

Canadian Labour Congress

CONVENTION CALL

**Information for the 29th Constitutional Convention of
the Canadian Labour Congress**





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Canadian Labour Congress
Tel: 613-521-3400

TO: All Affiliated Organizations, Federations of Labour, Labour Councils
and Directly Chartered Local Unions

GREETINGS!

The **29th Constitutional Convention of the Canadian Labour Congress** will be held from Monday, May 4 to Friday, May 8, 2020 at the Vancouver Convention Centre (East Building), 999 Canada Place, Vancouver, British Columbia.

Included with this letter are the delegate credential forms required for registration at Convention. Also included is a package with helpful advice about how to prepare and submit resolutions, how to complete and submit delegate credentials and how to secure accommodation and child care services. A list of important times and key gatherings is also provided along with information to help with your delegates' travel arrangements.

Representation at Canadian Labour Congress Conventions, as well as the procedure for submitting policy resolutions, petitions, appeals and constitutional amendments are governed by Articles 10, 11, 12 and 23 of the CLC Constitution (which can be found at **convention.canadianlabour.ca**).

All organizations are encouraged to consider equity representation (women, Aboriginal workers, workers of colour, workers with disabilities, LGBTQ2SI) and young workers (age 30 or younger) as part of their delegations.

The registration fee for each delegate is \$400 (no fee is required for alternate delegates) and must be submitted along with the duplicate credential form (colour paper) no later than the deadline below. If additional credentials are required, my office will provide them on request, provided the organization concerned is entitled.

The deadline for receiving RESOLUTIONS is February 4, 2020.

The deadline for receiving CREDENTIALS is April 4, 2020.

Resolutions (in the proper format) may be sent one of two ways:

1. by mail (at the address below); or
2. electronically, via the special Convention portal (please see instructions).

Credentials (including payment) should be mailed to the Canadian Labour Congress, **ATTENTION CONVENTION OFFICE**, 2841 Riverside Drive, Ottawa, Ontario, K1V 8X7.

In solidarity,



Marie Clarke Walker
Secretary-Treasurer

REGISTRATION & CREDENTIALS

IMPORTANT INFORMATION FOR REGISTERING YOUR DELEGATES

Once your organization has filled its delegate entitlement, according to the provisions of the CLC Constitution, they must be registered with the CLC's Convention Office.

- a) The Registration Fee of \$400 for each delegate must be sent to the CLC along with a completed and signed DUPLICATE credential form.
- b) The ORIGINAL credential form must be retained by the delegate (or the designated alternate) and presented in person to the registration desk in Vancouver.
- c) Each credential form must bear the original signature of your organization's presiding officer. Signature stamps, carbon copies, etc. are not acceptable.
- d) No fee is required to register alternate delegates.
- e) No refunds after Friday, May 1, 2020.

The deadline for receiving credentials is Saturday, April 4, 2020.
The deadline for receiving accessibility and child care requests is April 4, 2020.

REGISTRATION SCHEDULE

Sunday, May 3	12:00 noon to 6:00 p.m.
Monday, May 4	8:00 a.m. to noon 1:30 p.m. until adjournment
Tuesday, May 5	8:00 a.m. to noon 1:30 p.m. until adjournment
Wednesday, May 6	8:00 a.m. to noon 1:30 p.m. until adjournment

AGENDA

MEETINGS & FORA AT CONVENTION

Labour Council Forum	Sunday, May 3 — 2:00 p.m.
Human Rights Forum	Sunday, May 3 — 7:00 p.m.
New Delegate Orientation	Monday, May 4 — 8:00 a.m.
Women's Forum	Monday, May 4 — 7:00 p.m.
International Solidarity Forum	Tuesday, May 5 — 7:30 p.m.
Young Workers Forum	Wednesday, May 6 — 7:30 p.m.

EQUITY CAUCUSES AND ELECTIONS

Workers with Disabilities

Caucus	Monday, May 4 — 12:45 p.m.
Election Caucus	Wednesday, May 6 — 12:45 p.m.

Workers of Colour

Caucus	Monday, May 4 — 5:45 p.m.
Election Caucus	Wednesday, May 6 — 5:30 p.m.

Women

Caucus	Tuesday, May 5 — 8:00 a.m.
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Young Workers

Caucus	Tuesday, May 5 — 12:45 p.m.
Election Caucus	Wednesday, May 6 — 8:00 a.m.

Lesbian, Gay, Bisexual, Transgender, Queer, Two-spirit, Intersex Workers

Caucus	Tuesday, May 5 — 5:30 p.m.
Election Caucus	Thursday, May 7 — 8:00 a.m.

Aboriginal Workers

Caucus	Tuesday, May 5 — 6:30 p.m.
Election Caucus	Wednesday, May 6 — 6:30 p.m.

RESOLUTIONS

Resolutions submitted to the 2020 CLC Convention will be available to the delegates as of April 4, 2020.

SUBMITTING YOUR RESOLUTIONS BY MAIL

- a) Each resolution must be signed by the presiding officer of the organization.
- b) The name of the submitting organization must be on each resolution.
- c) Each resolution must be submitted on a separate sheet, deal with only one subject and be *no longer than 150 words*.
- d) If you are only submitting a resolution by mail, the signed original must be mailed to:

Canadian Labour Congress, Convention Office
2841 Riverside Drive, Ottawa, ON K1V 8X7

SUBMITTING YOUR RESOLUTIONS ONLINE

To submit resolutions through the CLC's online portal, you will need a login account and your organization's assigned digital key. If you do not know the digital key, email convention@clcctc.ca and one will be sent to you.

1. Go to <https://sms.clcctc.ca>.
2. If you know your account login, enter your username and password. Use "forgot username" or "forgot password" if you don't remember your login credentials or "Create a new account" if this is your first time to the CLC's online portal.
3. Once logged in, choose RESOLUTIONS.
4. Enter the unique digital key for your accredited organization and choose Submit.
5. Type or cut-and-paste your resolution into the text box. You cannot enter more than 150 words. You do not need to enter the name of your organization as it will be added automatically when you submit the resolution.
6. Select the Submit button to send the resolution. You will receive a unique numbered receipt with the date of submission, your name and the name of your organization. Print the receipt for your records.
7. To check on the progress of your resolution, choose "resolution status" on the main resolution page and enter your digital key. You will then be able to locate all resolutions submitted by your organization.

All resolutions must be received at the CLC or submitted online by 5:00 p.m. EST on February 4, 2020. Resolutions cannot be submitted by fax.

CLEAR LANGUAGE IS THE WAY TO GO!

In the union movement, much of our written material is technical and complex. Our collective agreements, constitutions, training courses, etc., often use language which limits understanding and access by too many of our members. Convention resolutions are no exception. There is a better way – clear language.

WHY USE THE CLEAR LANGUAGE FORMAT FOR RESOLUTIONS?

As part of an effort to promote more effective communications with our members, the CLC and several affiliated unions and federations of labour have adopted a clear language format as the preferred way to submit resolutions to convention. While both traditional and clear language formats for writing resolutions will be accepted at the 2020 CLC Convention, we are encouraging unions to use the clear language format.

The following resolution shows the difference between traditional formatting and clear language formatting:

TRADITIONAL TITLE: SCENT FREE WORKPLACE ORIGINATOR: UNION - LOCAL 123	CLEAR LANGUAGE TITLE: SCENT FREE WORKPLACE ORIGINATOR: UNION - LOCAL 123
<p>WHEREAS employees should have the right to work in a scent free/chemical free environment; and should not have to become sick at work because some of the products used by other employees are making them ill; and</p> <p>WHEREAS not having clean air to breathe in their working environment is a health and safety issue; and</p> <p>WHEREAS with a scent free working environment, all employees could breathe easier;</p> <p>WHEREAS many employees experience severe reactions to various scented products;</p> <p>BE IT RESOLVED THAT the federal government establish and enforce scent free work environments for all government offices.</p>	<p>THE PROBLEM OR ISSUE: Employees should have the right to work in an environment free from scented products that can cause severe reactions.</p> <p>Reactions to scented products like perfume and aftershave can make employees sick which is a health and safety issue.</p> <p>THE ACTION REQUESTED: That the Government of Canada establish a scent free policy for all government offices.</p>

TRAVELLING AND STAYING IN VANCOUVER

TRAVEL DISCOUNTS TO HELP YOUR DELEGATES GET TO VANCOUVER

AIR CANADA and WESTJET have offered substantial savings to our delegates who will be travelling by air. If you wish to take advantage of these savings, please contact:

Air Canada at 1-888-247-2262 (in Canada), TTY 1-800-361-8071 (hearing impaired) or online at www.aircanada.ca. Please quote promotional code BFTAB861.

WestJet at 1-888-937-8538 (in Canada), TTY 1-877-952-0100 (hearing impaired) or online at www.westjet.com. Please quote promotional code L78OH11.

Regardless of fare basis, please ask your travel agent to enter the promotional code number on your ticket.

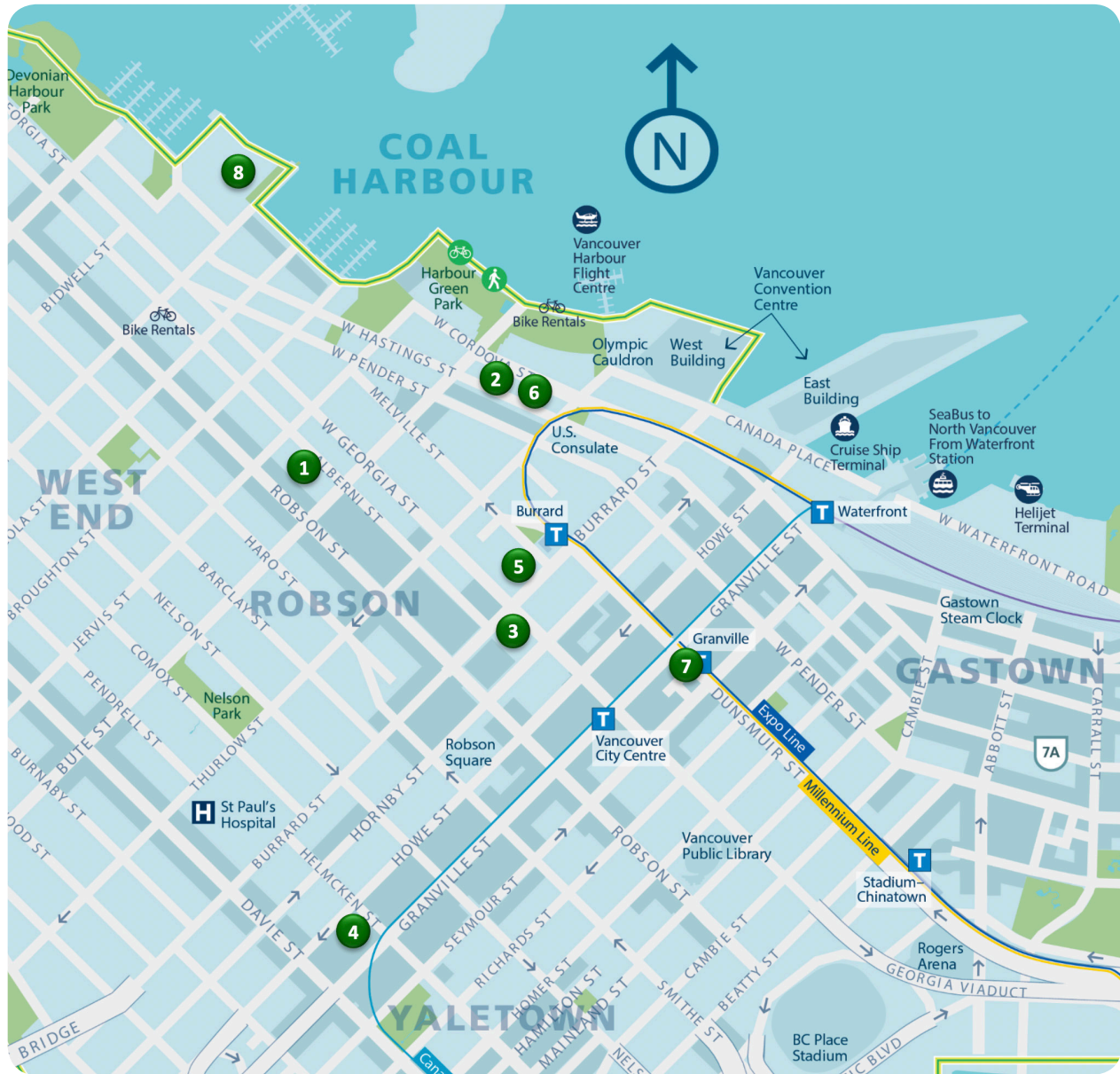
VIA Rail has offered 10% off the best available fare in Economy, Economy Plus, Business, Business Plus, Sleeper class: "Subject to the conditions and restrictions of the fare plan to which the additional discount is being applied. Discount does not apply in any Escape fares and Prestige Class." If you wish to take advantage of these savings, please contact:

VIA Rail at 1-888-842-7245 (in Canada), TTY 1-800-268-9503 (hearing impaired) or online at www.viarail.ca. In all cases, please quote promotional code 810946.

LODGING IN VANCOUVER

Delegates who are in need of lodging in Vancouver should contact W.E. Travel to make reservations at our discounted rate with selected hotels by calling 1-888-676-7747 or 613-232-9909, online at www.wetravel.net or by email to nora@wetravel.net, christina@wetravel.net or claire@wetravel.net. Reservations must be made no later than April 2, 2020.

DOWNTOWN VANCOUVER CONVENTION HOTELS



Source: Tourism Vancouver

LEGEND

- | | |
|-----------------------|------------------------|
| 1. Blue Horizon | 5. Hyatt Regency |
| 2. Coast Coal Harbour | 6. Pinnacle Hotel |
| 3. Fairmont Vancouver | 7. St. Regis |
| 4. Holiday Inn | 8. The Westin Bayshore |

DELEGATE SERVICES

IMPORTANT INFORMATION ABOUT REGISTERING YOUR DELEGATES

We are pleased to offer a range of services to make our Convention as accessible as possible.

Please be sure to have your delegates complete any of the additional forms and include them with the DUPLICATE credential (and the registration fee) in the addressed envelope provided. These additional forms can be downloaded at convention.canadianlabour.ca.

29th Constitutional Convention of the Canadian Labour Congress
29^e Assemblée générale du Congrès du Travail du Canada

DELEGATE SERVICES | Services aux délégués et déléguées

CHILD CARE | GARDERIE

Child care will be available during Convention proceedings, from approximately 8:30 a.m. until 6:30 p.m. as well as during any evening proceedings. Additional evening "sitter" needs will be the responsibility of the parent; personnel will be available. La garderie sera ouverte durant les heures de délibérations, soit à peu près de 8 h 30 à 18 h 30, ainsi qu'en soirée si l'Assemblée siège. Si vous avez besoin d'une « gardienne » à un autre moment durant la soirée, il y aura du personnel à votre disposition, mais ce sera aux frais du parent.

Further information will be forwarded once final arrangements are in place.
De plus amples renseignements vous seront envoyés lorsque les derniers préparatifs seront terminés.

Children | Enfants

LAST NAME: NOM DE FAMILLE :	FIRST NAME(S): PRÉNOM(S) :	AGE: ÂGE :
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ARE ALL IMMUNIZATIONS CURRENT?
TOUTES LES VACCINATIONS SONT À JOUR? YES / OUI NO / NON

SPECIAL NEEDS (all needs must be specified, without exception):
BESOINS SPÉCIAUX (préciser tous les besoins sans exception):

Delegate | Délégué/Déléguée :

LAST NAME: NOM DE FAMILLE :	FIRST NAME(S): PRÉNOM(S) :
PHONE: TÉLÉPHONE :	CELL: CELLULAIRE :
PERSONAL EMAIL: COURRIEL PERSONNEL :	

ENGLISH / ANGLAIS PREFERRED
 FRANÇAIS / FRANÇAIS PRÉFÉRÉ

I AGREE my child care request is pending the completion of consent forms and processing by the CTC.
J'ACCEPTÉ QUE ma demande de garderie est en suspens jusqu'à ce que les formulaires de consentement soient remplis et traités par le CTC :

SIGNATURE:
SIGNATURE :

PLEASE TAKE NOTE | ATTENTION :

Mail this form to the Canadian Labour Congress: 2841 Riverside Drive, Ottawa, ON K1V 8X7 to the attention of the Convention Office.
Postez ce formulaire au Congrès du travail du Canada : 2841, promenade Riverside, Ottawa ON K1V 8X7, à l'attention du Bureau de l'Assemblée.

It must be received no later than April 4, 2020. Late requests cannot be accommodated.
Il doit être reçu au plus tard le 4 avril 2020. Les demandes tardives ne seront pas acceptées.

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SPECIAL NEEDS (all needs must be specified, without exception):
BESOINS SPÉCIAUX (préciser tous les besoins sans exception):

Delegate | Délégué/Déléguée :

LAST NAME: NOM DE FAMILLE :	FIRST NAME(S): PRÉNOM(S) :
PHONE: TÉLÉPHONE :	CELL: CELLULAIRE :
PERSONAL EMAIL: COURRIEL PERSONNEL :	

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FRENCH CONVENTION CALL

