p.m.
Friday, June 3	8:00 a.m. to 5:00 p.m.
Saturday, June 4	8:00 a.m. to 12:00 p.m.

In the event of an election, registration will close one hour prior to voting.

TRAVEL

Delegations flying in to St. John's are invited to use the following code on aircanada.com to take advantage of discounted ticket prices.

Discount Code: UENA2G61

RESOLUTIONS

GENERAL RESOLUTIONS

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

The general resolution deadline is **May 11, 2022**. We encourage you to send your resolutions prior to this date.

BY-LAW AMENDMENTS

Please note that in accordance with ARC By-Laws, 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.

In order to comply with Article 9, any resolutions pertaining to **bylaw amendments must be submitted no later than April 25, 2022**. Locals would then be given notice no later than May 2, 2022.

Resolutions may be submitted via email to laura.vickery@unifor.org.

Please refer to the sample resolution on page 8 for a clear language 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 – 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.





Atlantic Regional Council Sample Resolution

Unifor Atlantic Regional Council Will:

1. Encourage all Atlantic locals to use the recommended format for resolutions; and
2. Encourage all Atlantic locals to keep resolutions at 200 words or fewer

Because:

- The resolutions committee need proper signatures to know the resolution comes from a local and has been approved; and
- Using simple words like “will” and “because” helps delegates understand the resolution, especially new delegates

Submitted by Unifor local:

Jane Smith, President

John Smith, Recording Secretary

