



ALBERTA UNION OF PROVINCIAL EMPLOYEES  
**CONVENTION**  
**TWENTY-TWENTY THREE**  
UNION POWER STARTS WITH US ALL

**Convention Call**

The 46th Annual Convention of the Alberta Union of Provincial Employees will be held beginning at 9:00 am, on Thursday, October 26, 2023 and will continue until 3:00 pm, Saturday, October 28, 2023.

**Edmonton EXPO Centre**  
7515 - 118 Avenue  
Edmonton, Alberta





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### On-site at Convention

To confirm your attendance and delegate status at Convention, delegates must present the WHITE copy of the credential to the Convention Credentials Committee during registration.

#### Wednesday, October 25, 2023

Place: Edmonton Expo Centre  
Ballroom 105/106  
Time: 3:30 pm - 7:30 pm

#### Thursday, October 26, 2023

Place: Edmonton Expo Centre  
Ballroom 105/106  
Time: 8:00 am - 8:30 am

**Registration will continue throughout Convention during office hours.**

#### Convention Office hours

8:30 am - 4:30 pm

### Late Registration

#### Thursday, October 26, 2023

Place: Edmonton Expo Centre  
Ballroom 105/106  
Time: 9:00 am - 9:30 am

### Please Note:

Credentials received by AUPE Headquarters **after the September 8, 2023 deadline are considered late.**

These delegates **may only register after 9:00 am on Thursday, October 26.**

### AUPE Constitution - Article 6 (sub-articles)

- 6.01 There shall be a Convention each year. Each Convention shall be held at such time and place as determined by the Provincial Executive.
- 6.02 The President shall issue the Convention Call to Chapters and Locals not less than ninety (90) days prior to the Convention.
- 6.05 Each Convention delegate shall have credentials in such form as may be determined by the Provincial Executive. A copy of a delegate's credential shall be remitted to the Union's principal Office at least thirty (30) days prior to the date of Convention.

### Resolutions

#### Article 6.13

- a) Resolutions for presentation at a regular Convention shall be submitted to the President at least one hundred and twenty (120) days before the opening date of the Convention. A resolution shall not deal with more than one subject matter and shall specify the action proposed. A resolution shall not contain more than one hundred and fifty (150) words, inclusive of the preamble. Resolutions may be submitted by the Executive Committee, the Provincial Executive, Standing Committees of the Union, Chapters, Locals or Area Councils.
- b) Constitutional amendments for presentation at a regular Convention shall be presented to the President one hundred and twenty (120) days prior to the start of the Convention. Resolutions that involve changes or additions to the Constitution are not limited to one hundred and fifty (150) words. Constitutional amendments may be submitted by the Executive Committee, the Provincial Executive, the Legislative Committee, Chapters and Locals.

### NEW ONLINE REGISTRATION PROCESS

Registration for Convention will be done through AUPE's Education Registration System at <https://aupe.geniussis.com/memberlogin.aspx>

If you have never signed into this system, please go to <https://www.aupe.org/training/courses>, scroll to the bottom of the page and click on the link that says, "First-time users of the online registration system can watch this demo video".

**Note: Time off forms should be completed on the Registration System at the time of registration**

## Component Count

Convention delegates will be accredited according to the monthly average membership count from November 1, 2021, to October 31, 2022.

**DO NOT INCLUDE YOUR PROVINCIAL EXECUTIVE MEMBER OR YOUR LOCAL CHAIR in the delegate count allotted to components.**

## Credentials

Credential forms in triplicate are enclosed. If additional Credentials are required, and the component concerned is entitled to them, they will be provided by the President of the Union on request.

For proper registration, the delegate copy of the Credential (White) is to be presented by the delegate to the Convention. Scrutineers Committee: The Headquarters copy of the Credential (Yellow) is to be forwarded to the President of the Union, 10025 - 182 St. NW, Edmonton, AB T5S 0P7, to be received no later than **September 8, 2023**; the Local retains the component copy of the credential form (Pink).

**Please Note:** Credentials received by AUPE Headquarters **after the September 8, 2023; deadline will be considered late.** These delegates **may only register after 9:00 am on Thursday, October 26, 2023.**

## Convention Headquarters

Edmonton Expo Centre has been designated as Convention Headquarters.

## Observer/Guest Attendance

In addition, please note Policy #2-5, which reads as follows:

Observer's status shall be restricted to AUPE members from the various Components ONLY. No more than three (3) observers from each Component shall be allowed to attend Convention at Local expense.

Attendance of observers and guests will be dependent upon receiving prior approval from the President's Office.

Special consideration shall be given to newly organized groups of members.

## Special Requirements

If you have any special dietary requirements, please fill out the information when registering on AUPE Education Registration System at <https://aupe.geniussis.com/memberlogin.aspx>.

## Accommodation

- 1) Blocks of rooms have been booked at the Chateau Lacombe Hotel, Courtyard Marriott Hotel, Coast Edmonton Plaza Hotel, The Double Tree, Sandman Signature Edmonton Downtown Hotel and The Westin Edmonton for this year's Convention.
- 2) All Locals are responsible for booking rooms for their **delegates, observers, Local Chairs and Provincial Executive members** directly with the hotel(s).
- 3) All Locals are to submit a written or typed list of their ROOM REQUIREMENTS to the hotel, with a copy forwarded to Headquarters to the attention of Wendy Pasko at [w.pasko@aupe.org](mailto:w.pasko@aupe.org), no later than September 22, 2023.
- 4) Delegates sharing rooms will be paired by the Locals submitting the rooming list.
- 5) Delegates sharing accommodation should notify their Local contact person if their roommate does not register by noon on Thursday, October 26, 2023.
- 6) Locals will be billed back for rooms that are not cancelled by 12 noon on the day of arrival.
- 7) Headquarters will be responsible for accommodation costs based on double occupancy for Convention delegates.
- 8) Headquarters will book rooms on a shared basis for only those Standing Committee members who are NOT delegates to Convention.

## Transportation

Charter buses will be arranged to pick up delegates in the various towns and cities across the province.

Delegates will receive notification regarding their mode of transportation in the Reports & Resolutions package that is mailed out to all delegates approximately three weeks prior to Convention. This information will also be on the Convention website. Delegates who do not take advantage of the bus transportation provided by Union Headquarters will not be paid out-of-town mileage or parking.

### Edmonton Expo Centre Parking Lot

- Parking is available at the Edmonton Expo Centre on a first-come-first-served basis. In-town delegates are encouraged to utilize the bus (ETS System) or LRT (Light Rail Transit) system.
- These stalls are **NOT** to be used for overnight parking.

### Shuttle Service

Shuttle service will be provided to and from the Edmonton Expo Centre at set times from the following hotels: Chateau Lacombe Hotel, Courtyard Marriott Hotel, Coast Edmonton Plaza Hotel, Double Tree by Hilton - Downtown Edmonton, Sandman Signature Edmonton Downtown Hotel and The Westin Edmonton. The shuttle service schedule will be provided with the Reports & Resolutions mailing in September.



Guy Smith, President  
Alberta Union of Provincial Employees

## ELECTION BUDDY

This year, we are using a digital voting system for Resolutions and Elections. We ask that all delegates bring their smartphones or iPads to make voting quick and easy, with the results being automatically tabulated. For delegates without these devices, we will be providing iPads during voting times. More information will come on the Convention Registration system after registration is open.

Information pertaining to Convention will be located on the AUPE Convention website at

[www.aupeconvention.org](http://www.aupeconvention.org)

Additional details will be posted as they become available.



**Alberta Union of Provincial Employees**  
10025 - 182 St. NW, Edmonton, AB T5S 0P7  
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[www.aupe.org](http://www.aupe.org)