



December 14, 2021

Friends, Comrades, Sisters and Brothers,

**CUPE Alberta Division 72<sup>nd</sup> Annual Convention, In-Person**

As 2021 draws to a close I know that many of us are reflecting on a challenging and, quite frankly, difficult year, and hoping for a renewed sense of energy and optimism with the coming of 2022. In keeping with these hopes for the New Year I am very happy to be able to write to you in conjunction with our 2022 CUPE Alberta Division Convention Call and add my personal invitation to attend our Division Convention, which I am very pleased to let you know is being planned as an in-person event in Fort McMurray, Alberta from March 16 to 18, 2022.

The theme of our 2022 Convention will be **Stronger than Ever** and I believe there could be no better message for our members and the people they serve that as we come out of the global COVID – 19 pandemic we are ready for the struggles ahead and know we will win. These have been difficult days but CUPE Alberta has proven time and time again that our Union is strong, transparent, inclusive, powerful and always ready to build a better world.

Although we are all excited about the prospect of holding an in-person Convention I want to assure you that our convention planning is first and foremost prioritizing the health and safety of our members. The Division Executive has determined that all delegates must provide official government proof of vaccination to receive their convention identification. (The only exception to this will be those delegates who can provide proof of a properly adjudicated and certified vaccine exemption on Human Rights grounds. Further information can be found in the Convention Call.) Our convention venue in Fort McMurray will also ensure proper physical distancing is observed and that other safety measures are strictly adhered to. At the same time as the Division plans for an in-person event in Fort McMurray we are also closely monitoring the public health situation in Alberta and are ready to move to a virtual convention if circumstances warrant. All affiliates will be receiving regular updates as our Convention date gets closer.

In the Convention Call and the documents related to it in this communication you will find all the information you need on registration, convention fees, submission of constitutional amendments and general resolutions, election of officers, accommodation and convention safety. I encourage you to thoroughly review all the information in the communication and if you have any questions to please contact CUPE Alberta.

Thank you for all you do for our members and the people of Alberta. I wish everyone the very best of the Holiday season and a safe and very Happy New Year. See you all in Fort McMurray!

In Solidarity,

Rory Gill, President  
CUPE AB Division

Attachments: Convention Call, Credential Forms; How to Write a Clear Resolution





December 14, 2021

**72<sup>nd</sup> ANNUAL CUPE ALBERTA DIVISION  
IN-PERSON FORT MCMURRAY, ALBERTA  
MARCH 16 - 18, 2022**

**TO: ALL AFFILIATED LOCAL UNIONS AND DISTRICT COUNCILS**

In accordance with Article 9 of the Constitution of the Canadian Union of Public Employees, Alberta Division, you are hereby notified that the 72nd Annual Convention will be held in person from **March 16 - 18, 2022 in Fort McMurray, Alberta.**

Convention will take place at the Quality Inn, 424 Gregoire Drive over the entire three (3) days, so please plan accordingly.

**REPRESENTATION**

In accordance with Article 9, of the Canadian Union of Public Employees, Alberta Division Constitution; Representation at all Division Conventions shall be based upon the average membership over the preceding calendar year as evidenced by Per Capita Fees paid during that period. Affiliates chartered in the year of the Convention shall have their delegate entitlement based upon the Per Capita Fees paid for the period immediately prior to the Convention. Delegate entitlement shall be: two delegates for the first one hundred members and one delegate for each additional hundred, or fraction thereof. Delegate entitlement shall not be transferable between Locals. Affiliated District Councils, Council of Unions or Provincial Council of Unions shall each be entitled to two delegates. One Executive member of a Division Occupational Group may have delegate status on behalf of the committee if they are not delegates on behalf of their Local or District Council. The President, Secretary-Treasurer, Recording-Secretary, and both General Vice Presidents shall be deemed to be delegates to the Convention with all rights and privileges.

## CREDENTIALS AND REGISTRATIONS

**Registration** will cost \$400 per delegate.

The registration cost will include a ticket to a banquet that is planned for Thursday, March 17. More details on this event will be provided on the CUPE AB website.

All Locals sending delegates to the 72<sup>nd</sup> Annual Convention **must** have their CUPE National and CUPE Alberta Division per capita fees, including any arrears paid up to the last per capita period preceding the Convention (December 31, 2021), prior to being accredited.

Delegates on behalf of District Councils, Council of Unions or Provincial Council of Unions must have their affiliation fees paid up to December 31, 2021.

**Credential forms are attached. Affiliates are encouraged to make desired copies of credentials for their Local's entitlement as per Article 9.**

**Once Locals have completed their credential forms, send them electronically to Secretary Treasurer Elaine Moore ([elaine.moore@cupeab.org](mailto:elaine.moore@cupeab.org)). The Treasurer will confirm receipt of all credential forms sent electronically and request that the registration cheque be sent to:**

Elaine Moore Secretary-Treasurer  
CUPE Alberta Division  
125 Simcoe Way  
Fort McMurray, AB T9H 3B4

**All delegates must be able to provide official government proof of vaccination to receive their convention identification (or a properly adjudicated and certified vaccine exemption on Human Rights grounds).**

Please bring a copy of each delegate's credential form for presentation to the Credentials Committee when registering at the Convention Headquarters. Delegates must bring their Government Approved proof of vaccination to receive their Convention Credentials. Each delegate is required to present their own credential.

- **Banquet tickets are included in the registration fee.  
Note – the cost of Registration and Education Day can be on the same cheque.**
- **Credentials are not transferable from Local to Local.**

## EDUCATION DAY:

Education Day will take place on **Tuesday, March 15th, 2022**, the day before the Convention and the fee will be \$40.00 per delegate.

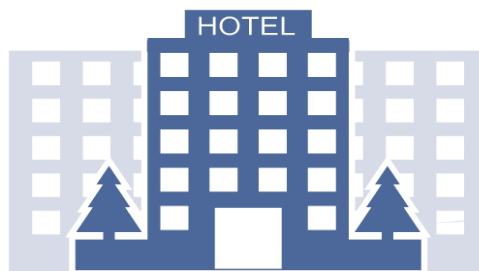
**Participants must be able to provide official government proof of vaccination (or properly adjudicated and certified vaccine exemption on Human Rights grounds) in order to participate in Education Day at the 72nd Convention.**

CUPE Alberta Division will host two CUPE National Education seminars, relevant to our ongoing work

- preparing and planning financially for Bill 32 and
- more education and conversation toward truth and reconciliation.

Please visit the CUPE Alberta website for more information on these sessions and how to register or [Education Day - Register Here](#)

**NOTE: The cost of Education Day and Registration can be on the same cheque.**



## ACCOMMODATIONS

The 2022 CUPE Alberta Division Convention will be held in-person at the Quality Inn and Conference Centre in Fort McMurray.

The Division will be providing more information on our website with respect to general hotel accommodation information as it becomes available.

## AMENDMENTS TO THE CONSTITUTION AND RESOLUTIONS

In accordance with Article 8, Constitutional Resolutions must be forwarded to the Recording Secretary at least 45 days prior to the Convention.

In accordance with Article 9, Section 4, “Resolutions to be introduced for consideration at Convention shall be signed by the President and Recording Secretary of the affiliate and sent to the Division Recording Secretary no less than 45 days prior to the Convention.”

Emergency resolutions can be submitted to the Division Convention Committees only if the resolution submitted is deemed by the Committee to be a new threat less than forty-five (45) days prior to Convention.

Division Convention Committees may submit resolutions, at any time, for consideration with the concurrence of a majority of convention delegates.

**NOTE DEADLINE FOR AMENDMENTS TO CONSTITUTIONAL AND GENERAL RESOLUTIONS: January 30, 2022**

## **CONVENTION COMMITTEES**

CUPE Alberta Division is seeking members from affiliates to offer to sit on the following Convention Committees:

- GENERAL RESOLUTIONS 5 Members
- CONSTITUTION 5 Members
- CREDENTIALS 6 Members
- SERGEANT AT ARMS 6 Members
- BALLOTING 8 Members

If your Local has members that are interested to be on any of the above Convention Committees, those members may be required to meet for a day earlier than the first day of convention. CUPE Alberta Division will cover any affiliated Locals costs for this service, as per Article 11 of our Constitution.

**Please indicate on the credential form or contact the Recording Secretary before February 15, 2022.**

John Vradenburgh, Recording Secretary, CUPE Alberta Division,  
#300, 10235 124 St NW Edmonton, AB T5N 1P9

Or you can email: [john.vradenburgh@cupeab.org](mailto:john.vradenburgh@cupeab.org)

## **REGISTRATION of DELEGATES**

Registration of delegates will be in-person at the:

Quality Inn and Conference Centre  
425 Gregoire Drive  
Fort McMurray, AB T9H 3R2

Tuesday evening, March 15<sup>th</sup>, 2022 (7:00 pm to 9:00 pm)

**and on**

Wednesday morning, March 16<sup>th</sup>, 2022 (7:00 am until 9:00 am).

Late Registration after 10:00 AM on Wednesday will need to contact the Credentials Committee.

**The Convention will commence at 10:00 am on Wednesday, March 16, 2022**

## **SMALL LOCAL ASSISTANCE FUND**

Article 17, Section A of the Constitution states “the Division shall reimburse affiliated Locals of 100 members or less, 75% of the cost to the Local for paying lost wages, hotel and transportation for one delegate to the Division Convention”.

Article 17, Section C states “Locals wishing to access these funds must make application, in writing, to the Division Treasurer **“prior to”** adjournment of the final day of Convention or other function.”

Looking forward to seeing delegates.

In solidarity,

Elaine Moore  
Secretary-Treasurer CUPE Alberta Division

## CONVENTION DOCUMENTS:

Less paper has always been the goal of the affiliates of CUPE Alberta, and the 72<sup>nd</sup> Convention will not be any different. The ability to download the documents will be provided electronically and in advance for your information and reference.

Paper copies of documents will only be provided upon request.

If you have any questions regarding this initiative, please contact:

John Vradenburgh, Recording-Secretary  
CUPE Alberta Division  
#300, 10235 124 St NW Edmonton, AB T5N 1P9

Email: [john.vradenburgh@cupeab.org](mailto:john.vradenburgh@cupeab.org)



## Delegate Credential

This is to certify that

\_\_\_\_\_   
 Local Number

\_\_\_\_\_   
 Town / City

has elected the following delegate to the  
**72<sup>nd</sup> Annual Convention of the  
Canadian Union of Public Employees – Alberta Division**  
to be held in Fort McMurray March 16, 17 and 18, 2022

Name \_\_\_\_\_   
 Surname First

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_ Home Phone \_\_\_\_\_

**(please print legibly as your e-mail will be used for correspondence purposes)**

I am interested in sitting as a member of the following Convention  
Committee

General Resolutions

Constitution Resolutions

Credentials

None of the Above

\_\_\_\_\_  
Signature – Local President

\_\_\_\_\_  
Signature – Local Treasurer

If you have a disability and require assistance, please contact the Secretary Treasurer:  
[elaine.moore@cupeab.org](mailto:elaine.moore@cupeab.org)

Cheques can be made payable to **CUPE Alberta** and sent to:

Elaine Moore, Secretary-Treasurer CUPE AB Division  
125 Simcoe Way Fort McMurray AB, T9H 3B4.

If you have questions call 780-799-2668

Registration Cost is \$400 per delegate. NO: \_\_\_\_\_







## Alternate Delegate Credential

This is to certify that

\_\_\_\_\_   
 Local Number

\_\_\_\_\_   
 Town / City

has elected the following delegate to the  
**72<sup>nd</sup> Annual Convention of the  
Canadian Union of Public Employees – Alberta Division**  
to be held in Fort McMurray  
March 16, 17 and 18, 2022

Name \_\_\_\_\_   
 Surname First

Address \_\_\_\_\_

Town/City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_ Home Phone \_\_\_\_\_

**(please print legibly as your e-mail will be used for correspondence purposes)**

I am interested in sitting as a member of the following Convention  
Committee

General Resolutions

Constitution Resolutions

Credentials

None of the Above

\_\_\_\_\_  
Signature – Local President

\_\_\_\_\_  
Signature – Local Treasurer

If you have a disability and require assistance, please contact the Secretary Treasurer:  
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125 Simcoe Way Fort McMurray AB, T9H 3B4.

If you have questions call 780-799-2668

Registration Cost is \$400 per delegate. NO: \_\_\_\_\_

# How to Write a Clear Resolution

## CUPE Alberta Division

CUPE Alberta encourages locals and divisions to use clear language in resolutions.

## What is clear language resolution?

The clear language format flips the order, putting what you want (be it resolved) before the reasons why (whereas). At right is an example.

## Why is CUPE Alberta encouraging resolutions in clear language format?

- The CUPE Alberta Division Executive has decided to encourage organizations to submit resolutions in clear language format. CUPE's National Literacy Reference Group strongly recommends clear language resolutions.
- Traditional resolution format uses words like Whereas, and therefore be it resolved. Such words are unfamiliar and confusing to some members, especially new delegates.
  - Using simple words like will and because will help delegates understand the resolution.
  - We want to take all steps possible to encourage participation at convention.

## What are some other ways to make resolutions clear?

- Cover only one main issue per resolution.
- Use sentences that are clear, direct and short.
- Use words that your readers will easily understand –avoid jargon and acronyms.
- Be specific in what you want to see happen: what you want to change, how you want it to be done, who you want to do it, when you want it to happen.

## Clear language format:

Local 123	President J.A. Smith	Recording Secretary P.T. Jones
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## CUPE ALBERTA WILL

1. Encourage all chartered organizations to use the recommended format for resolutions; and
2. Encourage chartered organizations to keep resolutions at 200 words or fewer.

## BECAUSE:

- Convention runs smoother when resolutions are worded and laid out correctly; and
- The Resolutions Committee needs proper signatures to know the resolution comes from a chartered organization; and
- CUPE has to translate, print and process more than 300 resolutions.

SUBMITTED BY CUPE LOCAL 123

J.A. Smith, President

P.T. Jones, Recording Secretary

Canadian Union of Public Employees

