



# 8<sup>th</sup> Triennial Convention Program

Delegate Entitlement	p.2	Resolutions	p.4
GSU By-Law 12	p.2	Convention credentials	p.6

May 2020

## Special Points of Interest

NO REGISTRATION FEE

Delegate / Observer credentials due June 5, 2021

Resolutions due June 5, 2021

Convention Date: October 5 to 7, 2021

Comrades, Sisters and Brothers,

COVID-19 has brought a lot of disruption in everyone's life. Unions all across Canada had to make important decisions in regards to their Convention. By decision of the PSAC National Board of Directors, GSU had to postpone its own Convention scheduled for September, 2020 to October, 2021.

It is with great pleasure that I announce GSU's 8<sup>th</sup> Triennial Convention will be held in Ottawa, Ontario at the Delta Hotel. GSU Convention Committees will be meeting on October 3-4, 2021, followed by Convention October 5 to 7, 2021.

Enclosed in this convention call, you will find important information including delegate and observer credentials, dates to remember, and how to submit convention resolutions.

I look forward to seeing you at Convention in 2021! Feel free to contact your Regional Vice-President or the GSU National Office if you have any questions.

In Solidarity,

Randy Howard  
National President  
Government Services Union, PSAC

# GSU 8<sup>th</sup> Triennial Convention

## October 5<sup>th</sup> to 7<sup>th</sup>, 2021

### Delta Hotel, Ottawa

#### **\*\* REMINDER \*\***

In accordance with **By-Law 12 Section 6** of the GSU By-Laws, all delegates from locals must be accredited.

Each local must conduct an election at a general meeting in order to determine who will be the delegate(s) to Convention.

#### **Applicable By-Law 12 Sections**

GSU By-Law 12 outlines convention procedures. Please note the following with regards:

- Section 6 – Delegate Entitlement Formula
- Section 8 – Alternate Delegates
- Section 9 – Notification of Delegates

GSU BY-Laws are available online at <https://gsu-ssg.com/en/gsu/governance-of-gsu/laws-regulations-and-policies>

## Delegate Entitlement

As stated in GSU By-Law 12, Section 7: *Delegate entitlement for any regular or special convention shall be determined from the number of members for which this Union receives dues six months prior to the Convention (including the month of Convention).*

Therefore, your official delegates entitlement will be sent to you on **April 5<sup>th</sup>, 2021** at the latest. We will monitor the number of members throughout the process and if there is a change that could change a Local's entitlement, we will adjust accordingly.

**Deadline to send delegate credential : June 5, 2021**

## GSU By-Law 12

For ease of reference the applicable sections of By-Law 12, as well as explanatory notes, are outlined below:

### Section 6 – Delegate Entitlement Formula

The President of each GSU Local will automatically represent their Local as a delegate at Convention. At least four months prior to the opening date of the Convention, each Local shall elect such other accredited delegates as it is entitled to send to the Convention of the Union. Each Local shall be entitled to delegates, as elected by the Local at a General Membership Meeting, on the following basis:

- If the Local has up to 100 members - one delegate-Local President;
- If the Local has 101 to 300 members-two delegates;
- If the Local has 301 to 500 members-three delegates;
- If the Local has more than 500 members-three delegates plus one additional delegate for every additional 100 members or major fraction thereof.

**Only members in good standing can be elected as a delegate to Convention**

# GSU 8<sup>th</sup> Triennial Convention

## October 5<sup>th</sup> to 7<sup>th</sup>, 2021

### Delta Hotel, Ottawa

## GSU By-Law 12 (con't)

### Section 8 – Alternate Delegates

Each Local shall elect alternate delegates who shall attend Convention in place of any accredited delegate who cannot attend the Convention.

It is recommended that Locals elect two (2) alternates for each delegate. These names must be sent to the National Office on the attached alternate delegate credential forms. The National Office must be notified immediately when a delegate is being replaced by an alternate.

### Section 9 – Notification of Delegates

Immediately following the election of Local delegates to the Convention, the Local shall submit to the National President the names of the Local's Accredited Delegates and Alternate Delegates on a Credential Form supplied by the National Office of this Union.

## Observers

Being an observer to Convention is a great learning opportunity.

In accordance with By-Law 12, Section 14:

*All Locals have the right to send observers to the Convention at the Local's expense.*

***Observers shall not have the right to vote nor to participate in debate at National Conventions.***

## A MESSAGE FROM YOUR HOST COMMITTEE

We are excited to welcome you to beautiful Ottawa, Ontario for the GSU 8th Triennial Convention.

During your down time, we encourage you to walk through the charming Uptown area which is full of architecture. Ottawa is rich in historic charm, lively festivals and great restaurants all within walking distance of the Delta Hotel. Take in the many art galleries and there is great shopping in some beautiful boutiques or the Byward Market.

On behalf of the Host Committee, we can't wait to share with you all that Ottawa has to offer!

National Capital Region  
Host Committee 2021

# GSU 8<sup>th</sup> Triennial Convention

## October 5<sup>th</sup> to 7<sup>th</sup>, 2021

### Delta Hotel, Ottawa

## A Good Resolution...

- uses clear simple wording;
- is concise and focused;
- deals with just one topic (problem) and has one major objective;
- clearly identifies the problem;
- specifically outlines the required action;
- builds in accountability i.e. deadlines, who will be responsible for implementing the proposed action, what resources will be required;
- ensures the action proposed is within the jurisdiction of the organization to implement;
- isn't something that is constitutionally dealt with in another way (i.e. bargaining demands);
- allows for flexibility in implementation - it's the end result that counts;
- is submitted on time (is not a late resolution);
- isn't about something that is already enacted;
- applies the WHO, WHAT, WHEN, WHY and HOW test.

## Resolutions

Resolutions to be considered by the 8th Triennial Convention must be received by the National Office no later than **June 5, 2021**. As per By-Law 12 Section 12 resolutions received after this date will be considered late Resolutions and *shall be submitted to the National President seven days prior to the opening of Convention. The late resolutions must be approved by the Convention for consideration and shall be the last order of business.*

All resolutions must be submitted to the National Office with a valid signature. Visit our website at <https://gsu-ssg.com/en/gsu/governance-of-gsu/triennial-national-convention> for the electronic version of the resolution form. Please send to GSU National office:

**Fax:** 1.613.230.6774

**Email:** thomasm@psac-afpc.com

## Resolutions Format

**Submitted resolutions must comply with the following criteria:**

- **Formatted in 14-point Arial font;**
- **Is concise, focused, and limited to 150 words;**
- Utilize the traditional language format;
- Include the title and originating body (i.e. Local);
- Does not include any special formatting such as boxes or drawings.

Resolutions cannot be submitted by individual members. They must be voted on and endorsed by the appropriate originating body (i.e. Local or National Council) prior to being submitted.

# GSU 8<sup>th</sup> Triennial Convention

## October 5<sup>th</sup> to 7<sup>th</sup>, 2021

### Delta Hotel, Ottawa

## Resolutions from Locals

### Traditional Language Format

For standardization purposes, GSU favors the use of the traditional language when writing a resolution. Traditional language follows this format:

- Whereas** [ identify the problem]; and
- Whereas** [additional constraints, if applicable].
- Be it resolved** [identify the solution]; and
- Be it further resolved** [additional solution, if applicable].

The "Be it resolved" and "Be it further resolved" clauses are the most important parts of the resolution as these are the points delegates will be debating. Therefore, it is important that they are drafted in such a way as to stand alone.

### Example of a Good Resolution

Title: **Regional Vice-Presidents' Jurisdiction**

**WHEREAS** RVP representation has been confined to their specific regions as defined in the By-Laws; and

**WHEREAS** the level of experience amongst the RVPs varies widely; and

**WHEREAS** the goal is to represent the member as best as we can;

**BE IT RESOLVED THAT** RVPs be allowed to represent members in their jurisdictions as well as other jurisdictions at the request of another RVP or the National President.

The following steps are suggested to assist you in the preparation of your resolutions:

- 1** Send a call out to members asking for resolutions.
- 2** The Local Executive meets to review the resolutions received and prepare any additional resolutions. These resolutions should be presented at a general meeting for ratification by the membership.
- 3** Prior to the general meeting, post or circulate notices to ensure all members are aware of the general meeting and its purpose.
- 4** At the meeting, the Local Executive report on their recommendations. This report should contain rationale for the decision taken. These are then debated and voted on by the membership in attendance at the meeting. A simple majority is required for acceptance.
- 5** Those accepted are then forwarded to GSU by the Local Executive.

Deadline to submit a resolution: June 5<sup>th</sup>, 2021

# GSU 8<sup>th</sup> Triennial Convention

## October 5<sup>th</sup> to 7<sup>th</sup>, 2021

### Delta Hotel, Ottawa

## Convention Credential Forms

Instructions	p.7
Delegate Form	p.8
Alternate Form	p.9
Observer Form	p.10

## Convention Credentials

You will find in the following pages the Convention Credential Forms for delegates, alternates and observers. Please fill one form per name.

**Delegates:** This form must be filled-in if you are a Local President attending the Convention or if you were elected as a delegate during a general meeting.

**Alternates:** This form must be filled-in if you were elected as an alternate delegate to Convention. If more than one alternate was elected, please indicate your rank in the list of alternates in the space reserved to that effect. **Alternate Delegates do not automatically attend the Convention. If you are an Alternate delegate and coming to the Convention as an observer, please fill-in the Observers' form.**

**Observers:** This form must be filled-in if you are attending the Convention as an observer at your Local's expense. You must also fill this form if you were elected as an Alternate Delegate. **Observers are not allowed to vote nor can they participate in debate.**

**All forms must be signed by the Local President and returned to the National Office by fax, email, mail or in person.**

**The deadline to send your credential form to the National Office is June 5, 2021.**

**Any forms received after this date will be rejected.**