

New Westminster Office  
326 – 12<sup>th</sup> Street 2<sup>nd</sup> Floor  
New Westminster British Columbia  
V3M 4H6



Bureau de New Westminster  
326 - 12<sup>th</sup> rue, 2<sup>e</sup> étage  
New Westminster (Colombie-Britannique)  
V3M 4H6

**JERRY DIAS**  
*National President*  
*Président national*

**RENAUD GAGNÉ**  
*Quebec Director*  
*Directeur québécois*

**ROBERT J. ORR**  
*National Secretary-Treasurer*  
*Secrétaire-trésorier national*

**September 14, 2016**

**Via Email/ Mail**

**TO: British Columbia Local Union President's & Recording Secretaries**

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**UNIFOR BC REGIONAL COUNCIL**  
**NOVEMBER 24 – NOVEMBER 27, 2016**  
HYATT REGENCY HOTEL  
655 BARRARD STREET, VANCOUVER

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Greetings!

The next Unifor BC Regional Council meeting will be held at the Hyatt Regency Hotel in downtown Vancouver, November 24 – 27, 2016.

**Local President's Meeting: Thursday November 24**  
**(10:00 AM – 3:30 PM)**

**BC Regional Council: Friday November 25 – Sunday November 27**  
**(9:00 AM – 5:00 PM, Friday & Saturday) (9:00 AM – NOON Sunday)**

The one day Local President's meeting on November 24 will be held from 10:00 AM to 3:30 PM in the Balmoral room, located on the third floor Convention Level, Hyatt Regency Hotel. Lunch will be provided.

The Council will convene at 9:00 AM on Friday November 25 and will continue until the conclusion of business on Sunday November 27 in the Regency Ballroom, located on the third floor Convention Level.

**ACCOMODATIONS**

A block of rooms has been reserved at the Hyatt Regency at a rate of \$205.00 per night, single or double occupancy. Please call the hotel to make your reservations under the Unifor BC Regional Council block by calling 604-683-1234 or toll free 1-888-421-1442. Reservations may also be made online using the following link:

<https://resweb.passkey.com/go/uniforbcregcouncil>

**The cut-off date for reservations in the block at the negotiated rate is November 2, 2016.**

## **REGISTRATION**

**Delegates/ Alternates/ Observers** – your Locals’ entitlement will be sent with the hard copy via mail. If you do not receive this package in the mail by October 1, please contact Jamie Ayres at [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org) or phone 604-522-7911.

**The deadline to submit registration forms is November 16, 2016.**

Registration of delegates will take place at the Hyatt Regency Hotel in the Regency foyer located on the third floor Convention Level (up the escalators/ and or elevator from the lobby).

**Registration will be available during the following dates/ times:**

<b>Thursday November 24, 2016</b>	<b>3:00 PM - 6:00 PM</b>
<b>Friday November 25, 2016</b>	<b>8:00 AM – 4:00 PM</b>
<b>Saturday November 26, 2016</b>	<b>8:30 AM – 3:00 PM</b>

**In order to vote, delegates must be registered in advance. To facilitate this process local unions are requested to complete their delegate list as soon as possible on the attached registration form. (including the head of delegation, and/or requests for Special Delegates) and forward to Jamie Ayres by fax at (604) 522-8975 or via email at [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org) no later than November 16.**

## **COUNCIL ELECTIONS**

Being that this BC Regional Council is subsequently following a Convention, **all positions on the BC Council Executive and Standing Committees will be up for election during this council meeting.**

As laid out in Article 3, #6 of the council bylaws:

***6. The British Columbia Regional Council shall elect the following officers for a term of 3 years, from the first Regional Council meeting following the Unifor convention to the Regional Council meeting following a subsequent Unifor convention.***

Chairperson, Vice Chairperson, Secretary Treasurer, up to 4 members at large  
Health & Safety Standing Committee (3 positions)  
Political Action Standing Committee (3 positions)

Equity Standing Committee positions will be filled by peer election during their designated Equity Caucus. The following Equity Standing Committees have 3 positions each. Please refer to your council Agenda as you register for caucus times and dates:

Women  
Aboriginal & Workers of Colour  
Young Workers  
LGBT  
Workers with Disabilities

\*For duties of Executive Officers or Standing Committee positions, please refer to your council bylaws.

Consequently, all eligible voting delegates will be required to register in advance of the election scheduled for the morning of Saturday November 26. A call for Nominations for vacancies for all positions will take place on Friday November 25. Please refer to your council agenda upon registration for specific times.

### **UNITY TEAM MEETING**

The Unity Team meeting is scheduled for 6:00 PM on Thursday November 24 in the Regency Ballroom.

### **EQUITY CAUCUSES**

Please note that all equity caucuses will be staggered throughout the council, please refer to your council agenda upon registration for times and dates.

### **SELF IDENTIFICATION**

In addition, a Self-Identification survey has been included in this call package. These forms will be available at Registration. If you plan on attending an Equity Caucus, we encourage you to have it returned along with your registration form. Any members who self-identify will be kept confidential. Self-identifying prior to the council will help to ensure adequate food and beverage numbers for Equity Caucus meetings where applicable.

### **DISABILITIES**

If any delegates require an accommodation due to disabilities, please contact Jamie at [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org), or by calling the office at 604-522-7911 ASAP. We will make every effort to make accommodations.

### **CHILD CARE**

**Child Care Facilities:** Child care will be provided without charge for children from infancy to 14 years of age who have been registered **on or before November 8, 2016**. Registration forms must be received by the deadline to guarantee acceptance into the child care program! Child care will be available during the following hours:

**\*THE FOLLOWING HOURS ARE FOR CHILD CARE – NOT BC COUNCIL PLENARY HOURS\***

### **CHILD CARE HOURS**

Thursday, Nov. 24 (President's Meeting)	9:30 AM – 4:00 PM
Friday, Nov. 25 (Council Day One)	8:30 AM – 5:30 PM
Saturday, Nov. 26 (Council Day Two)	8:30 AM – 5:30 PM
Sunday, Nov. 27 (Council Day Three)	8:30 AM – ½ hour after adjournment

If you would like to register for child care, please complete the child care registration form in the call package and forward **by November 8, 2016** to:

Jamie Ayres at [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org) or by fax at 604-522-8975 or mail to:

326 12<sup>th</sup> Street, 2<sup>nd</sup> Floor  
New Westminster, BC V3M 4H6

### **RESOLUTIONS**

Resolutions must be sent 15 days in advance of the BC Regional Council. Please send your resolutions (form attached) to Jamie Ayres at [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org) or via fax at 604-522-8975 **no later than Friday November 4, 2016.**

In addition, please note that in accordance to the Regional Council Bylaws, Article 9: Amendments, that:

5. *The bylaws of the Regional Council may be amended by a 2/3 majority vote to approve a resolution from 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.*

Therefore, any **resolutions pertaining to bylaw changes must be submitted no later than October 17, 2016.** The 30 days' notice would then be given no later than **October 24, 2016** to all Local unions.

Your call package consists of a Council Registration form, your Local's delegate entitlement, a Council Resolutions form, Childcare form, Self-Identification survey, Local Presidents Meeting Registration form. The Council Bylaws have been posted on the Unifor BC Regional Council 2016 event page of the Unifor website (see link below).

**Please note the following deadlines for forms:**

**Resolutions for Bylaw Amendments Deadline – October 17, 2016**

**Resolutions Deadline – November 4, 2016**

**President’s Meeting Local Reports Deadline – November 4, 2016**

**Childcare Deadline – November 8, 2016**

**Registration Deadline – November 16, 2016**

**President’s Meeting Registration Deadline – November 16, 2016**

Call package information, Council Bylaws and updates will be posted to the Unifor BC Regional Council 2016 event page on the Unifor Website.

<http://www.unifor.org/en/whats-new/event/bc-regional-council-1>

There will be a collection of toiletries at Council, which will be donated to a local Women’s Shelter. Boxes will be available at Registration to place your toiletries donations.

We look forward to welcoming you back to the Hyatt Regency, see you in November!

In solidarity,

**BC Regional Council**

BCRC/JW/ja:cope343

Copy: J. Dias, B. Orr, Assistants, Department Directors, NEB, BC National Staff Representatives, BCRC Executive & Standing Committees

Encl: Registration forms, Childcare form, Self-Ident survey, Resolutions form

**MAKING SURE YOUR RESOLUTIONS COMPLY WITH THE BC REGIONAL COUNCIL BY-LAWS  
AND UNIFOR CONSTITUTION**

**DEADLINES:** Resolutions you want considered by the BC Regional Council must be received at the New Westminster office no less than 15 days prior (15 working days excluding weekends) to the opening of the BC Regional Council meeting.

In addition, please note that in accordance to the Regional Council Bylaws, Article 9: Amendments, that:

Any **resolutions pertaining to bylaw changes must be submitted no later than October 17, 2016.** The 30 days' notice would then be given no later than October 24, 2016 to all Local unions.

The **2016 resolutions deadline is November 4, 2016.** If possible, we encourage you to send in your resolutions prior to this date.

**CONTENT:** Each resolution must contain:

- Only deal with one subject;
- No more than 150 words, including the words “WHEREAS” and “THEREFORE BE IT RESOLVED” used on the form; and
- State the action that is being proposed.

**WHO CAN SUBMIT RESOLUTIONS:** The following bodies are allowed to send in resolutions:

- BC Regional Council Executive
- Western Director
- Local Unions

**SUBMISSION OF RESOLUTIONS:** In addition to submitting resolutions by mail, resolutions may also be submitted by fax or email, but must still meet the other requirements of the Constitution. If you are faxing a copy, please retain a fax confirmation to ensure the transmission was successful. If you are sending via email, please send to Jamie Ayres at [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org) and request a “read receipt” to indicate it was successfully received.

**Via Mail:**

Unifor BC Regional Council  
326 12<sup>th</sup> Street, 2<sup>nd</sup> Floor  
New Westminster, BC V3M 4H6

**Via Fax:**

604-522-8975

**Via Email:**

[Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org)

**UNIFOR BC REGIONAL COUNCIL RESOLUTIONS FORM**

NOTE: Resolutions to the BC Regional Council must meet the requirements of our By-Laws and of the Unifor Constitution. Please see reverse side of this form for a clear language explanation of these requirements.

**RESOLUTIONS DEADLINE TO THE UNIFOR BC REGIONAL COUNCIL OFFICE IS  
NOVEMBER 4, 2016. IF YOUR RESOLUTION REQUIRES A BYLAW CHANGE THE DEADLINE IS OCTOBER 17, 2016.**

WHEREAS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ;and

WHEREAS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ;and

WHEREAS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ;and

THEREFORE BE IT RESOLVED THAT : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ;and

BE IT FURTHER RESOLVED THAT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ;and

SUBMITTED BY (UNIFOR LOCAL): \_\_\_\_\_

\_\_\_\_\_  
(Local President)

**UNIFOR CHILD CARE SERVICES REGISTRATION FORM**

Childcare if held, will be on-site in the Tennyson/Cavendish rooms at the Hyatt Regency Hotel for children up to 14 years of age.

Children must be registered before **the deadline of November 8, 2016.**

Telephone: (604) 522-7911 Facsimile: (604) 522-8975 E-mail: [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org)

Program Name: **Unifor BC Regional Council 2016.** Date: \_\_\_\_\_  
(indicate dates childcare required)

**CHILD INFORMATION**

Child's Name: \_\_\_\_\_  
Full Name

Address: \_\_\_\_\_  
Street & Number City Province Postal Code

Gender: \_\_\_\_\_ Birthday: \_\_\_\_\_  
(day / month /year)

Principal Home Language: \_\_\_\_\_

Name(s) of people to whom the child may be released: \_\_\_\_\_

**PARENT INFORMATION**

Name of Parent/Guardian: \_\_\_\_\_ Local # (i.e. L. 222): \_\_\_\_\_

Address (if different than above): \_\_\_\_\_  
Street & Number City/Town Province Postal Code

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**MEDICAL INFORMATION**

Child's Health Card Number and Initials: \_\_\_\_\_

Is your child receiving any medication on an ongoing basis? If yes describe what medication is for and times that it is to be taken:  
Yes: \_\_\_\_\_ No: \_\_\_\_\_

Does your child suffer from any medical conditions such as allergies, asthma and disease? If "yes", please list and explain in detail the medical condition:



Does your child have any dietary restrictions? If yes please list/explain:

Yes: \_\_\_\_\_. No: \_\_\_\_\_.

Does your child have any special needs such as but not limited to ADD, ADHD, Autism, Asperger Syndrome, Cerebral Palsy? If "yes", please list and explain in detail the special need:

Does your child have any behavioural issues/concerns that we need to be aware of in order to maintain his/her safety and the safety of the other children? If "yes", please list and explain in detail the behavioural issues/concerns:

Is your child physically able to take part in all program activities?

Yes: \_\_\_\_\_. No: \_\_\_\_\_.

If no, please list restrictions: \_\_\_\_\_.

### CONSENTS

Do you grant permission for your son/daughter/ward to participate on short supervised walks or excursions within a 2 km. radius from Unifor Child Care facility in Port Elgin or the city that the program is taking place in?

Yes: \_\_\_\_\_. No: \_\_\_\_\_.

In the case of a medical emergency, every effort will be made to contact the child's parent(s) or guardian(s):

A. In the event of a medical emergency do you hereby grant permission for the staff of Unifor Child Care Services who are trained in emergency first aid and CPR to attend to your child?

Yes: \_\_\_\_\_. No: \_\_\_\_\_.

B. In the event that you cannot be reached, do you hereby grant permission for a physician/hospital, as selected by the Unifor Child Care Service to hospitalize and/or secure proper treatment for your child?

Yes: \_\_\_\_\_. No: \_\_\_\_\_.

The Unifor Child Care Service is a high profile program, do you hereby grant permission for your son/daughter/ward to be video taped or photographed by public media or Unifor Public Relations?

Yes: \_\_\_\_\_. No: \_\_\_\_\_.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date



# Demographics Survey

Unifor is committed to equity and inclusion in every aspect of the union. To develop an action plan that considers the needs and identities of the membership, it's important to first understand how diversity is represented in the union. Unifor is asking for your help to understand the membership!

**Please complete this short survey.** Information provided should be based on your personal self-identification. Data collected is confidential and can remain anonymous. If you chose to provide your name and email to stay involved this is entirely optional. All other fields are however required.

**Full name (optional)**

\_\_\_\_\_

First Last

**Which regional area do you work in?** (province/territory) \_\_\_\_\_

**What industry / sector do you work in?** \_\_\_\_\_

**What is your employment status?** (check all that are appropriate)

Full-time       Part-time       Contract       Casual       Freelance

**What is your gender?**  Woman       Man       Transgender       I don't identify

**What is your ethnicity / ethnic origin?**

Aboriginal       Worker of Colour       I don't identify

**Please identify any languages that you speak?** \_\_\_\_\_

\_\_\_\_\_

**Which language do you prefer to receive communications in? (check one)**

- English                       French                       I am bilingual

**How would you identify your sexual orientation?**

- Bisexual                       Gay                       Lesbian                       Straight /heterosexual  
 Transsexual                       I don't identify with any of these

**Do you identify as having a disability? (invisible/visible disabilities are included)**

- Yes                       No                       I would rather not say

**Please select the age range that is most appropriate for you:**

- Under 35                       35-45 years                       45-55 years  
 55-65 years                       Above 65                       I would rather not say

**Do you have children?                       Yes                       No**

**If yes, what age is your child/ are your children?**

- Under five                       Six – 12 years                       13-18 years                       Above 18

**How are you involved with Unifor?**

- Member                       Activist                       Discussion Leader  
 Steward/Workplace Rep                       Elected to my Local Executive / Board  
 Elected to a Regional / National Committee

**How would you like to get more involved with Unifor:**

- Education                       Political action                       Receive newsletter (Uniforum)  
 Equity committee/work                       Organizing                       Retiree caucus

**Thank you for participating in this confidential Unifor survey.**

**If you have any further questions about this process please contact the Director of Human Rights and International Department, Mohamad Alsadi, at [Mohamad.Alsadi@unifor.org](mailto:Mohamad.Alsadi@unifor.org).**

Please leave your e-mail if you would like to get more involved with Unifor's equity agenda.



## PRESIDENT'S MEETING REGISTRATION FORM

**Unifor BC Regional Council Local President's Meeting**  
**Thursday November 24, 2016 10:00 AM – 3:30 PM**  
**Hyatt Regency Hotel – Balmoral Room (3<sup>rd</sup> floor, convention level)**

Please return completed form to: [Jamie.Ayres@unifor.org](mailto:Jamie.Ayres@unifor.org) or via fax at 604-522-8975  
**no later than November 16, 2016.**

**Local:** \_\_\_\_\_

**Please indicate if your local President will be attending the one day President's Meeting on Nov. 24:**

**Yes, our President will be in attendance**

**Local President Name:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ PC: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**No, our President will not be attending, but we have assigned a designate to attend:**

**Local Designate:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ PC: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**No, our President or designate will not be attending**



## REGISTRATION FORM / FORMULAIRE D’INSCRIPTION

Please print or type, and fill in completely / Veuillez écrire en lettres carrées ou à la machine, et remplir au complet

LOCAL UNION NO. / NO SECTION LOCALE: \_\_\_\_\_

FIRST NAME / PRÉNOM	LAST NAME / NOM DE FAMILLE	EMAIL ADDRESS / COURRIEL	WORKPLACE / LIEU DE TRAVAIL	MALE / FEMALE H / F	DELEGATE/ DÉLÉGUÉ(E)	ALTERNATE/ SUPPLÉANT(E)	OBSERVER / OBSERVATEUR

**Please indicate the head of your Council delegation with an asterik \* / Veuillez indiquer qui est le chef de votre délégation au Conseil avec un astérisque \***

**Please note that there are no extra delegate entitlements given for members on the Council Executive or Standing Committees over and above what Locals receive.**

LOCAL ADDRESS / ADRESSE DE LA SECTION LOCALE :

Street / Rue \_\_\_\_\_ City / Ville \_\_\_\_\_

Province \_\_\_\_\_ Postal Code / Code Postal \_\_\_\_\_ Tel No / N° tél. \_\_\_\_\_

Fax / Téléc: \_\_\_\_\_ Email : \_\_\_\_\_

President’s Signature / Signature du président ou de la présidente \_\_\_\_\_