



# Choosing Our Future

**AFL 51<sup>st</sup> Constitutional Convention**  
**May 2 – 5, 2019**  
**Calgary, Alberta**

**CONVENTION  
CALL**

**Registration  
Evening May 1st**

**Alberta Federation of Labour**

Email: [afl@afl.org](mailto:afl@afl.org)

Website: [www.afl.org](http://www.afl.org)

Tel: (780) 483 - 3021

300, 10408 - 124 Street, Edmonton, AB



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# CONVENTION CALL

The 51<sup>st</sup> Alberta Federation of Labour Constitutional Convention is carried out in accordance with the AFL Constitution, Article 1.4.0. Visit the AFL website at [www.afl.org](http://www.afl.org) for a copy of the 2017 AFL Constitution.

## Convention Hours

Thursday, May 2	10:00 a.m. to 12:00 p.m. 1:30 p.m. to 5:00 p.m.
Friday, May 3	9:00 a.m. to 12:00 p.m. 2:00 p.m. to 5:00 p.m.
Saturday, May 4	9:00 a.m. to 12:00 p.m. 1:30 p.m. to 5:00 p.m.
Sunday, May 5	9:00 a.m. to 1:00 p.m.

## Venue

The Calgary Telus Convention Centre, 120 – 9 Avenue SE, Calgary, Alberta.

## Hotel

The Fairmont Palliser Hotel, 133 – 9 Avenue SW, Calgary, Alberta.

## New Delegate Orientation

Orientation session for all new delegates will take place on Thursday, May 2<sup>nd</sup> at 8:00 a.m.

## Questions

For information about the 2019 AFL Convention and related activities, go online to [www.afl.org/convention2019](http://www.afl.org/convention2019), email the AFL at [afl@afl.org](mailto:afl@afl.org), call (780) 483 – 3021, toll-free 1 (800) 661 – 3995, or fax (780) 484 – 5928.

# CONVENTION DEADLINES

Topic	Deadline	Additional Information
Display Tables	February 1	Request to be submitted to <a href="mailto:afl@afl.org">afl@afl.org</a> by this date.
May Day Award Nominations	February 27	Submit Attention: AFL Executive Council
International Women's Day Award Nominations	February 27	Submit Attention: AFL Executive Council
Resolutions	March 1	
Delegate Registration	March 15	Any registrations submitted after this date are considered late delegates.
Convention Committees	March 15	Names must be submitted.
Child Care Registration	March 15	
Special Needs Requests	March 15	
Registration Fees Refund	Up to March 29	Full Refund
	After March 29	No Refund
Hotel Reservations	April 8	For bookings into the block.
In Memoriam	April 10	Name(s) submissions

## Registration Hours – Calgary Convention Centre

Wednesday, May 1	7:00 p.m. to 9:00 p.m.
Thursday, May 2	8:00 a.m. to 12:00 p.m. and 1:30 p.m. to adjournment
Friday, May 3	8:30 a.m. to 12:00 p.m. and 2:00 p.m. to adjournment
Saturday, May 4	8:30 a.m. to 12:00 p.m. and 1:30 p.m. to adjournment
Sunday, May 5	8:30 a.m. to 10:30 a.m.

# REGISTRATION

Type	Fee	Deadline	Additional Information
Delegate	\$550	March 29	Must be received in the AFL Office in order for online or print credentials to be accepted.
Alternates	\$550	March 29	If a registered delegate is unable to attend and an alternate has been selected by the union, it is the union's responsibility to notify the AFL Office of any changes to credentials, in a timely manner.
Observers	Contact AFL Office		Individuals not eligible to attend as delegates, may register as observers.

## Fees

\$550 per delegate (non-refundable after March 29<sup>th</sup>) must be received in the AFL Office in order for online or print credentials to be accepted.

## Refund Policy

Up to March 29, you can receive a full refund. No refunds will be issued after March 29, 2019. There is no reduction in fees for partial days attended.

## Important Information for Registering Delegates

The registration fee must accompany the registration form or be sent into the AFL Office shortly after online registration.

## Pre-Convention Package

Delegates registered by March 15, 2019 will receive a pre-convention package containing the policy primers and resolutions in either digital or print format as requested on the registration form.

# CREDENTIALS & DELEGATE INFORMATION

Use the *Delegate Credential Form* to register delegates and alternates.

- Complete the Credential Form online or by paper (*make a copy for your records*)
- Issue cheque payable to the **Alberta Federation of Labour**
- Mail the Delegate Credential Form and cheque to:  
#300, 10408 – 124 Street, Edmonton, Alberta, T5N 1R5

You can find the online Delegate Credential Form at this link:

[www.afl.org/convention2019](http://www.afl.org/convention2019)

## Deadline for Credentials: March 15, 2019

Delegate credentials must be submitted to the AFL Office, through online registration or in print format no later than **March 15, 2019**. You may continue to register delegates after March 15, 2019 and even during the convention. Delegates registered after March 15, 2019 are considered late delegates.

## Delegate Representation & Entitlement

Representation at convention is as follows:

- a. Local Unions: Two (2) delegates for the first one hundred (100) members or less; and one (1) additional delegate for each additional one hundred (100) members or major fraction.
- b. Delegates must be members of unions affiliated with the Alberta Federation of Labour.
- c. Each local union is also given an additional credential to send a young worker delegate (age 30 or younger).
- d. Alberta Federation of Union Retirees (AFUR): Two (2) delegate credentials are available to the AFUR members. They have voice and vote at convention but cannot run for any position.
- e. CLC-chartered Labour Councils: can send two (2) delegates. These delegates must be members of unions affiliated to the Alberta Federation of Labour.

## Small Local Subsidies

Ten (10) registration subsidies are available, one per union only, for locals with 100 members or less. Subsidies are awarded on a first-come, first-serve basis before March 15, 2019.

## How Credentials are Calculated

The number of credentials issued is based on the average membership per capita that was paid during the twelve (12) month period ending two months before convention (average membership from March 2018 to February 2019).

## Arrears

Local unions are not entitled to representation at convention if they are three (3) months or more behind in their per capita payments. Unions must be paid up to, and including, **January 2019**. Unions may submit payments of outstanding per capita to enable their delegates to be seated.

## Alternate Credentials

If a registered delegate is unable to attend and an alternate has been selected by the union, it is the union's responsibility to notify the AFL Office of any changes to credentials, in a timely manner.

## Observers

Individuals not eligible to attend as delegates may register as observers. Convention Kits are available for \$35.

# DELEGATE SERVICES

## Accommodation

A block of rooms is booked at the Fairmont Palliser Hotel, 133 – 9 Avenue SW, Calgary, AB. Call reservations at 1 (800) 441-1414 and identify yourself as being with the AFL 2019 Convention, Group Code: AFL0519 or book online at:

<https://resweb.passkey.com/go/2019afl>

Several rooms can be booked individually using one name and changed later. For unions who want a sub-block, please contact Group Reservations Manager: Jeannie Light at (403) 260 – 1290 or email [Jeannie.Light@Fairmont.com](mailto:Jeannie.Light@Fairmont.com)

Any union with 10 or more rooms or multiple rooms on one credit card is encouraged to set up a sub-block. The delegate and/or union is responsible for making their own accommodation arrangements.

\*Deadline for booking hotel accommodations is **April 8, 2019**.

## Accessibility, Assistance and Special Needs Requests

Every effort will be made to accommodate specific services. The deadline to notify the AFL Office of your special services request(s) is **March 15, 2019**.

## Child Care

If you require off-site child, elder, dependent care during the convention, the deadline for receiving child care requests is **March 15, 2019**.

# RESOLUTIONS & CONSTITUTIONAL AMENDMENTS

Use the *Resolution Submission Form* to submit resolutions for the 2019 Convention.

- Review the Resolution Submission Guidelines;
- Complete your Resolution Submission online. **OR**
- Email your Resolutions to: [afl@afl.org](mailto:afl@afl.org) **OR**
- Mail your Resolutions to:  
#300, 10408 – 124 Street, Edmonton, Alberta, T5N 1R5

You can find the online *Resolution Submission Form* at this link:

[www.afl.org/convention2019](http://www.afl.org/convention2019)

## Deadline for Resolutions: March 1, 2019

Resolutions must be received by 5:00 p.m. on March 1<sup>st</sup>, 2019. They can be submitted by affiliated local unions, district labour councils, the AFL Executive Council and AFL Standing Committees. Resolutions received after March 1<sup>st</sup> may be accepted as an emergency resolution to the AFL Executive Council if they receive the support of the Council, deal with a subject matter that has arisen during the 60 days prior to the convention, and are accepted by a two-third vote of the convention.

## How to Submit Resolutions

Submit resolutions in digital format online at:

[www.afl.org/convention2019](http://www.afl.org/convention2019)

Or in print version and mail/email to the AFL Office, no later than 5:00 p.m. on March 1<sup>st</sup>. A resolution should be written in plain language, deal with only one subject, be 200 words or less, and signed by your presiding officer. To avoid having your resolutions returned or not accepted, please ensure they are submitted accordingly.

# ELECTIONS

Elections for AFL Officers, Labour Council Vice Presidents and additional Equity Vice Presidents as well as the reporting of AFL Executive Committee Union Vice Presidents and Equity Vice Presidents takes place on **Sunday, May 5, 2019**.



Candidates who want their names to stand for the position of President and/or Secretary Treasurer must declare their intention and submit a written nomination form to the AFL office by the adjournment of the convention day on **Thursday, May 2, 2019**.

Elections for AFL Executive Committee Union Vice Presidents and Equity Vice Presidents (Equity-seeking caucuses are: Women, Pride, Indigenous Workers, Workers of Colour and Young Workers (under 30)) takes place at caucus meetings.

All equity-seeking candidates must file a nomination form to the convention office signed by their president indicating they have the support of their union to run for an equity position.

### Union Caucuses

To book a room for a union caucus meeting at either the Fairmont Palliser Hotel or the Calgary Telus Convention Centre, please contact Maureen Werlin at the AFL at [afl@afl.org](mailto:afl@afl.org) or call (780) 483 – 3021. Rooms are allocated on a first-come, first-served basis.

### Equity Caucuses

Caucuses of equity-seeking delegates and the election of representations from these caucuses to sit on the AFL Council will take place Friday and Saturday.

## CONVENTION COMMITTEES

Convention Committees meet on Wednesday, May 2<sup>nd</sup> and as needed during convention. Executive staff are assigned to each committee.

Committee	Description
Credentials Committee	Act as official greeters at hotels and venues; assist with registration on Wednesday and Thursday and prepare the daily delegate count.
Resolutions Committee	Make recommendations on resolutions, or refer resolutions to a different convention committee for action.
Constitution Committee	Make recommendations on handling constitutional resolutions.
Sergeant-at-Arms Committee	Monitor seating, check credentials, maintain order on convention floor, distribution of materials, and act as marshals for the rally.
Balloting Committee	Oversees counting of elections ballots and participates in standing vote counts on the floor.

# USEFUL INFORMATION

## In Memoriam

Local unions and district labour councils are encouraged to submit names and info of members who passed away from mid-April 2017 to mid-April 2019. Deadline to submit names for the presentation is **April 10, 2019**.

## Display Tables

Organizations wanting to have a display table must submit a request in writing to [afl@afl.org](mailto:afl@afl.org) before **February 1, 2019**.

## Delegate Procession

There is a procession into the hall on the opening day of convention, May 2, 2019. Please bring your banners and signs and be ready to assemble in the hallways around 9:30 a.m.

## AFL Annual Awards – Call for Nominations

The Alberta Federation of Labour invites our affiliated unions and labour councils and committees to submit nominations for the 2019 AFL May Day Solidarity Award and the 2019 AFL International Women's Day Award. *All submissions* should be emailed to the [afl@afl.org](mailto:afl@afl.org) or directed to the AFL Executive Council via mail at the below address:

#300, 10408 – 124 Street, Edmonton, Alberta, T5N 1R5

### 2019 AFL May Day Solidarity Award

The annual May Day Solidarity Award was created in 1989 and is given to an Alberta trade unionist for their contributions in advancing workers' rights within and outside the labour movement. Your nominees should be a union member or a group of individuals who have made a recognized contribution in the areas of peace, social justice and workers' rights. Include a detailed biography with your nominations, detailing specific contributions to the labour and social justice movements.

### 2019 AFL International Women's Day Award

The annual International Women's Day Award was introduced in 1990 to recognize a sister in the labour movement for her outstanding commitment and leadership in the trade union movement and community. Your nominees should demonstrate these core values. She should be a committed trade unionist who is an activist and a leader in her union and/or her community. She should be dedicated to equity and the application of a feminist lens in union and community work and be dedicated to labour activism which may include holding, or having held a position within her union, involvement in her local, or within provincial or federal labour coalitions. Include a detailed biography with your nomination, please provide specific examples of the nominee's participation and leadership in activities, projects, or events which demonstrate the core values mentioned above.