



YOUR COLLECTIVE AGREEMENT



A Zine by CUPE 391

with Tree91





WHY HAVE A COLLECTIVE AGREEMENT?



In a non-unionized environment, a worker might:

- Have to beg their boss for a raise
- Have no protection from their boss's unreasonable demands and expectations

Without a collective agreement, every individual is responsible for making sure that they are treated appropriately.

Faced with these sorts of problems, people get together to standardize and improve wages and conditions for all workers across an organization.



Brian Chang, a research officer with SEIU Healthcare, says:



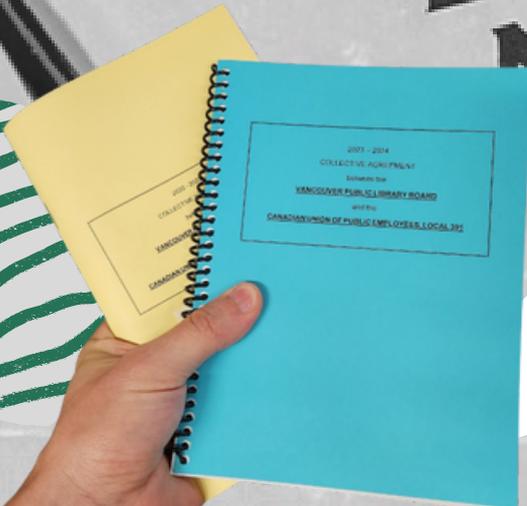
"COLLECTIVE AGREEMENTS ARE THE CORE WORK OF LABOUR UNIONS. THEY SET OUT THE EXPECTATIONS OF WORKERS AND EMPLOYERS ABOUT HOW THEY ARE GOING TO WORK TOGETHER."

HOW DID WE GET OUR COLLECTIVE AGREEMENT? DOES IT EVER CHANGE?

The Collective Agreement is a contract with a defined term. Before it expires, the Union forms a Bargaining Committee that negotiates with the employer and agrees to the next contract. This includes changes to the Collective Agreement that both sides agree to.

Collective Bargaining is when the Union's Bargaining Committee and the Employer's Committee meet to agree on a new contract. When they come to an agreement, members vote to ratify or reject the new agreement.

You can find CUPE 391's Collective Agreement on the Union website, cupe391.ca. Or look for a print copy at your workplace.



Tree91 says:
"The print copies are made from me!"





WHAT'S MY ROLE WHEN IT COMES TO THE COLLECTIVE AGREEMENT?



1

Read it and know what's in it!
That said, it can be hard to read -
it's a legal document written in
contract language.

Ask an expert if you're not sure what
part of it means. Experts include CUPE
391 Stewards and the Union Executive.



2

Talk about the Collective Agreement with coworkers, and speak up when the Collective Agreement is not being followed.*

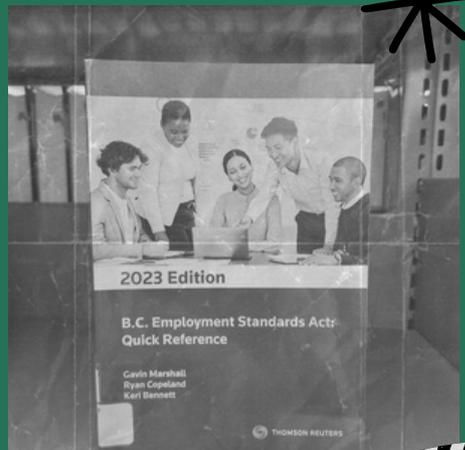


3

Advocate for changes that you want to see to the Collective Agreement by contributing to the bargaining process:

- Participate in the bargaining survey
- Apply to join the bargaining committee
- Vote at the ratification meeting
- Ask the Union executive and the bargaining committee questions

*In addition to what's in the Collective Agreement, the Employment Standards Act is provincial law that lays out some things all employees have a right to. These are things like minimum wages, meal breaks, parental leave, and overtime pay. No matter what a union and employer agree to in a collective agreement, the employer is not allowed to give workers less than these employment standards.



IS THE COLLECTIVE AGREEMENT GOOD FOR WORKERS?

Yes! In general, union members want to add language and protections for workers to the Collective Agreement. This protects workers' interests and makes our rights and benefits clear.

In general, employers want to remove language and protections for workers from collective agreements. They want the flexibility to make decisions and solve problems the way they see fit.



5. DEFINITIONS

- 5.1 Regular Employee: means an employee who is employed on a regular full-time basis for thirty-five (35) hours per week or more as is recognized in the Collective Agreement for a particular class of positions, for an indefinite period of time.
- 5.2 Posted Part-Time Employee: means an employee who is employed in an Employer- designated position on a regular part-time schedule of at least forty (40) hours per week, but not more than the number of hours constituting full-time employment for a particular class of positions (Schedule "E").
- 5.3 Part-Time Employee: means an employee who is employed on a regular basis for a fixed number of weekly hours which is less than the number constituting full-time employment for a particular class of positions, for an indefinite period of time.
- 5.4 Temporary Employee: means an employee who is employed pursuant to Clause 8.4 for a fixed and limited period of time (which may be extended or curtailed by circumstances which are foreseen at the time of hiring) and is so advised at the time of hire.
- 5.5 Auxiliary Employee: means an employee who has no scheduled hours but is called in to work on a time to time as required.

Tree91 says:
"Know your status!"



WHAT IN THE COLLECTIVE AGREEMENT APPLIES TO ME?

Employment status determines which parts of the agreement apply to you. You only have one status at a time. If you don't know your status, ask.

Much of the language in the Collective Agreement applies only to Regular Employees, ie. Regular Full-Time employees. A whole section of the agreement, Clause 14, details the rights and benefits employees with other statuses are entitled to.

SCHEDULE "A" (cont'd)

VANCOUVER PUBLIC LIBRARY PAY RATES

Effective January 01, 2023 - December 31, 2024

KEY: A = January 1, 2023
B = January 1, 2024

Pay Grade	Effective Date	Steps*				
		1	2	3	4	5
10	A	23.12	24.01	24.93	26.00	27.02
	B	24.04	24.97	25.93	27.04	28.10
11	A	24.01	24.93	26.00	27.02	28.08
	B	24.97	25.93	27.04	28.10	29.20
12	A	24.93	26.00	27.02	28.08	29.24
	B	25.93	27.04	28.10	29.20	30.41
13	A	26.00	27.02	28.08	29.24	30.44
	B	27.04	28.10	29.20	30.41	31.66
(1)15	A	26.71	27.78	28.86	30.10	31.31
	B	27.78	28.89	30.01	31.30	32.56
14	A	27.02	28.08	29.24	30.44	31.65
	B	28.10	29.20	30.41	31.66	32.92
15	A	28.08	29.24	30.44	31.65	32.98
	B	29.20	30.41	31.66	32.92	34.30
16	A	29.24	30.44	31.65	32.98	34.35
	B	30.41	31.66	32.92	34.30	35.72

AM I GETTING PAID WHAT I SHOULD? HOW CAN I FIND OUT?

Schedule A in the Collective Agreement has a list of class titles and pay grades. If you don't see your job title listed, ask.

Pay steps exist within each pay grade. Ask your supervisor, the Union, or HR if you think you're not being paid at the correct step.

Other things that impact your pay include eligibility for benefits and the shift differential paid for evening work.

WHAT IS SENIORITY?

Seniority refers to the number of hours that you've worked for VPL. It is mentioned in a few different places in the Collective Agreement. Sometimes librarian and non-librarian hours are counted separately (as mentioned in Schedule D).

Seniority plays a role in job competitions. The promotional policy clause (8.6) explains how.

Seniority is also used to determine layoff and recall order. That is explained in clause 8.8.

Make sure you understand your seniority rights, for example if you resign and are re-employed (clause 10.10.1).



SCHEDULE "B" (cont'd)

TABLE SHOWING REGULAR ANNUAL VACATION AND SUPPLEMENTARY VACATION
ENTITLEMENT IN WORKING DAYS FOR THE YEARS 2015 TO 2024 BY YEAR HIRED

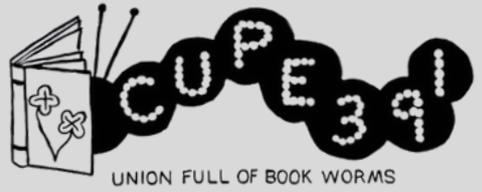
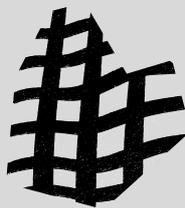
Year Hired	ENTITLEMENT YEAR									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
2023	--	--	--	--	--	--	--	--	--	15/-
2022	--	--	--	--	--	--	--	--	15/-	15/-
2021	--	--	--	--	--	--	--	15/-	15/-	15/-
2020	--	--	--	--	--	--	15/-	15/-	15/-	15/-
2019	--	--	--	--	--	15/-	15/-	15/-	15/-	15/-
2018	--	--	--	--	15/-	15/-	15/-	15/-	15/-	15/-
2017	--	--	--	15/-	15/-	15/-	15/-	15/-	15/-	20/-
2016	--	--	15/-	15/-	15/-	15/-	15/-	15/-	20/-	20/-
2015	--	15/-	15/-	15/-	15/-	15/-	15/-	20/-	20/-	20/-
2014	15/-	15/-	15/-	15/-	20/-	20/-	20/-	20/-	20/5	20/5
2013	15/-	15/-	15/-	15/-	20/-	20/-	20/5	20/5	20/-	20/-
2012	15/-	15/-	15/-	20/-	20/-	20/5	20/5	20/-	20/-	20/-
2011	15/-	15/-	20/-	20/-	20/-	20/5	20/-	20/-	20/-	20/-

HOW MUCH VACATION AM I ENTITLED TO?

Schedule B can be used to figure out your annual vacation entitlement.

If you work EDO time, you need to convert this number. There's a table in Schedule H that helps with this. For instance, 15 days becomes 13.96 days when EDO time is factored in.

Work with your supervisor to make sure you're taking the time off you're entitled to.



WHAT OTHER LEAVES ARE AVAILABLE TO ME?

Clauses 11 & 12 of the Collective Agreement deal with paid and unpaid leaves. Some of these leaves are also available for Part-Time, Auxiliary, and Temporary employees.



Paid leaves include:

- Sick leave
- Leave for gender-affirming care
- Compassionate leave
- Leave for jury duty
- Leaves for religious or cultural observances
- Domestic and sexual violence leave of absence



Unpaid leaves include:

- Unpaid leave of absence
- Adoption and parental leaves



Tree91 says: "Check Clause 14 for AUX/PT leaves. For even more leaves, check out my arms!"





THANKS FOR
READING!

Contact CUPE 391
(info@cupe391.ca)
with questions
or comments.