

# GSU LOCAL PRESIDENTS’ CONFERENCE AND NATIONAL COUNCIL MEETING 2025

January 27, 2025

**To: Local Presidents and National Council Members**

## INFORMATION AND IMPORTANT DATES TO REMEMBER

<b>When does the event start?</b>	Tuesday, May 6, 2025
<b>When does the event end?</b>	Friday, May 9, 2025
<b>Where is the Conference being held?</b>	<b>Sheraton Suites Calgary Eau Claire</b> 255 Barclay Parade SW Calgary, AB T2P 5C2
<b>What are the travel dates?</b>	<b>Travel details:</b> <ul style="list-style-type: none"> <li>• <b>Arrival:</b> Monday, May 5, 2025</li> <li>• <b>Departure:</b> <ul style="list-style-type: none"> <li>○ Participants <b>not</b> attending the National Council Meeting: <b>Friday, May 9, 2025</b></li> <li>○ Participants <b>observing</b> the National Council Meeting: <b>Saturday, May 10, 2025</b></li> <li>○ Calgary Region Participants attending <b>only</b> the Local Presidents' Conference (LPC): <b>Thursday, May 8, 2025</b></li> </ul> </li> </ul>
<b>When is the registration deadline, and what is the process for registering?</b>	<b>ALL</b> registrations must be received by <b>Friday, March 7, 2025 at 5 :00 p.m. (EDT)</b>

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	<p>To register, please use the link here: <a href="https://forms.office.com/r/8Kxe6kF0k">https://forms.office.com/r/8Kxe6kF0k</a></p>
<p><b>What is the deadline for securing my travel reservation, and which steps should I follow to complete the booking process?</b></p>	<p>All travel by air, train or private vehicle (POMV), must be booked and approved before <b>Friday, March 7, 2025</b>.</p> <p>For travel by air or train, please contact W.E. Travel at:</p> <ul style="list-style-type: none"> <li>• Ottawa - 1-888-676-7747 or (613) 232-9908 between the hours of 8:30 a.m. to 5:00 p.m. EDT. Service in French is available (ask for ext. 2000, 2002 or 2003)</li> <li>• Vancouver - 1-800-663-4703 between the hours of 8:30 a.m. to 5:00 p.m. PST.</li> </ul> <p>Except for participants residing in the same area as the event, travel by private motor vehicle (POMV) is generally not authorized. Prior to <b>Friday, March 7, 2025</b> please reach out to the GSU via email at <a href="mailto:gsu-ssg@psac-afpc.com">gsu-ssg@psac-afpc.com</a> to request authorization.</p>
<p><b>Hotel accommodation</b></p>	<p>Your hotel accommodation will be reserved based on the information you provide on your registration form.</p>

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## GUIDELINES FOR THE EVENT

We are pleased to announce that the 2025 GSU Local Presidents' Conference for the Government Services Union will take place at the **Sheraton Suites Calgary Eau Claire** 255 Barclay Parade SW, Calgary, AB T2P 5C2.

The schedule is outlined below:

### Schedule Overview:

Monday, May 5, 2025	Travel Day for all participants
Monday, May 5, 2025	Registration: 4:00 to 6:00
Tuesday, May 6, 2025	Registration: 8:00 to 9:00
Tuesday, May 6, 2025	<b>Regional Caucuses</b> (½ day) (9:00 to 12:00) <b>Atlantic:</b> Willow <b>Pacific and Ontario:</b> Calypso <b>Royal Canadian Mint:</b> Mariposa <b>Quebec:</b> Sand Lily <b>Western:</b> Foxglove <b>National Capital:</b> Wildrose Centre & South
Tuesday, May 6, 2025	National Council – Discussion Day ½ (1:30 to 5:00) <b>Boardroom:</b> Wildrose Centre & South
Wednesday, May 7, 2025	Local Presidents' Conference Day 1 (9:00 to 5:00 on both days) <b>Boardroom:</b> Wildrose Centre & South
Wednesday, May 7, 2025	Social Event (6:00 – 8:30) <b>Location:</b> Sunflower Room
Thursday, May 8, 2025	Local Presidents' Conference Day 2 (9:00 to 5:00) <b>Boardroom:</b> Wildrose Centre & South

## GSU LOCAL PRESIDENTS' CONFERENCE AND NATIONAL COUNCIL MEETING 2025

Friday, May 9, 2025

National Council Meeting

900 to 5:00

**Boardroom:** Wildrose Centre & South

Travel Home for participants **who are not observing** the National Council meeting.

Saturday, May 10, 2025

Travel Home for National Council members and observers **who attended** the National Council meeting.

### What expenses are covered by the GSU

- travel costs, including ground transportation
- hotel accommodation costs
- loss of salary
- meals allowance & incidentals
- family care (*based on pre-approval*)
- costs related to accessibility requirements (*based on pre-approval*)

### When to register

You must register using the link here: <https://forms.office.com/r/8Kxe6kfF0k> by **Friday, March 7, 2026.**

### Observer to the Local Presidents' Conference

In addition to the Local President, GSU will also be funding the participation of one **(1) observer per local**. Should the Local wish to send additional observers, this will be at the **Local's expense**.

Could you kindly provide the names of the **paid observers by GSU** to Maria Thomas at [thomasm@psac-afpc.com](mailto:thomasm@psac-afpc.com). Your assistance with this would be greatly appreciated.

### Observers to the National Council meeting

Local Presidents in the **Western Region** are invited to observe the National Council meeting held **Friday, May 9, 2025 at GSU's expenses**.

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Local Presidents and observers from all the other regions can also observe the National Council meeting **but at their Local's expense.**

### Interpretation

Simultaneous interpretation will be provided.

### Travel and Accommodation

Your room will be booked by the GSU National Office at the Sheraton Suites Calgary Eau Claire once you have completed your registration. A confirmation number for your room will be sent to you. **If you do not require a room, please advise GSU as soon as possible to avoid additional cost.**

### Family Care Policy

The Family Care Policy is intended to assist the member in covering additional fees incurred as a direct result of attending an authorized GSU activity. If you will incur family care costs while you're away, please e-mail Ray Hall [hallr@psac-afpc.com](mailto:hallr@psac-afpc.com) to obtain a form for pre-approval.

### Parking

There is parking at the hotel at a rate of \$45 per/day.

Participants living in the Calgary Region also have the option to travel by taxi. **You must use a municipal taxi service** as they are unionized. **GSU does not recommend using Uber/Lyft.** Please keep your receipts and add them to your expense claim.

### Union Leave Letter

The Union Leave with Pay Authorization Letter (LOA) is attached. Please double-check to ensure that you choose the accurate dates for the union leave.

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## GSU LOCAL PRESIDENTS' CONFERENCE AND NATIONAL COUNCIL MEETING 2025

**For further information or assistance please contact the GSU Office:**

- by phone at (613) 560-4395 or toll free: 1-888-220-2414; or
- by email at [gsu-ssg@psac-afpc.com](mailto:gsu-ssg@psac-afpc.com)

Looking forward to seeing everyone in Calgary!

In solidarity,



Bruce Roy  
National President  
Government Services Union, PSAC