

Montréal, February 1, 2022

CONVENTION CALL

**7th NATIONAL CONVENTION COPE-SEPB
June 2-4, 2022**

**The Westin Bayshore Hotel
Stanley Park Ballroom
1601 Bayshore Dr.
Vancouver, BC V6G 2V4**

Comrades:

We are pleased to send you the convention call to the 7th National Convention of COPE-SEPB, which will be held on June 2-4, 2022, at the Westin Bayshore Hotel in Vancouver.

You will find enclosed the following documents for our National Convention:

- General Information;
- Credential letters for delegates, alternates and observers;
- Banquet and Entertainment form (food restrictions/allergies and/or guest);
- Childcare form;
- Checklist.

Please note that the purpose of “General Information” document is to clarify the processes around Convention and is in accordance with the National Constitution. You may consult the National Constitution attached, specifically articles 5, 6 and 7 that pertain to the Convention.

The Office of the National Secretary-Treasurer remains available to receive your inquiries or questions.

In Solidarity,



**Pierrick Choinière-Lapointe, lawyer
National Secretary-Treasurer**

Encl.

GENERAL INFORMATION

1. Dates and location

The COPE-SEPBC National Convention will start **Thursday, June 2, 2022**, at 9:30am and will conclude on **Saturday, June 4, 2022**, at around 3:30pm. Equity caucuses will be held **Wednesday, June 1, 2022**.

The Convention will be held inside the Stanley Park Ballroom at **The Westin Bayshore Hotel** located on 1601 Bayshore Dr., Vancouver, BC, V6G 2V4.

AIR CANADA DISCOUNT CODE: T4EZUBK1

2. Representation, voting strength and credential letters

Each Local Union shall have one (1) vote at Convention for each one hundred (100) members. Any Local Union having less than one hundred (100) members shall, nevertheless, be entitled to one (1) vote. Each Local Union shall be entitled to as many delegates as it has votes, except that no Local Union may have more than twenty (20) delegates present at Convention. Extra credential letters for alternates and observers are available upon request.

Notwithstanding this number of twenty (20) delegates as indicated, each region shall be entitled to twelve (12) additional credentials for equity-seeking groups, which are allocated in the following manner:

- A maximum of four (4) members of the Canadian Equity Council shall be given automatic delegate status to participate in the convention;
- Four (4) credentials for young workers;
- Four (4) credentials for members self-identifying to equity-seeking groups and who are not solely young workers.

The method, the number and the time of selection of the persons other than members of the Canadian Equity Council and members in good standing with their Locals are set by the Regional Vice-President. They must have the official backing of their Local.

Questions may be decided based on the voting strength. The delegate or delegates from each Local Union may cast the entire vote of the Local Union. The number of credential letters enclosed is based on the estimated voting strength on this day.

3. Registration fee

The registration fee has been set at **\$275** per delegate, alternate or observer. This fee covers the Saturday evening dinner and entertainment, as well as any other provided meals.

Credential letters are to be forwarded **electronically** to the Office of the National Secretary-Treasurer **no later than May 5, 2022**. As for the registration fee, it can be paid by cheque payable to **COPE-SEPB, ref. 2022 Convention** or by bank transfer (**see check specimen – ref. 2022 Convention Local ____**) **no later than May 5, 2022**.

Delegates whose credentials are not received by this date can only be seated after a vote of Convention.

4. Registration for Convention

Each delegate, alternate or observer will have to bring an electronic copy of the credential letter to registration at Convention. Registration will take place at the hotel commencing at 8:00am on Thursday, June 2, 2022. Preregistration will be held between 6:00pm and 8:00pm on Wednesday, June 1, 2022.

5. Travel allowances

Travel allowances will be granted to each Local Union that participates in the Convention. The allowance has been set at 61 ¢ per kilometre. The total granted will be calculated by measuring the distance between the airport closest to the Local Union and the Vancouver airport.

6. Resolutions

As provided for by Article 5.6 of the Constitution, resolutions must be received **electronically** by Pierrick Choinière-Lapointe, National Secretary-Treasurer, **no later than April 3, 2022**. Two signed copies must be submitted and shall not exceed 300 words.

7. Hotel accommodation

Reservations must be made directly with The Westin Bayshore Hotel using this link: <https://book.passkey.com/e/50289264>. The discounted rate will only be applicable via the link.

The price for a standard room is \$269 (plus taxes) per night in either single or double occupancy.

Reservations with the hotel must be made **no later than April 22, 2022**. Beyond that date, reservations will be granted upon availability and at the regular rate.

8. Banquet

A banquet dinner and entertainment will be held Saturday, June 4, 2022. If you have any **food restrictions/allergies**, please fill out the first section of the Banquet and Entertainment form. If you wish to bring a guest, please fill out the second section of the Banquet and Entertainment form – **a \$125 fee is then applicable**. The \$125 fee must be paid by cheque payable to **COPE-SEPB, ref. 2022 Banquet** or by bank transfer (**see check specimen – ref. 2022 Banquet Local ___**) **no later than April 22, 2022**.

The form must be received **electronically no later than April 22, 2022**.

9. Childcare during Convention

Childcare will be offered during Convention. Childcare hours will run from 8:30am to 12:15pm and 1:15pm to 5:00pm on Wednesday, Thursday and Friday. Childcare on Saturday will run from 8:30am to 4:00pm. If you wish to use this service, you must complete the Childcare form.

This form must be received **electronically no later than April 22, 2022**.

10. Simultaneous translation

Simultaneous translation will be provided during Convention. Translation devices will be made available with deposit of a photo ID. COPE-SEPB is a bilingual organization and we encourage delegates and participants to express themselves in either language.

11. Scent-Free Policy at Convention

Attendance at Convention requires that members adhere to the Scent-Free Policy. The use of scented products such as scented perfumes, colognes, lotions, hairsprays and deodorants are not permitted during any convention related event, including the President's reception and banquet dinner.

12. BC Provincial Health Orders

In compliance with the BC provincial health order, all delegates, alternates, observers and guests to the convention will be required to provide recognized proof of vaccination as well as follow other applicable safety measures.

CHECKLIST

Important dates to remember*

Deadline for resolutions:	April 3, 2022
Deadline for room reservations at The Westin Bayshore Hotel:	April 22, 2022
Deadline for Banquet and Entertainment form (Food restrictions/allergies and/or guest):	April 22, 2022
Deadline for Childcare form:	April 22, 2022
Deadline for credential letters (delegates, alternates and observers):	May 5, 2022

***All relevant documents must be sent electronically to the Office of the National Secretary-Treasurer with respect to the above-mentioned dates.**

Return address

**Me Pierrick Choinière-Lapointe
National Secretary-Treasurer
COPE-SEPB**
11 100 - 565, boulevard Crémazie Est
Montréal, QC, H2M 2W2
bureaustoffice@copesepb.ca

Questions?

For any questions or inquiries, do not hesitate to contact Ms. Marie-Pier Bédard, assistant to the National Secretary-Treasurer. You can reach her by email at: mpbedard@copesepb.ca or by phone at: 514-522-6511, ext. 235.