

August 23, 2022

**To: Presidents, Unit Chairs and National Representatives of Media Sector
Locals across Canada**

Re: 28th Media Council Conference, October 25-30, 2022

Sisters and Brothers,

The Media Council Conference will be held **Wednesday October 26th to Sunday October 30th, 2022** at the Unifor Family Education Centre in Port Elgin, with the ability to arrive and check in on **Tuesday October 25th**.

The meeting schedule will conform to our normal agenda:

- *The Bell Media CTV, Rogers, and M-1 caucuses will run all day from 9 a.m. on Wednesday October 26th and Thursday October 27th.*
- *The Newspaper Caucus will run from 1p.m. on Thursday October 27th and 9 a.m. on Friday October 28th.*
- *The Broadcast Caucus will run from 9 a.m. until noon on Friday October 28th.*
- *The Equity Delegate caucus will commence on Thursday, October 27th at 5 p.m.*
- ***The Media Conference will begin at 1 pm on Friday October 28th and adjourn by noon on Sunday October 30th.***

Registration will be on Tuesday, October 25th from 4 to 6 p.m. and again on the Friday morning.

Details of caucus and council meetings will follow from the chairs of those committees.

Information on delegate entitlement will follow.

Please find attached a Registration Form. **Deadline for registration is October 3rd, 2022.**

Return Registration Form to: Kimberley O'Neil, Administrative Assistant, Unifor, 115 Gordon Baker Road, Toronto ON M2H 0A8 along with your \$150 registration fee per delegate or observer. You may also email your completed registration form to Kimberley.ONeil@unifor.org

You will need to **fully complete** and submit the following forms:

1. **Reservation Form** and payment (for on-site accommodations) email: confcentre@unifor.org, Fax to Reservations (519) 389-3222, or Mail to Unifor Family Education Centre
2. **Childcare Forms** (one per child, if childcare is required) Fax to Laurie Wright – Unifor Childcare Port Elgin (519) 389-3544 or email: fecchildcare@unifor.org

CHILD CARE

Child care is available for children 0 – 12 years of age, of eligible delegates during the conference hours only, if numbers permit. Delegates will be eligible for child care providing they are a single parent, or a parent not accompanied by a spouse or companion. Where both parents are registered delegates, they will also qualify for child care. Child care registration forms are enclosed. Please make your child care reservations as early as possible.

REGISTRATION DEADLINE IS OCTOBER 3rd, 2022
FOR BOTH ACCOMMODATIONS AT THE CENTRE AND CHILD CARE

TRAVEL FROM TORONTO PEARSON AIRPORT

Grey Bruce Airbus is no longer in business. Please ensure to make carpooling arrangements with fellow delegates, and book car rentals in advance. Please indicate on the registration form if you need a ride or are willing to carpool and we can share that information for the purposes of carpooling.

Arrival

- Ø Accommodation check-in begins at 3:00 p.m. Tuesday, October 25th.
- Ø Registration begins at 4:00 p.m.
- Ø Dinner is served from 5:30 p.m. to 6:45 p.m., in the dining room
- Ø **The plenary session commences at 1:00 p.m. Friday**
- Ø Late room check-in is available by pressing the “maintenance buzzer” outside the main administration office front doors.
- Ø Check-out time is by 11:00 a.m. Sunday. Please check-out at the main administration office. Telephone charges are to be paid at that time.

REGISTRATION INFORMATION:

CONFERENCE REGISTRATION FEE

Payment of **\$150** is required for the conference kit materials.

ACCOMMODATION FEES at the Unifor Family Education Centre are as follows:

Costs per night:

Double occupancy: \$185.00 per person per night/including meals

Single occupancy: \$260.00 per person per night/including meals

Single room with partner or child 17+: \$310.00 per night/including meals

Children age 12-16: \$50.00 per child

Children 11 and under: No charge

Total cost as per arrival of October 25th and departure on October 30th:

Double occupancy: \$925.00 for 5 night/including meals

Single occupancy: \$1,300.00 for 5 nights/including meals

Single room with partner or child 17+: \$1,550.00 for 5 nights/including meals

Children age 12-16: \$250.00 for 5 nights/including meals

Children 11 and under: no charge

All rates quoted are based on accommodations, and meals beginning with dinner on Tuesday, up to and including lunch on Sunday.

If rates are being paid by the INDIVIDUAL rather than the local or organization, please contact the Unifor Family Education Centre Reception at 1-800-265-3735 x.3221 or (519) 389-3221. Taxes will be applicable. The local can submit payment for a Single room only (exempt from taxes). The delegate can provide a personal Visa, American Express or MasterCard for the family charges. The prices are as follows:

Partner or child aged 17+: \$113.00 meals only

Child age 12 – 16: \$56.50 meals only

ADDITIONAL GUESTS

For accommodation arrangements other than outline above, please contact Reception for pricing.

CANCELLATIONS

Cancellations must be made in writing, 48 hours prior to the 3 p.m. check-in on October 25th email: confcentre@unifor.org or fax the Centre at 519-389-3222. Failure to do so will result in a billing for the first night's accommodation cost.

PAYMENT METHODS

All room and board fees must be paid in advance by cheque, Visa, American Express or MasterCard.

Cheque

Forward **two separate cheques** to the Unifor Family Education Centre, one for the conference registration fee and one for accommodation costs. Cheques are to be **made payable to the "Unifor Family Education Centre"** and mailed along with the enclosed reservation form directly to the Unifor Family Education Centre, 115 Shipley Ave., Port Elgin, ON, N0H 2C5.

Credit Card

Record the credit card number and expiry date on the Reservation Form and Email: confcentre@unifor.org, fax to 519-389-3222 or mail.

OR

Call the Centre, toll free at 1-800-265-3735 x.3221 or (519) 389-3221 and provide the credit card number and expiry date.

A modified Comprehensive COVID-19 policy will remain in effect for the summer months, ensuring the following safety protocols in place at The Family Education Centre:

- Requiring a daily self-assessment from all participants, and asking that participants do not come to the Family Education Centre if they show symptoms or test positive;
- Creating a vaccine-friendly environment by stating that full vaccination is strongly encouraged for all participants attending, and asking participants to voluntarily disclose their vaccination status ahead of the event;
- Creating a mask-friendly environment by strongly encouraging mask-wearing, having masks available at registration, leading by example, and making regular statements about the need to respect everyone's safety and well-being during the event;
- Requesting that participants immediately report illness presenting during the course of their stay at the Family Education Centre so that organizers can notify others of risks and of any needed safety protocols;
- Inviting open communication between participants and organizers on COVID-19 guidelines or arising issues

Unifor's modified COVID-19 policy for events will continue to be in effect until September, when new guidelines or policy revisions will be communicated to local unions.

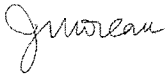
FIRST COME, FIRST SERVED BASIS

Registrations and Accommodation for the conference will be handled on a first-come, first-served basis. In order to participate in the conference, delegates must have accommodations at the Centre.

For those delegates and family required to stay off-site, please note that it is still mandatory to purchase the meal plan and to check in with the Front desk at the Unifor Family Education Center.

I look forward to seeing you all at the Conference.

In solidarity,



Jennifer Moreau
Council Chair



Randy Kitt
Media Director

RK/kocope343
Encls.

cc: Lana Payne, Len Poirier, Naureen Rizvi, National Representatives Servicing Media Sector Locals, Laura Garvey, Brenda MacKay



28TH MEDIA COUNCIL CONFERENCE

Unifor Family Education Centre, Port Elgin

REGISTRATION FORM

(Please check appropriate boxes)

Meetings you will be attending:

NEWSPAPER

ROGERS

BELL CTV

INDEPENDENT BROADCAST

GLOBAL SHAW

Participating as:

Delegate

Observer

Invited Guest

Staff

Executive

NAME:

(Family Name)

(Given Name)

LOCAL: _____

MAILING ADDRESS:

(Street / Apt)

(City)

(Province)

(Postal Code)

TELEPHONE: _____

Work

Home/Cell

Email

MY LANGUAGE PREFERENCE IS:

ENGLISH

FRENCH

DEADLINE FOR REGISTRATION:

REGISTRATION FEE: \$150 per delegate or observer. Registration fee must accompany registration form. Please make cheque payable to: **Unifor Media Conference.**

Check Here if are interested in car pooling or would need or share a ride and your information will be shared to help facilitate transportation.

Unifor Media Self-Identification Form

Unifor Media Council is committed to equity in the workplace and within our Union. To fully understand the makeup of our leadership for this purpose please fill out the following form if you identify as an equity seeking member.

Please Check All That Apply

Woman

Young Worker (35 and under - photo id required)

United Workers of Diversity (Aboriginal/Worker of Colour)

Worker with disABILITY(s)

LGBTQ

None of the above

Please circle your sector Broadcast Print & Digital News

Publishing Graphical Quebec Freelance

NAME: _____ Local Union #: _____

RESERVATION FORM

Unifor Family Education Centre

115 Shipley Avenue, Port Elgin, Ontario N0H 2C5

Toll Free: 1.800.265.3735 ext. 3221 • Fax: 519.389.3222 • Email: confcentre@unifor.org

Event/Conference Name: _____

Arrival Date: _____ Departure Date: _____

Guest Mailing Address Information

Local Union: _____

Guest Name: _____ Gender: _____

Address: _____ City: _____

Province/State: _____ Postal Code/Zip: _____ Country: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Labour Organization/Corporate Mailing Address Information

Organization Name: _____

Address: _____ City: _____

Province/State: _____ Postal Code/Zip: _____ Country: _____

Phone: _____ Fax: _____ Email: _____

Family Information - complete names only if they are attending:

Spouse/Partner attending: Yes No Name: _____

Children Attending: Yes No Child Care Required: Yes No

(Check with your event/conference organizer if childcare is offered and, if so, request a childcare form for completion)

Name: _____ DD/MM/YY: _____ Name: _____ DD/MM/YY: _____

Name: _____ DD/MM/YY: _____ Name: _____ DD/MM/YY: _____

Emergency Contact: _____ **Phone:** _____

Special Requirements (i.e. diet, accessible room, no stairs, medical, off-site accommodations, etc.)

No: Yes: Explain: _____ Off-site meal package

Do you smoke? No: Yes: (If so, we will provide ground floor access to patio if available)

Rooming Request (Partner): _____

METHOD OF PAYMENT

Full payment for room and board will be made by (please check one):

Labour Organization (Union/Union Associate) Corporate (Non-union) Guest

I authorize payment of the following accommodations for this delegate:

shared room with another delegate delegate only single room delegate & family

Contact person to authorize payment: _____

Title: _____ Signature: _____

Method of payment (please check one): M/C Visa American Express

Credit card number: _____ Expiry Date: _____ / _____ (mm/yy)

Cheque: *Payable to Unifor Family Education Centre - send with this form - no personal cheques*

Registration Fee: # _____ \$ _____

Room and Board Fee: # _____ \$ _____

If costs incurred are not covered by your local, please complete the following information:

Personal Visa/MC/AMEX: _____ Expiry Date: _____ / _____ (mm/yy)

I agree to be personally liable in the event that the indicated person, corporation or labour organization fails to pay for any part or the full amount of the invoice. The Centre assumes no responsibility for loss of money, jewels, or other valuables and is not responsible for articles left in rooms or automobiles.

Guest Signature: _____ Date: _____



UNIFOR CHILD CARE SERVICES REGISTRATION FORM

Unifor Family Education Centre 115 Shipley Avenue, Port Elgin, Ontario NOH 2C5
Telephone: (519) 389-3233 Fax: (519) 389-3544 E-mail: fecchildcare@unifor.org

Program Name: _____ Date: _____

CHILD INFORMATION

Child's Name: _____
Full Name

Address: _____
Street & Number City Province Postal Code

Gender: _____ Birthday: _____
(day / month /year)

Principal Home Language: _____

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

PARENT INFORMATION

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

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

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-Mail Address: _____

MEDICAL INFORMATION

Child's Health Card Number and Initials: _____

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

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

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

Yes: _____ No: _____

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

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

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

Yes: _____ No: _____

If no, please list restrictions: _____

CONSENTS

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

Yes: _____ No: _____

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

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

Yes: _____ No: _____

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

Yes: _____ No: _____

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

Yes: _____ No: _____

Signature of Parent/Guardian

Date