

December 15, 2021

TO: All Locals & District Councils Affiliated to CUPE BC

Greetings:

Enclosed is the Call to the 58th Annual CUPE BC Convention. The 2022 CUPE BC Convention will be held at the Victoria Conference Centre (720 Douglas Street, Victoria), commencing at 7:00 pm on Wednesday, April 27, 2022, continuing through until 4:00 pm on Saturday, April 30, 2022.

Locals are invited to register their delegates as of December 15, 2021. As per the CUPE BC Constitution Article 4.4, "Delegate entitlement shall be based on the paid-up membership, including Rand Formula payees for the average month of the previous twelve (12) months, ending with the previous month in which the Convention Call is sent out, or the month of the previous year's convention whichever is greater."

While Locals may proceed with registering their delegates, per capita must be paid to January 31, 2022, prior to April 27, 2022 (per the constitution) to have delegates seated at Convention.

REGISTRATION

Registration is now live! Locals may proceed with registering delegates based on their credential entitlement (per Constitution Article 4.4). Registrations are to be completed online on the WE Travel Registration website (click [here](#)).

The deadline to register online is **April 4, 2022**.

NEW – COVID-19 HEALTH & SAFETY EVENT POLICIES

Under current [Provincial Health Orders](#), the Victoria Conference Centre is required to obtain proof of two vaccination doses as of October 24, 2021. Face coverings and masks must be worn indoors for all people aged 5 years and above. These policies are subject to change per the BC Provincial Government guidelines. For more information, please view the enclosed [Victoria Conference Centre Safe Spaces](#) document.

CREDENTIALS

While Locals may begin registering their delegates, please note that per capita must be paid to **January 31, 2022**, prior to April 27, 2022, to have delegates seated at Convention.

Delegates will be required to show ID at registration to receive their kit and electronic voting pads.

The credentials registration deadline, for the inclusion of delegate names in the Convention Book, is **March 14, 2022**.

DELEGATE SELECTION

CUPE conventions have seen excellent debates on the need to involve more equity-seeking groups in our union activities. If there is more than one delegate spot, please consider sending a member who self-identifies as belonging to an equity-seeking group, including, but not limited to: Indigenous, persons with disabilities, LGBTQ2S+, racialized workers, women, and young workers.

CONVENTION COMMITTEES

At this time, CUPE BC would like to request name submissions **online** for candidates to serve on the following CUPE BC Convention Committees:

- 1) Credentials
- 2) Resolutions
- 3) Sergeant-at-Arms

Please find attached the [Terms of Reference](#) for each Convention Committee. The deadline to submit names for Convention committees is **February 28, 2022**.

Kindly note that all committee members must be delegates to Convention.

HOTEL ACCOMMODATIONS

CUPE BC has secured a block of rooms for delegates at the Empress and surrounding hotels in Victoria. The [WE Travel Convention registration site](#) is live and locals can proceed with registering and booking accommodations for their delegates. Please visit the website for a list of current rates. **NOTE:** Hotels are 100% non-smoking.

If you are booking on behalf of more than one delegate, please complete the enclosed **Group Accommodation Form** and submit your request to WE Travel by **March 17, 2022**. To access the Group Accommodation Form online, please click [here](#).

NOTE: For the purpose of securing rooms, Locals may proceed with booking accommodations for delegates, regardless of whether the names of delegates have been confirmed.

CHILDCARE

Due to the size and complexity of the event, CUPE BC does not have a coordinated childcare option in place for the 2022 Convention. CUPE BC is exploring childcare options for future conventions, but in the meantime, members with childcare needs are encouraged to contact the following service provider.

CUPE BC cannot guarantee childcare spots will be made available, so please contact the centre by phone as far in advance as possible to inquire about drop-in childcare availability prior to Convention.

Service Provider: Oasis Daycare

Address: 1580 Cook St. V8T 3N8 (1.75 km from the Victoria Conference Centre)

Hours of Operation: 8:00am – 5:00pm

Phone: (250)-507-8093

Email: oasisdaycarebc@gmail.com

Daily Service Rate: \$50

More Information: Click [here](#)

Please note that the centre only provides childcare for children aged 3 years and older.

If you have any questions, please email the BC Division Office (events@cupe.bc.ca) for further assistance.

SUBSIDY

Any locals eligible for reimbursement are required to complete the online [Subsidy Application Form](#) at the time of registering their delegates. Per Section 4.7 of the CUPE BC Constitution, please note that the deadline for subsidy applications is **March 14, 2022**.

RESOLUTIONS

Resolutions may be submitted via [online form](#) or by email (in word file format) to events@cupe.bc.ca. **The resolutions submission deadline is February 28, 2022 at 12:00 pm PST.**

If submitting via email, please submit your resolution in MS Word file format by email to the BC Division Office (events@cupe.bc.ca). While locals are not required to submit resolutions electronically, doing so will greatly assist towards the compiling of the Resolutions Book.

NOTE: CUPE BC will not require written signatures from Presidents and Secretaries for resolutions submitted via online form or by email (in word file format). Please note, however, that all resolutions must be submitted by and with the approval of both the Local President and Secretary.

Please find enclosed the following documents:

Convention Call for 2022
2022 Convention Deadlines
Resolutions Guide
Resolution Checklist
Resolution Submission Form ([word file](#) & [online](#))
Convention Committee Nominations Form ([online](#))
Term of Reference for Credentials Committee
Terms of Reference for Resolutions Committee
Terms of Reference for Sergeant-at-Arms
Subsidy Application Form ([online](#))
Accessibility Assistance Request Form ([word file](#) & [online](#))
Communications Award Nomination Form ([online](#))
Disability Activist Award Nomination Form ([word file](#) & [online](#))
Environmental Activist Award Nomination Form ([online](#))
Guest Credential Registration Form ([online](#))
Group Accommodations Registration Form
WE Travel Flight Booking Information
Environmental Tips for Convention
Victoria Conference Centre Safe Spaces Document
Provincial Health Orders Event Policies

If you have any questions, please feel free to contact our office at events@cupe.bc.ca. We look forward to seeing you at Convention!

In solidarity,



Trevor Davies
Secretary-Treasurer

