

July 11, 2023

TO: Local Union Presidents, Recording Secretaries, Unit Chairpersons, BIWOC Committee Members

Black, Indigenous and Workers of Colour Conference

September 15 – 17, 2023

Family Education Centre, Port Elgin, ON

Sisters, Brothers and Siblings;

We are pleased to announce that our national Unifor Black, Indigenous and Workers of Colour (BIWOC) Conference will take place at the Unifor Family Education Centre in Port Elgin from Friday, September 15 – Sunday, September 17, 2023. The Black, Indigenous and Workers of Colour Conference is a bilingual event for self-identifying members to gain skills and build knowledge.

Conference delegates will have the opportunity to celebrate some of the tremendous work being done within our union and our communities. Through participation in skills-building workshops and conversations hosted by activists and leaders, delegates will gain knowledge and build relationships to support the work of envisioning and creating greater equity within our workplaces and within our union.

We will celebrate our collective victories, but we will also spend time examining current challenges. Strategizing, setting goals, and developing advocacy plans to address barriers and to create greater opportunity for BIWOC members will be central to the work of the Conference.

In the lead-up to this important conference, the Education Department is hosting a 5-Day Black, Indigenous and Workers of Colour Leadership Program (week 1). For more information on this course visit www.unifor.org/education.

The conference and workshops will be bilingual and, as always, this conference fills up quickly. Please submit your registrations early to avoid disappointment. **The registration deadline is Friday, August 25th, 2023. A payment of \$50.00 is required for the conference kit materials.**

The conference begins at 6:00 p.m. Friday, September 15th and ends at 12:00 p.m. Sunday, September 17th. Registration takes place on Friday from 3:00 p.m. to 6:00 p.m. New delegate orientation will be held from 4:00 pm to 5:00 pm.

Registration

To register, [please complete the 2023 Black, Indigenous and Workers of Colour Conference registration found here](#) by Friday, August 25, 2023.

Port Elgin Family Education Centre Reservations

Please complete the attached Family Education Reservation form and return it directly to the Family Education Centre via email: confcentre@unifor.org

Important: A reservation form for every participant must be completed and signed.

Registration deadline is Friday, August 25, 2023.

The Centre will not be able to accommodate late reservations.

Payments

A payment of \$50.00 is required for the conference kit materials. All payments for accommodations, meals and the kit materials can be paid by credit card on the reservation form or by cheque mailed to:

Unifor Family Education Centre
Attention: Reservations
115 Shipley Avenue, Port Elgin, ON, NOH 2C5

Check-In/Check-Out

Check in starts at 3:00pm Friday, September 15th, 2023.

Check-out should be done before 11:00am on the date of departure (Sunday, September 17th, 2023).

Travel

Air Canada has offered savings to our delegates travelling by air. If you wish to take advantage of these savings, please contact Air Canada at 1-888-247-2262 (in Canada), TTY 1-800-361-8071 or online at www.aircanada.ca. In all cases, please quote promotional code: KTJ92XQ1

Transportation To/From Toronto Pearson International Airport

We have arranged a charter for those requiring transportation to and from the Unifor Family Education Centre and Toronto Pearson Airport. The deadline for registering for transportation is Friday, August 25, 2023.

The departure charter is set for 1:00pm on Friday, September 15th from the airport. The return trip is set for 1:00pm, Sunday, September 17th from the Unifor Family Education Centre.

Make sure you arrange your flights according to the bus schedule. The trip is approximately 3 hours each way.

Please email humanrights@unifor.org with the following information, otherwise your transportation will not be confirmed:

- Full Name
- Email
- Cell phone number
- Flight number
- Arrival time
- Total number of passengers
- Departure only transportation / Return only transportation / two way transportation

Cancellation Policy

Failure to notify the Centre (by email or phone call) of cancellations 48 hours prior to the event will result in the first day's room rentals and/or first night's room and board being charged.

Accommodation Packages (Room & Board)

Double occupancy	\$185.00/person per night (including meals)
Single occupancy	\$260.00/person per night (including meals)
Single room with partner	\$310.00/couple per night (including meals)
Children (aged 12-16)	\$50.00/person per night (meals)
Children (aged 11 and under)	No charge

If rates are being paid by the individual rather than the local or organization, please contact the Unifor Family Education Centre front desk at 1-800-265-3735 x.3221 or (519) 389-3221. Taxes will be applicable.

First come, first served basis

Registrations and accommodations for the conference will be handled on a first-come, first-served basis. In order to participate in the conference, delegates must have accommodations at the Centre. If the Centre is fully booked, the Centre will advise you and you (or your local) will be responsible for making alternative arrangements. For those delegates and family required to stay off-site, please note that it is still mandatory to purchase the meal plan and to check in with the front desk at the Unifor Family Education Centre.

Meals

All meals are included in the overnight rate for all guests and will be served cafeteria style, starting with supper on the day of check-in and end with lunch on the day of check-out. **If any participants require special meal requirements or have any dietary concerns (food allergies), please advise us in advance of your arrival.**

Childcare

Free child care is available for children 0 – 12 years of age, of eligible delegates during the conference hours only, if numbers permit. Delegates will be eligible for child care providing they are a single parent, or a parent not accompanied by a spouse or companion. Where both parents are registered delegates, they will also qualify for child care. Child care registration forms are enclosed. Please make your child care reservations as early as possible.

Delegates requiring child care must pre-register no later than Friday, August 25th, 2023.

Include the attached child care form with the conference registration form that is returned to the Unifor Family Education Centre. Child Care may be cancelled if there are an insufficient number of children registered by the deadline. If you have any questions regarding child care, please call 1-519-389-3233 or email fecchildcare@unifor.org.

Covid-19 Protocols

Our union strives to maintain safety guidelines and standards in an attempt to protect the health and safety of our members and our staff, including the most vulnerable among us. Unifor, and our Family Education Centre, is a vaccine-friendly environment and full vaccination is strongly encouraged for all participants attending the Pride Conference. Unifor's Family Education Centre is a mask-friendly environment and wearing masks is strongly encouraged. If you have any symptoms at any time, we ask that you be tested and refrain from attending the conference until you have a negative result. The Centre will have rapid tests available.

Please contact [Gloria Hendricks](#) or [Saira Chhibber](#) if you require additional information. As always, we are looking forward to a great conference.

In solidarity,

Niki Lundquist
Senior Director
Equity and Education

Gloria Hendricks
Equity Liaison
BIWOC

Saira Chhibber
Equity Liaison
BIWOC

NL/GH/SC:ccxcope343

cc: National Officers, Executive Assistants, Assistants to the National Officers and Senior Directors, National Executive Board, National Representatives, National Coordinators, Port Elgin Reservations, Laurie Wright

Attached: Family Education Reservation Form, Child Care Registration Form, Medical or Religious Meal Request, Covid-19 Policies, Unifor Event Self-Screening Questions