



**To:** Pauline Worsfold, Secretary-Treasurer, CFNU  
National Officers, CFNU  
Member Organizations

**Date:** December 3, 2014

**From:** Linda Silas, President, CFNU

**Subject:** 17<sup>th</sup> Biennial Convention 2015 – Halifax, Nova Scotia

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In preparation for the CFNU 2015 Biennial Convention, please find attached the following information packages:

- Notice of the 17<sup>th</sup> Biennial Convention
- Convention Resolutions Information
- Nominations, Elections, Voting Procedures
- Constitutional Amendment Information
- Bread and Roses Award Nomination Form
- Convention Expenses and Accommodations

Details and updates for the Convention shall be circulated and posted to the CFNU website [www.cfnu.ca](http://www.cfnu.ca) as plans are finalized.

Plan now for a large representation of your membership in Halifax with our host the Nova Scotia Nurses' Union.

In solidarity always,

Linda Silas  
President

## NOTICE OF CONVENTION

Pursuant to Article 7.01(c) of the Canadian Federation of Nurses Unions Constitution, Notice of the 17<sup>th</sup> Biennial Convention is hereby circulated.

### ARTICLE 7 – CONVENTIONS

|      |   |
|------|---|
| 7.01 | A) The Biennial Convention of the Federation shall be held every two (2) years.<br><br>B) The Convention shall be the supreme governing body of the Federation. The time and place of the Biennial Convention shall be determined by the Board.<br><br>C) Notice of the time and place of the Convention shall be circulated to all Member Organizations of the Federation one hundred and eighty (180) days prior to the commencement of the Convention. |
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#### **CFNU 17th Biennial Convention**

Dates: June 1, 2015 - Registration  
June 2, 2015 - Educational Seminar  
June 3, 2015 - Educational Seminar  
June 4, 2015 - Business Session  
June 5, 2015 - Business Session

Place: Halifax World Trade and Convention Centre  
1800 Argyle Street  
Halifax, NS B3J 2V9

Hotel information on page 14.

## RESOLUTIONS

Article 7.08 of the Constitution states:

- A) Resolutions to the Federation may be submitted by any member of the Federation. Resolutions must be received at the Federation office at least ninety (90) days before the opening date of the Convention. Resolutions shall be circulated to all Member Organizations at least forty-five (45) days prior to the commencement of the Convention.
- B) Emergent resolutions will be accepted at the Convention up to the deadline established on the agenda.

- A. Please find enclosed Resolution Forms. Resolutions are the means by which direction is given and priorities established for the mandate of the National Executive Board to carry out during the next two (2) years.
- B. Resolutions must be submitted to the Secretary-Treasurer at the office of the Federation by **MARCH 3, 2015**.
- C. Resolutions should be in writing and submitted by **REGISTERED MAIL** to the office of the Federation.
- D. All resolutions received in the CFNU office by registered mail will be distributed to members of the Resolutions Committee by **MARCH 10, 2015**.
- E. Members of the Committee shall review the resolutions, clarify intent by contacting the mover, edit the resolutions if necessary, and forward resolutions to the Federation office prior to **MARCH 24, 2015**.
- F. The Federation shall circulate all resolutions received from the Resolutions Committee to all Member Organizations by **APRIL 17, 2015**.

If there are any questions, please contact the CFNU Office at 1-800-321-9821.

**CANADIAN FEDERATION OF NURSES UNIONS  
17<sup>TH</sup> BIENNIAL CONVENTION 2015  
HALIFAX, NOVA SCOTIA**

**RESOLUTION FORM**

**Whereas,**

**Whereas,**

**Resolved that,**

**FURTHER BE IT RESOLVED THAT,**

**Submitted by:** \_\_\_\_\_

## NOMINATIONS, ELECTIONS, VOTING PROCEDURES

### Article 9.01 of the Constitution states:

9.01 The President and Secretary-Treasurer shall be elected at each regular Convention. Nominations for the position of President and Secretary-Treasurer must be received in writing by the Federation, showing the mover and seconder of the nomination at least ninety (90) days prior to the commencement of the Convention, and the Ticket of Nominations shall be circulated to all Member Organizations at least forty-five (45) days prior to the commencement of the Convention.

- A. Please find enclosed Nominations Forms to be completed when nominating a candidate for the position of President and Secretary-Treasurer.
- B. Nominations must be submitted in writing including mover and seconder and the written consent of the nominee. Please include a résumé with each nomination including union involvement, employment summary and any other community involvement. Deadline for receipt of nomination in the CFNU Office is **MARCH 3, 2015**.
- C. Submit nomination applications and résumés by **REGISTERED MAIL**.
- D. All nominations received in the CFNU office by registered mail will be distributed to members of the Nominations Committee by **MARCH 10, 2015**.
- E. Members of the Nominations Committee will prepare the Ticket of Nominations and the Ballots. Names shall appear in alphabetical order, last name first, on the Ticket of Nominations and on the Ballot. This information will be submitted to the CFNU Office prior to **MARCH 24, 2015**.
- F. The Federation shall circulate the Ticket of Nominations to all Member Organizations by **APRIL 17, 2015**.

### G. VOTING AND ATTENDANCE

Voting is to be limited to Voting Delegates and members of the National Executive Board. However, every member of the CFNU may attend and participate in convention activities.

**PLEASE NOTE: ANY MEMBER ORGANIZATION THREE MONTHS IN ARREARS FOR PER CAPITA TAX IS NOT ENTITLED RECOGNITION OR REPRESENTATION.**

**NUMBERS OF VOTING DELEGATES PER MEMBER ORGANIZATION TO BE CALCULATED ON DECEMBER 2014 DUES PAID.**

If there are any questions, please contact the CFNU Office at 1-800-321-9821.

**CANADIAN FEDERATION OF NURSES UNIONS  
17<sup>TH</sup> BIENNIAL CONVENTION 2015  
HALIFAX, NOVA SCOTIA**

**NOMINATION FORM**

I, \_\_\_\_\_, a member in good standing of the

\_\_\_\_\_  
(name of member organization)

do nominate \_\_\_\_\_

who is a member in good standing of the

\_\_\_\_\_  
(name of member organization)

for the election to the membership on the National Executive Board as

\_\_\_\_\_  
(position)

for the 2015-2017 Biennial.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
moved by (signature)

\_\_\_\_\_  
member of (union)

\_\_\_\_\_  
seconded by (signature)

\_\_\_\_\_  
member of (union)

I, \_\_\_\_\_, do hereby consent to accept nomination for the

position of \_\_\_\_\_ of the Canadian Federation of Nurses Unions.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(member organization)

**CANADIAN FEDERATION OF NURSES UNIONS  
17<sup>TH</sup> BIENNIAL CONVENTION 2015  
HALIFAX, NOVA SCOTIA**

**2015 ELECTED OFFICER CANDIDATE FORM**

NAME OF CANDIDATE: \_\_\_\_\_

POSITION RUNNING FOR: \_\_\_\_\_

PARTICULARS OF UNION INVOLVEMENT: \_\_\_\_\_

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EMPLOYMENT SUMMARY: \_\_\_\_\_

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## CONSTITUTIONAL AMENDMENTS

Articles 16.01 and 16.02 of the CFNU Constitution state:

16.01 The Constitution of the Federation may be amended by the Convention by a two-thirds (2/3) vote. Amendments to the Constitution can be submitted by the Board or by Member Organizations.

Amendments must be submitted to the Federation at least ninety (90) days prior to the opening day of the Convention and must be circulated to all Member Organizations at least forty-five (45) days prior to the commencement of the Convention.

16.02 All constitutional amendments shall, unless otherwise specified, take effect immediately after they are adopted.

- A. Constitutional Amendments must be submitted in writing to the Secretary-Treasurer at the Office of the Federation by **MARCH 3, 2015**.
- B. Amendments must be submitted by **REGISTERED MAIL**.
- C. The Amendments received in the CFNU Office by **Registered Mail** will be distributed to members of the Constitution Committee by **MARCH 10, 2015**.
- D. Members of the Constitution Committee shall review the proposed amendments, clarify intent by contacting the proposer and edit the amendments, if necessary, and forward amendments to the Federation Office by **MARCH 24, 2015**.
- E. The Federation shall circulate all Constitutional Amendments to all Member Organizations by **APRIL 17, 2015**.

If there are any questions, please contact the CFNU Office at 1-800-321-9821.

**CANADIAN FEDERATION OF NURSES UNIONS  
17<sup>TH</sup> BIENNIAL CONVENTION 2015  
HALIFAX, NOVA SCOTIA**

**2015 CONSTITUTION AMENDMENT FORM**

| <b>CURRENT LANGUAGE</b> | <b>PROPOSED CHANGE</b> | <b>RATIONALE</b> |
|-------------------------|------------------------|------------------|
|                         |                        |                  |

**CANADIAN FEDERATION OF NURSES UNIONS  
17<sup>TH</sup> BIENNIAL CONVENTION 2015  
HALIFAX, NOVA SCOTIA**

**BREAD AND ROSES AWARD  
2014 & 2015 NOMINATION FORM**

**INFORMATION ABOUT THE CFNU BREAD & ROSES AWARD**

**Who can nominate candidates for the CFNU Bread & Roses Award?**

A candidate for this award must be an active member of a provincial nurses' union affiliated to the CFNU during the year for which the member is nominated. A candidate may be nominated by the National Executive Board, Member Organizations, Boards/Councils, or individual members of Member Organizations on forms available from the Member Organization's office, from the CFNU office (1-800-321-9821), or from the CFNU website at [www.cfnu.ca](http://www.cfnu.ca).

Deadline for receipt of nominations is **March 3, 2015**. Send nomination forms to the attention of: CFNU Bread and Roses Committee, 2841 Riverside Drive, Ottawa, Ontario K1V 8X7.

**How is the award recipient determined?**

The CFNU Bread & Roses Committee will review the nominations and determine the successful candidate(s).

**Announcement of the successful candidate**

The name of the successful candidate for 2014 and 2015 will be announced at the CFNU 17th Biennial Convention in June 2015.

**What does the successful candidate receive?**

Besides the formal recognition, the candidate will receive the Bread & Roses Award, a certificate and flowers.

**Please note:** An award for each year 2014 and 2015 will be presented at the 2015 CFNU 17th Biennial Convention.

**In addition to the space indicated, nominators may attach additional sheets to complete the sections in full.**

**NOMINEE’S PERSONAL INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Union, Local (if applicable): \_\_\_\_\_

Nominated by: \_\_\_\_\_

**NOMINEE’S RELEVANT ACCOMPLISHMENTS AND BACKGROUND**

1. Describe the nominee’s sustained involvement in the following union activities:

- (a) Service to the Canadian Federation of Nurses Unions or a CFNU Member Organization:
  
- (b) Representing a provincial nurses’ union or the CFNU in the activities of other related organizations:
  
- (c) Working to advance the CFNU or its Member Organizations at the provincial or national levels:

**2. Describe the nominee’s demonstrated leadership in the following activities:**

- (a) Influencing the growth of CFNU Member Organizations through policy and decision-making, enhancing public awareness, participating in positive media and other public events:
  
- (b) Organizing nurses and others to lobby governments on legislation and other issues affecting the labour movement:
  
- (c) Contributing to the growth of the organization through spearheading the organization of education or other initiatives:



The Canadian Federation of Nurses Unions (CFNU) has appointed **Air Canada** as the official airline for the 17<sup>th</sup> Biennial Convention in Halifax, Nova Scotia.

Actual Convention days:

**June 2-3, 2015 – Educational Workshops**

**June 4-5, 2015 – Business Sessions**

**The Convention Number Assigned **GAJHATY1****

This a promotion code for the convention product. To book a flight with your promotion code, access [www.aircanada.com](http://www.aircanada.com) and enter your promotion code in the search panel.

The screenshot shows the Air Canada website's flight search interface. At the top, there is the Air Canada logo and navigation links for 'Canadian Edition', 'Français', 'Contact Us', and a 'Keyword Search' box. Below this is a dark blue navigation bar with 'Book Travel', 'Manage my Bookings', 'Special Offers', and 'Information & Services'. The main content area is divided into two columns. The left column contains the flight search form with tabs for 'Flights', 'Flight Passes', 'Hotels', 'Cars', and 'Vacations'. The form includes fields for 'Travel' (Round-trip), 'Leaving from' (Ottawa, Ontario (YOW)), 'Going to', 'Departure date', 'Return date', 'Adult (16+)' (1), 'Country of residence' (Canada), and 'Promotion Code'. A red arrow points to the 'Promotion Code' field. A 'SEARCH' button is located to the right of the 'Promotion Code' field. Below the search form are links for 'Check-in' and 'Flight Status'. The right column features a 'Holiday sale' banner with a pine cone image and a 'BOOK NOW' button. Below the banner is a 'Special Offers' section with a list of deals: 'webSaver Daily Deals', 'webSaver: Weekly Deals', 'U.S. Holiday Sale', 'International sale', 'Sun Passes', and 'Hertz: FREE Upgrade and 250 Bonus Aeroplan Miles'. An 'All offers...' link is at the bottom right of the 'Special Offers' section.

By ensuring that the convention number appears on your ticket, you will be supporting your national union, the Canadian Federation of Nurses Unions and Air Canada, a unionized carrier. Thank You!



## CONVENTION EXPENSES AND ACCOMMODATIONS

### EXPENSES

Expenses for Voting Delegates and Non-Voting Delegates are the responsibility of the Member Organizations.

### ACCOMMODATIONS

Convention Delegates who are not elected officers of the National Executive Board must make their own hotel accommodations through whatever means determined by the provincial union office. Member Organizations and individuals are requested to make hotel reservations directly with the designated Convention hotel. NSNU Members are to contact [Clear.House@nsnu.ca](mailto:Clear.House@nsnu.ca) for all hotel reservations.

|   |  |
|---|--|
| <p><b>The Delta Halifax</b></p>           | <p><b>Delta Halifax</b><br/>1990 Barrington Street<br/>Halifax, Nova Scotia B3J 1P2</p> <p>Phone: 902-474-5150<br/>Fax: 902-425-6214<br/>Reservations: 888-423-3582</p> <p>Email: <a href="mailto:hal.reservations.sm@deltahotels.com">hal.reservations.sm@deltahotels.com</a><br/>Website: <a href="https://www.deltahotels.com/Groups/Delta-Halifax-Groups/Canadian-Federation-of-Nurses-Union">https://www.deltahotels.com/Groups/Delta-Halifax-Groups/Canadian-Federation-of-Nurses-Union</a></p> <p>Group name: <b>CFNU Biennial Convention</b></p> <p>Room Rate: \$219.00/night<br/>Cut-off Reservation Date: April 30, 2015</p> |
| <p><b>The Hampton Inn by Hilton</b></p>  | <p><b>Hampton Inn by Hilton</b><br/>1960 Brunswick Street<br/>Halifax, Nova Scotia B3J 2G7</p> <p>Tel: 1-902-422 1391<br/>Fax: 1-902-407-9954</p> <p>Website: <a href="https://secure3.hilton.com/en_US/hp/reservation/book.htm?execution=e1s1">https://secure3.hilton.com/en_US/hp/reservation/book.htm?execution=e1s1</a></p> <p>Group name: <b>CFNU Biennial Convention</b></p> <p>Room Rate: \$145.00/night<br/>Cut-off Reservation Date: April 30, 2015</p>   |

**Hotel Parking Services:** Convention delegates who will be driving their own vehicles are responsible for their parking charges.

It is recommended that a letter of authorization be sent to the Convention Hotel from each Member Organization indicating mode of payment for the respective attending members, specifying if total bills are to be paid or if incidentals are to be the responsibility of individuals.

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The Nova Scotia Nurses' Union (NSNU) Planning Committee has already spent many hours planning for an enjoyable stay for all voting delegates, members and guests.

The National Executive Board has planned an exciting program of educational and business sessions and will be available to personally meet and welcome all convention delegates.

**The Nova Scotia Nurses' Union (NSNU) is pleased to host the 2015 CFNU Biennium.**

**Complete registration by May 3, 2015. Plan now to attend!**

**Please make frequent visits to the CFNU and NSNU websites for updates and information.**

**CFNU website: [www.cfnu.ca](http://www.cfnu.ca)      NSNU website: [www.nsnucanada.ca](http://www.nsnucanada.ca)**