



**SASKATCHEWAN  
UNION OF NURSES**

**REGINA OFFICE**

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## MEMORANDUM

**TO:** All SUN Members  
**FROM:** Constitution, Bylaws and Resolutions Committee  
**DATE:** November 15, 2024  
**SUBJECT:** **Call for Amendments**  
**Call for Resolutions**

The SUN 2025 Annual Meeting is scheduled for April 30, May 1, 2, and the Constitution, Bylaws and Resolutions Committee, in accordance with Bylaw 6.04 (i), hereby calls for:

- (1) Constitutional Amendments
- (2) Bylaws Amendments
- (3) Policy Resolutions
- (4) Position Statement Resolutions
- (5) Business Resolutions

Each form must contain only one resolution. Each form must be signed by two members of the Union and submitted to reach the Regina office no later than:

**12:00 HOURS, JANUARY 15, 2025**

**NOTE:** Allow ample time if mailing – consider other means if you have slow mail service. Any forms that are emailed or mailed to the Regina SUN office must be followed up with a phone call (1-800-667-7060) to confirm the forms were received.

**PROPOSED AMENDMENTS RECEIVED AFTER THE DEADLINE  
SHALL NOT BE CONSIDERED**

Forward forms to:

Mail: Constitution, Bylaws & Resolutions Committee  
c/o Saskatchewan Union of Nurses  
2330 2nd Avenue, Regina, SK S4R 1A6

Email: [cbrcommittee@sun-nurses.sk.ca](mailto:cbrcommittee@sun-nurses.sk.ca)

### Information to Assist in Preparing Resolutions

- Constitutional and bylaw amendments must be submitted on the Amendment Form. A constitutional or bylaw amendment is any proposed change(s) to the current language. Do not repeat the current language on the form but rather submit the proposed wording change(s).
- Resolutions pertaining to policy changes, position statement changes or general business of the union must be submitted on the Resolution Form.
- A policy resolution or position statement resolution should identify the rationale of the proposed change or proposed new item that is being submitted and the intent of the proposed change or proposed new item.
- A general business resolution(s) is any matter affecting the Union in general, its relationship to other organizations (labour, union or otherwise) or government. On the form, Whereas statements should be used to provide the rationale for the proposed change and the Be It Resolved statement identifies the intent of the proposed change.
- Resolutions should be worded in a concise, unambiguous and complete form to ensure that clear direction may be taken from them. Include only one idea or direction per Resolution/Amendment.

- On submitting a Constitutional or Bylaw amendment, where such change has implication elsewhere in the Constitution or Bylaws, the member is responsible to also submit further amendments made necessary by the initial amendment. The Constitution and Bylaws cannot contain contradictory clauses.
- In accordance with Membership Policy 014-M-2007, “All Annual Meeting resolutions with a financial component must be accompanied by cost allocation, upon submission.” This financial component is the responsibility of the mover/seconder to provide.
- Direction with respect to submission of Resolutions and Constitution/Bylaw amendments is contained in the SUN Constitution Article 7, and Bylaws 3.04 and 6.04.

The Constitution, Bylaws & Resolutions Committee will issue a report containing the proposed amendments and resolutions, which are to be voted on at the Annual Meeting.

Constitution, Resolutions & Bylaws Committee:

Candace Lahoda, Chairperson

Mandi Senger, Committee Member

Trudy Derkach, Committee Member

Rachel Hyatt-Hiebert, Board Liaison