

# **CANADIAN UNION OF PUBLIC EMPLOYEES**

## **CUPE BC**

**TO: ALL AFFILIATES OF CUPE BC AND STAFF**

### **CONVENTION CALL**

Pursuant to Article Four, Section 4.2 of the Constitution of CUPE BC you are hereby notified that the Fifty-fifth Annual Convention will be convened at 7:00 pm in Vancouver on Wednesday, April 18, and will continue on Thursday, April 19, Friday, April 20, and Saturday, April 21, until 4:00 pm.

- 4.2 A regular convention of CUPE BC shall be held annually at the time and place determined by the Executive. Notice of such Convention shall be forwarded to all affiliated organizations at least four months prior to the date of such Convention.
- 4.3 All CUPE BC Convention credentials must be submitted to the CUPE BC Secretary-Treasurer forty-five days prior to the commencement date of the CUPE BC Convention in order to be included in the Convention booklet or to be eligible for consideration for appointment to Convention Committees.

### **REPRESENTATION**

- 4.4 Delegate credentials shall be accepted only from those Locals who have made per capita tax payments as set out in Article 8, in full to the end of the month prior to the month in which the Convention Call is sent out.

Delegate entitlement shall be based on the paid-up membership, including Rand Formula payees for the average month of the previous twelve (12) months, ending with the previous month in which the Convention Call is sent out, or the month of the previous year's convention whichever is greater.

- 4.5 (a) A delegate to a CUPE BC Convention must be a member in good standing of, and duly accredited by their chartered Local Union or District Council affiliated to and in good standing with CUPE BC and the National Union.
- (b) The President and Secretary-Treasurer of CUPE BC shall be the CUPE BC delegates to the Annual Convention.

4.6 Representation at conventions by affiliated organizations shall be:

Local Unions

Up to 200 members	-	2 delegates
201 to 300 members	-	3 delegates
301 to 400 members	-	4 delegates
401 to 500 members	-	5 delegates
501 to 750 members	-	6 delegates
751 to 1000 members	-	7 delegates

For each additional 500 members or portion thereof - 1 additional delegate.

District Councils - 2 delegates, 1 of which must be a young worker in accordance with CUPE BC Policy.

- 4.7 CUPE BC shall reimburse small locals attending a CUPE BC Convention, the cost to the Local in paying lost wages, hotel and transportation as follows:
- (i) Locals with one hundred (100) or fewer members, fifty percent (50%) of the cost of two (2) delegates or one hundred percent (100%) of the cost of one (1) delegate;
  - (ii) Locals with between one hundred and one (101) and one hundred and twenty-five (125) members, twenty-five percent (25%) of the cost of two (2) delegates or fifty percent (50%) of the cost of one (1) delegate;
  - (iii) Locals with between one hundred and twenty-six (126) and one hundred and fifty (150) members, twelve and one half percent (12.5%) of the cost of two (2) delegates or twenty-five percent (25%) of the cost of one (1) delegate;

Provided that:

- a) Locals applying are otherwise unable to send two (2) delegates;
  - b) Locals applying for such reimbursement shall have a dues structure of no less than one and one half percent (1.5%);
  - c) Locals applying for such reimbursement shall submit their request to the CUPE BC Secretary-Treasurer at least forty-five (45) days prior to the commencement date of the CUPE BC Convention for which they wish to receive the above noted reimbursement;
  - d) Final approval of any reimbursement shall be subject to a two thirds (2/3) vote of the CUPE BC Executive Board.
- 4.8 Any affiliated local union being on strike at the time CUPE BC is in Convention shall be entitled to have their delegates cast ballots for the entire delegation

entitlement of the local;

Such delegates casting ballots on behalf of their Local's entire delegation entitlement, shall be required to have the written authority signed by the President and Secretary of their local.

- 4.9 In the instance of a local affiliating after the end of the fiscal year, or other special circumstances, the Credentials Committee shall be empowered to accept credentials on the recommendation of the CUPE BC Executive Committee.

*Locals wishing to apply for reimbursement under this article should make **application at the time of registering their delegates.** (If your Local is eligible, a subsidy form is included).*

## **RESOLUTIONS**

- 4.14 (a) Resolutions and constitutional amendments to be introduced for consideration at the Convention shall be signed by the President and Secretary of an affiliated organization or Chair of a Committee, and be authorized by that organization or Committee. They shall be received by the Secretary-Treasurer of CUPE BC not later than sixty days prior to the opening of the Convention.
- (b) That all resolutions submitted in accordance with (a) above be forwarded for the information of each affiliated local no later than thirty (30) days prior to the opening of the Convention.
- (c) Resolutions may be submitted prior to or during the CUPE BC Convention by the CUPE BC Executive Board and all Committees appointed by the Executive Board.
- (d) Resolutions may be submitted by a Committee of the Convention or the CUPE BC Executive, provided such resolution is the result of the deliberations of that Committee or the CUPE BC Executive.
- 4.15 The Convention in session may accept emergency resolutions. Such resolutions must be signed by the submitting delegate(s), and must deal with a specific incident occurring after the deadline for submission of resolutions.
- 4.16 (a) Any resolution not submitted under Section 4.14 or 4.15 will be considered a late resolution and will be dealt with only after all other resolutions have been presented.

- (b) No resolution will be accepted after the hour of five p.m. on the first day of the Convention except as outlined in Articles 4.14 (c) and (d).

**THE DEADLINE FOR SUBMITTING RESOLUTIONS IS SATURDAY, FEBRUARY 18, 2018  
SIGNED COPIES OF RESOLUTIONS MUST BE RECEIVED AT THE CUPE BC OFFICE  
BY THIS DATE.**

Resolutions can be sent by mail, fax or email (PDF) to [info@cupe.bc.ca](mailto:info@cupe.bc.ca). Please include a name and number of a contact person in case clarification is necessary for any Resolution.

It would be greatly appreciated if you could send via email a MS Word file of each Resolution. This will assist in the production of the Resolutions Book. Please note this is not a requirement for duly submitting Resolutions.

### **CREDENTIALS**

To simplify matters each delegate will have a separate credential. Please type or carefully print the full name and address of the delegate on the **BLUE** credential form. Forward the **BLUE** credential forms to the Secretary-Treasurer of CUPE BC, #510 - 4940 Canada Way, Burnaby, BC V5G 4T3, together with your cheque for the complete registration fee **FOR ALL YOUR DELEGATES**.

Alternate credentials will be on a **YELLOW** credential form. For each alternate you are sending complete one alternate credential form. Forward the **YELLOW** credential forms to our office as indicated above.

Each regular delegate or alternate delegate should present their **WHITE** credential form individually to the Credentials Committee when registering at the Convention. **Please ensure each delegate is provided with their WHITE Credential to ensure speedy registration.**

### **REGISTRATION FEE**

Article, Four, Section 4.10 of the Constitution states:

- 4.10 The registration fee for each delegate and alternate delegate to the CUPE BC Convention shall be One Hundred and Seventy-five Dollars (\$175.00).

The registration fee for each regular delegate must accompany the return of the **BLUE** credential form and cheques should be made payable to CUPE BC. For each alternate you wish to have a kit – a registration fee of \$175.00 must also be included. (No fee required for alternates that do not get a kit.)

**NOTE TO ALL LOCALS:** Per Capita must be paid to January 30, 2018 prior to April 18, 2018 in order for your delegates to be seated.

**NOTE TO DISTRICT COUNCILS:** Ensure that your annual affiliation fee of \$5.00 is paid for the current year.

**DEADLINE FOR THE RETURN OF CREDENTIAL FORMS IS MARCH 4, 2018**

Registrants after that date may not have their names printed in the Convention Agenda or be considered for Convention Committees.

**ELECTIONS:**

This coming convention there will be an election for one 3-year Trustee position. If you are planning to run for this position and would like a letter sent to locals, please ensure that it is in our office by the 4<sup>th</sup> of March and we will send out an election mailing to locals.

If you are sending pre-printed, union bugged material, please ensure that you send 275 copies to our office. If you would like us to copy your bugged letter in house, please send via email to Lori Watt at [lwatt@cupe.bc.ca](mailto:lwatt@cupe.bc.ca) by March 4, 2018.

**Election Spending:**

Here is the excerpt from the CUPE BC Policy book regarding election spending:

That it became the policy of CUPE B.C. that all candidates running for a position on the CUPE B.C. Executive Board, as Trustee or for any other elected position be limited to:

- (i) one button, one leaflet, and one poster; all carrying a union bug.
- (ii) hospitality room expenditures of \$1500;
- (iii) election campaign materials (button, leaflet and poster) expenditures of \$2000;
- (iv) CUPE B.C. will do one mail-out (per candidate) to all affiliated Locals and Councils on behalf of each candidate;

A statement of expenses is to be submitted to the CUPE B.C. Executive board on the morning of the election.

(Richmond – 1998)

**PLEASE NOTE:**

CUPE National Per Capita must also be paid up to be seated at Convention.

Article 6.7 of the National Constitution states, "No chartered organization, in arrears for two or more months, will be allowed representation at Convention or any convention of any other level of the Union".

- REGISTRATION - Registration will take place Wednesday, April 18, 2018, from 1:00 pm to 6:30 pm, and from 8:00 am Thursday, April 19, 2018, until the Convention convenes.
- ACCOMMODATION - WE Travel has been designated the official Travel Agent for the Convention. You will find a registration form for accommodations attached, please complete and return to WE Travel. Alternatively, you may register your accommodations on line at [www.wetravel.net](http://www.wetravel.net).

The cutoff date for Hotel reservations is **Monday, March 4, 2018**.

Issued on behalf of the Executive Board, CUPE BC.

December 15, 2017 Trevor Davies, Secretary-Treasurer.

