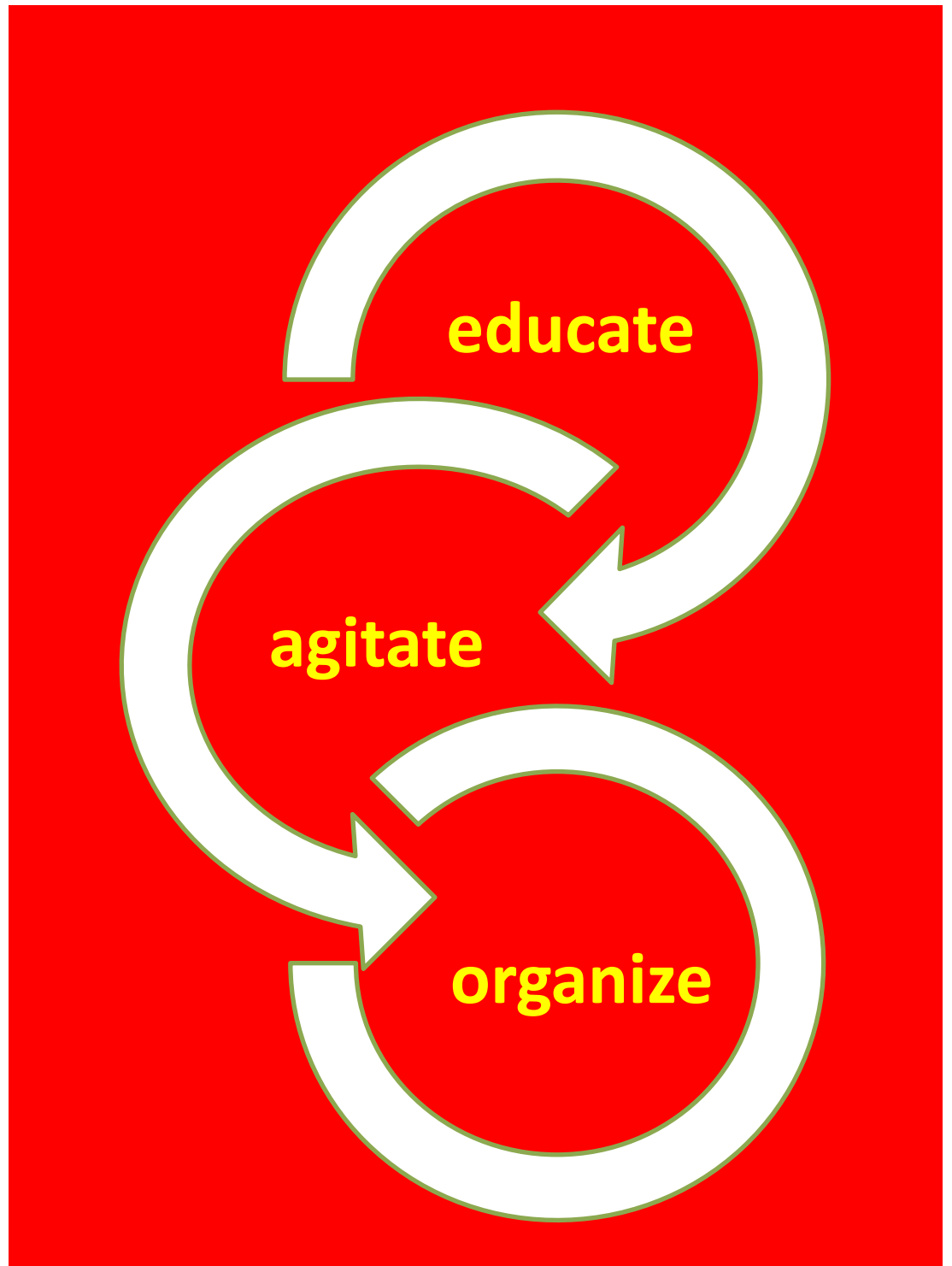


convention call



October 18-20, 2017
Saskatoon – TCU Place

#220, 2445 13th Avenue
Regina SK S4P 0W1
www.sfl.sk.ca



Phone (306) 525-0197
Fax (306) 525-8960
Email sfl@sfl.sk.ca

THE BUSINESS OF CONVENTION

Includes those matters within the purview of the Federation, based on the resolutions and reports that are placed before the delegates.

Resolutions adopted at the Convention set the direction and priorities for the SFL. They can request the Federation to undertake an action, adopt a policy, or amend the Constitution.

CONVENTION DEADLINES

Resolutions - 12 noon on	September 18
Early Bird Registration	September 18
Child Care Registration	September 18
Special Needs Requests	September 18
OH&S Safety Award Nomination	October 6
Hotel Reservations – dates vary, see back page	

RESOLUTIONS AND CONSTITUTIONAL AMENDMENTS

Resolutions may be submitted by the Executive Council or by an organization affiliated to the Federation.
(Constitution Article 4, Section 12)

We encourage the use of clear language format for resolutions. A resolution template is shown below. A copy of the template is available for your use at www.sfl.sk.ca.

For Constitutional amendments – refer to the specific Article and section in the SFL Constitution. We suggest using **bolding** to indicate any proposed additional wording and use ~~strike through~~ to indicate deletions.

Resolutions must:

- indicate the submitting organization and be signed by two officers
- deal with one subject only
- clearly state the action being proposed
- contain no more than 200 words

Resolutions can be submitted by:

MAIL SFL, 220–2445–13th Avenue, Regina SK S4P 0W1


E-MAIL to d.smith@sfl.sk.ca

Send resolution(s) as a Word document and also as a PDF document which **MUST** include signatures from two presiding officers.

FAX (306) 525-8960

It is the responsibility of the sender to make sure it is sent to the correct fax number. Originals are not required to be mailed when the resolutions are faxed, provided they are legible.

Please submit resolutions **well in advance of the deadline** (12 noon on September 18th) so that there is sufficient time to notify the submitting union if there is a problem with a resolution's format that needs to be corrected.

RESOLUTIONS AND CONSTITUTIONAL AMENDMENTS
to the 62nd Annual Convention of the

October 18 – 20 2017

SFL Constitution Article 4, Section 12, provides that resolutions and amendments must be received by the Federation at least 30 days prior to the opening of the Convention.
THE DEADLINE FOR SUBMISSION IS NOON on MONDAY, SEPTEMBER 18, 2017

Resolutions must:

- indicate the submitting organization and be signed by two officers
- deal with one subject only
- clearly state the action being proposed
- contain no more than 200 words

The "SFL will" sections of the resolution must be able to stand on their own and communicate the full meaning of the resolution.

Please type resolution below or submit by separate page following the above criteria:

The SFL will:

We want this Because:

Submitted by _____ Union _____ Local # _____

TWO SIGNATURES REQUIRED

Signature of Presiding Officer (position) _____ Signature of Presiding Officer (position) _____

LATE RESOLUTIONS (those received after the deadline) will be placed at the end of all other resolutions, to be dealt with, if time permits.

DELEGATE REPRESENTATION

at Convention, in accordance with SFL Constitution (*Article 4, Section 4*), shall be as follows:

Affiliated Organizations

- 1 delegate for 1 - 50 members
- 1 additional delegate for the next 50 members or major portion thereof; and
- 1 additional delegate for every 100 members or major portion thereof

Membership for the purposes of this section only shall mean the average number of members on whom per capita has been paid by the affiliate for the 12 months preceding the SFL year end (August 31st).

By way of example:

- 1 delegate for 1 to 75 members*
- 2 delegates for 76 - 150 members*
- 3 delegates for 151 - 250 members*
- 4 delegates for 251 - 350 members*
- 5 delegates for 351 - 450 members*
- 6 delegates for 451 - 550 members*
- 7 delegates for 551 - 650 members*
- 8 delegates for 651 - 750 members, and so on*

Labour Councils

3 delegates each, plus 1 Young Worker delegate

Saskatchewan Union Retirees Federation

(SURF/CURC) – 3 delegates (SURF members in good standing)

Affiliated organizations from which an Executive Officer (*President, Secretary-Treasurer, or a Vice-President*) **is delegated** are **entitled to one additional credential** for that officer.

Young Worker Credentials

The YOUNG WORKERS CONVENTION CALL is sent to Senior Staff Representatives of affiliated organizations.

ENSURING EQUITY

Affiliate unions are asked to give particular consideration in selecting delegates to ensure representation from equity seeking groups (women, aboriginal, visible minorities, persons with disabilities, LGBTQ*).

DELEGATE QUALIFICATIONS

Constitution Article 4, Sections 5 (b) and (c). *A delegate must be a member of the affiliated organization he/she represents at the Convention, or a full time representative of the organization, and the organization must be an affiliate organization which is in good standing with the Federation.*

AFFILIATE QUALIFICATIONS

Constitution Article 4, Section 7 states: *Affiliated organizations shall be entitled to representation at the Convention provided they are paid up in per capita tax for all preceding months up to and including the SFL fiscal year end (August 31st).*

Section 8 states: *Any organization which has not applied for and obtained a certificate of affiliation at least one (1) month prior to the Convention shall not be allowed representation at this Federation.*

Section 9 states: *Any organization suspended or expelled by the Canadian Labour Congress or this Federation shall not, while under such penalty, be allowed representation at the Federation Convention.*

No registrations will be accepted from affiliated organizations who are in arrears and who have not paid the monies owing within 48 hours after the first Call to Order of the Convention.

REGISTRATION FEE

Early Registration
if received by SFL by Sept 18

\$300

- ✓ fee covers registration, convention kit, coffee, lunches, banquet
- ✓ no reduction in fees for partial days attended
- ✓ cheque to cover registration fee(s) must accompany completed credential
- ✓ faxed credentials do not qualify for the early registration fee (as payment must accompany credential)
- ✓ no exceptions - any credential received after September 18 MUST pay \$350

Late Registration
if received by SFL after Sept 18

\$350

REFUND POLICY

Up to October 7, 2017 full refund

From October 8, 2017 no refunds issued later than 10 calendar days prior to start of Convention

Alternates

No registration fee is required for Alternates to attend convention as observers. However, if you want them to have a full convention kit (all materials, coffee, lunches and banquet ticket) then the registration fee must be paid.

Banquet Tickets

are included in convention kit. Based on availability, additional tickets may be purchased - \$40.

Lunch Tickets

will be available for purchase at convention for those who have not paid for a convention kit - \$20 per lunch.

CREDENTIALS

are enclosed with this Call. **Use the CREDENTIAL form to register delegates AND alternates.**

- ✓ Complete the Credential form. Make a photocopy for your union/local records.
- ✓ **Make cheque payable to Saskatchewan Federation of Labour**
- ✓ **Mail credential and cheque to Saskatchewan Federation of Labour, 220-2445-13th Avenue, Regina, SK S4P OW1**

Delegate Change Form

is enclosed. This form is to be used to advise SFL of any changes in delegates that are already registered OR if you have new delegates or alternates to add to your list.

DELEGATE INFORMATION PACKAGE

In accordance with Constitution **Article 4, Section 12 (e)**, *the Federation shall, not later than ten calendar days prior to the start of the Convention, forward to each delegate registered by the registration date copies of all resolutions received.* **The 2017 delegate information package will be mailed by October 6th.**

REGISTRATION

will be held at TCU Place (35 – 22nd Street East, Saskatoon)

Tuesday, October 17	–	7:00 to 9:00 p.m.
Wednesday, October 18	–	8:30 a.m.
Thursday, October 19	–	8:30 a.m.
Friday, October 20	–	8:30 a.m.

DELEGATE ORIENTATION

All delegates are welcome, but first-time delegates, in particular, are encouraged to attend the Delegate Orientation session which will be held on the first morning prior to convention Call to Order. The session will familiarize delegates with all the workings of convention and make them more comfortable with procedures on the convention floor. No prior registration required.

ELECTIONS

There are no elections to be held at this convention.

FUNDRAISING

Our traditional Silent Auction, which provides a big fundraising boost for the SFL Summer Camp and Prairie School for Union Women, will be held in conjunction with the Thursday evening Banquet.

However, we will not be running a brown bag auction this year. We've decided to offer convention attendees something new and will be holding 50/50 draws on Wednesday and Thursday.

PRIVACY

Information provided on registration forms is used for administrative purposes only. The SFL is committed to protecting the privacy of personal information.

DELEGATE SERVICES

ACCOMMODATION

Accommodation has been block booked for three nights – Tuesday, October 17th to Thursday, October 19th – at a number of unionized hotels in Saskatoon. PLEASE BOOK UNION! **See hotel list on page 8.** Make your reservations as soon as possible, prior to block release dates. You must book under the SFL block of rooms to receive the Convention rate.

Please note that most hotels require a credit card when booking your reservation, and also when checking in. If you plan to pay with cash, you may be required to pre-pay for full stay, and also provide photo ID at check in. If room will be paid for by your union, some hotels may still require a credit card or cash deposit at check in to cover incidentals.

ACCESSIBILITY and ASSISTANCE

In order to properly accommodate persons with accessibility issues or a need for assistance, the SFL may have to arrange for special services or alternate media forms (other than print) to be available at Convention. To allow us adequate time to make any necessary arrangements, **please inform our office by September 18th if special assistance is required.** Please use the enclosed SPECIAL NEEDS form and send in promptly.

CHILD CARE

For those with no other option, the SFL will make arrangements with parents for childcare during Convention. **Participants requiring childcare must notify the SFL of their needs no later than September 18th. Complete a Childcare form, available at www.sfl.sk.ca.**

The SFL will reimburse at-home child care expenses, other than those expenses normally incurred (had the delegate been performing his/her normal work shift) for delegates attending Convention. Receipts and an Expense Claim form (available at www.sfl.sk.ca or at convention registration) must be submitted.

For further details, please contact the SFL office at (306) 525-0197 or sfl@sfl.sk.ca.

KEEP IT CLEAN AND GREEN

Bottled Water Ban – We strive to make all SFL events commercially-bottled water-free.

Personal refillable water bottles are welcome, but please **DO NOT bring commercially-bottled water to Convention.** The clean, safe municipal water provided for delegates at Convention is proudly supplied by CUPE union members.

Fragrance-Free Convention -- People are becoming increasingly sensitized to chemicals in the environment. For many, attending conferences and being exposed to perfumes and other fragrances can be a serious health risk. We encourage those attending Convention to **leave all scented products at home.**

CONVENTION COMMITTEES

Delegates interested in sitting on a convention committees should have their union put their name forward. The SFL endeavors to ensure representation from equity groups on committees, so when submitting names, please indicate if delegate is a member of an equity seeking group and, if so, which group. Appointments will be confirmed by the SFL.

Resolutions – make recommendations for the handling of resolutions and constitutional amendments

Credentials – assist with registration of delegates

Sergeant-at-Arms – maintain order on convention floor, distribute materials, collect and count ballots and donations

Finance – deal with financial questions and resolutions that have a cost implication for the Federation

Ombudsmen – investigate complaints of harassment and resolve problems involving harassment. Qualified nominees must have prior training/experience as an Ombudsman in their union.

DO YOU KNOW SOMEONE WHO HAS MADE A SIGNIFICANT HEALTH AND SAFETY CONTRIBUTION?



Bob Sass – SFL Occupational Health and Safety Award

- whose actions and activities have:
 - ✓ solved problems
 - ✓ helped others
 - ✓ achieved important victories
 - ✓ established precedents
 - ✓ improved workplace conditions
 - ✓ helped to recognize occupational illness or disease
- who is an SFL member or retiree in good standing
- who is a health and safety leader and activist

The SFL Occupational Health and Safety/Workers Compensation Committee would like to hear from you.

Nomination forms are available at our website: www.sfl.sk.ca.
Click on **EVENTS / CONFERENCES / BOB SASS OH&S AWARD** – nomination form.

Closing date for nominations is October 6, 2017

The award will be presented at the SFL Annual Convention



CONVENTION 2017 HOTEL ACCOMMODATION

Accommodation has been block booked for
Tuesday, October 17th to Thursday, October 19th inclusive
(for 3 nights, checking out Friday, October 20th)
at the following unionized hotels in Saskatoon

Please book as soon as possible and request rooms from the SFL block

HOTEL	RATES	PARKING	RESERVATIONS  
DELTA BESSBOROUGH 601 Spadina Cr <i>smoke free hotel</i> 50 rooms	\$179 King or Queen \$199 King or Queen Riverview \$209 2 Queen Corner Room	\$15 self \$20 valet	1.888.890.3222 (306) 244.5521 ASK FOR...Saskatchewan Federation of Labour – Delegate Block RESERVE BY Sept 25
<i>Delta reservations must be guaranteed to a major credit card or first night deposit. If a guaranteed reservation is not cancelled by 4 p.m. day of arrival, cost of room will be charged.</i>			
RADISSON 405 – 20 th St E <i>smoke free hotel</i> 33 rooms	\$149 2 Queens or Corner Queen Riverview (single or double)	\$15 underground	1.800.333.3333 (306) 665.3322 ASK FOR...SFL –Group 101717SFOL or book on-line: www.radissonsk.com/SFL (search stay dates and group rate will appear) RESERVE BY Sept 17
<i>Radisson requires cash deposit or credit card upon check-in to be used for any incidentals incurred. This pertains to any guests who pay cash or have room and tax paid by a group.</i>			
SHERATON CAVALIER 612 Spadina Cr <i>smoke free hotel</i> 20 rooms	\$159 Queen \$169 Double Queen <i>Credit card imprint required on check-in</i>	\$15	(306) 652.6770 1.800.325.3535 ASK FOR...SFL Convention block RESERVE BY Sept 17
HERITAGE INN 102 Cardinal Cr <i>smoke free hotel</i> 30 rooms	\$105.30 Regular – 1 Queen or 2 Double \$111.60 Renovated – 2 Double <i>Complimentary Hot Breakfast</i>	no charge	(306) 665.8121 1.888.888.4374 ASK FOR...Group #354982 Sask Federation of Labour RESERVE BY Sept 17
CONFEDERATION INN 3330 Fairlight Dr	NO SFL block. Phone to check for availability.		(306) 384.2882 1.800.265.3358

Make your reservations directly with the hotel.

It is important, when making reservations to indicate that you will be attending the Saskatchewan Federation of Labour Convention as rooms are block booked under "SFL".

(If you book rooms outside of the SFL block, the hotel then hesitates to provide us with room blocks in future years as they have no record showing delegates have utilized the SFL block.)

***** **Please Note: MOST HOTELS REQUIRE A CREDIT CARD TO RESERVE AND AT CHECK-IN** *****