

CONVENTION 2018 CALL

53RD ANNUAL CONVENTION
MARCH 7 – 9, 2018
RADISSON HOTEL
SASKATOON, SK



TABLE OF CONTENTS

HOW DO I ATTEND CONVENTION	1
YOUNG GUESTS WELCOME	1
CONVENTION COMMITTEES	1
DELEGATE REPRESENTATION	1
REGISTRATION RATES	1
REFUND POLICY	1
CONVENTION REMINDERS	2
BOTTLED WATER BAN	2
SCENT-FREE ENVIRONMENT	2
ACCOMMODATIONS	2
SMALL LOCAL ASSISTANCE	2
CHILD CARE	2
CONVENTION AGENDA	3
CONVENTION DEADLINES	3
ELECTIONS	3
RESOLUTIONS	4
EXAMPLES OF RESOLUTIONS	5
SAMPLE CONSTITUTIONAL AMENDMENT	5
SAMPLE RESOLUTION – CLEAR LANGUAGE	5
SAMPLE RESOLUTION – TRADITIONAL	5
WOODROW STANLEY LLOYD AWARD FOR COLLECTIVE ACTION	6
SASKATCHEWAN ACTIVIST AWARD	7
DONATION REQUEST	8

Each year, delegates from affiliated CUPE locals gather at the CUPE Saskatchewan Division Annual Convention to set the direction and determine priorities for the year ahead, hear reports on the vital work being done by our union, elect members to leadership positions, approve financial statements, and engage in important discussions on the issues facing CUPE members and the public services we provide to Saskatchewan communities.

HOW DO I ATTEND CONVENTION?

CUPE locals determine the delegates that will represent them at convention. You must hold a credential from your affiliated local.

YOUNG GUESTS WELCOME!

The first 15 young guests will have their registration fees waived! Regular registration rates apply.

Young guests are those who accompany delegates and are between the ages of 13 – 18.

CONVENTION COMMITTEES

Volunteer for one of the following convention committees:

- Credentials
- Sergeant-At-Arms
- Balloting
- Resolutions

Contact the office to express your interest.

DELEGATE REPRESENTATION

LOCAL SIZE / ORGANIZATION	DELEGATES
Up to 100 members	4 delegates
Up to 200 members	6 delegates
Up to 300 members	8 delegates
Up to 400 members	10 delegates
Up to 500 members	12 delegates
For each additional 300 members or portion thereof	2 delegates
For each District Council	2 delegates
For each Council of Unions	2 delegates

Representation at the Annual Convention shall be calculated on the paid-up membership of the average number of members of the last twelve (12) months before the convention call is sent out.

*For more information, see Article 7 of *The CUPE Saskatchewan Division Constitution, 2017*.

REGISTRATION RATES

EARLY REGISTRATION **\$250**
Before February 7, 2018

LATE REGISTRATION **\$275**
After February 7, 2018

Guest fees are the same as delegate fees.
To register, complete the *Delegate Credential Form*.

MAKE CHEQUES PAYABLE TO: CUPE Saskatchewan

SEND PAYMENTS TO: CUPE Saskatchewan
3725 E Eastgate Drive REGINA SK S4Z 1A5

REFUND POLICY

Up to February 7, 2018	Full refund
February 8 – 21, 2018	Refund minus \$50 administration fee
After February 21, 2018	No refund

CONVENTION REMINDERS

- BOTTLED WATER BAN

Commercially bottled water is banned from CUPE events.

(Resolution E4, 2008 Convention)

- SCENT-FREE ENVIRONMENT

Delegates are asked to refrain from wearing scented products during convention.

(Resolution L15, 2007 Convention; Resolution E24, 2012 Convention)

ACCOMMODATIONS

A block of rooms has been reserved at the Radisson Hotel located at 405 20th Street E in Saskatoon, SK – the hotel where the convention will be held.

Reserve your hotel room by February 4, 2018.

CALL: 1 (306) 665-3322

Be sure to mention you are attending the *CUPE Saskatchewan 2018 Annual Convention* to receive the special room rate.

TO BOOK ONLINE:

www.radisson.com/cupe

SMALL LOCAL ASSISTANCE

Small Local Assistance is available to locals with 50 full-time equivalent members or less. If locals meet this eligibility, CUPE Saskatchewan Division will reimburse up to \$1,000 for lost wages, hotel accommodation, registration and transportation expenses.

- Locals applying for Small Local Assistance must have a dues structure of no less than 1.5% and be affiliated to CUPE Saskatchewan Division.

Requests for reimbursement are to be submitted to the Secretary-Treasurer by the close of convention.

Small Local Assistance Forms are available on the website or by contacting the office.

CHILD CARE AVAILABLE

ON-SITE

On-site child care is available at convention.

Register with the office no later than February 7, 2018.

OFF-SITE

If delegates incur additional at-home child care costs while attending convention, support is available up to a maximum of \$50 per day.

Delegates claiming off-site child care expenses must submit applicable receipts and a completed *Expense Voucher* to the Secretary-Treasurer.

Expense Vouchers are available on the website or by contacting the office.

Questions regarding eligibility for child care support can be directed to:

JUDY HENLEY, Secretary-Treasurer
rjhenner@sasktel.net

CONVENTION AGENDA

The following is subject to change.

*All events at the Radisson Hotel
Saskatoon unless otherwise
indicated.*

MARCH 6, 2018

Registration: 7 p.m. – 8:30 p.m.
New Delegate Orientation: 8 p.m.

Delegate Social (off-site)
Winston's Pub & Grill: 7:30 p.m.

MARCH 7, 2018

Registration: 8 a.m. – 9 a.m.

Call to order: 9 a.m.

Convention proceedings
9 a.m. – 5 p.m.

(Lunch provided)

Evening event (to be announced)

MARCH 8, 2018

Registration: 8:30 a.m. – 9 a.m.

Convention proceedings
9 a.m. – 4:30 p.m.

(Lunch provided)

Evening Convention Banquet

MARCH 9, 2018

Convention proceedings
9:30 a.m. – 12 p.m. (NOON)
or until business has concluded.

(Breakfast provided)

For updated agenda information,
visit www.cupe.sk.ca and click on
the "Take Action" tab; select
"Convention" from the drop-down
menu.

CONVENTION DEADLINES

ACCOMMODATION BOOKING	FEBRUARY 4, 2018
EARLY REGISTRATION	FEBRUARY 7, 2018
CHILD CARE REGISTRATION	FEBRUARY 7, 2018
RESOLUTIONS	FEBRUARY 7, 2018 NOON
ACTIVIST AWARD NOMINATION	FEBRUARY 7, 2018 NOON
W.S. LLOYD AWARD NOMINATION	FEBRUARY 7, 2018 NOON

ELECTIONS

The following positions will be up for election at the Annual Convention:

EXECUTIVE BOARD MEMBERS // TWO (2) - YEAR TERMS

AT-LARGE ELECTIONS

- **President**
- **Secretary-Treasurer**

CAUCUS ELECTIONS

- **Boards & Agencies Sector Member** (and Alternate)
- **CBO Sector Member** (and Alternate)
- **Education Sector Member** (and Alternate)
- **Health Sector Member** (and Alternate)
- **Young Worker Member** (and Alternate)

TRUSTEE // THREE (3) - YEAR TERM

- **Trustee (1) AT-LARGE ELECTION**

STANDING COMMITTEE MEMBERS // TWO (2) - YEAR TERMS

Two (2) member positions for each committee elected at-large.
All positions are two (2) - year terms.

- **Committee Against Racism and Discrimination**
- **Committee Against Contracting Out and Privatization**
- **Environment Committee**
- **Global Justice Committee**
- **Occupational Health and Safety Committee**
- **Women's Committee**
- **Young Workers' Committee**

NOMINEES // FOR CUPE SFL VICE-PRESIDENTS

CUPE Saskatchewan's nominees for CUPE SFL Vice-Presidents and Alternates.
Nominees are selected by majority election at Convention.

- **SFL Vice-President Nominees (Two (2) positions)**
- **Alternate SFL Vice-President Nominees (Two (2) positions)**

RESOLUTIONS

What are resolutions?

Resolutions passed by delegates at the Annual Convention set the direction and priorities for CUPE Saskatchewan Division—the political and policy arm of the Canadian Union of Public Employees in Saskatchewan. Resolutions can request the union to undertake a specific action, adopt a specific policy, and/or amend the constitution.

Who can submit resolutions?

Locals affiliated to CUPE Saskatchewan Division, steering committees and councils, and the CUPE Saskatchewan Division Executive Board can submit resolutions for consideration.

How should resolutions be submitted?

Resolutions and constitutional amendments must be:

- Signed by the president and recording secretary of the affiliated CUPE local,

and/or

- Signed by the chairperson and secretary of the steering committee or council.

Resolutions are to be submitted in writing by:

- FAX 306-757-0102
- EMAIL cupesask@sasktel.net
- MAIL Attention: Marcia Ray, Recording Secretary
CUPE Saskatchewan
3725 E Eastgate Drive REGINA SK S4Z 1A5

When is the deadline for resolutions?

Resolutions and constitutional amendments must be received in the office no later than February 7, 2018 at noon.

Resolutions received after this date will be considered late and, accordingly, must be accepted as a resolution by delegates at convention with the approval of two-thirds vote. If approved at convention, the late resolution(s) will be debated after other resolutions are debated by convention.

What guidelines should be followed when writing resolutions?

- Address only one issue per resolution
- Be specific about what you want to see done to address your issue
- Use clear and short sentences
- Give your resolution a title
- Maximum of 200 words

How should constitutional resolutions be formatted?

Resolutions proposing a constitutional amendment must refer to a specific article and section in *The CUPE Saskatchewan Division Constitution and Bylaws* which the resolution seeks to amend.

Use **bolding** to indicate the recommended additional wording and ~~strikethroughs~~ to indicate deletions.

What format should be used?

Resolutions are accepted in two formats:

- **TRADITIONAL** – background sentences beginning with **WHEREAS** go first; recommended actions prefaced with **THEREFORE BE IT RESOLVED** follow.
- **CLEAR LANGUAGE** – the action sentences go first and begin with **CUPE SASKATCHEWAN WILL**; the background sentences beginning with **BECAUSE** follow.

EXAMPLES OF RESOLUTIONS

SAMPLE CONSTITUTIONAL AMENDMENT

Constitutional Amendment:
Article 6, Section 1

CUPE Saskatchewan will:

Amend Article 6, Section 1 of the CUPE Saskatchewan Constitution and Bylaws as follows:

Section 1

CUPE Saskatchewan shall meet in Convention in ~~May~~ **March** of each year at a date, place and time set by the Executive Board.

Submitted by CUPE Local 99999

SIGNATURE HERE
Name Here, President

SIGNATURE HERE
Name Here, Recording Secretary

SAMPLE RESOLUTION – TRADITIONAL

Resolution Guidelines

Whereas well written resolutions in the proper format help ensure the CUPE Saskatchewan Annual Convention runs smoothly;

Therefore be it resolved that CUPE Saskatchewan develop guidelines to assist members in submitting resolutions in either traditional or clear language formats.

SAMPLE RESOLUTION – CLEAR LANGUAGE

Resolution Guidelines

CUPE Saskatchewan will:

Develop guidelines to assist members in submitting resolutions in either traditional or clear language formats.

Because:

Well written resolutions in the proper format help ensure the CUPE Saskatchewan Annual Convention runs smoothly.

Submitted by CUPE Local 99999

SIGNATURE HERE
Name Here, President

SIGNATURE HERE
Name Here, Recording Secretary

WOODROW STANLEY LLOYD AWARD FOR COLLECTIVE ACTION



The unsung hero, Woodrow Stanley Lloyd succeeded Tommy Douglas as Premier of Saskatchewan to implement Saskatchewan's and North America's first public health care program known as Medicare in 1962.

Just like W.S. Lloyd, there are many in our union who deserve recognition for their leadership and activism.

The Woodrow Stanley Lloyd Award for Collective Action is awarded annually to a group (a CUPE local, a committee or collection of outstanding individuals) responsible for a remarkable achievement, a tremendous contribution, or for exceptional activism.

YOU MAY SUBMIT YOUR NOMINATION ONE OF THE FOLLOWING WAYS:

- FAX 306-757-0102
- EMAIL cupesask@sasktel.net
- MAIL 3725 E Eastgate Drive
REGINA SK S4Z 1A5

NOMINATION FORM: WOODROW STANLEY LLOYD AWARD FOR COLLECTIVE ACTION

In addition to the information requested on the form below, please include a paragraph outlining why you believe this group should be recognized.

Award decisions are made by the CUPE Saskatchewan Executive Board.

Deadline for nomination submission: February 7, 2018 at noon.

GROUP NOMINATED:	
INDIVIDUALS COMPRISING NOMINATED GROUP:	
Name	Contact information
NOMINATOR INFORMATION:	
Name:	Local:
Email:	
Phone:	
Address:	

***ATTACH ADDITIONAL PARAGRAPH OUTLINING WHY YOU BELIEVE THIS GROUP SHOULD BE RECOGNIZED.**



SASKATCHEWAN ACTIVIST AWARD



Activism is about doing something to build a stronger union, to inspire solidarity among fellow Sisters and Brothers, and to advance through action greater economic fairness and social justice.

What we desire for ourselves, we wish for all.

Nominate a deserving CUPE member who has shown outstanding activism using the following form.

YOU MAY SUBMIT YOUR NOMINATION ONE OF THE FOLLOWING WAYS:

FAX 306-757-0102
EMAIL cupesask@sasktel.net
MAIL 3725 E Eastgate Drive
REGINA SK S4Z 1A5

NOMINATION FORM: SASKATCHEWAN ACTIVIST AWARD

In addition to the information requested on the form below, please include a paragraph outlining why you believe this member should be recognized.

Award decisions are made by the CUPE Saskatchewan Executive Board.

Deadline for nomination submission: February 7, 2018 at noon.

INDIVIDUAL NOMINATED:	
Name:	Local:
Email:	
Phone:	
Address (if available):	
NOMINATOR INFORMATION:	
Name:	Local:
Email:	
Phone:	
Address:	

***ATTACH ADDITIONAL PARAGRAPH OUTLINING WHY YOU BELIEVE THIS MEMBER SHOULD BE RECOGNIZED.**



DONATION REQUEST

IN SUPPORT OF

SFL SUMMER CAMP

CUPE locals are encouraged to donate promotional items for fundraising at convention in support of the Saskatchewan Federation of Labour (SFL) Summer Camp.

What is the SFL Summer Camp?

This six-day camp organized and hosted by the Saskatchewan Federation of Labour combines learning with cooperative recreational activities.

Young people between the ages of 13 - 16 who are daughters and sons of union members are eligible to attend.

2018