



**2022 PSAC Ontario Regional Women's Conference  
November 4-6, 2022  
Toronto/Markham Hilton Hotel**

**CALL OUT LETTER**

**To:** Regional Women's Committees  
Human Rights and Equity Committees and Area Councils  
Components and Directly Chartered Locals  
Ontario Locals and Component RVPs and NVPs

**Cc:** Craig Reynolds, Regional Executive Vice-President – Ontario  
Ontario Regional Council  
Danyel Haughton, Human Rights Officer, Women's and LGBTQ2+

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Dear Friends,

We are pleased to invite you to apply for the 2022 PSAC Ontario Regional Women's Conference. The Conference theme is:

***“Bridging the Gap”***

Delegates to the Conference will be selected based on the criteria outlined in the registration application. Each PSAC constitutionally recognized Regional Women's Committee is entitled to send one (1) Delegate to the 2022 Ontario Regional Women's Conference. Delegates are expected to travel to the Conference after work in the evening of Thursday, November 3rd, 2022 and travel home in the afternoon of Sunday, November 6, 2022.

## CONFERENCE LOGISTICS

<b>Conference Commences:</b>	<b>Friday, November 4, 2022 at 9:00 AM</b>
<b>Conference Ends:</b>	<b>Sunday, November 6, 2022 at 12:00 PM</b>
<b>Location:</b>	HILTON TORONTO/MARKHAM SUITES CONFERENCE CENTRE & SPA t: +1 905 470 8577 8500 Warden Avenue, Markham, ON L6G 1A5 Canada <a href="https://www.hilton.com/">https://www.hilton.com/</a>

## REGISTRATION:

The 2022 PSAC Ontario Regional Women's Conference Registration Online Form contains a series of questions. These questions form the basis of the selection criteria and those applying for Delegate status to the Conference. There is no registration fee.

On-site Conference check-in will take place at Toronto/Markham Hilton on Thursday, November 3, in the evening and, again, on Friday, November 4, 2022, prior to the commencement of the Conference.

## REGISTRATION DEADLINE:

Applications **must** be submitted by end of day on **July 15, 2022:**

**Please complete the on-line registration form at the link below:**

[2022 PSAC Ontario Regional Women's Conference Registration Form](#)

*For questions regarding  
registration, please  
contact:*

Even Mohammad:  
[Moamme@psac-afpc.com](mailto:Moamme@psac-afpc.com)



## **RESOLUTIONS**

Resolutions will be discussed, debated, and voted on at the Conference and then subsequently submitted to the appropriate bodies, including the upcoming PSAC National Women's Conference scheduled for March 31 – April 2, 2023. The Resolutions should be aimed at strengthening and improving the Union's work on women's rights and advancing our objectives. PSAC constitutionally recognizes Regional Women's Committees as submitting bodies who are entitled to forward resolutions to the PSAC National Women's Conference.

**Please Note:** Resolutions must be submitted in Arial font, size 14 pitch and must not exceed 150 words in length. Additional considerations for submitting Resolutions are attached to this callout.

### **Please submit Resolutions to:**

Attention: Eveen Mohammad  
By Email: [mohamme@psac-afpc.com](mailto:mohamme@psac-afpc.com)

**RESOLUTION DEADLINE: TUESDAY, AUGUST 22, 2022**

### **FUNDING CRITERIA FOR OBSERVERS:**

Observers are responsible for securing all costs associated with their participation and booking their own travel. Observers may approach their Locals/Components to request funding.

### **FUNDING CRITERIA FOR DELEGATES:**

The Ontario Regional Women's Conference is fully funded for delegates.

### **Travel:**

Participants are expected to travel by most direct, economical means. Approval of travel plans, and funding will be made on a case-by-case basis and in accordance with the PSAC Travel Policy.

[PSAC Travel Policy](#)

All members are expected to travel after work hours.

For members that reside within 40km from the Hilton Toronto/Markham Hotel are expected to travel to the conference in the morning of Friday, November 4<sup>th</sup>, 2022.

For members that reside more than 300 kms from the Hilton Toronto/Markham Hotel:

**Personal Vehicles and Mileage:**

Delegates who choose to travel by Privately Operated Motor Vehicle (“POMV”) will be reimbursed mileage up to but not to exceed the most economical means of public transportation, according to rates in the PSAC Travel Policy. This travel requires prior approval and will be reviewed on a case-by-case basis.

- *The PSAC will not pay for parking tickets, speeding tickets, 407 or toll charges, transponder fees or any damage to a rental vehicle not covered by the insurance fees.*
- *In the case of pre-approved vehicle rentals, the PSAC will pay for the cost of the rental vehicle, the gas and insurance fees.*

**Loss of Salary:**

Loss of salary (LOS) will be paid from Friday, November 4<sup>th</sup>, 2022 to Sunday, November 6<sup>th</sup>, 2022 and for any hours that a participant was **regularly scheduled to work**. With prior approval, loss of salary may be compensated for extended time for participants travelling more than 150 km away from the Hilton Toronto/Markham Hotel and who cannot travel after working hours. Arrival time on Thursday, November 3<sup>rd</sup>, 2022, should be after normally scheduled hours of work wherever practicable. All requests should be directed to the conference Administrative Assistant, [Eveen Mohammad](#).

**Accommodation and Meals:**

Participants will stay at the Toronto/Markham Hotel in Markham, ON and accommodations will be arranged on your behalf. Sharing a room is not a requirement, however if you do wish to share accommodation with another Delegate or Observer, please clearly indicate on the registration form and identify with whom you wish to share.

Meal costs incurred during travel on Thursday, November 3<sup>rd</sup>, 2022 and for the duration of the Conference will be reimbursed at the *PSAC Rates – Meal and Incidental Allowance* in effect at the time of the Conference. Breakfast, lunch and morning snacks will be provided by the conference on the Friday, Saturday, and Sunday.

**Family Care:**

If needed, family care costs will be reimbursed as per the PSAC Family Care Policy.

## [PSAC Family Care Policy](#)

### **Parking:**

Self-parking at the Hilton Toronto/Markham Hotel is available and will be directly billed to PSAC. **Please Note: Valet parking will not be paid by PSAC.**

### **Check-In/Check-Out Times:**

Check-in time is 3:00 pm and check-out time is 12:30 pm. Requests for early check-in or late check-out is subject to availability by the hotel. The Conference plenary room will be available for luggage storage on Sunday morning, November 6, 2022.

### **Incidentals:**

Incidentals of \$17.30 will be paid to delegates for a total of 3 or 4 days, depending on the arrival date at the Hilton Toronto/Markham Hotel.

### **Additional Information:**

- The Hilton Toronto/Markham Hotel has a pool and a fitness center.
- We will set up a box for collection of hotel soaps and shampoo, etc. for women's shelters. This box will be located in the Administration room.

**\*\*\*The 2022 PSAC Ontario Regional Women's Conference is a HARASSMENT-FREE, SCENT-FREE, SMOKE-FREE and NUT-FREE Conference.\*\*\***

### **\*\*\*COVID-19\*\*\***

We will follow all regional public health guidelines at the time of the conference. Participants will be socially distanced during all sessions.

Note: If you experience any symptoms, you will be required to isolate in your hotel room and contact Even Mohammad immediately at 437-341-5649. Even will arrange for a Rapid Test to be delivered to your room.

In Sisterhood, Friendship and Solidarity,



Missy Taylor  
PSAC Ontario Regional Council  
Women's Representative



Craig Reynolds  
PSAC Ontario  
Regional Executive Vice-President