



2025 GLP BARGAINING: LOCAL REP MEMBER LUNCH TOOLKIT

Overview

Bargaining is an opportunity for the union and the employer to propose changes to the collective agreement. The GLP collective agreement expired in March 2025, and bargaining with the employer began in early 2025.

You are the ambassadors of our union, and play a vital role by connecting with members and representing their best interests. This toolkit will walk you through how to host member lunches for members in your jurisdiction, which is one way that your bargaining committee is hoping you can be involved.

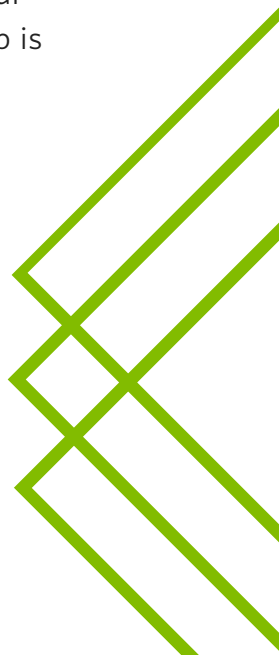
Visit www.pea.org/glpbargaining to stay up-to-date through the bargaining process

Bargaining Committee

The following members were voted into the bargaining committee by the GLP membership:

- Sarah Bevan, Lawyer
- Trevor Demerse, Engineer
- Tyler Dergousoff, Forester
- Lauryn Kerr, Lawyer
- Susan Randle, Engineer
- Marc Schuffert, Agrologist
- Allison Westin, Geoscientist

The [GLP bargaining page](#) on the PEA website has complete bios and photos of your committee. It's important for members to understand that their union's leadership is made up of volunteers who were democratically elected.



Local Reps: Hosting A Member Lunch

The bargaining committee is asking all Local Reps to host in-person member lunches for members in their region during important Zoom town halls, presentations, and other shared online engagement opportunities.

The purpose of these sessions is to encourage engagement, build solidarity, exchange information, and share feedback with your fellow members.

You will be reimbursed the cost of food and refreshments up to \$20 per member who RSVPs.

You can keep up-to-date about upcoming town halls by checking you email inbox for recent newsletters from your bargaining committee, or by visiting the GLP Bargaining Page (www.pea.org/glpbargaining).



Local Reps: Hosting A Member Lunch

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STEPS TO HOSTING A MEMBER LUNCH

There are a number of steps you will need to follow to successfully host a member lunch. To help lighten the load and create engagement, consider asking some of your PEA colleagues to contribute by taking responsibility for one of more of the tasks below.

1. Sign up to host a member lunch at <https://pea.org/lunch2025>.
2. Book a private room at your workplace that can accommodate GLP members and has a projector/screen.
3. Send an email inviting GLP members in your area to attend. A sample invitation email is on the following page. Local Reps can access and download the names and contact information of members in your jurisdiction, at any time, through the PEA member portal (see [instructions here](#)).
4. Order lunch for your session, based on the number of people who have RSVP'd. You can decide what kind of food you would like to order, keeping in mind possible dietary restrictions and a budget of \$20 per person (tip included).
5. Arrive early to ensure the projector/screen and your computer are working so that people can watch the townhall/webinar. Circulate a member sign-in sheet and make sure everyone signs it. Take a photo and share it with dpik@pea.org!
6. After the lunch, send a PEA expense form, direct deposit form, member sign-in sheet, and copies of your receipts to mjoly@pea.org. You will be reimbursed up to \$20 per member who RSVP'd for food. All the forms are available on the PEA website here: <https://pea.org/forms>. Contact administration@pea.org if you require assistance.
7. Submit a short summary of the member lunch with any feedback and comments using the Webform on the GLP Bargaining Page: www.pea.org/glpbargaining.

Your leadership in engaging members through this process is important, and will lay the foundation for successful collective bargaining. By creating these opportunities for connection and education, you are building trust, solidarity, and a strong union.

You may be asked questions about the GLP Collective Agreement or about bargaining that you don't know the answer to. Please direct members to the Bargaining Webform to share any feedback or questions. The committee will review all feedback from this webform at their meetings. If it's a more urgent question you can contact your Labour Relations Officer.

Sign up to host a member lunch at <https://pea.org/lunch2025>.

Membership Engagement

SAMPLE INVITATION EMAIL

SUBJECT: Invitation to GLP member lunch on MMM DD at TIME

Dear PEA member,

I am writing as the local representative for this region/building/area to invite you a member lunch, taking place MMM DD at XX:XX pm in the LOCATION. This meeting is an opportunity to watch the upcoming bargaining webinar/town hall together, to discuss our shared priorities, and answer any questions you may have. Food and drinks will be provided.

Please respond to this email to let me know if you are able to attend, as well as any dietary restrictions, so that we make sure there is enough food for everyone.

Best,

NAME

GLP Local Representative

MEMBER LIST GUIDELINES

The PEA provides local representatives with access to a list of the members in their own jurisdiction for the sole uses of records maintenance and assisting members in the jurisdiction.

Local Representatives have a responsibility to maintain the confidentiality of membership lists in accordance with applicable privacy legislation and Association Executive policy. Membership lists are to be held private and confidential and are not to be shared with any other individual, committee or organization.

Please ensure that you store your membership list in a secure manner to protect and maintain the confidentiality of member information. To access your member list, [follow the instructions here](#).

Email guidelines are provided to local reps when they are provided member emails, in order to comply with CASL legislation. Do not send emails of the following nature:

- Any offers of sale
- Contests or raffles
- Emails which encourages members to purchase or sign up for additional goods and services
- Email sent to members inviting them to participate in an auction, tournament or other event to raise money for a registered charity
- Email sent to members encouraging them to attend an education seminar for which they will be charged

COLLECTIVE BARGAINING 101

