

TOGETHER FOR EACH OTHER
INFORMATION



66th CSN Convention
VIRTUAL | 2021



Welcome to the 66th CSN Convention!

In this document,
you will find a summary
of information that will
help you familiarize
yourself with how the
virtual Convention
will proceed.

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The meaning of the Convention theme— Together for each other

**A group uniting to defend
each individual member.**

**It is the definition
of solidarity.**

It is in the CSN's DNA.

In addition to coping with a major global crisis

that has shaken certain pillars of our society, our workplaces are facing significant future challenges. Technological, ecological, and demographic transitions are inevitable, and we cannot leave anyone behind.

Every period of change is an opportunity

that we can seize. The best future for everyone depends on our ability to be united.

We cannot let a retreat

into individualism be an option in the face of uncertainty.

We need to defend our rights,

pursue equity, give weight to experience, and ensure a diversity of views.

We will only be able

to find solutions together.

We are not only a form of resistance,

but also drivers of change.

Through strength in numbers, we provide the necessary counterweight to create balance between collective prosperity and individual well-being.

We will work together

and implement solutions to ensure fairness and equity.

That is true solidarity.

**TOGETHER
FOR US ALL**

Program 2021

Monday January 18

10:00 a.m. to 12:00 p.m. Opening Session

Moment of silence in memory of those who have fought for the labour movement throughout history and particularly for those who have lost their lives carrying out their duties during the COVID-19 pandemic.

Call to order of the 66th CSN Convention

Introduction of the members
of the CSN's Executive Committee

Adoption of the Credentials Committee report

Nomination of the Convention secretary

Reading of the agenda for the 66th CSN Convention

Approval of the minutes of the 65th CSN Convention

Introduction of the election president and secretary

Explanation of the Election Code of Ethics

Word from the President of the CSN

from 2:00 p.m. to 4:00 p.m. Financial statements

Presentation of the Financial Report

Presentation of the Surveillance Committee
Financial Statements Report for the operating
budget, the Professional Defence Fund (PDF), and
the Special Support Fund, as well as the combined
financial statements for the 2017-2020 period

Tuesday, January 19

10:00 a.m. to 12:00 p.m. Guidelines of the Executif Committee

Discussion within workshops

2:00 p.m. to 4:00 p.m. Towards the centennial PDF

Overview of union struggles

Presentation of the PDF Rules Review
Committee Report

Overview of the summary by the President

Ongoing disputes

Wednesday, January 20

10:00 a.m. to 12:30 p.m.

**Nominations
and meeting with the candidates**

Nominations report

Introduction of the moderator for the meeting
with the candidates

Candidate interviews

2:00 p.m. to 4:00 p.m.

Budget

Presentation of the budget estimates for the operating
budget, the Professional Defence Fund (PDF), and the
Special Support Fund, and presentation of the triennial
budget for the 2020-2023 period

4:00 p.m. to 7:00 p.m.

**Elections— Executive Committee
members (first ballot)**

Meeting with the candidates followed by elections

Thursday, January 21

10:00 a.m. to 12:00 p.m.

Results and swearing in

Presentation of the election president's report

Swearing-in of the members
of the CSN Executive Committee

CSN President's closing remarks

In the event of a tie

**Elections— Executive Committee
members (second ballot)**

The Thursday session will begin as planned
and a vote will be held immediately

The *Results and Swearing in* session
will be postponed at 2 p.m.

Adapting our rules for a virtual Convention

We have had to adapt to the demands of this new reality that has radically changed the way we do things, particularly the technical and technological side of things.

Given the difficulty of having discussions in large groups over virtual platforms, and since sessions will only last about two hours, the Confederal Bureau has decided, at its special meeting on October 23, 2020, that all amendments and resolutions from affiliated organizations will be handled by the next Confederal Council; terms and conditions for submitting these items will be provided.

New proposals and amendments to the Constitution and *By-Laws of the CSN* and *The CSN's Rules of Order*, in accordance with the following articles:

Article 24.02 of the Constitution and By-Laws of the CSN

Article 77.02 of the Constitution and By-Laws of the CSN

Article 33.02 of the By-Laws for the CSN's Professional Defence Fund

Article 124 of The CSN's Rules of Order

Vote by secret ballot

(ARTICLE 45 OF THE CSN'S RULES OF ORDER)

Due to the virtual context, the various logistics and the necessity of using a separate platform for votes by secret ballot, we will not be able to hold votes other than the elections by secret ballot this year. Voting in the elections will be done through a secure platform that is specifically designed for voting and has been approved by the CSN's Service juridique [Legal service].

Convention participation

Quorum

The quorum required for Convention proceedings is 25% of the official accredited delegates registered. This means that if the quorum is called, the number of official delegates in the virtual session must correspond to at least 25% of the total number of official delegates as established following the adoption of the Credentials Committee report.

Delegations

(ARTICLES 18 AND 19 OF THE CONSTITUTION AND BY-LAWS OF THE CSN)

Each affiliated organization is entitled to the following number of official delegates:

FEDERATIONS: three delegates.

CENTRAL COUNCILS: three delegates.

UNIONS: Unions are entitled to a minimum of one delegate for the Convention.

Unions with between 150 and 349 members are entitled to two delegates.

Unions with 350 or more members are entitled to three delegates.

Unions are entitled to one additional delegate for every 200 additional members.

For example:

550 members = 3 delegates + 1 delegate.

750 members = 3 delegates + 1 delegate + 1 delegate.

This number is based on the union's average membership calculated in accordance with the Constitution and By-Laws of the CSN. The special situation of certain unions is taken into account in this calculation. CSN Executive Committee members are ex officio delegates to the CSN Convention.

Official delegates

(ARTICLE 21 OF THE CONSTITUTION AND BY-LAWS OF THE CSN)
EACH OFFICIAL DELEGATE MUST EITHER:

-
- a) be a dues-paying member of a union in good standing with the CSN and have an employment relationship with the employer covered by the union's certification;
-
- b) have been selected as a delegate by a federation or central council; or
-
- c) be a member of the CSN's Executive Committee.
-

Fraternal delegates

Affiliated organizations may choose to send additional delegates to participate in the CSN Convention. However, once such organizations have their full number of official delegates, any additional delegates are considered fraternal. They have speaking rights but not voting rights.

Credentials Committee

(ARTICLE 26 OF THE CONSTITUTION AND BY-LAWS OF THE CSN)

A Credentials Committee was established to ensure a rigorous process for recognizing delegates and issuing credentials in accordance with the *Constitution and By-Laws of the CSN*. The Committee must ensure that the rules concerning delegates from affiliated organizations are followed and issue credentials to these delegates.

The Credentials Committee has already met several times. The Committee will produce a report after carefully examining the credentials and status of each organization. This report will be submitted for adoption during the opening session of the Convention.

Workshops

Delegates will be divided into workshops (in French and 1 in English) to discuss the proposals recommended by the Pre-Convention Committee that arose from the consultation held with unions in November.

Each workshop will be facilitated by an officer of a federation and of a central council, a resource person, and a person who will be summarizing.

After the workshops, a summary committee made up of three individuals who do not have the right to vote will prepare a report that covers the work carried out during the workshops and provide recommendations to the next Confederal Council.

The officer will also present an overview of this summary during the following session so it may be adopted in principle.

The final document will be sent to all delegates after it is adopted by the Confederal Council.

Miscellaneous information

Convention minutes

(ARTICLE 10 OF THE CSN'S RULES OF ORDER)

The minutes of the CSN convention are a concise report of proceedings, recording regular motions and votes, but not delegates' speeches or remarks. An electronic version of the minutes is available on the CSN website. The minutes of the previous convention are approved without being read aloud. Any corrections to them are included in the minutes of the following convention.

Technical support

A support team will be available to help Convention participants who are having difficulties with technology. For assistance, please contact the technical support unit directly at 1 833 650-1004.

Website

To stay informed about Convention proceedings, go to the CSN's website (www.csn.qc.ca/congres). The website will be updated regularly with any relevant information and documents related to the Convention.

Virtual meeting etiquette

Here are some rules of etiquette and best practices for participating in virtual meetings.

Establishing a protocol from the start will ensure video conferences run smoothly. As with all communications over online platforms, there are conventions and rules of etiquette we must follow. It is also important to make sure to have certain basic technical skills to help make the most of these virtual interactions.

Here are some suggested tips from video conferencing tool experts:

Think about your background

Having your video on certainly enriches communication, but it is important to consider the elements visible behind you. Watch out for dirty laundry lying around, a moving fan, or posters that could be unpleasant or distracting to other participants. Also, multi-tasking (using your cell phone, etc.) when your camera is on can disturb other participants, so it is best to avoid it.

Think about asking the people you live with to be discreet and to avoid walking behind you, since they will be visible to other video conference participants if they do. The same goes for animals (cats, etc.). Depending on

the tool you are using, you may be able to select a blurred background. Avoid using a background that is a photo, landscape, city, etc.

Reduce background noise

Just like with visual distractions, try to eliminate any background noise by keeping your microphone off (on mute).

Positioning

Check the angle of your camera to make sure it is as centred as possible; it should not be too low or too high to avoid people seeing you from above or below. Make sure that you are sitting on a chair in front of a desk, and not on a couch, bed, etc.

When speaking, try not to move too much, since it can be distracting for those watching you. Try not to make hand gestures or touch your face. Do not forget that others will have a close-up view of you!

Lighting

Do not sit with the light behind you. You should especially make sure that everyone can see your face well and that there is enough light. Avoid being outside.

Attire

Do not forget that you are taking part in a work meeting as part of an organization. Proper attire will prevent rude or distracting comments and will allow you to keep the focus on what you are saying and not on what you are wearing (sunglasses, undershirt, etc.).

Accounting for the time delay

It may be more difficult to have good communication when things are being done virtually. There may also be some time delays of about a fraction of a second between when someone speaks and when they are heard. It is important to take this into account and adapt. You may need to speak more slowly or ensure that the other person has clearly understood. During video conferences, facial expressions and gestures are visible, which enriches the exchanges.

To minimize time delays, avoid downloading documents during virtual meetings and close all other bandwidth-intensive applications (Chrome, Safari, Firefox, Edge, Bing, Dropbox, iCloud, WeTransfer, etc.).

Internet connection

Ensure that your Internet connection is optimal (if necessary, ask other users in your home not to use bandwidth-intensive applications like Netflix, online games, YouTube, and so on during the meeting).

Elections*

Elections to the CSN Executive Committee

(ARTICLE 30 OF THE CONSTITUTION AND BY-LAWS OF THE CSN AND CHAPTER X OF THE CSN'S RULES OF ORDER)

The union officers constituting the Executive Committee of the CSN are elected by the CSN Convention. CSN officers may not be elected or re-elected as a group or "slate." The election for each position is separate. Election procedures are based on the "Code d'éthique des élections" [Election code of ethics], which has been expanded to cover content transmitted by new information technologies.

The election president and secretary

(ARTICLE 102 OF THE CSN'S RULES OF ORDER)

Choice

Pursuant to *The CSN's Rules of Order*, the Confederal Council chose the election president and secretary at its March 2020 meeting. Marjolaine Côté and Michel Forget will act respectively as election president and secretary and will provide you with all the information you need during the Convention.

Their role

The election president and secretary see to the application of and compliance with the rules for elections set out in article 30 of the *Constitution and By-Laws of the CSN* and Chapter X of *The CSN's Rules of Order*. They inform candidates or their representatives of the rules and procedures governing elections.

Nominations

(ARTICLES 103 TO 109 OF THE CSN'S RULES OF ORDER)

During the "Nominations and meeting with the candidates" session, the election president will proceed with formal nominations of candidates after checking the candidacy forms given to her by the General Secretary of the CSN.

Candidates are nominated in the following order: **PRESIDENT, GENERAL SECRETARY, TREASURER, FIRST VICE-PRESIDENT, SECOND VICE-PRESIDENT, AND THIRD VICE-PRESIDENT.**

Only one person is needed to nominate a candidate.

All candidates must be official delegates, assistants, executives, or permanent employees of the movement, have duly filled out their declaration of candidacy forms, and be present in the virtual session or, if absent, have given the election president written acceptance of nomination for a specific position.

The election president must always ask all candidates whether they agree to stand for election. If a candidate is absent, the procedure in the previous paragraph applies. Candidates may withdraw at any time up until the voting period begins. They must inform the election president in writing if they choose to withdraw. When all candidates for a given position on the Executive Committee of the CSN have been nominated, the election president declares nominations closed for that position.

If only one candidate is nominated and agrees to stand for a given position, the election president declares that person elected by acclamation.

If, on the contrary, there is more than one candidate for a given position, a vote is held by secret ballot in accordance with the conditions set out in Chapter X of *The CSN's Rules of Order*.

* This procedure was adapted based on the decisions made at the special Confederal Bureau meeting held on October 23, 2020.

List of candidates

The list of candidates and their union backgrounds will be available on the Convention website after they have been verified by the election president and secretary.

Special edition of the Convention newsletter

A special edition of the Convention newsletter gives each candidate for the various CSN Executive Committee positions the opportunity to present brief information about their union backgrounds and their reasons for running for elective office. Each candidate is responsible for writing an introductory text that meets the technical conditions and requirements (one to two pages, a photo, etc.) indicated by and subject to the election president's editorial control.

Translation of nomination documents

The official materials presenting candidates (union background, declaration of candidacy, special edition of the convention newsletter) will be translated into English.

Meeting with the candidates

All candidates other than those elected by acclamation to a CSN Executive Committee position must participate in the meeting with the candidates so that Convention participants will get standardized access to each candidate. The time of this meeting, which will last about an hour, is set by the election president. It must take place during the "Nominations and meeting with the candidates" session, before the electronic vote begins and after the candidates are officially nominated, as provided for in the *Constitution and By-Laws of the CSN*.

The election president and secretary are responsible for organizing the meeting.

The meeting will take place in an interview format with a moderator; candidates will be able to share their visions on various issues. The election president and secretary will fairly determine how much time each candidate is given. Speaking order will be determined by means of a random draw. Official delegates are invited to submit questions to the election president and secretary before January 14, 2021.

At the end of the meeting or at another time determined by the election president, all candidates, including candidates elected by acclamation to a position on the CSN Executive Committee, will have a maximum of three minutes to introduce themselves as nominees in a video clip format.

Information meetings

At information meetings held by affiliated organizations, such organizations must see to it that information about all candidates is distributed, even if not all candidates are present, so as to be fair to everyone.

Election campaign procedure

Introductory texts about candidates who have already submitted their declarations of candidacy will be available to members on the CSN website.

Election leaflets, social media, and promotional materials

Candidates may use various platforms to promote ideas. The use of social media and other Web tools is permitted.

As soon as the CSN itself takes charge of introducing the candidates, before and during the Convention, election leaflets and promotional materials will not be tolerated. Notwithstanding the above, information leaflets are permitted and can be distributed solely during information meetings. Such leaflets, previously approved by the election president, are paid for and produced by the CSN. If this rule is violated, the election president will bring it to the Convention's attention.

When an election campaign is conducted, it must be based on accurate statements that are not defamatory in nature, so as to avoid any false or misleading statements, in compliance with the CSN's code of ethics on communications. The election president has full authority and can put a stop to or order that any prohibited partisan advertising be taken down at the expense, as applicable, of the candidate whom the advertisement promotes or who refuses or fails to take it down after having been notified.

In the event of a vote by secret ballot

(ARTICLES 109 TO 122 OF THE CSN'S RULES OF ORDER)

This year's election will exceptionally take place on a secure platform specifically designed for voting and approved by the CSN's Service juridique [Legal service].

The election president and secretary will be in contact with the firm to verify that voting is taking place in a secret and secure manner.

Election results

The company providing the specialized voting platform will provide the results to the election president and secretary, who will announce the results during the "Results and swearing in" session.

The results of the elections will be shared with candidate representatives prior to the "Results and swearing in" session.

During the "Results and swearing in" session, the election president will officially announce the results of the vote to the Convention. If no further round of voting is necessary, the election president declares the persons elected. At the close of the Convention, the election president proceeds to swear in the officers chosen to form the Executive Committee of the CSN. The breakdown of votes by candidate for a given position is not disclosed unless it is explicitly requested by the defeated candidate when the election president presents the results.

Challenging an election

If an election is challenged, it must be done within 30 days of the end of the Convention. Only a defeated candidate may challenge the election for the position for which that candidate ran. The General Secretary of the CSN submits the challenge to the Confederal Bureau. The Confederal Bureau cannot overturn an election but may find that an election was null and void—for example, if a fraternal delegate has been elected as an officer of the CSN. If it concludes that an election is void, the Confederal Bureau reports this to the Confederal Council, which proceeds to elect a person to replace the person whose election was declared null and void.

Swearing in of members of the Executive Committee

At the end of the 66th CSN Convention, the election president will ask delegates to stand and swear in the members of the CSN Executive Committee, using the following ceremonial:

SHE WILL SAY:

Fellow activists,

I have the honour of solemnly declaring you elected as members of the Executive Committee of the CSN.

You already know what the rights and duties of your respective positions are, and you are also familiar with the Statement of Principles of the CSN and the Constitution and By-Laws of the CSN.

Do you promise on your honour to act in accordance with them, to conduct yourself conscientiously in performing your duties at all times, and to do everything in your power to remain worthy of the CSN Convention's trust in you?

ONE AFTER THE OTHER, THE MEMBERS OF THE EXECUTIVE COMMITTEE WILL ANSWER ALOUD:

I so promise on my honour.

THE CONVENTION WILL REPLY:

We are witnesses thereto. The Convention reply will be made based on the choices available on the platform.

THE ELECTION PRESIDENT WILL CONCLUDE BY SAYING:

May the workers and the working class help you.

Elements for a code of ethics on communications¹

The CSN is a movement that has always been based more on a certain way of being and of doing things than on a list of rules governing in detail how the movement operates.

This applies to both the quality of relationships to be established between individuals in the performance of their work as members and activists and to the respect shown for these individuals when they become candidates for elected positions in the CSN.

Therefore, running for office must be part of a process profoundly entrenched in union tradition in which respect for individuals and their ideas and commitment rules out the use of methods, verbal comments, written comments, or tactics that would violate the union principles that guide our actions on a daily basis. Personal attacks and remarks or written comments that are hurtful, racist, or in poor taste cannot be tolerated at any time, much less during CSN elections.

Parliamentary democracy is organized around and operates through parties or indeed factions whose ultimate goal is to crush their adversaries. Nothing could be more foreign to labour democracy, the goal of which is to persuade and convince through debate, the quality of which must be constantly safeguarded, so we can develop policies that are supported by the majority.

It is important to always keep in mind that although ideas are expressed and advocated by individuals, all debates, including the election process, remain debates of ideas, not personal clashes. Moving away from this principle would subject our movement to dangers with devastating effects, as we see elsewhere.

The information unit of the CSN's Service des communications [Communications service] must seek to ensure that all candidates have the same media access. Therefore, the information unit of the Communications service provides a minimum of coordination and support for the candidates' public statements, under the responsibility of the election president. As well, to give all candidates equal access to Convention delegates, candidates are entitled to make a three-minute speech on the day preceding elections for the Executive Committee. Pursuant to a decision made during the special Confederal Bureau meeting on October 23, 2020, these speeches will take place on the same day as the elections.

Paid advertising in the media or leaflets or promotional election materials would, however, be in contradiction with our practices.

The CSN is an open organization that does not operate in a vacuum. It is not a secret society; in fact, it draws much of its strength and influence from the fact that it is not afraid to raise debates publicly. It would therefore be unrealistic to imagine that a code of ethics for candidates' relations with the media could be based on prohibitions, such as no participation in radio or TV shows or no interviews. This is not the way we work.

Candidates should, however, keep in mind that union meetings constitute a prime forum for union action, a place where labour's own democracy is played out fully and expressed in all its dimensions. This is embodied through assembly and, in this case, the Convention.

Consequently, the same criteria of respect for individuals and contributions to democratic union debate should guide members and activists in their relations with the media. It is neither possible nor desirable for us to behave in a way that means the media will not take an interest in our debates. However, we must always remember that the CSN's image and the public's perception of the movement ultimately depend on each of us. This is even truer when it comes to elections.

1. Adopted by the Confederal Council during a meeting in March 1992.

**As we approach
the 100th anniversary
of the CSN,
our history has confirmed
that it is possible
to take action
for a better future.**

csn.qc.ca

