

**Prairie Region Council Meeting
Minutes 26 – 27 February 2026
PSAC Calgary Regional Office
Calgary, Alberta**

PRESENT:

Marianne Hladun, REVP Prairies
Krysty Thomas, Alternate REVP Prairies
Stasi L'Hirondelle, Northern Alberta Geographical Rep
Alex Creamer, Southern Alberta Geographical Rep
Dawn Montgrant, Northern Saskatchewan Geographical Rep
Amy Stoik, Southern Saskatchewan Geographical Rep
Alicia Zurba, North-West Manitoba Geographical Rep
Kristin Bowler, South-East Manitoba Geographical Rep
Sherry Hunt, Regional Women's Committee Rep
Janette Husak, Indigenous Peoples' Rep
Tim Hubick, Persons with Disabilities Rep
Madeline Lee, Racially Visible Persons Rep
Craig Kremer, 2SLGBTQIA+ Persons Rep
Michelle Lang, Directly Chartered Locals Rep
Amanda Wakeford, Separate Employer Locals Rep
Lisa Garnier, Associate Director, Prairies
Brooke Bunn, Regional Manager, Prairies
Brienne Goertzen, Regional Political Communications Officer, Prairies
Adrita Hasan, Regional Communications Officer, Prairies
Monika Duggal, Administrative Assistant, Winnipeg Regional Office

Regrets:

Tania Fikus, Young Workers Rep
Vanessa Hruska, Executive Assistant to REVP Prairies

OBSERVERS:

February 28, 2026, Eric McCrimmon, CIU Branch President, SK

1. PRC meeting called to order by Marianne Hladun at 9:05 am AB time.
2. Revised Agenda – BMO site visit was scheduled for today at 3 pm. BMO has requested we move it to 1:30 pm. PRC will resume at the Regional Office after the site visit until 5 pm.

Prairie Region Council Meeting
February 27, 2026 – February 28, 2026

3. Adoption of Agenda
m/s Michelle Lang / Stasi L'Hirondelle
Motion CARRIED

4. Hours of Session
February 27 – 9:00 am – 12:00 pm AB 1:30 pm – 5:00 pm AB
February 28 – 9:00 am – 12:00 pm AB

m/s Alex Creamer / Michelle Lang
Motion CARRIED

Chairs of the Resolutions Committees will meet with staff at 3:00 pm on Friday, February 28th. Resolutions Committees will meet 9 am Saturday and Sunday if required.

5. Land Acknowledgement

Tim presented Land Acknowledgement for Treaty 7 Territory and a statement of solidarity for reconciliation.

6. Moment of Silence was observed for those members who have passed and any worker injured or lost on the job since the last meeting.

Comment:

Calgary Area Council was acknowledged and thanked for organizing the Phoenix Day of Action morning of February 27, 2026.

7. PSAC Statement on Harassment
(<https://prairies.psac.com/wp-content/uploads/2021/08/ANTI.pdf>)
Lisa Garnier, Associate Director, Prairies is the Anti-Harassment Coordinator.
Contact 204-330-9330 or garinel@psac-afpc.com .

8. PSAC Statement on Environmental Sensitivities
(<https://psacunion.ca/psac-statement-environmental-sensitivities>)

9. Opening Remarks

Marianne noted that Vanessa, EA – REVP office is not present as she is on personal leave. Monika Duggal, AA in the Winnipeg Regional Office is assisting with minutes. Introduced the new Communications Officer for the Prairies, Adrita Hasan. Introduced Brooke Bunn, Regional Manager, Prairies who reports to the Associate Director. Round of introductions made.

Housekeeping items addressed for the Calgary RO boardroom.
First Aid attendants are Alex, Amanda and Lisa.

This is the last PRC in-person meeting before Convention and is the last meeting that Marianne will attend as REVP. Marianne shared an overview of her time on Council. Discussed how the membership has changed and thanked everyone around the table.

10. Approval of minutes – November 27-28, 2025.

Marianne apologized for not sending the final minutes at an earlier date but will send the final version later today for Council's review for edits. Approval of minutes to be voted on tomorrow.

11. Approval of Council Member Reports (APPENDIX A)

Marianne Hladun vacated the Chair and Krysty Thomas took the Chair.

Marianne Hladun

m/s Marianne Hladun / Michelle Lang

Addition:

More dates coming for meet and greets. Pride Summit went well this past weekend.

Organizing Drive in Edmonton with Boyle Street Community Outreach Community Service. Brianne and Adrita are looking for PRC members to do short videos to be used as a message to folks who are scared to organize.

The NBoD and AEC is meeting next week. Currently working with Treasury Board bargaining teams to get information out to Locals and to invite team members and connect virtually with Locals. Same thing with CFIA, CRA and

Parks. We will be hosting Treasury Board webinars mid-March with team members on behalf Prairie members. There will be mobilization summits in early to mid-May for Treasury Board at this point and participation will be from the Locals.

Connecting in with CFIA, CRA and Parks Locals to see how we can support them. Treasury Board teams are back in Ottawa the week of March 10th.

Discussion:

The first Treasury Board townhall was approximately 500 registered and approximately 380-390 on the webinar. The last townhall was 60-70 participants. CRA is not getting WFA notices and are hiring back terms. There were 20 in attendance on the CRA WFA webinar.

Regarding PSAC's stance on the AB General strike discussion, when teachers were ordered back to work using the notwithstanding clause which was a clear violation of their Charter rights, there was talk in Alberta of a general strike. There was support from members to go out. We do not have any members under Alberta legislation. All PSAC members in AB are federal. If our members walked out, we would be fined under CIRB (Canadian Industrial Relations Board) legislation because it would be a wildcat strike.

Discussions had with Executive Office and legal counsel regarding PSAC's position. It was determined that PSAC would not support a general strike at this time.

Marianne was thanked for supporting the RCMP campaign for Alberta members. This campaign continues to be important and may need to ramp up again.

Report CARRIED

Krysty Thomas returned the Chair to Marianne.

Krysty Thomas

m/s Krysty Thomas / Alicia Zurba

Report CARRIED

Stasi L'Hirondelle

m/s Stasi L'Hirondelle / Michelle Lang

Discussion:

Stasi shared the details of the delivery of the Edmonton Area Council Phoenix postcards campaign. Was well received by the Locals and members in the area, more postcards were requested.

Report CARRIED

Alex Creamer

m/s Alex Creamer / Tim Hubick

Addition:

The Calgary Area Council has had an executive change. Thank you to Amanda Wakeford who has moved on from the Treasurer role. Justin Chander is moving into that role as Danny Yee returns to the council, having returned to a PSAC represented position.

Both Calgary and Lethbridge Area Councils participated in the Phoenix 10th Anniversary Actions. Several Locals across Lethbridge and Medicine Hat hosted events to have members sign the cheques. Calgary had multiple locals also participate in cheque signing activities. The Calgary Area Council organized a more information picket at the Harry Hays Building on Feb 26th in conjunction with the Prairie Region Council and REVP. This was a valuable opportunity to engage with PSAC members on the issues and show PSAC's commitment to the issue.

Report CARRIED

Dawn Montgrant

m/s Dawn Montgrant / Stasi L'Hirondelle

Discussion:

Photos of these events sent to RO's.

Meeting with MP was not planned. Occurred at a community event.

Report CARRIED

Alicia Zurba

m/s Alicia Zurba / Stasi L'Hirondelle

Report CARRIED

Kristin Bowler

m/s Kristen Bowler / Amanda Wakeford

Report CARRIED

Sherry Hunt:

Revised report with an addendum.

m/s Sherry Hunt / Michelle Lang

Discussion:

Womens Working Group debriefed after NWC and January virtual voting meeting. Members were discouraged with the process. Concerns about voting time was raised by Steering Committee and will be further discussed.

Amended Report CARRIED

Janette Husak

m/s Janette Husak / Amanda Wakeford

Discussion:

Janette was on the with Steering Committee of the National Equity Conference

Report CARRIED

Tim Hubick

m/s Tim Hubick / Stasi L'Hirondelle

Discussion:

There is a process now in place that when you request an ergonomic chair, you are required to submit an accessibility form.

No resolutions relevant to PRC going to the Access Conference.

Report CARRIED

Craig Kremer

m/s Craig Kremer / Amanda Wakeford

Additional:

We had speakers come from all different regions and talk about their struggles as Pride People. Members wanted to get more involved with the union and take on more of a role and ensure queer individuals don't feel lesser than.

Discussion:

PRC Rep should be included in end-of-day debrief with staff for all Summits.

There will be a report from the Pride Summit.

Request for Pride dates to be shared with Area Councils and HRC's.

Report CARRIED

Michelle Lang

m/s Michelle Lang / Tim Hubick

Report CARRIED

Amanda Wakeford

m/s Amanda Wakeford / Stasi L'Hirondelle

Report CARRIED

Madeline Lee

m/s Madeline Lee / Alicia Zurba

Report CARRIED

No reports from Tania or Amy

12. Committee Reports and Business (APPENDIX B)

a. Education Committee Report

m/s Sherry Hunt / Alicia Zurba

Additional:

Committee stuck on how best to collect member and Local feedback to decide what is an education priority. Focus right now will be on WFA. Also looking for more context for Terms of Reference and what staff and PRC are each responsible for.

Discussion:

Separate Employer / DCL Conference had some feedback on education.

Education is under the purview of the REVP. Staff determine the education schedule. The committee can provide feedback on priorities in the region. Gaps or problems in the education program can be discussed with committee. Committee can determine a method to get feedback from members to what is and what is not working with education.

Report CARRIED

b. Communications Committee Report

m/s Tim Hubick / Kristin Bowler

Additional:

Explanation of how the Convention logo was chosen and will be used on reports and swag items. Prairies Voice Awards has launched, and applications are in.

Report CARRIED

c. Bylaws Committee Report (No report)

- d. Health and Safety Committee Report
m/s Alex Creamer / Michelle Lang

Discussion:

Last meeting was Sept. 2025

Report CARRIED

Staffing update – Lisa Garnier:

Kathy Ajram will be returning to the Calgary office, and her start date is March 16th, 2026. Competition to replace her in the Regina office will close tomorrow. It is preferred Indigenous. We were unable to fill the position in Calgary with an Indigenous Rep. Keith Gauthier will backfill Kathy's position until we can staff the position. Keith's Admin position will be backfilled with a short term. A new hire will be announced soon for the Winnipeg Admin position.

Boyle Street organizing update – Brianne:

Boyle Street is being organized by Nina, it is a non-profit for the provision of social services for the unhoused in the Edmonton area. Looking for stories on social media about unionizing and what it means to you to be a part of a union, examples of making change in the workplace by virtue of being part of a union. The power of signing a union card, the collective power and gaining power. Demystifying the fact that being part of a union is about collective strength of workers that can make a difference. Need volunteers, PRC leaders with experience to do these videos on the street.

Depart at 1 pm from the Calgary office for the BMO Centre (old Stampede grounds) – the Convention site for a tour at 1:30 pm.

ORDER OF THE DAY: 26 Feb 2026 – BMO Site Visit at 1:30 pm – Stampede Park

- e. Finance Committee Report
m/s Krysty Thomas / Alex Creamer

Discussion:

Committees may have packages done already. New procedures for financial reporting not yet completed. Will be rolled out in the new cycle moving to a digital filing system.

Report CARRIED

Motion to approve Q3 Financial Statement

m/s Krysty Thomas / Alex Creamer

RECORDED VOTE – APPENDIX C

Motion CARRIED

Amendment to Q4 Financial Statement required. Will present for approval tomorrow

Additional Documents from PRC Finance Committee

Krysty presented a summary of additional documents from PRC Finance Committee for SOPs for digital files between the PRC Rep, Committees and the staff for communication. Digital folders on One Drive: Bank Statements, Bylaws, Terms of Reference, Claims and Receipts, Minutes and Other Documents – staff Reps and Admins will maintain these folders and have full access and PRC Reps will have read-only access. Annual review will use the One Drive for the March 15th deadline.

Discussion:

Financial review will not be required moving forward. PRC Reps, staff and REVP can review digital uploads of receipts and vouchers.

If bank statements not being mailed to the RO, the Treasurer is responsible to send the statement to the RO for uploading.

Executives responsible to update bylaws or terms of reference. Once approved provide the document to the Staff Rep for posting online. All changes should be clearly noted in minutes. Word version should also be sent to the REVP Office.

Draft Document Review and Reconciliation

Krysty presented a summary of the draft Document Review and Reconciliation. Transaction Log and Bank Statements on the One Drive to be updated on a transaction or quarterly basis.

Discussion:

Identified to add calendar year to meeting minutes. Staff Rep and/or Admin. to upload the Transaction Log and Bank Statements to the One Drive. Committees and Treasurers are not updating the Transaction Log regularly but wait until year end which results in stale-dated cheques that need to be voided.

Draft updated Handbook document

PRC members to review it and send in comments to finalize it.

March 15th is deadline for comments.

2026 – 2029 Budget

PRC Finance Committee drafts a budget for the next 3 year budget cycle for Council approval. Approved budget then goes to Convention Resolution Finance Committee which has the ultimate authority to make changes to what PRC approved. This is the budget taken to Convention for debate.

Krysty shared a summary of the budget commentary and amounts.

Discussion:

Important that PRC members decide when and how PRC Outreach is spent. May need to develop Terms of Reference.

\$60,000 annual allocation for Equity Summits is for 3 summits. (\$180,000 per cycle). Will be revised to reference each specific equity group.

Convention funds are held in a different account. No longer need to allocate an annual amount.

Request to add a line item for Pride Rep to participate in community. Committee recommendation is that the PRC Outreach line can be used for that purpose.

Revised budget will be sent to PRC for discussion and approval tomorrow.

Motion to adopt minutes of virtual November 2025 PRC Meeting

m/s Stasi L'Hirondelle / Alex Creamer

RECORDED VOTE – APPENDIX C

Motion CARRIED

13. Federation of Labour Reports

a. Alberta Federation of Labour Report

m/s Amanda Wakeford / Stasi L'Hirondelle

Discussion:

Marianne noted that this is not a role of PRC. All 3 reports in 1 document.
Accepting the reports for information only.

Healthcare identified as a priority in all 3 provinces. Marianne noted that PSAC Prairies is a member of the Manitoba Health Coalition, Saskatchewan Health Coalition and Friends of Medicare (AB). All committees encouraged to participate in any events, pushbacks, protests and actions. Healthcare is a priority for our Women's Committees with women's health.

Accepted for information only

Continuation of Finance Committee Business

Motion to approve Q4 Revised Financial Statement

m/s Krysty Thomas / Alex Creamer

RECORDED VOTE – APPENDIX C

Motion CARRIED

Motion to approve updated version 2027 – 2029 budget

m/s Krysty Thomas / Alex Creamer

RECORDED VOTE – APPENDIX C

Motion CARRIED

Krysty presented a summary of the changes made to the 2027 – 2029 budget following yesterday's discussion.

Discussion:

Equity groups will be named. Regional Equity Summits will be moved above PRC Outreach.

Equity Reps should submit a budget request for Outreach to the Finance Committee.

Members voting against the budget at PRC do not have to record as opposed to be able to speak against the budget presented to convention. Members of the

Convention Finance Committee must record as opposed in the committee report to be able to speak against the budget presented to convention.

14. Submitted agenda items:

- a) 2026 PSAC Prairie Region Convention (Standing Agenda Item)
 - Dates as discussed in spring. Sent out the Save the Date and Convention call went out a few days later. Sent out 2 bulletins – January and February.
 - Prairie Voice Awards launched.
 - After the Resolutions Committees meet to debate resolutions, Chairs will meet with staff to finalize the report. Staff will format the report and sent back to all committee members for final approval.
 - March 18th is the deadline for your Convention Reports.

Discussion:

PRC members do not speak to their Convention reports on the floor.

We do not edit, correct typos or fix grammar on Convention reports. What you submit is what is sent out. Send all Convention reports to Vanessa and copy Marianne.

Deadline to submit resolutions has passed. Resolutions sent to National to see if they are in order. No response yet.

Prairie Voice Awards deadline is April 22, 2026. Application forms are posted.

Convention registration deadline is midnight March 1st, 2026, AB/SK/MB times. Will send out confirmations to delegates the week of March 16th, 2026 along with h travel instructions.

350-360 is the maximum number of delegates, with Local delegates and National Officers.

Nominations for all positions will be open on April 6th, 2026. All nominations go to Lisa Garnier as Associate Director, Prairies by email.

The nominator and seconder must be confirmed delegates at convention. The person being nominated does not need to be a delegate at convention. Lisa will acknowledge receipt of your nomination email with an email stating this. Upon request, candidates can receive 2 sets of mailing labels and list of emails.

Nominations sent in 1 week before convention starts will not receive labels.

Candidates for REVP and 1st and 2nd Alternate will be required to report campaign expenses to NBOD after convention. Spending limits in place for campaign expenses.

If declare nominations 2-days prior will be invited to participate in the All-Candidate Forum. Any nominations received after that Wednesday will not be invited.

Contact Lisa Garnier, Associate Director, Prairies for any questions and concerns.

Use of PSAC Infrastructure: Do not use your PSAC email. Do not use any contact information you have access to as a PRC Rep. Do not use PSAC or Prairies colours. However, you can use pictures or photos with PSAC flags at an event. Do not approach any of the Regional Offices to print any campaign materials. Do not go to the office during the convention to ask staff to put materials out or print any materials for you.

The order of speaking is the order that the nominations are received.

Regulation 24 governs REVP and Alternates. Candidates shall use personal social media accounts to promote their candidacy are not to entitled to employ the logos, letterhead, social media, websites or other communications tools of PSAC or any related union body in their campaign. The use of photographs of candidates participating in PSAC events where union insignia is visible is not a violation of this Regulation.

Delegates were asked to identify as an equity group. For those who identified, they were also asked to check a box if they did not want to receive campaign materials. This opt-out only applied for PRC Rep equity positions. No delegate can opt out of receiving Geo candidate information or REVP or Alternate REVP candidate information.

Resolutions received and assigned to committees: General has 20, Finance has the budget and 6 resolutions, Bylaws have 14 resolutions. Registrations for convention are over 250.

Switches to Convention Resolution Committees as a National Officer was not available, and some PRC members were not able to be here.

Motion to ratify the revised Convention Committees:

m/s Michelle Lang / Alicia Zurba

Motion CARRIED

Thursday: Registration on Thursday evening from 5-8 pm at the Sheraton Hotel and Friday morning at the Convention Centre.

Floor seating is done by lottery on Thursday for the Components. There is an area for PRC and Committees and Councils. Do not go to your Component area. Coffee breaks are scheduled for half hour. Be diligent about getting back on time.

Shuttles are being arranged from both hotels to the BMO Centre and return.

Friday: registration will be open at BMO Centre before convention is called to order. There will be a new delegate orientation whether they checked it on their registration form or not, they can still attend it. Convention will start at 9 am with the opening ceremony with the Elder, Convention called to order, a minute of silence, PSAC Policies Anti-Harassment Statement and the Environmental Sensitivities Statement, introduction of Prairie Region Council.

Procedural items: ratification of Credentials committee and do the 1st report. Adopt Rules of Order and the Agenda. Ratification of appointments to Committee as PRC and the Convention floor as well. A motion to refer to business to the Convention Committee. Authority of resolutions to the Convention Committee.

On Friday, at lunch we will be doing a political action to be determined.

Back at 1:35 pm. Report Credentials Committee. REVP Report and questions and adoption of report. Motion to adopt PRC reports. 2 pm Resolutions. First order of business is the Finance Committee with the budget. Then the Bylaws Committee resolutions with the Finance Committee coming back later with their resolutions. 2 priorities are the budget and the Bylaws as they can not be done outside of Convention. All committee members need to be available at times. Example, there was a referral to Bylaws committee, and they had to step-down and then call up the General Resolutions Committee. All committee members will be sitting up at the stage with committee co-Chairs who will be presenting and

answering the questions.

Resolutions for the rest of the day. Announcements at 4:55 pm. No announcements from the floor. Any announcements must be submitted to the office and will be read out. 5-6 pm all elections. On Friday, there is the All-Candidates Forum for REVP and/or Alternate REVP. Decision will be made at virtual meeting in April or meeting before convention based on number of nominations received. Nominations not submitted before Friday morning will not be included in the Forum. Will check if we can get the main room at the hotel for the Forum.

Shuttle service will be available from the convention

We will be requiring anyone requesting an adjustable chair (not ergonomic chair) to submit a form from their doctor identifying their limitations. This is the policy that is now in effect at all PSAC Conventions and Conferences. Costs for the medical note will be reimbursed to the member.

National President's address will be Saturday morning pending confirmation of her flights.

There is no change to the \$700 cap for mileage and parking for the convention for delegates who choose to drive vs fly. There is off-street parking available across the street from the hotel. Working with the Convention Centre for how that will work for parking rates.

Saturday: President's address, Q&A, coffee break, Resolutions Committees. 11:55 am announcements, recess for lunch. Afternoon there is no plenary. 12:30-1:30 pm is the Indigenous Peoples Rep election. 1:30-2:30 pm Geographic Reps elections, delegates assigned to caucuses based on where they live. 2:30 pm election for Women's Committee Rep. 3:30 pm Persons with Disabilities Rep election, once the resolution passes it will be called the Access Rep. 4:30 pm Young Workers Rep election. Back to the Sheraton for the social event 6-9:30 pm.

For the Indigenous People's Rep if a woman was elected at the National Equity Conference before the Prairies Convention, the PRC rep must identify as male. The May election NIPC Rep will be seated at Convention and not considered a late registration by National President ruling.

Sunday: 8 am Directly Chartered Local Rep and the Separate Employer Rep will be elected at the same time. 9 am distribution of voting devices. Call to order at 9:30 am. Credentials Committee report. Elections for REVP, Alternate REVP and 2nd Alternate REVP, chaired by the National President as chair of the Nominations Committee. Coffee break. Continue with resolutions. Elder closing.

New PRC group photo will be taken after the swearing in. After all the elections, there is a kit given to those elected to go to the office to get your contact information, bio work sheets, signatures, head shots, travel, allergies and emergency contact. Elected reps will be given the new PRC Handbook. You will not get a list of all delegates coming to Convention. If you are running in a caucus, you can request a list of delegates for that specific caucus. PRC will come in on Wednesday, as there is a PRC meeting on Thursday. Agenda is subject to change. Day before convention will review for REVP and alternates based on candidates received.

Host Committee: Alex presented summary of the Convention Host Committee planning of events with Vanessa. They will be Identifying a charity for silent auction and requesting donations for it. Entertainment ideas for karaoke, musical trivia and a photo booth.

b) 2026 Meeting Dates

- April 30, 2026, Virtual PRC meeting 6 pm AB/SK, 7 pm MB
- June 4, 2026, Calgary Pre-Convention meeting 9 am (all day) location TBD

Motion to approve these 2 meeting dates:

m/s Michelle Lang / Alicia Zurba

Motion CARRIED

c) Follow Up Updates from All Committee Summit

- AC's – Geo Reps
- HRC's – Equity Reps
- RWC's – RWC Rep
- YWC's – YWC Rep (not available)

RWC, AC and HRC Reps presented a summary of the actions on the All Committee Summit. Discussed the post-Summit follow through with actions and engagement and members have joined committees. Phoenix Day of Action had good turn out and traction with members. Rebuilding Human Rights Committees

in the region. RIPC Rep need to re-do elections on March 12th due to lack of participation. Pride Summit went very well with members interested. Discussions on how to better prepare for future Summits with the Committees and Councils before the events. To meet the expected outcomes for these Summits with member engagement.

All the Area Councils were going to do a November engagement and PRC Reps were going to do a PRC led check-in. 1 Area Council held event in August and 1 Area Council in November. Not completed.

Reminder for What's App message group you should include Brianne with admin rights in that group. Staff will not engaged, post or monitor but need admin access to those chat groups when new PRC Reps are elected. Any Committees message groups for use as a safe PSAC space.

d) PRC Email and Communications

Reminder on email and communications to please respond back to Vanessa.

e) Mapping Update

Krysty shared an update that the mapping is still a work in progress. Unsure if there will be updates before Convention. Suggest making it a priority for the next PRC. It has been a helpful tool to use to engage with members. There may be solutions for the April 30th meeting.

Discussion:

The map is a PRC tool to build relationships with members to participate in events if they get an invitation.

Motion to approve amended hours of session: break 12-1 pm and resume 1-2:30 pm

m/s Michelle Lang / Alex Creamer

Motion CARRIED

f) Travel Expense Claims (Alex)

Expense claims for National Conferences are being amended without notice to the members. Can there be a notification process if claims are being processed not as submitted.

Discussion:

For claims sent to the REVP office, there are notes left that members could view on the claim for changes made by the EA.

g) Mobilization Actions (Alex)

Alex shared that bargaining mobilization includes PRC Reps at the townhalls. TB teams plan and know about mobilization plans and events.

Discussion:

TB bargaining webinars are being scheduled. If bargaining team members from CFIA, CRA and Parks want to do webinars they can be scheduled when they are further in the process.

CFIA and Parks are included with TB WFA trainings. CRA is separate because they have distinct changes and have UTE Locals have been offered separate training. There is full day WFA training for Local Executives and reps can do lunch and learn sessions that are 1-1.5 hours.

All mobilization activities are tracked in UnionWare and reported to National Mobilization. Regional Reps contact all Locals. RO does mobilization. Bargaining Team Members are to be at the table and share the bargaining updates with members at opportunities. Regulation 15 includes Area Councils to do mobilization activity with the RO plan and the Rep would submit a mobilization plan for approval.

h) PSAC priorities for Phoenix (Alex)

i) Online Dashboard (Alex)

There is a Phoenix Dashboard on the PSPC website: psac.pc.ca/phoenix-info. WFA Tracker shows by Department and by Component is available. For You Canada quiz asks 13 questions about your interests and to support your lifestyle as the type of public service worker.

j) Roundtable

Issues with not getting emails and it is impacting member engagement. ROs are not sending emails to members in their geographic area.

UnionWare has a worksite mapping function and we can assign members based by city/town to the geographical areas based on the boundaries. UW assigns members to Regional Office. PRC Reps have received their lists for their constituents, but the Committees and Area Councils do not because of a privacy issue. Names, Local, Component is being shared for registrations.

All Equity Reps want meeting notifications for all HRC meetings.

Tim requested a game to be bought for each RO that talks about Truth and Reconciliation and builds solidarity with Indigenous Peoples. Game is attached to the TRC timeline posters.

Reminder:

All PRC emails will be deleted after Convention if you are not re-elected. Take the time to move anything from those emails. If you have a position with a Component that issues PSAC email addresses, you can keep your PSAC email. Your profile would change accordingly.

Alicia, Krysty and Dawn should bring the PRC provided Owl's back to their nearest RO. Following convention, they will be redistributed and will require the holders to sign an agreement. They are only to be used for Committee related business.

MOTION TO ADJOURN at 2:03 pm AB.

m/s Stasi L'Hirondelle / Tim Hubick

Motion CARRIED

APPENDIX A - PRAIRIE REGION COUNCIL REPRESENTATIVE REPORTS

26 - 27 FEBRUARY 2026

Position	Name	Rec'd by Deadline
REVP	Marianne Hladun	Yes
Alternate REVP	Krysty Thomas	Yes
Northern Alberta Geographical Rep	Stasi L'Hirondelle	Yes
Southern Alberta Geographical Rep	Alex Creamer	Yes
Northern Saskatchewan Geographical Rep	Dawn Montgrant	Yes
North-West Manitoba Geographical Rep	Alicia Zurba	Yes
South-East Manitoba Geographical Rep	Kristin Bowler	Yes
Regional Women's Committees Rep	Sherry Hunt	Yes
Indigenous Peoples Rep	Janette Husak	Yes
Persons with Disabilities Rep	Tim Hubick	Yes
2SLGBTQIA+ Persons Rep	Craig Kremer	Yes
Directly Chartered Locals Rep	Michelle Lang	Yes
Separate Employer Locals Rep	Amanda Wakeford	Yes
Racially Visible Persons Rep	Madeline E. Lee	Late
Young Workers Rep	Tania Fikus	No
Southern Saskatchewan Geographical Rep	Amy Stoik	No

REPORT FROM THE REGIONAL EXECUTIVE VICE-PRESIDENT, PRAIRIES
TO THE PRAIRIE REGION COUNCIL
AUGUST 01, 2025 – JANUARY 31, 2026

This report covers the period from August 01, 2025 – January 31, 2026.

Sisters, Brothers and Friends,
Prairie members continue to face significant change, through workforce adjustment pressures, active bargaining, and ongoing decisions that affect the stability of our workplaces and the strength of public services.

Our region has remained focused on defending member rights, supporting locals on the ground, and pushing back against cuts and policies that undermine the work we do every day. In the months ahead, we will continue to lead with solidarity and determination, ensuring Prairie members are informed, supported, and empowered to take action as we build a stronger, fairer future together.

REVP Activities

Triennial Prairie Convention 2026

Throughout the reporting period, my office has been actively planning and delivering key communications for the upcoming Triennial Prairie Region Convention, to be held in Calgary, AB, from June 5-7, 2026. The theme of the convention is 'We Are Prairies: Mapping Our Future' which reflects the strength, diversity, and unity of our region as members work together to shape the future direction of the union. At the time of writing, delegate and observer registration remains open, and the deadline for submission of resolutions has closed.

Phoenix 10th Anniversary Planning and Event

Planning is well underway to mark a decade of failure of the Phoenix Pay System. Several meetings have taken place with members across the region to discuss potential actions, including an outreach event prior to PRC in Calgary, AB. Postcards have been mailed to regional offices and distributed across the region, along with stickers and placards. There are several locals and Area Councils that will be organizing postcard signing events, and encouraging members to wear red, take pictures and send to the REVP office. The pictures will be slowly released in the lead up and including the Phoenix Pay anniversary. Prairie Region Council will be meeting in Calgary and members will be participating in an action on Feb. 27th.

PSAC Prairies Meet and Greet – Outreach Tour

Over the reporting period, the REVP office planned and organized outreach events focused on engagement and relationship building with members across the region. The events were open to staff and Prairie Region Council members to support engagement with members in their respective areas. The intention is to build activist lists and renew excitement about the work of PSAC Prairies and PSAC. Outreach events in Winnipeg, Brandon and Calgary were well attended with many new members attending to learn more about how they can participate in their union and network with other members. More outreach events are being scheduled in other locations over the next few months.

Summer Parks Tours

Over the summer, the Saskatchewan Regional Offices conducted a tour of Parks locals across the province. REVP Hladun joined Parks bargaining team member Shilla Furaha Johnson and PSAC staff for three Parks worksite visits in South Sask. Their tour continued to three parks in North Sask. This initiative provided an important opportunity for PSAC representatives to connect with Parks members, listen to their concerns, and strengthen relationships. The visits were well received by those in attendance and highlighted the value of continued outreach to our locals.

National Women's Conference

I had the privilege of attending the National Women's Conference held November 21-23 in Toronto, ON. Prairie women-identifying members came together to discuss, debate, and network on issues impacting women in our union and workplaces. It was energizing to be surrounded by many inspired and committed activists. The conference provided an important space to share ideas and renew the unwavering spirit of PSAC women.

National Health and Safety Conference

On September 26-28, 2025, I attended the National Health and Safety Conference in Toronto, ON. The conference theme, 'Health and Safety: For You, Your Work, and Our Planet,' highlighted how evolving workplaces and environmental conditions are creating new hazards that must be urgently addressed. Delegates passed key resolutions that will guide union priorities in advancing workplace health and safety for all workers. The regional session was an opportunity for over 50 Prairies activists to discuss resources needed in the region and to continue to build our network.

Regular Communications with Regional Committees, PRC, and National Officers

In keeping with Regulation 4 of the Prairie Bylaws, I held meetings as follows:

- Aug. 22-24 – PRC Meeting
- Aug. 22/25 with PRC Finance Committee Meeting
- Aug. 23/25 with NIPC and Indigenous Peoples Rep
- Sept. 23/25 with PRC RWC Rep, RWC Chairs Townhall
- Sept. 25/25 with PRC Geo Rep, AC Chair Townhall
- Oct. 01/25 with PRC Equity Reps, HRC / RIPC Chairs Townhall
- Oct. 02/25 with PRC YWC Rep, YWC Chairs Townhall
- Nov. 5/25 with Saskatoon HRC Meeting
- Nov. 6/25 with Saskatoon RWC Meeting

- Nov. 26/25 with All Committees, PRC, Staff Call
- Nov. 27-28/25 with PRC Official Call and Resolution Meeting
- Nov. 28/25 with PRC Finance Committee
- Dec. 02/25 with Edmonton AC Meeting

Regional Highlights

PRIDE Summit

At the time of writing, the PRIDE Summit is about to be hosted in Winnipeg, MB. The summit will bring together members of the Pride community to discuss the issues that matter to them in the union, workplaces, and community. The summit will have several guest speakers and participatory activities that will inspire members to take action and become more involved in the union and the broader community.

Prairies Racialized Members Conference

From October 3–5, the region hosted the Prairie Region Racialized Members Conference in Saskatoon, SK. The conference theme, ‘Village: Rooted in Strength, Rising Together,’ guided discussions and presentations throughout the weekend. The conference featured several special guests, including National President Sharon DeSousa. Members expressed positive feedback and appreciated the opportunity to reconnect in person to network, share experiences, and learn from one another.

Directly Chartered Locals & Separate Employer Conference

The Prairie Region Separate Employer & DCL Conference was held November 7-9, 2025, in Regina, SK. Attendees gathered from across the Prairies to discuss the unique situations and realities faced by Separate Employer and DCL’s including but not limited to how to raise the issues that matter to them. The conference featured several speakers, networking opportunities and a cold but loud demo in front of Casino Regina to support our bargaining team.

WFA Townhalls

Throughout the reporting period, several Workforce Adjustment (WFA) townhalls were held for CRA, Treasury Board, CFIA, and Parks members. These sessions provided education on WFA processes and an opportunity for members to ask general questions.

Prairies Young Workers Conference

Planning is well underway for the Young Worker’s Conference to be held April 18 and 19 in Winnipeg, MB. The theme of the conference is, ‘Prairie Power: Growing the Future of Work’. At the time of writing application registration just closed and the total number of approved attendees has yet to be determined. However, the conference is anticipated to have several engaging speakers and will foster conversation and networking among Prairies Young Worker members.

REVP Staffing

The hiring process is now complete for the new Regional Communications Officer position and the new staff person began February 20, 2026.

Organising

Alberta Academic Sector Organizing

Academic workers continue to operate under service agreements; however, we have continued conversations regarding how these may need to change.

Boyle Street Community Service Organizing

The Prairies Organizer is actively organizing Boyle Street Community Service organization. The organization is a non-profit primarily dealing with supporting individuals and families experiencing homelessness and poverty. A website was developed and launched to assist with on the ground organizing efforts.

Solidarity & Political Action

USJE Prairies Conference, Day of Action Rally

Over the reporting period, the region has been actively engaged with USJE leadership and staff to build engagement to Keep the RCMP and try to stop the roll out of what will undoubtedly be a disastrous provincial police force in the province. Additionally, we attended several rallies held to protect jobs against WFA.

RCMP Site Visits

As part of Keep the RCMP campaign, the REVP along with the national president of USJE and USJE RVP Valda Behrens embarked on a week long tour of worksites and meeting with local politicians about protecting jobs at the RCMP. During all visits, the leadership team promoted the Albertans For RCMP and Serving Together campaigns. Both were received positively by the members in attendance.

Alberta Common Front

Over the reporting period, several meetings were held to organize labour efforts opposing the Alberta government's use of the notwithstanding clause to end the teachers' strike and undermine trans rights. The Common Front brings together unions from across the province, with the Alberta Federation of Labour leading the organizing efforts. Although there were discussions about a general strike, an approach not supported by PSAC or PSAC Prairies, these proposals were ultimately set aside in favour of recall campaigns and organized direct actions.

Negotiations

Regional Bargaining Units

All Nations Healing Hospital – Notice to bargain issued December 12, 2023. Bargaining team met with negotiator in September 2024 to prepare package of proposals. Employer does not have mandate to begin bargaining. We are checking with other bargaining units with this employer to discuss next steps.

Casino Regina – Notice to bargain issued December 3, 2024. Proposals were exchanged on Sept. 3-4/25 with further dates held Oct. 29 & 30, 2026. As a Crown Corporation, the employer does not have a mandate from the provincial government but has advised they will get this information on Feb. 4/26. Bargaining dates scheduled for end of March.

University of Saskatchewan PostDocs – Tentative agreement reached Nov. 18/25m and ratified Dec. 10/25.

Brandon University – Met with employer Nov. 20/25. Team sent monetary counter proposal on Dec. 4th and awaiting employer's response and additional bargaining dates.

University of Alberta (service agreement) – Currently negotiating ESA with the employer. New bargaining team members are being recruited to replace those who are no longer members. The new team members will caucus and will set dates with the employer pending conclusion of the ESA agreement.

NPF Suffield – PIC Report received June 26/25 with strong recommendations to support the union's position. In consultation with the component UNDE, the employer's final position was put to the membership for a vote. Tentative agreement was ratified Oct. 17/25. Notice to bargain was issued Jan. 14/26.

Edmonton Airport – Tentative agreement reached on Dec. 17/25 and ratified by members on Jan. 6/26.

Calgary Airport Authority – Tentative agreement reached Dec.12/25 and ratified Jan. 21/26.

Pro-Tec Calgary – Notice to bargain issued in Oct. 2025. Team will be caucusing in March 2026 to finalize proposals and bargaining with employer Apr. 28-30/26.

Sodexo – While the bargaining team was prepared to continue negotiations, the employer refused to respond to the union's wage proposal and declared impasse in Dec. 2026. The employer has applied for conciliation and we are awaiting info on next steps.

University of Winnipeg Academic Capacity Unit – Negotiations held early Jan. 13 & 14/26. Tentative agreement was reached on Jan. 14/26 and ratified on Feb. 12/26.

Royal Canadian Mint - Bargaining dates set for May 2026.

Royal Canadian Mint (Protective Security Officers) - Bargaining team meeting in February to prepare proposal package. Requesting dates from the employer for May 2026 to begin bargaining.

Lastly, you will find enclosed the details of the REVP's activities from August 01, 2025 – January 31, 2026.

Respectfully submitted,



Marianne Hladun
Regional Executive Vice-President, Prairies

REVP Activities

	AUGUST 2025	
7	Special NBoD Meeting	Zoom
11-15	Alberta RCMP Detachment Site Visits x 13	In Person
13	USJE Local 30010 Local Executive Dinner	In Person
14	Meeting with Rural Municipalities of Alberta	In Person
14	Meeting with MLA Scott Cyr, UCP Bonnyville-Cold Lake-St Paul	In Person
18-20	Saskatchewan Park Tour Site Visit x 3	In Person
21	Special AEC Meeting	Zoom
22-24	PRC Meeting	In Person
22	PRC Finance Committee Meeting	In Person
23	Meeting with NIPC and Indigenous Peoples Rep	In Person
27	Regional Plan Date Scheduling	In Person
27	Education Discussion	Microsoft Teams
29	Local Development and Stewards Initiatives Meeting	Microsoft Teams
31	Calgary PRIDE Parade	In Person
	SEPTEMBER 2025	
1	Lethbridge Labour Day Event	In Person
2-5	REVP / RC Retreat	In Person
4	SNPF Suffield Call	Microsoft Teams
11	ACU Meeting	Virtual

11	Prairies Communication Officer Interview	Microsoft Teams
11	Prairies Health and Safety Conference Meeting	In Person
12	Prairies Communication Officer Interviews x 4	Microsoft Teams
17	Prairies Outreach Tour – Winnipeg	In Person
	SEPTEMBER 2025	
18	USJE Day of Action Rally x 2	In Person
18	SJF Steering Committee Meeting	Microsoft Teams
18	REVP Outreach Tour Brandon	In Person
19	Treasury Board NSCC Meeting	Zoom
22-23	AEC Meeting	In Person
23	PRC RWC Rep, RWC Chairs Townhall	Zoom
24	Organizing Discussion	Microsoft Teams
25	PRC Geo Rep, AC Chair Townhall	Zoom
26-28	National Health and Safety Conference	In Person
29	NSCC Action Planning Meeting	Zoom
	OCTOBER 2025	
1	PRC Equity Reps, HRC / RIPC Chairs Townhall	Zoom
2	PRC YWC Rep, YWC Chairs Townhall	Zoom
3-5	Prairies Racialized Members Conference	In Person
4	Sisters in Spirit 2025 National Vigil and March	In Person
6	TB All Teams Caucus Meeting	Zoom
7	Emergency AEC Meeting	Zoom
7	Regional Staff Call	Microsoft Teams
7	MFL Orange Shirt Day Presentation	Zoom
8	Organizing Discussion	Microsoft Teams
10	DCL / SE ER Conference Planning	Microsoft Teams
10	2026 Prairies Convention Host Committee Meeting	Zoom
14	DCL / SE Conference Update	Microsoft Teams
15	CBC Radio Canada Interview	Zoom
15	AGRU Local 50073 AGM	In Person
16	CBC of the NBoD Meeting	Microsoft Teams
16	United Way Winnipeg Labour Executive Committee Meeting	In Person
16	Suffield NPF Ratification	Zoom
16	Prairie National Officers Update	Zoom
17	Regional Organizing Meeting	Microsoft Teams
20	AEC Meeting	In Person
21-24	NBoD Meeting	In Person
22	CLC Virtual NDP Leadership Forum	In Person
27	Discussion with Staff re: HRC's and AC's	Microsoft Teams
27	National Area Council Meeting	Zoom
28	AFL Executive and Common Front Meeting	Zoom

29	Convention Planning Meeting	Microsoft Teams
29	Alberta Common Front Discussion	Microsoft Teams
29	REVP Outreach Tour - Calgary	In Person
30	Treasury Board NSCC Meeting	Zoom
30	PSAC Budget Meeting	Microsoft Teams
31	CBC Interview	Zoom
	NOVEMBER 2025	
3	NSCC Action Planning Meeting	Zoom
3	Overview of Public Polling – Regional Breakdown	Zoom
3	PRC Bylaws Committee Meeting	Zoom
4-5	USJE Prairies Regional Conference	In Person
4	USJE Department of Justice Rally	In Person
4	Meeting with Legal	Microsoft Teams
4	Winnipeg Free Press Media Interview	Phone Call
5	Regional Staff Call	Microsoft Teams
5	Federal Budget Discussion	Zoom
5	Saskatoon HRC Meeting	In Person
6	Young Worker Conference Meeting	Microsoft Teams
6	Joint Common Front and AFL Executive Meeting	Zoom
6	Saskatoon RWC Meeting	In Person
7-9	Prairies DCL/Separate Employer Conference	In Person
7	Organizing Meeting	Microsoft Teams
10	PSUW Planning	In Person
10	University of Winnipeg AGM	Zoom
11	Remembrance Day with Regina Area Council	In Person
12	Prairies Communication Officer Interview	Microsoft Teams
12	University of Alberta Meeting	Microsoft Teams
17	Lobby Day Preparation and Training	In Person
17	Prairies Communication Officer Interview x 2	Microsoft Teams
18	PSAC National Lobby Day	In Person
19	Organizing Meeting	Microsoft Teams
19	Regional Strategy Coordinating Meeting UNDE 40807	Microsoft Teams
19	UCTE Local 50600 AGM	In Person
21-23	National Women's Conference	In Person
21	Standing Education Committee Meeting	In Person
21-25	AEC Meeting	In Person
24	WFA Webinar	Zoom
26	All Committees, PRC, Staff Call	Zoom
27-28	PRC Official Call and Resolution Meeting	Zoom
28	PRC Finance Committee Meeting	Zoom
	DECEMBER 2025	

1	Political Strategy Meeting	Microsoft Teams
1	National Area Council Meeting	Zoom
2	Pension Waiver Discussion	Microsoft Teams
2	Meeting with Edmonton AC	Microsoft Teams
3	Regional Staff Call	Microsoft Teams
3	AB Organizing Info Session	Zoom
8	SJF Steering Committee Meeting	Microsoft Teams
8	Young Workers Steering Committee Meeting	Zoom
9	YEG Organizing Meeting	Microsoft Teams
9	Discussion of EAC Status	Microsoft Teams
10	WFA Training Session	Microsoft Teams
11-12	MFL Mid-Term Conference	In Person
11	Organizing Discussion with UCTE	Microsoft Teams
11	Special NBoD Meeting	Zoom
15-16	AEC Meeting	In Person
17	Treasury Board NSCC Meeting	Zoom
18	Pride Summit Planning	Microsoft Teams
19	NBoD Political Action Committee Meeting	Microsoft Teams
	JANUARY 2026	
8	Regional Staff Call	Microsoft Teams
12	PSAC Pay Equity Update	Microsoft Teams
12	Prairies Communication Officer Interviews x 2	Microsoft Teams
13	UNDE Local 40807 Bargaining Meeting	Zoom
13	Prairies Phoenix Working Group Meeting	Zoom
14	RSCC: UNDE Local 40807	Microsoft Teams
15	Pride Summit Planning	In Person
15	AGRU Local 40022 AGM	Zoom
16	Local Development and Stewards Initiative	Microsoft Teams
19	Standing Education Committee Meeting	Microsoft Teams
19	Discussion of staff roles for Convention Committees	Microsoft Teams
19	Young Worker Conference Steering Committee Meeting	Zoom
20	NBoD Standing Education Meeting	Microsoft Teams
20	Phoenix Working Group Meeting	Zoom
21-22	TB PA Negotiations Meetings	Zoom
21	Prairies CRA WFA Webinar	Zoom
22	Prairies TB, CFIA, Parks WFA Webinar	Zoom
23-25	AGRU Manitoba Regional Seminar	In Person
23	Prairies RWC Event Planning Meeting	Microsoft Teams
24	Treasury Board NSCC Meeting	Zoom
26	Communication Officer Reference Checks x 2	Microsoft Teams
27-28	AEC Meeting	Zoom

27	NSCC Action Planning Meeting	Zoom
27	CBC Interview	Zoom
28	Winnipeg Free Press Interview	Phone Call
29	Special NBoD Meeting	Zoom

KRYSTY THOMAS, ALTERNATE REGIONAL EXECUTIVE VICE PRESIDENT

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

Since my last report, my work has continued to focus on a balance of community-based action, internal union responsibilities, and national-level bargaining and advocacy.

Community engagement remains a central part of my work in the region. Through the Lethbridge Regional Women's Committee, I participated in several initiatives that strengthened our visibility and connection with the broader community. This included organizing and participating in the Women's Committee Summer Outreach BBQ, which provided an accessible and informal space to connect with members, share information about committee work and Prairie Regional Council priorities, and build relationships outside of traditional meeting structures. Events like this are critical to outreach, particularly for members who may not regularly attend formal union meetings.

I also participated in the ALS Walk in Lethbridge alongside members of the Regional Women's Committee, where we came together to support a union member living with ALS who served as the campaign lead for the walk. Showing up in this way was deeply meaningful and demonstrated that our commitment to one another extends beyond traditional union business. Our presence showed her, and other members, that PSAC stands with people beyond the workplace and through real and personal challenges, rooted in solidarity and care.

Through my role with the Lethbridge Area Council, I also volunteered at the Lethbridge Soup Kitchen. This hands-on community action provided direct support to individuals experiencing food insecurity while reinforcing the labour movement's role as an active contributor to community wellbeing.

At the national level, a significant portion of my time during this reporting period was dedicated to Treasury Board bargaining. I participated in multiple rounds of bargaining in Ottawa, as well as coordination calls with Treasury Board bargaining teams. This work remains intensive and complex, particularly given the broader economic and political climate, but it is essential to advancing members' priorities and ensuring strong representation at the table.

I also attended the PSAC National Women's Conference, which provided an important forum for discussion, learning, and strategy development around women's issues within the union. Several resolutions originating from the Lethbridge Regional Women's Committee were debated and successfully passed, ensuring that local concerns were elevated to the national level. The conference also offered valuable opportunities to connect with activists from across the country, share regional perspectives, and bring back ideas to further strengthen women's committee work and equity-focused initiatives across the Prairies.

During this reporting period, I secured a meeting with my Member of Parliament from Lethbridge to discuss the impacts the 2025 federal budget may have on the federal public service. I also participated in PSAC National Lobby Days, where I raised these same concerns with a Liberal Member of Parliament. While the event presented some logistical challenges, overall it was successful. I was able to connect with other activists, spend time with fellow union leaders, and engage with elected officials, including the interim leader of the New Democratic Party, Don Davies.

We also reconstituted the Phoenix Working Group with the goal of developing meaningful actions to mark the upcoming anniversary of the Phoenix pay system. This work is focused on continuing to support members who remain affected by Phoenix-related pay issues, while maintaining public and political pressure to ensure the system is fully fixed. The group is committed to advancing visible, coordinated actions that reinforce that Phoenix is not resolved and that accountability and lasting solutions are still required.

In addition, I remained actively involved in the broader labour movement through my work with the Lethbridge and District Labour Council. This included participating in the Lethbridge and District Labour Day BBQ, supporting and hosting a municipal election meet and greet, and attending the Alberta Federation of Labour retreat on behalf of the LDLC. This involvement strengthens PSAC's relationships within the broader labour movement, amplifies our voice on shared political priorities, and helps ensure that PSAC members' concerns are reflected in coordinated labour strategies at the local and provincial levels.

Taken together, these activities reflect a continued emphasis on community connection, member engagement, and national advocacy. Whether through direct community action, committee leadership, or bargaining work, I remain committed to advancing PSAC's values and supporting members across the region.

Should you have any questions about my report, please contact me directly at thomask@psac-afpc.com or phone 403.393.2688.

Activities

Aug 15:	Lethbridge Regional Women's Committee Summer Outreach BBQ
Sept 1:	Lethbridge and District Labour Day BBQ, Galt Gardens, Lethbridge, AB
Sept 6:	ALS Walk, Lethbridge Regional Women's Committee
Sept 10:	Lethbridge and District Labour Council General Monthly Meeting, via Zoom
Sept 15–19:	Treasury Board Bargaining, Ottawa
Sept 23:	All Regional Women's Committee Call
Sept 24:	Lethbridge and District Labour Council Municipal Election Meet and Greet
Sept 25:	Area Council Town Hall Call, via Zoom
Oct 1:	Invited to give a bargaining update, UCTE, Calgary
Oct 6:	All Treasury Board Bargaining Teams Call, via Zoom
Oct 7:	Lethbridge and District Area Council, Medicine Hat, in person
Oct 16:	Workers' compensation and insurance basics workshop, via Zoom

Oct 22–30: Treasury Board Bargaining, Ottawa
Nov 4–7: Agriculture Union National Council
Nov 5: Meeting with Conservative MP Racheal Thomas, via Zoom
Nov 10: All Treasury Board Bargaining Teams Call, via Zoom
Nov 16–17: PSAC National Lobby Day, Ottawa
Nov 17: Lethbridge Regional Women's Committee Meeting, via Zoom
Nov 18: All Committee Call, Via Zoom
Nov 21–23: PSAC National Women's Conference, Toronto
Nov 27–28: Official PRC Conference Call, via Zoom
Dec 7–11: Treasury Board Bargaining, Ottawa
Dec 16–17: AFL Retreat, Edmonton
Jan 7: Lethbridge Regional Women's Committee Meeting, via Zoom
Jan 8–9: National Agriculture Human Rights Committee, face to face, Ottawa
Jan 13: Phoenix Working Group Meeting 1, via Zoom
Jan 14: Lethbridge and District Labour Council, via Zoom
Jan 15: Lethbridge Soup Kitchen volunteering with Area Council
Jan 19: National Agriculture Human Rights Committee
Jan 20: Phoenix Working Group Meeting 2, via Zoom
Jan 21: Lethbridge and District Area Council, via Zoom
Jan 19–23: Treasury Board Bargaining, Ottawa

Upcoming:

Feb 11: Lethbridge and District Labour Council, via Zoom
Feb 12: Lethbridge Regional Women's Committee AGM, via Zoom
Feb 24–25: PRC Finance Committee
Feb 26–27: PRC Face to Face Meeting, Calgary
Feb 27–29: PRC Convention Committees

STASI L'HIRONDELLE, NORTHERN ALBERTA GEOGRAPHICAL REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

I hope that everyone took some time over the holiday season to rest, relax, engage with loved ones and take part in activities and celebrations. Spending time in the mountains, enjoying the company of great friends always helps recharge me for a new year,

Edmonton Area Council took part in, and hosted, a few events over late summer and fall of 2025. Once again the Area Council set up a table at the Edmonton District Labour Day BBQ where we handed out school notebooks, along with PSAC branded pencils and rulers. We had a lot of positive feedback from the community members in attendance thanking us. We also met a few PSAC members who were attending the festivities that thanked us for being there, and said it was nice to see their union helping out. Area council members took the opportunity to discuss the various committees and encouraged them to come join us. Planting seeds to build a strong union is always important.

On November 11, a wreath was laid on behalf of the PSAC committees at the Edmonton Kingsway Legion. I'm pleased to report that Edmonton Area Council also sponsored the wreath for Remembrance Day for CFB Cold Lake, and CFB Wainwright.

In December, Area Council hosted a games night at the Regional Office that was well attended by members. There were various games, snacks and wonderful conversations. The executive members in attendance took the opportunity to discuss the various committees in Edmonton, explaining what they do and how members can get involved. The seeds being planted seem to be helping as we are seeing more new members registering for events.

Meetings/Events

Sept 1, ELDC Labour Day BBQ
Sept 18, Prairie Region H&S Meeting
Sept 22, Area Council Meeting
Oct 27, National Area Council Meeting
Nov 3, ByLaws Committee Meeting
Nov 6, Outreach to deliver calendars to Parks Jasper
Nov 11, Remembrance Day Ceremony
Nov 25, Prairie Health & Safety Town Hall

Nov 26, Area Council Meeting
Nov 26, All Committee Executive Meeting
Nov 27 & 28 PRC Official Call and Resolution Meeting

Dec 1, National Area Council Meeting
Dec 10, Outreach with UNDE Cold Lake
Jan 13, Phoenix Working Group
Jan 19, Area Council Meeting
Jan 20, Phoenix Working Group

In early November I was going to be driving through Jasper National Park so I took the opportunity to reach out to the local President, Christopher, to have a quick meet n greet and deliver him PSAC Calendars. Everyone loves those calendars. We were going to have a quick coffee, but unfortunately an issue came up that he had to deal with, so we spoke briefly about the deadline for registration of the upcoming Regional Convention and I reminded him of the deadline.

I was also invited to the Christmas Lunch in Cold Lake with UNDE Local 30902 as a guest speaker. The event was well attended with over 100 members. I also took the opportunity to bring them their PSAC calendars, which allowed me some extra one on one time with a few members when the lunch and meeting concluded. I spoke to the members in attendance about the various committees, the mandate and work that is done, and encouraged participation. I spoke on the importance of keeping up to date with information from PSAC, especially with bargaining underway and WFA happening. As the local president had already spoken and let the members know that I'd been the one to organize the wreath on behalf of PSAC, and had multiple members thank me for doing that, saying it was nice to know that being so far removed from the "city", people still were thinking of the work they did. If given the opportunity to be a guest speaker at any local event, I encourage my fellow PRC members to go. I may have had a small amount of time during the official meeting, but it was rewarding to have members come up after thanking me for standing up and doing the work. It was a nice reminder that while they may not always get involved, those thanks told me that they appreciate the work being done.

2026 is shaping up to be another busy year for PSAC and its members. Bargaining is underway for many of the PSAC tables, Return to Office with rumours of increases, as well as WFA happening across the country. We have the 10th anniversary of Phoenix fast approaching on Feb 28, and Edmonton Area Council is working on planning an action. It's important now that members engage and participate as much as possible in

solidarity. Senior management must report back on actions that are happening, it's time the employer knows just how mad we are!!

I will continue to stand up for the rights of members and push for positive changes within our organizations. I hope you can join me.

In Solidarity,
Stasi

ALEX CREAMER, SOUTHERN ALBERTA GEOGRAPHICAL REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

Over the reporting period I have had the opportunity to continue to connect with members in the Southern Alberta area and around the region through various education offerings from PSAC and other events I was able to attend, including visits to several locals where I was also able to talk to locals about regional council activities and attendance at the PSAC National Health and Safety Conference and the PSAC National Lobby Day.

The Lethbridge Area Council continued their community and member engagement. They have made donations to the Medicine Hat District Food Bank. They had a great turn out of 6 volunteers to the Lethbridge Soup Kitchen where they prepared a meal for about 200 people; this event was paired with a donation to the soup kitchen. Area Council Chair Krysty Thomas lobbied their local MP, Rachel Thomas about the government budget and its impacts on local members and the area. The Area Council food bank garden was able to donate the equivalent of about \$6000 in fresh produce to the local food bank.

I was privileged to be able to join the Lethbridge Area Council and REVP Marianne Hladun for their local Labour Day event with a great turnout of local workers. This is a significant event in Lethbridge with a large showing from the city and great representation from many of the labour partners in the area.

The Calgary Area Council continues to connect and explore opportunities to engage members and seek out activities to support the community. They recently added Justin Chander (UVAE) to the position of Secretary on their executive. The area council are currently exploring dates for a volunteer event for Home For Dinner at the Ronald McDonald House. The next area council meeting agenda includes planning a member engagement event in the fall. The council is participating in the re-formed Phoenix working group looking to plan actions for the upcoming 10th anniversary to continue to draw attention to the problem plagued pay system. The Calgary Area Council worked with the Calgary Human Rights committee to participate in the Calgary Pride Parade in September where I was able to join with a variety of PSAC members from across southern Alberta and REVP Hladun.

Calgary and Lethbridge Area Councils have both elected delegates to the upcoming PSAC Prairies Regional Convention in June. The councils have both worked hard to develop and submit meaningful resolutions to convention. Both councils are currently setting dates for their upcoming Annual General Meetings.

The Prairie Region Council has continued work on mapping our region. The working group for the Phoenix Anniversary has been restarted and are currently working on actions to roll out to councils and locals in February.

I have been involved in the formation of the host committee for the upcoming PSAC Prairies Regional Convention with members participating from across the region to support activities around convention.

Respectfully submitted,

Alex Creamer
Southern Alberta Geographic Representative
Prairie Region Council

DAWN MONTGRANT, NORTHERN SASKATCHEWAN GEOGRAPHICAL REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

Activities:

September 1: PRC Outreach Event - attended the Saskatoon Area Council's booth at the Saskatoon Labour Day Event. This was a highly attended event by the SAC and the public.

On the way home from Saskatoon, I volunteered with the Prince Albert District Labour Council's Labour Day spaghetti supper. It has been many years since Prince Albert had a Labour Day event. It's also been many years since the PADLC has been operating and I'm happy to be part of the process of affiliation of my local to the PADLC so that PSAC has a voice and vote at the table.

September 17: Prince Albert Area Council Meeting

September 18: Saskatoon Regional Women's Committee (Virtual)

October 2: Saskatoon Area Council Meeting (Virtual)

October 27: Prince Albert Area Council Meeting and National Area Council Meeting

November 12: Met with Randy Hoback, Prince Albert MP at a Passport Clinic in Shellbrook. Spoke to him extensively about job cuts affecting members in the area and asked for his support for workers in his riding.

November 27-28: PRC Meeting (Virtual)

December 1: National Area Council Meeting

December 4: Prince Albert Area Council Meeting

January 22: Saskatoon Area Council AGM

Highlights of the Saskatoon Area Council Events during this period:

- SDLC Summer Snack Program
- Labour Day Booth at Labour Day Event
- Sisters in Spirit Walk
- Moon Time Connections - collection of donations

- Remembrance Day - Laying the Wreath and Poppy Campaign
- Prairie Harm Reduction - monetary donation and clothing donation
- Jolly Good Time Celebration
- Move to Online Banking
- AGM - Financials approved and 2 executive positions (VP and Secretary) filled

Highlights of the Prince Albert Area Council Events during this period:

- Labour Day with the PADLC
- Moon Time Connections - collection of donations
- Remembrance Day - Laying of the Wreath
- Santa Parade
- Little Red Hens donation
- Northern Birthday Box - sponsored 5 children

Other:

- Scheduling conflicts with the PRC meeting in November and the WFA training for local executives.
- Scheduling conflicts with the TB WFA session in January and the SAC meeting.
- REVP meet and greet for Saskatoon and Prince Albert was postponed date TBD.
- PAAC wanted to participate in the SAC Holiday Gathering on December 4th but both groups had meetings prior to the gathering. It proved to be too long of an evening to try to do both activities. As the PRC rep, I could not attend the SAC meeting as I was in the PAAC meeting scheduled at the same time and the Jolly Good Time Celebration was an in-person event.
- In-person PRC presence - a note that I'm not local to either the SAC or the PAAC events - will need to submit requests to access the PRC outreach budget for items in both PA and Saskatoon to increase in person presence.

In Solidarity,

Dawn Montgrant

ALICIA ZURBA, NORTH-WEST MANITOBA GEOGRAPHICAL REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 – 27 FEBRUARY 2026

The annual Brandon Labour Day BBQ hosted by the Brandon & District Labour Council on September 1, 2025 and 2nd annual Neepawa's Got Pride event on September 14, 2025 were both well attended. Westman Area Council was happy to once again be able to sponsor and have representation at both events and received positive feedback from members for their presence and support in those communities.

A number of regular attending members of the Westman Area Council attended the annual Brandon & District Labour Council Education Day on October 3, 2025. This event is offered annually, although it was my first time attending. There was consensus among the group that it is a valuable event that once again offered impressive speakers and thought-provoking discussion around union activism, effective workplace health and safety committees and mental health in the workplace.

The 30th Annual United Way Holiday Tree Auction event, which the Westman Area Council supports every year, was a great success again. This event is vital to United Way programming in communities across west/central Manitoba and this year's event broke its fundraising record and brought in over \$36,000!

It was great to see sincere enthusiasm and discussion at the January 2026 Area Council meeting where many resolutions were debated and voted to submit to the 2026 Prairies Triennial Convention.

In Solidarity,

Alicia Zurba

KRISTIN BOWLER, SOUTH-EAST MANITOBA GEOGRAPHICAL REP
REPORT TO THE PRAIRIE COUNCIL
26 - 27 FEBRUARY 2026

In November 2025 I stepped in to the role of Geopghraphical Rep. I have been enjoying learning about my new role and getting to know the other members of the Prairie Council.

I attended two Winnipeg Area Council Meetings.

- November 26, 2025
 - I intorduced myself to the Area Council
 - Update on Remembrance Day activities – Nestor helped coordinate the event at the Fort Garry Horse Armoury. Nicole Papineau placed the wreath on our behalf during the Remembrance Day activities
 - A letter writing campaign to decry the use of this section.
 - A suguggestion considering some kind of action in solidarity with Alberta teachers, who were recently forced back to work.
 - No action was able to be done, but the whole council was with solidarty with the Alberta teachers.
 - Area council did try to apply for Habitat for Humanity Build, but was not in good standing at the time, so hope to apply next year. There is a possiblity to work with the Winnipeg Regional Womans Commettee.
 - A “Union action fund” for 2026 to support workers on strike/who are being targeted. Conversation will contnue at another meeting.
- January 13, 2026
 - Area council met to see if there were any resolutions one to be put forward. A resolution was discussed about a campain for election reform. Resolution was well accepted but voted down due to more work needed to be done on the resolution.
 - Budget and activties for the new year was discussed.
 - Remembrance Day activity
 - Labour Day booth – this year was a great success
 - Habitat For Humanity Build
 - Movie night
 - Council is open for more ideas, people can email the chair with them
 - AGM is scheduled for February 17, 2026 - Hybrid

SHERRY HUNT, REGIONAL WOMEN'S COMMITTEES REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

September 2025

23 RWC Town Hall

October 2025

1-3 National Women's Conference Resolutions Committee Meeting
(Gatineau)

8-10 National Human Rights Committee (NHRC) Meeting (Ottawa)

10 National Women's Conference Resolutions Committee Meeting (Online)

November 2025

20 National Women's Conference Resolutions Committee Meeting (Toronto)

21-23 National Women's Conference (Toronto)

December 2025

19 Lethbridge Regional Women's Committee Meeting (Online)

January 2026

7 Lethbridge Regional Women's Committee Meeting (Online)

23 March 7 Regional Women's Committee Workshop Planning meeting
(Online)

February 2026

9 Winnipeg Regional Women's Committee AGM (Online)

10 Lethbridge Regional Women's Committee AGM (Online)

11 Southern Saskatchewan Regional Women's Committee AGM (Online)

12 Saskatoon Regional Women's Committee AGM (Online)

12 Edmonton Regional Women's Committee AGM (Online)

13 March 7 Event update Call (Online)

19 PSAC NHRC, Women's Working Group Meeting (Online)

The fall activities were related to work with the National Human Rights Committee (NHRC) Women's Working Group, and Resolution Committee deliberations for the National Women's Conference.

National Women's Conference Resolutions Committee

The resolutions Committee for the National Women's Conference meet in Gatineau QC October 1-3, 2025 to deliberate and prioritize 83 resolutions over the span of 2 days. I was honoured to be elected Chair of the committee by my peers at the meeting. All 5 resolutions submitted by the Prairie Region Conference were in concurrence, with 3 resolutions submitted from the Prairie Region Women's conference prioritized in the top 10 for the National Conference.

"Family Care Policy Review," "Understanding the Value of Care Work," and "Regional Equity Conferences" were later debated and carried at the PSAC National Women's Conference, and will be advancing to the PSAC National Triennial Convention.

National Human Rights Committee and Women's Working Group Meeting

The National Human Rights Committee (NHRC) Women's Working Group convened in Ottawa on October 8-9, 2025, focusing on equity, advocacy, and strategic planning. The meeting opened with acknowledgments of rising hate and racism in Canada and concerns about austerity's impact on equity groups. Updates from national program officers highlighted new leadership development initiatives, anti-racism action plans, and the creation of toolkits and resources for workplace support. The Women's Program is launching a leadership program centered on women and racialized members in 2026. I have included my report back from the NHRC to this report for information. Note Item #7 for my recommendations arising from the meeting.

Regional updates at the Women's Working group meeting showcased diverse activities: the NCR emphasized intersectionality and fundraising for gender-diverse shelters; Atlantic regions focused on empowerment, strategic planning, and community outreach; Ontario worked on committee engagement despite budget constraints; BC prioritized new activist recruitment and work-life balance; The Prairie Region shared exciting strategic plans and goal set at the Regional All Committee Summit (Spring 2025).

Key agenda topics included pay equity—addressing persistent gender pay gaps, the need for proactive legislation, and ongoing advocacy. The Gender Equity Taskforce reported progress on leadership and mentoring programs. The group piloted a workshop on "Tyranny, Fascism & Authoritarianism as Union Issues," emphasizing the importance of educating members on political threats.

The Women's Working Group recommendations included extending resolution debate time at the National Women's Conference, fostering regional connections through national webinars, and ensuring a closing plenary at future National Human Rights Committee meetings to support intersectional allyship building across the working groups and the National Indigenous People Circle. The next in-person meeting is

tentatively set for October 2026, with ongoing follow-up on leadership, pay equity, and strategic regional actions.

PSAC National Women's Conference

The 2025 PSAC National Women's Conference took place November 21–23, 2025, in Toronto, ON. The theme was "Women United: Breaking Barriers and Building Futures," reflecting a strong focus on solidarity and empowerment for PSAC Women. Workshops included: "My Body, My Choice: Advocating for women's health in workplaces.," "Embracing Intersectionality: Understanding and applying intersectionality in activism." "Past, Present, and Future: Am I a Feminist? Exploring feminism in labour history and current challenges." While mainly successful, challenges with automated voting devices and the increased delegate selections for National Triennial were frustrating to organisers and delegates alike. The delegation voted to return to ballot voting. 4 of 5 delegates were selected at the conference with plans to host a virtual meeting with delegated to complete the delegate and alternate selection in January of 2026.

Voting For the delegate and alternate selections from the PSAC 2025 National Women's Conference to The National PSAC Triennial was completed virtually January 31, 2026.

National Human Rights Committee, Women's Working Group

The NHRC WWG met virtually February 19th to provide Regional portfolio updates and for a presentation by Two-Spirit artist, educator and activist Géorgie Gagné on Gender Diversity The presentation fostered a discussion for the Working Group on inclusiveness as it relates to gender. The speaker will be invited back for a more fulsome discussion, possibly when the working group next meets in person.

March 7th Political Action Workshop

The delays with voting at the National Conference prevented the planned Regional Sessions from taking place in Toronto. Regional Sessions were offered in each region online in early 2026. Reports back from the National Human Rights Committee, Women's Working Group meeting in February were that registrations were very low (in one region only 3 people!). In lieu of a nationally planned regional session, The Prairie Region delegates to the conference were invited to a special political action workshop event March 7th. Invitations were also sent to women that had applied for past women's events (Women's Health Summit, Regional Women's Conference, National Women's Conference) including those not selected for those events. Unfortunately, registrations for March 7th were lower than expected and the event has been postponed.

February has been a busy month with most Regional Women's Committees having completed the AGMs and working on committee reporting submissions, which are due to the REVP by March 15, 2026

In solidarity,
Sherry Hunt
RWC Representative, PRC

I acknowledge that I live in Treaty 7 Territory and the land on which I stand is the traditional territory of the Blackfoot Confederacy, comprised of the Kainai Nation, Piikani Nation, and Siksika Nation; and of the Ktunaxa, Stony and Tsu'tinna people.

Report Back

National Human Rights Committee Meeting

To: Josee-Anne Spirito and Toufic El-Daher

And to: Marianne Hladun, REVP Prairie Region

CC: Bhavika Patel

Re: Meeting Report Memo

1) October 8-9, 2025 - Rogers Centre, Ottawa

2) In Person

3) Women's Working Group

4) Summary of Meeting:

Day One

Opening Plenary

Elder Welcome: Tina Vincent

Josee-Anne Sprito and Toufic El-Daher

- opening comments

Sharon DeSousa

- NHRC – Program officer with each equity group – first time ever
- Rise in hate and racism in Canada
- Government talking Austerity – often overlooked is the effect on equity groups.
- Set back representation and equity gains.
- Stepping up national public service campaigns – convince carney that now is the time to invest in public services not cut them.

National Program updates:

Renee Phillips Sanders (racialized) action plan

- Antio Racism action plan
- Delivers advocacy in Representations training.
- Developing tool kits and resources for members to support them in the workplace
- Leadership development plan (with Women's programs officer) – will be launched next year.
- WFA – she supports team to develop materials – all day and 3-hour session.

Bhavika Patel (Women's)

- Women's centred leadership program got guidance on what the program will look like. Focus on women and Racialized members.
- National Women's conference – November 21-23
- Gender equity task force recommendations implementation. IGBA workshop will come out next year.

Danielle Haughton (Pride)

- Meeting for the first time in person this week
- Updating materials (Trans inclusive workplaces, gender neutral washrooms etc.).
- Creating new materials – safety plans and tactics for resistance
- Build on Education courses on rights and allyship, information gaps around gender diversity.
- Preparing for National equity Conference in Spring 2026
- Building a toolkit for 2SLGBTQA+ representatives in the region.

Amy McMann (access)

- Working group making progress – met in September.
- PSAC Accommodation, delegate elections for triennial
- Developing goals for an access action plan

Seema Lamba (racialized members)

- Has been attending conferences in the Regions.
- Created some workshops – gathering experiences with racism systematically to take a pulse on what members are experiencing in their workplace.

Dolly Ablitt (Indigenous members)

- Circle has been meeting for the past two days.
- Education: Walking in our truth together – 10 modules (2 hours each)
- Building solidarity with Indigenous Communities
- Sugarcane viewings
- NIPC outreach video to introduce the circle and how to get engaged.
- Developing workshops for equity Conference
- NIPC elder guidelines – updating policies and principles.
- Phase 2 “walking in our truth together”
- Team is working with other environmental racism.
- Thirsty for justice – still thirsty for justice phase 2
- Activities and allyship with MMIP
- Resolution on “Search the landfill” Game – board game.

Women's Working Group Caucus

Regional Updates

NCR – Burcu Gurkan

- RW Conference last weekend
- Over 80 women
- Palestinian women's panels
- Rally for women's March –
- Workshops on intersectionality
- Resolution to RWC – intimate partner violence
- Raffle for baskets for transitional shelter for Gender diverse members – raised \$4500 for Maison d'Ingrid
- Choir presentation – “Just Voices” Maison d'Ingrid
- December 6th plan – collaboration with other equity groups for the `6 days of activism

Atlantic – Jackie Boucher

- Atlantic RW Conference – healthy women healthy union – 80 women
- Empowerment session – really well received.
- Panel – politicians and leaders – talking about how they got the positions they did.
- Rally on IWD with the coalition for Pay Equity
- Workshops on Strategic planning, feminism
- Council is doing a video to be released December 6th.
- Atlantic council met last weekend – working on display for March 8.
- Women's committees are vey busy:
- Prepared and served meals at coup kitchen.
- Food drive
- 5th annual Women's day in Nature
- Self defense classes for women
- School supply donation drive
- Red Dress Day
- High teas to raise funds for transition Houses, silent auction, fascinator's.
- Letter writing campaign.

Ontario – Missy Taylor

- Getting committees functioning
- Zoom calls with executive - wants to do more.
- Need to educate people but has very little budget to do work with committees.

- Noted how important supporting the committees and reps is to engagement in the Region.

BC – Pricilla Lam

- Conference in April - 70 delegates ¾ brand new
- Criteria for selection – new delegates got in.
- No resolution debate – the committees submitted resolutions.
- Did a resolution workshop – very good for new members.
- Attended Racialized Member Conference – some of the women were there.
- Working on getting new activists
- Kitchen table conversations
- work life balance.

Prairie – Sherry Hunt

- All Committee summit
- SWOT exercise success
- Plans for regional action on Pay equity and Childcare.
- Committee activities such as Living library, Mama bear clan support in Winnipeg, Moon time connections packing party, Health Care brunch and outreach BBQs.
- Some committees struggle with yearly reporting – is this happening elsewhere? Discussion on requirements for good standing across the country.

Delegates from the North and Quebec region were not present but may provide updates secretarially.

National Women's Conference:

- Nov 21-23, 2025 Toronto
- Resolutions committee met October 2-3, 2025 to decide and prioritize 10 resolutions.
- Steering committee has provided input on Conference agenda and guests. Conference will feature speakers, panellists, and resolutions' debate.
- Each Women's Rep will have a role in the Agenda.
- Political Action – Letter writing
- Members will learn about Austerity and its effect on equity seeking groups/women.
- Regional Sessions; Strat planning? SWOT? TBD

Voting for National Convention delegates:

As per resolution at last National Convention each Equity Group (Including women) get 5 delegates to be elected at the National Conferences. The Other equity group have refined

their delegate selection criteria to be more inclusive and ensure representation from gender diverse communities. This is a different discussion for women. The only criterion for the caucus being self identification that includes “woman” – further discussion to come.

Resolutions for action passed for this cycle.

- Search the landfill. - while progress has been-made there are more searches needed to reunite families.
- Affordable and accessible childcare: Ongoing Priority
- Solidarity with Iranian Women workers – Update?

Gender Equity Taskforce Report:

- Progress has been-made – new leadership and mentoring programs on the way.

Pay Equity Presentation.

Jess Wallis – Classification and Pay Equity

- Supporting work on pay equity complaints, info session.
- Main work is on Treasury Board
- What is the gender pay equity?
- Defined Pay Equity and what it's not.
- State of play across jurisdictions.
- Statistical difference in the average earning for men compared to women.
- Always a pay gap – women, not matter intersectionality make less, intersectionality exacerbates the gap.

What causes the gap?

- Cultural Devaluation of Women's Work, nurses, teachers, Childcare workers
- Glass ceiling
- Motherhood penalties
- Gender differenced in education – women are more represented now., women are outperforming men but still not gaining.

What is pay equity?

- 1 of the tools to address the pay gap – pay equity ensures equal pay for work of equal value.
- Not equal pay for equal work – not the target of pay equity.
- Pay equity targets the devaluation of women's work.
- “male flight” men leaving jobs because women are wintering the field and devaluing.

- Pay equity Proactive legislation!
- 6 provinces have Proactive pay.
- 2004 – Bilson report -complaints based approach does not target pay equity – recommendation to form a proactive pay equity legislation.
- Bilson recently passed (August 2025)

There will be a Pay Equity booth at National Convention.

Day Two

Pilot of “Tyranny, Fascism & Authoritarianism Are Union Issues” workshop.

Closing:

Unfortunately, there was no final plenary at the NHRC meeting, because of this we were unable to hear from the other caucuses, or report to them. As well we were unable to make recommendations from the Women’s Working Group to the National Human Rights Committee as a whole. We have discussed this issue and believe our concerns were acknowledged. We are optimistic that a final plenary will be added to the agenda of future National Human Rights Committee Meetings.

5) Campaign & Issues Update

Pay Equity

- Training available – contact via generic inbox

Gender Equity Task Force Report

- Track progress made (i.e. leadership programs)/items still to go.

6) Link to Regional Priorities

- At the recent all committee summit the Regional Women’s committees worked on a strategic plan involving action on pay equity which links well with the Pay equity training offered here today. There will be a booth at convention on Pay Equity, can we also do this at our regional triennial with more provincially focused information?
- “Tyranny, Fascism & Authoritarianism Are Union Issues” pilot workshop was relevant in light of the far-right atmosphere across much of the Prairie region, not unlike the surge in Fascism we see occurring south of the border. It would be prudent to educate prairie members on the threat of Fascism (what it actually is and is not) and tyranny and the differences between commonly misunderstood and misrepresented political ideologies. I will bring this recommendation to the PRC Education Committee.

7) Suggested actions:

- a) Concern: The Regional Caucuses are scheduled for after the debate and voting on delegates to National Triennial (5 positions). This will not allow for candidates to speak at caucus for regions to strategize on priority resolutions.

My recommendation: that at least half of the time in caucus be devoted to re-working, re-writing failed, non-prioritized resolution for submission by other bodies (i.e. PRC). With rationales and debates fresh in mind, as well as skilled, experienced women in attendance, it could be a powerful mentoring/learning opportunity. Staff could support with resources and tools for writing effective resolutions.

- b) Concern: there is only two hours allotted for resolution debate – can this be extended? Answer: “no: in order to maintain consistency across all of the national conferences.

My Recommendations: that in future cycles the time allotted for debate of resolutions be extended by 1 hour.

- c) Making/maintaining connections:

The Committee felt that there is a great benefit to creating connections across the Region and noted that several women in the room had skills and knowledge that could be of a benefit to other women. We also discussed wanting to work together as a Women’s Working Group to engage women.

Working Groups Proposed recommendation: *National zoom/webinar townhall - up to 3 times per year a national Zoom meeting for PSAC women featuring content preferably curated, developed and delivered by Women Working group members. Would need translation and platform registration from PSAC. Would foster connections between regions and ensure women in every region have access to engaging content relevant to*

- d) **Working group Recommendation:** That at each National Human Rights Committee Meeting a time period of not less than 3 hours be allotted to a closing plenary session in which each working group reports back to the committee as a whole and recommendations from the NHRC can be deliberated and voted on.

8) Required Follow Up

Submission of quotes for Sharon introductions – ASAP - follow up to Bhavika.

Forward links mentioned in report (Sherry) to committee and staff – done.

9) Next Meeting

October 15, 2025

In person -October 8-10, 2026 (Tentative). Working Group call will be arranged TBD.

JANETTE HUSAK, INDIGENOUS PEOPLES REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

I was elected as the PSAC Prairie Regional Convention in June 2023 as the Indigenous Peoples Representative. Being the Indigenous Peoples Rep I have been fortunate to meet new members within the PRC and existing Human Rights Committees within the Prairies as well work first hand with the Regional Indigenous Peoples Circle in Prince Albert. I currently sit on the PRC – Education Committee and the PSAC OHS Committee. I look forward to working with this committee during my term.

Activities:

NIPC Committee – August 20, 2025 – Zoom call

Discussion regarding the Equity Declaration form with regards to the Indigenous section, process for increased Indigenous delegates to the PSAC Triennial Convention 2027. Discussion on how the 5 position will be broken out.

Discussion on Orange Shirt day Sept 29th and National Day for TRC September 30th. Committee suggested to create NIPC website.

PRC meeting August 22-24, 2026 – Winnipeg NIPC meeting with Marianne August 23, 2025

Discussion and recap on the Indigenous Gathering held in June 2025. Thirsty for Justice needs to be updated.

PSAC OHS Committee zoom call – Sept 18, 2025

Attended Building Solidarity in Indigenous Communities course – Zoom Sept 19, 2025. Introduced myself to the Regina and Saskatoon members as PRC and NIPC rep and gave a brief overview of my role and responsibilities.

Attended Building Solidarity in Indigenous Communities course – Zoom Sept 20, 2025. Introduced myself to the Winnipeg members as PRC and NIPC rep and gave a brief overview of my role and responsibilities.

RIPC Zoom call – September 23, 2025

Discussion on revising the Terms of Reference, Upcoming Equity Townhall on

Oct 1, 2025, Amended 2025 Budget and need to send the revised Budget to Marianne. Discussion on National Day for TRC and attending events with the Friendship Centre and PAGC.

PRC Equity/HRC/RIPC Zoom call – October 1, 2025 NIPC Committee meeting – Ottawa October 7-9, 2025

Discussion on National Equity Conference, Phase 2 for Thirsty for Justice campaign (updating materials and outreach), Search the Landfill resolution to provide allyship on a national level, moving reconciliation forward document – updating document. Discussion on education for the Indigenous Women in Leadership course. Discussion on creating a handbook that includes the UNDRIP. Providing more modules on the Walking in our Truth Together. PSAC Statement of Principles 2009 needs to be updated. Reviewed how to write a resolution. Discussion on Why Fascism, Tyranny & Authoritarianism are Union issues. Seven sacred teachings overview.

RIPC Zoom call – October 21, 2025

Discussion on sending a proposal to Marianne on funding a TRC game for the RIPC Committee to be used at meetings and gatherings. Made changes to the Terms of Reference and submitted changes.

Saskatoon Human Rights Committee meeting – November 5, 2025

Discussion on re-establishing a Human Rights Committee in Saskatoon as it has been inactive for over 10 years.

Saskatoon Women's Committee - Zoom call November 6, 2025

Attended the National Women's Conference – Toronto – November 21-23, 2025

Resolutions carried Resolution 34, 21, 29, 5, 55, 1, 37, 17, 41, 47, 74,

Discussion on Union Advocacy for Women's Health, Cycles of Change – Medical Breakdown, Waves of Feminism. Panel on We are all activists: Bridging the Personal and the Political.

RIPC Committee zoom call – November 25, 2025

Discussion on Prairie Convention that is being held on June 5-7, 2026 in Calgary. Elections held for two delegates and two alternates to Convention. Discussed the

Winter Education schedule. A budget request is sent to Mariann to purchase RIPC flag.

**PSAC Prairie Region Health and Safety Committee Town Hall – November 25, 2025
– Zoom call**

PRC Committee zoom call – November 27, 2025

Upcoming:

NIPC zoom call – February 2026 RIPC zoom call - January 2026

In solidarity,

Janette Husak

TIM HUBICK, ACCESS REP
REPORT TO THE PRAIRIE REGION COUNCIL
26 - 27 FEBRUARY 2026

Event I attended.

Since our last in person meeting, there has not been much activity. With a role of access representative.

The following events, I have taken part in.

I attended Human Rights meetings in Winnipeg, Edmonton, Calgary, and Regina.

All the human rights meeting have been struggling to get members to attend. Although they still have been working hard. Since our last meeting Calgary has move back into a state of good standing.

I also attended the national access meeting where we discussed a great deal about the accessibility form for PSAC. We sent our recommendations to the AEC for approval.

I attended the Advocacy and Representation on Workplace Racism Course. This is a course I wound interesting and would like to recommend to everyone to take.

I attended the HRC chair and staff meeting town hall as well as the Area council town hall.

I attended the regional health and safety meeting.

I attended the Phoenix working group meetings.

Up-and-coming events

National equity conference resolution committee meeting for the access group February 12-13.

National access working group February 18 via Zoom.

Prairie region council meeting February 26-27

Prairie region Council resolutions committee meeting February 28- March 1.

Communications committee meeting date to be TBA at time of submission of my report.

On going events

Continue to work with all Human Rights committees.

Help prepare and review the package for Calgary Human Rights committee.

Continue to help members who have reached out with with accessibility questions and concerns.

looking forward to finishing office term with a great deal of success.

CRAIG KREMER, 2SLGBTQIA+ REP
REPORT TO THE PRAIRIE REGION COUNCIL
26 – 27 FEBRUARY 2026

Introduction:

This report provides an overview of my various activities from January 2025 to current date.

Meetings:

I have attended the following meetings and events:

Jan 21, 2025, PSAC Communications meeting

Jan 31 - Feb 1, 2025, PRC meeting

Feb 4, 2025, Winnipeg Human Rights Meeting March 17, 2025, PSAC mapping meeting

April 10, 2025, Winnipeg Area Council AGM April 10, 2025, PSAC mapping meeting

April 23, 2025, Training PRC HRC Equity May 1-4, 2025, PSAC All Committee Summit

June 1, 2026, Winnipeg Pride Parade

November 03, 2025, PSAC Bylaws Committee Meeting, November 19, 2025,

Winnipeg Human Rights Committee December 18, 2025, PSAC Pride Summit

Planning January 15, 2026, PSAC Pride Summit Planning

Training:

- Module 1: Recognizing Mental Health Disorders
- Module 2: Effective Communication
- Module 3: Peer-to-Peer Counselling Skills
- Module 4: BCCDC Conflict Resolution Skills
- Module 1: Welcome to Walking in Our Truth Together
- Module 2: Situating Perspectives within a 4Rs Foundation: Respect, Relationship, Rights and Responsibility
- Module 3: The Treaty Relationship
- Module 4: The Metis, Our Story Moving forward:

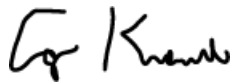
It seems like every year is a difficult year for the 2SLGBTQIA+ community. Our rights are under attack on a regular basis.

I am looking forward to attending and helping lead the 2026 PSAC Prairies Pride Summit in Winnipeg. My hope is that as a group, we will be able to work together to grow stronger. That we will gain the tools to help fight the continued injustices that surround us.

Conclusion:

This has been a difficult year for me. From having major surgery and trying to find my voice. It is difficult, as a Queer individual, being told that my voice is not enough, especially when it comes from people who are not a part of our community. Being a part of the 2SLGBTQIA+ community continues to inspire me to want to do more and to be better. I Look forward to working with the next 2SLGBTQIA+ PRC rep and will provide as much guidance as they need. I will continue to represent and support the 2SLGBTQIA+ community in the work I do.

In Solidarity,

A handwritten signature in black ink, appearing to read "Craig Kremer". The signature is stylized with a large "C" and "K".

Craig Kremer (He/Him)

MICHELLE LANG, DIRECTLY CHARTERED LOCALS REP
REPORT TO THE PRAIRIE REGION COUNCIL
26 - 27 FEBRUARY 2026

Casino Regina: Bargaining is continuing slowly as they are already year expired. At the local we are dealing with more violence within the workplace. Guests bringing in weapons, narcotics usage in or on our premises. The local is working hard to make sure our members are staying safe and using the proper PPE when dealing with these situations. We are also going to start lobbying to get National Truth and Reconciliation Day as a statutory holiday for not only members of the local but everyone in Saskatchewan can recognize the day as they see fit Ex: ceremony, learnings etc.

After what I thought was a great Separate Employer/Directly Chartered Local Conference full of engagement and lighting fires I tried to organize a zoom call for us to discuss issues. However I only had one response for a time I was unavailable for. National DCL Committee:

We had a zoom meeting scheduled for December, however it was postponed until January. This committee is very concerning to me as I am not sure how other regions have selected/elected their representation on the committee. We are getting questions like "Do all regions have regional conventions?, Every PSAC member pays for Component Presidents to sit on the NBOD, don't they?. This concerns me as they are on a committee suggesting changes to how my local would report to the AEC/NBOD. And of course costing my local more money from dues. I will definitely be watching to see what resolutions that may come out of this committee and will advocate for ones that only benefit the DCLs I represent.

In Solidarity
Michelle
Lang

AMANDA WAKEFORD, SEPARATE EMPLOYER LOCALS REP

REPORT TO THE PRAIRIE REGION COUNCIL

26 – 27 FEBRUARY 2026

Activities

Aug 22-24 – PRC Meeting (Winnipeg; attended virtually)
Oct 24 – PRC Education Committee Meeting (virtual)
Oct 29 – PSAC REVP Tour (Calgary)
Oct 30 – PSAC Regional Convention Host Committee Meeting (Virtual)
Nov 3 – DCL/SEL Conference Planning Meeting (virtual)
Nov 6-9 – PSAC Prairies DCL/SEL Conference (Regina)
Nov 13 – PSAC Regional Convention Host Committee Meeting (virtual)
Nov 26 – PSAC Prairies Townhall Call (virtual)
Nov 27-28 – PRC Official Call & Resolution Meeting (virtual)
Nov 28 – PRC Finance Committee Meeting (virtual)

PSAC REVP Tour - This was a well-attended event in Calgary, with a lot of new faces and a few committee/council executives stopping in to chat with the REVP. Everyone said that they enjoyed themselves and the casual environment. Hope committees in Calgary start to see some more engagement for their initiatives as a result.

Host Committee – The committee has met several times and is currently supported by a healthy number of members contributing ideas and active discussions. The committee is responsible for logistics around the social/awards night and dinner, the silent auction, and welcome information packs. At this stage, most arrangements have been finalized, with the exception of entertainment for the social and silent auction.

DCL/SEL Conference – The theme this time was *Building Our Strength* and we wanted a big focus to be on assessing the health of Locals and building strategies to strengthen not only governance but communication. We did a facilitated session or workshop activities on increasing member turnout with groups planning an event to bring back to their Local for implementation of the tools and tactics discussed. This is always a small but mighty conference. There were a lot of newer Separate Employer executives in attendance, which is good but normal to see for SE's. Overall, I think attendee feedback was that it was a great learning experience and a vital networking opportunity.

I would like to remind everyone to check out the PSAC Prairies Education being offered in their areas (see upcoming course – [click here](#) for course listings).

If anyone has questions or would like my assistance, please do not hesitate to reach out to me.

Thank you and in solidarity,

Amanda Wakeford (she/her)

MADELINE E LEE, RACIALLY VISIBLE PERSONS REP
REPORT TO THE PRAIRIE REGION COUNCIL (LATE)
26 - 27 FEBURARY 2026

My highlight of this report is the event of the Racialized Conference for the Prairies that was held on October 3-5th, 2025. We had 157 members from across the prairies apply and as a result we had over 40 delegates gather in Saskatoon. In the 3 day events, we shared stories, got education and training from the PSAC staff, we debate on resolutions. We passed one and defeated one. Our shared stores are all so similar across the prairies and we bonded not only because we are racially different, but because we all need to fight to be equal. In our celebration night we enjoyed dinner with our special guest, Sharon Desousa our PSAC National President. She shared her stories as a racialized woman and how she struggled and fought to prove her worth. We followed that with a very competitive trivia game, and Karaoke. One of the songs the whole entire room sang together with PSAC staff was "We are the world" by Michael Jackson. It was powerful because we all stood together, side by side, shared a mike, danced and sang from our hearts. I will never forget that moment.

As the convention came to an end, we made close relations with other racialized member across the prairies and formed a WhatsApp group that consists of 20 members. There we can continue to share our thoughts, ideas, and communicate with each other.

In October I had the opportunity to meet with the equity groups of PSAC from across the country. We gathered to discuss and plan for the national equity conference. We talked about current events that is affecting us, Racism, fascism, some politics and, we spoke of world events that influences our economy.

I have attended countless meetings from area councils, OHS meetings, and town halls to listen to what maybe concerning that affects our racialized members. I have taken a WFA course to prepare and educate myself for the up coming events. I will be ready to help our member understand how this will affect them. I am pledging to continue to do my best in representing my fellow members for as long as I can.

Activities I have done

Edmonton area counsel September22, 2025

National PSAC Health and Safety conference September 26-28, 2025

Equity Reps meeting Prairies, October 1, 2025

2025 Racially Prairie Region Conference October 3-5 2025

Human rights committee meeting Ottawa October 8-10, 2025

PRC Education Committee meeting October 24, 2025

PSAC Prairies OHS meeting October 25, 2025

WFA training November 19, 2025

Alberta Regional womens' Meeting November 24, 2025

Heath and Safety townhall November 25, 2025

PRC All committee Townhall November 26, 2025

Edmonton Area Council meeting November 26, 2025

Prairies Phoenix working group January 13, 20, 2026

Edmonton Area Counsel meeting January 19, 2026

PRC Finance Committee Report to PRC

February 26-27, 2026

The PRC Finance Committee met on February 24th and 25th, hybrid at the Calgary Regional Office. We reviewed the recent financial statements for quarters 3 and 4 of 2025. The committee refined standard operating procedures for our new digital folder practices for committees. The committee reviewed and considered improvements to the regional committee handbook. The majority of the work focused on development of a draft budget to submit to PRC for referral to convention resolution committee.

Proposed improvements to the Committee Handbook will be presented to PRC for use during their upcoming financial package reviews. Any feedback from council members should be provided back to the committee prior to March 15th, for final update considerations and updating before the April launch.

Respectfully submitted

Krysty Thomas

PRAIRIE REGION COUNCIL - Income Statement
QUARTER 3 - 01/01/25 TO 09/30/25

	Budget 01/01/2025 to 12/31/2025	Actual 01/01/2025 to 9/30/2025	Variance
Revenue - PSAC Prairies			
AEC Transfer (NOTE 1)	191,588.00	245,166.00	-53,578.00
Interest Income	750.00	1,781.47	-1,031.47
Miscellaneous Income	0.00	0.00	0.00
Swag Revenue	0.00	60.00	-60.00
TOTAL REVENUE	192,338.00	247,007.47	-54,669.47
Expenses - PSAC Prairies			
PRC Meetings	73,500.00	38,796.18	34,703.82
Donations	5,000.00	0.00	5,000.00
HRC Assistance	3,000.00	416.03	2,583.97
RWC Assistance (NOTE 2)	7,000.00	9,650.00	-2,650.00
AC Assistance (NOTE 2)	12,000.00	12,200.00	-200.00
YWC Assistance	1,000.00	0.00	1,000.00
MB Federation of Labour (NOTE 3)	1,000.00	0.00	1,000.00
SK Federation of Labour (NOTE 3)	2,000.00	0.00	2,000.00
AB Federation of Labour (NOTE 3)	1,650.00	0.00	1,650.00
Convention (NOTE 5)	10,000.00	0.00	10,000.00
Communications	27,000.00	18,871.28	8,128.72
AC/Regional Committee Financial Training (NOTE 6)	18,000.00	25,619.36	-7,619.36
PRC Outreach	18,000.00	527.13	17,472.87
Memberships	3,000.00	3,000.00	0.00
Audit	5,500.00	7,173.60	-1,673.60
Youth Camps	3,000.00	1,700.00	1,300.00
Bank Costs	300.00	183.80	116.20
Other (NOTE 4)	0.00	25,000.00	-25,000.00
TOTAL EXPENSE	190,950.00	143,137.38	47,812.62
NET INCOME	1,388.00	103,870.09	-102,482.09
NET ASSETS (Jan. 1/2025)	345,299.38		
NET INCOME Jan. 1/25 to September 30/25	103,870.09		
NET ASSETS up to September 30/25	449,169.47		

NOTES:

NOTE 1: Prairie Region allocation from National Budget increased in the 2025-2027 National Budget.

NOTE 2: Deficits for AC and RWC Assistance will be offset by national funding at year end.

NOTE 3: MFL convention is held once every 3 years so all PRC funding was expended in 2024. Subsidies for the 2025 AFL Convention will be paid in Qtr 4. No SFL Convention in 2025.

NOTE 4: Prairie Region Council approved a donation of \$25,000 to the PSAC Social Justice Fund to support relief efforts due to Wildfires in all 3 Prairie provinces. This donation is from unallocated net assets.

NOTE 5: Transfer to Convention Fund will be completed in 2026.

NOTE 6: Expenses for Committee members to attend 2025 All Committee Summit

PRAIRIE REGION COUNCIL - Income Statement
QUARTER 4 - 01/01/25 TO 12/31/25

	Budget 01/01/2025 to 12/31/2025	Actual 01/01/2025 to 12/31/2025	Variance
Revenue - PSAC Prairies			
AEC Transfer (NOTE 1)	191,588.00	245,166.00	-53,578.00
Interest Income	750.00	2,132.62	-1,382.62
Miscellaneous Income (NOTE 2)	0.00	8,434.01	-8,434.01
Swag Revenue	0.00	60.00	-60.00
TOTAL REVENUE	192,338.00	255,792.63	-63,454.63
Expenses - PSAC Prairies			
PRC Meetings	73,500.00	54,354.60	19,145.40
Donations	5,000.00	0.00	5,000.00
HRC Assistance	3,000.00	416.03	2,583.97
RWC Assistance (NOTE 2)	7,000.00	12,875.00	-5,875.00
AC Assistance (NOTE 2)	12,000.00	14,559.01	-2,559.01
YWC Assistance	1,000.00	170.00	830.00
MB Federation of Labour (NOTE 3)	1,000.00	0.00	1,000.00
SK Federation of Labour (NOTE 3)	2,000.00	0.00	2,000.00
AB Federation of Labour (NOTE 3)	1,650.00	1,650.00	0.00
Convention (NOTE 5)	10,000.00	0.00	10,000.00
Communications	27,000.00	18,921.93	8,078.07
AC/Regional Committee Financial Training (NOTE 6)	18,000.00	25,619.36	-7,619.36
PRC Outreach	18,000.00	2,167.59	15,832.41
Memberships	3,000.00	3,000.00	0.00
Audit	5,500.00	7,173.60	-1,673.60
Youth Camps	3,000.00	1,700.00	1,300.00
Bank Costs	300.00	237.30	62.70
Other (NOTE 4)	0.00	34,716.44	-34,716.44
TOTAL EXPENSE	190,950.00	177,560.86	13,389.14
NET INCOME	1,388.00	78,231.77	-76,843.77
NET ASSETS (Jan. 1/2025)	345,299.38		
NET INCOME Jan. 1/25 to December 31/25	78,231.77		
NET ASSETS up to December 31/25	423,531.15		

NOTES:

NOTE 1: Prairie Region allocation from National Budget increased in the 2025-2027 National Budget.

NOTE 2: \$5,875.00 to cover RWC Assistance deficit from national funding and \$2,559.01 to cover AC Assistance deficit from national funding.

NOTE 3: MFL convention is held once every 3 years so all PRC funding was expended in 2024. No SFL Convention in 2025.

NOTE 4: Prairie Region Council approved a donation of \$25,000 to the PSAC Social Justice Fund to support relief efforts due to Wildfires in all 3 Prairie provinces. This donation is from unallocated net assets. Also includes \$9,716.44 for purchase of swag that will be sold at and following convention. Revenue from sales will be shown as swag revenue.

NOTE 5: Transfer to Convention Fund will be completed Quarter 1 of 2026.

NOTE 6: Expenses for Committee members to attend 2025 All Committee Summit

Prairie Region Council Budget

Prairie Region Convention 2027 - 2029

Revenue	Budget Year 2027	Budget Year 2028	Budget Year 2029
AEC Transfer	\$245,166.00	\$245,166.00	\$245,166.00
Interest	\$1,484.00	\$1,484.00	\$1,484.00
Total Revenue	\$246,650.00	\$246,650.00	\$246,650.00
Expenses			
Expenses			
PRC Meetings	\$73,500.00	\$73,500.00	\$73,500.00
HRC Assistance	\$1,000.00	\$1,000.00	\$1,000.00
RWC Assistance	\$1,000.00	\$1,000.00	\$1,000.00
Area Council Assistance	\$1,000.00	\$1,000.00	\$1,000.00
Young Workers Committee(s)	\$1,700.00	\$1,700.00	\$1,700.00
All Committee Summitt	\$30,000.00	\$30,000.00	\$30,000.00
Communications	\$27,000.00	\$27,000.00	\$27,000.00
Member outreach	\$22,000.00	\$22,000.00	\$22,000.00
Regional Equity Summits / Gatherings	\$60,000.00	\$60,000.00	\$60,000.00
Memberships	\$9,000.00	\$9,000.00	\$9,000.00
Donations	\$5,000.00	\$5,000.00	\$5,000.00
Youth Camps	\$3,000.00	\$3,000.00	\$3,000.00
SK Federation of Labour	\$2,000.00	\$2,000.00	\$2,000.00
AB Federation of Labour	\$1,650.00	\$1,650.00	\$1,650.00
MB Federation of Labour	\$1,000.00	\$1,000.00	\$1,000.00
Audit	\$7,500.00	\$7,500.00	\$7,500.00
Bank Costs	\$300.00	\$300.00	\$300.00
Total Expenses	246,650.00	\$246,650.00	\$246,650.00
Excess of Revenue over Expenses	0	0	0

Budget Assumptions:

1. The funding allocation from National will be increased from previous budget cycle amount of \$191,588 to \$245,166.00 per year;
2. The PRC composition will remain the same in the coming three-year cycle with meetings in compliance with PRC bylaws; and
3. The budget amounts for these expenditures will be available for use by the PRC at any time over the three-year period;

As we look ahead into the next budget cycle, this budget document is presented to continue regional support for PSAC priorities as we know them to be:

- Enhancing regional collaboration between members and PSAC Prairies
- Creating consistent touchpoints to foster deeper member connection and participation
- Supporting effective and strategic political action
- Advancing equity, accessibility, and inclusion across all Regional structures
- And other priorities as determined by the incoming Prairie Region Council

PRC Meetings: The Prairie Regional Council (PRC) holds a minimum of two in-person meetings annually, as required by the Prairie Region Bylaws. The associated budget line has been maintained at \$73,500 per year to support these meetings. We believe this allocation is sufficient to sustain the ongoing operations of the Council in a cost-effective manner, including hosting PRC meetings in regional offices where feasible rather than in hotel meeting spaces.

Human Rights Committee Assistance: This line item has been reduced from \$3,000 to \$1,000. The allocation is intended to supplement funding received from National; however, there is a carry-forward surplus from previous budget cycles that has been retained and earmarked to support future HRC activities. As of December 2025, \$79,618 remains available to advance the work of the Human Rights Committees. With five HRCs (Edmonton, Calgary, Regina, Saskatoon, and Winnipeg) and one Regional Indigenous People's Circle (RIPC) in Northern Saskatchewan, we are confident that the available funding will be sufficient to support their anticipated activities for this cycle. Maintaining a nominal amount in this line item allows for accurate tracking of expenditures against the budget over the cycle.

Regional Women's Committee Assistance: This line item has been reduced from \$7,000 to \$1,000. The allocation is intended to supplement funding received from National; however, a carry-forward surplus from previous budget cycles has been retained and earmarked to support future Regional Women's Committee (RWC) activities. As of December 2025, \$122,783 remains available to advance the work of the RWCs. There are seven RWCs: Edmonton, Lethbridge, Saskatoon, Regina, Winnipeg, Calgary, and Westman. Based on current balances and projected expenditures, we are confident that available funds will be sufficient to support their activities throughout the cycle. Maintaining a nominal amount in this line item allows for accurate tracking of expenditures against the budget over the cycle.

Area Council Assistance This line item has been reduced from \$12,000 to \$1,000. The allocation is intended to supplement funding received from National; however, a carry-forward surplus from previous budget cycles has been retained and earmarked to support future Area Council activities. As of December 2025, \$104,367 remains available to advance the work of the Area Council. There are eight Area Councils: Edmonton, Lethbridge, Saskatoon, Regina, Winnipeg, Calgary, Prince Albert and Westman. Based on current balances and projected expenditures, we are confident that available funds will be sufficient to support their activities throughout the cycle. Maintaining a nominal amount in this line item allows for accurate tracking of expenditures against the budget over the cycle.

Young Worker Committee Assistance This line item has been increased from \$1,000 to \$1,700 to reflect the growing number of active Young Worker Committees (YWCs) across the region. A carry-forward surplus from the previous budget cycle has also been retained and earmarked to support YWC initiatives. As of December 2025, \$47,916 remains available for this purpose. With increased engagement and activity levels, these combined funds will provide stable operational support to the five YWCs in the region: Edmonton, Calgary, Regina, Saskatoon, and Winnipeg.

All Committee Summits: An allocation of \$30,000 per year for three years is established to support Prairie Region Committee Summits. Two summits will be held per cycle: one in the Fall following the Prairie Region Triennial Convention and one in the Spring, one year prior to the next Convention. These summits will support training, planning, collaboration, and reporting alignment for Area Councils, Human Rights Committees, RIPC's, Women's Committees, and Young Worker Committees. This line item replaces and increases the previous \$18,000 allocation for Regional Committee Finance Training as this training is expected to be included in the Summits.

Communications: This line item has been maintained at \$27,000. These funds will be used for the purchase and upgrading of promotional materials and equipment and can also be used to invest in new technologies that may come with license fees or a limited amount of media advertising in addition to supporting on-going campaigns and our mandate for engagement.

Member Outreach: This line item has been increased from \$18,000 to \$22,000 annually to allow for PRC members to better carry out their roles and responsibilities as outlined in *Section 2, Sub-section (2)* of the PSAC Prairie Bylaws. This would allow PRC members to become more actively engaged with the membership and promote the Prairie Region committees/councils and events. We recognize the value of PRC members to be proactively out in the region in order to foster connections and enrich our regional committees. This line item was newly implemented in the previous cycle and involved extensive discussion regarding its intended use. With clearer priorities identified for the upcoming cycle, including Committee Summits and regional equity initiatives, we are better positioned to utilize these funds strategically and transparently in support of Regional outreach to connect members.

Regional Equity Summits / Gatherings Recognizing the ongoing call for fully funded regional conferences for Indigenous, Pride, and Access, which has not yet been adopted at National Convention, an allocation of \$60,000 per year is established to support Prairie Region Equity Summits/Gatherings. This funding will enable the Region to proactively create dedicated equity-

focused spaces aimed at strengthening engagement, advancing Regional priorities, and ensuring equity issues are addressed in a coordinated and meaningful way across the Prairies.

Membership This line item has been increased from \$3,000 to \$9,000 to include membership fees for provincial Childcare and Health coalitions, in addition to existing annual memberships with the Canadian Centre for Policy Alternatives (Manitoba and Saskatchewan) and Public Interest Alberta. These organizations provide valuable research, policy analysis, and educational resources on issues at both the provincial and federal levels. As non-profit organizations aligned with labour and community interests, they also offer member benefits, including discounted registration for conferences and events. This expanded allocation ensures continued engagement and strengthened partnerships across key policy areas. The additional organizations we intend to support are Childcare Now (Alberta, Saskatchewan, and Manitoba), the Manitoba Health Coalition, the Saskatchewan Health Coalition, and Friends of Medicare (Alberta).

Donations: This line item has not changed from the previous amount of \$5,000. Donations have been in support of PSAC locals and within the labour movement who have been on extended strikes. These funds may also be used for donations to local advocacy groups and charities.

Youth Camps – Manitoba, Saskatchewan and Alberta (Mary Veilleux Memorial) This line item has been maintained at \$3,000 for the Region. Historically we have funded at least one child to each Federation of Labour kid's camps. Any unused funds from this line item shall be distributed to the camps as a donation.

Federations of Labour (MB, SK, AB) These line items have remained unchanged. The allocation is intended to support participation in each provincial Federation of Labour convention by covering registration fees for a minimum of three delegates per province. The amounts have been established based on previous registration fees and typical convention costs. While PSAC National pays affiliation fees on behalf of Locals, it does not cover expenses related to convention attendance. We believe it is important for members to actively participate in the broader labour movement, and engagement through the provincial Federations of Labour is a key avenue for that involvement. These line items ensure the Region can provide financial support to facilitate meaningful representation at each convention. Locals may request this funding where no other financial support is available to cover registration fees.

Convention This line item has been removed from the budget. The Prairie Region Convention is now fully funded through allocations in the PSAC National budget. In previous budget cycles, \$30,000 per cycle was set aside to address unforeseen or additional costs associated with the Convention that may not be fully covered by National. Over time, this resulted in an accumulated surplus of \$149,079.50 in Convention funds. With the Convention now funded nationally, this surplus is expected to be sufficient to support any future convention-related costs over several cycles.

Audit: In keeping with the budget passed at the 2017 Prairie Region Triennial Convention, a line item had been added to the budget to cover the total invoice cost of a professional audit of

financial statements. This item has been increased from \$5,000 to \$7,500 to reflect the current cost and has been added to each year of the budget to provide for an annual audit

Bank Costs This line item has been maintained at \$300 to account for the cost of doing business and will be used for costs such as purchasing cheques and bank transfer fees.

DRAFT

PRAIRIE REGION EDUCATION COMMITTEE
REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

The committee met with Regional Education Officer Karoline Klug and Regional Coordinator Lisa Garnieer on October 24 2025 to discuss the Winter Education Schedule and any potential resolutions that we could submit to the PRC for the Prairie Region Convention. No resolutions were put forward. The committee went over the Terms of Reference to ensure the committee was compliant. Collaboration was a key theme. and a discussion was with staff about what that looks like in practice and how we can support each other in our roles best.

The committee will meet in early 2026 to discuss how feedback and input can be gathered from members, activists and locals/branches, to support the development of a Regional Education plan to propose to the incoming Education Committee to consider after Convention 2026

Respectfully submitted on behalf of the Education Committee by,
Sherry Hunt
Chair, PRC Education Committee

Education Committee

Terms Of Reference

Prairies Regional Council, Education Committee

Terms of Reference

(Approved by PRC February 10, 2023)

1. PURPOSE
 - 1.1. The Education Committee is committed to a comprehensive, relevant, and accessible program of union education for PSAC members living in the Prairies Region. The Committee shall provide recommendations, input, and feedback to support an effective, responsive education model which holds membership education as critical to the strength and development of the union.
2. COMPOSITION
 - 2.1. The Committee will consist of at least three (3) and not more than seven (7) members from the Prairie Regional Council (PRC).
 - 2.2. The Committee will be chaired by a member of the Committee.
 - 2.3. The Chair will be selected by the Committee.
 - 2.4. The Committee will meet in conjunction with meetings of the Prairie Regional Council, and at other times as called by the REV, the REO or the Committee Chair.
 - 2.5. Meetings may be face-to-face or by conference call, videoconference whichever is most economical and feasible given the meeting agenda.
 - 2.6. The Committee will work collaboratively, and in consultation with the Regional Education Officer (REO), Regional Office (RO) Staff and the Regional Executive Vice-President (REV) as needed.
 - 2.7. Quorum of the Education Committee will be the Chair, and at least two (2) committee members.
3. COMMITTEE DUTIES
 - 3.1. Actively promote the education program to members, locals, regional committees, and regional leadership.
 - 3.2. Identify current needs, anticipate emerging issues and seek broad-based union input for the Regional Education Plan.
 - 3.3. Formulate recruitment strategies for education activities and in cooperation with the Regional Offices (RO), other members of the Regional Council, regional committees, and local executives; actively recruit members for scheduled education courses.
 - 3.4. On behalf of the Regional Council, work collaboratively with the Regional Education Officer (REO) in development of the Regional Education Plan; and
 - 3.5. Review and discuss issues relating to PSAC education in the Prairies and, where applicable, formulate recommendations for consideration by the Prairie Regional Council.
4. DUTIES OF THE CHAIR
 - 4.1. Schedule meetings, establish the agenda, be responsible for maintaining and forwarding the minutes of the meetings to the REV office.
 - 4.2. The Chair of the Committee or a designated Committee member shall provide a report to all Regional Council meetings and submit a term report six months prior to the Prairie Region Triennial Convention.
5. ACCOUNTABILITY AND GOVERNANCE
 - 5.1. Decisions and recommendations of the Committee will be made by consensus.
 - 5.2. The Education Committee shall report to the Prairie Regional Council (PRC).

PRAIRIE REGION COMMUNICATION COMMITTEE

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

The communications committee met via zoom January 31st Via Zoom.
Discussion was had about the 2026 PSAC Prairie Region Convention, "Mapping Our Future"

Logo:

We looked at three different logos to be used on the slide at opening and to go on the convention guide.

It was agreed to be the one we will be using. Showing the three prairie provinces with a compass.

Prairie Voice award:

We had a discussion about the award.

We are reaching out to William Singer the 3rd A prairies
Indigenous artist about commissioning art for the award.

We reviewed the process and procedure of the Prairie Voice Award and timeline.
Launch in Feb Bulletin – Mid/Late Feb
Tentative deadline – April 22, 2026.

We talked about when the award would be awarded or the presentation of awards
Saturday
June 8th 6-9:30pm at the social event.
The committee members are comprised of the following:
Amy Stoik, Craig Kremer, Sherry Hunt, Regrets: Madeline Lee, Dawn Montgrant
Brienne Goertzen (staff), Tim Hubick.

Submitted on behalf of the communications committee
Tim Hubick

Prairie Region Bylaws (2024)
Resolutions of Record
[PRC-Bylaws-JUNE-2023.pdf](#)

2. POLITICAL ACTION

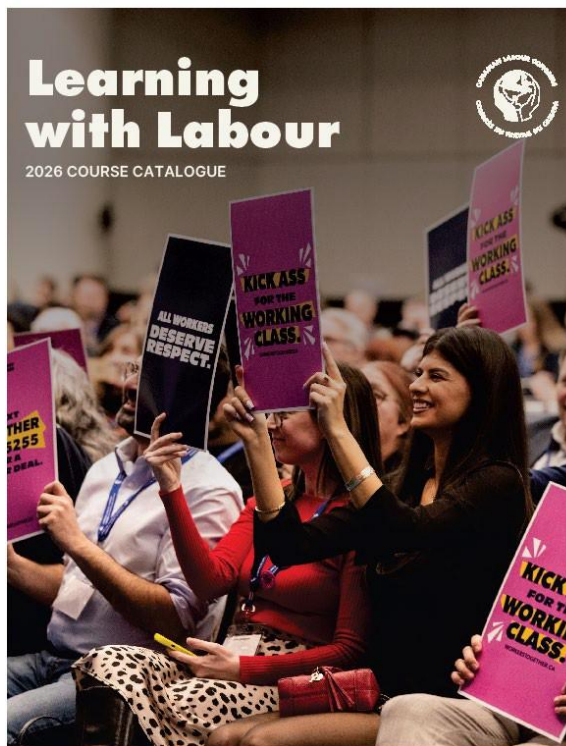
BE IT RESOLVED THAT the Prairie Region Council and Area Councils establish political action as their top priority for the next round(s) of bargaining and beyond.

BE IT RESOLVED THAT the Prairie Regional Education Officer(s) develop a series of modules to train members around political action and that these modules include, but not be limited to:

- Lobbying Members of Parliament.
- Effective Communication for Political Action; and
- Campaign Development Training.

BE IT FURTHER RESOLVED THAT these modules be incorporated into the national education programs.

BE IT FURTHER RESOLVED THAT the Prairie Region Council set aside funds from the Education Fund and Alliance Facilitator funding to implement this resolution.



PRAIRIE REGION HEALTH AND SAFETY COMMITTEE

REPORT TO THE PRAIRIE REGION COUNCIL

26 - 27 FEBRUARY 2026

The PSAC Regional Health and Safety Committee has held two committee meetings since the previous report. These meetings were focused on preparation for the Townhall and National Health and Safety Conference as well as discussion surrounding action, engagement and education of members in the Prairie Region with respect to Health and Safety.

Many of the committee members, as well as other members in the region were able to gather during the PSAC National Health and Safety Conference. The conference included a great workshops and speakers over several days, engaging members in the current trends and issues workers and health and safety representatives are facing. During a regional caucus, members were asked for input on their needs and expectations from the Prairies Health and Safety Committee and how best to connect with members in the region.

The Health and Safety Committee hosted our annual townhall on 2025-11-25. This included a presentation on Violence and Bullying in the workplace. Members were also invited to provide input on emerging issues and priorities for health and safety in the region and were solicited on education and engagement needs for members.

Respectfully submitted on behalf of the Prairie Region Council Health and Safety Committee

Alex Creamer
Chair

ALBERTA FEDERATION OF LABOUR REPORT

AMANDA WAKEFORD

It has been a very turbulent 5 or so months in Alberta and for the Alberta Federation of Labour (ALF).

Bill 2 and the Teachers' Strike

The AFL showed a lot of support for the teachers during their strike, and then, when they were mandated back to work, the AFL provided a platform for inter-union solidarity to shift the focus to a fight for the future of public services. The AFL vocally condemned the UCP government's use of the notwithstanding clause to pass Bill 2. Gil McGown initially signaled that the labour movement was preparing for an unprecedented response to the UCP's abuse of power – several emergency meetings were held between the AFL, ATA, Union affiliates, and AFL Executive Committee – but ultimately the threat of a general strike fizzled out.

Worker Agenda

After the teachers' strike and threat of a general strike passed, the AFL turned its focus back to the Worker Agenda. The Worker Agenda was a mandate that came out of Convention as a campaign focusing on wages, affordability, jobs, workplace health and safety, public services, democracy, and taxation. There will be a series of Townhall meetings for outreach into the community, as well as some citizen initiatives for referendums.

Recall Petitions

Albertans are lashing back against the UCP government since the use of the notwithstanding clause that ended the teacher's strike in Oct with recall petitions being launched on 26 different MLA's, including Danielle Smith. There has been some hostility recently between the AFL and Danielle Smith, with her accusations that AF has been bussing supporters in to assist with the recall petitions against UCP MLA's. The AFL has strongly been criticizing the UCP's "deliberate underfunding" of Elections Alberta.

MANITOBA FEDERATION OF LABOUR REPORT TO FEBRUARY 2026 PRC MEETING

The MFL is continuing with a province wide union organizing campaign to encourage unorganized workers to form a union . MFL affiliates interested in organizing are provided leads from workers who contact the MFL for information. PSAC Prairies is participating in the campaign.

At the time of the December Executive Council meeting there were no strikes or lockouts in Manitoba.

The Manitoba CLC Rep advised that the Selkirk District Labour Council has been re-established and any locals in the area are encouraged to affiliate. Affiliate locals in Dauphin and the Southeast are also encouraged to contact the CLC if they are interested in assisting to re-establish a District Labour Council in those areas.

The MFL convention is held once every 3 years with a Mid-Term Conference held mid-cycle. The conference was held Dec. 11 & 12th in Winnipeg with a focus on organizing. PSAC Local President and Prairies National Indigenous Peoples Circle rep participated on a panel on organizing strikes and pickets. The keynote speaker to end the conference was Magali Picard, President of the FTQ (equivalent Federation of Labour in Quebec) and former PSAC REVP Quebec and PSAC National Vice-President.

MFL Executive approved a special study on workplace violence with the purpose being to bring forward transformative solutions and to raise public, employer and government awareness of the seriousness of the epidemic of violence in Manitoba workplaces.

MFL is consulting regularly with the provincial government on many health and safety and WCB issues.

Submitted by

Marianne Hladun, PSAC VP to the MFL

SFL Report:

Health Care: Joint Letter to Scott Moe:

Ahead of the Speech from the Throne, leaders from three Saskatchewan health care unions wrote yesterday to Premier Moe, seeking he keep his election night promise to fix the health care crisis.

In a joint letter signed by Bashir Jalloh (CUPE 5430 President), Lisa Zunti (SEIU-West President), and Tracey Sauer (SGEU President), they remind the Premier that now one year after the Sask. Party was narrowly re-elected to government, health care workers have yet to see improvements.

“Health care workers are at a breaking point,” the letter reads. “Short staffing is leading to facility closures in every corner of the province. Health care workers are leaving the profession and not coming back... and patients and residents are paying the price.”

“United in our efforts, we will fight for what health care workers deserve,” the letter continues. The three union presidents together represent nearly thirty thousand health care workers across the province.

The Saskatchewan Federation of Labour, to which these three unions are affiliated, commends the solidarity in the letter. “For health care to work, we need investment in the people that make it work,” said SFL President and health care worker Lori Johb.

“Health care jobs used to be some of the best jobs in town, but low wages and morale have workers burnt out. Many are leaving the profession all together,” she said. Johb noted that the throne speech needs to show clear, meaningful investment in health care workers, as previous plans and promises were either insignificant or ineffective.

Bill 137:

As an intervenor in the *Saskatchewan v. UR Pride* case, the Saskatchewan Federation of Labour has closely followed the so-called 'parental rights' distraction since August 2023. The SFL is encouraged by today's decision by the Court of Appeal.

The SFL calls on the Sask. Party government to repeal Bill 137, end the legal battle, and do the job they were elected to do: focus on what actually matters. "Instead of a serious response to tariffs, wildfires, or understaffed hospitals, the Sask. Party keeps fighting students and educators in court. Wasting hundreds of thousands - if not millions - of taxpayer dollars on this fight is bizarre," said SFL President Lori Johb.

"Good jobs, affordability, and accessible health care are top of mind for workers. This expensive gimmick with *The Charter of Rights and Freedoms* is not," she said.

Bill 137 's use of the notwithstanding clause undermines the rights of workers and children.

The SFL has led the opposition to this legislation and the previous policy. In August 2023, the SFL issued a viral statement on the policy. The SFL also organized the well-attended and covered 'Rally For Our Rights' on October 10, 2023, coinciding with the opening day of the emergency legislative session to debate Bill 137.

The SFL is an intervenor in *Saskatchewan v. UR Pride* in coalition with CUPE and the Canadian Teachers' Federation.

I was not able to attend the last meeting and unfortunately the next meeting is while we are here in Calgary.

Michelle Lang

PRAIRIES REGIONAL CONVENTION 2026
JUNE 05-07, 2026
BMO Centre Stampede Park, Calgary, AB

IMPORTANT DATES

Convention Save the Date and Resolutions - September 3

Convention Call Out: Tuesday, November 4, 2025 - REGISTRATION IS OPEN

Bulletin 2 – January 2026

Bulletin 3 – February 2026

Bulletin 4 – March 2026 – Launch Prairie Voice Awards (PVA)

PRC – Feb. 25-26, 2026

Resolutions Committees – Feb. 26-28, 2026

Final resolutions and formatting to REVP – March 12, 2026

Deadline for PRC Rep and Committee Reports to Convention – March 18, 2026

Deadline for receipt of resolutions: January 23, 2026

Deadline to send resolutions to national: January 27, 2026

Deadline for Prairie Voice Award Nominations: April 22, 2026

Deadline for delegate and observer registration: February 27, 2026

Open for Nomination for all positions REVP and Alternate REVP: April 06, 2026

APPENDIX - D
FINAL List - February 25, 2026

PROPOSED CONVENTION COMMITTEES FOR RATIFICATION			
	BYLAWS	FIN/GENERAL	GENERAL
CHAIR	Michelle	Krysty	Sherry
Committee members	Amanda Kristin Madeline	Alex Alicia	Stasi Tim
National Officers			
CO-CHAIR	Eric McCrimmon, CIU	Shauna Ward, USJE	Aaron Swerdlyk, AGR
Committee member	Jeff Sandelli, USJE	Sabino Spagnuolo, CEIU	Dana-Lee Armstrong, UHEW
NOT FOR RATIFICATION - ASSIGNED BY ASSOCIATE DIRECTOR			
STAFF ASSIGNED TO COMMITTEE			
Regional Rep	Tracy Thor	Jacqueline Maurice	Diane White
Admin	Yim Fung	Monica Duggal	Keith Gauthier

THURSDAY, JUNE 06

5:00 – 8:00 p.m. Registration

FRIDAY, JUNE 07

7:15 a.m. - 8:45 a.m. Registration

7:45 a.m. - 8:45 a.m. New Delegate Convention Orientation

9:00 a.m. - 10:30 a.m. Opening Ceremony - Elder

Convention Call to Order

Minute of Silence

PSAC Policies

Introduction of Prairie Region Council

10:30 a.m. Coffee Break

11:00 a.m. Ratification of Credentials Committee

First Report of Credentials Committee

Adoption of the Rules of Order

Adoption of the Agenda

Ratification of Appointments to Convention Committees

Referral of Business to Convention Committees

11:15 a.m. Guest Speaker connected to the possible Political Action

11:25 a.m. Announcements & Recess

11:25 am – 1:30pm Political Action Activity with bagged lunch distribution

1:35 p.m. Call to Order

Report of Credentials Committee

1:40 p.m. Address by the REVP and Call for Questions on REVP Report

Adoption of the REVP Report

Adoption of PRC Reports

2:00 - 3:00 p.m. General Session: Committee Reports

3:00 - 3:30 p.m. Coffee Break

3:30 - 4:55 p.m. General Session: Committee Reports

4:55 p.m. Announcements & Recess

5:00 p.m. – 6:00 p.m. ELECTION: Racially Visible Rep

6:00 p.m. – 7:30 p.m. OPTIONAL: REVP and/or Alternative REVP Candidates Forum *To be held at the Convention hotel*

SATURDAY, JUNE 08

8:00 - 9:00 a.m.	ELECTION: 2SLGBTQIA+ Rep
9:00 a.m. - 10:30 a.m.	Report of the Credentials Committee * Address of National President with Q and A *
10:30 a.m. - 11:00 a.m.	<i>Coffee Break</i>
11:00 a.m. - 11:55 a.m.	Committee Reports: General Session
11:55 a.m.	Announcements and recess
12:00 p.m. - 1:00 p.m.	LUNCH
12:30 p.m. - 1:30 p.m.	ELECTION: Indigenous Peoples Rep
1:30 p.m. - 2:30 p.m.	ELECTION: Geographical Area Reps Northern Alberta Southern Alberta Northern Saskatchewan Southern Saskatchewan South-East Manitoba North-West Manitoba
2:30 p.m. - 3:30 p.m.	ELECTION: Regional Women's Committees Rep
3:30 p.m. - 4:30 p.m.	ELECTION: Persons with Disabilities Rep
4:30 p.m. - 5:30 p.m.	ELECTION: Young Workers Rep
6:00 - 9:30 p.m.	OPTIONAL: Prairies Social

SUNDAY, JUNE 09

8:00 - 9:00 a.m.	ELECTION: Directly Chartered Locals Rep ELECTION: Separate Employer Locals Rep
9:00 a.m.	Distribution of Electronic Voting Devices
9:30 a.m.	Call to Order Report of Credentials Committee
9:30 - 11:00 a.m.	ELECTION: REVP ELECTION: Alternate REVP ELECTION: Second Alternate REVP
11:00 - 11:30 a.m.	<i>Coffee Break</i>
11:30 a.m.	General Session Indigenous Closing
12:30 p.m.	Adjournment

2026 PRC Meeting Dates

Date		Format
26 - 27 Feb 2026	PRC Meeting – PSAC Calgary RO	In Person
	PRC Official Call	Virtual
5 - 7 June 2026	Prairie Region Convention	In Person

The following dates are for information of PRC members only

Conference Calls as per Prairie Region Regulation 4

(All calls to start at 7:00 pm Manitoba time and adjusted to time zone)

PRC Geo Reps, AC Chairs Townhall (Thursdays)

-

PRC RWC Rep, RWC Chairs Townhall (Tuesdays)

-

PRC YWC Rep, YWC Chairs Townhall (Thursdays)

-

PRC Equity Reps, HRC/RIPC Chairs Townhall (Tuesdays)

-

Prairie Region Health & Safety Committee Meeting (includes PRC H&S Committee)

-

All Committee, PRC, Staff Townhall (Tuesdays)

National Officers Update

-

PSAC PRAIRIE REGION

COMMITTEE / COUNCIL OPERATIONAL GUIDELINES AND FINANCIAL PROCEDURES

February 2026



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PRAIRIE REGION COMMITTEES AND COUNCILS

Within the Prairie Region, PSAC activists participate in a variety of committees and councils, including the following currently established committees and councils:

Northern Alberta

Edmonton - Area Council, Human Rights, Regional Women's, Young Workers

Southern Alberta

Calgary - Area Council, Human Rights, Regional Women's, Young Workers

Lethbridge - Area Council, Regional Women's

Northern Saskatchewan

Prince Albert - Area Council, Regional Indigenous Peoples' Circle

Saskatoon - Area Council, Regional Women's, Young Workers

Southern Saskatchewan

Regina - Area Council, Human Rights, Regional Women's, Young Workers

Manitoba

Westman - Area Council, Regional Women's

Winnipeg - Area Council, Human Rights, Regional Women's, Young Workers

With 25 committees / councils in the region, a consistent approach to reporting and operations is necessary to be efficient, transparent and accountable for funds received from PSAC regionally and nationally.

Committees / councils receive funds from two primary sources: PSAC Prairie Region, as provided in the budget approved by delegates at the PSAC Prairies Regional Triennial Convention, and PSAC National, as provided for in the budget approved by delegates at the PSAC National Triennial Convention.

The deadline for committees / councils to submit their annual reporting packages to the respective PRC rep shall be **no later than March 1st of each year.**

The PRC rep will review, obtain any missing information and submit the complete package to the REVP Office **no later than March 15th of each year.**

The annual financial statement and budget request must be voted on and approved by the submitting committee / council.

GENERAL INFORMATION

- Committees and councils must hold at least four meetings per calendar year and submit a complete annual report to remain in good standing.
 - Failure to meet these requirements may result in loss of delegate status for regional or national events. Committees not in good standing must suspend all activities and expenditures until compliance is restored.

Area Councils – Bylaws

- Each Area Council is governed by its own Bylaws.
- Bylaw amendments may only be proposed and approved at an AGM, except where changes are required due to constitutional amendments. Such amendments will be provided by the REVP to each committee.
- Proposed amendments must be circulated to members at least two weeks prior to the AGM.
- If an amendment is ruled out of order by the National President or REVP, the Area Council must revise its Bylaws at the next meeting as directed.

Committees – Terms of Reference

- Each Committee is governed by approved Terms of Reference.
- Amendments to Terms of Reference may only be proposed and approved at an AGM, except where changes are required due to constitutional amendments. Such amendments will be provided by the REVP to each committee.
- Proposed amendments must be circulated to members at least two weeks prior to the AGM.
- If an amendment is ruled out of order by the National President or REVP, the Committee must revise its Terms of Reference at the next meeting as directed.

Record Keeping & Storage

- All committee / council records will be maintained in a dedicated folder hosted on a PSAC-approved platform (OneDrive). This digital folder replaces previous method of informal or paper-based filing systems. Within each committee folder, subfolders will include Bank Statements, Bylaws-TOR, Expense Claims+Receipts, Minutes, Other Documents
- The assigned staff and PRC representatives, for each committee/council, will have access to OneDrive to support the upload of documents.
- Records are to be maintained throughout the year, not reconstructed at year-end.
- Each regional office will ensure committees / councils have access to a location that can be



locked, to store hard copies of records or other committee materials, if necessary. A minimum of one key will be provided to an executive member to ensure that they have access when regional staff are not present.

- Committees / councils outside the regional office area may request a file box to maintain hard copies of records or other committee materials if required

COMMITTEE / COUNCIL ROLES & RESPONSIBILITIES

Committee / Council Executives – Responsibilities

- Coordinate all meeting logistics, including securing guest speakers and arranging meals or refreshments.
- The Chair/President and/or Secretary must submit the meeting notice to the Staff Representative (cc: administrative staff and PRC representative) at least two working days before the start of the required two-week notice period.
- Provide the agenda and all relevant details (date, time, location, agenda items, and RSVP contact) to the Staff Representative (cc: administrative staff and PRC representative). Where possible, include this with the meeting notice or send it at least 2–3 days before the meeting.
- The Secretary must send draft minutes in editable format to the Staff Representative (cc: administrative staff and PRC representative) within 30 days of the meeting.
- Ensure minutes are complete, accurate, and reflective of the discussion.
- Clearly mark minutes as “Draft” until formally adopted. Once approved, notify the Staff Representative to replace the draft on the website and upload the finalized version to the digital folder.

Note: Requests for pamphlets or posters must be made in consultation with the Regional Office Staff Representatives to ensure alignment with PSAC’s mandate and branding. The Regional PA Communications Officer reviews materials intended for public distribution (e.g., advertisements) to ensure proper logo use and messaging.

REGIONAL STAFF REPS

- Staff reps are not members of the committee/council and are there in a technical advisory role;
 - This includes being cognizant of the PSAC Constitution, Regulations and Bylaws. While Staff reps do not have authority to interpret these documents, they must alert committees/councils to consult the REVP’s office if a planned activity or discussion appears to be in violation.



- Staff reps attend meetings in person or virtually whenever possible. While a meeting can proceed without them, they should provide necessary agenda items or information to the Chair/President in advance;
 - Staff reps may be asked to forward agenda items to committees/councils on behalf of the REVP or PSAC National, such as campaign information or requests for action plans or ideas for campaigns.
- Staff reps review the minutes of meetings prior to their being distributed, posted to the website, and uploaded to the digital folder. If something needs to be addressed or discussed, the staff rep will contact the chair/president to discuss (and/or the REVP if warranted).
- When meeting with members in their region, staff reps will encourage locals to participate in the various committees/councils. If they identify members who would like to be put on the contact list, they will advise the admin to include them on the email list and also advise the committee/council chair/president;
- Staff reps will review the bank statements monthly and identify any anomalies to the committee/council executive and REVP if warranted. They will upload to the digital folder and email to the Treasurer and Chair/President.
- Staff reps offer guidance and advice to new executive members where necessary or advise the responsible PRC representative and/or REVP if there are any concerns that need to be addressed.
- Staff Representatives will conduct elections for executive positions. If a Staff Representative is unavailable, the election may be conducted by a member who has taken the Oath of Office and is not seeking election to any position.

REGIONAL ADMIN STAFF

- Distribute meeting notices and agendas as provided by the Chair/President or Secretary.
- Distribute meeting minutes, post them to the website, and upload them to the committee/council's digital folder.
- Maintain and regularly update the committee/council contact list, used for all communications including notices, minutes, event posters, and other relevant information.
- Assist with the development of posters or flyers using details provided by the committee/council (date, time, location, contact information, cost if applicable, and meal information). Where required, coordinate with the Regional Political Communication Officer and or the Regional Communication Officer for additional support.

MEETING PROCEDURES & VOTING

Meeting Notices

- Meeting notices must be sent out and/or posted on the website a minimum two weeks in advance to ensure time for circulation.
 - Meeting notices should be sent to the Regional Office at least 2 working days prior to the 2 week notice period to ensure that staff have time to get it posted before the 2 week notice period.
- The committee / council executive is responsible for providing the regional staff rep with full meeting details (date, time, location and any known agenda items).
- If delegates are being selected/elected for any convention or conference, it must be specifically noted on the notice.
- The meeting notice will be circulated through the regional office to all locals and contacts and posted to the regional website.

Meeting Minutes

- Minutes should identify participants with voting rights, observers, guests, and staff. Committees / councils should use the template provided on the Prairie – PSAC Committee/Council Resource page.
- Minutes prepared by the secretary and reviewed by the chair/president, must be sent to the staff rep responsible for the committee / council. The staff rep will ensure the minutes are forwarded to the staff admin for posting to the website and upload to digital repository.

Reference: PSAC Constitution, Section 14, Sub-Section 14

(a) Area Councils shall forward to the designated REVP of the PSAC, minutes of all meetings no later than thirty (30) days following the date on which each meeting is held.

- As per the PSAC Constitution, minutes of meetings are to be sent to the REVP within 30 days of the meeting. If the next meeting is after 30 days, minutes can be posted to the website with a disclaimer that they have not yet been approved. If any amendments are made at the next meeting, they can be easily revised.
 - For ease of process, it has been and will continue to be accepted that the constitutional requirement is met if minutes are posted to the website and as such, accessible to the REVP.
- It is the responsibility of the chair/president to ensure that minutes are received, reviewed and submitted to the regional office within the required timeframes. If minutes have been submitted but not shown on the website within two weeks, check with the staff to rep or contact the REVP office.

Meeting Decision-Making Process



- Area Councils will conduct their business following rules of order and not consensus for decision-making.
- Committees may operate by consensus for portions of business.
 - In accordance with an interpretation from the National President (April 2024), the following actions require a vote and cannot be reached by consensus:
 - Election of officers
 - Election of delegates to conventions or conferences (regional and national)
 - Adoption of resolutions to submit to conventions or conferences (regional or national)
 - Financial statements presented at the Annual General Meeting.
- A motion must be moved and seconded by a member with voting rights and voted on by all voting members. The motion, names of the mover and seconder (or nominator for elections) and result of the vote (carried or defeated) should be recorded in the minutes.
- For committee decisions reached by consensus, only members eligible to participate in the decision-making process can indicate consensus.
 - If a decision cannot be reached by consensus, upon request of an attendee with voting rights, the chair/president will ask for a motion and a seconder and call for a vote. The motion and nominator and seconder, and result of vote should be recorded in the minutes.
- The right to vote or participate in consensus decision-making is defined in the PSAC Constitution and outlined in the next section.

Voting at Meetings

For Area Councils

- Voting rights at area councils are governed by the PSAC Constitution.

Reference: PSAC Constitution, Section 14, Sub-Section 4

Sub-Section (4)

Area Council meetings shall be open to all members of the Locals or Branches of Components, DCLs, and constitutionally recognized regional committees within the area of jurisdiction, all of which must be in good standing, who shall have full voice on all discussions at Area Council meetings. Each Local or Branch of a Component and each DCL shall be entitled to two (2) delegates for the first 500 members and one additional delegate for each additional 500 members or part thereof. Each constitutionally recognized regional committee shall be entitled to one (1) delegate. Voting rights at Area Council meetings shall be vested in the elected/selected delegates from the Locals or Branches of Components, DCLs, and constitutionally recognized regional committees and the elected

officers of the Area Council.

- When a vote is required, only those meeting the requirements above and those in attendance may vote. If a local or branch has more members in attendance than their entitlement, they should identify their delegates that will be voting prior to the start of the voting process.
- Also to note, Prairie Region Council members and national officers cannot vote at an area council unless they are voting on behalf of their local / branch.
- RWC's, HRC's, RIPC's and Young Worker Committees should, within their own meetings, select their representative to Area Council.

For All Other Committees

- Voting rights at regional committees are governed by the PSAC constitution.

Reference: PSAC Constitution, Section 15, Sub-Section 3

b) Only one member per Local or Branch may be a voting member of each Committee. For any Committee that does not utilize voting, only one member per Local or Branch may engage in the process by which decisions of the Committee are made.

- Voting rights are limited to one member per local plus executive member. This change was made at the 2018 PSAC Triennial Convention and is documented in the revised Constitution. Should there be more than one member in attendance for a local/ branch, they should identify their voting member prior to the start of the voting process.
- Prairie Region Council members and national officers cannot vote at a committee meeting unless they are voting on behalf of their local / branch.
- Only delegates from locals or branches hold voting rights. There is no provision for other committees or councils to have voting members.

FINANCIAL PROCEDURES AND HELPFUL TIPS

Financial Reporting & Reconciling

- The fiscal year is January 1 – December 31.
- Start a new **Transaction Log** at the beginning of each fiscal year by bringing forward the ending balance from the previous year's end as the opening balance.
 - Throughout the year, records all expenditures (cheques issued, e-transfers, bank transactions, etc.) for the date it was issued (not the date it cleared from the bank).
- A financial report must be presented at each meeting and recorded in the minutes.
 - If the treasurer cannot attend a meeting, they are responsible to ensure the chair/president has this information (at minimum, the current bank balance, expenses and revenue received since the last meeting and any other issues the committee / council should be aware of).

- Finances should be reconciled monthly, or at a minimum prior to each committee / council meeting. [See “Appendix X – Financial Document Review Checklist” for more information.](#)
 - Reconcile the monthly bank statements to the transaction log – Check that all expenditures match up, record the date that cheques/e-transfers cleared by the bank, and record any associated bank fees.
 - Once updated, email along with meeting minutes to the staff and PRC representatives to be uploaded to the digital folder.

Committee / Council Budgets

- All events or budget requests must be presented and discussed at a committee meeting prior to being submitted to the REVP Office for consideration before the expense is incurred.
- Generally, committee / council funding is allocated yearly after the year-end financial packages, and annual budget requests are reviewed by the REVP and PRC Finance Committee. [See “How to Prepare a Budget Request” for more information.](#)
 - Off-cycle or supplemental budget requests can be submitted at any time throughout the year, to the REVP Office for approval in advance of any expenditure of funds.
 - If, for some reason, the committee / council does not proceed with an approved activity and wishes to use the funds for a different purpose, a request for approval must be submitted to the REVP Office before expending the funds.
- Committees / councils that are not in good standing cannot expend any funds or undertake any activities (even if there is no cost) until such time as they complete the necessary tasks to bring them into compliance and approved by the REVP.
- Any LWOP or travel expenses must be approved prior to the event. When it's time to submit a claim, the chair or treasurer should send an email to the Executive Assistant to the REVP, Vanessa Hruska at <mailto:hruskav@psac-afpc.com> and request a claim be created. Information required is name of the member, date of LWOP or travel, event or activity expenses were incurred at and number of hours of salary required. An event will be created in the online portal, and the member must submit their claim online. The REVP office will be invoiced from Ottawa after the claim is processed and will charge it to the appropriate line item.
- Any approved promotional materials/swag will be ordered from the REVP office by the Regional Political Communications Officer. This is to ensure that all items are union-made and in line with PSAC requirements. Requests throughout the year for promotional materials should be submitted for consideration with as much advance notice as possible as we do not keep a large supply of materials on hand.

Signing Authorities

- Bank signatories should be changed within 30 days of the election.
 - If the executive member resigns and/or new executive member is elected, the signing authorities must be changed within 30 days and a new **Report of Bank Signatories** submitted to the REVP office.
- Cheques must have two signatures and at minimum three executive members should have signing authority on the account (chair/president, treasurer and one other executive member).
- Members who no longer hold an executive position with a committee / council should not sign cheques.

Bank Statements

- All committee / council bank statements are to be mailed to their respective regional office.
- Online banking will be accepted providing the following parameters are met:
 - a) The account will be view only,
 - b) Passwords are stored safely and changed when executive members change,
 - Unless directly linked to the treasurer's (or executive member responsible) personal banking information, the password shall be given to the staff rep responsible for the committee / council.
 - c) Ability to print or download statements is available.
- The regional admin staff will review and forward the statement to the staff rep assigned to the committee. If any concerns are noticed, the staff rep will advise the REVP and the chair/president of the committee / council.
 - Once reviewed, the admin staff emails a copy of the statement to the chair/president and the treasurer and uploads it to the digital folder.
- The account should be reconciled each month upon receipt of the bank statement.
- The admin will be responsible for maintaining a file of original bank statements with a retention period of 7 years; originals can be made available upon request.

Cheques

- Cheques should be written in the year after the expense was incurred to ensure financial records are reflective of the committee / council activities.
- If a single cheque was issued to reimburse or pay several expenses, the expense claim must clearly indicate the breakdown for each event/expense.
- For expenditures payable to other organizations, cheques should be made directly to the

organization.

- Request if the organization can provide banking information and can accept a bank transfer as payment – such as e-transfer (if committee/council is set up for) or the REVP Office may be able to assist in facilitating a bank transfer.
 - A receipt from the organization must be obtained, and the transaction is fully documented.
- All voided cheques are to be recorded on the transaction log and retained with the cheque book and financial records.
- If an error was made or a cheque needs to be re-issued, the previous cheque must be voided and indicated on the transaction log, with no value, and a note that it was re-issued on Cheque XX. On the transaction log, the re-issued cheque should be shown with the value.

E-Transfers

- Committees / Councils may pay expenses by E-transfer ONLY if the banking institution has an option for 2-person authorization (often referred to as an initiator/requestor and an authorizer).
 - Any committee / council using E-transfers may be required to provide information from the banking institution verifying that 2 signatories are required to approve an E-transfer.

Security Measures

- The cheque book and or cheques are to be kept in the regional office either with the staff rep assigned or in the committee / council locked storage.
 - For committees / councils outside of the regional office area, the cheque book and or cheques should be held by one executive member, and it should be known by the executive as to who is responsible.
 - Cheque books and or cheques may be taken to events or activities if expenses need to be paid but should be returned as soon as possible to the regional office. It should be known by the committee / council where the cheque book and or cheques are at all times.
- In the event a cheque book and or cheques are lost or stolen, it must be reported to the staff rep and the REVP office immediately. Depending on the circumstances, it may be appropriate to advise the bank.

HELPFUL FINANCIAL TIPS

- Things to confirm before issuing a cheque/e-transfer:
 - Is the expense related to an approved activity on the annual budget allocation? If not, has approval for the expense been requested from the REVP office?
 - Was the expense approved at a committee/council meeting?
 - Has an expense claim been completed (Appendix E)?
 - Do you have documentation (receipt or email) attached to your financial records?
- Keep a copy of the transaction log with your cheques so you can immediately log the information right after you write the cheque. Then update the digital file when you reconcile and send it to the staff/PRC representative to upload it to the digital folder.
- Changes to approved budget requests must be submitted to the REVP before expenses are incurred.
- When ordering new cheques – ensure the numbering does not start at #1 – but use continuous numbering.
- Cheques stale-date within 6 months.
 - The treasurer should regularly review outstanding cheques when reconciling the bank account. If a cheque has not been cashed and is coming close to the stale date, the treasurer should contact the payee and request that the cheque be deposited before the 6-month deadline.

ANNUAL REPORTING PACKAGE

At the end of the calendar year, each committee / council must submit an annual reporting package, through their respective PRC representative to the REVP's office.

A new digital folder system has been rolled out for 2026, designed to support committees / councils and alleviate some of the administrative burden experienced during the annual reporting process. The regional staff rep/admin and PRC representatives will have access to this digital platform (OneDrive) and will assist committees / councils with the uploading of necessary financial documents throughout the year, so they are easily accessible during the year-end review.

Preparing for Package Submission

- Committees/council executives should be reconciling and updating their financial documents throughout the year, to streamline the completion of the reporting package process at the end of the year.
- The treasurer should begin their preparations in January, by using the Financial Document Review Checklist (Appendix X) to ensure all reporting requirements are

complete before submission to their respective PRC representatives by the deadline.

- To be considered a committee/council in good standing and receive funding, the following reporting requirements must be in the committee's/council's digital folder:
 - Committee / Council Annual Report Cover Sheet
 - Current Committee/Council Executive Contact information
 - Current Bylaws or Terms of Reference
 - Notices and Minutes of each meeting held for the fiscal year
 - Minutes of the Annual General Meeting in the new fiscal year (indicating approval of the Financial Statement adoption)
 - Report of Bank Signatories
 - Transaction Log for the whole fiscal year, and the new fiscal year (January 1st up to Feb. 28th or up to the date the package was submitted to the PRC representative for review)
 - Annual Financial statement
 - Copies of bank statements for January through December (must include the January 1st opening balance and if not on the January statement include the previous year December statement)
 - Budget Request for new fiscal year (including meeting minutes at which budget was passed.
 - A copy of the previous year's approved budget/summary from the REVP Office.
- Liaise with the chair/president to prepare a preliminary budget for the new fiscal year and determine when it will be presented to the committee/council for discussion and approval.
 - **Note:** A budget request is not mandatory for the reporting package, but all other documents must be submitted. The committee / council may discuss budget plans at a meeting other than the Annual General Meeting and then submit the budget request to the REVP Office (along with the meeting minutes showing approval).

Package Submission

Once all reporting requirements are confirmed to be in the digital folder, email the respective PRC representative to indicate package submission completion **no later than March 1st**.

- Area Councils submit to their respective PRC Geo representative, for your geographical area.
- All RWC's submit to the PRC RWC representative.

- Human Rights Committees
 - For equity specific committees, records should be submitted to the appropriate PRC representative (e.g. RIPC submits to the PRC Indigenous rep).
 - Human Rights Committees will be divided amongst the PRC Equity representatives each year and HRC's will be notified as to who to submit to.
- Young Workers Committees submit to the PRC Young Workers representative.

Each PRC representative will verify that all required information has been submitted and is accurate. The PRC representative will liaise with the committee/council if any discrepancies are found or information is missing prior to submitting the final package to the REVP's office **no later than March 15th**.

Committees / councils who have not submitted all the information to their PRC rep prior to March 1st may not receive funding for the calendar year. Committees / councils not requiring additional funds for the year are still required to submit all documentation and a budget indicating their actions for the upcoming year but that they are not requesting additional funds.

Reporting Package Review

The REVP and PRC Finance Committee will review these packages to determine whether a committee/council is in good standing and issue an allocation letter outlining approved budget and additional notes/announcements for the year.

If not in good standing, the committee will receive an allocation letter with any outstanding action items, which must be completed before any event expenditures may be made or additional funding allocated.

Appendix A

Templates & Financial Resources

To support consistent and accurate information and financial reporting, standardized templates have been developed for use by regional committees and councils. These templates are intended to simplify budgeting, expense tracking, and reporting to ensure submissions meet approval and audit requirements.

Committees and councils are expected to use the applicable templates when submitting financial information to the REVP Office.

The following fillable templates are available on the PSAC Prairies website – use the link below for the current versions.

Regional Committee / Council Resources page

- Committee / Council Annual Report Cover Sheet
- Committee / Council Executive Contact Information
- Report of Bank Signatories
- Expense Claim
- Agenda Template
- Minutes Template

The Resources page also contains annotated samples and examples that may be used to help guide the proper way to fill out or use these templates.

A live Financial Training session was hosted and recorded in 2024 which may also be used to answer any questions regarding financial procedures [HERE](#).

Appendix B

TRANSACTION LOG EXAMPLE

	A	B	C	D	E	F	G	H
2	At the start of the year, enter the Ending Balance from Dec. 31st of the previous year							
3	Transactions should be recorded as the date of deposit, date cheque was written, date e-transfer was processed, etc. and NOT the date it cleared the bank.							
4	All bank transactions should be recorded on the form including cheques issued, voided cheques, e-transfers, bank deposits, interest, service charges, etc.							
5	When the bank statement is received, all transactions on the log sheet should match to the bank deposit.							
6	As items are reconciled they should be noted on the transaction log.							
7								
8	Date Issued	Chq #	Payable To or Received From	Transaction Description	Cheque & Debits	Deposits & Credits	Balance	Date Transaction cleared Bank Acct
9	31-Dec-22						213.50	
10	10-Jun-23	952	RE VP	Allocation		1200.00	1413.50	6/10/2023
11	2-Jul-23	18	Local 11111	Donation for Garden Project		100.00	1513.50	7/2/2023
12	5-Jul-23	63	Local 22222	Donation for School Supply Program		250.00	1763.50	7/5/2023
13	30-Sep-23	NA	Bank	Interest		6.75	1770.25	9/30/2023
14	16-Oct-23	8	Jane Smith	Food for Sept meeting and Garden project supplies	150.67		1619.58	10/20/2023
15	24-Oct-23	9	VOIDED	Lost cheque replaced by Chq 11	0.00		1619.58	11/12/2023
16	24-Oct-23	10	Bob Cool	Garden Project supplies	452.35		1167.23	12/1/2023
17	26-Nov-23	11	Jane Smith	Food Bank Project (replacement for Cheque #9 - cheque was lost)	100.00		1067.23	1/3/2024
18	26-Nov-23	E-TR	Susan George	Food for Oct. meeting	63.14		1004.09	1/26/2023
19	29-Oct-23	12	George School	Breakfast Program	100.00		904.09	1/5/2024
20	10-Nov-23	13	Jane Smith	Meeting Expense from 2022	25.00		879.09	1/14/2023
21	14-Nov-23	14	VOIDED	Cheque voided	0.00		879.09	n/a
22	14-Dec-23	NA	Bank	Charge for new cheques	42.50		836.59	12/14/2023
23								
24								
25								
26								
27								
28	Start of a new fiscal year							
29	Date Issued	Chq #	Payable To or Received From	Transaction Description	Cheque & Debits	Deposits & Credits	Balance	Date Transaction cleared Bank Acct
30	31-Dec-23						999.73	12/31/2023
31	10-Feb-24	13	Meeting Expense	2023 AGM	54.80		944.93	2/12/2024
32	14-Feb-24	14	George School	Breakfast Program	100.00		844.93	3/15/2024
33	28-Feb-24	E-TR	John Jones	Food for 2024 AGM	84.72		760.21	2/28/2024
34								
35								
36								
37								
38								

Appendix C

How to Prepare an Annual Financial Statement

SESAME STREET AREA COUNCIL ANNUAL FINANCIAL STATEMENT January 1, 2023 to December 31, 2023		
	Amount Approved for 2023	Actual
A Bank Balance, as of January 1, 2023 (as shown on Bank Statement)		\$213.50
REVENUE		
Prairie Region Allocation (total of all deposits)		\$1,200.00
Bank Interest		\$8.75
Other:		
Local 11111 Garden project donation		\$100.00
Local 22222 School Supply program donation		\$250.00
Total Revenue		\$1,556.75
B EXPENSES		
Previous year expenses (cheque written previous year but not cleared until current year AND cheques written in current year for previous year expenses)		
Chq 13 - Jane Smith - Food for 2022 meeting		\$25.00
Meeting Expenses	\$360.00	
Chq #8 - Jane Smith - Food for Sept meetings		\$89.30
E-TR - Susan George - Food for Oct meeting		\$63.14
Activity / Event Expenses		
Garden Project	\$750.00	
Chq #8 - Jane Smith - Supplies		\$81.31
Chq #10 - Bob Cool - Supplies		\$452.35
Food Bank Project	\$300.00	
Chq 11 - Jane Smith - Supplies (replaces void Chq #9)		\$100.00
School Lunch Project	\$100.00	
Chq #12 - George School - donation for lunch supplies		\$100.00
Other		
Purchase new cheques	\$0.00	\$42.50
C Total Expenses		\$933.66
D BALANCE AVAILABLE - TOTAL NET INCOME		\$836.59
E Total Outstanding Cheques (written in current year but not cleared by bank)		
Chq #11		\$100.00
Chq #12		\$100.00
F Bank Balance, as of December 31, 2023 (Balance available plus any cheques that did not clear the bank before Dec. 31st - Should match the Dec. 31st Bank Statement balance)		\$1,036.59
G NOTES:		

Title

Should indicate the committee / council name and the fiscal period being reported

Bank Balance

- This amount equals the exact bank balance on January 1st of the current fiscal year

Section A – Revenue

- All sources of revenue should be reported in this section

Section B – Expenses

- “Previous Year Expenses” section
 - Note any cheques that were written in the previous fiscal year, that have yetto actually clear the bank.
 - Note any cheques/e-transfers that were issued in the current fiscal year for previous fiscal year expenses
- Meeting expenses include room rental if applicable and any food or refreshments purchased for the meeting,
- Cheque number and payee should be recorded for all expenses
- Each activity/event and amount approved from the **REVP Allocation Report**, along with any related expenditures and actual funds spent on each activity/event
- If a single cheque or e-transfer covers multiple expense categories or activities, record the same cheque number under each applicable activity/event and list the specific portion of the cheque or e-transfer allocated to that event/project. The total of all listed amounts must equal the payment amount shown on the transaction log.

Section D – Balance Available

- Formula is: (Jan. 1st bank balance + revenue (Section A)) – expenses (Section B))
- This amount shows the remaining balance available once all expenses are withdrawn from the account.

Section E – Outstanding Cheques

- All cheques issued in the current fiscal year have not yet cleared the bank.

Section F – Ending Bank Balance

- Formula is: (Balance Available (Section D) + Outstanding Cheques (Section E))
- This amount must equal the exact bank balance on the December bank statement. If the totals do not match, you will have to review the financial statement to make sure all amounts are correct and that all items are reported on the statement

Section G – Notes

- Note any specific information, such as funds reserved for a specific purpose (and why) or to provide further detail on any line item.

Appendix D

How to Prepare a Budget Request

Preparation of your budget request can take some time to develop, so sufficient time should be allotted at your meeting.

The committee / council should first have a discussion on what your priorities are, along with any priorities identified for your committee/council from the national or regional level.

Events and activities should be achievable. It is best to base your request on what you know can be achieved versus planning for too much and not following through.

The staff rep assigned to your committee/council can assist you with having a discussion on priorities and activities as well as the budgeted amounts.

For events where more than one committee/council participates:

- Sometimes committees/councils will all participate in an event, and all submit budget requests for the same event (e.g. Labour Day). To ensure that we can track the full cost of each event, one committee/council should take responsibility for the planning of an event and request funding. The other committees/councils can most certainly participate, but this way the full cost can be tracked and assigned to the appropriate line of item.
- The activity can and should still be put on your budget request with a note that the “XX” committee / council is taking the lead and requesting the funds.

SESAME STREET AREA COUNCIL BUDGET REQUEST 2017			
	A	B	C
	AMOUNT REQUESTED	LOSS OF SALARY If required, please indicate # of hours in total per event	SWAG Y or N
4 EXPENSES			
5			
D 6 Meeting Expenses			
(detail specifics such as room rental, food costs, conference calls, etc. on separate lines)			
8 Food for 4 meetings at \$35 each	\$140.00		
9			
10			
11			
E 12 Donations*			
13 Food Bank - Garden Project (ongoing)	\$100.00		
14 George School - Breakfast Program (ongoing)	\$100.00		
15			
16			
F 17 Event/Project Expenses**			
18 Solidarity Brunch	\$1,000.00	7.5	Y
19 Labour Movie Night	\$750.00		
20 Remembrance Day	\$100.00		
21 Labour Day	\$1,000.00	4.0	Y
22			
23			
G 24 Other			
25 Bank charges	\$20.00		
26			
27			
28 TOTAL PROJECTED EXPENSES	\$3,210.00	11.5	
29			
H 30 Balance Available at December 31, 2016	\$899.73		
31			
I 32 TOTAL BUDGET REQUEST FOR 2017	\$2,310.27		
33			
34 *Please indicate if donations are ongoing or new.			
35			
J 36	**All events/projects require an estimated breakdown of costs before it can be considered Breakdown should include categories such as room rental, food, registration fees, supplies, travel, etc. Breakdown can be specified below or on a separate sheet.		

Title

Should indicate the committee / council name and the current fiscal year.

Section A – Amount Requested

- Total amount of funds requested per event/project, not including loss of salary or swag required

Section B – Loss of Salary

- If loss of salary is anticipated for an event, enter the total # of hours requested (for all members that will be claiming). If the hours are approved in the allocation, the committee / council must advise the REVP office so that an event can be created in the online member expense portal.

Section C – Swag Required

- If swag is required for an event, contact the Staff rep to determine what is available. The Staff rep may contact the Regional Political Communications Officer to discuss type and amount required and availability of existing swag.

Section D – Meeting Expenses

- Cost for room rental or a light meal should be indicated. It is accepted that a light meal or snack be provided for meetings scheduled after regular work hours, but this amount should be kept to a minimum and relative to the number of members attending.

Section E – Donations

- Donations are permitted, but preference is given to organizations where committee / council members volunteer in addition to the donation. Note whether the donation is ongoing support or a new donation.

Section F – Events/Project Expenses

- Each event or project should be entered on a separate line.

Section G – Other

- Other expenses that do not fit into categories above (such as bank charges, etc.).

Section H – Balance Available

- This amount must equal the available account balance (obtained from Section D of the previous fiscal year Financial Statement, not the current bank statement balance).

Section I – Total Budget Request

- Difference between total projected expenses and balance available

Section J – Breakdown of costs

- A cost breakdown is required for all requests, before approval can be considered, and should outline costs such as rentals, food, registration fees, supplies, etc. The breakdown may be included at the bottom of the budget request or provided on a separate sheet. [An example and template is available on the Prairies website under Committee Resources at <insert link>](#)

Appendix E

How to Review or Reconcile Financial Documents

Rather than leaving reporting and compliance requirements to be addressed at year-end, committees/councils are encouraged to review or reconcile the following monthly, or at least before each meeting:

- Meeting minutes and notices
- Financial reports and transaction log
- Bank statements
- Expense claims and receipts

To support committees and councils in meeting their responsibilities, this checklist is intended to guide regular reviews of meeting records and financial documentation throughout the year.

This checklist may also be utilized by the assigned PRC representative as part of ongoing engagement and check-ins with the committee/council to promote accountability and provide early identification of any gaps with reporting requirements.

Area	Actions
Meeting Minutes & Notices	Meeting notices are being posted/sent at least 2-weeks before meeting. Meeting minutes identify attendees (names, Component/DCL, Local #, voting rights and guests/observers) Meeting minutes indicate/include: • event or budget discussions and requests, • motions to pay expenses, • financial updates with current bank balance, expenses paid or revenue received since last meeting, • elections, • discussions and approvals of resolutions, • corresponding documents/information attached (financials, budget breakdowns, resolutions, etc.) Meeting minutes (draft or approved) are posted on website within 30 days of the meeting. Verify if at least 4 meetings or are on track to have 4 per year

Bank Statements		• Bank statements have been received for the current month (may take 2-4 weeks to receive). • Have all pages of statement been scanned/uploaded • Reconcile bank statements to the transaction log: ◦ Are all transactions showing on the log? ◦ Is the date a cheque cleared bank recorded on log? ◦ Opening/closing or running balances match?
Transaction Log		• Are expenses being entered or tracked as they are made (i.e. cheque written on Mar 7 shows as an entry for Mar 7, with corresponding date entered for when it cleared bank) • Are cheques being written in numerical sequence? • Are any cheques missing or not accounted for (void, not issuing in sequence)? If yes, are there notes for reasoning? • Transactions for new fiscal year are entered (up to Feb 28). • Any cheques nearing stale date (6 months) for follow-up
Expense Claim		• Each expenditure has a corresponding expense claim form. • Expense claims are complete and accurate? ◦ All fields fill-in or complete? ◦ All receipts are attached? ◦ Expense was approved in budget? If not, the off-cycle or supplemental approval is attached? ◦ If claim is for multiple expenses/events, a breakdown is included?

Reporting Package Requirements	Annual Report Cover Sheet Current Committee/Council contact Info Copies of all meeting notices Copies of all meeting minutes (draft minutes okay for recent meeting or new fiscal year AGM) Current Bylaws or Terms of Reference Copies of bank statements for January-December Report of Bank Signatories Copy of Transaction Log All expense claims and corresponding receipts Annual Financial Statement Copy of previous year's approved budget/summary from REVP Office Budget Request for new/current fiscal year
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Reference Guide

Digital Record-Keeping for Committee/Council Financials

Each committee/council will maintain a dedicated digital folder on a PSAC-approved platform (OneDrive). This folder serves as the official digital binder, replacing informal or paper-based filing systems.	
Responsibility	Actions
Committee / Council Executive	☐ After each meeting, email updated documents to the Staff & PRC Representative such as draft minutes, financial statements, transaction log, and expense claims. ☐ Provide receipts and supporting documents for all transactions to Staff Rep to scan/upload to digital folder. ☐ Liaise with the PRC representative to ensure all documents are present for the annual review and financial package submission prior to March 1st.
Regional Staff Representative	• Scan and upload all documents as received including monthly bank statement, meeting minutes/notices, financial statements, transaction log, and expense claims into the committee's digital folder. • Assist with periodic document checks.
PRC Representative	• Will have read-only access • Conduct a quarterly check-in with the executive and ensure digital folder is up to date. • Identify and address any missing documents or discrepancies. • Conduct an annual review of assigned committee / council digital folder before March 15th submission deadline to REVP.
REVP Office Staff	• Assist with establishing the OneDrive digital folders for each regional committee/council • Manage access to digital folders. • Upload annual budget allocation and summary. • Upload any off-cycle/supplemental budget approvals.

Checklist

Document Review & Reconciliation

Area	Actions
Meeting Minutes & Notices	Meeting notices are being posted/sent at least 2-weeks before meeting. Meeting minutes identify attendees (names, Component/DCL, Local #, voting rights and guests/observers) Meeting minutes indicate/include: • event or budget discussions and requests, • motions to pay expenses, • financial updates with current bank balance, expenses paid or revenue received since last meeting, • elections, • discussions and approvals of resolutions, • corresponding documents/information attached (financials, budget breakdowns, resolutions, etc) Meeting minutes (draft or approved) are posted on website within 30 days of the meeting. Verify if at least 4 meetings or are on track to have 4 per year
Bank Statements	• Bank statements have been received for the current month (may take 2-4 weeks to receive). • Have all pages of statement been scanned/uploaded • Reconcile bank statements to the transaction log: ○ Are all transactions showing on the log? ○ Is the date a cheque cleared bank recorded on log? ○ Opening/closing or running balances match?
Transaction Log	• Are expenses being entered or tracked as they are made (i.e. cheque written on Mar 7 shows as an entry for Mar 7, with corresponding date entered for when it cleared bank) • Are cheques being written in numerical sequence? • Are any cheques missing or not accounted for (void, not issuing in sequence)? If yes, are there notes for reasoning? • Transactions for new fiscal year are entered (up to Feb 28). • Any cheques nearing stale date (6 months) for follow-up

Expense Claim	• Each expenditure has a corresponding expense claim form. • Expense claims are complete and accurate? ○ All fields fill-in or complete? ○ All receipts are attached? ○ Expense was approved in budget? If not, the off-cycle or supplemental approval is attached? ○ If claim is for multiple expenses/events, a breakdown is included?
Reporting Package Requirements	Annual Report Cover Sheet Current Committee/Council contact Info Copies of all meeting notices Copies of all meeting minutes (draft minutes okay for recent meeting or new fiscal year AGM) Current Bylaws or Terms of Reference Copies of bank statements for January-December Report of Bank Signatories Copy of Transaction Log All expense claims and corresponding receipts Annual Financial Statement Copy of previous year's approved budget/summary from REVP Office Budget Request for new/current fiscal year

APPENDIX C - PRC RECORDED VOTES

26 - 27 Feb 2026

PRC Meeting

LEGEND:

1 - YES

2 - NO

3 - ABSTAIN

4 - ABSENT

26 - 27 Feb 2026		Q3 Financial Statement	Q4 Financial Statement	2026 - 2029 Budget	2026 PRC Meeting Dates	Nov mins Virtual PRC Mtg
Alex	Creamer	1	1	1	1	1
Tania	Fikus	4	4	4	4	4
Tim	Hubick	1	1	1	1	1
Sherry	Hunt	4	1	1	1	1
Janette	Husak	1	1	1	1	1
Craig	Kremer	1	1	2	1	1
Michelle	Lang	1	1	1	1	1
Stasi	L'Hirondelle	1	1	1	1	1
Madeline	Lee	1	1	1	1	1
Kristin	Bowler	1	1	1	1	1
Dawn	Montgrant	4	1	1	1	3
Amy	Stoik	1	1	1	1	3
Krysty	Thomas	1	1	1	1	1
Amanda	Wakeford	1	1	1	3	1
Alicia	Zurba	1	1	1	1	1
Marianne	Hladun	1	1	1	1	1