



**PSAC · Ontario**  
Public Service Alliance of Canada

November 10, 2025

**To: All Ontario Local/Branch Presidents, Ontario Caucus National Elected Officers (Component President, National Vice-President, Regional Vice-President), National Board of Directors, PSAC Regional Offices, Regional Women's Committee Chairs, Area Council Chairs, Equity Committee Chairs, Young Worker Committee Chairs, Ontario NIPC and Ontario Regional Council Members**

## **CONVENTION CALL OUT**

### **PSAC Ontario 10<sup>th</sup> Triennial Convention**

Greetings,

The PSAC Ontario Triennial Convention will be held in person at the Hilton Toronto/Markham Suites Conference Centre & Spa, located at 8500 Warden Avenue, Markham, Ontario, from June 12<sup>th</sup> – 14<sup>th</sup>, 2026. Registration will begin on Thursday, June 11<sup>th</sup>, 2026, at 4:30 p.m. to 10 p.m. and continue Friday, June 12<sup>th</sup>, 2026, at 7:30 a.m. to 8:45 a.m. The Convention will officially open on Friday, June 12<sup>th</sup>, 2026, at 9 a.m. and conclude by 5:00 p.m. on Sunday, June 14<sup>th</sup>, 2026.

The Convention theme is:

**“Diversity is our Strength!”**

#### **Important Dates:**

- **Deadline for Delegate Names and Emails – February 8, 2026**
- **Delegate Registration Deadline – February 25, 2026**
- **Resolutions Deadline – February 25, 2026**
- **Observers and Guests Hotel Booking Deadline – May 1, 2026**

The Convention will elect the Regional Executive Vice-President (REVP), Representatives of Ontario Council, debate and pass resolutions, and establish the budget for the next three years.

### **Who can be a Delegate at the PSAC Ontario Triennial Convention?**

**Section 8**, of the PSAC Ontario By-Laws, determines who can be a delegate at the Ontario Triennial Convention.

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

Regional Conventions shall take place over three (3) days commencing on a Friday.

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

For the purpose of representation at a PSAC Regional Triennial Convention:

- a. Each local (Components and DCLs) shall be entitled to one (1) delegate for the first one (1) to two hundred and fifteen (215) members and one (1) additional delegate for each additional two hundred and fifteen (215) members or fraction thereof.
- b. Up to twenty (20) members of their respective Regional Councils shall be delegates;
- c. Each active Area Council shall be entitled to elect one (1) delegate;
- d. Each active Regional Women's Committee shall be entitled to elect one (1) delegate;
- e. Each active Regional Human Rights and Equity Committee shall be entitled to elect one (1) delegate;
- f. Two (2) elected regional National Indigenous Peoples' Circle representatives shall be delegates;
- g. Each Regional Young Workers Committee shall be entitled to elect (1) delegate;
- h. Component national officers shall be delegates in the region in which they live or work.
- i. Members of the NBoD and full time Component Vice-Presidents shall be entitled to delegate status in the caucus they have elected to participate in as per Section 19, Sub-Section 5 b)

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

- (a) Component officers as defined in Component By-Laws that meet the following criteria shall be delegates to their respective Regional Convention:

- i) the officer must be a full voting member of the Component executive and elected by the Component Convention delegates or the membership at the national or regional level; and
  - ii) the officer must live or work in the Region.
- (b) Delegation to a Regional Convention of any Component officer not included in (a) above will require a recommendation from the National President and approval from the NBoD.

**Sub-Section (4)**

Remuneration of delegates shall be in accordance with Section 24, Sub-Section (21) of the PSAC Constitution.

**Sub-Section (5)**

No member shall attend more than one Regional Convention as a delegate per convention cycle.

**Registration for the PSAC Ontario 10<sup>th</sup> Triennial Convention**

There is no registration fee to attend the PSAC Ontario Triennial Convention as a Delegate. PSAC Ontario will solicit the delegate(s) name(s) and personal emails from each Local/Branch/Area Councils and Committees as outlined in Section 16, Sub-Section (6) of the PSAC Constitution.

The deadline for the submitting body to send in their delegate names and their personal emails to the Convention Administrator is **February 8, 2026**.

Only Local/Branch Presidents, Chairs of Committees and Chairs of Area Councils can submit the names and emails of their elected delegates to: [PSACOntarioConvention@psac-afpc.com](mailto:PSACOntarioConvention@psac-afpc.com)

**Online Registration**

Once the names and emails of the delegates and alternates from each union body is received, an online registration link will be sent directly to the delegates to complete the registration by **February 25, 2026**.

**Convention Admin Team: [PSACOntarioConvention@psac-afpc.com](mailto:PSACOntarioConvention@psac-afpc.com)**

**Expense Claims**

All delegate expense claims must be submitted electronically through the Member Expense Portal (MEP). The MEP is located on [PSAC Members Portal Website](#). Claims must be submitted within 90 days of the PSAC Ontario Regional Convention.

### **Loss of Salary (LOS)**

Loss of salary will be compensated for any hours that a participant was regularly scheduled to work during the Convention period. Delegates who require additional loss of salary will require prior approval.

### **Hotel Accommodations**

Delegates please **DO NOT** book your own hotel room; your name will be automatically added to our rooming list. On the online registration form delegates can select either a single or double bed preference, subject to availability.

### **Travel**

All participants at the Convention will be fully funded according to the [PSAC Travel Policy](#). Delegates who require commercial transportation (i.e. plane or train), must reserve through W.E. Travel to make their arrangements directly: **1-888-676-7747**

### **Vehicles and Mileage (POMV)**

Participants who are pre-approved to drive will be reimbursed according to the [PSAC Travel Policy](#) up to the most economic means of travel at the current rates at the time of the event. Travel by POMV must have prior approval. Approval will be granted on a case-by-case basis.

### **Family Care**

Family Care costs will be reimbursed per the [PSAC Family Care Policy](#).

## **Observers/Guests**

### **Registration Fee**

Observers and Guests are required to pay a \$200 registration fee.

Observers should submit their fees using one of the two payment methods below. Regardless of the payment method selected, all payments must **clearly indicate** the identifying information below to ensure accurate tracking and coding based on the region:

- Interac e-Transfer (*preferred method*) sent to [AR-Finance-CC@psac-afpc.com](mailto:AR-Finance-CC@psac-afpc.com) . **Observers must include the following information – 49010-93500301-400 in the message field.**
- Cheque addressed to the Public Service Alliance of Canada and mailed to PSAC Finance Dept. (at 233 Gilmour Street, **Ottawa, ON, K2N 0P1**). Cheques should include the **Required Information - 49010-93500301-400 in the comment field**. If multiple observers are covered by one cheque, a listing of observer names by region should accompany the cheque to ensure it is recorded appropriately.

Observers and Guests must book their hotel room directly with Hilton Toronto/Markham Suites Conference Centre & Spa. The Convention rate is \$189.00 per night, plus applicable taxes and fees. Register with the hotel using the link below:

**[PSAC ON Regional Convention – Guest and Observer Hotel Reservation](#)**

Hotel bookings must be completed **prior to May 1, 2026**. Following that date, the hotel will release our unused block of rooms for sale to the general public. The hotel will continue to take your reservations, but it will be subject to availability and not necessarily the quoted Convention rate above.

Only PSAC members in good standing may attend the Convention as Observers; however, Observers and Guests will be responsible for all costs associated with their participation, including loss of salary, meals, hotel, travel arrangements, parking and incidental costs. Area Councils and Committees are reminded that they cannot spend Committee/Area Council funds on sending Observers.

**Note: Observers do not have the right to voice or vote during Convention.**

**[Observers and Guests Online Registration Form](#)**

**Guests**

Members of the PSAC National Board of Directors are eligible to attend the Convention as guests.

**Resolutions**

**Section 7, Sub-Section (3)**, of the PSAC Ontario By-Laws

The PSAC Ontario Triennial Convention shall:

- (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, Young Worker Committees and recognized PSAC Equity seeking group Committees in good standing;

All resolutions are to be received by the PSAC Ontario Regional Executive Vice-President's office **no later than February 9, 2026**. Resolutions must not be over 150 words and can be in either in the traditional or clear language format (*please see examples at the end of this document*). Please submit the resolutions in electronic format using Microsoft Word to the office of the REVP c/o Convention Admin Team, [PSACOntarioConvention@psac-afpc.com](mailto:PSACOntarioConvention@psac-afpc.com).

**Harassment, Scent and Smoke Free Environment**

In accordance with PSAC policy, the 2026 PSAC Ontario Regional Convention is a smoke-free, harassment free and scent free environment.

**General**

Please note this Convention will be paperless. All Convention documents will be available for download prior to the commencement of the Convention.

In Solidarity,

A handwritten signature in black ink, appearing to read "Reynolds". The signature is fluid and cursive, with a prominent loop at the end.

Craig Reynolds,  
Regional Executive Vice-President – Ontario  
Public Service Alliance of Canada

## RESOLUTIONS

Resolutions are proposals put forward at conventions to develop new positions on various issues or to change existing positions or policies. Resolutions usually provide explanations or rationales outlining a particular position and then the resolve is focused on the solution or outcome desired.

Resolutions can be written in two formats; the **traditional format** using “Whereas”, to state the problem and “Be it resolved” to state the solution, or the **plain language format** using “The PSAC will,” to state the solution”, followed with a “Because,” to state the problem (see sample resolutions below).

The solution or action identified in the resolution must fall within the jurisdiction of the convention. For example, a Component convention would not be able to implement a resolution that gives direction to a Regional Women’s Committee.

Resolutions about bargaining demands are out of order. The PSAC has other constitutional processes for bargaining demands.

### Format

- Formatted in 14-point Arial font;
- Concise, focused, and limited to 150 words;
- Utilize either the traditional or clear language format and include the title, originating body and language of origin;
- Not include any special formatting such as boxes or drawings;

### Approved Resolutions

Resolutions cannot be submitted by individual members. They must be voted on and endorsed by the appropriate originating body (i.e. Local, Area Council, etc.) prior to being submitted.

### Content

- Addresses just one topic (issue) and has one major objective;
- In simple wording, clearly identifies the issue and the action(s) required;
- Ensure that each Be it Resolved clearly articulates the action sought and is able to stand alone;
- Does not call for an action or outcome that contradicts or contravenes the PSAC Constitution;
- Ensures that the action proposed is within the jurisdiction of the organization to implement;
- Does not duplicate an existing Resolution of Record;
- Builds in accountability – i.e. deadlines, who is responsible for implementing the proposed action, what resources are required;
- Allows for flexibility in implementation, as it’s the result that counts;
- Applies the Who, What, When, Why and How test;

## Example Resolutions

TRADITIONAL FORMAT	CLEAR LANGUAGE FORMAT
<p><b><i>RE-ESTABLISHMENT OF THE COURT CHALLENGES PROGRAM</i></b></p> <p><b>WHEREAS</b> the Court Challenges Program, which provided funding to challenge laws and policies that violate Constitutional equality rights, was abolished by the Conservative government; and</p> <p><b>WHEREAS</b> in the past, this program allowed citizens to defend their fundamental rights – rights that many would have not had the financial means to defend without this program; and</p> <p><b>WHEREAS</b> without the Court Challenges Program, only people with means have access to the legal system to challenge unjust laws;</p> <p><b>BE IT RESOLVED THAT</b> PSAC support the rights of citizens by taking a public stand in favour of re-establishing the Court Challenges Program; and</p> <p><b>BE IT FURTHER RESOLVED THAT</b> PSAC support all campaigns to have the Court Challenges Program re-established in its entirety.</p>	<p><b><i>MENTAL HEALTH AWARENESS IN THE WORKPLACE</i></b></p> <p><b>BECAUSE</b> mental health issues affect many of our members and is the leading cause of stress in the workplace; and</p> <p><b>BECAUSE</b> there needs to be an increased awareness of mental health issues; and</p> <p><b>BECAUSE</b> there needs to be consistency in dealing with mental health issues;</p> <p><b>PSAC WILL</b> develop a presentation document on mental health and make it available to all locals to increase awareness on mental health issues in the workplace.</p>