

# YEAR IN REVIEW

2023 ANNUAL MEETING GUIDE



**SASKATCHEWAN UNION OF NURSES**

# WE ARE STILL HERE.



The strength to persevere comes from within.

As I reflect on the past year in Saskatchewan health care, it occurs to me that each of us has a story of resilience to tell, especially registered nurses. We have survived, but for me, it is no longer enough to just survive.

This year, we have been tested as healthcare professionals, and there have been days darker than many in recent memory, but registered nurses have stuck it out. We are still here – 11,000 strong – and that's something we should be proud of. I point this out not to minimize the hardships registered nurses have faced or to lessen the suffering experienced by patients, families, and communities all over Saskatchewan, but rather to elevate what we achieved. I am proud of each of us, for finding the strength to continue.

That strength to persevere comes from within. That strength is the heart of who we are as people, and

is at the core of SUN.

I always think of nursing as a calling. We go into our beloved profession because we know we can make a difference. However, our dedication has been tested this year. In 2022, Saskatchewan's health system was brought to its knees, with some areas on the verge of ruin and many health teams on the brink of collapse.

I used to believe that our calling to be registered nurses could help protect us from the drain of this high-pressure work because so many of us thrive in these intense situations. We've always been required to give a lot of ourselves to our patients and our careers. But now I know that our "purpose" is not enough to fuel our resilience. We cannot ignore that our devotion to our patients and our practice is not enough to sustain us. No job should require this level of personal sacrifice without personal

gain, be that in the form of job satisfaction or professional accomplishment.

Registered nurses care for people, and every day we witness patients overcome adversity. We know that much of our patient's ability to heal and recover comes from within – registered nurses can only take them so far on their healing journey. How many of us have seen patients recover against the odds, driven only by their incredible will to survive?

The will to overcome, the internal strength to recover and survive – that is what must fill and drive us this year.

If we are to overcome what lies before us, we need to first climb the mountain within ourselves. We must learn from the past and bring forward only the lessons we've learned. This is how we adapt and ready ourselves

for new challenges and restore the energy we need to advocate for and lead change. We must prioritize ourselves – today and in the future.

SUN will always be there to lean on. A constant in times of upheaval, a rock in the face of the unknown. Our Union is a trusted voice of reason that registered nurses in Saskatchewan can depend on, but looking ahead, it's important we acknowledge the work each of us must do within ourselves.

I believe that while our collective advocacy through our Union will be more critical than ever in 2023, it will be our ability to restore our energy and resilience from within that will enable us to thrive. Just like with our patients, there's that critical point where we all must do the work alone if we are to push through.

SUN's greatest strength is in our fundamentals: our collective bargaining agreements and our power at the bargaining table, and our motivated and engaged members. In the same way, our power as individual SUN members is in who we are in our hearts.

It must never be enough for us to merely exist within our health system as we have been expected to do for too long. We owe it to ourselves and to our patients to find our resilience to not only survive but to thrive.

### **Aligning SUN's Structure to Better Serve Members**

In September 2022, SUN members met for a Special Meeting of the Union to make critical changes to modernize our union. The creation of the Saskatchewan Health Authority (SHA) and the demolition of regional health authorities made it necessary for SUN's structure to shift and change as well. It was important to SUN's leadership and our membership that our internal structure mirrored that of the SHA, to ensure access to effective workplace and professional practice representation, regular communication of important information, and Union education opportunities.

With the membership's support, SUN has moved forward with this realignment, revitalizing our boundaries into six Networks and introducing two Network Lead positions to our structure. I'm looking forward to this year ahead when we really find our footing within our new boundaries.

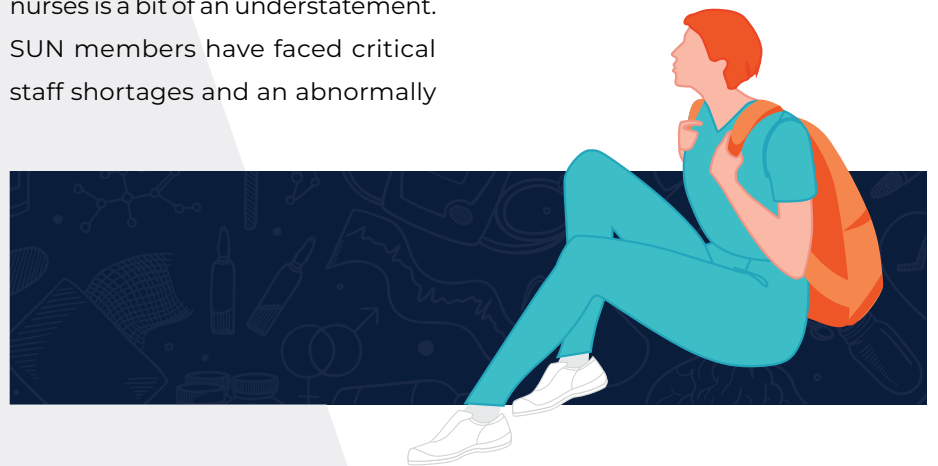
### **A Profession in Crisis**

To say the past year has been an incredible challenge for registered nurses is a bit of an understatement. SUN members have faced critical staff shortages and an abnormally

high number of patients sick with seasonal illnesses, like RSV and Influenza. These conditions, combined with nurse burnout and the continued presence of COVID-19 have wreaked havoc on our province's healthcare system.

SUN members are feeling the strain. In our annual member survey, almost 60 percent of respondents reported they'd seriously considered leaving the nursing profession in the last 12 months – a leap of more than 10 percent from the year previous. Of those members, nearly 70 percent cited working or nursing practice conditions as their reason for considering leaving.

We've spoken loudly on members' behalf to news organizations across the country, drawing attention to our shuttered or struggling rural facilities, ailing seniors and long-term care, and our bursting-at-the-seams urban centres. These key healthcare challenges also featured heavily in this year's public campaign, Making the Difference. The campaign successfully generated significant awareness of these issues, delivering over 21 million digital media impres-



sions, almost 1.9 million completed video views, over 55,000 website visits, and more than 13,000 social media engagements. The Saskatchewan public is listening to what registered nurses and SUN have to say.

We cannot let the dangerous condition of Saskatchewan's healthcare become white noise to the public, and I remain committed to using every opportunity and avenue to advance the registered nursing profession.

### Advocating for Change

Part of my work, and the work of SUN, to advocate for registered nurses requires us to work with our provincial and federal governments. This year, SUN worked with the Government of Saskatchewan, including the Ministers of Health and Rural and Remote Health, and met with the Premier to discuss the state of healthcare. We shared your accounts from the frontline with these provincial leaders to draw attention to areas



in desperate need of attention. SUN was pleased to see many of our ideas reflected in the province's plans to address the nursing shortage, but we continue to push for initiatives to retain nurses and the establishment of a nursing task force.

In October, members of the National Executive Board of the Canadian Federation of Nurses Unions had the opportunity to meet with

Prime Minister Justin Trudeau, and I personally raised concerns from Saskatchewan's registered nurses. At the First Ministers Meeting in November, I joined my colleagues at the CFNU to host the premiers. In February, we marched at Parliament Hill to demand action on the critical nursing shortage while the Prime Minister met with premiers from across the country to discuss healthcare funding.



## Professional Practice and Safe Patient Care

SUN members have been extremely busy fighting for their patients and their practice this year. Working with Nurse Practice Officers at SUN Provincial and Local Nursing Advisory Committees (NAC), SUN members used the NAC process to earn 26 gains for their units, facilities, and patients. The majority of these Locals received increased baseline staffing – a huge victory!

These “wins” start when members use low-level resolution, complete Work Situation Reports (WSRs), and utilize the full power of their collective bargaining agreements (CBAs). Filing WSRs is critical to protecting a

registered nurse’s license, improving practice conditions, and providing safe patient care within healthy, high-quality work environments.

The 26 gains achieved by Locals and SUN members demonstrate the power that is within collective bargaining agreements. SUN members CAN improve their workplaces. When we work together with the tools at our disposal, nothing is out of reach.

## Back to the Basics

It was a year of growth and development for SUN. It was also a year of tireless work to advance and protect the nursing profession.

In this final moment of reflection, I am reminded that our strength as a union and our strength as individuals comes from who we are at our foundations.

The power of SUN’s Collective Bargaining Agreements was demonstrated repeatedly throughout this past year. These CBAs and their hard-won rights and protections are the core of SUN and define the work we do as members and for members.

In the same way, I look inward at my own foundation – my principles and my values – to define my inner strength and to restore myself. I feel energized moving into the coming year, and I hope the same for all SUN members.

When I sit down to write this very same message next year, it is my hope we will have achieved this energy, this restoration. I want my first thought to be:

We are still here – stronger than ever. And we will be here, always.

In solidarity,



Tracy Zambory, RN  
SUN President



# COMMITTEE REPORTS

## Constitution, Bylaws and Resolutions Committee

The CB&R Committee is made up of Chair Rachel Hyatt-Hiebert, RN (Local 69), Candace Lahoda, RN (Local 107), Valerie Georget, RN (Local 75), Mandi Senger, RN (Local 74), and Board Rep Maureen Arseneau, RN (Local 69).

This past year proved to be both challenging and rewarding. The Annual Meeting was hosted virtually for the second year in a row. This meeting was historical in nature as resolutions were passed which paved the way for the creation of SUN Networks. This change resulted in the committee presiding over the business portion of the first in-person meeting since the start of the pandemic. The lead-up to the Special Meeting required much time and preparation. I truly appreciated the hard work, commitment to detail, and union ideals that this committee displayed during this time.

SUN Provincial assisted the committee in hosting virtual educationals on writing resolutions which were well attended. The committee would like to thank everyone who took the time to attend and trusts the sessions were helpful.

In conclusion, the committee would like to thank Nina Johnson for her administrative support this past year. Our thank you does not seem to go far enough in recognizing the tremendous time and effort she puts into ensuring our team is able to function efficiently and effectively.

-Rachel Hyatt-Hiebert, RN, Chair

## Finance Committee

Your Finance Committee consists of Denise Dick, RN – First Vice-President, Tracy Zambory, RN – President, Angela Felskie, RN (Local 29) and Cathy Makelki, RN (Local 268); ex-officio members are Executive Director Donna Trainor, RN, and SUN's Accountant Lorna Bingaman.

The Finance Committee's role includes making recommendations regarding financial implications of policy and administrative decisions to the Board; the review and recommendation of the annual budget for submission to the Board; and overseeing expenditures, revenues, and investment portfolios.

In order to carry out these duties, the Committee met virtually two times in 2022 and in person once in 2023:

- July 5, 2022: Met to review a draft

2023 Budget in preparation for the Special Meeting Sept. 2022.

- October 6, 2022: Met with a representative from RBC Dominion Securities to review SUN's investment portfolio and ensure SUN's investment policy remains relevant. In addition, the Committee reviewed the presentation of the proposed 2023 budget and recommended approval to the Board of Directors.
- March 2, 2023: Reviewed the Audited Financial Statements in detail with the Auditor; recommended acceptance of the respective statements to the Board of Directors.

The 2023 Budget was approved by the Board of Directors on October 20, 2022, with assumptions based on 8,900 members.

To ensure accountability, as well as ensure SUN continues to follow best practices and sound accounting principles, SUN's financial statements are reviewed on an annual basis by an independent auditor. MNP LRG conducted an audit of SUN's financial records in February 2023; the audited statements can be found starting on page #8 of this publication.

-Denise Dick, RN, Chair

## Nominations Committee

The committee met in the fall of 2022 and established the positions for Nomination for this year from the Bylaws. Positions that were to be nominated were:

- President
- Second Vice-President
- Network Representative – Southeast
- Network Representative – Northeast
- Network Representative – Regina
- Network Lead – North
- Network Lead – South
- CB&R Committee
- Finance Committee
- Negotiations Committee
- Nominations Committee
- Program Committee

The Call for Nominations was sent to all SUN members with the deadline in January 2023.

The committee met after the closing of nominations and established the positions that were acclaimed and those positions that required an election.

The ballots for election for positions that have two or more nominations prior to the Annual Meeting will be sent to SUN members. Voting will begin electronically on March 28, at 08:00, and close on April 17 at 12:00.

The Nominations Committee will

meet on April 17, 2023, after the election closes and will receive the results of the election.

There will be elections at the Annual Meeting. The positions that will be elected at the Annual Meeting are:

Network Representative – Regina: One to be elected

Nominations Committee: One to be elected

Program Committee: Three to be elected

Negotiations Committee: One to be elected for each of the following:

- Saskatoon Base
- Regina Base
- Regional Hospitals
- Community Based Facilities
- Integrated Facilities
- Long Term Care
- North

All election results, both voted and acclaimed, will be announced on the last day of the Annual Meeting.

The committee would like to send our appreciation to the SUN Support Staff who have assisted our committee over this last year. Thank you to Deborah Graham and Nina Johnson. Their work does not go unnoticed and is very much appreciated.

The Nominations Committee consists of Gail Kizlyk, RN (Local 75), Shannon Mychan, RN (Local 62), and

Committee Chair Garth Wright, RN (Local 276).

- Garth Wright, RN, Chair

## Program Committee

The purpose of the Program Committee is to research community programs for the annual Community Support Project as determined by the SUN Board of Directors and to encourage SUN Network Councils and Locals to consider involvement in community programs. We will be supporting the Food Banks of Saskatchewan this year.

The Committee met several times via Zoom to discuss goals and create an action plan to investigate possible opportunities to provide support to the Food Banks of Saskatchewan. The Committee also investigated ways to engage Locals to support the Food Banks in their communities. The Committee will meet in early April to solidify plans for an AGM activity and to volunteer at the Regina Food Bank. We look forward to sharing more information at the Annual Meeting in April.

Your Program Committee consists of Tracy Bergen, RN, Chair (Local 75), Bonnie Nelson, RN (Local 68), Catherine Araos, RN (Local 106), Shauna Hugg, RN (Local 106), Yvonne Sawatzky, RPN (Locals 86 & 259), Lynne Eikel, RN, Board Liaison (Local 141).

-Tracy Bergen, RN, Chair

## Management's Responsibility

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To the Members of Saskatchewan Union of Nurses:

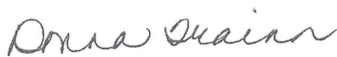
Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors and Finance Committee are composed entirely of Directors who are neither management nor employees of the Saskatchewan Union of Nurses ("SUN"). The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Finance Committee has the responsibility of meeting with management and the external auditors to discuss the internal controls over the financial reporting process, auditing matters and financial reporting issues. The Finance Committee is also responsible for recommending the appointment of SUN's external auditors.


MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and may meet periodically and separately with, both the Finance Committee and management to discuss their audit findings.

March 8, 2023



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Executive Director



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President

## Independent Auditor's Report

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To the Members of Saskatchewan Union of Nurses:

### Opinion

We have audited the financial statements of Saskatchewan Union of Nurses ("SUN"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of SUN as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of SUN in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Unaudited Budget

The budget information presented on the statement of operations is not required as part of the financial statements. The budget is unaudited and presented for informational purposes only.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing SUN's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate SUN or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing SUN's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of SUN's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on SUN's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause SUN to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Regina, Saskatchewan

March 8, 2023

*MNP* LLP

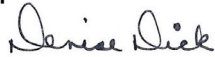
Chartered Professional Accountants

## Saskatchewan Union of Nurses Statement of Financial Position

*As at December 31, 2022*

	2022	2021
<b>Assets</b>		
<b>Current</b>		
Cash	7,006,073	5,701,635
Marketable securities (Note 3)	10,926,576	4,616,209
Accounts receivable	1,053,852	1,031,678
Prepaid expenses and deposits	230,279	223,633
Inventory	84,976	59,838
	19,301,756	11,632,993
Investments (Note 4)	5,731,361	12,043,126
Capital assets (Note 5)	1,508,596	1,450,743
	26,541,713	25,126,862
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals	635,073	543,234
Employee accruals (Note 7)	844,004	824,601
	1,479,077	1,367,835
<b>Net Assets</b>		
Appropriated net assets (Note 9)	20,181,240	18,885,111
Available net assets	4,881,396	4,873,916
	25,062,636	23,759,027
	26,541,713	25,126,862

Approved on behalf of the Board



Director



Director

*The accompanying notes are an integral part of these financial statements*

## Saskatchewan Union of Nurses Statement of Operations

*For the year ended December 31, 2022*

	2022 <i>Budget</i> <i>(Note 11)</i>	2022	2021
<b>Revenue</b>			
Member dues	12,398,964	13,437,920	13,395,179
Investment income	120,000	129,254	594,563
Other	215,875	49,725	37,986
Unrealized loss on investments	-	(106,684)	(319,973)
<b>Total revenue</b>	<b>12,734,839</b>	<b>13,510,215</b>	13,707,755
<b>Expenses</b>			
Salaries and benefits - staff	6,868,770	5,865,196	5,618,864
Administration and occupancy <i>(Note 12)</i>	3,106,161	1,502,864	1,791,283
Salaries and benefits - members	1,559,510	1,266,844	1,097,809
Promotions and advertising	1,596,500	1,124,669	1,551,932
Donations	280,000	627,500	207,500
Professional fees	680,120	619,909	711,299
Affiliations	508,181	463,191	464,209
Meetings	587,012	272,693	75,802
Travel	672,207	182,496	66,293
Amortization	96,000	141,721	166,957
Accommodation	435,372	114,923	786
Condo	43,248	24,600	19,605
Grants	171,000	-	3,410
<b>Total expenses</b>	<b>16,604,081</b>	<b>12,206,606</b>	11,775,749
<b>Excess (deficiency) of revenue over expenses</b>	<b>(3,869,242)</b>	<b>1,303,609</b>	1,932,006

*The accompanying notes are an integral part of these financial statements*

## Saskatchewan Union of Nurses Statement of Changes in Net Assets

*For the year ended December 31, 2022*

	<i>Appropriated net assets (Note 9)</i>	<i>Available net assets</i>	<b>2022</b>	2021
Net assets, beginning of year	18,885,111	4,873,916	23,759,027	21,827,021
Excess (deficiency) of revenue over expenses	(1,734,129)	3,037,738	1,303,609	1,932,006
Transfers from available net assets	3,030,258	(3,030,258)	-	-
Net assets, end of year	20,181,240	4,881,396	25,062,636	23,759,027

*The accompanying notes are an integral part of these financial statements*

## Saskatchewan Union of Nurses Statement of Cash Flows

*For the year ended December 31, 2022*

	2022	2021
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Cash received from members	13,472,951	13,375,648
Cash paid for operating expenses	(4,872,787)	(4,888,911)
Cash paid for salaries and benefits	(7,120,117)	(6,583,753)
Cash received for interest	23,967	18,714
	<b>1,504,014</b>	1,921,698
<b>Investing</b>		
Purchase of capital assets	(201,376)	(263,726)
Proceeds on disposal of capital assets	1,800	1,000
	<b>(199,576)</b>	(262,726)
<b>Increase in cash resources</b>	<b>1,304,438</b>	1,658,972
<b>Cash resources, beginning of year</b>	<b>5,701,635</b>	4,042,663
<b>Cash resources, end of year</b>	<b>7,006,073</b>	5,701,635

*The accompanying notes are an integral part of these financial statements*

**1. Incorporation and nature of the organization**

Saskatchewan Union of Nurses (“SUN”) is registered under the Trade Unions Act of Canada. The Organization's primary purpose is to play an advocacy role to protect the rights of members, individually and collectively, and to enhance the socio-economic and general welfare of members through collective bargaining, research and education.

SUN is exempt from income taxes under Section 149 of the Income Tax Act, Canada.

**2. Significant accounting policies**

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations as issued by the Accounting Standards Board in Canada using the following significant accounting policies:

***Marketable securities and investments***

Marketable securities and investments are measured at fair value. Changes in fair value are recorded immediately in the statement of operations as unrealized investment gains (losses).

***Capital assets***

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution plus all costs directly attributable to the acquisition.

Amortization is provided using the declining balance method at rates intended to amortize the cost of assets over their estimated useful lives, except leasehold improvements and computer software.

	Rate
Buildings	4 %
Computer equipment	30 %
Computer software	5 years
Furniture and fixtures	20 %
Leasehold improvements	10 years
Land improvements	8 %
Incorporation costs	7 %

***Revenue recognition***

Member dues are recognized in operations in the period to which they relate and collectibility is reasonably assured.

Investment income and other revenue is recognized in operations when earned and in the period to which it relates. Other revenue relates to income earned on condominium rental, administrative fees and annual meeting. SUN Merchandise sales are recorded as revenue at the point of sale.

***Appropriation***

Net assets are appropriated for specified purposes by policy of the Board of Directors. Appropriations are initially determined by an allocation of member dues and adjusted for related expenditures and transfers from (to) available net assets. The purpose of the appropriations is to set aside funds for expenditures anticipated in future years. The Board approves all transfers.

***Fund accounting***

SUN follows the deferral method of accounting for contributions and reports using fund accounting, and maintains 11 funds:

- The Operating Fund is used to account for all revenue and expenses related to general and ancillary operations of SUN.
- The Collective Bargaining Defense Fund is used to defend collective bargaining including providing strike and/or lock out pay, covering member and staff expenses associated with collective bargaining as well as strike or labour dispute averting or supporting campaigns and covering staff and legal expenses associated with running and settling a labour dispute.
- The Campaign Fund is used to reduce the financial burden on the budget while undertaking multi year campaigns.
- The Legal Challenge Fund is used to fund costs associated with legal and legislation challenges that have an impact on members.
- The Legal Assistance Fund is used to fund the legal assistance costs for members.
- The Membership Education Fund is used to fund members' unbudgeted internal or external education opportunities.
- The Capital Fund is used to reduce the financial burden on the yearly budget to cover major capital expenditures.
- The Convention Fund is used to reduce the financial burden on the yearly budget to cover member attendance at various conventions.
- The Saskatchewan Health Coalition Fund is used to reduce the financial burden on the yearly budget to fund a multiyear commitment to the Saskatchewan Health Coalition.
- The Pandemic Response Fund is used to include virtual event support, virtual platforms, virtual voting at general meetings and enhanced member education.
- The Succession Planning Fund is used to identify long range human resource needs through assessment, development, and mentorship. Also, to support human resource planning that includes but is not limited to planned/unplanned vacancies, organizational movement, and member engagement. The fund is intended to encompass in-scope, out-of-scope and elected positions.

***Measurement uncertainty (use of estimates)***

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary.

SUN capital assets have finite useful lives. Consequently, the amortization amount of these assets is allocated on a systematic basis over their useful lives. Judgement is therefore required on:

- The determination of the useful lives, as this is based on the management's estimates regarding the period over which the assets are expected to produce; and
- The determination of the amortization method.

Both the amortization period and method have an impact on the amortization expense that is recorded in each period.

Employee benefit accruals include estimates for vacation, overtime and retiring allowance that have been earned.

Accounts payable and accruals include an estimate for member leaves of absence. Member leaves of absence are based on the pay rates and the number of hours of leave for each of the members.

By their nature, these judgments are subject to measurement uncertainty, and the effect on the financial statements of changes in such estimates and assumptions in future years could be significant. These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the years in which they become known.

**Financial instruments**

SUN recognizes financial instruments when the SUN becomes party to the contractual provisions of the financial instrument.

**Arm's length financial instruments**

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, SUN may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. SUN has not made such an election during the year.

SUN subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of SUN's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess (deficiency) of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

**Financial asset impairment**

SUN assesses impairment of all its financial assets measured at cost or amortized cost. SUN groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group; there are numerous assets affected by the same factors; no asset is individually significant, etc. Management considers whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments in determining whether objective evidence of impairment exists. When there is an indication of impairment, SUN determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

Any impairment, which is not considered temporary, is included in current year excess (deficiency) of revenue over expenses.

SUN reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess (deficiency) of revenue over expenses in the year the reversal occurs.

**Employee future benefits**

SUN's employee future benefit program consist of a defined benefit plan under which both the Organization and employees make contributions. SUN's obligations to the multi-employer plan is limited to the monthly required contributions.

**Saskatchewan Union of Nurses**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2022*

**3. Marketable securities**

SUN has various short term marketable securities with interest rates between 0.65% to 3.45% (2021 - 0.40% to 2.47%) and maturity dates ranging between January 2023 to December 2023 (2021 - January 2022 to August 2022).

Marketable securities, held by brokers, are comprised of the following:

	2022	2021
Cash account	9,763	86
Guaranteed investment certificates, investment savings account	10,916,813	4,616,123
	10,926,576	4,616,209

**4. Investments**

SUN has various long term investments with interest rates ranging between 1.15% to 4.25% (2021 - 0.65% to 1.35%) and maturity dates ranging between January 2024 to February 2025 (2021 - January 2023 to February 2025).

	2022	2021
Guaranteed investment certificates	5,731,361	12,043,126

**5. Capital assets**

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land	181,000	-	181,000	181,000
Buildings	1,837,587	827,373	1,010,214	913,197
Computer equipment	660,774	463,753	197,021	220,000
Computer software	188,072	188,072	-	-
Furniture and fixtures	328,876	254,635	74,241	86,417
Leasehold improvements	22,719	22,719	-	-
Land improvements	71,215	25,164	46,051	50,055
Incorporation costs	704	635	69	74
	3,290,947	1,782,351	1,508,596	1,450,743

**6. Financial instruments**

SUN, as part of its operations, carries a number of financial instruments. It is management's opinion that SUN is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

**Credit concentration**

SUN's accounts receivable consist of member dues receivable, the majority of which are from government-related entities. Management believes that there is no unusual exposure associated with the collection of these receivables.

**Saskatchewan Union of Nurses**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2022*

**Interest rate risk**

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk.

Marketable securities and Investments consist primarily of commercial high-grade guaranteed investment certificates and an investment savings account. Accordingly the portfolio maximizes coverage under the Canadian Deposit Insurance Corporation and provides for a return that is low risk and of the most favourable interest rates.

Interest rate risk is mitigated due to the relatively short term nature of the marketable securities and investments.

**7. Employee accruals**

Accrued employee benefits consist of the following:

	2022	2021
Vacation pay	518,215	494,543
Overtime pay	38,192	54,878
Retiring allowances	259,597	274,680
Other	28,000	500
	844,004	824,601

The retiring allowance is available to employees having 15 years of service at SUN and whom are at least 55 years of age. Upon either retirement or resignation, each employee shall receive this pay which shall be in the amount of 5 days multiplied by the employee's daily pay rate multiplied by the employee's number of years of service at SUN.

**8. Employee future benefits**

**Defined benefit plan**

SUN has a defined benefit plan under which both the Organization and employees make contributions. Saskatchewan Union of Nurse's contributions are 10% of the individual's annual salary and corresponding expense totalled \$202,193 in 2022 (2021 - \$196,502). SUN's obligations to the multiemployer plan is limited to the monthly required contributions.

**9. Appropriated net assets**

	Balance, beginning of year	Deficiency of revenue over expenses	Transfers from available net assets	Balance, end of year
Collective Bargaining Defense Fund	5,807,908	(294,476)	1,519,198	7,032,630
Campaign Fund	4,028,624	(760,664)	1,000,000	4,267,960
Legal Assistance Fund	250,000	-	-	250,000
Member Education Fund	250,000	(480)	480	250,000
Capital Fund	1,130,645	-	(201,376)	929,269
Legal Challenge Fund	2,000,000	(32,765)	32,765	2,000,000
Convention Fund	4,358,894	(375,051)	1,000,000	4,983,843
Saskatchewan Health Coalition Fund	40,000	-	-	40,000
Succession Plan Fund	470,936	(43,398)	-	427,538
Pandemic Response Fund	548,104	(227,295)	(320,809)	-
	18,885,111	(1,734,129)	3,030,258	20,181,240

**Saskatchewan Union of Nurses**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2022*

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**10. Commitments**

SUN has entered into various lease agreements with estimated minimum annual payments as follows:

2023	302,002
2024	205,681
2025	195,681
2026	185,681
2027	185,681
	1,074,726

**11. Budget information**

During the year, the Board approved its operating budget based on planned expenses and current year sources of revenue. The budget balances have been attached for information purposes only and are unaudited.

**12. Administration and occupancy expenses**

Administration and occupancy expenses are comprised of the following:

	2022	2021
Books and subscriptions	63,310	67,078
Contract services	602,722	604,649
Courier	6,844	6,820
Equipment rentals	71,757	156,854
Insurance	33,686	31,172
Miscellaneous	39,711	9,793
Office rent and utilities	240,288	218,621
Office supplies	46,499	71,271
Postage	81,277	322,881
Property taxes	32,469	32,698
Repairs and maintenance	162,479	154,077
Telephone	121,822	115,369
	1,502,864	1,791,283

**13. Comparative figures**

Certain comparative figures have been reclassified to conform with current year presentation.

### Order of Business

#### Call to Order

#### O Canada

#### Blessing: TBD, Knowledge Keeper

#### Announcements:

- Welcome
- Statement on Harassment-Free Convention
- Youth Delegate Draw Results
- Meeting Material
- Credentials Reports
- General Meeting Rules and Privileges
- Appointment of Credentials Committee
- Appointment of Scrutineers
- Bio-breaks, Lunch breaks, Adjournment times
- Banquet Night

#### Special Orders:

- April 26 at 10:00 – Nominations Committee – announcement of vacant positions
- April 27 at 13:00 – Linda Silas, CFNU President
- April 27 at 15:45 – Nominations Committee – candidates platform
- April 28 at 10:00 – Nominations Committee – online voting
- April 28 at 10:45 – Lori Johb, SFL President
- April 28 at 11:45 – Day of Mourning

#### Introductions:

- Board of Directors
- Guests

- Parliamentarian
- Annual Meeting Planning Committee

#### Approval of Agenda

#### Approval of 2022 Minutes

#### Disposition of 2022 Resolutions

#### President's Address

#### First Vice-President's Report

#### Auditor's Report

#### Committee Reports:

- Constitution, Bylaws and Resolutions Committee
- Nominations Committee
- Program Committee

#### Lifetime Memberships Presentation

#### Leadership Awards Presentation

#### Constitution, Bylaws and Resolutions Report

#### New Business

#### Unfinished Business

#### Announcement of 2024 Annual Meeting

#### Nominations Committee:

- Elections Results
- Introduction of the Board of Directors

#### President's Address

#### Adjournment

### NOTES - Bylaw 3.02

A tentative agenda for the Annual Meeting will be printed in the Annual Meeting issue of SUNSpots. A final agenda, if different than the tentative agenda, shall be available at the Annual Meeting prior to the vote on the adoption of the agenda.

Urgent Resolutions may be submitted to the Constitution, Bylaws & Resolutions Committee until 12:00 on April 27, 2023.

### GENERAL AGENDA TIMES

Call to Order:	09:00
Morning Break:	10:15 to 10:45
Lunch Break:	12:00 to 13:00
Call to Order:	13:00
Afternoon Break:	14:15 to 14:30
Adjournment:	16:00 (Day 1)
	17:00 (Day 2)
	16:00 (Day 3)

# 49TH ANNUAL MEETING

## FINDING OUR WAY BACK

Hello, 2023! We're back: Annual Meeting is live and in person, and we can't wait to see you in Saskatoon on April 26 to 28.

This year, the theme of SUN's Annual Meeting is Finding Our Way Back, in recognition of the fundamental, inner strength that drives both our organization and our membership. Registered nurses are an unstoppable force in health-care and this year we're focused on why we practice. We're remembering the passion, the strength, and the joy of our practice, and fuelling our perseverance for the coming year.

**Members are encouraged to attend all three days of the Annual Meeting.**



### SUN Shoppe

The SUN Shoppe will be open on April 26 and 27 during coffee and lunch breaks in Hall A. This year, we're cashless! All SUN Shoppe purchases can be made using credit or debit only.

### April 25 | Welcome Social

At Prairieland Park Hall A

**TIME: 18:00 - 21:00**

### April 26 | Banquet

The theme of this year's banquet is "Welcome Back, It's About Damn Time".

At Prairieland Park Hall C

**TIME: Doors open at 17:30 | Dinner at 18:30**

**This is a smoke-free and scent-free event.**



# ROBERT'S RULES OF ORDER

WHEN CONDUCTING IN-PERSON OR VIRTUAL BUSINESS MEETINGS SUCH AS THE ANNUAL MEETING, BAR-GAINING CONFERENCE, AND SPECIAL MEETING OF THE UNION, SUN FOLLOWS ROBERT'S RULES OF ORDER. THE FOLLOWING IS A BRIEF OVERVIEW TO ASSIST MEMBERS DURING THE MEETING.

The purpose of Robert's Rules of Order includes the following:

- Ensure majority rule;
- Provide order, fairness, and decorum.
- Facilitate the transaction of business and expedite meetings.

## BASIC PRINCIPLES

- All members have equal rights, privileges, and obligations.
- Full and free discussion of every motion is a basic right.
- Only one question at a time may be considered, and only one person may have the floor at any one time.
- Members have a right to know what the immediately pending question is and to have it restated before a vote is taken.
- No person can speak until recognized by the Chair.
- Personal remarks are always out of order.
- A majority vote (50% + 1) is "the majority of the total number of those who are members of the voting body at the time of the vote." The "voting body" refers to the members in the meeting

room at the time of the vote.

- A two-thirds vote is required to:
  - Suspend or modify a rule of order previously adopted.
  - Prevent the introduction of a question for consideration.
  - Close or limit debate (calling the question).
  - Implement constitutional changes.

## ROLE OF THE PRESIDING OFFICER

- The SUN President is the presiding officer or meeting Chair for all business meetings of the Union.
- The Chair remains impartial during a debate. The presiding officer must relinquish the Chair in order to debate the merits of a motion. In such instances, the First Vice-President takes over as Chair.
- Introduces business in proper order, as determined by the agenda.
- Recognizes speakers.
- Determines if a motion is in order.
- Keeps discussion relevant to the pending motion.
- Maintains order and decorum by ensuring Robert's Rules of Order are adhered to.

- Puts motions to a vote and announces results.

## ROLE OF THE PARLIAMENTARIAN

- The Parliamentarian is an expert in interpreting and applying Robert's Rules of Order.
- The presiding officer/Chair may consult with the Parliamentarian.
- The presiding officer/Chair may ask the Parliamentarian to give an explanation directly to the assembly.
- The Parliamentarian can call the attention of the Chair if they notice a motion or speaker is out of order.

## RULES OF DEBATE

- No members may speak until recognized by the Chair.
- All discussions must be respectful and relevant to the immediate question/motion/discussion.
- No member can speak more than once to a motion.
  - This does not prohibit one from requesting a point of clarification from the Chair.
- A member speaking twice will close the debate/discussion on the motion currently on the floor.

- All remarks must be addressed to the Chair — cross-debate is not permitted.
- Debate must address the issue.
- No one is permitted to make personal attacks or question the motives of other speakers or the Chair.
- Members may not disrupt the assembly.
- The presiding officer must relinquish the Chair in order to participate in the debate and cannot reassume the Chair until the pending main question is closed.

### **PROCEDURES FOR SPEAKING TO RESOLUTIONS**

- The Constitution, Bylaws & Resolutions (CB&R) Committee will read the resolution to be discussed.
- The presiding officer/Chair will open the debate.
- The mover of the resolution has the right to speak first.
- To speak to the resolutions, you must be recognized by the Chair.
- Prior to speaking, the speaker must state their name and Local number.

### **PROCEDURE FOR AMENDING A RESOLUTION**

- An amendment is any change made to the resolution being presented.
- A member must have the floor in order to make an amendment.
- When recognized by the Chair, the mover must state their name, Local number, and read the

amendment they wish to present.

- A seconder is required for all amendments.
- The seconder will be required to state their name, Local number and confirm they second the amendment before discussion on the amendment may begin.
- After the amendment has been moved and seconded, the mover may speak to their amendment.
- Discussion/debate on the amendment commences. Only the amendment may be discussed at this time.
- A vote is taken on the amendment.
- If the vote determines the amendment is carried, then the amendment is applied to the original resolution.
  - The Chair will read the amended resolution to the assembly and open the floor for discussion.
  - Following discussion, the vote is called on the amended resolution.
- If the vote determines the amendment is defeated, discussion/debate returns to the original resolution.

### **VOTING ON A RESOLUTION**

- Debate is closed when the discussion has ended OR a member calls the question.
- The Chair restates the resolution and calls for a vote.
- The Chair announces the results: carried or defeated.

### **CALLING THE QUESTION**

- Any member with voting privileges in attendance may “call the question” at any time to halt debate/discussion. This motion requires a seconder.
- This motion cannot be amended or discussed/debated.
- When the question is called by a member, the Chair will immediately call for a vote to determine if the assembly wishes to stop the discussion/debate.
- If the vote is carried the assembly will immediately vote on the resolution on the floor.
- If defeated, discussion/debate continues.

### **SPEAKERS OUT OF ORDER**

- “Out of order” refers to actions or behaviours that are not in accordance with the Rules and Privileges (page 28), and Climate Goals (page 27) of the meeting.
- Other reasons speakers will be deemed out of order include, but are not limited to:
  - Makes personal remarks regarding another speaker or the Chair.
  - Interrupts a speaker or speaks without being recognized by the Chair.
  - Speaks to a motion or matter not currently on the floor/ before the assembly.
  - Speaks to a motion or matter previously discussed and voted on.

# MOTIONS REFERENCE GUIDE

## IN ORDER OF PRECEDENCE

MOTION	EXAMPLE	SEC	DEBATE	AMEND	VOTE	NOTES
MAIN MOTION (may be moved only when no other motion is pending)	I move that...	Yes	Yes	Yes	Majority*	Introduces business to assembly.
1. RAISE A QUESTION OF PRIVILEGE	I rise to a question of privilege	No	No	No	2/3	Privileged motion. Ruled upon by Chair.
2. CALL FOR ORDERS OF THE DAY	I call for orders of the day	No	No	No	None	Privileged motion. Enforced by demand of one member.
3. LAY ON TABLE	I move to lay the motion on the table	Yes	No	No	Majority	Lays aside a motion when more urgent business arises.
4. CALL THE QUESTION	I move to call the question	Yes	No	No	2/3	If adopted, closes debate.
5. LIMIT/ EXTEND DEBATE	I move to limit debate to ___ minutes	Yes	Yes	Yes	2/3	May change length of speeches or length of debate.
6. POSTPONE DEFINITELY	I move to postpone the... motion till next meeting	Yes	Yes	Yes	Majority	Debate confined to merits of postponing question.
7. COMMIT/ RECOMMIT	I move to refer this motion to a committee	Yes	Yes	Yes	Majority	Debate confined to merits of referring motion to committee.
8. AMEND	I move to amend the motion by...	Yes	Yes	Yes	Majority	Debatable only if applicable motion is debatable.
9. POSTPONE INDEFINITELY	I move to postpone this motion indefinitely	Yes	Yes	No	Majority	Debate may go into merits of main motion. Adoption kills motion.

\*Except when bylaw requires 2/3 or when changes something already adopted.

**QUORUM** is the number of **registered** members **that are** entitled to vote **who must be present in order to legally transact the meeting's business**. SUN's Bylaw 3.10 (vi) states that the quorum for a general meeting of the union shall be a majority of those members registered in attendance on each day of the meeting. Therefore, if on any given day 300 members are registered, quorum would be 151 members. If at least 151 members remain at the meeting, business, including voting on resolutions, can proceed.

**NOTE: Quorum and the number of votes required to carry a motion are two separate issues.** For example, X number of members are registered on any given day. A majority of those constitute a quorum **to carry on the business of the day**. Of that quorum, a majority or 2/3 of the members **present and voting will determine if a motion passes or is defeated**.

# MOTIONS REFERENCE GUIDE

## WITH NO SPECIAL ORDER

MOTION	EXAMPLE	SEC	DEBATE	AMEND	VOTE	NOTES
POINT OF ORDER	I rise to a point of order	No	No	No	None	Ruled upon by Chair. May interrupt a speaker.
APPEAL	I appeal the decision of the Chair	Yes	Yes	No	Majority	Move at time of ruling by Chair. Non-debatable if pending motion is not debated.
COMMITTEE OF THE WHOLE	I move to suspend the rule and ...and...	Yes	No	No	2/3	Bylaws may never be suspended.
OBJECTION TO CONSIDERATION	I object to consideration of this question	No	No	No	2/3	In order only until debate on main motion begins.
COUNTED VOTE	I request a vote on the motion	No	No	No	None	To confirm the result of a vote one member may demand a rising vote.
DIVISION OF MOTION	I move to divide the motion by...	Yes	No	Yes	Majority	Separates motion if feasible.
POINT OF INFORMATION	I rise to a point of information	No	No	No	None	Answered by Chair. May interrupt a speaker if important.
RECONSIDER	I move to reconsider the vote on the motion re...	Yes	Yes	No	Majority	Must be made by member who voted on prevailing side. Non-debatable if motion to be reconsidered is not debatable.
TAKE FROM THE TABLE	I move to take the motion re... from the table	Yes	No	No	Majority	Brings a tabled motion back to the assembly.
WITHDRAW A MOTION	I ask permission to withdraw the motion	Yes	No	No	Majority	Usually done by unanimous consent.

### Role of the Parliamentarian

The Parliamentarian is a consultant whose role is purely an advisor and resource person for the Chair and the meeting. Duties include: respond to questions of clarification about Rules of Order either by the Chair or the assembly; discreetly draw to the attention of the Chair any errors in following the Rules of Order; and acts as an expert on the Rules of Order to help facilitate the business of the assembly.

NOTE: A Parliamentarian does not vote or debate the issues before the assembly.

# HARASSMENT-FREE CONVENTION

**As SUN members, we agree that everyone here has equal value.**

## **Harassment divides the Union**

Racism, sexism, and other forms of harassment pit groups of workers against one another and divide unions. Division undermines our struggle for social and economic justice.

## **Harassment hurts people**

Racist and sexist remarks and graffiti create unease and stress among people. Victims of the remarks never know what other forms of harassment will follow. We must ensure our words are not empty, and not defeated through any action that embarrasses, insults, humiliates, or degrades.

## **When a joke is not a joke**

Racial, ethnic, and sexist jokes originated in times when groups of people were socially under attack and lacked

the power to respond effectively. These jokes are a reminder of this history. They can create an environment where more serious forms of discrimination and abuse happen.

## **What to do**

Complaints of harassment at SUN events will be taken seriously and will be investigated immediately. If you believe you are being harassed, act immediately:

1. If possible, make it clear you do not welcome such behaviour. You can do so either on your own, verbally or in writing, or with the assistance of another party. Indicate you will take further action if the behaviour continues.
2. If the inappropriate behaviour persists, approach one or both of the designated SUN representatives who will investigate the matter.

You may seek out the designated anti-harassment representatives in the first instance of harassment if you are unwilling/unable to approach the harasser.

## **Equality and solidarity**

We must all work together to advance the cause of working people. Harassment divides us. It has no place at this meeting. As sisters and brothers, we will not make comments or gestures, commit any acts that are humiliating or derogatory or cause another member to feel uncomfortable.

We declare this a harassment-free Annual Meeting and encourage SUN members to challenge issues, not individuals.

**This statement applies to all SUN members, guests, and SUN and venue staff.**

# CLIMATE GOALS

## **Collectivity**

- We actively seek information and involvement before we decide and act.
- We acknowledge and value the views of each member but work together for the benefit of the whole.
- When decisions have been made, we act and talk in concert.

## **Democracy**

- We stop, listen to, respect, and seek to understand ideas and

beliefs that are different from our own.

- We respect the decision of the collective and those elected to represent us all.

## **Equality**

- There is equality, fairness and respect in all our dealings with each other.

## **Honesty, integrity**

- There is consistency and congruency between each person's

words and actions.

- People freely express and listen to concerns, feelings, and facts.
- When conflicts arise, we seek resolution face-to-face and in ways that are professional and respectful.

## **Care, compassion and social justice**

- We tackle problems, not people.
- We treat each other as individuals and find ways to offer each other tangible support and care.

# RULES AND PRIVILEGES

- SUN's Climate Goals will be honoured by all in attendance.
- SUN members will be required to show their SUN membership card at check-in.
- All attendees will be required to wear a name tag for the purpose of credentials.
- Members are required to be scanned in at the start of each business day. This will be used to determine quorum.
- Speakers will use a microphone when addressing the Chair.
- Speakers must be acknowledged by the Chair before addressing the assembly.
- A speaker addressing the Chair will state their name, and Local number.
- All remarks must be addressed to the Chair and confined to the question before the assembly.
- All members in good standing may address the convention. (NOTE: Honorary members are not entitled to make motions.)
- Each member in attendance, except for honorary members, is entitled to one vote per question.
- When a standing vote has been called or during the election process, no one will be allowed to enter or exit the meeting room until the vote has been completed.
- Staff and guests can address the convention if requested by the assembly but have no vote.
- Motions and amendments must be presented in writing to the Chair.
- Urgent resolutions may be submitted to the CB&R Committee by the deadline announced.
- All business meetings of SUN shall follow Robert's Rules of Order.
- Cell phones are to be turned off or on vibrate during the meeting.

## SPEAKING AT THE ANNUAL MEETING

SUN members are encouraged to ask questions and provide their feedback during the discussion of resolutions, discussion papers, and/or following presentations and reports. The floor during all SUN meetings, including the Annual Meeting, Bargaining Conference and special meetings of the union, is a safe and welcoming environment for all SUN members to speak their minds.

### TIPS FOR SPEAKING

Members are encouraged to review the Rules & Privileges (above), as well as the Climate Goals (page 27) of the meeting prior to attending.

- Before speaking, take a moment to gather your thoughts. You may want to write them down to ensure you are clear and concise in your question/comment.
- Be sure to speak clearly and directly into the microphone. Adjust the microphone if required.
- Try not to move or look around as you speak. Make sure you are at an appropriate distance from the microphone — not too far and not too close.

- Everyone's comments and opinions are valuable and should be treated with respect and dignity. This key principle is what ensures we have a safe and welcoming environment for members to speak and be heard.

### RULES & PROCEDURES

- Speakers must be recognized by the Chair.
- Only individuals can be recognized by the Chair; groups of speakers are not permitted.
- Speakers cannot hold a spot on the speakers' list and pass the floor to another member to speak on their behalf.

- Speakers must state their name and Local number before they state their question or comment.
- Questions and comments must be presented to the Chair of the meeting, not to individuals.
- Speakers can only speak to the motion or discussion before the assembly.
- Speaking to the same motion or discussion twice will close the discussion/debate, prompting a vote on the motion, if required.

# ELECTIONS

The following members have been acclaimed as successful candidates:

- President | Tracy Zambory, RN, Local 49.1
- Network Representative — NE | Barb Fisher, RN, Local 62
- Network Lead — North | Rikki Skiffington, RN, Local 265
- Network Lead — South | Katherine Dally, RN, Local 246
- Finance Committee
  - Barbara Deets, RN, Local 268
  - Angela Felskie, RN, Local 29
- Nominations Committee:
  - Gail Kizlyk, RN, Local 75
  - Garth Wright, RN, Local 276
- Program Committee:
  - Tracy Bergen, RN, Local 75
  - Yvonne Sawatzky, RPN, Local 259
- Negotiations Committee:
  - Home Care: Lenore McMillan, RN, Local 220
  - Public Health: Rebecca Pott, RN, Local 256
  - Nurse Practitioner: Lesley Shoemaker, NP, Local 258

The following positions will be elected by electronic ballot. Voting instructions were delivered by letter or email on or before March 28. Voting opens on March 28, 2023, at 08:00 and closes on April 17, 2023, at 12:00.

## Second Vice-President:

- Mark Henderson, RN, Local 75
- Melissa McGillivray, RN, Local 107

## Network Rep — SE:

- Sheila Bear, RN, Local 78
- Kelli Howells, RPN, Local 63
- Leslie Saunders, RPN, Local 184

## CB&R Committee:

- Angelica Daigneault, RN, Local 73
- Trudy Derkach, RPN, Local 266
- Rachel Hyatt-Hiebert, RN, Local 69
- Candace Lahoda, RN, Local 75
- Amanda (Mandi) Senger, RN, Local 75

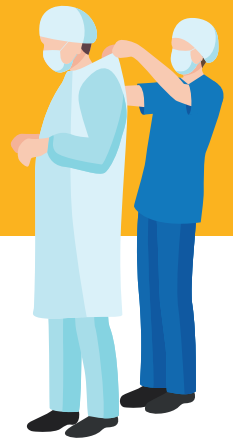
## SUN NETWORK HACK:

SUN's structure has been adjusted to reflect the SHA structure. Now, the name of your SHA Network is also your SUN Network. Easy peasy!

## Photos at the Meeting:



Photos taken during the Annual Meeting will be used by SUN Communications and/or affiliate organizations. These images will not be used for SUN Public Relations campaigns.



## Negotiations Committee:

- Mental Health:
  - Candace Bellegarde, RPN, Local 266
  - Krystle Wallman, RN, Local 258

## The following positions will be elected at the Annual Meeting:

- Network Representative — Regina: One to be elected
- Nominations Committee: One to be elected
- Program Committee: Three to be elected
- Negotiations Committee: One to be elected for each of the following:
  - Saskatoon Base
  - Regina Base
  - Regional Hospitals
  - Community Based Facilities
  - Integrated Facilities
  - Long Term Care
  - North

# RESOLUTIONS REPORT

## Constitutional Amendments

1. Amend Article 7.01 by changing “every SUN Network Council chairperson and chartered local” to “all members”.

If amended:

7.01 The Constitution may be amended yearly and only by a two-thirds (2/3) vote of the members in attendance at a general meeting of the Union at the time of the vote. Full details of the proposed amendments shall be sent out in the notice of the general meeting which is sent to **all members** every SUN Network Council chairperson and chartered local.

*SUN Board of Directors*

Carried  Amended  Defeated

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2. Amend Article 7.02 by changing “every SUN Network Council chairperson and chartered local” to “all members”.

If amended:

7.02 The bylaws and SUN Network Council bylaws prototype and Local bylaws prototype may be amended by a majority vote of the members registered in attendance at a general meeting of the Union at the time of the vote. Full details of the proposed amendments shall be sent out in the notice of the general meeting which is sent to **all members** every SUN Network Council and chartered local.

*SUN Board of Directors*

Carried  Amended  Defeated

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## Bylaw Amendments

### BYLAW 1 DEFINITIONS

3. Amend by deleting Bylaw 1.01 and renumbering.

1.01 ~~The feminine gender shall include the masculine gender and the singular shall include the plural and vice versa as applicable.~~

*SUN Board of Directors*

Carried  Amended  Defeated

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4. Amend by adding as NEW Bylaw 1.15.

Signed means a member has provided their original signature or a member has provided their personal SUN Nurse ID number as assigned to them by SUN.

*SUN Board of Directors*

Carried  Amended  Defeated

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### BYLAW 2 MEMBERSHIP

5. Amend Bylaw 2.01 by changing “by reason of race, colour, national origin, political affiliation, religious affiliation, age, sex, gender identity, marital status, parental status, sexual orientation, physical status, health status, or employment status” to “by reasons identified in the Saskatchewan Human Rights Code”.

If amended:

2.01 No person shall be discriminated against or denied membership in the Union **by reasons identified in the Saskatchewan Human Rights Code** by reason of race, colour, national origin, political affiliation, religious affiliation, age, sex,

~~gender identity, marital status, parental status, sexual orientation, physical status, health status, or employment status.~~

*SUN Board of Directors*

Carried  Amended  Defeated

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6. Amend Bylaw 2.06 by deleting and replace with NEW.

2.06 ~~Any board member or network lead running or elected as a member of the legislative assembly or member of parliament office shall resign from appointed/elected SUN positions.~~

If amended:

2.06 Any board member or network lead running as a member of the legislative assembly or member of parliament office shall take leave of their duties from appointed/elected SUN positions once their candidacy has been announced until the conclusion of the election.

Any board member or network lead elected as a member of the legislative assembly or member of parliament office shall resign from appointed/elected SUN positions.

*SUN Local 107*

Carried  Amended  Defeated

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7. Amend Bylaw 2.07 by deleting and replace with NEW.

2.07 ~~Any Finance, Negotiations, or Constitution, Bylaws and Resolutions committee member running or elected as a member of the legislative assembly or member of parliament office shall resign from appointed/elected SUN positions.~~

If amended:

2.07 Any Finance, Negotiations, or Constitution,

Bylaws and Resolutions committee member running for election as a member of the legislative assembly or member of parliament office shall take leave of their duties from appointed/elected SUN positions once their candidacy has been announced until the conclusion of the election.

Any Finance, Negotiations, or Constitution, Bylaws and Resolutions committee member elected as a member of the legislative assembly or member of parliament office shall resign from appointed/elected SUN positions.

*SUN Local 107*

Carried  Amended  Defeated

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### BYLAW 3 MEETINGS

8. Amend Bylaw 3.01 by changing “every SUN Network Council chairperson and Local president or secretary” to “all members.”

If amended:

3.01 Written notice of the Annual Meeting shall be sent at least forty-five (45) days prior to the meeting to ~~every SUN Network Council chairperson and Local president or secretary~~ **all members** specifying the subjects to be considered and the proposed agenda.

*SUN Board of Directors*

Carried  Amended  Defeated

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9. Amend by adding as NEW Bylaw 3.XX.

The Constitution, Bylaws and Resolutions Committee shall prepare the forms for submission of constitutional amendment(s), bylaw amendment(s), SUN Network Council/Local Bylaws prototype amendment(s) and resolution(s) and send to all members by November 15.

*SUN Board of Directors*

Carried  Amended  Defeated

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10. Amend Bylaw 3.03 i) by changing January 7 to January 15.

If amended:

- 3.03 i) Throughout the year and up to **January 15** ~~January 7~~, any member may submit to the Constitution, Bylaws and Resolutions Committee, constitutional amendment(s), bylaw amendment(s), SUN Network Council/Local Bylaws prototype amendment(s) and resolution(s), in writing, signed by such member and a seconder. If ~~January 7~~ **January 15** falls on the weekend, the deadline will be the next business day.

*SUN Board of Directors*

Carried  Amended  Defeated

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11. Amend Bylaw 3.07 by changing “every SUN Network Council chairperson and Local president or secretary” to “all members”.

If amended:

- 3.07 Written notice of the special meeting shall be sent, at least twenty-one (21) days prior to the special meeting, to **all members** ~~every SUN Network Council chairperson and Local president or secretary~~.

*SUN Board of Directors*

Carried  Amended  Defeated

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## BYLAW 4 NOMINATIONS AND ELECTIONS

12. Amend Bylaw 4.01 by changing “the first week of December” to “November 15” and change “the president of SUN, each SUN Network Council chairperson and to each Local” to “all members”.

If amended:

- 4.01 Nomination forms for any and all elected positions shall be prepared by the Nominations

Committee and sent to **all members** ~~the president of SUN, each SUN Network Council chairperson and to each Local~~ by **November 15** ~~the first week of December~~. The Terms of Reference shall accompany the nominations forms.

*SUN Board of Directors*

Carried  Amended  Defeated

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13. Amend Bylaw 4.04 by deleting and replace with NEW.

~~4.04 Nominees for the office of Network Representative shall be from the members of the given Network who work the majority of their work (> 80%) within their respective Network, excluding base hospitals.~~

If amended:

- 4.04 Nominees for the office of Network Representative shall be from the members of the respective Network in which they are employed.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

---

14. Amend Bylaw 4.05 by deleting and replace with NEW.

~~5. Nominees for the office of Base Hospital Representatives shall be from the members who work the majority of their work (> 80%) within the base hospitals.~~

If amended:

- 4.05 Nominees for the office of Base Hospital Representatives shall be from the members of the respective base hospital in which they are employed.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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15. Amend Bylaw 4.10 by changing “with the endorsement of a” to “and signed by”.

If amended:

4.10 Each nomination submitted shall be on an official Nominations Form ~~with the endorsement of a~~ **and signed by** a nominator and seconder. The nominee shall consent in writing to accept the office if elected.

*SUN Board of Directors*

Carried  Amended  Defeated

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16. Amend Bylaw 4.11 by changing “of the third Tuesday in January” to “January 15”, changing “Faxed” to “Electronic copies”, and adding “If January 15 falls on the weekend, the deadline will be the next business day.”

If amended:

4.11 Nominations shall be accepted by the Nominations Committee until 1200 hours **on January 15** ~~of the third Tuesday in January. Faxed~~ **Electronic** copies of Nominations Forms and Position Statements are to be followed with the original by mail to the SUN Regina office. Nominees should contact the SUN Regina office to ensure the Nomination Form and the Position Statement have been received. **If January 15 falls on the weekend, the deadline will be the next business day.**

*SUN Board of Directors*

Carried  Amended  Defeated

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17. Amend Bylaw 4.12 by changing “the first week of February” to “February 15”, and changing “each SUN Network Council chairperson and Local” to “all members”.

If amended:

4.12 The list of nominees so prepared shall there-

after be known as the “Ticket of Nominations” and a copy signed by the Nominations Committee shall be sent not later than **February 15** ~~the first week of February~~ to the President of the Union and to **all members** ~~each SUN Network Council chairperson and Local.~~

*SUN Board of Directors*

Carried  Amended  Defeated

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18. Amend Bylaw 4.17 by changing “Annual Meeting” to “Board of Directors”.

If amended:

4.17 In the continued absence of a nominee for a position, the ~~Annual Meeting~~ **Board of Directors** shall determine the method of filling the position.

*SUN Board of Directors*

Carried  Amended  Defeated

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19. Amend Bylaw 4.28 by changing two weeks to four weeks.

If amended:

4.28 The terms of office for the President and First Vice-President shall be two years. When there is a new incumbent elected, an additional ~~two~~ **four** weeks will be added to the term for the purposes of orientation.

*SUN Board of Directors*

Carried  Amended  Defeated

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20. Amend Bylaw 4.28 by adding to paragraph 4 and 5 “with a maximum of two (2) consecutive terms after which the duly elected member shall withdraw for one (1) complete term before re-election.”

If amended:

4.28 Elections for Board positions shall be held annually and shall take place in the follow-

ing manner. The positions of the President, Second Vice-President and NE, SE and Regina Network Representatives, and North Lead, shall occur in odd numbered years.

The positions of First Vice-President, NW, SW, and Saskatoon Network Representatives, and both Base Hospital Representatives, and South Lead, shall be elected in even numbered years.

All Committees shall be elected in odd numbered years. For the purposes of defining the length of a term of office, a year shall mean the length of time from one Annual Meeting to the next.

The term of office for the President and First Vice-President shall be two years **with a maximum of two (2) consecutive terms after which the duly elected member shall withdraw for one (1) complete term before re-election.** When there is a new incumbent elected, an additional two weeks will be added to the term for the purposes of orientation.

The term of office for all other elected positions shall be two years from the end of the Annual Meeting at which election occurred **with a maximum of two (2) consecutive terms after which the duly elected member shall withdraw for one (1) complete term before re-election** except as provided for in Bylaw 4.22, 4.24, 6.10. In the event a vacancy occurs which is filled by election, the term of office shall be the remaining unexpired term.

*Raija-Liisa Larson, Local 62 & Laura Block, Local 299*

Carried  Amended  Defeated

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## BYLAW 5 BOARD OF DIRECTORS AND NETWORK LEADERSHIP

21. Amend Bylaw 5.05.1 i) by changing three to four.

If amended:

5.05.1 The President oversees the affairs of the Union and shall:

- i) Receive a ~~three~~ **four** week transition period for orientation.

*SUN Board of Directors*

Carried  Amended  Defeated

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22. Amend Bylaw 5.05.2 by changing two to four, and add as new vi) "Be a signator to all SUN Network Council bank accounts."

If amended:

5.05.2 The First Vice-President shall:

- i) Receive a ~~two~~ **four** week transition period for orientation.

- vi) **Be a signator to all SUN Network Council bank accounts.**

*SUN Board of Directors*

Carried  Amended  Defeated

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23. Amend Bylaw 5.05.5 by adding as new viii) May act as a signator to all SUN Network Councils bank accounts.

If amended:

5.05.5 The Network Lead shall:

- viii) **May act as a signator to all SUN Network Councils bank accounts**

*SUN Board of Directors*

Carried  Amended  Defeated

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24. Amend Bylaw 5.06 by deleting “or the Executive Committee”.

If amended:

5.06 All directors of the Union shall assume such other duties as the President or the Board of Directors ~~or the Executive Committee~~ may assign from time to time.

*SUN Board of Directors*

Carried  Amended  Defeated

26. Amend Bylaw 6.02 iv) by deleting “and LTD”.

If amended:

6.02 iv) The Executive Committee of the Board shall act as the Appeals Committee with respect to grievance ~~and LTD~~ appeals in accordance with established procedures for same.

*SUN Board of Directors*

Carried  Amended  Defeated

**BYLAW 6 COMPOSITION AND DUTIES OF COMMITTEES**

25. Amend Bylaw 6.01 B) ii) by adding “with a maximum of two (2) consecutive terms after which the duly elected member shall withdraw for one (1) complete term before re-election”.

If amended:

6.01 B) Terms of Office for All Committees

i) In the event that any member of any standing committee should resign, die or otherwise cease to act, the Board shall appoint from the members of the Union a replacement for the unexpired term or as per Bylaw 4.24.

ii) The members of standing committees shall hold office for a two (2) year term **with a maximum of two (2) consecutive terms after which the duly elected member shall withdraw for one (1) complete term before re-election**, except as provided otherwise in the Constitution and Bylaws.

*Raija-Liisa Larson, Local 62 & Laura Block, Local 299*

Carried  Amended  Defeated

27. Amend Bylaw 6.04 i) by changing January 7 to January 15, change general meeting to Annual Meeting.

If amended:

6.04 The Constitution, Bylaws and Resolutions Committee shall:

i) Have the authority to initiate, receive and prepare constitutional and bylaw amendments and resolutions for presentation to the **Annual Meeting** ~~general meeting~~; amendments must be submitted by **January 15** ~~January 7th~~. If **January 15** ~~January 7th~~ falls on the weekend, the deadline will be the next business day.

*SUN Board of Directors*

Carried  Amended  Defeated

28. Amend Bylaw 6.04 ii), iii), v) by changing “after” to “through” and adding “written”; and adding to vi) “through written consultation and agreement of the proposers”.

If amended:

6.04 The Constitution, Bylaws and Resolutions Committee shall:

ii) Have the authority to give preference to an affirmative resolution over a negative

one with respect to the same subject matter, ~~after~~ through written consultation and agreement of the proposers.

iii) Have the authority to eliminate duplications in constitutional and bylaw amendments submitted, ~~after~~ through written consultation with and agreement of the proposers.

v) Have the authority to edit constitutional and bylaw amendments, provided that the scope and intent of any such amendment is not changed, ~~after~~ through written consultation with and the agreement of the proposer.

vi) Have the authority to edit and/or consolidate resolutions, provided that the scope and intent are not changed, through written consultation and agreement of the proposers.

*Chantell Mollenhauer, Local 107 & Nicole Neufeld, Local 101*

Carried  Amended  Defeated

29. Amend Bylaw 6.05 by replacing “SUN Network Council Chairpersons, Local Presidents, Network Leads, SUN Board of Directors and Committees” with “all members”.

If amended:

6.05 The Constitution, Bylaws and Resolutions Committee shall prepare a report which shall be sent with the notice of the general meeting. Such report shall be sent to ~~all members SUN Network Council Chairpersons, Local Presidents, Network Leads, SUN Board of Directors and Committees~~ at least eight (8) weeks prior to the meeting at which the constitution, bylaws and resolutions are to be considered. This report shall contain constitution and bylaw amendments and resolutions which are to be voted on at the meeting.

*SUN Board of Directors*

Carried  Amended  Defeated

30. Amend Bylaw 6.07 ii) by deleting “in those circumstances where the majority of their work (>80%) is actually conducted in that field”.

If amended:

6.07 ii) SUN/SAHO Negotiations Committee Representation

Self Identification

Members, with the express and written support of their locals and Network Council, may self declare their representation ~~in those circumstances where the majority of their work (>80%) is actually conducted in that field.~~

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

## BYLAW 7 DISCIPLINE

31. Amend Bylaw 7.03 by adding after second paragraph “The complaint can not be made anonymously and the name of the complainant shall be disclosed to the defendant.”

If amended:

7.03 Complaints

Any member may make a complaint against another member for a breach of duty under the Constitution and Bylaws.

~~The complaint can not be made anonymously and the name of the complainant shall be disclosed to the defendant.~~

A complaint must be sent in writing by the complainant to the Executive Director of the Union within sixty (60) days after the violation has been discovered. The complaint must clearly state the reason(s) for the complaint being lodged.

The Executive Director shall serve the defendant with a copy of the complaint promptly and in all cases within fourteen (14) days of receipt of the complaint by Registered Mail to the address shown in the SUN database.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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32. Amend Bylaw 7.04 by adding “or the Appeals Committee” to the end of each paragraph.

If amended:

#### 7.04 Conflicts

The Complainant, the Defendant, and anyone who is in conflict shall not participate in the proceedings of the Complaints Investigation Committee or the Discipline Committee **or the Appeals Committee.**

The defendant and the complainant may challenge for reasonable cause the participation of any member who is in conflict of the Complaints Investigation Committee or the Discipline Committee **or the Appeals Committee.**

To the extent possible, no member employed in the same region of the complainant or the defendant shall be appointed to the Complaints Investigation Committee or to the Discipline Committee **or the Appeals Committee.**

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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33. Amend Bylaw 7.13 by adding “or alternate”.

If amended:

#### 7.13 Appeals

The President **or alternate** and three (3) Network or Base Hospital representatives will constitute the Appeals Committee.

*SUN Board of Directors*

Carried  Amended  Defeated

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34. Amend Bylaw 7.13 by adding the following after the first paragraph “The defendant may challenge for reasonable cause the appointment of the representatives to the Appeals Committee. The defendant shall submit any challenges to the President within three (3) days of receiving notice of the appointment of the representatives to the Appeals Committee. If the President considers the challenge valid, the President will disqualify the person challenged and select another representative to sit on the Appeals Committee. If the President is unavailable or has an interest in the appeal which raises a reasonable apprehension of bias, the Board of Directors shall designate a Network Representative or a Base Hospital Representative to carry out the functions of the President.”

If amended:

#### 7.13 Appeals

The President and three (3) Network or Base Hospital representatives will constitute the Appeals Committee.

**The defendant may challenge for reasonable cause the appointment of the representatives to the Appeals Committee. The defendant shall submit any challenges to the President within three (3) days of receiving notice of the appointment of the representatives to the Appeals Committee. If the President considers the challenge valid, the President will disqualify the person challenged and select another representative to sit on the Appeals Committee. If the President is unavailable or has an interest in the appeal which raises a reason-**

able apprehension of bias, the Board of Directors shall designate a Network Representative or a Base Hospital Representative to carry out the functions of the President.

Melanie Martin, Local 106 & Barb Helfrick, Local 63

Carried  Amended  Defeated

## SUN NETWORK COUNCIL BYLAWS PROTOTYPE

35. Amend SUN Network Council Bylaw 6.03 by adding “provide a financial report at all regular meetings or as requested” and adding “and provide a copy to SUN Provincial no later than October 31st”.

If amended:

- 6.03 iv) The Treasurer shall:
- a) receive all monies paid into the SUN Network Council and give official receipts for all monies received;
  - b) deposit all monies received in the name of the SUN Network Council in such financial institution as the executive may direct;
  - c) request to receive copy or report on all financial decisions and transactions from other signing officers;
  - d) provide a financial report at all regular meetings or as requested;
  - e) prepare an annual financial statement of the SUN Network Council and provide a copy to SUN Provincial no later than October 31st.

SUN Board of Directors

Carried  Amended  Defeated

36. Amend SUN Network Council Bylaw 8.06 by adding “In addition, the First Vice-President will also be a signator for all SUN Network Councils. This is to ensure banking processes for SUN Network Councils have provincial support.”

If amended:

- 8.06 The SUN Network Council shall appoint or elect a minimum of three (3) members, to be named as signators. Cheque signers can include any other appointed or elected signators as determined by the membership. Financial business of the SUN Network Council, such as withdrawal of funds or transactions by cheque, must be signed by any two (2) of the following officers of the SUN Network Council: Chairperson, Vice Chairperson, Secretary or Treasurer, or any other appointed or elected signators as determined by the membership. Cheques cannot be signed by the recipient of the cheque.

In addition, the First Vice-President will also be a signator for all SUN Network Councils. This is to ensure banking processes for SUN Network Councils have provincial support.

SUN Board of Directors

Carried  Amended  Defeated

## SUN LOCAL BYLAWS PROTOTYPE

37. Amend Local Bylaws Prototype Bylaw 6.04 by adding “provide a financial report at all regular meetings or as requested.”

If amended:

- 6.04 v) The Treasurer shall:
- a) receive all monies paid into the Local and give official receipts for all monies received;
  - b) deposit all monies received in the name of the Local in such financial institution as the executive may direct;
  - c) request to receive copy or report on all financial decisions and transactions from other signing officers;
  - d) provide a financial report at all regular meetings or as requested.

SUN Board of Directors

Carried  Amended  Defeated

## BOARD POLICIES

38. Intent to amend Board Policy 008-B-2007 (Board Appointed Representatives) by:

- adding Workers with Disabilities to the list of SFL committees
- reflecting funding to SFL committees shall be provided by the SFL or as provided for in budget
- reflecting the process of committee appointment

*SUN Board of Directors*

Carried  Amended  Defeated

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39. Intent to amend Board Policy 009-B-2007 (Calendar of Routine Board Events) by deleting content of policy procedure and retaining the paragraph regarding meetings of the board; by changing policy title to Scheduling of Routine Board Events.

*SUN Board of Directors*

Carried  Amended  Defeated

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40. Intent to amend Board Policy 010-B-2007 (Risk Management) by including use of board members personal vehicles for SUN business and related risk management.

*SUN Board of Directors*

Carried  Amended  Defeated

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41. Intent to amend Board Policy 011-B-2007 (Board Days and Professional Development) by:

- changing the policy name to Board Reimbursement and Professional Development
- amending the purpose and policy statement to reflect board meeting reimbursement be included
- outlining remuneration for board meeting attendance as eight (8) hours on a day off or up to twelve (12) hours income continuance for an approved union leave

*SUN Board of Directors*

Carried  Amended  Defeated

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42. Intent to amend Board Policy 017-B-2007 (Convention Delegate Selection) by including funding for Network Leads to CFNU and CLC Conventions.

*SUN Local 62*

Carried  Amended  Defeated

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43. Intent to amend Board Policy 025-B-2010 (Board Member Recognition) by including provision for the recipient of the crystal award to be funded to attend the Annual Meeting when they receive their award (funding as per 039-M).

*SUN Board of Directors*

Carried  Amended  Defeated

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44. Intent to amend Board Policy 028-B-2007 (President, First Vice-President, Accommodation and Relocation) by deleting bullet d) as this is covered in 038-M and is redundant in this policy.

*SUN Board of Directors*

Carried  Amended  Defeated

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45. Intent to amend Board Policy 029-B-2007 (President, First Vice-President, Compensation) by changing a) to reflect current Schedule A/Rates of Pay in the SUN/SAHO CBA, first vice-president salary to reflect step 5 of NP wage scale and president's salary to reflect step 5 of NP wage scale plus \$15.00, include reference to any other negotiated compensation as per the SUN/SAHO CBA.

*SUN Board of Directors*

Carried  Amended  Defeated

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46. Intent to create new Board Policy to provide process for access to education for the President, First Vice-President and Second Vice-President.

*SUN Board of Directors*

Carried  Amended  Defeated

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## MEMBERSHIP POLICIES

SUN Board of Directors

47. Intent to amend Membership Policy 007-M-2007 (Legal Assistance Fund for Professional Associations Referrals) by expanding access to legal assistance funding for professional referrals based on activity outside the workplace.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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48. Intent to amend Membership Policy 018-M-2007 (Religious Objectors) by including language to provide an option for dues donation to an organization agreed upon by the religious objector and the union.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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49. Intent to amend Membership Policy 019-M-2007 (Provincial Membership Dues) by changing provincial dues to 1.5%.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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50. Intent to amend Membership Policy 021-M-2007 (Local and Network Briefs) by:

- ensuring support is available to locals and SUN Network Councils when opportunities for communications and briefs arise
- ensuring an approval process is maintained
- ensuring content is in alignment with goals, objectives and policies of SUN
- changing policy name to include presentations, briefs and external communication
- including social media/communications support

*SUN Board of Directors*

Carried  Amended  Defeated

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51. Intent to amend Membership Policy 023-M-2007 (Nominations and Elections) by including reference to a Candidates Forum, and to identify that the SUN logo cannot be used by candidates for campaign materials.

Carried  Amended  Defeated

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52. Intent to amend Membership Policy 028-M-2007 (Local Laptop Funding) by increasing laptop grant to \$1000 every five years when requested.

*SUN Local 62*

Carried  Amended  Defeated

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53. Intent to amend Membership Policy 037-M-2007 (Investments) by deleting and moving to Financial Policy.

*SUN Board of Directors*

Carried  Amended  Defeated

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54. Intent to amend Membership Policy 038-M-2007 (Expense Reimbursements) by increasing compensation to up to 20 hours for Local representatives (up to three) when preparing for each NAC and IAC presentation.

*SUN Local 107*

Carried  Amended  Defeated

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55. Intent to amend Membership Policy 043-M-2007 (Sector Designation) by removing the rule of 80% and replace with language that states any employee in good standing employed in that network may be considered for member representation.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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56. Intent to amend Membership Policy 046-M-2010 (Honourariums for Locals and SUN Network Councils) by removing reference to a reasonable administration fee.

*SUN Local 62*

Carried  Amended  Defeated

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57. Intent to amend Membership Policy 053-M-2013 (Bottled Water, Potable Water, Tap Water) by deleting and creating a position statement.

Carried  Amended  Defeated

58. Intent to delete Membership Policy 026-M-2007, 038-M-2007 and 039-M-2007 and create NEW Membership Policy regarding member compensation for the following:

- Annual Meeting and Bargaining Conference
- Virtual Internal Events
- In Person Internal Events
- External Education Events
- Advanced Labour School
- Arbitration and Independent Assessment Committee
- Orientation to Newly Certified Local
- Retroactive Pay
- Nursing Student Representative Attendance
- Other Events

SUN Local 75

Carried  Amended  Defeated

## POSITION STATEMENTS

59. That the current Preceptors Position Statement be deleted and replaced with NEW.

### Preceptors

Within the context of SUN collective agreements, the term 'Preceptor' is a registered nurse who educates, supervises, assesses, and evaluates a student in a formal clinical practicum. In this situation, the registered nurse is not employed by the student's educational program and the student is not an employed unregulated care provider. SUN members who become preceptors assume the role and responsibilities of an instructor; namely, supervision of practice, assessment of skills and abilities, the legal responsibility for the student in the clinical environment, and often, written evaluation of the student's progress. Supervision requirements with students are contingent on effective communication, knowledge of the student, and expectations in the practice setting, and will vary to ensure safe

patient care while respecting that students retain their accountabilities when practicing in their role (CNPS, 2012).

Preceptorship is an assignment by the employer to a registered nurse, who has expressed interest in being a preceptor and should involve active communication, education, and orientation for the registered nurse to fulfill the role and responsibilities. Nursing students are focused on the practical application of their theoretical knowledge and skills into practice settings to solidify their foundational practice, which includes application of skill development, problem-solving, critical thinking, organization, and time management (Thomas et al., 2018). Preceptors in these practice settings are critical to assist students in their practice and require orientation, education, and a supportive environment to be mutually beneficial and successful (Loughran & Koharchik, 2019). Support for both the Preceptor and student for a successful experience is important to promote safe practice, the transition to practice, and the development of future nursing colleagues, and can be achieved through the implementation of strategies for preceptors (Thomas et al., 2018). Integration of strategies for successful preceptorships require collaboration to implement steps that facilitate the following: "establish a working relationship; know the student's goals and course outcomes; create a respectful learning environment; establish learning styles; provide good feedback; be a resource and offer insight; communicate with course faculty; and, recognize not all preceptor/student personalities/relationships work" (p. 178). The Registered Nurses' Association of Ontario [RNAO] has prepared their guideline, Practice Education in Nursing (2016) that addresses recommendations for students, preceptors, faculty, curriculum, service agencies, and system/policy to foster and encourage experiences and environments that are supportive for preparation of nurses.

### Position

SUN believes that preceptorship is a voluntary role available to all members, and members have the right to refuse participation without recrimination.

SUN believes that preceptors must receive education in their role, function, and responsibilities before participating in any preceptorship program. We believe that this is the responsibility of the employer and should be paid per the collective bargaining agreement.

SUN believes that employees who agree to act as preceptors must be advised in writing, by the employer, in advance, of their legal obligations and liability when acting as a preceptor.

SUN believes that compensation for the preceptor is a collective bargaining issue and must be dealt with in the provincial collective bargaining context.

SUN believes that prior to commencement of preceptorship, the employer and the employee will discuss work assignment adjustments that may be required.

SUN believes that students should not be counted within the staffing complement on a shift, nor expected to fulfill any role other than as a learner, as they are unable to autonomously practice without the support and supervision of a registered nurse.

#### References:

Canadian Nurses Protective Society. (2012). InfoLAW: Supervision. <https://cnps.ca/article/supervision/>

Loughran, M. C., & Koharchik, L. (2019). Ensuring a successful preceptorship. *American Journal of Nursing*, 119(5), 61-65. <https://doi.org/10.1097/01.NAJ.0000557917.73516.00>

Registered Nurses' Association of Ontario. (2016). Best practice guideline: Practice education in nursing. <https://rnao.ca/bpg/guidelines/practice-education-nursing>

Thomas, C. M., Allen, R., & Edwards, J. (2018). Strategies for successful nurse student preceptorships. *Journal of Christian Nursing*, 35(3), 174-179. <https://doi.org/10.1097/cnj.0000000000000506>

*SUN Board of Directors*

Carried  Amended  Defeated

60. That the current Social Programs/Political Action Position Statement be deleted and replaced with NEW.

## Social Programs/Political Action

### International Social Framework

The Saskatchewan Union of Nurses will:

1. Work to promote:
  - world peace
  - an end to all terrorism
  - food, shelter, clothing, education and health for all people
  - the eradication of poverty and ignorance
  - democracy
  - truth, honesty and respect for people everywhere
  - an end to racism
  - proper working conditions globally
  - the protection of the earth's environment
2. Urge governments to include women in the peacemaking process.
3. Call for national and international policies based on democratic principles and a human rights framework which promotes women's equality.

Rationale:

- We oppose all personal and national acts of violence and acts of terrorism in any and all forms.
- We understand that workers are always on the front lines of all conflicts and disasters. We find ourselves facing conflicts that may involve us, and our children, in a never ending war.
- Women are usually the first victims of fundamentalism, war, and injustice, and women are often the first to develop alternatives to violence.
- True peacemaking must include women and their respective organizations in the process of finding solutions to international terrorism and war.

### Medicare

SUN endorses the five principles of Medicare and the provisions of THE CANADA HEALTH ACT:

- 1) accessibility
- 2) comprehensiveness
- 3) universality
- 4) portability
- 5) public administration.

## Employment Insurance

The Employment Insurance program must be there in tough times for those who paid into it. Laid-off workers need adequate benefits to support themselves and their families while they search for a new job. Too many workers who lose their jobs fall through the cracks of the EI system.

Since the mid-1990s, the government has built up a huge surplus from EI premiums, the result of deep cuts in benefits paid to unemployed workers and rules that prevent most unemployed workers from qualifying for benefits at all. As examples of this change:

- In 1996, the maximum weekly benefit was \$604. Today's maximum is only \$435, and the average benefit is just \$335 per week.
- In 2006-07, only four in ten unemployed workers, and even fewer women, qualified for EI. Those who do qualify are eligible, on average, for just 32 weeks of benefits. Some who do qualify are only eligible for a maximum of 14 weeks of benefits.

The federal government must:

- Provide regular benefits on the basis of reasonable hours of work, no matter where workers live and work in Canada.
- Raise benefits immediately.
- Increase the period for which benefits can be collected.
- Invest part of the EI surplus on better training and labour adjustment programs.

## Social Policy

1. Social programs should be used to help build communities and contribute to equality of opportunity and living standards for all members of society.

Social programs should make a positive contribution to the ongoing struggles for equality and independence of women, Indigenous people, people with disabilities and visible minorities.

Social programs should provide real security to all working people and protect them from

the avoidable harshness of the market-based economy by providing non-market income and services.

2. **Employment**  
Social security should be based on:
  - Good job opportunities for all;
  - Strong comprehensive pay equity legislation;
  - Strong employment equity legislation;
  - Effective labour standards with adequate minimum wage laws;
  - Strong trade union membership and collective bargaining rights.
3. **Training and Education**  
Opportunities for education and training should be a matter of right. Learning has both intrinsic and economic value, and contributes to equality of living standards and opportunity. Education and training should not be used to punish the recipients of income security.
4. **Our Social Security System should:**
  - Provide strong, universal earnings replacement for working people when their earning are interrupted through unemployment, retirement, maternity and parental leave, sickness and disability.
  - Include a guaranteed annual income to all Canadians in a manner that respects the dignity of the people receiving benefits.
  - Guarantee access to essential health and educational services and other services needed to participate fully in the economic, social and political life of the country.
5. **Women's Rights**  
We advocate strong employment equity laws that include equal pay for work of equal value, and for employment standards legislation that would increase minimum wages and provide paid maternity and necessary leave for family responsibilities.

- 6. **Child Care**  
A national child care system should be established. Quality child care is an important environment for the social and intellectual development of children.
- 7. **The Deficit, Taxation and Social Spending**  
Deficits should be tackled by reducing unnecessary spending, eliminating tax loopholes, eliminating the capital gains, and inheritance exemptions, reducing the upper level RRSP deductions, increasing corporate taxes, and acting to create lower interest rates and create employment. Economic recovery may depend on maintaining, or even increasing, social spending. Tax reform must be part of deficit reduction plans.
- 8. **Coalitions With Other Groups/Political Action**  
The Union must work to effect change that will improve opportunities for our children and for ourselves to live healthy and productive lives. Our ability to do so will depend on organized political action. Saskatchewan nurses are well-placed to speak up and speak out and to be key players in coalitions. We will *act* on and create as many opportunities for united action with other groups and individuals that share  
SUN's vision for a healthier society.

*SUN Board of Directors*

Carried    Amended    Defeated

- 61. That the current Support for Newly Hired Nurses Position Statement be deleted and replaced with NEW.

**Support for Newly Hired Nurses**

'Newly hired nurses' can be recent graduates or registered nurses in a new practice setting, specialty, or position requiring orientation, training, mentorship, or preceptorship by the employer to successfully integrate into the work environment.

Nursing academic programs prepare graduate nurses to function at a novice level to meet the

entry-level competencies outlined by registered nursing regulatory bodies. Academic nursing programs prepare new graduates for entry to practice and initial transition from a student to registered nurse role, however, they cannot prepare students for all situations in professional practice (Blevins, 2018). For success and retention within the work environment, the transitional period needs to focus on structure, support, and socialization (Africa 2017; Blevins, 2018). Established transitional programs have demonstrated "higher levels of competence, greater job satisfaction, and raised retention rates. Higher retention rates directly align with staffing stability in ensuring consistency and continuity, both contributing factors to attaining patient safety" (Africa, 2017, p. 179). The integration of new registered nurse graduates requires additional steps and programming to ensure their success, patient safety, and ability to grow their professional practice.

New graduates and registered nurses in new working environments require supports to solidify and advance professional practice for safe, competent, ethical patient care. Formal and informal programming in the work environment facilitates the integration of new knowledge, skills, and judgment to meet the needs of the registered nurse, patients, and the organization.

Orientation for newly hired registered nurses should be formalized for a specific period, individualized based on the registered nurse, practice setting, and environment, and followed by a period of supplementary support and mentorship or preceptorship using a needs-based approach.

Role modeling to support the learning and professional growth of registered nurses is often utilized in two different forms: mentorship and preceptorship. A period of formal orientation precedes both forms of role modeling. Clarity is required to understand the differences between mentorship and preceptorship for application:

The purpose of mentorship is to "assist novice and experienced individuals to develop professionally while facilitating integration within the workplace,

employee engagement, job satisfaction, networking and succession planning for both individuals” (Rohatinsky et al., 2018, p.324). Mentorship focuses on a collegial relationship and can be both formal and informal. The relationship can be both short-term and long-term depending on the needs of the mentee and the mentor’s assessment; ultimately, it should be mutually beneficial to both.

The purpose of preceptorship is to “assist novice individuals to adjust to and learn a new role, become acquainted with a new work environment, and develop clinical skills in order to produce a competent, functioning employee” (Rohatinsky et al., 2018, p.324). Preceptorship focuses on an evaluative relationship and is typically formal. The length of the relationship is usually predetermined and short-term, for the primary benefit of the preceptee (cited in College & Association of Registered Nurses of Alberta [CARNA], 2019, p.1).

Partnering newly hired registered nurses with those with greater experience in mentoring relationships allows for the sharing of knowledge, wisdom, and experience to foster a positive professional working environment. Mentoring incorporates a wide range of roles: advisor, teacher, coach, protector, sponsor, resource, sounding board, challenger, and role model (Dirks, 2021). A collaborative mentorship relationship has been shown to contribute to recruitment and retention, decreased turnover, professional growth and development, increased self-confidence and resiliency, psychosocial supports, patient safety, increased patient outcomes, development of clinical expertise, quality of care, and quality work environments (CARNA, 2019; Dirks, 2021).

Formal and informal programming within employment and professional practice supports the stabilization of the registered nursing workforce to create quality work environments for safe patient care, positive patient outcomes, and accessibility to healthcare services. Failure to ensure this stability can lead to negative consequences for the profes-

sion, damaging the province’s ability to retain experienced registered nurses, and to attract and retain new registered nurses to the profession in Saskatchewan.

#### Position

SUN believes newly hired registered nurses require a supportive practice environment and sufficient resources to ensure successful integration into nursing practice and employment to ensure safe, competent, and ethical patient care.

SUN believes that members who have returned to practice following an extended absence from the workplace, require the same level of support and opportunity as newly hired registered nurses, for re-integration to ensure safe, competent, and ethical patient care.

SUN believes there is a requirement for registered nurses providing mentorship or preceptorship to receive education on their role, function, and responsibilities. We believe that this is the responsibility of the employer and should be paid per the collective bargaining agreement.

SUN believes that the mentorship and preceptorship of registered nurses are voluntary roles available to members, and members have the right to refuse participation without recrimination when it is not a primary responsibility in their position.

SUN believes it is the employer’s responsibility and accountability in the collective bargaining agreement, to provide orientation, training, in-services, professional development, and staff development for members in the workplace. Further, the employer has a responsibility to provide accessible, professional supports for continuing nursing education and lifelong learning to optimize nursing practice.

#### References:

Africa, L. M. (2017). Transition to practice programs: Effective solutions to achieving strategic staffing in today’s healthcare systems. Nursing

Economic\$, 35(4), 178-183.

Blevins, S. (2018). From nursing student to registered nurse: The challenge of transition. *MEDSURG Nursing*, 27(3), 199-200.

College & Association of Registered Nurses of Alberta. (2019). Practice advice: Mentoring. [https://nurses.ab.ca/docs/default-source/document-library/practice-advice/mentoring.pdf?sfvrsn=7fd267e6\\_4](https://nurses.ab.ca/docs/default-source/document-library/practice-advice/mentoring.pdf?sfvrsn=7fd267e6_4)

Dirks, J. L. (2021). Alternative approaches to mentoring. *Critical Care Nurse*, 41(1), e9-e16. <https://doi.org/10.4037/ccn2021789>

*SUN Board of Directors*

Carried  Amended  Defeated

62. That the current Workplace Issues Position Statement be deleted and two NEW position statements be created: section on Harassment to be a NEW Position Statement and section on Quality Work Environment to be a NEW Position Statement.

### Harassment

The Saskatchewan Union of Nurses believes that every worker is entitled to employment free of harassment where everyone is treated with dignity and respect.

Harassment is defined in The Occupational Health and Safety Act as any objectionable conduct, comment or display by a person that:

- is directed at a worker;
- is made on the basis of race, creed, religion, colour, sex, sexual orientation, gender identity, marital status, family status, disability, physical size or weight, age, nationality, ancestry, or place of origin; and
- constitutes a threat to the health or safety of the worker.

This type of harassment is prohibited in the Occupational Health and Safety Act, 1993, Section 2 (1) (l) and the Saskatchewan Human Rights Code. It also extends to sexual harassment, which is conduct, comment, gesture or contact of a sexual nature that is offensive, unsolicited or unwelcome.

Sexual harassment may include:

- a threat of reprisal for refusing to comply with a sexually orientated request, the threat

could be expressed directly or implied;

- unwelcome remarks, jokes, innuendoes, propositions, or taunting about a person's body, attire, sex, sexual orientation, or gender identity;
- displaying pornographic or sexually explicit pictures or material;
- unwelcome physical contact;
- unwelcome invitations or requests, direct or indirect, to engage in behaviour of a sexual nature; and
- refusing to work with or have contact with workers on-the-job because of their sex, gender or sexual orientation.

This also extends to personal harassment which is unwelcome comments or actions directed at a worker, which is not necessarily based on race, creed or one of the other prohibited grounds described above, but are abusive and humiliating and interferes with a person's work performance, health, safety or well-being.

Personal harassment may include:

- practical jokes which may cause embarrassment, endanger safety or affect work performance negatively;
- vandalism of personal property;
- verbal abuse or threats;
- insulting, derogatory or degrading comments, jokes or gestures;
- refusing to work or cooperate with others; and
- unwelcome physical contact.

1. SUN is committed to working towards the goal of harassment free workplaces and a harassment free union.

2. The Saskatchewan Union of Nurses encourages SUN members to participate in the development of Harassment policies through their involvement on the Occupational Health and Safety Committee in their workplace and in their Local.

In addition to the requirements set out in the OHS Regulations in particular Section 36 and the Code of Practice, the Union recommends that the Local and/or the SUN OHS Representative should ensure that the policy:

- ▶ gives both the alleged harassed and the alleged harasser their right to natural justice and fairness and does not violate their rights under the collective agreement;
  - ▶ does not conflict in any way with the collective agreement;
  - ▶ includes a statement outlining the right of workers to union representation;
  - ▶ includes a statement outlining the right of workers to access Worker's Compensation if time away from work is required due to the harassment and/or counselling sessions;
  - ▶ does not include discipline or disciplinary penalties;
  - ▶ contains a commitment and plan to educate the workers in the workplace on harassment and the policy;
  - ▶ contains the statement that the Harassment Policy is not intended to discourage or prevent the complainant from exercising any other legal rights under the law such as filing a complaint under The Saskatchewan Human Rights Code, filing a grievance under the collective agreement, contacting the OHS Branch, etc.
3. In a case where the alleged harasser is a SUN member, the Union and the Local will fairly represent the member.
  4. The requirement under the OHS Act and Regulations does not deal with personal harassment for reasons other than those listed above. If harassment is occurring to a member not attributed to those listed (i.e. union activity) the Union will consider the appropriate course of action, if any, to deal with this. Other actions include complaints under the general

health and safety provisions of the OHS Act and Regulations, filing of grievances, filing of an Unfair Labour Practice, Joint Union Management Meetings, etc.

5. The Saskatchewan Union of Nurses as an employer will ensure, insofar as is reasonably practicable, that the employer's workers are not exposed to harassment at the place of employment. The employer, in consultation with the OHS Committee, will develop a policy to prevent harassment.
6. The Saskatchewan Union of Nurses will endeavor to have union meetings and union activities with a zero tolerance for harassment and discrimination.

### **Quality Work Environment**

Quality work environments have been extensively reviewed, researched, and analyzed within the healthcare system. The Registered Nurses' Association of Ontario [RNAO] (2008) provides the following definition for a healthy work environment: "...a practice setting that maximizes the health and well-being of nurses, quality patient/client outcomes, organizational performance and societal outcomes" (p.71). Relationships have been identified in the literature between the work environment, health, safety, quality of care, patient outcomes, job satisfaction, retention of nurses, and organizational performance (American Association of Critical Nurses [ACCN], n.d.; Canadian Association of Critical Care Nurses [CACCN], 2018; Kowalksi et al., 2020; McGillis-Hall & Visekruna, 2020; RNAO, 2008 & 2017; Ulrich et al., 2019). ACCN (n.d.) states healthy work environments result in "better staffing and retention, lower moral distress and lower rates of workplace violence" (para 1), which allow for high-quality patient care to be provided and nursing satisfaction. A meta-analysis completed by Lake et al (2019) evaluated sixteen years of evidence that showed the strong relationship between work environment, nursing, and patient outcomes. What they term to be 'better work environments' were

more likely to have increased patient satisfaction, better nurse outcomes, and increased nursing assessments of quality and safety within these work environments. Their analysis showed a decrease in nursing job dissatisfaction, burnout, and intent to leave employment, and a positive effect on patient adverse events or death.

Within the Canadian healthcare system, this has become significant as evidenced in Outlook on Nursing: A Snapshot from Canadian Nurses on Work Environments pre-COVID-19 (2020) conducted by McGillis-Hall & Visekruna for the Canadian Federation of Nurses Unions [CFNU]. This study was conducted on the leading edge of one of the greatest healthcare crises in Canada, and outcomes are anticipated to worsen as the pandemic progresses further exposing the breakdown of patient care, nurses, work environments, and the healthcare system. Results of their study highlighted: > 66% of respondents rated their work environments as fair or poor; ~ 60% intend to leave their jobs within the next year; >80% of nurses have faced physical violence at work with higher levels of verbal abuse in practice; and further highlighting the critical impact of an aging workforce, staffing, occupational health & safety, and the growing dissatisfaction within the healthcare system (McGillis-Hall & Visekruna, 2020).

The impacts and outcomes leading into the COVID-19 pandemic, and those that follow, require prioritization at the national and provincial levels. Inherent failures within our system need to be addressed to prevent the continuation of a healthcare system that does not sufficiently prioritize the patients, communities, healthcare workers, and the necessity for healthy quality work environments. The research and literature provide the evidence needed to address work environments for an improved healthcare system.

The creation of healthy quality work environments has been advanced based upon the foundational elements of communication, collaboration, decision-making, staffing, recognition, safety, professional development, autonomy, and leadership for

priority implementation (AACN, n.d.; CACCN, 2018; Kowalski et al., 2020; RNAO, 2008 & 2017; Ulrich et al., 2019). To support healthy work environments RNAO has created evidence-based best practice guidelines, to support nurses, nursing practice, and the healthcare system (see RNAO 'About Healthy Work Environments' <https://rnao.ca/bpg/guidelines/hwe>). Without the incorporation of evidence-based elements into work environments, we are unable to provide optimal nursing care, outcomes, or advancement within the healthcare system to meet growing demands. Ulrich et al. (2019) issued the following call to action: "It is time for bold, intentional, and relentless efforts to create and sustain HWEs [healthy work environments] that foster excellence in patient care and optimal outcomes for patients, nurses, and other members of the health care team" (p.83).

#### Position

SUN believes that it is a right of all SUN members to work in healthy quality work environments that provide all the necessary supports for the delivery of high-quality, accessible, and appropriate patient healthcare.

SUN will advocate for the development of healthy quality work environments that focus on communication, collaboration, autonomy, leadership, patient outcomes, patient safety, decision-making, safe staffing, and registered nurse health and well-being.

SUN will partner with registered nursing regulatory bodies, professional associations, employers, the Saskatchewan Association of Health Organizations, academic organizations, Ministries of Health and Advanced Education, and other stakeholders to achieve healthy quality work environments in the healthcare system.

#### References:

- American Association of Critical-Care Nurses. (n.d.). Healthy Work Environments. Retrieved from <https://www.aacn.org/nursing-excellence/healthy-work-environments>
- Canadian Association of Critical Care Nurses. (2018). Position state-

ment: Healthy work environments. <https://cacn.ca/wp-content/uploads/2019/10/PS032018PSHWEnviron.pdf>

Lake, E. T., Sanders, J., Duan, R., Riman, K., Schoenauer, K. M., & Chen, Y. (2019). A meta-analysis of the associations between the nurse work environment in hospitals and 4 sets of outcomes. *Medical Care*, 57(5), 353-361. <https://doi.org/10.1097/MLR.0000000000001109>

Kowalski, M. O., Basile, C., Bersick, E., Cole, D. A., McClure, D. E., & Weaver, S. H. (2020). What do nurses need to practice effectively in the hospital environment? An integrative review with implications for nurse leaders. *Worldviews on Evidence-Based Nursing*, 17(1), 60-70.

McGillis-Hall, L., & Visekruna, S. (2020). Outlook on Nursing: A snapshot from Canadian nurses on work environments pre-COVID-19. [https://nursesunions.ca/wp-content/uploads/2020/12/CFNU\\_outlook\\_ENfinal\\_web.pdf](https://nursesunions.ca/wp-content/uploads/2020/12/CFNU_outlook_ENfinal_web.pdf)

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Registered Nurses' Association of Ontario. (2017). Best practice guideline: Developing and sustaining safe, effective staffing and workload practices (2nd ed.). [https://rnao.ca/sites/rnao-ca/files/bpg/Staffing\\_and\\_Workload\\_Practices\\_2017.pdf](https://rnao.ca/sites/rnao-ca/files/bpg/Staffing_and_Workload_Practices_2017.pdf)

Ulrich, B., Barden, C., Cassidy, L., & Varn-Davis, N. (2019). Critical care nurse work environments 2018: Findings and implications. *Critical Care Nurse*, 39(2), 67-84. <https://doi.org/10.4037/ccn2019605>

*SUN Board of Directors*

Carried  Amended  Defeated

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*Constitution, Bylaws & Resolutions Committee*

Carried  Amended  Defeated

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64. Whereas the SUN bylaws name the Program Committee as a standing committee,

Whereas members of the committee seek a name change more reflective of the work for the committee,

Be It Resolved that the Program Committee be known as the Community Connection Committee.

*Program Committee*

Carried  Amended  Defeated

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65. Whereas SUN promotes succession planning and encourages member engagement at all levels of the organization,

Whereas maintaining the integrity of officers of the organization, thus minimizing potential perceived ethical dilemmas and conflicts of interest,

Be It Resolved that a member who has been successfully elected into a Board position, shall not be permitted to hold a local executive position simultaneously, and therefore shall rescind their local position.

*SUN Local 101*

Carried  Amended  Defeated

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## NEGOTIATIONS CONSIDERATIONS

Article 7 – Hours of Work

66. Intent to accrue family leave or pay out.

*Wyatt Munson, Local 106 & Brooke Kuculym, Local 106*

Carried  Amended  Defeated

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## BUSINESS RESOLUTIONS

63. Whereas the Constitution, Bylaws & Resolutions Committee solicited feedback from the general membership at the annual meeting regarding member engagement in the resolutions submission process,

Whereas the Committee receives negotiations considerations while SUN is actively engaged in bargaining the SUN/SAHO agreement and unable to present for discussion any bargaining considerations at the Annual Meeting,

Be It Resolved in years the SUN bargaining committee is actively bargaining the SUN/SAHO agreement there will be no call for negotiations considerations sent out.

67. Intent to change the definition of paid hours to include overtime.

*Melanie Martin, Local 106 & Barb Helfrick, Local 63*

Carried  Amended  Defeated

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68. Intent to clarify with better wording around shift manipulation.

*Wyatt Munson, Local 106 & Moraea Bieber, Local 106*

Carried  Amended  Defeated

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69. Intent to allow members to pick up shifts on evenings and still work next day shift, include language except by mutual agreement with the employee and the employer.

*Nicole Neufeld, Local 101 & Chantell Mollenhauer, Local 107*

Carried  Amended  Defeated

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70. Intent that when a nurse on standby is called back to the facility to perform duties, that nurse shall still receive 8 hours of rest. When the hours of rest encroach on their next scheduled shift, the nurse shall be compensated at regular time for any regularly scheduled hours missed to account for the 8 hours of rest.

*SUN Local 107*

Carried  Amended  Defeated

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#### Article 8 – Overtime

71. Intent to create language to address cancellation of posted/ approved/ granted overtime shifts and consequences for same.

*Nicole Neufeld, Local 101 & Chantell Mollenhauer, Local 107*

Carried  Amended  Defeated

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72. Intent to have all paid hours for OTFT be considered as hours worked while calculating overtime premiums and OTFT should have scheduled days off.

*SUN Local 107*

Carried  Amended  Defeated

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#### Article 12 – Standby

73. Intent to increase standby rates.

*SUN Local 69*

Carried  Amended  Defeated

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74. Intent to increase a minimum of call back hours to three hours.

*SUN Local 69*

Carried  Amended  Defeated

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#### Article 17 – Leaves of Absence

75. Intent to amend language to support nurses in accessing applicable leaves of less than a full shift.

*SUN Local 107*

Carried  Amended  Defeated

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76. Intent to improve maternity leave 75% coverage top up extended past six months.

*Wyatt Munson, Local 106 & Brooke Kuculym, Local 106*

Carried  Amended  Defeated

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#### Article 26 – Regional Health Authority Positions

77. Intent to include joint meeting between Union/ Local and employer prior to implementation and not before all other viable alternatives have been exhausted.

*Nicole Neufeld, Local 101 & Chantell Mollenhauer, Local 107*

Carried  Amended  Defeated

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#### Article 34 – Organizational Change

78. Intent to bargain consequences for failure to follow article.

*Nicole Neufeld, Local 101 & Chantell Mollenhauer, Local 107*

Carried  Amended  Defeated

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Article 37 – Employees On Other Than Full-time Status

- 79. Intent to bargain process/consequences if employer does not provide relief for units, when union/local discusses data and it is found positions can be created.

Nicole Neufeld, Local 101 & Chantell Mollenhauer, Local 107

Carried  Amended  Defeated

Article 42 – Staff Development

- 80. Intent to bargain amendments to support regularly scheduled staff meetings and education days.

SUN Local 107

Carried  Amended  Defeated

Article 60 – Preceptorship

- 81. Intent to increase preceptor pay.

Tara Schmalenberg, Local 85 & Cassandra Leggott, Local 165

Carried  Amended  Defeated

Article 61 – Occupational Health and Safety

- 82. Intent to change that the employer can not place an employee on an unpaid leave of absence during an outbreak.

Melanie Martin, Local 106 & Barb Helfrick, Local 63

Carried  Amended  Defeated

- 83. Intent to include religious reasons for refusal.

Melanie Martin, Local 106 & Barb Helfrick, Local 63

Carried  Amended  Defeated

- 84. Intent to change language to “encouraged” from “required”.

Melanie Martin, Local 106 & Barb Helfrick, Local 63

Carried  Amended  Defeated

- 85. Intent to change the title of this article to include COVID-19 vaccine and Influenza vaccine.

Melanie Martin, Local 106 & Barb Helfrick, Local 63

Carried  Amended  Defeated

Schedule A – Rates of Pay

- 86. Intent to bargain wage increases as per inflation.

SUN Local 107

SUN Local 69

Carried  Amended  Defeated

New

- 87. Intent to bargain language to support partial shift trades.

SUN Local 107

Carried  Amended  Defeated

- 88. Intent to bargain a Letter of Understanding regarding utilization of nurse practitioners.

Tara Schmalenberg, Local 85 & Toni Giraudier, Local 166

Carried  Amended  Defeated

- 89. Intent to bargain access to unpaid leave of absence for election or selection for an executive position within a professional association or regulatory body.

Tara Schmalenberg, Local 85 & Toni Giraudier, Local 166

Carried  Amended  Defeated

- 90. Intent to bargain the addition of pay equity.

Tara Schmalenberg, Local 85 & Toni Giraudier, Local 166

Carried  Amended  Defeated

- 91. Intent to bargain a footwear allowance.

Michelle Seale, Local 106 & Kathlene Bueno, Local 106

Sasha Flory, Local 107 & Susan Haduik, Local 107

Carried  Amended  Defeated

92. Intent to bargain an allowance for work equipment.  
*Wyatt Munson, Local 106 & Bonnie Baer, Local 106*

Carried  Amended  Defeated

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93. Intent to bargain pandemic/crisis situation pay.  
*Wyatt Munson, Local 106 & Brooke Kuculynn, Local 106*

Carried  Amended  Defeated

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94. Intent to bargain a working short premium and short notice premium.

*SUN Local 69*

Carried  Amended  Defeated

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95. Intent to bargain a financial recruitment and/or retention bonus for those who come to or continue to work in critical care areas.

*Michelle Seale, Local 106 & Stephanie Wilson, Local 106*

Carried  Amended  Defeated

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96. Intent to bargain increased wages for critical care nurses.

*Michelle Seale, Local 106 & Jodi Bonokoski, Local 106*

Carried  Amended  Defeated

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97. Intent to bargain premium pay for high risk, stress, danger and liability units and shift premium for non-nursing tasks.

*Wyatt Munson, Local 106 & Bonnie Baer, Local 106*

Carried  Amended  Defeated

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98. Intent to bargain premium pay for triage assignments.

*Wyatt Munson, Local 106 & Bonnie Baer, Local 106*

Carried  Amended  Defeated

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# MAP AND LOCATIONS

Ready to attend this year's Annual Meeting? If you're planning your trip, we recommend using the map below to help you select your hotel and plan the best route to the Prairieland Exhibition Grounds. We've curated a list of hotels below based on proximity. We are looking forward to seeing you in person this year!



### **Delta Hotels by Marriott Bessborough**

601 Spadina Crescent East  
306 . 244 . 5521



### **Hampton Inn**

105 Stonebridge Boulevard  
306 . 665 . 9898



### **Holiday Inn Saskatoon Downtown**

101 Pacific Avenue  
306 . 986 . 5000



### **Sandman Signature Hotel**

2815 Lorne Avenue  
306 . 518 . 7263



### **Prairieland Park (Event Centre)**

503 Ruth Street West  
306 . 931 . 7149





# HEALTHY MEMBERS. HEALTHY UNION. HEALTHY COMMUNITIES.

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## REGINA OFFICE

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F: 306-522-4612  
E: [regina@sun-nurses.sk.ca](mailto:regina@sun-nurses.sk.ca)

## SASKATOON OFFICE

204 - 440 2nd Ave. North  
Saskatoon, SK S7K 2C3

P: 306-665-2100  
TF: 800-667-3294  
F: 306-665-9755  
E: [saskatoon@sun-nurses.sk.ca](mailto:saskatoon@sun-nurses.sk.ca)

The logo for the Saskatchewan Union of Nurses, featuring the word "sun" in a bold, lowercase, sans-serif font. The letters are a bright yellow color.

**SASKATCHEWAN  
UNION OF NURSES**