

**Memorandum of Understanding
Between
the Parks Canada Agency
and
the Public Service Alliance of Canada
with respect to
Lifting the Moratorium on Vacation and Compensatory Leave Cash-Out**

This Memorandum of Understanding (MOU) is to give effect to the agreement reached between the Parks Canada Agency (the Employer) and the Public Service Alliance of Canada (the Alliance) with respect to the liquidation of vacation and compensatory leave in excess of the carry-over limits, as stipulated in the collective agreement between the Employer and the Alliance (Expiry date August 4, 2021).

This MOU shall apply to all employees of the Parks Canada Agency covered by the provisions of the collective agreement.

The parties agree that, starting on April 1, 2023, the Employer will implement a mandatory leave liquidation management plan for outstanding vacation and compensatory leave credits accumulated during the moratorium on vacation and compensatory leave cash-out introduced by the Agency upon implementation of the Phoenix pay system.

In order to return to the carry-over levels allowed at clauses 32.11 and 34.01 of the collective agreement by April 1, 2028, the parties agree to the following process to liquidate excess leave balances over a five-year period between April 1, 2023, to September 30, 2028.

Vacation Leave Cash-out

- For vacation leave credits, employees will submit a mandatory leave liquidation management plan, agreed upon by their supervisor, to plan for the liquidation of all leave in excess of the maximum applicable carry-over limits, each year, from April 1, 2023, to March 31, 2028. For clarity, Employees shall have the option to liquidate excess leave by using excess vacation credits and/or by cashing out excess credits in each year of this Memorandum of Understanding. The mandatory leave liquidation management plans submitted by employees shall not be unreasonably denied.
- Notwithstanding the above, the mandatory leave liquidation management plans will be limited to the amount necessary to reduce an employee's carry over to the carry over limit as stipulated in clause 32.11 of the collective agreement over a 5-year period, between April 1, 2023, to March 31, 2028.

Notwithstanding the paragraph above, employees will continue to be able to request a cash out of their vacation leave balances during the year, in the amounts and manner described in subparagraph 32.11 b) (iii) of the collective agreement.

Compensatory Leave Cash-out

- For compensatory leave credits, employees will submit a mandatory leave liquidation management plan, agreed upon by their supervisor, to plan for the liquidation of all compensatory leave earned prior to April 1, 2023. Such leave shall be liquidated before September 30, 2028. For clarity, Employees shall have the option to liquidate excess leave by using excess compensatory leave credits and/or by cashing out excess credits in each year of this Memorandum of Understanding. The mandatory leave liquidation management plans submitted by employees shall not be unreasonably denied.
- With the exception of those covered by Appendix E, employees with a compensatory leave balance on September 30, 2024, will receive a cash out of any and all unused compensatory leave accrued during the previous fiscal year. Effective October 1, 2023 and going forward, compensatory leave balances accrued after September 30, 2023 will be managed as per the provisions of the collective agreement.
- Employees covered by Appendix E of the collective agreement with a compensatory leave balance on May 15, 2024, will receive a cash out of any and all unused compensatory leave accrued during the previous fiscal year. Effective May 16, 2023 and going forward, compensatory leave balances accrued after May 15, 2023 will be managed, as per clause 3.4 of Appendix E.

The Employer, in consultation with the employee, may pause the mandatory leave cash-out in a given year, in certain situations where there is an issue with the completeness or accuracy of an employee's leave data (for example employees in a pending transfer situation).



October 28, 2022

Alexandre Silas
National Capital Region
Regional Executive Vice-President
Public Service Alliance of Canada



October 27, 2022

Ron Hallman
President and Chief Executive Officer
Parks Canada Agency