

# **PSAC ONTARIO**

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## **BY-LAWS**



**Adopted by Delegates at the  
PSAC Ontario Founding Convention  
at Toronto, February 19-21, 1999  
and as amended by the PSAC Ontario Triennial  
Convention  
at  
Toronto, May 3-5, 2002  
Toronto, April 29 – May 1, 2005**

## **Section 1**

### **Name**

Pursuant to Section 16 of the PSAC Constitution, the PSAC organization in Ontario, excluding the NCR Region, shall be known as the PSAC Ontario Council.

## **Section 2**

### **Mandate and Objectives**

#### **Sub-Section (1)**

To unite all Ontario members of the Public Service Alliance of Canada in a single democratic organization.

#### **Sub-Section (2)**

To provide for a PSAC structure in Ontario that reflects the needs and realities of the membership.

#### **Sub-Section (3)**

To promote the organization of PSAC Component Locals/Branches and Directly Chartered Locals in Ontario, into Area Councils that are representative, visible, fair, equitable and respectful of the individual and collective rights of all PSAC members in Ontario.

#### **Sub-Section (4)**

To implement an efficient and effective communications structure among PSAC members in Ontario.

#### **Sub-Section (5)**

To identify the needs of PSAC Ontario Council members and ensure the Union's regional programs and services meet these needs by setting priorities, policies and direction.

#### **Sub-Section (6)**

To strengthen locals as the foundation of the union.

### **Sub-Section (7)**

To address political and workplace issues at the community and regional/provincial levels and encourage members to be involved in these.

### **Sub-Section (8)**

To reflect and communicate the needs of PSAC Ontario members to the national level of PSAC and work together to ensure these needs are addressed.

### **Sub-Section (9)**

The mandate and objectives of this organization shall be guided by the following principles:

- (i) Fair and equitable representation of all PSAC members in Ontario
- (ii) Accountability to the membership
- (iii) Union values
- (iv) Recognition of equity seeking groups
- (v) Cost effectiveness, efficiency and transparency
- (vi) Proactive representation of the membership

## **Section 3**

### **Membership**

#### **Sub-Section (1)**

Affiliation to the PSAC Ontario structure shall be voluntary.

#### **Sub-Section (2)**

Affiliation to the PSAC Ontario structure shall be open to the following:

- (i) Locals/Branches
- (ii) Regional Women's Committees
- (iii) Equity seeking group Committees
- (iv) Area Councils

## Section 4

### Structure of the Ontario Council

The PSAC Ontario Council shall consist of the Ontario Regional Executive Vice-President, the Alternate to the Regional Executive Vice President and Representatives from each of the following sub regions and constituencies:

A.

Region	Ontario	# of Representatives
1	Northwestern	1
2	Northeastern	2
3	Southeastern	2
4	Southwestern	2
5	GTA	2
6	Hamilton/Niagara	1

B.

Equity

Regional Women's Committees (RWC)	1
Aboriginal Members	1
Members with Disabilities	1
Racially Visible Members	1
Gay, Lesbian, Bi-sexual and Transgendered Members	1

C.

Area Councils	1
Directly Chartered Locals	1
Regionally Based Separate Employer Locals	1
Youth	1

## **Section 5**

### **Ontario Council Members Role and Responsibilities**

#### **Sub-Section (1)**

The Regional Executive Vice-President shall:

- (a) be the political voice for the PSAC in Ontario;
- (b) act as the liaison officer between the PSAC and the Ontario Federation of Labour;
- (c) be the political voice of the PSAC at the Ontario Federation of Labour;
- (d) chair meetings of the PSAC Ontario Council and other regionally determined bodies where appropriate;
- (e) administer Alliance Centre services in Ontario;
- (f) participate on the Alliance Executive Committee with voice and vote;
- (g) perform any other duties assigned by the National President;
- (h) serve as an ex-officio member of all PSAC Ontario Council Committees;
- (i) submit a written report of his/her activities to the PSAC Ontario Council meetings and the PSAC Ontario Triennial Convention;
- (j) interpret the PSAC Ontario By-laws.

#### **Sub-Section (2)**

The Alternate Regional Executive Vice-President, shall:

- (a) perform the duties of the Regional Executive Vice-President in his/her absence;
- (b) attend meetings of the PSAC Ontario Council;
- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of their activities and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

### **Sub-Section (3)**

The representatives from the geographic areas shall:

- (a) communicate with the locals/branches and Area Councils in their geographic area;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for members in the geographic area under their jurisdiction;
- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of their activities and those of the locals, branches and accredited committees in the geographic areas under their jurisdiction and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

### **Sub-Section (4)**

The representative of Regional Women's Committees shall:

- (a) communicate with the PSAC Ontario Regional Women's Committees;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for the PSAC Ontario Regional Women's Committees;
- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of her activities and those of the PSAC Ontario Regional Women's Committees and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

### **Sub-Section (5)**

The representative of each of the equity seeking groups shall:

- (a) promote the establishment of and communicate with the PSAC Ontario Equity seeking group Committees from their constituency;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for the PSAC Ontario equity seeking group members from their constituency;

- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of his/her activities and those of the PSAC Ontario Equity seeking group Committees from their constituency and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

**Sub-Section (6)**

The representative of Area Councils shall:

- (a) communicate with the PSAC Ontario Area Councils;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for the PSAC Ontario Area Councils;
- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of his/her activities and those of the PSAC Ontario Area Councils and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

**Sub-Section (7)**

The representative of the Directly Chartered Locals shall:

- (a) communicate with the PSAC Ontario Directly Chartered Locals;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for the PSAC Ontario Directly Chartered Locals;
- (c) submit to each meeting of the PSAC Ontario Council a written narrative and descriptive report of his/her activities and those of the PSAC Ontario Directly Chartered Locals and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

### **Sub-Section (8)**

The representative of Regionally Based Separate Employer Locals shall:

- (a) communicate with the PSAC Ontario Regionally Based Separate Employer Locals;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for the PSAC Ontario Regionally Based Separate Employer Locals;
- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of his/her activities and those of the PSAC Ontario Regionally Based Separate Employer Locals and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

### **Sub-Section (9)**

The representative of Youth shall:

- (a) communicate with the PSAC Ontario Youth members;
- (b) attend meetings of the PSAC Ontario Council and shall be the spokesperson for the PSAC Ontario Youth members ;
- (c) submit to each meeting of the PSAC Ontario Council a written, narrative and descriptive report of his/her activities and those of the PSAC Ontario Youth members and report to convention;
- (d) uphold and promote the mandate and objectives of the PSAC Ontario Council;
- (e) perform other duties and responsibilities as determined by the PSAC Ontario Council and/or the Regional Executive Vice-President.

## **Section 6**

### **Ontario Council Meetings**

- (a) The PSAC Ontario Council shall meet at least twice a year, or upon the request of two-thirds of its members, conduct a special meeting.

- (b) The PSAC Ontario Council shall establish committees as required.
- (c) In the year of the PSAC Ontario Triennial Convention, the PSAC Ontario Council shall hold one of its meetings immediately prior to the Convention and shall remain in session throughout the convention.
- (d) Additional meetings shall take place through teleconferencing, other available technology and various cost effective initiatives.
- (e) For decision-making purposes, a quorum shall consist of the Regional Executive Vice-President or his/her Alternate and a simple majority of PSAC Ontario Council Members.

## **Section 7**

### **PSAC Ontario Triennial Conventions**

#### **Sub-Section (1)**

- (a) The PSAC Ontario Council shall hold its Triennial Convention not more than fourteen (14) months and not less than nine (9) months prior to the PSAC Triennial National Convention.
- (b) The PSAC Ontario Council shall, at the written request of two-thirds (2/3) of its members or upon written request of 2/3 of the voting delegates of the previous convention, call a Special Convention.
- (c) The PSAC Ontario Council shall issue a call to convention to all appropriate bodies, not less than four (4) months prior to the date of the PSAC Ontario Triennial Convention. Such convention call shall include the final date for receipt of resolutions from the appropriate bodies.
- (d) The PSAC Ontario Council shall be responsible for the production and distribution of the PSAC Ontario Triennial Convention proceedings to all convention delegates, locals/branches, Regional Women's Committees, Equity seeking group Committees and Area Councils, within six months of convention.

#### **Sub-Section (2)**

The PSAC Ontario Triennial Convention shall be chaired by the Ontario Regional

Executive Vice-President or in his/her absence, their alternate.

### **Sub-Section (3)**

The PSAC Ontario Triennial Convention shall:

- (a) adopt rules of procedure governing the processing of all matters before the PSAC Ontario Triennial Convention;
- (b) refer to the appropriate Convention Committee and deal with all resolutions and matters submitted to it through the Ontario Regional Executive Vice-President by the PSAC Ontario Council, Locals/Branches, Regional Women's Committees, Area Councils, and recognized PSAC Equity seeking group Committees in good standing;
- (c) elect the representatives of the PSAC Ontario Council, in accordance with Section 4; Section 9; and Section 10, Sub-Section 1 of these By-laws;
- (d) establish the budgetary provisions of the ensuing period including the dues to be paid by each affiliated local, branch or committee;
- (e) deal with any other administrative matters placed before it by the delegates, in the manner prescribed by the procedural rules adopted by the Convention for the orderly conduct of its business.

## **Section 8**

### **Representation and Voting at PSAC Ontario Triennial Conventions**

#### **Sub-Section (1)**

Each Local/Branch shall be entitled to one delegate for each 200 members or part thereof, and to one additional delegate for each additional 200 members, or part thereof, based on the membership lists at the time of the convention call.

#### **Sub-Section (2)**

- (a) The PSAC Ontario Council members shall be delegates to PSAC Ontario Triennial Conventions.
- (b) A PSAC member who holds a PSAC national elected office, a Component President, Component National Vice President and/or Regional Vice-President who is a member of the PSAC Ontario caucus shall be entitled to attend PSAC

Ontario Triennial Conventions as a delegate.

**Sub-Section (3)**

Each accredited PSAC Ontario Regional Women's Committee will be entitled to one delegate to the PSAC Ontario Triennial Convention.

**Sub-Section (4)**

Each accredited PSAC Ontario Equity seeking group Committee will be entitled to one delegate to the PSAC Ontario Triennial Convention.

**Sub-Section (5)**

Each accredited PSAC Ontario Area Council will be entitled to one delegate to the PSAC Ontario Triennial Convention.

## **Section 9**

### **Election of the REVP and the Alternate REVP:**

**Sub-Section (1)**

The PSAC Ontario Triennial Convention shall elect the Regional Executive Vice-President, Ontario and the Alternate, Regional Executive Vice President Ontario.

**Sub-Section (2) - Eligibility of Nominees for Office - REVP and Alternate REVP**

- (a) All nominees for the office of REVP, Ontario and Alternate REVP Ontario shall be members in good standing of the PSAC.
- (b) A nominee for the office of the Regional Executive Vice-President, Ontario or the Alternate Regional Executive Vice-President, Ontario shall work or reside in the PSAC Ontario Region.
- (c) Nominees for the office of the Regional Executive Vice-President, Ontario shall be prepared to live in a location as determined by the Alliance Executive Committee.

**Sub-Section (3) - Nomination of REVP and Alternate REVP**

- (a) At each PSAC Ontario Triennial Convention, a Nominations Committee of at least three (3) persons shall be appointed by the Regional Council from among those present, *other than staff*.

- (b) The duties of the Nominations Committee shall be to:
  - (i) receive nominations for the offices of REVP and Alternate REVP;
  - (ii) verify the eligibility of nominees for office;
  - (iii) ascertain the willingness of nominees to accept and perform the duties of the office to which they may be elected; and
  - (iv) report to the PSAC Ontario Triennial Convention the names of all such nominees.
- (c) Nominations for the office of REVP and Alternate REVP filed with the Nominations Committee shall be in writing, signed by a nominator and a seconder, each of whom shall be an accredited delegate.
- (d) Submission of Nominations:
  - (i) Nominees who are not present at the PSAC Ontario Triennial Convention must submit a nomination form to the PSAC Regional Staff Coordinator prior to the start of the PSAC Ontario Triennial Convention.
  - (ii) Nominees who are present at the PSAC Ontario Triennial Convention can submit a nomination form to the Regional Staff Coordinator prior to the start of the PSAC Ontario Triennial Convention, to the Nominations Committee during the Convention, or be nominated from the floor of the PSAC Ontario Triennial Convention. The Regional Staff Coordinator will provide the nomination forms received prior to the commencement of Convention to the Chair of the Nominations Committee as soon as the Nominations Committee has been ratified by Convention.
- (e) The Chairperson of the Nominations Committee shall be appointed by the PSAC Ontario Regional Council and shall conduct the election of the REVP and the Alternate REVP. The Chairperson shall have the power to appoint scrutineers and assistants as deemed necessary to conduct the elections in an orderly manner, subject to the limitations of sub-section 3 (a) above.

#### **Sub-Section (4) - Election of REVP and Alternate REVP**

- (a) The election of the Regional Executive Vice-President, Ontario and the Alternate Regional Executive Vice-President, Ontario shall be conducted in turn. Each office shall be called in turn and completed before the next office is called.

- (b) As the election for the office of REVP and Alternate REVP is called, the Nominee, Nominator or Secunder of each nominee, whether filed previously with the Nominations Committee or nominated from the floor, may speak to the PSAC Ontario Triennial Convention for not more than three (3) minutes on behalf of that nominee.
- (c) The election to the office of REVP and Alternate REVP shall be by secret ballot. A blank ballot paper shall be distributed to all voting delegates, for each office in turn as it is called. Each voting delegate shall write on the ballot paper the name of his/her choice for the office called, from among the nominees for the office.
- (d) Election to the office of REVP and Alternate REVP shall be declared only on receipt of a clear majority of the ballots cast with standings revealed to voting delegates after each ballot. In the event that more than (2) nominees stand for election to any one office, the election procedure shall be by way of elimination.
- (e) In the event of a tie vote, the Chairperson shall immediately take a second ballot without recess or adjournment. If this results in a second tie vote, the Chairperson shall call a short recess before taking the third ballot.
- (f) Upon completion of the election of the REVP and the Alternate REVP, the Nominations Committee will sign a declaration outlining the number of accredited delegates, the number of accredited delegates voting, the vote tally for each candidate, and the number of spoiled ballots for each ballot during the election of the REVP. The signed declaration will be forwarded to the PSAC National President and maintained on file.
- (g) The REVP and the Alternate REVP shall take office at the end of the PSAC Ontario Triennial Convention.
- (h) Members elected to the position of Regional Executive Vice-President shall not hold Component, Local or Branch Executive Officer positions, other than steward.

#### **Sub-Section (5) - Vacancy in the Position of REVP and Alternate REVP**

- (a) A vacancy in the position of REVP shall be filled by the Alternate REVP.
- (b) A vacancy in the position of Alternate REVP occurring six months or more prior to the PSAC Ontario Triennial Convention shall be filled in the following manner:
  - (i) Nominations shall be called by the Alliance Executive Committee from amongst all members in the PSAC Ontario

Region.

- (ii) The Alliance Executive Committee shall ensure that all nominees are members in good standing of the PSAC in the PSAC Ontario Region and that the nominator and seconder were delegates at the previous PSAC Ontario Triennial Convention.
- (iii) The nominations process will be conducted within sixty (60) days from the date of notice of the vacancy in the position of Alternate REVP.
- (iv) If there is more than one nominee for the office of Alternate REVP, and an election is necessary, it shall be conducted by the AEC from amongst those members in good standing who were voting delegates at the preceding PSAC Ontario Triennial Convention.

## **Section 10**

### **Election of Officers at the PSAC Ontario Triennial Convention**

#### **Sub-Section (1)**

- (a) All nominees for elected office shall be members in good standing of PSAC Ontario.
- (b) The elected representatives of the PSAC Ontario Council and their alternates from the sub-regions shall be elected in caucus at the PSAC Ontario Triennial Convention by the delegates from the geographical areas they are to represent.

In those sub-regions that have more than one elected representative, a second alternate shall be nominated and elected to fill any vacancy to the alternate position.

- (c) The representative of Regional Women's Committees and her alternate shall be elected at the PSAC Ontario Triennial Convention by the women delegates of that convention.
- (d) The representative of each of the equity seeking groups and his/her alternate shall be elected at the PSAC Ontario Triennial Convention by the self-identified delegates of each of the Equity seeking groups.
- (e) The representative of Area Councils and his/her alternate shall be elected at the

PSAC Ontario Triennial Convention by the delegates whose locals are affiliated to duly accredited Area Councils in Ontario.

- (f) The representative of Directly Chartered Locals and his/her alternate shall be elected at the PSAC Ontario Triennial Convention by the delegates representing Directly Chartered Locals.
- (g) The representative of Regionally Based Separate Employer Locals and his/her alternate shall be elected at the PSAC Ontario Triennial Convention by the delegates representing Regionally Based Separate Employer Locals.
- (h) The representative of Youth and his/her alternate shall be elected at the PSAC Ontario Triennial Convention by the Youth delegates.

### **Sub-Section (2)**

In the event that a position on the PSAC Ontario Council is not filled at Convention the Regional Executive Vice-President shall fill the vacancy and that of the alternate in accordance with the following procedures:

- (i) nominations shall be called for from amongst all eligible Ontario Region PSAC members from the constituency group in question who are in good standing;
- (ii) nominations shall be called for not more than sixty (60) days from the closing of convention;
- (iii) if an election is necessary, it shall be conducted by the Regional Executive Vice-President, in accordance with the procedures adopted by the PSAC Ontario Council, except that only those members from the constituency group in question who were eligible for delegate status as per section 8 of these By-laws will be entitled to vote.
- (iv) In the event that there were no delegates at Convention from the constituency group in question, then those members who could have been eligible for delegate status, as per Section 8 of these By-Laws, will be entitled to vote.

### **Sub-Section (3)**

- (a) In the event of a vacancy in an office of a PSAC Ontario Council Representative, the vacancy shall be filled with the alternate for that position.
- (b) With the exception of the alternate to the Regional Executive Vice-President, a vacancy in the position of an alternate occurring six (6) months or more prior to the next PSAC Ontario Triennial Convention shall be held in accordance with the following procedure:
  - (i) nominations shall be called for from amongst all eligible Ontario Region PSAC members from the constituency group in question who are in good standing;

- (ii) a period of not more than sixty (60) days from the date of notice of the vacancy shall elapse and the Regional Executive Vice-President shall ensure that the nominees are members in good standing;
- (iii) if an election is necessary, it shall be conducted by the Regional Executive Vice-President in accordance with the procedures adopted by the PSAC Ontario Council except that only those delegates that were entitled to vote for that position at the last Regional Convention and that are still in good standing shall be eligible to vote;

## **Section 11**

### **Finances and Collection of Affiliation Fees**

#### **Sub-Section (1)**

The PSAC Ontario Council shall be funded from the budget allocated by PSAC to Ontario and from any affiliation fees that are determined by PSAC Ontario Triennial Convention.

#### **Sub-Section (2)**

The fiscal year of the PSAC Ontario Council shall be from January 1 to December 31. A committee of three shall be elected by the Council to perform an annual review of Council finances and expenditures. Such review shall be audited by a Public Accountant. The report of the Review Committee with its recommendations shall be presented to the first meeting of the year of the PSAC Ontario Council. A financial report shall be produced at the PSAC Ontario Triennial Convention.

## **Section 12**

### **Discipline**

The PSAC Ontario Council shall have the authority, by a two-thirds majority vote at a regular or special meeting to remove any officer from their PSAC Ontario Council Office for contravening a provision of the PSAC Constitution and/or these By-laws.

The PSAC Ontario Council shall have the authority, by a two-thirds (2/3) majority vote at a regular or special meeting to recommend to the appropriate body to suspend the membership of any PSAC Ontario Council officer for contravening a provision of the PSAC Constitution and/or these By-laws.

## **Section 13**

### **Amendment of By-laws**

Any amendment of, deletion from, or addition to these By-laws shall become effective by approval of two-thirds (2/3) of the delegates voting at a PSAC Ontario Triennial Convention.

Unless otherwise specified, any amendment of, deletion from, or addition to these By-laws shall become effective at the time of its adoption.

## **Section 14**

### **Interpretation of Ontario Council By-laws**

Only the PSAC Ontario Regional Executive Vice-President shall have the authority to interpret the present By-laws. His/her interpretation shall be conclusive unless reversed by the PSAC Ontario Triennial Convention.

## **Section 15**

### **Oath of Office**

"I ..... having been elected an officer of the Public Service Alliance of Canada, Ontario, solemnly declare that for my term of office I shall abide by and uphold the Constitution and the PSAC Ontario By-laws, fulfill the duties of such office, will maintain and uphold the dignity of the Union and will always keep confidential all matters concerning the affairs of the Union that are brought to my attention."

## Glossary

**Branches** - The name given to groupings of members who are in the Customs Excise Douanes Accise (CEUDA) Component. “Branches” are similar to “Locals”.

**Directly Chartered Locals** - “Directly Chartered Local means an organized group of members established by the Alliance Executive Committee in accordance with the PSAC Constitution and deriving its jurisdiction, authority and rights from Section 11 of the PSAC Constitution”.

**Equity Group** - A group of members who self identify themselves as being representative of racially visible members, aboriginal members, members with disabilities, gay, lesbian, bi-sexual and transgendered members.

**PSAC Ontario** - The region includes all of Ontario with the exception of the National Capital Region (NCR).

**PSAC Ontario Office Area** - the area serviced by the regional office in question.

**Region 1:** **Northwestern Ontario** (that area *generally* serviced by the Thunder Bay Regional Office), would encompass Kenora, Thunder Bay, Fort Frances, Geraldton, Marathon, Dryden, Sioux Lookout, Pukaskwa National Park, Big Trout Lake, Pigeon River Crossing.

**Region 2:** **Northeastern Ontario** (that area *generally* serviced by the North Bay Regional Office), would encompass Sault Ste Marie, Elliot Lake, Hearst, Kapuskasing, Espanola, Sudbury, Sturgeon Falls, North Bay, Petawawa, Pembroke, New Liskeard, Kirkland Lake, Timmins, Midland, Orillia, Moosonee and Moose Factory.

**Region 3:** **Southeastern Ontario** (that area *generally* serviced by the Kingston Regional Office) would encompass Cornwall, Prescott, Smith Falls, Perth, Brockville, Kingston, Belleville, Trenton, Cobourg, Lindsay, Renfrew, Arnprior, Carlton Place, Peterborough, Port Hope.

**Region 4:** **Southwestern Ontario** (that area *generally* serviced by the London Regional Office), would encompass Guelph, Kitchener, Cambridge, Waterloo, Stratford, Woodstock, Leamington, St. Thomas, London, Chatham, Windsor, Sarnia, Point Pelee, Owen Sound.

**Region 5:** **Greater Toronto Area** (that area *generally* serviced by the Toronto Regional Office), would encompass Toronto, Barrie, Mississauga, Markham, Richmond Hill, Newmarket, Brampton, Pickering,

Oshawa.

**Region 6: Hamilton/Niagara Peninsula** (that area *generally* serviced by the Toronto Regional Office), would encompass Oakville, Burlington, Brantford, Hamilton, St. Catherines, Niagara Falls, Fort Erie, Welland, Port Colborne.

**Regionally Based Separate Employer** refers to those locals whose Employer is only found within the Region of Ontario (excluding Directly Chartered Locals) and for whom Treasury Board is not the employer.

**Youth** - PSAC members who are thirty (30) years of age and under.