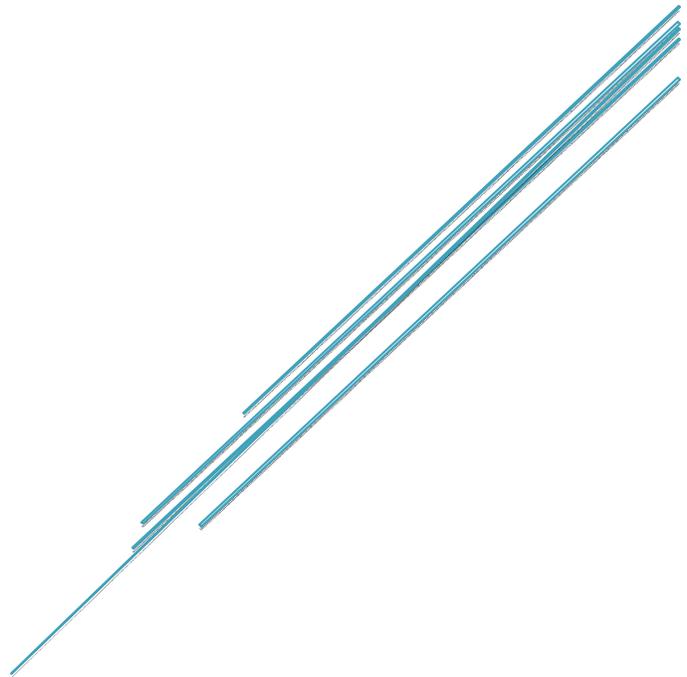




Report to 2020 MGEU Convention

Three-year Convention and Election Cycle Pros and Cons



June 2020



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Introduction

Prior to 1993, the MGEU held an Annual Convention. At the 1993 convention, delegates approved constitutional amendments recommended by the Constitution, Bylaw and Structure Committee to establish a two-year convention cycle, along with a two-year election cycle for local and provincial positions.

In recent years, there have been numerous resolutions to the MGEU Biennial Convention to move towards a three-year convention and election cycle.

These past resolutions are reflective of what has occurred in several other labour bodies and NUPGE unions. The convention and election cycle lengths for various NUPGE unions and labour umbrella bodies are summarized in [Appendix A](#) on page 11 of this report.

At the 2018 MGEU Convention, delegates debated the following composite resolution recommended by the Constitution, Bylaw and Structure Committee:

CR-26 (Composite Resolution)

The MGEU will move to having the MGEU convention every three (3) years and holding elections every three (3) years for positions within the Union.

Because consistency in representing the membership and cultivating and fostering development of knowledge is invaluable.

After some debate, convention delegates voted to refer the resolution to the Board of Directors with the following instructions:

- 1) Committee to be struck to research implications (pros and cons).
- 2) Cost of three (3) year convention.
- 3) Add one-half (½) day to convention 2020 to discuss outcomes.
- 4) Information to be provided by September 2020 in advance of convention to delegates so they can review.
- 5) Committee to have gender balance and be diverse.

A Committee composed of the following members and staff was established to research the implications of a three-year convention and election cycle:

- Charlotte McWilliams, 1st Vice-President - Committee Chair
- Doug Troke, 2nd Vice-President
- Amanda Russell, member
- Umberto Willner, member
- Jean-Guy Bourgeois, Director, Internal Operations
- Bonny Neal, Office and Event Manager

The Committee held five (5) meetings in 2019-20 and submitted this report to the Board of Directors for its June 19, 2020 meeting.

Fundamental Issues

This resolution raises these fundamental issues for our union:

A) The Democratic Election Cycle

Because the resolution proposes to extend both the convention cycle and the democratic election cycle for Provincial Officer, Board of Directors, Local, Standing Committee, Component Executive, and Area Council elections, the implications of both must be considered;

B) Democratic Voice and Participation for Members

Convention is the supreme governing body under the MGEU Constitution and Bylaws; therefore we must consider the implications of lengthening the convention cycle for how members may have a voice and decision-making role in the democratic governance of their union; and

C) Costs and Resources

How will extending the convention and election cycle impact the MGEU's budget and staff resources?

This report reviews each of these fundamental issues, plus two (2) additional considerations:

- D) Coordination with other labour conventions; and
- E) Transition issues.

A) The Democratic Election Cycle

The term of office for all MGEU provincial and local executive positions is tied to the convention cycle. Provincial Officers, including the President, are elected at convention, and local executive positions are elected in the month preceding convention.

The election of the MGEU Board of Directors is also tied to the convention cycle. Component Directors are elected the day after convention. Area Directors are elected in the weeks following convention.

Standing Committee positions are elected at the first Area Council meeting after convention. Standing Committee chairs are elected at the first Board of Directors meeting after convention.

The resolution under consideration would move to a three-year cycle for both convention and elections. The advantages and disadvantages of the current and proposed election cycles are listed below.

• Advantages of a Two-year Election Cycle

- Enables members to hold their elected leaders accountable more often;
- Some members may be more willing to commit to a shorter term of office; and
- There is less likelihood that positions will become vacant mid-term.

• Disadvantages of a Two-year Election Cycle

- Elected members, particularly those who are new to their positions, have a shorter period to develop experience in performing their roles and responsibilities. There is a learning curve for all positions, and elected members don't have enough time to use their training and experience;

- Standing Committees and Component Executives often turn over before goals can be achieved;
- The politics and campaigning that comes with more frequent elections can be a distraction from core responsibilities; and
- More expensive (election and delegate selection meetings need to be held more often).
- **Advantages of a Three-year Election Cycle**
 - Elected members, particularly those who are new to their positions, have more time to develop the experience they need to perform their roles and responsibilities in serving members effectively;
 - Standing Committees and Component Executives have more time to identify and achieve goals;
 - Less frequent elections mean less potential for distraction from politics and campaigning; and
 - Less expensive (election and delegate selection meetings need to be held less often).
- **Disadvantages of a Three-year Election Cycle**
 - Opportunities for members to hold elected leaders accountable are less frequent;
 - Increases the need for mid-term vacancies to be filled; and
 - Some members may be less willing to commit to a longer term of office.

B) Democratic Voice and Participation for Members

Convention plays a central role in giving members a democratic voice and role in their union. All members in good standing may vote to elect delegates to convention, and may stand for election as delegates to convention. Together at convention, members elected as delegates to represent their locals have broad powers to amend the constitution and bylaws, review and approve financial statements, review and approve the budget, and change or establish policies. Convention also provides an important opportunity for members from across all locals, areas and components to network and connect with each other.

While convention plays a central role in MGEU democracy, it is not the only way for members to participate in their union. Members may also have voice in their union by attending local and area council meetings, by getting elected to various union positions, by contacting their elected representatives, and by participating in bargaining proposal and ratification meetings. These other means of participation are frequent, ongoing, and critical to the core activities of the MGEU. They are the main ways that the vast majority of members can participate. Attending MGEU, NUPGE, MFL, and CLC conferences and conventions provides additional opportunities for members to network, participate in, and influence our union and the labour movement.

Moving to a three-year convention cycle would mean that members can make convention-level decisions less frequently. The Committee therefore strongly believes that the amount of convention time available for debate should be extended and maximized if the MGEU moves to a three-year cycle. This is particularly important given concerns in recent years that the time available for debate on resolutions has been crowded by lengthy contested elections, major constitutional debates, and standing votes.

The Committee notes that in recent years, several changes have been made to the traditional two-day convention format to make more time available for debate on resolutions:

- Electronic voting has been used for all resolutions, and beginning in 2020, for Provincial Officer elections;
- The requirement for standing votes on all constitutional resolutions has been eliminated (2016);
- Standing Committees have been provided with a popular event outside the formal convention agenda to report to convention delegates about their activities;
- The number of speakers has been limited to one (1) keynote speaker and the most directly relevant officials (MGEU President, NUPGE President, MFL President, with brief greetings from the local labour council and the CLC);
- A presentation has been prepared for MGEU Locals, Area Councils, Component Executives, and Standing Committees to educate members on how to write clear and effective resolutions;
- The convention resolutions software is being revamped to enable better bundling and organization of related resolutions (for the 2020 convention); and
- Before all of the above changes could be assessed, additional time was added to the convention agenda (an evening was added in 2018, and one-half (1/2) day has been added for 2020).

In addition to the above noted changes to increase the amount of convention time available for debate on resolutions, serious consideration should be given to lengthening convention by a minimum of one-half (1/2) day (relative to the traditional two-day convention) if the convention cycle is extended to three (3) years. This would mean a convention of at least two and one-half (2 1/2) days in length every three (3) years.

While lengthening convention is an important step should the MGEU move to a three-year convention cycle, the Committee believes an additional step of adding a mid-term conference should seriously be considered if this change is made. When the Manitoba Federation of Labour (MFL) and the Nova Scotia Government and General Employees Union (NSGEU) moved from a two (2) to three (3) year convention cycle, they added a mid-term conference at the 18 month mark between conventions.

These one-day mid-term conferences provide an opportunity for members to receive updates, ask questions, connect with each other, and learn from speakers and workshops:

- The MFL mid-term conference brings together leaders from affiliated unions for speakers, workshops, and a social event.
- The NSGEU Leadership Symposium brings together all Local Presidents for speakers, updates, and question and answer sessions.

Such a mid-term conference for the MGEU could bring together Local Presidents and the Board of Directors for one (1) day. As a smaller event, the mid-term conference could easily be held in a Manitoba community outside Winnipeg, bringing more regional balance to MGEU major events.

If the MGEU moves to a three-year convention cycle, the Committee recommends that serious consideration be given to amending the MGEU Constitution to require a mid-term conference as follows:

- Add a Provincial-Local Leadership Forum (Forum), to be held every three (3) years near the mid-point of the three-year convention cycle.
- The Forum would bring together all Local Presidents and the MGEU Board of Directors for a one-day conference. If the Local President is unable to attend, the Chief Steward could attend in their place.
- While the Forum agenda would vary with changing circumstances, the Constitution should require that every Forum agenda include a formal progress report from the Board of Directors on:
 - implementation of resolutions from the last convention; and
 - union activities since the last convention.
- Forum participants would have an opportunity to ask questions of the Board of Directors about this report.
- The Forum is scheduled by the Board of Directors.
- The Forum must be held within six (6) months of the mid-point between conventions.
- Where feasible, the Forum would be held in a Manitoba community outside Winnipeg.

The Committee notes that a three-year convention cycle is shorter than the cycle for most general elections (municipal, provincial, federal) in Canada.

The Committee notes that should circumstances arise requiring a convention-level debate or decision between regularly scheduled conventions, Article 17:1 of the MGEU Constitution provides for a Special Convention to be called by the Board of Directors with a two-thirds ($\frac{2}{3}$) majority vote. This provides adequate safeguard for the possibility that an emergency issue requiring a convention can be addressed by members in a timely way regardless of the length of the convention cycle.

If extra time is added to convention and the mid-term conference described above is added to the Constitution, the Committee believes that moving to a three-year convention cycle would be consistent with meaningful member participation, effective accountability, and good governance of our union.

C) Costs and Resources

Cost considerations are important at a time when the Union is working to manage with reduced membership dues revenue. However, achieving savings should not be the deciding factor alone.

Staging a convention requires significant staff resources, the costs of which are difficult to track. Shifting to a longer convention cycle would free up more staff time to address member concerns and issues. These savings and potential enhancements to member services are not captured by the cost analysis below.

Another cost and staff resource issue related to the convention and election cycle is the cost of holding local elections and providing elected members with training to perform their roles and responsibilities. Extending the terms would reduce costs by requiring less frequent local election meetings. Also, the benefits from investing in training elected members would be reaped for an extra year. Committee research showed that the number of Local meetings and steward training

days are significantly lower in non-convention years. Although it is difficult to precisely estimate these potential cost and staff time savings over a three-year cycle, the data in the table below shows that they would be significant.

	Post-Convention Year 2014-15	Non-Convention Year 2015-16	Post-Convention Year 2016-17	Non-Convention Year 2017-18	Post-Convention Year 2018-19	Non-Convention Year 2019-20
Steward Training Course Days	53	42	58	33	52	19

	Pre-Convention Year 2014	Non-Convention Year 2015	Pre-Convention Year 2016	Non-Convention Year 2017	Pre-Convention Year 2018	Non-Convention Year 2019
Number of Local Meetings	614	389	644	317	886*	265

*In 2018, MFL delegate selection meetings also had to be scheduled, resulting in more meetings than usual.

Because the cost issues outlined above are difficult to estimate precisely, the convention cost analysis presented here does not include them. What we can say, though, is that these issues would increase any cost savings from moving to a longer convention and election cycle.

Looking more narrowly at direct convention costs, the key factors are:

- Number and composition of delegates (which is a function of membership size and membership earnings);
- Venue (some venues are more expensive than others);
- Location (Brandon vs. Winnipeg);
- Length of convention;
- Types of social events planned around convention (some are more expensive than others); and
- Planning choices (certain features add costs - examples include electronic voting, security, speakers, production values, etc.).

Projecting costs going forward cannot be estimated simply by using recent convention costs because our membership composition and total has changed significantly, and because several changes have been made to the convention format (less expensive venue; more time for debate is now provided for).

The 2016 convention cost \$670,000, and the 2018 convention cost \$685,000.

The 2020 convention is planned for a less expensive venue, will include delegates from a reduced membership, and will include an extra one-half (1/2) day of convention time relative to the traditional two-day convention. It is projected to cost \$600,000.

In addition to the convention event costs, total campaign expenses for provincial officer elections cost approximately \$25,000, but can vary significantly depending on the number of candidates and the amount of campaigning they undertake.

The estimated cost for the Provincial-Local Leadership Forum, if held in Brandon, is \$160,000.

The cost estimates below are based on the following assumptions:

- Convention in Winnipeg;
- Victoria Inn as venue;
- Membership size and composition as at the end of 2019;
- Similar planning choices as for 2018 convention with respect to production values, speakers, electronic voting.

The cost implications of moving to a three-year convention and election cycle are fully seen over a six-year period. The table below presents the costs for each scenario over six (6) years, and calculates the cost savings relative to a traditional two-day convention every two (2) years.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total Cost	Savings
2 day convention, 2 year cycle	\$625,000		\$625,000		\$625,000		\$1,875,000	
2 day convention, 3 year cycle	\$625,000			\$625,000			\$1,250,000	\$625,000
2.5 day convention, 3 year cycle	\$675,000			\$675,000			\$1,350,000	\$525,000
3 day convention, 3 year cycle	\$800,000			\$800,000			\$1,600,000	\$275,000
2 day convention, 3 year cycle w/mid-term conference	\$625,000	\$160,000		\$625,000	\$160,000		\$1,570,000	\$305,000
2.5 day convention, 3 year cycle w/mid-term conference	\$675,000	\$160,000		\$675,000	\$160,000		\$1,670,000	\$205,000
3 day convention, 3 year cycle w/mid-term conference	\$800,000	\$160,000		\$800,000	\$160,000		\$1,920,000	-\$45,000

Without a mid-term conference (Provincial-Local Leadership Forum) and without adding to the convention length, moving to a three-year cycle would save \$625,000 over six years.

If MGEU were to **add one-half (1/2) day** to convention without also adding a mid-term conference (Provincial-Local Leadership Forum), moving to a three-year cycle would save \$525,000 over six (6) years.

If MGEU were to **add one (1) day** to convention without also adding a mid-term conference (Provincial-Local Leadership Forum), moving to a three-year cycle would save \$275,000 over six (6) years.

If MGEU were to **add a mid-term conference** (Provincial-Local Leadership Forum), but maintain the traditional two-day convention format, moving to a three-year cycle would save \$305,000 over six (6) years.

If MGEU were to **add a mid-term conference** (Provincial-Local Leadership Forum) and to **add one-half (1/2) day** to convention, moving to a three-year cycle would save \$205,000 over six (6) years.

If MGEU were to **add a mid-term conference** (Provincial-Local Leadership Forum) and to **add one (1) day** to convention, moving to a three-year cycle would cost an additional \$45,000 over six (6) years.

D) Coordination with Other Labour Conventions

An important consideration is that the MGEU participates actively in the triennial MFL convention, sending approximately 270 delegates. The process for holding local delegate election meetings, organizing time off and accommodations, registering delegates, and processing delegate expense claims requires significant budget and staff resources.

MGEU currently operates with a two-year convention cycle and the MFL with a three-year convention cycle. The MGEU must manage a year with both an MGEU and an MFL convention every six (6) years, as occurred in 2012 and 2018. When this occurs, there is significant pressure on budget and staff resources. This pressure is further exacerbated because the MGEU Women's Conference is also currently held during the same calendar year as the MGEU convention.

The MGEU also participates in the triennial NUPGE and CLC conventions, but the budget and staff resource requirements for these conventions are significantly less than those for the MGEU and MFL conventions (MGEU only sends 30-40 delegates to each of the NUPGE and CLC conventions). Also, both conventions take place in the spring, while the MGEU convention is held in October. Coordinating with the NUPGE and CLC convention cycles is therefore less challenging.

The next MFL convention is in 2021. The CLC convention was scheduled for 2020. The next NUPGE convention is in 2022. This means that, if the MGEU were to move to a three-year cycle in 2020, with the next MGEU convention in 2023, then:

- the challenge of having an MFL convention in the same year as the MGEU convention would be avoided into the future;
- the NUPGE convention would take place in the year preceding the year of the MGEU convention; and
- only the CLC convention would occur in an MGEU convention year.

E) Transition Issues

The Committee consulted with the NSGEU and MFL to learn from their experience transitioning from a two to three-year convention and election cycle. NSGEU noted that members, who were elected in the same convention and election cycle when the decision to move to a three-year cycle was made, need to be made aware, before running for any elected positions, that they could be serving a three-year term.

If the MGEU moves to a three-year cycle, the Board of Directors should review opportunities to better coordinate the timing of other MGEU events relative to convention.

Conclusion

Whether or not to move from a two to three-year convention and election cycle is not a simple yes or no question. The answer depends on how the proposed three-year convention and election cycle is configured. The Committee believes, based on the analysis above, that there is a three-year model that preserves meaningful democratic member participation, and more effectively manages MGEU financial and staff resources.

Specifically, if convention delegates vote to move to a three-year convention cycle, the Committee believes the following configuration best addresses the issues reviewed in this report:

- Extend the length of convention to a minimum of two and one-half (2½) days;
- Add, within the MGEU Constitution, a mid-term Provincial-Local Leadership Forum;
- The Provincial-Local Leadership Forum would be held in a community outside Winnipeg, where feasible;
- The Provincial-Local Leadership Forum would include the Board of Directors and all Local Presidents. If the Local President is unable to attend, the Chief Steward could attend in their place;
- The Provincial-Local Leadership Forum would be a one-day event, at a date, time and location selected by the Board of Directors. The date must be within six (6) months of the mid-point of the three-year convention cycle.
- The Constitution should require that the agenda for the Provincial-Local Leadership Forum include a formal progress report from the Board of Directors on:
 - 1) implementation of resolutions from the last convention; and
 - 2) union activities since the last convention.

The committee has prepared the following draft resolution that would implement this configuration:

The MGEU will hold local elections and Convention every three (3) years beginning in 2023. A one (1) day forum consisting of Local Presidents and the Board of Directors will be held between Conventions at the call of the Board of Directors.

Because this would allow for additional continuity with our Standing Committees, bargaining teams and Local representatives.

Because it provides elected officials and activists additional time to develop experience in performing their roles and responsibilities serving members.

Because this would create a forum between conventions for the Board of Directors to hear directly from and be accountable to Local representatives.

Because it is fiscally responsible and manages financial and staff resources more efficiently.

Because it is consistent with an increasingly common practice among organizations and unions in the trade union movement.

The 2020 biennial convention and election cycle has been delayed by the state of emergency and the public health orders and restrictions related to the COVID-19 pandemic. Regardless, the timelines prescribed in the Constitution would continue to apply for the next convention and election

cycle. This means that the next MGEU convention would be in October 2023 if the above resolution were adopted and in October 2022 if the status quo is maintained.*

The Committee has also prepared a summary of changes to the Constitution and Bylaws that would be required if this resolution were passed. See [Appendix B](#).

The Committee has also prepared a summary of changes to the Policy and Procedures Manual that would be required if this resolution were passed. See [Appendix C](#).

****Please note: After this report was finalized, the MGEU Board of Directors voted to set the next convention date for October 2021. The Board's motion specified that the subsequent MGEU convention would "take place in October of 2023 or 2024, depending on the outcome of the convention debate regarding the Report of the Three Year Convention/Elections Cycle Committee."***

**Appendix A - Convention and Election Cycles
for NUPGE Unions and Central Labour Bodies**

Union	Convention Cycle (yrs)	President	1 st VP	2 nd VP	3 rd VP	4 th VP	Treasurer / Secretary	# of Members & Board Size
BCGEU	3	3yr	3yr	3yr	3yr	3yr	3yr FT position	80,000 members 17 component VPs - 3 yr
CLC	3	3yr	3yr	3yr			3yr	Article 20 & 21
HSAA	1	2yr All members vote (AV) 10 nominees	2yr AV					26,000 members 16 board (5 sectors) 5 nominees - 3yr
HSABC	1	2yr elected odd years 6 nominees					1yr elected by board	18,000 members 10 regions 2 nominees 2yr - odd/even elections
MFL	3	3yr	3yr	3yr			3yr	100,000 members 23 exec VP plus 15 various VP
MGEU	2	2yr	2yr	2yr	2yr	2yr		30,000 members 8 area / 8 CS / 7 Comp - 2yr
NAPE	2	3yr AV	2yr	2yr	2yr	2yr	3yr AV	25,000 members 9 regional 14 components 3 area (female) - elected at convention 2yr
NBU	2	2yr	2yr	2yr				8,500 members 10 component board - 2yr
NSGEU	3	3yr	3yr	3yr	3yr		3yr	30,000 members 8 regional 20 occupational - 3yr
NUPGE	3	3yr					3yr	390,000 members 11 affiliate VPs ↑10,000 + 1
OPSEU	1	2yr Elected from board	2yr FT					165,000 members Pres/1 st elected from board 7 regions + 12 MAL - 2yr
PEIUPE	1	3yr	2yr	2yr	2yr		3yr	5,000 members 19 local directors alternating election years
SGEU	1	2yr					2yr FT position	20,000 members 9 VPs 45 on provincial council

*Odd regions elected in odd years and even regions elected in even years for 2yr term.

**Appendix B - MGEU Constitution and Bylaws
Triennial Convention Resolution Review**

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
<p>Membership Dues</p> <p>8:1 Membership dues or special assessment are set every two years at Convention or at a Special Convention. Two-thirds of the elected delegates present during the voting must approve the proposed amount. Dues will be paid by payroll deduction or by cash installments.</p>	<p>Membership Dues</p> <p>8:1 Membership dues or special assessment are set every three years at Convention or at a Special Convention. Two-thirds of the elected delegates present during the voting must approve the proposed amount. Dues will be paid by payroll deduction or by cash installments. (2020)</p>
<p>Discipline</p> <p>9:1:2 After each biennial Convention, the Provincial Officers will establish a Disciplinary Committee, who will serve for a two (2) year term.</p> <p>9:1:4 In order to promote continuity, up to three (3) members from the previous Disciplinary Committee may be appointed for one (1) additional two (2) year term.</p> <p>9:1:7 After each biennial Convention, the MGEU Staff Directors will identify external professional investigators who will be engaged to conduct investigations, on a rotational basis, in collaboration with the appointed Disciplinary Committee.</p> <p>9:1:8 The appointment of the Disciplinary Committee and the external professional investigators will be finalized within ninety (90) days of the MGEU Biennial Convention.</p>	<p>Discipline</p> <p>9:1:2 After each triennial Convention, the Provincial Officers will establish a Disciplinary Committee, who will serve for a three (3) year term. (2020)</p> <p>9:1:4 In order to promote continuity, up to three (3) members from the previous Disciplinary Committee may be appointed for one (1) additional three (3) year term. (2020)</p> <p>9:1:7 After each triennial Convention, the MGEU Staff Directors will identify external professional investigators who will be engaged to conduct investigations, on a rotational basis, in collaboration with the appointed Disciplinary Committee. (2020)</p> <p>9:1:8 The appointment of the Disciplinary Committee and the external professional investigators will be finalized within ninety (90) days of the MGEU Triennial Convention. (2020)</p>
<p>Election of Provincial Officers</p> <p>11:1 All Provincial Officers are elected:</p> <ul style="list-style-type: none"> • for a two-year term and • by electronic ballot and • by majority vote and • at Convention (conducted by the Elections Chairperson - see Policy Manual) 	<p>Election of Provincial Officers</p> <p>11:1 All Provincial Officers are elected:</p> <ul style="list-style-type: none"> • for a three-year term and • by electronic ballot and • by majority vote and • at Convention (conducted by the Elections Chairperson - see Policy Manual) (2020)
<p>Vacancies in Office</p> <p>12:3 When a member of the Board takes office under Articles 12:1 and 12:2, they will hold the office until the next <i>biennial</i> Convention.</p>	<p>Vacancies in Office</p> <p>12:3 When a member of the Board takes office under Articles 12:1 and 12:2, they will hold the office until the next triennial Convention. (2020)</p>

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
<p>Convention</p> <p>17:1 The Union meets:</p> <ul style="list-style-type: none"> every second year in October at the biennial Convention and at a set time and place decided on by the Board of Directors <p>With a two-thirds majority vote, the Board of Directors can call a Special Convention if the Board thinks there are major issues to be dealt with.</p> <p>17:3:2 The Union President ensures that all resolutions or other notices that have been received by July 15th are made available on the MGEU website (or by mail upon request) no later than three (3) weeks prior to the date of the Biennial Convention, to:</p> <ul style="list-style-type: none"> all Convention delegates Honourary Life members and Local Executive Committee members. 	<p>Convention</p> <p>17:1 The Union meets:</p> <ul style="list-style-type: none"> every third year in October at the triennial Convention and at a set time and place decided on by the Board of Directors <p>With a two-thirds majority vote, the Board of Directors can call a Special Convention if the Board thinks there are major issues to be dealt with. (2020)</p> <p>17:3:2 The Union President ensures that all resolutions or other notices that have been received by July 15th are made available on the MGEU website (or by mail upon request) no later than three (3) weeks prior to the date of the triennial Convention, to:</p> <ul style="list-style-type: none"> all Convention delegates Honourary Life members and Local Executive Committee members. (2020)
<p>Election of Delegates</p> <p>18:1 Each Local will hold a meeting before Convention to elect its delegates. (See Article 30:3(b) for details.) These delegates will serve for a two-year term.</p>	<p>Election of Delegates</p> <p>18:1 Each Local will hold a meeting before Convention to elect its delegates. (See Article 30:3(b) for details.) These delegates will serve for a three-year term. (2020)</p>
<p>Biennial Convention Business</p> <p>21 Biennial Convention Business</p>	<p>Triennial Convention Business</p> <p>21 Triennial Convention Business</p>
<p>Board of Directors</p> <p>23:1:9 All members are elected for a two-year term.</p> <p>23:1:10 Area, Component, or Local Directors are elected in a Convention year for a two-year term.</p> <p>23:3 The Board of Directors has the power to carry on the Union’s day-to-day business. The Board will report to the biennial Convention.</p>	<p>Board of Directors</p> <p>23:1:9 All members are elected for a three-year term. (2020)</p> <p>23:1:10 Area, Component, or Local Directors are elected in a Convention year for a three-year term. (2020)</p> <p>23:3 The Board of Directors has the power to carry on the Union’s day-to-day business. The Board will report to the triennial Convention. (2020)</p>
<p>Standing Committees</p> <p>24:3 Each Area Council elects its Standing Committee members for a two-year term in each Convention year. The elected members will report their committee activities to their Area Council.</p>	<p>Standing Committees</p> <p>24:3 Each Area Council elects its Standing Committee members for a three-year term in each Convention year. The elected members will report their committee activities to their Area Council. (2020)</p>
<p>24:4 Every Standing Committee has a Chairperson</p>	<p>24:4 Every Standing Committee has a Chairperson</p>

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
<p>24:5 elected by and from the Board of Directors for a two-year term in a Convention year. (See Bylaw 7 for more details.)</p> <p>Every Standing Committee elects a Vice-Chairperson for a two-year term from its committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson’s duties.</p>	<p>elected by and from the Board of Directors for a three-year term in a Convention year. (See Bylaw 7 for more details.) (2020)</p> <p>Every Standing Committee elects a Vice-Chairperson for a three-year term from its committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson’s duties. (2020)</p>
<p>Component Executive Meetings</p> <p>27:1:3 Each Local of a Component is allowed to elect one member or more to the Component Executive Committee following this formula:</p> <p><u>Members</u> <u>Executive Committee</u></p> <p>1-150 Local President</p> <p>151-250 Local President, Chief Steward</p> <p>251-350 Local President, Chief Steward, Local Vice-President</p> <p>351-450 Local President, Chief Steward, Local Vice-President, one Member-at-Large</p> <p>451-550 Local President, Chief Steward, Local Vice-President two Members-at-Large</p> <p>551+ Local President, Chief Steward, Local Vice-President, three Members-at-Large</p> <p>Each Local of a Component can send representatives to Component Executive based on the average number of official union members of the Local who have paid dues during the preceding twelve months before Biennial Convention. (See Articles 6:1 and 6:2.)</p> <p>27:4 The Component Executive Committee elects, for a two-year term, from its own Component Executive membership:</p> <ul style="list-style-type: none"> • a Component Director (with 500 members or more) • a Chairperson and • a Vice-Chairperson <p>It must do this:</p> <ul style="list-style-type: none"> • at its first meeting following the biennial Convention and • according to Article 26:3:1. 	<p>Component Executive Meetings</p> <p>27:1:3 Each Local of a Component is allowed to elect one member or more to the Component Executive Committee following this formula:</p> <p><u>Members</u> <u>Executive Committee</u></p> <p>1-150 Local President</p> <p>151-250 Local President, Chief Steward</p> <p>251-350 Local President, Chief Steward, Local Vice-President</p> <p>351-450 Local President, Chief Steward, Local Vice-President, one Member-at-Large</p> <p>451-550 Local President, Chief Steward, Local Vice-President two Members-at-Large</p> <p>551+ Local President, Chief Steward, Local Vice-President, three Members-at-Large</p> <p>Each Local of a Component can send representatives to Component Executive based on the average number of official union members of the Local who have paid dues during the preceding twelve months before triennial Convention. (See Articles 6:1 and 6:2.) (2020)</p> <p>27:4 The Component Executive Committee elects, for a three-year term, from its own Component Executive membership:</p> <ul style="list-style-type: none"> • a Component Director (with 500 members or more) • a Chairperson and • a Vice-Chairperson <p>It must do this:</p> <ul style="list-style-type: none"> • at its first meeting following the triennial Convention and • according to Article 26:3:1. (2020)
<p>27:6 The Component Executive Committee must hold its first meeting within three weeks</p>	<p>27:6 The Component Executive Committee must hold its first meeting within three weeks</p>

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
following the biennial Convention.	following the triennial Convention. (2020)
<p>Area Councils</p> <p>29:1:3 Area Councils elect from their own voting membership at their first meeting to be held within three weeks following the Biennial Convention for a two-year term:</p> <ul style="list-style-type: none"> • an Area Director • a Chairperson and • a Vice-Chairperson <p>29:3:1 Each Area Council must elect Standing Committee representatives from Area membership for a two-year term. This is done at their first meeting following the biennial Convention. (See Article 24:3.)</p>	<p>Area Councils</p> <p>29:1:3 Area Councils elect from their own voting membership at their first meeting to be held within three weeks following the triennial Convention for a three-year term:</p> <ul style="list-style-type: none"> • an Area Director • a Chairperson and • a Vice-Chairperson (2020) <p>29:3:1 Each Area Council must elect Standing Committee representatives from Area membership for a three-year term. This is done at their first meeting following the triennial Convention. (See Article 24:3.) (2020)</p>
<p>Locals</p> <p>30:3 Locals must hold meetings as follows:</p> <ol style="list-style-type: none"> a) in September of each biennial Convention year to elect, for two-year terms, Table Officers, Stewards, and Members-at-Large, and to deal with other business as necessary; b) between April 1st and June 30th in a biennial Convention year to make constitutional and general resolutions for Convention, to elect Convention delegates and alternates, and to deal with other business as necessary; 	<p>Locals</p> <p>30:3 Locals must hold meetings as follows:</p> <ol style="list-style-type: none"> a) in September of each triennial Convention year to elect, for three-year terms, Table Officers, Stewards, and Members-at-Large, and to deal with other business as necessary; b) between April 1st and June 30th in a triennial Convention year to make constitutional and general resolutions for Convention, to elect Convention delegates and alternates, and to deal with other business as necessary; (2020)
<p>Stewards</p> <p>31:2 Every Local elects one Steward for each 50 members (or any part of a group of 50 members) in a work location or designated headquarters. These Stewards serve a two-year term.</p> <p>31:3 Stewards are elected for a two-year term at a Local meeting or in their work location or designated headquarters. This happens during September in a Convention year.</p>	<p>Stewards</p> <p>31:2 Every Local elects one Steward for each 50 members (or any part of a group of 50 members) in a work location or designated headquarters. These Stewards serve a three-year term. (2020)</p> <p>31:3 Stewards are elected for a three-year term at a Local meeting or in their work location or designated headquarters. This happens during September in a Convention year. (2020)</p>
<p>Workplace Liaison</p> <p>32:1 Locals are allowed one Workplace Liaison at each work location where it does not have a</p>	<p>Workplace Liaison</p> <p>32:1 Locals are allowed one Workplace Liaison at each work location where it does not have a</p>

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
<p>steward in place. The Workplace Liaison is a member of the Local. The Workplace Liaison will be elected for a two-year term by the members at the work location after the September election in a Convention year.</p>	<p>steward in place. The Workplace Liaison is a member of the Local. The Workplace Liaison will be elected for a three-year term by the members at the work location after the September election in a Convention year. (2020)</p>
<p>Local Executive Committee</p> <p>33:1:2 The Local President, Chief Steward, Local Vice-President and Members-at-Large each serve for a two-year term and are elected at a Local meeting according to Article 30:3(a) of the Constitution.</p> <p>33:2 The Local Executive Committee takes office immediately following the biennial Convention.</p>	<p>Local Executive Committee</p> <p>33:1:2 The Local President, Chief Steward, Local Vice-President and Members-at-Large each serve for a three-year term and are elected at a Local meeting according to Article 30:3(a) of the Constitution. (2020)</p> <p>33:2 The Local Executive Committee takes office immediately following the triennial Convention. (2020)</p>
<p>Structural Change</p> <p>34:4 Results of the Constitution, Bylaw and Structure Committee’s study and poll must be presented to the next Biennial Convention for final decision. This vote needs a two-thirds majority of elected delegates present during the voting.</p>	<p>Structural change</p> <p>34:4 Results of the Constitution, Bylaw and Structure Committee’s study and poll must be presented to the next triennial Convention for final decision. This vote needs a two-thirds majority of elected delegates present during the voting. (2020)</p>
<p>Labour Councils</p> <p>40:5 After a majority vote to affiliate with the Labour Council or Labour Coordinating Committee, the Local elects delegates at a Local meeting. These delegates will begin their service immediately. Henceforth delegate elections, for a two-year term, will be held in September of each biennial Convention year.</p>	<p>Labour Councils</p> <p>40:5 After a majority vote to affiliate with the Labour Council or Labour Coordinating Committee, the Local elects delegates at a Local meeting. These delegates will begin their service immediately. Henceforth delegate elections, for a three-year term, will be held in September of each triennial Convention year. (2020)</p>
	<p>NEW: Provincial-Local Leadership Forum</p> <p>:XX The MGEU will hold a Provincial-Local Leadership Forum (Forum):</p> <ul style="list-style-type: none"> • as a one-day event • every third year within six (6) months of the mid-point between triennial Conventions • at a time and place determined by the Board of Directors • in a Manitoba community outside Winnipeg, where feasible. (2020)
	<p>:XX Notice of Meeting</p> <p>:XX The Union President must give a minimum of thirty (30) days’ notice of the time and place of any Forum to the Board of Directors and</p>

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
	<p>Local Presidents. (2020)</p> <p>:XX Notice of Business</p> <p>:XX The Forum agenda will include, but not be limited to, a progress report from the Board of Directors on:</p> <ul style="list-style-type: none"> • implementation of resolutions from the last Convention; and • union activities since the last Convention. (2020) <p>:XX The agenda will provide Forum participants with the opportunity to ask questions about this report. (2020)</p> <p>:XX The agenda and the Board of Directors report will be made available to Forum participants no later than three (3) weeks prior to the date of the Forum. (2020)</p>
	<p>:XX Representation</p> <p>:XX The Board of Directors will automatically attend the Forum. (2020)</p> <p>:XX Each Local can send the Local President.</p> <p>a) If the Local President is not able to attend the Forum, the Local may send the Chief Steward. (2020)</p> <p>:XX The union will pay for reasonable expenses submitted by those attending the Forum. (see MGEU Policy and Procedures Manual) (2020)</p>
<p>Honourary Life Membership</p> <p>B3:1 An Honourary Life Membership Award may be given for outstanding or meritorious service to the Union and/or labour movement. This Award will be granted to only those people who are current or past official MGEU members. The following groups can nominate people for the Honourary Life Membership Award:</p> <ul style="list-style-type: none"> • Locals • Area Councils • Component Executives • The Board of Directors <p>The nominations must be filed with the Union President on or before the 15th of July in a biennial Convention year. After receiving nominations from Locals, Area Councils, Component Executives, and the Board of Directors, the Union President will appoint a</p>	<p>Honourary Life Membership</p> <p>B3:1 An Honourary Life Membership Award may be given for outstanding or meritorious service to the Union and/or labour movement. This Award will be granted to only those people who are current or past official MGEU members. The following groups can nominate people for the Honourary Life Membership Award:</p> <ul style="list-style-type: none"> • Locals • Area Councils • Component Executives • The Board of Directors <p>The nominations must be filed with the Union President on or before the 15th of July in a triennial Convention year. After receiving nominations from Locals, Area Councils, Component Executives, and the Board of Directors, the Union President will</p>

Edits Required to Move from Biennial to Triennial Convention

Current	Proposed
special committee to make recommendations to the Board of Directors.	appoint a special committee to make recommendations to the Board of Directors. (2020)
<p>Standing Committees</p> <p>B7:1:1 At their first meeting following biennial Convention each Standing Committee will elect a Vice-Chairperson. The Vice-Chairperson will chair meetings in the absence of the Chairperson and take the minutes of the Standing Committee meeting, when not acting as Chairperson.</p> <p>B7:3:4</p> <ul style="list-style-type: none"> • Prepares a budget • Makes recommendations regarding yearly dues • Presents both of the above, first to the Board of Directors, and next to the biennial Convention. <p>B7:6:8 Appoints members to the Superannuation and Insurance Liaison Committee for a two-year term. (See B7:6:7)</p> <p>B7:9:9 Conducts a biennial review to see how well the equity policy is working and recommend changes as necessary.</p>	<p>Standing Committees</p> <p>B7:1:1 At their first meeting following triennial Convention each Standing Committee will elect a Vice-Chairperson. The Vice-Chairperson will chair meetings in the absence of the Chairperson and take the minutes of the Standing Committee meeting, when not acting as Chairperson. (2020)</p> <p>B7:3:4</p> <ul style="list-style-type: none"> • Prepares a budget • Makes recommendations regarding yearly dues • Presents both of the above, first to the Board of Directors, and next to the triennial Convention. (2020) <p>B7:6:8 Appoints members to the Superannuation and Insurance Liaison Committee for a three-year term. (See B7:6:7) (2020)</p> <p>B7:9:9 Conducts a triennial review to see how well the equity policy is working and recommend changes as necessary. (2020)</p>
<p>Definitions</p> <p>biennial - occurring every two years</p> <p>biennial convention business - business to be addressed prior to or during the MGEU Convention</p>	<p>Definitions</p> <p>triennial - occurring every three (3) years</p> <p>triennial convention business - business to be addressed prior to or during the MGEU Convention</p>

**Appendix C - MGEU Policy and Procedures Manual
Triennial Convention Resolution Review**

Edits Required to Move from Biennial to Triennial Convention

Inside Cover Statement

This edition of the Policy and Procedures Manual reflects MGEU policies as of February 1, 2019.

Policies are amended on a regular basis by the MGEU Board of Directors and by the ~~Biennial~~ **triennial** MGEU Convention. Members should consult the online Policy and Procedures Manual at www.mgeu.ca to confirm the most current policies.

Update First Bullet - Page 24

2.4 MGEU Board of Directors Practice Policy

The purpose of this document is to help clarify the roles of the President, Provincial Officers and the Board of Directors as defined in the MGEU Constitution and Bylaws. It will help guide the participation of individual Board of Directors members in fulfilling their leadership roles on behalf of the MGEU Membership.

- MGEU's ~~Biennial~~ **triennial** Convention is the supreme governing body of the Union and sets policies, goals, and determines the Constitution for the MGEU. During the time between ~~Biennial~~ **triennial** Conventions, MGEU's Board of Directors recognizes its authority to act as the governing body of the Union.

Update First Bullet - Page 25

2.5 Organization

2.5.1 Duties of the President

- The President of the MGEU is the Chief Executive Officer of the MGEU and is accountable to the ~~Biennial~~ **triennial** Convention;

Update First Paragraph - Page 27

2.5.4.5 Elections - First Meeting

In their first meeting to be held within three (3) weeks following Convention, each Area Council must elect in the order below the following positions for a ~~two (2)~~ **three (3)** year term:

Update Last Bullet - Page 28

2.5.4.6 Planning - Second Meeting

- Schedule meeting dates for the next ~~two (2)~~ **three (3)** years, if possible.

Update First, Second and Third Paragraphs - Page 29

2.5.5.3 Meetings

The Component Executive Committee must hold its first meeting within three (3) weeks following the ~~biennial~~ **triennial** Convention. (MGEU Convention October ~~2016~~ **2020**)

The Component Executive elects for a ~~two (2)~~ **three (3)** year term from its own Component Executive membership (see Section 27:1:3 of the Constitution and Bylaws for the Component Executive formula):

- Component Director;
- Component Chairperson;
- Component Vice-Chairperson.

A vacancy for any of these positions during the ~~two (2)~~ **three (3)** year term will be filled by eligible members of the Component Executive at their next meeting.

Update Last Bullet - Page 30

2.5.5.4 Planning

- Schedule meeting dates for the next ~~two (2)~~ **three (3)** years.

Update Paragraph - Page 31

2.8.2 Successor Clause

All elected officials hold office for a ~~two (2)~~ **three (3)** year term and are elected in a ~~biennial~~ **triennial** Convention year. Elections at the Local level are to be held in the month of September (except as noted under 30:3 b i) of the Constitution). Where quorum has not been reached for the meeting or a tie occurs for an elected position, the existing Union official(s) remain in office for up to an additional three (3) months to allow time to schedule another meeting to conduct elections. Any position(s) not filled at the next meeting or if again there is not quorum, would be deemed vacant until such a time as elections are conducted at a future meeting. If the Local, Area Council or Component Executive held a meeting but no member(s) ran for a position, then the position(s) would be vacant. (MGEU Convention October ~~2014~~ **2020**)

Update First Paragraph of Option 1 - Page 31 and Option 2 - Page 32

2.8.3 Election Process - 24 Hour Workplaces

Where a workplace operates continuously, a Local may choose to change the normal election process. When a Local has chosen to vary how the election process will be conducted, the following two (2) options are available for how meeting and elections will be held:

Option 1

In a ~~biennial~~ **triennial** Convention year, a Local will hold two (2) meetings on the same day for the purpose of conducting elections. For the election of MGEU Convention delegates and alternates these meetings will be held between April 1 and June 30. For the election of Table Officers (President, Chief Steward and Vice-President), Steward, Member-at-Large,... (~~Provincial Officers~~ ~~February 2016~~ **MGEU Convention October 2020**)

Option 2

In a ~~biennial~~ **triennial** Convention year, for the purpose of conducting elections, a Local will send a letter and declaration form to all official members of the Local outlining the positions available. This information will be sent by March 1 for MGEU Convention delegate and alternate elections and by August 1 for election of Table Officers (President, Chief Steward and Vice-President), Steward, Member-at-Large, Workplace Health and Safety Committee Representative and Labour Council/Labour Coordinating Committee delegate (as applicable). A deadline date will be set for returning signed declarations. Members can let their name stand for more than one position, but can

only be elected into the highest ranking position then would be eliminated from any further positions. (Provincial Officers February 2016 **MGEU Convention October 2020**)

Update First Paragraph - Page 33

2.9.1 Resolutions Committee

A Resolutions Committee to Convention will be established by the Board of Directors prior to each Biennial **triennial** Convention. The Committee will meet at least twice prior to Convention.

Update Paragraph - Page 34

2.9.3 Updates to the Constitution and Bylaws

The Constitution, Bylaw and Structure Committee may recommend editing, numbering, and wording changes to the Constitution and/or Bylaws in a manner that does not change the intent of the article. Proposed changes must be submitted to the Board of Directors for acceptance by a two thirds majority vote for changes to the Constitution and a simple majority vote for changes to the Bylaws, no later than the September Board of Directors meeting in a convention year. Updates to the Constitution and Bylaws of changes approved from the Constitution, Bylaw and Structure Committee and resolutions accepted from convention will be incorporated and printed once following each biennial **triennial** Convention. (MGEU Convention October 2018 **2020**)

Update to 3.2 (7) - Page 39

3.2 Process for Seeking Election to a Provincial Officer Position

- 7) Delegates will be elected between April 1 and June 30 of a biennial **triennial** Convention year. When completing the delegate election form, delegates will be asked to sign a private information authorization indicating whether or not they are willing to share home contact information with candidates seeking election to a Provincial Officer position.

Update First and Fifth Bullets - Page 46

3.6.2 Mobile Phones

- At the beginning of every ~~two (2)~~ **three (3)** year term, each Board of Directors member will be issued a new mobile phone. Members elected to the Board of Directors mid-term may be provided with a used phone from the MGEU inventory.
- At the end of their ~~two (2)~~ **three (3)** year term, Board of Directors members must return their phone to the MGEU Information Technology Department.

Update First Bullet - Page 47

3.6.3 Portable Devices (Laptop or Tablet)

- MGEU issued portable devices will be used for two (2) terms (~~four (4) years~~) after which the MGEU will refresh the device to current standards and requirements.

Update Example 2 - Page 48

3.11 Secondment Policy

Example 2

If a Clerical Component member is elected as a Steward for a ~~two (2)~~ **three (3)** year term, and is seconded to a position in another Component after a year in this position, he or she, can remain as a Steward in the Clerical Component for the duration of this term, but would not be eligible to run as

a Steward in the Clerical Component in a subsequent election if he or she is still in a seconded position.

Update Last Paragraph - Page 50

4.1 Constitution, Bylaw and Structure Committee

4.1.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU Biennial **triennial** Convention.

Update First, Sixth and Seventh Bullets - Pages 50-51

4.1.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Last Paragraph - Page 52

4.2 Equality and Human Rights Committee

4.2.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU Biennial **triennial** Convention.

Update First, Sixth and Seventh Bullets - Page 52

4.2.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Eighth Bullet - Page 53

4.2.3 Other Matters

The Committee will conduct a ~~biennial~~ **triennial** review to assess the equity policy and recommend changes as necessary;

Update Third Paragraph - Page 54

4.3 Finance Committee

4.3.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU ~~Biennial~~ **triennial** Convention.

Update Second and Seventh Bullets - Page 54

4.3.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its committee members. In the temporary absence of the Chairperson, the Vice-Chairperson will chair Finance Committee meetings, but will not assume other duties that have been assigned to the Chairperson. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting

Update Point 2) - Page 62

4.3.4.15 MGEU Convention

- 2) The MGEU will pay taxi fares or clocked kilometres and parking for all delegates who live inside the perimeter highway who wish to attend MGEU sponsored social events at the MGEU Special and Regular ~~Biennial~~ **triennial** Conventions.

Update Point 2) and Fourth Bullet of 3) - Page 66

4.3.4.25 MGEU Investment Policy

- 2) The Investment Committee will be comprised of a Finance Committee member, elected at the first Finance meeting after the MGEU ~~Biennial~~ **triennial** Convention, the Chairperson of the Finance Committee, Controller, and the appropriate Staff Director.
- 3) The Investment Committee is responsible for all MGEU invested assets in their role as the Fund administrator (the "Administrator"). The Administrator must:
 - Meet with each Investment Provider at least once during the committee's ~~two~~ **three (3)** year term to discuss the Investment Providers portfolio in depth;

Update Last Paragraph - Page 73

4.4 Grievance and Appeals Committee

4.4.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU ~~Biennial~~ **triennial** Convention.

Update First, Sixth and Seventh Bullets - Page 73

4.4.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;

- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Last Paragraph - Page 79

4.5 Membership Education Committee

4.5.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU Biennial **triennial** Convention.

Update First, Sixth and Seventh Bullets - Pages 79-80

4.5.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Last Paragraph - Page 92

4.6 Pension and Benefits Committee

4.6.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU Biennial **triennial** Convention.

Update First, Seventh and Eight Bullets - Page 92

4.6.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Ninth Bullet - Page 93

4.6.3 Other Matters

In fully discharging its responsibilities:

- The Committee will appoint those Committee member(s) who are also contributors to the Civil Service Superannuation Plan to the Superannuation and Insurance Liaison Committee for a ~~two (2)~~ **three (3)** year term;

Update Last Paragraph - Page 94

4.7 Safety, Health and Environment Committee

4.7.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU ~~Biennial~~ **triennial** Convention.

Update First, Sixth and Seventh Bullets - Page 94

4.7.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Last Paragraph - Page 95

4.8 Technological Change Committee

4.8.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU ~~Biennial~~ **triennial** Convention.

Update First, Sixth and Seventh Bullets - Page 96

4.8.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Last Paragraph - Page 97

4.9 Women's Committee

4.9.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU ~~Biennial~~ **triennial** Convention.

Update First, Sixth and Seventh Bullets - Pages 97-98

4.9.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update Last Paragraph - Page 100

4.10 Young Members Committee

4.10.1 Terms of Reference

The Committee will provide a written report on their previous activities and an oral presentation to the MGEU ~~Biennial~~ **triennial** Convention.

Update First, Sixth and Eighth Bullets - Page 100

4.10.2 Composition of the Committee

- Each Area Council elects its Standing Committee members for a ~~two (2)~~ **three (3)** year term at their first meeting to be held within three (3) weeks following Convention;
- Each Standing Committee has a Chairperson elected by and from the Board of Directors for a ~~two (2)~~ **three (3)** year term in a Convention year;
- Each Standing Committee elects a Vice-Chairperson for a ~~two (2)~~ **three (3)** year term from its Committee members. In the temporary absence of the Chairperson, the Vice-Chairperson carries out the Chairperson's duties. If the position is vacated during the term an election will be held at the next scheduled meeting. Elections for a new Vice-Chairperson must be included on the agenda of the next meeting notice.

Update First Paragraph - Page 103

5.4 Humanitarian

This award, which is presented at the ~~biennial~~ **triennial** MGEU Convention honours past and present MGEU members whose actions and voluntary contributions have been significant toward the betterment of humanity in Manitoba. Their contribution as an everyday humanitarian may encompass a single event or span many years.