



MEMORANDUM OF SETTLEMENT

Between

CITY OF VANCOUVER (COMMON EMPLOYER)

(The "Employer")

And


CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 15


(The "Union")

The parties hereby agree to recommend to their respective principals the attached package of documents as agreed on August 13, 2025 as a basis for new Collective Agreements to replace the Collective Agreements expiring on December 31, 2024. Signed on behalf of:


CUPE Local 15


City of Vancouver

 Starla Bayley

 Stephen Andersson

 Mike Shaul

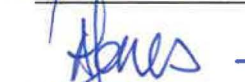
 Shelley Beech

 Henry Lee

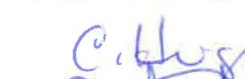
 S. Saksman


 Warren Williams

 Pam Warenton

 Alexis Jones

 Tracy Park

 C. Hughes CARRIE HUGHES

 Grace Keller

 Andrew Waldick

 Taryn Scollone

- *Unless otherwise noted, changes apply to all Common Employer agreements.*
- *Explanatory notes in italics are intended for context.*
- *It is intended that all Union and Employer proposals not addressed in the Memorandum of Settlement are withdrawn.*
- *Other than as set out in this document, the provisions of the existing Collective Agreement remain unchanged and are to be continued.*
- *Except as specifically indicated, all changes apply upon the date of the ratification, which is the date both Parties have ratified the settlement.*

1. Clauses 2, 5 & Schedule A - Term of the Agreement and Remuneration

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	✓

TERM OF THE AGREEMENT

This Agreement shall be for a term of two (2) years with effect from ~~2023~~ **2025** January 01 to ~~2024~~ **2026** December 31, both dates inclusive. Should either party at any time within four months immediately preceding the date of expiry of this Agreement by written notice require the other party to commence collective bargaining, or should the parties be deemed to have given notice under Section 46 of the Labour Relations Code, this Agreement shall continue in full force and effect, and neither party shall make any change or alter the terms of this Agreement until:

.....

General wage increases to all hourly wage rates in the pay plan, Schedule "A"

- Effective January 1, 2025 3.5%
- Effective January 1, 2026 3.0%

2. Clauses 5.2 Shift Premium

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	✓

5.2 Shift Premium

(a) The employees in the classes listed below:

- (1) Animal Control Officer classes
- (2) Building Maintenance and Services classes (includes Supervisor, Worker and Working Supervisor – Building Services)
- (3) Building Cleaner
- (4) By-Law Process Server
- (5) Computer Operator classes
- (6) Data Conversion classes
- (7) Kitchen Attendant classes
- (8) Maintenance Technician I
- (9) Maintenance Technician II
- (10) Parking Enforcement classes
- (11) Residence Attendant
- (12) Security classes
- (13) Traffic Painter classes
- (14) Weighmaster classes
- (15) Any additional classes added by mutual written agreement

shall be paid a shift premium of one dollar **and forty-five cents (\$1.45)** per hour for those regular hours worked before 7:00 a.m. or after 7:00 p.m.

- (b) If more than fifty percent (50%) of an employee's regular hour of work fall outside the period described in Clause 5.2(a), the shift premium shall be paid for all regular hours in the shift.
- (c) Shift premium shall not be paid for those hours worked at overtime rates, nor for standby.

3. Clause 10.6 a(1)(f) – Sick Leave and Gratuity Plan

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	N/A	Aux	N/A

Effective January 1, 2026:

City and Park Board

10.6 Sick Leave and Gratuity Plan

- A.(1) (f) A deduction shall be made from accumulated sick leave credits for all hours absent with pay due to illness except those resulting from an accident on the job for which the employee is covered by Workers' Compensation payments.

Deductions shall be made if the injury is not covered by Workers' Compensation solely because time absent is less than the qualifying period.

Note 1: See Clause 10.6 B(2) for non-effect on gratuity benefits.

Note 2: ~~A deduction will be made for all hours absent due to late arrivals and early departures for illness where the absence exceeds two hours.~~

Britannia and Ray-Cam

Note 2: ~~A deduction of one half (½) day will be made for late arrivals or early departure due to illness of over two (2) hours.~~

Effective January 1, 2026:

A.(2) Medical Appointments

- (a) Employees shall make every effort to schedule medical appointments outside scheduled work hours, on days off work, or on Earned Days Off (if applicable).
- (b) Only in time sensitive situations and where it is not possible to schedule medical appointments outside of scheduled work hours or on EDO days, should employees schedule such medical appointments during regular work hours.
- (c) If medical appointments must be scheduled during work hours, employees must work with their supervisor and provide as much notice as possible with respect to the scheduling of medical appointments during work hours to facilitate the scheduling of work. In these cases, employees shall make every effort to schedule such medical appointments near the start of the working day, near the end of the working day, or during lunch time to help minimize the impact in the workplace.
- (d) Employees who go for medical appointments during regular work hours will code their time as paid leave to a maximum of three (3) instances of up to two (2) hours per calendar year.

4. Clause 11.2(a) Posting

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	N/A

11.2 Posting Positions and Filling Vacancies

(a) Posting

(1) The Employer agrees that, before:

- (i) permanently filling any vacant Regular Full-Time or Regular Part-Time positions, or
- (ii) filling a Regular Full-Time or Regular Part-Time position which has become temporarily unoccupied due to a maternity leave, or
- (iii) filling Temporary Full-Time positions or encumbered but temporarily unoccupied regular positions or Acting Assignments which are expected to exceed five (5) months in duration;

such positions shall be posted for at least seven (7) calendar days on the Employer's website, provided, however, that nothing in this provision shall require the Employer to fill positions that are vacant or temporarily unencumbered.

(2) Where a position has been posted pursuant to 11.2(a), should subsequent position(s) for the same classification arise in the same department within 90 calendar days ~~of the closing date of the original posting~~ of the successful candidate being offered the job in the original posting, the Employer will have the discretion to offer the subsequent position(s) to the next highest ranked qualified applicant(s) from the original posting without posting the new position(s). This clause does not restrict nor limit the Employer's right to post subsequent positions.

5. Clause 11.3 Trial Period

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	N/A	Aux	N/A

11.3 Promotions, Transfers and Demotions

(b) Trial Period

- (1) On promotion or transfer of a Regular Full-Time Employee to a new position, that employee shall serve a six (6) month trial period in the new position before being confirmed in the appointment. If the appointment is not confirmed, that employee shall revert to the previous position held or to a position of equal value for which the Employer deems the employee to be qualified.
- (2) The employee may elect to return to their previously held position, provided the employee gives written notification before the earlier of:
 - (i) sixty (60) calendar days after commencing work in the new position; or
 - (ii) The closing date of the first posting of an offer being made to the successful candidate for their previously held position; and,

provided the previous position still exists.

6. Clause 11.13 Occupational Health and Safety

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	✓

11.13 Occupational Health and Safety

- (a) The Employer and the Union agree that all parties, including employees, have a responsibility to provide and maintain a safe work environment and to work cooperatively to support and develop safe work practices that will not place individual employees, co-workers, the public or the City at risk.
- (b) All relevant regulations of the Workers' Compensation Act shall be observed and adhered to.
- ~~(c) An Occupational Health and Safety Committee shall be established consisting of four (4) representatives of the Employer and four (4) Union-appointed representatives. The Committee shall discuss matters related to occupational health and safety and shall make recommendations to the City Manager. Where the Union-appointed representatives are employees of the Employer (not including employees on a leave of absence), they shall be eligible for leave without loss of pay for meetings of the Committee.~~

7. New: 11.16 Safety Footwear Allowance

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statuses	RFT	✓	RPT	N/A	TFT	N/A	Aux	N/A

Effective December 31, 2025:

City Agreement

11.16 Safety Footwear Allowance

Regular Full-Time employees, in the classes listed below, and who are actively working in one of the listed classes on December 31st, shall be paid an allowance of **one hundred dollars (\$100.00)** annually to be put towards the purchase of safety footwear. This allowance shall be paid annually in February.

Classification List

Animal Control Officer classes
Architectural Technician classes
Building Hazardous Materials Technician
Building Services Supervisor classes
Building Worker
Capital Project Coordinator
Driver – Stores Worker
District Building Inspector
District Plumbing & Gas Inspector
Maintenance Planner
Maintenance Technician classes
Operations Supervisor classes
Parking Enforcement Officer
Parking Meter Technician
Plumbing Inspector classes
Property Use Inspector classes
Safety Assistant classes
Security Attendant classes
Security Coordinator
Storekeeper classes
Survey Assistant classes
Survey Technician
Traffic Painter classes
Technical Supervisor classes

Warehouse Worker
Weighmaster
Working Supervisor – Building Services

And any additional classes added by mutual written agreement.

Parks Agreement:

Effective December 31, 2025:

11.16 Safety Footwear Allowance

Regular Full-Time employees, in the classes listed below, and who are actively working in one of the listed classes on December 31st, shall be paid an allowance of **one hundred dollars (\$100.00)** annually to be put towards the purchase of safety footwear. This allowance shall be paid annually in February.

Classification List

Arboriculture Technician classes
Building Worker
Landscape Architect and Designer classes
Maintenance Technician classes
Park Ranger Classes
Utility Maintenance Worker classes
Working Supervisor – Building Services

And any additional classes added by mutual written agreement.

Effective December 31, 2025, the Employer will no longer pay allowances and/or reimburse CUPE 15 employees for footwear outside of that which is provided in the collective agreement. In addition, it will no longer allow payroll reimbursements to third party providers (eg: The Boot Truck) for boots and/or footwear.

8. Schedule H Earned Days Off

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statuses	RFT	✓	RPT	N/A	TFT	✓	Aux	N/A

EARNED DAYS OFF (EDO)

Effective January 1, 2026, the Employer and the Union agree to a system of Earned Days Off (EDO) as follows:

1. The EDO system shall apply to all Regular Full-Time Employees, and Temporary Full-Time Employees who have worked and continue to work in a full-time capacity continuously ~~in excess of six (6) months~~, and are not otherwise maintained on some alternate form of compressed work week. A Temporary Full-Time Employee who has qualified for EDO, leaves employment and returns within three (3) months, shall be placed back on EDO immediately.- Employees new to the EDO system are not eligible to schedule EDO days with the first (3) three months except as required by paragraph 7.
2. Employees who work a 7, 7½, or 8-hour day shall work an additional thirty (30) minutes per day at straight-time rates resulting in a 7-hour 30-minute day (7.50 hours), or an 8-hour day, or an 8-hour 30-minute day (8.50 hours).
3. Breaks will consist of a one (1) hour unpaid lunch break with two (2) ten minute paid rest breaks, one occurring in the first half and one in the second half of the shift. Those operations with a one-half (½) hour unpaid lunch break shall remain at a thirty (30) minute unpaid lunch break.
4. The additional time worked (30 minutes/day) results in fifteen (15) paid days off over the course of a year and an additional three (3) paid days which will be scheduled in conjunction with the public holidays of Christmas and Boxing Day to provide for a shut down between Boxing Day and New Year's Day. For those employees who are required to work during the shutdown, the three (3) additional EDO days may be scheduled during the current year at the discretion of the employee upon providing a minimum of forty-eight (48) hours notice to their General Manager (or exempt designate).

Employees required to work during the shut down shall be notified no later than December 1st of such requirement. Where such notice has not been given and it is not possible to reschedule the time off prior to the end of the year, such days shall be paid out unless suitable alternate arrangements can be made between the employee and their General Manager (or exempt designate).

5. The balance of the EDO days may be scheduled by the General Manager in a manner that attempts to create a balance between the work and lifestyle interests of employees, and the operational and customer service requirements of the Employer. In some situations this may result in pre-scheduled days off ~~(not necessarily Monday or Friday)~~ that provide employees a consistent day off approximately every three weeks on which they can normally rely. In other situations this may result in scheduled days off at times that are mutually acceptable to the employee and their General Manager (or exempt designate) and in some situations this may result in employees being held accountable for scheduling their own time off in a manner that ensures for an appropriate balance.
6. If an employee is required by the Employer to work on a pre-scheduled or mutually agreed upon EDO day off, the employee may reschedule the day off to any time within the following four (4) month period providing they provide forty-eight (48) hours' notice.
7. Notwithstanding items 4, 5 & 6 above, EDO days cannot be banked, must be taken prior to year end and will not be paid out unless, for reasons completely beyond the control of the employee, the employee has been unable to reschedule, prior to the end of the year, an EDO day previously cancelled by the Employer.
8. While the parties agree that the existing Labour Management committees in the Park Board and City may be used to discuss and attempt to resolve scheduling problems arising from the initial implementation of the EDO system, both parties recognize that this does not create a right to grieve either the method of scheduling chosen or the actual schedule implemented. This shall not limit the Union's ability to grieve matters related to discipline, discrimination or improper interpretation or application of the Collective Agreement.
9. For the purpose of applying overtime, the "standard hours of work" shall be considered to be 7.52, 8.02 or 8.52 hours, whichever is appropriate.
10. An employee's annual vacation entitlement shall be converted to "working hours" based on either a 7, 7.5 or 8-hour day and credited to the employee. For example, an employee with 3 weeks' vacation shall be entitled to 105, 112.5 or 120 hours of vacation time depending on whether they previously were on a 7-hour, 7.5-hour, or 8-hour day. Debiting for vacation taken shall be on the basis of 7.52, 8.02 or 8.52 hours per day (see Appendix "1" of Schedule "H").
11. Similarly, an employee's sick leave and gratuity credits shall be converted to "working hours" and shall be credited and debited in the same manner as vacation.

12. Employees who are required to provide coverage for and to perform the work of another employee or employees on an EDO day shall not be entitled to acting senior capacity pay, extra pay grades, or to have such extra work considered when making application for a reclassification.
13. Nothing in this Schedule “H” shall limit the Employer’s ability to schedule standard hours of work as described in Section 11.1.A of the Collective Agreement and to schedule non-standard hours of work as described in Section 11.1.B of the Collective Agreement.

9. Schedule A - Foot Notes for Pay Plan Structure

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statuses	RFT	✓	RPT	N/A	TFT	✓	Aux	N/A

CITY AGREEMENT:

Footnotes for Pay Plan Structure ~~2023-2024~~2025-2026:

- ◆ The Employer and the Union agree that, where a wage adjustment is made, it shall not be used as the basis for argument or as comparison criteria to alter the classification or value of any other classification.
- ◆ Where the employer believes the application of footnote(s) a, d, e, g, h and m should be applied to a classification for operational reasons it will notify the Union and secure approval before implementing the change. Such approval will not be unreasonably withheld by the Union.
- (nc) Non-criterion classes - should not be used for comparison purposes.
- (a) These positions may be required to work a continuous 7½ hour day by continuing to work through their one-half (½) hour lunch period at straight-time hourly rates.
- (b) ~~One~~ Engineering Assistant IV positions in Sewers Operations and Waterworks Operations may be required, to work a 37½ hour work week with a 7:00 a.m. start.
- ~~(c) Position works 37½ hour work week and is paid non-standard hourly rates.~~
- (d) These positions work a 37½ hour work week, where applicable.
- (e) These positions work a 37½ hour work week and receive 2.3% in lieu of rest periods where applicable.
- ◆ ◆ ◆
- (g) Positions work a 40-hour work week, when applicable.
- (h) Position works a 40 hour work week and receives 2.3% in lieu of rest periods, where applicable.

...

- (m) Plus 2.3% in lieu of rest periods, where applicable.

...

- (u) Employees who are required by the Employer to perform first aid duties in addition to their normal duties and who hold a valid Workers' Compensation Board Occupational Health and Safety First Aid Certificate shall be paid a premium in accordance with the certificate required by the Employer. At the Employer's option, payment will be either hourly, or monthly, as follows:

OFA Level I <u>II - Intermediate First Aid</u>	\$150 <u>\$175</u> per month or	90¢ <u>\$1.00</u> per hour
OFA Level I <u>III - Advanced First Aid</u>	\$175 <u>\$210</u> per month or	\$1.00 <u>\$1.25</u> per hour

The Employer will pay course fees, including recertification course fees, for the ~~OFA Level I~~ II Intermediate First Aid and/or III Advanced First Aid course for employees who are required to have such certification.

- (v) A premium of ~~fifty cents (50¢)~~ one dollar (\$1.00) per hour shall be paid to Building Workers and Security Attendants while they are cleaning up body waste at Carnegie Centre, Gathering Place or the Evelyne Saller Centre.

...

- (x) Engineering Assistant – Operations Support positions may be required to work a 37 ½ hour workweek.

PARKS AGREEMENT:

Footnotes for Pay Plan Structure ~~2024-2026~~ 2025-2026

- ◆ The Employer and the Union agree that, where a wage adjustment is made, it shall not be used as the basis for argument or as comparison criteria to alter the classification or value of any other classification.
- ◆ Where the employer believes the application of footnote a and/or d should be applied to a classification for operational reasons it will notify the Union and secure approval before implementing the change. Such approval will not be unreasonably withheld by the Union.

(a) These positions may work a 37½ hour work week.

(d) These positions may work a 40 hour work week.

First Aid Premiums

Employees who are required by the Employer to perform first aid duties in addition to their normal duties and who hold a valid Workers' Compensation Board Occupational Health and Safety First Aid Certificate shall be paid a premium in accordance with the certificate required by the Employer. At the Employer's option, payment will be either hourly, or monthly, as follows:

OFA Level I <u>Intermediate First Aid</u>	\$150 <u>\$175</u> per month or	90¢ <u>\$1.00</u> per hour
OFA Level III <u>Advanced First Aid</u>	\$175 <u>\$210</u> per month or	\$1.00 <u>\$1.25</u> per hour

The Employer will pay course fees, including recertification course fees, for the ~~OFA Level II~~ Intermediate First Aid and/or ~~III~~ Advanced First Aid course for employees who are required to have such certification.

10. Renewal of Letter of Understanding: Long Term Disability Plan Feasibility

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	N/A

RENEWED LETTER OF UNDERSTANDING **LONG TERM DISABILITY FEASIBILITY**

The Employer and the Union hereby agree to renew the established a Joint Committee comprising of up to three representatives of each side to explore the feasibility of a Long-Term Disability Plan for Regular employees within the existing total rewards package of CUPE 15 members.

The Employer will endeavour to provide internal information reasonably necessary to the Committee in order for it to fulfill its mandate, subject to commercial obligations and the Freedom of Information and Protection of Privacy Act.

Term of the Agreement

The Committee will endeavour to develop a recommended option or options within the term of the collective agreement.

It is understood that the final approval of any option is contingent on the mutual agreement of both the Employer and the Union.

11. Letter of Understanding – Auxiliary Employee Conversion Review

Collective Agreements	City	✓	Parks	✓	Brit	✗	RayCam	✗
Employee Statuses	RFT	✗	RPT	✗	TFT	✗	Aux	✓

A Joint Committee consisting of not more than three (3) representatives each from the Employer and the Union will be established to discuss the applications of the Employee Definitions with a view to converting, where appropriate, auxiliary hours to either Regular Full-Time or Regular Part-Time positions in the areas of:

- a. Building Workers within Park Board and Real Estate, Environment and Facilities Management; and
- b. Resident Attendants within Non-Market Housing.

The Employer shall share with the Union all information necessary for the review process, including the pattern of auxiliary hours over the past two (2) years and the operational criteria applied previously in conversion reviews done by the parties in both Parks and the City. The Union will also be provided with the opportunity to conduct worksite visits to review existing employees' shift schedules.

After discussions by the Joint Committee, the Employer will identify the auxiliary hours that the Employer is prepared to convert to Regular Full-Time and Regular Part-Time positions based on the criteria of previous conversion reviews; the Employer will also identify the employees who would be affected by such conversion.

The Employer's conversion proposal will be reviewed by the Joint Committee and reasonable consideration will be given to additional possible conversions proposed by the Union.

The Joint Committee will then make its report to the Chief Human Resources Officer ~~General Manager, Human Resource Services~~ within the term of the collective agreement.

12. Letter of Understanding: Overpayment Recovery

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	✓

LETTER OF UNDERSTANDING **RE: OVERPAYMENT RECOVERY**

The Employer has the right to recover over payments and this will constitute an assignment of wages under the Employment Standards Act.

At least thirty (30) days written notice will be given to the employee and copied to the Union with the following:

- (1) the nature of the overpayment;
- (2) the option to negotiate a mutually agreeable pay back plan;
- (3) failing a mutually agreeable pay back plan within thirty (30) days of the written notice, the Employer will begin to deduct the overpayment in the next pay cycle. Such repayments will not exceed more than 5% (PG 15 and below) or 7.5% (PG 16 and above) of net pay in any pay period.

Overpayments mean monetary payments made in error or personal charges incurred without authorization and shall not involve any interpretive issue under the collective agreement.

In cases of terminations of service of employees for any reason, the recovery can be 100% offset by the final pay and any subsequent payments that may be made to the employee after termination.

The Union may file a Step 2 grievance if it disputes the overpayment, the Employer has not provided an adequate explanation as to the circumstance that gave rise to the overpayment or is unable to provide the amount of the overpayment and how it was calculated.

13. Letter of Understanding: Flexible Statutory Holiday Committee

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statutes	RFT	✓	RPT	N/A	TFT	N/A	Aux	N/A

A Joint Committee (the “Committee”) consisting of not more than three (3) representatives each from the Employer and the Union will be established to explore the feasibility of implementing a flexible statutory holiday option(s) that provides flexibility to employees to swap certain statutory holidays for alternate days to reflect different cultural and/or religious beliefs and practices.

Any recommendations and/or options will meet the operational requirements of the Employer and be feasible (both from an administrative and systems perspective). Any recommendations or options will be required to be cost neutral. The Committee will develop a recommended option or options within the term of the collective agreement. The recommendations and/or options will be provided to the Chief Human Resources Officer.

It is specifically understood that there is no requirement to implement the recommendations of the Committee and/or agree to implement a flexible statutory holiday option(s).

14. Letter of Understanding: Housekeeping Statutory Holidays and Compressed Work Weeks

Collective Agreements	City	✓	Parks	✓	Brit	N/A	RayCam	N/A
Employee Statuses	RFT	✓	RPT	N/A	TFT	N/A	Aux	N/A

A Joint Working Committee consisting of not more than two (2) representatives each from the Employer and the Union will be established to review Schedule E – Appendix “1” and the Letters of Understanding listed below to ensure that the calculations in these documents reflect the public holidays that are currently provided for in the Collective Agreement.

- Letter of Understanding – Flexible Work Arrangement Certain Recreation Classes (Parks)
- Letter of Understanding – Four Day Week (Burrard/Heather) Marina Operators (Parks)
- Letter of Agreement – 4 Day Work Week at Carnegie Centre and the Gathering Place (City)
- Letter of Agreement – Non-standard Hours & Compressed Workweek at 311 Contact Centre (City)

15. General Housekeeping

Collective Agreements	City	✓	Parks	✓	Brit	✓	RayCam	✓
Employee Statuses	RFT	✓	RPT	✓	TFT	✓	Aux	✓

Any other housekeeping changes that are mutually agreed to during the drafting of the new Collective Agreements.

Comfort Letter from Andrew Naklicki

Collective Agreements	City	✓	Parks	✓	Brit	✗	RayCam	✗
Employee Statuses	RFT		RPT	✓	TFT	✓	Aux	✓

August 13, 2025

Warren Williams
President
CUPE 15
545 West 10th Avenue
Vancouver, BC V5K 1K9

Dear Warren:

Re: Employment Standard Act Statutory Leave Requirements

I write further to the issue related to statutory leaves provided for in the Employment Standards Act (the “ESA”) that surfaced at the bargaining table.

The City has a page dedicated on its intranet (Currents) to statutory leaves provided for by the ESA with an accompanying link directly to the Employment Standards website that lists the types of leaves an employee is entitled to. Our Currents page also includes extended information related to compassionate care leave, reservist leave and leave respecting domestic or sexual violence along with instructions about how to apply for an ESA protected leave.

In an effort to address concerns raised at the bargaining table the City will review its intranet page to ensure that the list of leaves that employees are entitled to under the ESA are current and clearly communicated.

In addition, the City commits to providing training to all CUPE 15 business representatives/administrative staff on how to access job postings on Success Factors.

Yours sincerely,

Andrew Naklicki