

**OTTAWA AREA OFFICE – BUREAU DE LA RÉGION D'OTTAWA**

1378, rue Triole Street, Ottawa, ON K1B 3M4

Tel.: (613) 237-0115 Fax: (613) 237-7936 / cupe.ca / scfp.ca

March 30, 2020

**VIA EMAIL**

The Ottawa-Carleton Public Employees' Union  
CUPE Local 503

Dear CUPE 503 Members,

**Re: CUPE Local 503 Elections 2020**

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Due to the COVID-19 pandemic and in consultation with the CUPE National President's Office, the process for the submission of nomination forms and election campaigns has been amended to ensure all members have access to the Election process.

As the CUPE National Representative/Chief Electoral Officer, myself and the Elections Committee, Krissy Vivarais (Sandfield Place), Patrick Maher (Ottawa Community Housing) and André Tremblay (City of Ottawa) will be receiving nominations for the Election of the Local Officers for the Executive Board, Executive Council and Trustees. There are two options for submitting Nomination Forms:

1. **VIA EMAIL:** directly to the Chief Electoral Officer at [areilly@cupe.ca](mailto:areilly@cupe.ca)
2. **VIA REGULAR MAIL:** Nomination forms should be mailed to the attention of:  
Allison Reilly  
CUPE National Representative  
Ottawa Area Office  
1378 Triole St.,  
Ottawa, ON K1B 3M4

Nomination forms **MUST** be received no later than **4:00pm Thursday April 9, 2020**. Nomination forms received after this date **WILL NOT BE ACCEPTED**, therefore it is imperative that should you wish to submit your form by regular mail that you do so as soon as possible.

**MARK HANCOCK**

National President/Président national

**CHARLES FLEURY**

National Secretary-Treasurer/Secrétaire-trésorier national

**DENIS BOLDUC, PAUL FAORO, FRED HAHN, JUDY HENLEY, SHERRY HILLIER**

General Vice-Presidents/Vice-présidences générales

**ALL NOMINATION FORMS MUST BE FULLY COMPLETED AND MUST BE DULY SIGNED BY BOTH NOMINATORS AND THE NOMINEE. FORMS THAT ARE NOT FULLY SIGNED WILL NOT BE ACCEPTED.**

### **Election Campaigns**

Should multiple nominations be received for any position and there is a need to proceed with a full election process, in light of the current requirement to comply with social distancing and the fact that candidates are not able to campaign by visiting worksites as per past practice, the CUPE National President's office has approved an alternate campaign materials process.

Candidates will be permitted to submit a one-page document, which may be translated into English and French and printed as a double-sided document, if so desired. The candidate will be required to cover the cost of the printing of their campaign material and will be provided with a quote for the cost of the copying of their campaign letter upon confirmation by the Elections Committee that their nomination form has been received. An electronic copy of the campaign material must be submitted to the Chief Electoral Officer at [areilly@cupe.ca](mailto:areilly@cupe.ca) by Wednesday April 15<sup>th</sup> and will be included in the mail out of the official ballots on April 24, 2020. When candidates provide their electronic campaign material, they will also be required to provide a cheque made out to OCPEU, Local 503 for the cost of the printing based on the quote provided.

### **Voting Procedure**

Ballots will be sent to members home address via regular mail once the nomination process is complete. Members who do not receive a ballot by mail must notify the Chief Electoral Officer via email at [areilly@cupe.ca](mailto:areilly@cupe.ca) prior to May 13, 2020 in order to make arrangements to receive a ballot and envelope.

The candidate or candidates (depending on how many are to be elected in the section) with the highest number of votes in their section, will be declared elected to the applicable position. Should there be no more than one candidate nominated for a section containing one position or three candidates nominated for a section containing three positions, the candidate or candidates nominated shall be declared elected by acclamation and their name or names shall not appear on the ballot.

### **Election**

The counting of the ballots will take place on May 14, 2020 and will be supervised by Baker Tilley Ottawa LLP and the Elections Committee.

Should you have any questions or to obtain a copy of the rules or a nomination form, please contact the Chief Electoral Officer via email at [areilly@cupe.ca](mailto:areilly@cupe.ca).

In solidarity,

A handwritten signature in black ink, appearing to read 'Allison Reilly', with a stylized flourish at the end.

Allison Reilly  
National Representative  
CANADIAN UNION OF PUBLIC EMPLOYEES

:gr/cope491

c.c. M. Hancock; R. Panciera; J. Breton