

NOTICE TO ALL EMPLOYEES

Federal Pay Equity Communication to Employees

June 5, 2024

As a federally regulated employer, the Halifax Employers Association must comply with the *Pay Equity Act* and create a Pay Equity Plan.

Since the passing of the *Pay Equity Act* in 2018, the HEA has established a Pay Equity Committee, two-thirds (#) of which represent employees. This Committee has completed a review to establish and maintain pay equity and prepared the Halifax Employers Association, Acting for and on Behalf of its Members, Pay Equity Plan.

A copy of this draft Plan (attached) has been posted in workplaces and on the HEA Website, www.halifaxemployers.com under the "Employee Relations" tab, under Employee Communication and Notices. It will be available for a minimum of sixty days for review and comment by employees. Employees are invited to submit comments by email to rmoores@hfxemp.ca or ddelaney@hfxemp.ca until **17h00 on August 6, 2024**.

Since the inception of the Act, COMPANY's Pay Equity Committee has:

- Identified job classes,
- determined their gender predominance,
- created a draft Pay Equity Plan.

What is Pay Equity?

Pay equity is about "equal pay for work of equal value". It means that if two different jobs contribute equal value to an employer's operations, then the employees in those jobs should have the opportunity to receive equal pay (ie: salary or hourly rate, benefits, etc.). Pay equity is important because it addresses the undervaluation of women's work, which contributes to the gender wage gap.

What is the *Pay Equity Act*?

The *Pay Equity Act* is a federal law that requires employers to proactively assess if employees in jobs commonly held by women are earning equal pay for work of equal value in their workplace. This act only applies to federally regulated employers.

What is a Pay Equity Plan?

Pay Equity Plans address gender-based discrimination in the pay practices and systems of

employers. Through periodic review, they maintain identified standards within federally regulated workplaces.

How does the Pay Equity Plan impact me or my work?

Job duties and responsibilities are not impacted by Pay Equity Plans. The creation of Pay Equity Plans ensures there are processes in place to establish and maintain pay equity.

The Halifax Employers Association is committed to maintaining pay equity. To learn more about pay equity rights and obligations, visit the Canadian Human Rights Commission's website for pay equity at the following address: www.payequitychrc.ca/en.

You can also contact the Commission directly at the National Call Centre:

Toll Free: 1-888-214-1090

TTY: 1-888-643-3304

Hours of operation: Monday to Friday 8:00 a.m. to 8:00 p.m. (Eastern Time)

Yours truly,



President and CEO
Halifax Employers Association

HALIFAX EMPLOYERS ASSOCIATION, ACTING FOR AND ON BEHALF OF ITS MEMBERS – DRAFT Pay Equity Plan

in accordance with the *Pay Equity Act*, S.C. 2018, c. 27, s.416

Number of Pay Equity Plans: 1

Pay Equity Plan Name: Halifax Employers Association, Acting for and on
Behalf of its Members

Employee Count: 678

Was a Pay Equity Committee established? Yes

If Yes:

The Pay Equity Committee meet the requirements under s. 19(1) of the Act.

The employment Equity Committee consists of:

Kevin Piper	ILA Local 269
Kelly MacKellar	ILA Local 269
Wanda Robinson	ILA Local 1341
D. J. Flemming	ILA Local 1825
Sadie Petrie	Halifax Employers Association

Posting Date:	June 5, 2024
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INTRODUCTION

This is the pay equity plan in respect of Halifax Employers Association (HEA), on behalf of its members. HEA is the designated employers representative, pursuant to S. 34 of the *Canada Labour Code*, for its members, namely all employers engaged in the longshoring in the Port of Halifax who employ labour represented by the Council of ILA Locals for the Port of Halifax. As designated employer, HEA's only employees are the bargaining unit members of the ILA Locals for the Port of Halifax who are hired on a daily basis by its members employing labour.

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1. Objectives of the Pay Equity Act

Federally regulated employers, with an average of 10 or more employees, are subject to the Pay Equity Act (Act). The purpose of the Act is to make sure that people working in jobs that are commonly held by women are receiving equal pay to those working in jobs commonly held by men. It is not about equal pay for the same work; that is dealt with under different legislation. The development or maintenance of a pay equity plan allows employers to identify and address any pay inequities that might exist in their workplace.

2. Employer Obligations – Create a Pay Equity Plan

Employers or pay equity committees must create a pay equity plan within three years of becoming subject to the Pay Equity Act. To create a pay equity plan, they must:

- Identify job classes in the workplace (i.e. positions that share certain similarities);
- Determine which job classes are commonly held by women and which ones are commonly held by men;
- Value the work done in all predominantly male and female job classes;
- Calculate total compensation in dollars per hour for every predominantly male and female job class; and,
- Determine whether there are differences in compensation between jobs of equal value.

Employers must post a draft of the pay equity plan and a notice to employees of their right to provide comments on the draft plan. After having given employees at least 60 days to provide comments, employers must post the final version of the pay equity plan and the notice of increases.

Once the final version of the pay equity plan has been posted, employers must correct any pay equity gaps. This is done by increasing the compensation of employees in jobs that are not receiving equal pay for work of equal value.

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These increases in compensation are payable in full the day after the final version of the plan is posted; however, employers may be allowed to phase in these increases.

3. List of Job Classes (s. 51(d))

The following lists all the job classes identified for our organization:

Job Class

Longshore Workers

Checkers

Gear Repair and Maintenance

4. Female predominant Job classes (s. 51(e))

The Committee found there are no female predominant job classes within the workforce.

5. Male Predominant Job Classes (s. 51(f))

The following lists the male predominant job classes:

Longshore Workers

Checkers

Gear Repair and Maintenance

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6. Job Evaluation Method Used (s. 51(h))

No job evaluation was required as there were no female dominant job classes.

7. Calculating Compensation (s. 51(i))

No calculation of compensation was required as there were no predominantly female job classes.

8. Comparing Compensation (s. 51(j))

No compensation comparison was required as there were no predominantly female job classes.

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9. Results from the Comparison of Compensation (s. 51(k))

No compensation comparison was required as there were no predominantly female job classes.

Accordingly, no adjustments are required.

10. Date on which increases in compensation are due (s.51(l))

This section is not applicable as no adjustments are required.

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11. Employee Rights

As an employee, you have 60 days from the first day of this posting to provide comments. To do this, send comments in writing to **Richard Moore** (rmoore@hfxemp.ca) or **David Delaney** (ddelaney@hfxemp.ca) at the HEA no later than August 6, 2024.

A final pay equity plan document will be posted in accordance with the *Pay Equity Act*. The final pay equity plan document will outline any modifications made, or it will indicate if no modifications were necessary.

The Pay Equity Act protects employees from any retaliation by the employer or union(s) for providing comments about the pay equity plan. However, those concerns should be properly communicated in the manner set out above

12. In the event of disagreements (s. 51(m))

Employees and bargaining agents who do not agree with the results of pay equity plan have options for voicing their concerns. They can submit comments to the employer as set out above.

In addition, if the employer developed the pay equity plan without a pay equity committee, then an employee to whom the pay equity plan relates, or a bargaining agent that represents the employee, may file a Notice of Objection within 60 days after the date that the final pay equity plan is posted.

If a pay equity committee developed the pay equity plan, and the final pay equity plan has been posted, then an employee or bargaining agent may file a complaint only if they believe that the employer or the bargaining agent has acted in bad faith or in an arbitrary or discriminatory manner while performing their duties or functions. A complaint must be filed within 60 days after the day on which the employee became aware of the alleged behaviour.

Agreement

This Pay equity plan, and the information used to create this plan, is accurate to the best of my knowledge and belief.

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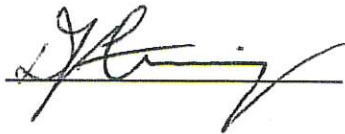
in accordance with the *Pay Equity Act*, S.C. 2018, c. 27, s.416

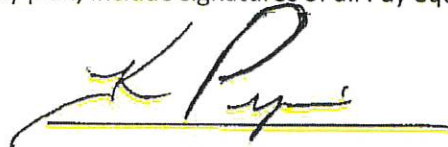
Signature of the employer or the person representing the employer:



Where a Pay Equity Committee created the pay equity plan, include signatures of all Pay equity Committee Members:











To obtain more information on the Pay Equity Act and pay equity plans, please visit our website
at www.payequitychrc.ca