



2017 Convention Call

CUPE ONTARIO 54th ANNUAL CONVENTION May 31 to June 3, 2017

FINAL CALL

In accordance with Article 4 of the Constitution, you are hereby notified that the 54th Annual Convention of this Division will convene at the Toronto Sheraton Centre at 9:00 a.m. Wednesday, May 31st, and will conclude on Saturday, June 3, 2017. Sectoral Caucuses will be held on May 30, 2017.

Representation at Convention

Basis of Representation	Maximum number of Delegates
1 to 100 members	Two delegates
101 to 200 members	Three delegates
201 to 300 members	Four delegates
301 to 400 members	Five delegates
401 to 500 members	Six delegates
501 to 600 members	Seven delegates
601 to 700 members	Eight delegates
701 to 850 members	Nine delegates
851 to 1000 members	Ten delegates

and one additional delegate for each additional 500 memberships or major portion thereof.

For each affiliated District Council the basis for representation shall be two delegates. For each affiliated Council of Unions, the basis for representation shall be one delegate. Representatives from District Councils or Councils of Unions must hold membership in an affiliated Local Union.

To be entitled to representation at Convention, a Local Union shall have paid per capita tax on its total membership up to and including March 31st of the year in which the Convention is held. **Such payment must be received by April 30th**. Any local that has not paid up its per capita by this date will be subject to the convention late fee for all delegates being seated. [Article 4(d)2.b] of the CUPE Ontario Constitution.

Additionally, Article 6.7 of the National Constitution provides that no organization, in arrears two (2) or more months with per capita tax payments to the National Union, will be allowed representation at a Division Convention.

The membership upon which the per capita payment for the last quarter of the calendar year preceding Convention is made shall be used for the purpose of determining delegate representation at Convention. A District Council or Council of Unions shall have paid its annual affiliation fee by **April 30th**. [Article 4(d)2.c & d] of the CUPE Ontario Constitution.

This is a Scent and Latex-free event. Please refrain from using scented or latex products at Convention.



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Alternate Delegates

An affiliated Local Union, District Council or Council of Unions may elect alternate delegates to attend annual Conventions. An alternate delegate shall be entitled to attend sessions of the Convention, shall be entitled to voice but no vote, except in the absence of a duly elected delegate. For the purpose of this section, the duly elected alternate delegate must be in possession of a delegate's badge prior to being afforded vote. [Article 4(e)1] of the CUPE Ontario Constitution.

Retiree Delegates

In addition, all locals, district councils, bargaining councils, and other affiliated organizations are eligible to send one (1) retiree delegate with voice but no vote except for a vote in a caucus of registered retiree delegates to elect their representative. [Article 4(3)] of the CUPE Ontario Constitution.

Basis of Representation	Maximum number of Alternates
75 members or less	One alternate
76 to 500 members	Two alternates
501 to 1000 members	Three alternates
1001 members or more	Four alternates

For District Councils or Councils of Unions, the basis for representation shall be one alternate per affiliated Council. Representation from District Councils or Councils of Unions must hold membership in an affiliated local union. [Article 4(e)2] of the CUPE Ontario Constitution.

Registration Fees

Credential Type	Fee if on or before April 30 th	Fee after April 30 th
Delegate	\$350.00	\$425.00
Alternate	\$350.00	\$425.00
Retiree	\$0.00	\$0.00
Guest	\$350.00	\$350.00

Registration: Tuesday, May 30th 1:00pm to 7:30pm; Wednesday, May 31st 7:30am to 11:00am

Please make cheques payable to CUPE Ontario and mail to the Secretary Treasurer at: 80 Commerce Valley Drive East, Suite 1, Markham, Ontario, L3T 0B2

Credentials will be mailed out in February. Original Credentials **must** accompany cheque. We do not accept faxed Credentials.

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Resolutions and Constitutional Amendments

All resolutions to be considered at a Convention must be submitted by a Local Union or District Council, or by the Executive Board of the Division, or committee thereof, so that they are in the office of the Secretary-Treasurer no later than **Forty-Eight (48) Days** prior to the Convention, and **must not exceed 200 words in total**.

April 13, 2017 is the deadline for receiving Resolutions and Constitutional Amendments.

All resolutions must be submitted under the letterhead of the affiliate submitting same, and signed by the Presiding Officer and Secretary of such affiliate [Article 4(h)]. Please address resolutions to Candace Rennick via email to Sue Jeffrey at sjeffrey@cupe.on.ca, or fax to 905-739-9740, ensuring that all originals are forwarded to the CUPE Ontario Office immediately thereafter.

Convention Committees

One of the most important contributions to an efficient Convention is the work carried out by the five Convention committees. You must be a registered delegate to Convention in order to serve on most of these committees. Some committees require you to attend pre-Convention meetings.

Committee Name	Meeting Location	Requirements	No. of Members
Constitutions	April 26, Ontario Office	Registered delegate	5
Resolutions	April 19 & 20, Ontario Office	Registered delegate	7
Ways & Means	April 25 & 26, CUPE Ontario Office	Registered delegate	3
Credentials	Monday, May 29, Sheraton Centre	Registered delegate	15
Distribution	Tuesday, May 30, Sheraton Centre	Registered delegates/alternates	20 – 30

For a detailed description of the duties and tasks for each committee, visit www.cupe.on.ca

As outlined, there are a limited number of members per committee. If you wish to serve on a Convention committee, please contact your local and ask that they **submit a completed convention committee form** to the CUPE Ontario Office addressed to Candace Rennick via Stephanie Malinsky at smalinsky@cupe.on.ca **no later than March 1st**. All forms can be accessed at: <http://cupe.on.ca/Convention2017/#forms>.

The Division will be responsible for payment of expenses for the pre-Convention meetings, i.e. per diem (\$70 full day; \$35 half day), hotel accommodation, lost time and any necessary travel.

Elections

This year, there is one position up for election. The trustee position is a three year term from 2017 – 2020. Any member who has declared for election to any position, and makes it known in writing to the Secretary-Treasurer **no later than March 17th**, shall be given the opportunity to provide up to a one hundred and fifty word statement as an election profile that shall be printed and distributed through regular mail and posted on-line. CUPE Ontario will not be responsible for translating individual candidates' election material. [Article 6(b)]

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Hotel Accommodations

All delegate accommodations are to be made through W. E. Travel **before May 7th** at 1-888-676-7747 or reserve on-line at cupe.on.ca/convention2017 starting February 1st.

<p>Toronto Sheraton Centre \$189.00</p> <p><i>plus applicable taxes</i></p>	<p>Toronto Doubletree \$219.00</p> <p><i>plus applicable taxes</i></p>	<p>Toronto Hilton \$259.00</p> <p><i>plus applicable taxes</i></p>
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Accessibility at our Convention

CUPE Ontario strives to ensure that persons with disabilities have equal access to our conferences and events in a manner that fully respects their dignity and independence. Wherever possible, our services are provided to persons with disabilities and others in an integrated fashion – unless an alternate measure is necessary in order to enable a person with a disability to obtain, use or benefit from our services.

Please submit an access request form to our office **prior to April 30th** so that we can ensure that any accommodations you require are provided. We have included a copy of the accessibility form in this convention package for your use. While we do our best to accommodate last minute request we ask that every effort is made to submit request by the April 30th deadline.

A representative will be in touch with you prior to convention to ensure that suitable arrangements have been made. Some examples of services that are available are: ASL Interpretation, French translation, wheelchair/scooter access, assistance with registration and in the case of evacuation, real time captioning, large print, electronic materials, serious allergy alert, accessible transportation to off-site events, TTY, and visual alarm etc.

Our Accessibility liaison will be on site during registration to assist you as required.

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Local Assistance Form

Local Unions that meet certain criteria, including locals having less than 100 full-time members, locals North of the French River, or locals that are currently on strike, may apply to receive a travel and registration fee subsidy. Details and eligibility requirements are available on-line at www.cupe.on.ca.

If you believe your local may meet these criteria, and if your local requires a subsidy to attend convention, please complete the Local Assistance Form and submit to Candace Rennick via Stephanie Malinsky at smalinsky@cupe.on.ca **no later than March 31st**.

On-Site Child Care

CUPE Ontario wants our members to be able to attend all events that we hold during the year. Many CUPE members are parents who need child care to attend union events.

CUPE Ontario offers both a child care subsidy for members who choose to leave their children at home and onsite child care at convention.

Qualified, unionized child care workers provide an age appropriate program for children under the age of ten. Snacks and lunch are provided each day.

Youth Camp

CUPE Ontario is offering a very exciting program for youth ages 10 to 14. This program will take youth on a learning journey about unions with lots of fun things built in. The curriculum will touch on labour history, benefits to workers and society as a result of unions, the social and economic contributions of unions and the place of unions in today's society.

This will also be the chance for these budding activists to learn about CUPE's structure and why the work you do in your Local and at Conventions is so important.

Please submit your On-Site Child Care and/or Youth Camp forms to Candace Rennick via Stephanie Malinsky at smalinsky@cupe.on.ca.

Please complete and return forms no later than April 30th

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Convention Awards 2017

Sisters in Solidarity Award



The Sisters in Solidarity award was created to recognise the contributions of women in CUPE Ontario. The award seeks to honour and publicly celebrate a CUPE sister, group of sisters, or a women's committee within a Local or District Council who has done outstanding work on women's issues in the Union and whose leadership and activism have demonstrated a deep commitment to equity and social justice by breaking down barriers and increasing women's participation in the Union.

Visit cupe.on.ca/SistersInSolidarityAward for the nomination form

Health and Safety Award

Do you know a member who has made a significant contribution on behalf of CUPE members in the area of Health and Safety? CUPE Ontario's Health and Safety Committee is accepting nominations for the upcoming Health and Safety Award.



Visit cupe.on.ca/HealthAndSafetyAward for the nomination form

Injured Workers Advocacy Award

Do you know a member who has made a significant contribution on behalf of injured workers? CUPE Ontario's Injured Workers Advocacy Committee wants to hear from you for their Injured Workers Advocate Award.



Visit cupe.on.ca/InjuredWorkersAward for the nomination form

Racial Justice Award



The Livingstone Holder, Mervis White and Muriel Collins Award recognizes the contributions of CUPE members to enacting racial justice in our union. The award honours a CUPE member within a Local or District Council who has demonstrated leadership in promoting the engagement of racialized workers in all levels of CUPE activity and in working to remove barriers to full participation in all levels of CUPE activity.

Visit cupe.on.ca/RacialJusticeAward for the nomination form

Closing date for nominations: April 21

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Credentials will be mailed out in February

The 54th Annual CUPE Ontario Convention is fast approaching!

In February, we will be mailing credentials to all locals that are **paid up to December 31, 2016**. If you have any questions or concerns about the status of your Local's Per Capita payments, please contact David Duquesnay at the CUPE Ontario Office by phone at (905) 739-9739 Ext. 606 or by email dduquesnay@cupe.on.ca

Please note: To be entitled to representation at Convention, a Local Union shall have paid per capita tax on its total membership up to and including **March 31st** of the year in which the Convention is held. **Such payment must be received by April 30th**. Any local that has not paid up its per capita by this date will be subject to the convention late fee for all delegates being seated. **[Article 4(d)2.b)]** of the CUPE Ontario Constitution.

Article 6.7 of the CUPE National constitution provides that no organization, in arrears two (2) or more months with per capita tax payments to the national union, will be allowed representation at convention. Please ensure that the CUPE National per capita tax payments for your local are up to date.

If you have any questions regarding CUPE National dues, please call the CUPE National Per Capita line at 1-800-363-2873. Please press option #5 to speak with Linda Marcoux. If Linda is not available, please press option #3 and speak with Mylene Renaud.

Locals may not have their March earnings available in time to send in their numbers. While not ideal, please feel free to estimate your March 2017 payment using your February 2017 wages as a guide. If required, adjustments will be made in the following quarter.

In Solidarity,

A handwritten signature in black ink that reads "Candace Rennick".

Candace Rennick
Secretary-Treasurer

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Important Events and Deadlines

Per capita paid up to receive credentials	December 31
Convention Committee names must be submitted	March 1
Election Material deadline [per Article 6(b)] (CUPE Ontario will print and distribute flyers for those running for an elected position at Convention)	March 17
Local Assistance form submission deadline	March 31
Resolutions / Constitutional Amendments deadline	April 13
Convention Awards (Sisters in Solidarity, H&S, IWAC, Racial Justice) deadline	April 21
Per Capita payment (late registration fee will apply after this date)	April 30
Early-Bird Credentials deadline	April 30
Access Request form deadline (Note: You must complete this form if you require ASL Interpretation or Real Time Captioning at Convention)	April 30
On-Site Child Care form deadline (ages: infant – 9 years)	April 30
Youth Camp Registration form deadline (ages: 10 years – 14 years)	April 30
Hotel Reservations deadline	May 7
Family / Dependent Care Subsidy form deadline	Post Convention

Convention forms are available at
www.cupe.on.ca
or by calling 905-739-9739

CUPE ONTARIO
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