



47TH **AUPE ANNUAL** **CONVENTION**

Moving Forward in Solidarity

Convention Call

The 47th Annual Convention
of the Alberta Union of
Provincial Employees will be
held beginning at 9:00 am, on
Thursday, October 24, 2024
and will continue until 3:00 pm,
Saturday, October 26, 2024.

Edmonton EXPO Centre
7515 - 118 Avenue
Edmonton, Alberta





Registration

For proper registration at Convention, delegates must present the WHITE copy of their credential to the Convention Credentials Committee during registration.

Wednesday, October 23, 2024

Place: Edmonton Expo Centre
Hall H

Time: 2:00 pm - 7:00 pm

Thursday, October 24, 2024

Place: Edmonton Expo Centre
Hall H

Time: 8:00 am - 8:45 am

Registration will continue throughout Convention in Ballroom 107 during office hours.

Convention Office hours

Wed: 1:00 pm - 8:00 pm

Thurs-Fri: 8:00 am - 4:30 pm

Sat: 8:00 am - 4:00 pm

Closed from 12:00 pm - 12:30 pm

Late Registration

Thursday, October 24, 2024

Place: Edmonton Expo Centre
Ballroom 107

Time: 9:00 am - 9:30 am

Please Note:

Credentials received by AUPE Headquarters **after the September 5, 2024 deadline are considered to be late.** These delegates **may only register after 9:00 am on Thursday, October 24 in Ballroom 107.**

AUPE Constitution - Article 6 (sub-articles)

- 6.01 Convention shall be the governing body of the Union.
- 6.02 There shall be a Convention each year. Each Convention shall be held at such time and place as determined by the Provincial Executive.
- 6.03 The President shall issue the Convention Call to Chapters and Locals not less than ninety (90) days prior to the Convention.
- 6.05 Provincial Executive members and Local Chairs shall be delegates as of right. In addition, Locals shall be entitled to elect one delegate for one hundred (100) or less members, and one additional delegate for each additional one hundred (100) members or portion thereof, based on the monthly average Headquarters records as of October 31st, preceding the Convention. For the purpose of this Article, members shall mean regular members as defined in Article 4.05.
- For Locals with Chapters, only properly nominated Chapter members shall be elected as delegates to Convention. Any credentials not used by the properly elected delegates from each Chapter shall be allocated to the next properly elected nominee, then an alternate from the same Chapter.
- In the event that neither the delegate nor an alternate from the Chapter can attend Convention, the Local Council shall have the authority to allocate that credential to any other properly elected Chapter nominee or alternate from the Local.
- 6.06 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.

Reports and Resolution Books

The Reports and Resolutions Book will be made available online starting Monday, September 9. Your local will provide information on the distribution of the packages.

Component Count

Convention delegates will be accredited according to the monthly average membership count for the period November 1, 2022 to October 31, 2023.

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 during registration by the delegate; 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 5, 2024**; the Local retains the component copy of the credential form (Pink).

Please Note: Credential received by AUPE Headquarters **after the September 5, 2024; deadline will be considered late.** These delegates **may only register after 9:00 am on Thursday, October 24, 2024 in Ballroom 107.**

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:

Observers' 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 requirements, please ensure you fill out the form on the convention website at https://aupe.formstack.com/forms/convention_spec_req_2024

Hotel Accommodation

1) All Locals are responsible for booking rooms for their **delegates, observers, Local Chairs and Provincial Executive member** directly with the hotel(s). Headquarters will book rooms on a shared basis for only those Standing Committee members who are NOT delegates to Convention. **(HQ will book accommodations for all AUPE Life Members based on double occupancy.)**

- 2) 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 conventioneventteam@aupe.org, no later than September 22, 2024.
- 3) Delegates sharing rooms are to be paired by the Locals submitting the rooming list.
- 4) Delegates sharing accommodation should notify their Local contact person if their roommate does not register by noon on Thursday, October 24, 2024.
- 5) Headquarters will be responsible for accommodation costs based on double occupancy for Convention delegates. Deposit and final bills are to be paid by the Local. Locals will then submit the invoice and final rooming list to AUPE Headquarters to Wendy Pasko at conventioneventteam@aupe.org.
- 6) A medical note is required if a single room is requested. All medical notes are to be sent to medicalnotes@aupe.org.

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 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 AUPE Headquarters, will not be paid out-of-town mileage or parking.

Edmonton Expo Centre Parking Lot

- Parking is minimal at the Edmonton Expo Centre area. It is encouraged that in-town delegates utilize the bus (ETS System) or LRT (Light Rail Transit) system.
- These stalls are **NOT** to be used for overnight parking.

Transportation Services

Edmonton Transit passes will be provided to all Convention delegates for Wednesday, October 23 through Saturday, October 26.

Your local will provide you with information on how to obtain your pass. If required, Life Members and Observers can obtain theirs in the Convention Office throughout Convention.

Alberta Union of Provincial Employees
Guy Smith, President



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

www.aupeconvention.org

Additional details will be posted as they become available.

TIME-OFF REQUEST FORM

To fill out your time-off request form scan this QR code or visit https://aupe.formstack.com/forms/convention_time_off_2024



MEDICAL NOTES

All medical notes are to be sent to medicalnotes@aupe.org.



Alberta Union of Provincial Employees
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