PSAC NORTH

BY-LAWS

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Public Service Alliance of Canada

Alliance de la Fonction publique du Canada

Adopted by the Delegates at the PSAC North Founding Convention and as amended By

PSAC North 2nd Triennial Convention (2002)

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PSAC North 10th Triennial Convention (2026)

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Whitehorse, Yukon – May 2026

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SECTION 1

Name

Pursuant to Section 16 of the Constitution of the Public Service Alliance of Canada (PSAC), the regional organization of the PSAC in the North of Canada shall be known as PSAC North.

SECTION 2

Mandate and Objectives

Sub-Section (1)

The mandate of PSAC North shall be to:

a) Provide for a PSAC structure in the North that reflects the needs and reality of the membership within the three Northern Territories while respecting the constitutional integrity of the PSAC;

b) Bring all PSAC members in the North under a single democratic organization;

c) Promote the interests of the PSAC and its members in the North;

d) Manage the finances of PSAC North;

e) Encourage the development of the PSAC regional committees in the North; and

f) Undertake other initiatives as may be mandated by the PSAC.

Sub-Section (2)

The Objectives of PSAC North are:

a) To promote and foster the organization of PSAC members in the North into Territorial Area Councils that are representative, visible, fair, equitable and respectful of the rights of all PSAC members in the North;

b) To promote and coordinate the involvement of PSAC locals in the Federations of Labour; and

c) To promote and coordinate the involvement of PSAC locals in social justice coalitions in their communities.

SECTION 3

Organization

Sub-Section (1)

PSAC North shall:

a) In the context of PSAC policies, attend to the needs and aspirations of PSAC members residing in the North;

b) Define the issues that the Regional Executive Vice-President, North (REVP), should submit to the Alliance Executive Committee and the National Board of Directors of the PSAC; and

c) Address all issues important to PSAC members in the North.

Sub-Section (2) Participation in PSAC North

All PSAC Components, Branches and Locals with members residing in the North, all PSAC regionally based structures operating in the North, and all PSAC members residing in the North, have the right to participate in the affairs of PSAC North and are encouraged to participate in its activities and decision-making processes through the channels made available to them through the PSAC Constitution and these By- laws. A member who participates in the activities of PSAC North, including Council and Convention, may not participate in the activities of the other PSAC regional jurisdictions.

SECTION 4

PSAC North Regional Council

Sub-Section (1) Composition of the PSAC North Regional Council

The PSAC North Regional Council shall be comprised of:

a) The Regional Executive Vice-President who shall be elected pursuant to Section 11 of these By-Laws;

b) The Alternate Regional Executive Vice-President who shall be elected pursuant to Section 11 of these By-Laws;

c) The President (or their designate) of each of the three PSAC Components that are geographically located in the North:

- The President of the Nunavut Employees Union or their designate;
- The President of the Union of Northern Workers or their designate; and
- The President of the Yukon Employees Union or their designate

d) The President of each of the PSAC Territorial Area Councils.

e) The Representative of each of the PSAC Regional Women's Committees in the North.

f) The Representative of each of the PSAC Regional Health and Safety Committees in the North.

g) The Representative of each of the PSAC constitutionally recognized Regional Committees in the North.

h) One PSAC Territorial Director for each Northern Territory that will represent all PSAC Locals and Members that belong to a Directly Chartered Local or a component other than YEU, UNW or NEU.

i) One representative per territory to represent Young Workers, where a Young Workers Committee has been duly formed.

Sub-Section (2) Election of Regional Council Members

a) With the exception of the REVP North, Alternate REVP North and the PSAC Territorial Directors, all Regional Council Members will be elected from within their own respective forums, with copies of

the minutes covering such elections, to be submitted to the Regional Council prior to the Triennial Convention of PSAC North and prior to the incumbent's attendance at a Regional Council Meeting.

b) The PSAC Territorial Directors and alternates shall be elected at the PSAC North Triennial Convention from among each Territorial Caucus by the delegates who are not members of YEU, NEU and UNW.

c) In the event of vacancies, the PSAC North Regional Council will use election procedures pursuant to these By-Laws.

Sub-Section (3)

The Role of PSAC North Regional Council shall be to:

a) Manage the business of PSAC North between its Triennial Conventions; and

b) Establish regulations to guide the operations of PSAC North.

SECTION 5

Regional Council Meetings

a) The PSAC North Regional Council shall meet in regular session three (3) times per year (at least one month prior to the PSAC National Board of Directors Meetings), or upon the request of two-thirds (2/3) of its members, conduct a special meeting.

b) In the year of the PSAC North Convention, the PSAC North Regional Council shall meet immediately prior to the Convention and shall remain in session throughout the Convention.

c) Meetings shall take place through teleconferencing, other available technology, and various cost-saving initiatives.

d) A quorum shall consist of the REVP and a majority of the PSAC North Regional Council.

e) If a Committee Chair is unable to attend a PSAC North Regional Council meeting, that PSAC North Regional Committee will be able to elect a representative from the Committee to represent that Committee at the PSAC North Regional Council meeting.

SECTION 6

PSAC North Regional Council Members' Roles and Responsibilities

Sub-Section (1) Regional Executive Vice-President (REVP) North

The Regional Executive Vice-President North shall:

a) Chair meetings of the PSAC North Regional Council, the PSAC North Triennial Convention and any other regionally determined committees where appropriate;

b) Participate on the Alliance Executive Committee and the National Board of Directors with full voice and vote;

c) Serve as an ex-officio member of all PSAC North Committees;

d) Be the political voice for the PSAC within the North;

e) Act as the liaison officer between the PSAC and the Federations of Labour in the North and be the political voice of the PSAC at the Federations of Labour in the North;

f) Submit a written report of their activities to the PSAC North Regional Council meetings and the PSAC North Triennial Convention;

g) Interpret the PSAC North By-Laws; and

h) Appoint an equal number of members from each of the territories to the various PSAC North Standing Committees.

Sub-Section (2) Alternate Regional Executive Vice-President (REVP) North

The Alternate Regional Executive Vice-President North shall:

a) Be responsible for portfolios assigned to them by the Regional Executive Vice-President;
b) Attend meetings of the PSAC North Regional Council and PSAC North Triennial Convention;
c) Submit a report of their activities to the PSAC North Regional Council and PSAC North Triennial Convention; and
d) Assume the position of REVP should this one not be able to complete their term of office.

Sub-Section (3) Component Presidents or their Designate

The Component Presidents of YEU, UNW and NEU, or their designate shall:

a) Attend meetings of the PSAC North Regional Council and PSAC North Triennial Convention;
b) Submit written reports of their activities related to the business of PSAC North, to PSAC North Regional Council meetings and the PSAC North Triennial Convention; and
c) Support the activities and continued activism of PSAC North.

Sub-Section (4) Presidents or Designates of PSAC Territorial Area Councils

The President or designate of PSAC Territorial Area Councils shall:

a) Attend meetings of the PSAC North Regional Council and PSAC North Special and Triennial Conventions;
b) Submit a written report of their activities to the PSAC North Regional Council meetings, the PSAC North Triennial Convention and affiliated Locals in their respective territories; and
c) Attend meetings and/or support the activities and continued activism of committees within their area of jurisdiction, as circumstances warrant or as determined by the PSAC North Regional Council.

Sub-Section (5) Representatives of PSAC Regional Women's Committees

The Representatives of PSAC Regional Women's Committees shall:

a) Be responsible for the PSAC Regional Women's Committees within their respective territories and shall promote and foster the activism of such committees;

b) Attend the PSAC North Regional Council meetings and PSAC North Triennial Convention and shall be the spokespersons for the PSAC Regional Women's Committees in their respective territories;

c) Submit, to each PSAC North Regional Council meeting, a written report of their activities and those of the PSAC Regional Women's Committees within their respective territories and report to PSAC North Triennial Convention and the Locals in their respective territories; and

d) Ensure and promote representation of women and their equality goals in the various union bodies, programs and social justice groups.

Sub-Section (6) Representatives of PSAC Constitutionally Recognized Regional Committees

The Representatives of PSAC constitutionally recognized Regional Committees shall;

a) Be responsible for their own Human Rights Committees within their respective territories and shall promote the creation and activism of such committees;

b) Attend PSAC North Regional Council meetings, attend the PSAC North Triennial Convention and shall be the spokesperson for the Human Rights Committees within their respective territories;

c) Submit, to each PSAC North Regional Council meeting, a written report of their activities and those of the Human Rights Committees within their respective territories and report to PSAC North Triennial Convention and to Locals and equity groups within their respective territories; and

d) Ensure and promote representation of Human Rights group

members, their issues and equality goals in the various union bodies, programs and social justice groups.

Sub-Section (7) PSAC Territorial Directors

The PSAC Territorial Directors shall;

a) Attend meetings of the PSAC North Regional Council and PSAC North Triennial Convention;

b) Submit a written report of their activities to the PSAC North Regional Council and PSAC North Triennial Convention; and

c) Ensure and promote representation of the interests of members employed by Treasury Board, Separate Employers, Directly Chartered Locals, Members at large and other non-component bargaining units within the various union bodies, programs and social justice groups.

Sub-Section (8) Representatives of PSAC Regional Health and Safety Committees

The Representatives of PSAC Regional Health and Safety Committees shall:

a) Be responsible for the PSAC Regional Health and Safety Committees within their respective territory and shall promote the creation and activism of such committees;

b) Attend PSAC North Regional Council meetings and PSAC North Triennial Convention and shall be the spokespersons for PSAC Regional Health and Safety Committees within their respective territories;

c) Submit, to each PSAC North Regional Council meeting, a written report of their activities and those of the PSAC Regional Health and Safety Committees within their respective territories and report to PSAC North Triennial Convention; and

d) Ensure and promote representation of members in the various union bodies, programs and social justice groups.

Sub-Section (9) Representatives of Young Workers Committees

The Representatives of Young Workers Committees shall:

a) Be responsible for the PSAC Young Workers Committee within their respective territories and shall promote and foster the activism of such committee;

b) Attend the PSAC North Regional Council meetings and PSAC North Triennial Convention and shall be the spokespersons for the PSAC Young Workers Committee in their respective territories;

c) Submit, to each PSAC North Regional Council meeting, a written report of their activities and those of the PSAC Young Workers Committee within their respective territories and report to PSAC North Triennial Convention and the Locals in their respective territories; and

d) Ensure and promote representation of Young Workers and their interests in the various union bodies, programs and social justice groups within their area of jurisdiction.

SECTION 7

PSAC North Triennial Convention

Sub-Section (1)

a) PSAC North shall hold its Triennial Convention no less than nine (9) and no more than fourteen (14) months prior to the opening of the PSAC National Triennial Convention.

b) The PSAC North Regional Council may, at the request of two-thirds (2/3) of its members, call a Special Convention.

c) PSAC North will convene its Triennial Convention in the North.

Sub-Section (2)

The PSAC North Triennial Convention shall be chaired by the Regional Executive Vice-President, North or, in their absence, by the Alternate Regional Executive Vice-President.

Sub-Section (3)

The PSAC North Triennial Convention shall:

a) Adopt rules of procedure governing the processing of all matters before the PSAC North Triennial Convention;

b) Deal with all resolutions and matters submitted to it in the approved form at least four (4) months prior to the opening of Convention by the PSAC North Regional Council, the northern components, PSAC Locals; and from the PSAC Regional Women's Committees, PSAC Territorial Area Councils, PSAC constitutionally recognized Regional Committees, PSAC Regional Health and Safety Committees and, PSAC Young Workers Committees in good standing;

c) Establish the budgetary provisions of the ensuing period;

d) Deal with any other administrative matters placed before it by the delegates, in the manner prescribed by the procedural rules adopted by the PSAC North Triennial Convention for the orderly conduct of its business; and

e) Elect, in accordance with the provisions of Section 11:
   - the Regional Executive Vice-President;
   - the Alternate Regional Executive Vice-President; and
   - the PSAC Territorial Directors (and Alternates)
   - the NHRC Representatives
   - the NIPC Representatives

SECTION 8

Representation at the PSAC North Triennial Convention

Sub-Section (1)

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

Sub-Section (2)

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

a) Each local shall be entitled to one (1) delegate for the first two hundred and fifteen (215) members and one (1) additional delegate for each additional two hundred and fifteen (215) members or fraction thereof.

b) Up to twenty (20) members of their respective Regional Councils shall be delegates;

c) Each active Area Council shall be entitled to elect one (1) delegate;

d) Each active Regional Women's Committee shall be entitled to elect one (1) delegate;

e) Each active Regional Equity Committee shall be entitled to elect one (1) delegate;

f) Two (2) elected regional National Indigenous Peoples' Circle representatives shall be delegates;

g) Each active Regional Young Workers Committee shall be entitled to elect (2) delegates;

h) Component national officers shall be delegates in the region in which they live or work.

i) Members of the NBoD and full time Component Vice-Presidents shall be entitled to delegate status in the caucus they have elected to participate in as per Section 19, Sub-Section 5 b) of the PSAC Constitution.

Sub-Section (3)

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

   (i) the officer must be a full voting member of the Component executive and elected by the Component Convention delegates or the membership at the national or regional level; and

(ii) the officer must live or work in the Region.

b) Delegation to a Regional Convention of any Component officer not included in (a) above will require a recommendation from the National President and approval from the NBoD.

Sub-Section (4)

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

Sub-Section (5)

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

SECTION 9

Other PSAC North Committees

Sub-Section (1)

The PSAC North Regional Council shall establish the following Standing Committees:

1) Finance
2) Political Action
3) Education
4) Pan-Northern Regional Health and Safety

Sub-Section (2)

The PSAC North Regional Council shall have the authority to establish other committees of PSAC North.

Sub-Section (3)

All PSAC North Committees shall submit a written report of their

activities to meetings of the PSAC North Regional Council, and to PSAC North Triennial Conventions through the Regional Executive Vice-President.

Sub-Section (4)

The PSAC North Regional Council shall establish Terms of Reference to guide the work and activities of each committee.

Sub-Section (5)

Materials necessary for the conduct of business of any Sub-Committee meeting will be distributed not less than two (2) weeks prior to the date of the meeting.

SECTION 10

Finances and Collection of Membership Fees

Sub-Section (1)

PSAC North shall be funded from the budget allocated by the PSAC to PSAC North and from fees that may be levied from time to time pursuant to a resolution approved by a two-thirds (2/3) majority vote at a Triennial Convention, or at a Special Convention called for that purpose.

Sub-Section (2)

The fiscal year of the PSAC North shall be from January 1 to December 31. The PSAC North Standing Finance Committee shall perform an annual audit of PSAC North finances and expenditures. The Finance Committee shall submit a written report to PSAC North Regional Council meetings and to the PSAC North Triennial Convention.

SECTION 11

Nomination and Election of Officers

Sub-Section (1) Timing of Regional Convention

The PSAC North Triennial Convention shall elect the Regional Executive Vice- President, North and the Alternate Regional Executive Vice-President, North.

Sub-Section (2) Eligibility of Nominees for office

a) All nominees for the office of Regional Executive Vice-President and Alternate Regional Executive Vice-President shall be members in good standing of the PSAC.

b) A nominee for office as the Regional Executive Vice-President or Alternate shall reside in the North.

c) Nominees for the office of Regional Executive Vice-President North shall be prepared to live in a location as determined by the Alliance Executive Committee.

Sub-Section (3) Nomination of REVP and Alternate REVP

a) At each Triennial Regional Convention, a Nominations Committee of at least three (3) persons shall be appointed by the Regional Council from among those present, other than staff.

b) The duties of the Nominations Committee shall be to:

   (i) Receive nominations for the offices of Regional Executive Vice- President and Alternate Regional Executive Vice-President;

   (ii) Verify the eligibility of nominees for office;

   (iii) Ascertain the willingness of nominees to accept and perform the duties of the office to which they may be elected; and

   (iv) Report to the Triennial Regional Convention the names of all such nominees.

c) Nominations for the office of REVP and Alternate REVP filed with the Nominations Committee shall be in writing, signed by a

nominator and a seconder, each of whom shall be an accredited delegate.

d) Nominees who are not present at the Convention must submit a nomination form to the PSAC North Associate Director prior to the start of the Regional Convention.

e) Nominees who are present at the Regional Convention can submit a nomination form to the PSAC North Associate Director prior to the start of the Regional Convention, to the Nominations Committee during Convention or be nominated from the floor of the Regional Convention. The Regional Staff Coordinator will provide nomination forms received prior to the commencement of Convention to the Chair of the Nominations Committee as soon as the Nominations Committee has been ratified by Convention.

f) The Chairperson of the Nominations Committee shall be appointed by the Regional Council and shall conduct the election of REVP and Alternate REVP. The Chairperson shall have the power to appoint scrutineers and assistants deemed necessary to conduct the elections in an orderly manner, subject to the limitations of (1) above.

Sub-Section (4) Election of the REVP and Alternate REVP

a) The election of the Regional Executive Vice-President, North and the Alternate Regional Executive Vice-President, North shall be conducted in turn. Each office shall be called in turn and completed before the next office is called.

b) As the election for the office of REVP and Alternate REVP is called, the Nominee, Nominator or Seconder of each nominee, whether filed previously with the Nominations Committee or nominated from the floor, may speak to the Triennial Convention for not more than three (3) minutes on behalf of the nominee.

c) The election to the office of REVP and Alternate REVP shall be by secret ballot. A blank ballot paper shall be distributed to all voting delegates, for each office in turn, as it is called. Each voting delegate shall write on the ballot paper the name of their choice

for the office called, from among the nominees for office.

d) Election to the office of REVP and Alternate REVP shall be declared only on receipt of a clear majority of the ballots cast with standings revealed to voting delegates after each ballot. In the event that more than two (2) nominees stand for election to any one office, the election procedure shall be by way of elimination.

e) In the event of a tie vote, the Chairperson shall immediately take a second ballot without recess or adjournment. If this results in a second tie vote, the Chairperson shall call a short recess before taking the third ballot.

f) Upon completion of the election of REVP and Alternate REVP, the Nominations Committee will sign a declaration outlining the number of accredited delegates, the number of accredited delegates voting, the vote tally for each candidate, and the number of spoiled ballots for each ballot during the election of the REVP. The signed declaration will be forwarded to the PSAC National President and maintained on file.

g) The REVP and Alternate REVP shall take office at the end of the PSAC North Triennial Convention.

h) Members elected to the position of Regional Executive Vice-President shall not hold Component, Local or Branch Executive Officer positions other than steward.

Sub-Section (5) Vacancy in the position of REVP and Alternate REVP

a) A vacancy in the office of REVP shall be filled by the Alternate REVP.

b) A vacancy in the office of Alternate REVP occurring six months or more prior to the PSAC North Regional Triennial Convention shall be filled in the following manner:

   (i) Nominations shall be called by the Alliance Executive Committee from amongst all members in the PSAC North region.

   (ii) The AEC shall ensure that all nominees are members in

good standing of the PSAC in the North region of the PSAC, and that the nominator and seconder were delegates at the previous PSAC North Triennial Regional Convention.

(iii) The nominations process will be concluded within 60 days from the date of notice of vacancy in the position of Alternate REVP.

(iv) If there is more than one nominee for the office of Alternate REVP, and an election is necessary, it shall be conducted by the AEC from amongst those members in good standing who were voting delegates at the preceding PSAC North Regional Triennial Convention.

Sub-Section (6) Selection of National Human Rights Committee (NHRC) Representatives

a) The PSAC National Human Rights Committee (NHRC) Representatives and their Alternates shall be elected at the PSAC North Triennial Convention amongst delegates who belong to each of the equity group up for election. All delegates at the Triennial Convention who self-identify in each equity group shall have the right to vote for the Representative that will represent their equity group at the NHRC.

b) The National Indigenous Peoples' Circle (NIPC) Representative shall be elected at the PSAC North Triennial Convention amongst delegates who are Indigenous. All delegates at the Triennial Convention who are Indigenous shall have the right to vote for the NIPC Representative.

c) Elected NHRC Representatives will be invited to all Regional Council meetings as observers with full voice.

d) NIPC Representatives will be invited to all Regional Council meetings as observers with full voice.

e) A vacancy in the position of NIPC or NHRC Representatives occurring six months or more prior to the PSAC North Regional Triennial Convention shall be filled in the following manner:

(i) Nominations shall be called by the REVP from amongst all members who are part of the group where there is a vacancy.

The REVP shall ensure that all nominees, nominators and seconders are members in good standing of the PSAC in the North region, that they are part of the group where there is a vacancy and that they attended the PSAC North Triennial Convention.

The nominations process will be concluded within 60 days from the date of notice of vacancy.

If there is more than one nominee for a position, and an election is necessary, it shall be conducted from amongst those members in good standing who were voting delegates at the preceding PSAC North Regional Triennial Convention who are part of the group where there is a vacancy.

SECTION 12

Discipline

The PSAC North Regional Council shall have the authority, by two-thirds (2/3) majority vote at a regular meeting, to remove any member from office on the PSAC North Regional Council for contravening a provision of the PSAC Constitution or these By-Laws.

SECTION 13

Amendment of By-laws

Unless otherwise specified, any amendment of, deletion from, or addition to these by-laws shall become effective at the time of its adoption by a two-thirds (2/3) majority vote of the delegates voting at a PSAC North Triennial Convention.

SECTION 14

Interpretation of PSAC North By-laws

Sub-Section (1)

The Regional Executive Vice-President shall have authority to interpret these By- Laws and the interpretation shall be conclusive and in full force and effect unless reversed by the Regional Council or a Regional Convention. Any interpretation given at a meeting of the Regional Council or at a Regional Convention of the PSAC North whether conclusive and in full force and effect, or reversed, shall be reported in the Appendix to the appropriate minutes of the proceedings.

Sub-Section (2)

Nothing in these By-Laws may contravene the PSAC Constitution.

SECTION 15

Glossary

Territorial Directors:	Representatives of PSAC Locals that belong to various components of the PSAC that do not fall under: the Union of Northern Workers, Yukon Employees Union, or Nunavut Employees Union. These Directors will also be representatives of the PSAC members in the North who's local is based outside of the North. If they work in Old Crow, Yukon, their local may be based in Vancouver, BC, or Edmonton, AB, or Ottawa, ON. The position of Territorial Director will be representative of these members as well.