

February 5, 2025

MEMORANDUM OF AGREEMENT

between the

Law Society of British Columbia

and the

Professional Employees Association

The Law Society of British Columbia and the Professional Employees Association have reached a tentative agreement on the following:

- 1) All matters where agreement was reached on February 5, 2025, with the assistance of Labour Relations Board Mediator, Tracey Wood (contained herein);
- 2) All matters not addressed in the Memorandum of Agreement shall remain as set out in the January 1, 2022 – December 31, 2024 Collective Agreement.
- 3) The Parties have agreed to recommend acceptance of this tentative agreement to their respective Principals.

1.4 Professional Conduct

b) It is understood that the rights and obligations of the lawyer employees under this Agreement are subject to their professional obligations under the Legal Profession Act, the Law Society Rules and the Code of Professional Conduct for BC.

1.6 Definition of Professional Employee/Staff

Lawyer, Senior Officer, Legal Editor, Paralegal and Officer employees are considered Professional Employee/Staff for the purposes of all Law Society policies (retroactive to January 1, 2025).

2.8 Time Off For Union Business

- a) iii) A maximum of 5 representatives of the Union on the Union's Bargaining Committee.

11.1 Job Descriptions

11.1 (a) *existing language*

(b) The Law Society will review and update job descriptions on an annual basis.

18 Professional Fees and Indemnity

18.4 The Law Society will reimburse BC Paralegal Association fees paid by a paralegal or officer employee where such employee demonstrates active participation in the activities and programs of the BC Paralegal Association.

19.3 Staff Retirement Savings Plan (RSP)

a) Effective January 1, 2026, the Law Society contribution rate for Lawyer, Senior Officer, Legal Editor, Paralegal and Officer employees registered savings plan will be 7% of a Lawyer, Senior Officer, Legal Editor, Paralegal and Officer employee's regular salary.

b) Effective January 1, 2027, the Law Society contribution rate for Lawyer, Senior Officer, Legal Editor, Paralegal and Officer employees registered savings plan will be 8% of a Lawyer, Senior Officer, Legal Editor, Paralegal and Officer employee's regular salary.

c) An employee who reaches the age of 71 and is no longer legally eligible to contribute to an RRSP shall be entitled to receive an amount equal to ~~6 percent~~ of their regular salary to be paid to a savings account of their choice. *the prescribed percentage*

gm

25.1 Term of Agreement

a) The term of the agreement shall be from January 1, 2025 to December 31, 2027.

APPENDIX A – SALARY SCHEDULE

Employees shall be paid their current salaries with the following general wage increases:

January 1, 2025 – 3%

January 1, 2026 – 3%

January 1, 2027 – 3%

In addition, a 0.75% market adjustment will be applied to all salary ranges on January 1, 2025, and a 2.0% market adjustment will be applied to all salary ranges on January 1, 2026 and January 1, 2027.

The Law Society may hire/transfer/promote an employee into the bargaining unit (or from a different classification within the bargaining unit) at any rate in the salary range for the applicable job grouping.

The parties agree that general wage increases for Senior Officer, Legal Editor, Paralegal and Officer employees shall be applied to the following grids as of January 1, 2025.

Where the current salary of any Senior Officer, Legal Editor, Paralegal and Officer employee is not equal to an amount on the appropriate grid, the current salary will be adjusted upward to the next step closest to their current salary, effective January 1, 2025.

Where the current salary of any Senior Officer, Legal Editor, Paralegal and Officer employee is greater than the maximum salary provided for in the applicable grid, the salary of that employee shall be retained and only the general wage increase shall apply.

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Paralegal | \$76,272.78 | \$79,084.00 | \$81,895.21 | \$84,706.43 | \$87,517.64 | \$90,328.86 | \$93,140.07 |

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Officer | \$76,272.78 | \$79,084.00 | \$81,895.21 | \$84,706.43 | \$87,517.64 | \$90,328.86 | \$93,140.07 |

| | 1 | 2 | 3 | 4 |
|---------------------|-------------|-------------|-------------|--------------|
| Legal Editor | \$93,683.00 | \$96,738.00 | \$99,792.00 | \$101,829.00 |

| | 1 | 2 | 3 | 4 |
|--|--------------|--------------|--------------|--------------|
| Sr Credentials Officer & Special Projects | \$102,891.00 | \$106,246.00 | \$109,601.00 | \$111,838.00 |

Letter of Understanding re: Probation Period

All existing Senior Officer, Legal Editor, Paralegal and Officer employees will be grand-parented into the pre-certification probation period of 6 months.

Letter of Understanding re: Remote & Hybrid Work Guidelines

The parties agree that any reduction in scheduled work from home days requires 6 month's notice to the Union, and the approval of the CEO/Executive Director.

Letter of Understanding re: Law Society Human Resources Leave Policies

Employees are entitled to up to two (2) days leave with pay per calendar year to observe their religion's spiritual or holy days or other cultural observances not already provided for, provided that time taken is made up within thirty (30) days following or preceding the day(s) taken off under this section.

Self-identified Indigenous employees are entitled to up to two (2) days leave with pay per calendar year to observe or participate in traditional Indigenous activities that connect these employees to their culture and language.

Such leaves will not be unreasonably withheld.

Two (2) weeks' notice is required for leaves under this provision. Where two (2) weeks' notice is not possible due to the unpredictable nature of the cultural observances, then as much notice as possible shall be provided.

For the Law Society of British Columbia:



For the Professional Employees Association:

