

**ONTARIO
FEDERATION OF
LABOUR**

DELEGATES' GUIDE

**16TH
BIENNIAL
CONVENTION
2021**

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OF LABOUR
DELEGATES'
GUIDE //

16TH BIENNIAL CONVENTION

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Land Acknowledgement

We begin the 16th Biennial Convention of the Ontario Federation of Labour by acknowledging that we are meeting on Indigenous land that has been inhabited by First Nations, Métis, and Inuit peoples from the beginning.

As settlers, we're grateful for the opportunity to meet here and we thank all the generations of people who have taken care of this land – for thousands of years.

Long before today, as we gather here, there have been Indigenous peoples who have been the stewards of this place.

In particular, we acknowledge this land on which we will be broadcasting from. For thousands of years, it has been the traditional land of the Huron-Wendat, the Haudenosaunee, and most recently, the Mississaugas of the Credit First Nations. This land is governed by the Dish with one spoon covenant between the Haudenosaunee Confederacy and the Confederacy of Ojibway and Allied Nations. This covenant is an agreement to share, work, and protect this land together in harmony. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work and live on this land.

We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions that the Métis, Inuit, and other Indigenous peoples have made, both in shaping and strengthening this community in particular, and our province and country as a whole.

As settlers, this recognition of the contributions and historic importance of Indigenous peoples must also be clearly and overtly connected to our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our communities, and in particular to bring justice for Murdered and Missing Indigenous Women and Girls across our country.

Equality Statement

The Ontario Federation of Labour is committed to providing an inclusive, positive environment at all Federation activities and ensuring that all individuals are treated with respect and dignity.

Union solidarity is based on the belief that people are equal and deserve respect. Words, actions, or conduct which are racist, sexist, homophobic, or transphobic divide us. Discrimination based on disability, age, religion, language, and ethnic origin also divides us.

As trade unionists, mutual respect, cooperation, and acceptance are our goals. Behaviour that embarrasses, humiliates, excludes, or intimidates prevents us from working together and will not be tolerated nor condoned.

Harassment is an unwelcome action by any person whether verbal, psychological, or physical, on a single or repeated basis, which humiliates, insults, or degrades.

Bullying is unwanted conduct, comments, actions, or gestures that affect a person's dignity, psychological or physical health, and well-being. Bullying may result from the actions of one individual towards another, or from the behaviour of a group. It is the abuse of perceived power that degrades, threatens, and/or intimidates.

Trade union principles prohibit us from infringing on the human rights of others and oblige us to stand together to protect rights when others are attacked or victimized.

The OFL considers harassment, bullying, or discrimination of any kind a serious offence. All will be investigated. A substantial complaint could result in the removal of the harasser from the event. A letter outlining the reasons for the removal will also be sent to the appropriate affiliate.

Resolution & Complaint Procedure

A person who believes that they are a victim of harassment or bullying on any grounds prohibited under the Human Rights Code or the *Canadian Human Rights Act* should take immediate remedial action.

Make it clear that you do not welcome the attention or offensive behaviour, either on your own (verbally or in writing) or if you do not feel safe to do so via a third party. Warn them that if the behaviour continues, you will pursue the matter. (It may be that the individual, or group of individuals, are unaware that the behaviour is offensive).

If the inappropriate behaviour persists, approach one of the designated representatives and ask them to act on your behalf.

The designated representative (with or without the complainant present) will advise the OFL Staff of the problem.

The OFL Staff (or their designate) will separately interview the complainant and the alleged harasser (and witnesses if there are any). If the problem cannot be resolved informally, the complainant will be asked to put the complaint in writing.

The written complaint will then be submitted to a meeting of the OFL Staff and the OFL Officer in charge. The complaint will be evaluated and investigated. If it is determined that the respondent's conduct has fallen within the definition of harassment, bullying, or discrimination under the Human Rights Code/*Canadian Human Rights Act*, appropriate disciplinary action will be taken which includes, but is not limited to, an apology, reprimand, and expulsion. The principal officers of affiliated unions to which the parties are members shall be advised of all particulars.

To report a harassment complaint, please email convention@ofl.ca, and indicate "harassment complaint" in the subject line of your email. Alternatively, you can contact an OFL Harassment Officer by calling 1-800-668-9138, during Convention hours.

OFL Harassment Officers for Convention 2021:

Jody Jones

Monia Koscieljew

Ethiraju Ramachandar

AGENDA REVISED (2021.11.01)

PRE-CONVENTION EVENTS

Young Workers' Assembly // FRIDAY, OCT 1 - SATURDAY, OCT 2

Labour Confronts the Climate Crisis

Pensions Conference // FRIDAY, OCT 15 - SATURDAY, OCT 16

Executive Board Meeting // SUNDAY, OCTOBER 31 @ 12:00PM

New Delegates Orientation // SUNDAY, OCTOBER 31 @ 4:00PM

Accessibilities Orientation // SUNDAY, OCTOBER 31 @ 5:00PM

FORUMS

Women's Forum // SATURDAY, OCT 30 @ 9:30AM

FNMI Circle Forum // MONDAY, NOV 1 @ 9:00AM

Young Workers' Forum // MONDAY, NOV 1 @ 10:30AM

Solidarity & Pride Forum // MONDAY, NOV 1 @ 1:30PM

Workers of Colour Forum // MONDAY, NOV 1 @ 3:00PM

Persons with Disabilities Forum // MONDAY, NOV 1 @ 4:30PM

FORUMS & ELECTION CAUCUS

Labour Councils' // MONDAY, NOV 1 @ 6:00PM

ELECTION CAUCUSES

Young Workers // TUESDAY, NOVEMBER 2 @ 3:30PM

FNMI Circle // TUESDAY, NOVEMBER 2 @ 5:00PM

Persons with Disabilities // TUESDAY, NOVEMBER 2 @ 6:30PM

Smaller Affiliates // WEDNESDAY, NOVEMBER 3 @ 9:00AM

Solidarity & Pride // WEDNESDAY, NOVEMBER 3 @ 3:30PM

Workers of Colour // WEDNESDAY, NOVEMBER 3 @ 5:00PM

Women's* // WEDNESDAY, NOVEMBER 3 @ 6:30PM

* pending constitutional amendment by Convention

AGENDA

REVISED (2021.11.01)

TUESDAY, NOVEMBER 2, 2021

<p>10:00 AM</p>	<ul style="list-style-type: none"> › Call to Order › Indigenous Opening: Skyler Williams, <i>Mohawk from Six Nations, Spokesperson for 1492 Land Back Lane</i> Introduction by: Krista Maracle, <i>OFL FNMI Circle</i>
	<ul style="list-style-type: none"> › Convention Convenes › Welcome Message: Andria Babbington, <i>President, Toronto & York Region Labour Council</i> › Song: Bread & Roses › Song: Solidarity Forever <i>Performed by: Julie Michels and Kevin Barrett</i>
	<ul style="list-style-type: none"> › Introductions of OFL Executive Board › Adoption of Agenda › Equality Statement › Complaint & Resolution Procedure
<p>10:30 AM</p>	<ul style="list-style-type: none"> › Report of Credentials Committee › Report of Constitution Committee › Report of Resolutions Committee
	<ul style="list-style-type: none"> › Convention Video – Our Future, Our Fight
<p>10:45 AM</p>	<ul style="list-style-type: none"> › President’s Report
<p>11:00 AM</p>	<ul style="list-style-type: none"> › Secretary-Treasurer’s Report
<p>11:15 AM</p>	<ul style="list-style-type: none"> › OFL Anti-Oppression Review Convention Report: Gilary Massa, <i>Inclusive Leaders</i>
	<ul style="list-style-type: none"> › Executive Vice-President’s Report
	<ul style="list-style-type: none"> › 2021 OFL Labour Honour Roll Inductees
<p>11:45 AM</p>	<ul style="list-style-type: none"> › Our Future, Our Fight Vision and Action Plan Introduction: James Clark, <i>Interim Director of Research & Education, OFL</i>
<p>12:00 PM</p>	<p>Adjourn for Lunch</p>

AGENDA

REVISED (2021.11.01)

1:00 PM	› Reconvene
	› Solidarity & Pride Champion Award
1:30 PM	› Constitution Committee: <i>Constitutional Resolutions</i>
	› Order of the Day: Key Note Address: Dr. Wesley Crichlow , Professor, Ontario Tech University
	› Resolutions Committee: <i>General Resolutions</i>
	› Bob Borch Human Rights Award › OFL Cultural Award
2:30 PM	› OFL Action Plan Debate
3:00 PM	› Announcements
	› Adjourn

WEDNESDAY, NOVEMBER 3, 2021

10:00 AM	› Convention Convenes
	› Report of Credentials Committee
	› Report of Resolutions Committee
10:15 AM	› Order of the Day: Nomination and Election of Officers
	› Resolutions Committee: <i>General Resolutions</i>
11:50 AM	› Guest Speaker: Beatrice Bruske , President, Canadian Labour Congress
12:00 PM	Adjourn for Lunch
1:00 PM	› Reconvene
	› OFL Young Workers' Award › OFL Labour Council Builder Award
	› Resolutions Committee: <i>General Resolutions</i>

AGENDA REVISED (2021.11.01)

2:30 PM	› OFL Action Plan Debate
3:00 PM	› Announcements › Adjourn
THURSDAY, NOVEMBER 4, 2021	
10:00 AM	› Convention Convenes › Report of Credentials Committee › Report of Resolutions Committee › Linda Jolley Lifetime Achievement Award for Health & Safety
10:15 AM	› Order of the Day: Keynote Address: Andrea Horwath , <i>Leader, Ontario's Official Opposition</i>
	› Resolutions Committee: <i>General Resolutions</i>
11:45 AM	› Prevention Link Showcase › Prevention Link's Disability Prevention Activist Award
12:00 PM	Adjourn for Lunch
1:00 PM	› Reconvene › Olivia Chow Child Care Champion Award › Cliff Pilkey Labour Activist Award
	› Final Action Plan Debate & Vote
2:00 PM	› OFL Election 2022 Digital & Ground Game Campaign Preview: Melissa Palermo , <i>Director of Communications</i> Melisa Bayon , <i>Director of Political Action and Outreach</i>
	› Resolutions Committee: <i>General Resolutions</i>
2:55 PM	› Order of the Day: Swearing-in of OFL Officers
3:00 PM	› Convention Adjourns

Contacts & Platform Support

Connecting to the Ontario Federation of Labour Virtual Convention on Zoom

New to zoom? Want to make sure you can join Convention on November 1st? Need to know how to log in with your Zoom Convention credentials?

If you haven't installed Zoom yet, [Click here to download Zoom](#) and select "Zoom Client for Meetings", then follow the instructions to install.

A tutorial on how to use Zoom at Convention

The Ontario Federation of Labour is hosting its first ever online Convention, and there are many features you need to know about if you want to fully participate in Convention.

The Ontario Federation of Labour Virtual Convention will offer transcription services, simultaneous translation in French and English, support to speak at Convention, tech support and more. All of these features are accessible right on the Virtual Convention floor.

[Download](#) a tutorial on how to use these features.

Need immediate tech support during Convention?

Has Convention started and you still can't get in, or are you connected to the Virtual Convention, but have a problem you can't figure out?

If you can't connect to Convention at all, please contact our Convention Tech Support line at 1-833-368-7123 or email techsupport@dataonthespot.com.

If you are connected to the Virtual Convention floor on Zoom, then please send a chat message to "Zoom Support" using the Chat feature in Zoom. Someone will assist you.

Don't have your voting credentials or having trouble voting?

For the Virtual Convention, secured elections voting will be performed by Data On The Spot (DOTS) Voting, using the Simply Voting platform.

Voting credentials for Delegates will be sent out by DOTS Voting to the email address provided to us during registration. You will receive these emails with your voting login credentials by October 28th, 2021.

If Convention has not yet started, you are a Convention Delegate, and you still have not received your voting credentials as of October 29th at noon, please email credentials@dataonthespot.com for assistance.

If it is November 2nd, please connect to the Convention Zoom and send a chat message to "Voting Support" on Zoom for immediate assistance.

[Click this link](#) for a tutorial on voting. Download more information [here](#).

Need to ask Convention Staff a question?

If you have a general question you can ask Ontario Federation of Labour Staff at the Virtual Convention Office.

Join the Virtual Convention Office Zoom at this link: <https://ofl.ca/ConventionOffice>

Office hours are:

November 1st: 9:30AM – 10:30AM

November 2nd: 9:30AM – 10:30AM

November 3rd: 9:30AM – 10:30AM

November 4th: 9:30AM – 10:30AM

Need to ask a registration question?

You can also call us at **1-800-668-9138** or email at registration@ofl.ca.

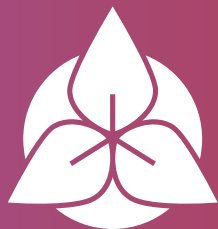
How to Change Your Zoom Background

1. Type or paste in this link: <https://ofl.ca/conventionbr/>. Click the “Our Future, Our Fight” image. Right click and choose “Save Image As.” Save the image.
2. Once you’ve joined Convention, look to the bottom left corner and see an option to “Stop Video.” Don’t click it! To the right is an upward arrow, “^,” click the arrow.
3. When clicking the arrow, you will see an option to “Choose virtual background,” click that option.
4. That will take you to a new window in “Settings” where you can choose from a default background or upload your own.
5. To upload your own, click the “+” on the right of the video screen in the “Settings” window. This will give you the option to upload your own background into Zoom.
6. Find the background you downloaded then click Open. You will now have the Convention Zoom background.

RULES OF ORDER

Ontario Federation of Labour Constitution Article IV Section 16

1. The President, or in the absence of the President or at the President's request, a Vice-President shall take the chair at the time specified, at all regular and special conventions. In the absence of both the President or the designated representative, a person to chair the convention shall be chosen by the Executive Board.
2. No question of a sectarian character shall be discussed.
3. A delegate wishing to speak shall proceed to one of the microphones provided for that purpose. When recognized by the Chair, delegates shall give their name and the organization they represent and shall confine their remarks to the question at issue.
4. Speeches shall be limited to five minutes except in moving a resolution, when the delegate shall be allowed ten minutes.
5. A delegate shall not speak more than once upon a subject until all who wish to speak have had an opportunity to do so.
6. A delegate shall not interrupt another except it be to call to a point of order, or question of privilege.
7. If a delegate is called to order he/she shall, at the request of the Chair, be seated until the question of order has been decided.
8. Should a delegate persist in unparliamentary conduct, the Chair will be compelled to name such delegate and submit the delegate's conduct to the judgement of the convention. In such case the delegate whose conduct is in question should explain and then withdraw, and the convention will determine what course to pursue in the matter.
9. When a question is put, the Chair, after announcing the question, shall ask: "Are you ready for the question?" If no delegate wishes to speak, the question shall be put.
10. Questions may be decided by a show of hands, or a standing vote on the basis of one vote per delegate. A roll call vote may be demanded by one-third of the delegates present. In a roll call vote each delegate shall be entitled to one vote.
11. A delegate may appeal the decision of the Chair. The question is not debatable. The delegates challenging the Chair may briefly state reasons for the challenge. The Chair may make an explanation of the ruling. The question shall then be put, thus, "Shall the decision of the Chair be sustained?"
12. The Chair shall have the same rights as other delegates to vote on any question. In case of a tie vote, the person chairing shall cast the deciding vote.
13. When the previous question is moved, no discussion or amendment of either motion is permitted. If the majority vote that "the question be now put," the original motion has to be put without debate. If the motion to put the question is defeated, discussion will continue on the original motion.
14. Committees may combine resolutions or prepare a composite to cover the intent of the question at issue. Reports of the Committees are not subject to amendment except such as is acceptable to the Committee, but a motion to refer back to the Committee for reconsideration shall be in order.
15. A delegate shall not move a motion to refer back after they have spoken on the question at issue.
16. A motion to refer back is not debatable and when properly seconded the question shall be immediately put to the convention.
17. If the report of a Committee is adopted, it becomes the decision of the convention. If defeated, it may be referred back to the Committee for reconsideration.
18. When a question is pending before the convention, no motion shall be in order except – to refer – for the previous question – to postpone for a definite time. IF any of the foregoing motions is negated, it cannot be renewed until after an intermediate proceeding.
19. A motion may be reconsidered providing the mover and seconder of the motion to reconsider voted with the prevailing side and notice of motion has been given for reconsideration at the previous sitting. A motion to reconsider shall require a two-thirds majority to pass.
20. The Executive Board is empowered to establish the hours of convention.
21. In all matters not regulated by these rules of order, Roberts Rules of Order shall govern.
22. When two or more nominees are to be elected to any office by ballot, each delegate voting shall be required to vote for the full number of candidates to be elected or the delegate's ballot will be declared spoiled (Canadian Labour Congress Constitution).



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