



Attention Valued Members,

We are pleased to announce that elections for new Centre Stewards will be taking place. We encourage members from Food Centre, Gas-bar, Liquor, Cannabis, and Head Office locations to seek nomination if interested in representing their location.

Depending on the number of candidates per location, at the end of nominations, the Returning Officer will advise if an online election is required at any of those locations. If so, then that location will be further informed about the election to take place.

We hope to gain additional representation from all unionized lines of business at Calgary Co-op.

**Nominations will Close on
November 2, 2024 @ 4:00 pm.**

In Solidarity,

Your U.C.C.E. Executive

OBLIGATIONS, ELECTION AND GENERAL VOTING AS STATED IN UCCE CONSTITUTION

Definitions

- 3.2 “Centre Steward” means a Union representative elected or appointed to represent a specific Centre.
- 3.15 “Representative” means a person elected or appointed to act within the Union organization, including but not limited to, the Officers, Centre Stewards, Returning Officer, Sergeant-at-Arms.

Members

4.6 **Members in good standing shall:**

- 4.6.1 Abide by this Constitution and Policies made under it, and act in the best interests of the Union;
- 4.6.2 Pay assessments, periodic union dues, fines, and other monies owed to the Union pursuant to this Constitution within a reasonable time of such sums becoming owing;
- 4.6.3 Refrain from crossing a lawful picket line of the Union established in relation to a labour dispute during a lawful strike or lockout to work for the Employer, or at all;
- 4.6.4 Subject to the *Labour Relations Code*, refrain from crossing a lawful picket line of any union established in relation to a labour dispute during a lawful strike or lockout to do business with the striking/locked out employees’ employer, or at all;
- 4.6.5 Refrain from encouraging by any means, or for any purposes, an employee to refrain from becoming or to cease to be a Member, Officer or Representative of the Union;
- 4.6.6 Refrain from undermining bargaining agencies of the Union by any means;

- 4.6.7 Refrain from disrupting the business of the Union, including Union meetings;
- 4.6.8 Refrain from interfering with Representatives carrying out their duties on behalf of the Union;
- 4.6.9 In the case of Representatives, carry out their duties on behalf of the Union, competently, diligently, and in good faith.

Election of Representatives and General Voting

- 6.13 Each Centre shall have at least two (2) Centre Steward Representative positions. Members in good standing whose regular workplace is a specific Centre on the date of election shall be entitled to elect, or be elected as, that Centre's Centre Steward. Only Members in good standing whose regular workplace is a specific Centre shall be entitled to vote in the election of that Center's Centre Steward Representative positions.

NOTE: Full copy of UCCE Constitution and Policies & Procedures can be found at ucce.info under General Info. You can also scan the QR code below.



UCCE POLICIES AND PROCEDURES

Duties, Obligations, and Authorities Policy

Made Effective by the Executive Board pursuant to Constitution Article 12.1 on September 8, 2023.

4. Duties, obligations, and authorities of Centre Stewards

4.1 The duties, obligations, and authorities of the Centre Stewards are to:

- 4.1.1 report to the Chief Centre Steward;
- 4.1.2 inform themselves on circumstances occurring at their Centre related to the Members's rights under the Collective Agreement, and potential infringements thereof;
- 4.1.3 be accessible to the Membership;
- 4.1.4 with the guidance of the Chief Centre Steward, assist Members in understanding their rights under the Collective Agreement;
- 4.1.5 receive membership complaints related to the Members's rights under the Collective Agreement;
- 4.1.6 take timely action to report potential Collective Agreement breaches at their Centre to the Chief Centre Steward, with the primary objective of ensuring the Union's compliance with the Collective Agreement grievance arbitration timelines and thus preserving the dispute resolution process;
- 4.1.7 always act in a professional manner, thus preserving the reputation of the Union in all contexts;
- 4.1.8 always maintain strict confidentiality with respect to the Union's business, and the personal information of anyone, including but not limited to Members, collected and used in the course of the Centre Steward carrying out their duties on behalf of the Union.

Elections and Voting Policy and Procedures

Made Effective by the Executive Board pursuant to Constitution Article 12.1 on September 8, 2023.

2. Other Reliable Method of Secret-Ballot Voting

2.1 At its discretion, any time the Membership is to vote on a matter, the Executive Board may cause UCCE to retain the services of a third-party to facilitate secret-ballot voting, provided that the third-party:

2.1.1 Has a Privacy Policy that complies with the *Personal Information Protection Act, SA 2003, c P-6.5* in the performance of its services to UCCE;

2.1.2 Is experienced in conducting secure voting services to organizations that evidence integrity in process and outcome; and

2.1.3 Provides a reliable method of secret-ballot voting that addresses practicality, economy in compliance with the Constitution, and the right of all Members in good standing to vote;

including, but not limited to Simply Voting Inc.

4. Procedures for Nominations and Elections (or Appointment) of Officers and Other Representatives

4.6 Centre Stewards must be a member in good standing for a minimum of one (1) year.

5. Timing of Elections for Representative Positions Other Than the Offices of President, Recording Secretary, Vice President, Treasurer, Chief Centres Steward, Sergeant-at-Arms, Returning Officer

5.1 **Centre Stewards:** Elected, acclaimed and appointed Centre Stewards shall hold office for 4-year terms upon taking office, subject to this provision. Centre elections, if required, shall be staggered, and the timing to be at the discretion of Executive Board. Nominations shall be sought and received a reasonable time in advance of potential elections. If Centre Steward positions at a Centre are filled by acclamation, no election at that Centre will be held. If after nominations, one or more Centre Steward positions at a Centre remain vacant due to an insufficient number of candidates accepting nomination, the Executive Board may fill such positions through appointment. Only if more Members accept nomination than the available Centre Steward positions at a Centre shall an election at that Centre be held. Election of Centre Stewards, when required, shall be by electronic voting conducted by a third-party service provider pursuant to #2, above.



Centre Steward Nomination Form

I _____

Nominate _____

For the position of Centre Steward for Centre # _____

Nominated: _____
Employee Number Employee Name (print) Signature

Nominator: _____
Employee Number Employee Name (print) Signature

Seconded by: _____
Employee Number Employee Name (print) Signature

Date: _____

Please send to U.C.C.E. Office when completed through inter office mail, Fax to 403-299-6710, or email to reception@ucce.info.

Please address to Returning Officer

Nominations Close on November 2, 2024 @ 4:00 pm