

CONVENTION CALL

AFL 52ND CONSTITUTIONAL CONVENTION

May 13 - 15, 2021

*Alberta
Federation
of Labour*



TABLE OF CONTENTS

CONVENTION CALL	2
Convention Hours including Keynote Speaker	2
Venue	2
New Delegate and Platform Orientation	2
Questions	2
CONVENTION DEADLINES	3
REGISTRATION	3
Fees	4
Refund Policy	4
Pre-Convention Package	4
CREDENTIALS & DELEGATE INFORMATION	4
Deadline for Credentials: April 13, 2021	4
Delegate Representation & Entitlement	5
Small Local Subsidies	5
How Credentials are Calculated	5
Arrears	5
Alternate Credentials	5
Observers	5
DELEGATE SERVICES	6
Accessibility, Assistance and Special Needs Requests	6
Child Care	6
RESOLUTIONS & CONSTITUTIONAL AMENDMENTS	6
Deadline for Resolutions: March 14, 2021	6
How to Submit Resolutions	6
ELECTIONS	7
Union Caucuses	7
Equity Caucuses	7
CONVENTION COMMITTEES	8
USEFUL INFORMATION	8
In Memoriam	8
AFL ANNUAL AWARDS	9
Call for Nominations	9
2021 AFL May Day Solidarity Award	9
2021 AFL International Women’s Day Award	9

CONVENTION CALL

The 52nd Alberta Federation of Labour Constitutional Convention is carried out in accordance with the AFL Constitution, Article 1.4.0. Visit the AFL website at <http://www.afl.org/about> for a copy of the [2019 AFL Constitution](#).

Convention Hours including Keynote Speaker

Thursday, May 13

Keynote Speaker 7:00 p.m. to 9:00 p.m.

Friday, May 14

Convention 9:30 a.m. to 12:30 p.m.

1:30 p.m. to 4:30 p.m.

Saturday, May 15

Convention 9:00 a.m. to 12:00 p.m.

1:00 p.m. to 4:00 p.m.

Venue

This year's convention will be held virtually. Delegates and observers will need access to a computer or tablet with reliable internet in order to fully participate. Log in information, including voting access for those who have voting privileges, will be sent out ahead of the convention.

New Delegate and Platform Orientation

Orientation session for all new delegates will take place on Friday, May 14nd at 8:00 a.m. We will also be hosting a platform orientation for all who are interested on Thursday, May 13 at 5:00 p.m.

Questions

Information, as it becomes available, about the 2021 AFL Convention and related activities, will go online to www.afl.org/convention2021, email the AFL at afl@afl.org, call (780) 483 - 3021, toll-free 1 (800) 661 - 3995, or fax (780) 484 - 5928.

CONVENTION DEADLINES

Topic	Deadline	Additional Information
May Day Award Nominations	March 14	Submit Attention: AFL Executive Council
International Women's Day Award Nominations	March 14	Submit Attention: AFL Executive Council
Resolutions	March 14	Resolution submissions
Delegate Registration	April 13	Any registrations submitted after this date are considered late delegates.
Convention Committees	March 15	Names must be submitted.
Child Care Requests	March 15	
Special Needs Requests	March 15	
Registration Fees Refund	Up to March 29	Full Refund
	After March 29	No Refund
In Memoriam	April 10	Name(s) submissions

REGISTRATION

Type	Fee	Deadline	Additional Information
Delegate	\$200	April 13	Online registration
Alternates	\$200	April 13	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	\$35		Individuals not eligible to attend as delegates, may, upon approval, register as observers.

Fees

\$200 per delegate (non-refundable after March 29th) must be received in the AFL Office in order for online credentials to be accepted.

Refund Policy

Up to March 29, you can receive a full refund. No refunds will be issued after March 29, 2021. There is no reduction in fees for partial days attended.

Pre-Convention Package

Delegates registered by March 15, 2021 are guaranteed to receive a digital pre-convention package containing the policy primers and resolutions ahead of the convention.

CREDENTIALS & DELEGATE INFORMATION

Use the *Delegate [Credential Form](#)* to register delegates and alternates.

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

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

<http://www.afl.org/convention2021>

Deadline for Credentials: April 13, 2021

Delegate credentials must be submitted to the AFL Office, through online registration no later than **April 13, 2021**. You may continue to register delegates after April 13, 2021 and even during the convention. Delegates registered after April 13, 2021 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, 2021.

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 2020 to February 2021).

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 2021**. 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.

Cost for observers is \$35.

DELEGATE SERVICES

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, 2021**.

Child Care

If you require off-site child, elder, dependent care during the convention, the deadline for receiving child care requests is **March 15, 2021**.

RESOLUTIONS & CONSTITUTIONAL AMENDMENTS

Use the [Resolution Submission Form](#) to submit resolutions for the 2021 Convention.

- Review the Resolution Submission Guidelines;
- Complete your Resolution Submission online.

You can find the online *Resolution Submission Form* after January 30, 2021 at this link:

www.afl.org/convention2021

Deadline for Resolutions: March 14, 2021

Resolutions must be received by 5:00 p.m. on March 14, 2021. They can be submitted by affiliated local unions, district labour councils, the AFL Executive Council and AFL Standing Committees. Resolutions received after March 1st 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/convention2021

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 **Saturday, May 15, 2021**.

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 **Friday, May 14, 2021**.

Elections for AFL Executive Committee Union Vice Presidents and Equity Vice Presidents (Equity-seeking caucuses are: Women, Pride, Indigenous Workers, Ethnically Diverse 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

As convention is virtual many unions are opting to use their own platforms and accounts to plan their union caucus meeting. If you are in need of assistance to setting up a zoom account please contact Maria Ramirez at the AFL at afl@afl.org or call (780) 483 - 3021. The expense of the account will be the responsibility of the union.

Equity Caucuses

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

CONVENTION COMMITTEES

Convention Committees meet on Thursday, May 13th 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 April 2019 to March 2021. Deadline to [submit names](#) for the presentation is **April 10, 2021**.

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 2021 AFL May Day Solidarity Award and the 2021 AFL International Women's Day Award. *All submissions* should be emailed to afl@afl.org

2021 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.

2021 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