



April 14, 2026

Dear Prospective Member,

We are pleased to share information about SAISIA membership and how your organization can benefit from becoming part of our network.

Established in 1987, the Saskatchewan Association of Immigrant Settlement and Integration Agencies (SAISIA) is the official settlement umbrella organization for Saskatchewan. We represent immigrant-serving agencies across the province and work closely with other provincial umbrella organizations across Canada. Our mandate is to support our members, strengthen the settlement sector, and improve outcomes for newcomers and the communities that welcome them.

SAISIA works on behalf of its members to represent sector priorities and concerns at municipal, provincial, and national levels. Members have opportunities to raise issues, identify barriers, and share best practices that can improve settlement and integration services. SAISIA brings these concerns forward through national and provincial forums, sector working groups, and meetings with the Government of Saskatchewan, while keeping members informed of advocacy efforts and outcomes.

Membership also includes access to free professional development opportunities for frontline staff, shaped by member-identified needs, as well as opportunities to provide direct input into SAISIA's priorities and activities. SAISIA supports members through the development of resources that strengthen both management and frontline programming.

Additional benefits include participation in in-person and virtual member meetings for networking and knowledge sharing; promotion of organizational news, events, and job postings through SAISIA's website and newsletter; representation at the SAISIA Annual General Meeting; and inclusion of member information on the SAISIA website. Members may also book SAISIA's boardroom at no cost, subject to availability.

Over the years, SAISIA has led and supported key sector initiatives, including provincial summits, national partnerships, annual surveys, coordinated responses to refugee arrivals, and the establishment of sector working groups. We remain committed to finding new and effective ways to better serve our members.

The SAISIA membership application package includes:

- An overview of membership categories and fees (Full Membership, Associate Membership, and Friends of SAISIA); and
- A online membership application form that can be filled out and submitted to us.

Full members are eligible to nominate representatives to the SAISIA Board of Directors. To be eligible, membership must be in good standing prior to the Annual General Meeting, meaning the application and fees must be received. The **Nominations Committee** will accept nominations until **June 10, 2026**.

If you have any questions, please do not hesitate to contact us. We look forward to the opportunity to work with you.

Sincerely,

**Innocent Minega**  
Executive Director

# DESCRIPTION OF SAISIA MEMBERSHIP CATEGORIES

## CLASSES OF MEMBERSHIP

**Full Membership** is open to any organization/agency in Saskatchewan whose policies, programs and services foster or promote the settlement, adaptation and integration of immigrants or refugees and upon the fulfilment of the relevant membership criteria.

**Associate Membership** and **Friends of SAISIA Membership** shall be open to:

- Unincorporated agencies which do not qualify for Full Membership, for profit registered business organizations.
- Individuals incorporated non-profit organizations that promote social justice issues supporting SAISIA's mission in principle, or upon their satisfactory fulfilment of the conditions relevant to either class of membership.

## CONDITIONS OF MEMBERSHIP

**Full Membership** – An agency or organization which subscribes to the vision, mission, goal, and objectives of SAISIA will be eligible if it meets ONE of the two following criteria:

Criteria Option #1

- It is an incorporated organization/agency that provides at least one settlement service in Saskatchewan to newcomers to Canada.
- Meets federal/provincial funding criteria for settlement programming vis-à-vis its incorporation status as a non-profit organization in Saskatchewan.

Criteria Option #2

- Has a division or department, the primary function of which is the provision of at least one settlement service in Saskatchewan to newcomers to Canada.
- Meets federal/provincial funding criteria for settlement programming vis-à-vis its good standing with the appropriate regulatory body.

**Associate Membership** – Any agency, organization, or individual that does not meet the criteria for full membership or does not wish to apply for full membership, yet subscribes to the vision, mission, goal, and objectives of SAISIA, may be eligible to become an Associate Member with approval by the Board of Directors based on the recommendation of the standing Membership Committee.

**Friends of SAISIA Membership** – Individuals, groups, agencies, organizations, or businesses shall be eligible to become Friends of SAISIA if they are committed to contributing resources to the building and development of the Corporation's organizational capacity as a sustainable umbrella organization.

## RIGHTS OF MEMBERSHIP CATEGORIES

For many potential members, the most significant differences in powers of the classes of members are those associated with voting at general meetings and an opportunity to participate at the Board level. A member must be in good standing in order to exercise the rights identified on the table below.

- **Full Members:** have two (2) votes at general meetings and can nominate up to two (2) agency representatives for Board positions and are eligible to have agency representatives sit on the Board executive.
- **Associate Members:** have one (1) vote at general meetings but cannot sit on the Board.
- **Friends of SAISIA:** have no votingpower and cannot sit on the Board.

# DESCRIPTION OF SAISIA MEMBERSHIP CATEGORIES

## FULL MEMBERS RIGHT

1. Be represented at the Annual General Meeting (AGM) or Special General Meeting (SGM) by a maximum of two agency delegates appointed by the Executive Director, one of which may be the Executive Director;
2. Its delegates attending and speaking by way of introducing motions, proposing issues for discussion, or making suggestions or comments at an AGM or an SGM;
3. Appoint proxies when the agency's regular delegates are unable to attend;
4. Carry two (2) votes at an AGM or an SGM whether one or two representatives attend;
5. Nominate a maximum of two (2) agency representatives to stand for election to the Board of Directors;
6. Be eligible to hold an office, including an Executive position, on the Board of Directors;
7. Belong to a standing or ad-hoc committee established by the Board, although the Board has the right to determine and/or limit the number of persons on each committee;
8. Participate in professional development, learning and networking events, conferences and community consultations;
9. Inspect SAISIA's financial records/books;
10. Have access to resources developed by SAISIA;
11. Provide input to SAISIA through the appropriate channels;
12. Receive newsletters, annual reports, notices of general meetings, information updates and, upon request, other non-confidential or public materials;
13. Terminate its membership in SAISIA by giving a written notice to the Secretary of the Board of Directors;
14. Have access to the right of appeal against termination of membership and/or any disciplinary action against said agency member within sixty (60) days of the date of the decision;
15. Attend and be heard, in accordance with the rules of due process and fairness, for the purposes of any appeals.

## ASSOCIATE MEMBERS RIGHTS

1. Be represented at the Annual General Meeting (AGM) or Special General Meeting (SGM) by a maximum of two agency delegates appointed by the Executive Director, one of which may be the Executive Director;
2. Its delegates attending and speaking by way of introducing motions, proposing issues for discussion, or making suggestions or comments at an AGM or an SGM;
3. Appoint proxy when the agency's regular delegates are unable to attend;
4. Carry one (1) vote at an AGM or an SGM;
5. Belong to a standing or ad-hoc committee established by the Board, although the Board has the right to determine and/or limit the number of persons on each committee;
6. Participate in professional development, learning and networking events, conferences and community consultations;
7. Inspect SAISIA's financial records/books;
8. Have access to resources developed by SAISIA;
9. Provide input to SAISIA through the appropriate channels;
10. Receive newsletters, annual reports, notices of general meetings, information updates and, upon request, other non-confidential or public materials;
11. Terminate its membership in SAISIA by giving a written notice to the Secretary of the Board of Directors;
12. Have access to the right of appeal against termination of membership and/or any disciplinary action against said agency member within sixty (60) days of the date of the decision;
13. Attend and be heard, in accordance with the rules of due process and fairness, for the purposes of any appeals.

# DESCRIPTION OF SAISIA MEMBERSHIP CATEGORIES

## FRIENDS OF SAISIA RIGHTS

- 1.Participate in professional development, learning and networking events, conferences and community consultations for a fee;
2. Provide input to SAISIA through the appropriate channels;
3. Receive newsletters, annual reports, notices of general meetings, information updates and, upon request, other non-confidential or public materials.

## SCHEDULE OF FEES

| Income Level (\$) | Full Members | Associate Members | Individual Associate Members | Friends of SAISIA |
|-------------------|--------------|-------------------|------------------------------|-------------------|
|                   |              |                   | 100.00                       | 25.00             |
| Above 6 Million   | 1000.00      | 500.00            |                              |                   |
| Up to 6 Million   | 875.00       | 437.50            |                              |                   |
| Up to 5 Million   | 750.00       | 375.00            |                              |                   |
| Up to 2 Million   | 600.00       | 300.00            |                              |                   |
| Up to 800,000     | 375.00       | 187.50            |                              |                   |
| Up to 400,000     | 225.00       | 112.50            |                              |                   |

***For Institution such as colleges that have a single unit that provides one or more settlement services within a larger organization, the "income level" used for fee determination will be the income level of those parts of the organization providing settlement services***

## APPLICATION FORM

Click the link below to access the online form or Scan the QR code.

[Online Application Form](#)

