

MEMORANDUM OF AGREEMENT

BETWEEN:

Island Savings Credit Union

(hereinafter referred to as the "Employer")

PARTY OF THE FIRST PART

AND:

MoveUP, Local 378 of the Canadian Office and Professional Employees Union

(hereinafter referred to as the "Union")

PARTY OF THE SECOND PART

WHEREAS:

- A. The Parties are bound to a Collective Agreement effective from month day, year through month day, year (the "Collective Agreement").
- B. The Parties have engaged in collective bargaining to reach an agreement to renew the Collective Agreement.

THEREFORE:

- 1. The Parties agree that the Collective Agreement is renewed for a term of four (4) years from July 1, 2024 to June 30, 2028 with the changes set out in the Memorandum of Agreement subject to the following conditions.
- 2. The Parties agree that this Memorandum of Agreement is subject to ratification by the Parties' respective principals.
- 3. The Parties agree to recommend this Memorandum of Agreement, without reservation, to their respective principals.
- 4. The changes to the Collective Agreement contained in this Memorandum of Agreement will be effective from July 1, 2024 unless specifically stated otherwise.
- 5. All items not addressed herein will be considered withdrawn on a without prejudice basis.

6. Any amendment to this Memorandum of Agreement must be confirmed in writing by both Parties.
7. The Parties agree that this Memorandum of Agreement is, to this date, the entire agreement between the Parties with respect to collective bargaining for the renewal of a Collective Agreement.
8. If this Memorandum is ratified, the Union agrees to provide the Employer with a draft copy of the resultant Collective Agreement both in "hard-copy" and digital form within thirty (30) calendar days of the date of completion of the ratification vote and the Employer shall thereafter have fifteen (15) calendar days within which to respond to the draft Collective Agreement provided by the Union. The Parties agree the objective will be to have a finalized Collective Agreement within sixty (60) calendar days of the date of completion of the ratification vote.

Signed at Langley, B.C. this 6 day of March, 2025

Nicole Scott

FOR THE EMPLOYER

George Bato

FOR THE UNION

APPENDIX "A"

Attach all sign off as Appendix A



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024

Union and Employer			
Number	Affected Article/MOU	Date: December 16, 2024	Time:
UP 48 ER 22	Preamble	<i>Land Acknowledgement</i>	

Land Acknowledgement will be a preamble to the Agreement.

As Parties to the Collective Agreement, we are honored every day to serve our members on the traditional, unceded, and ancestral homelands of First Nations, Inuit, and Métis Peoples. We are committed to taking meaningful action towards Truth and Reconciliation and Decolonization in our workplace and communities.

Island Savings operates on the lands of the Coast Salish peoples, specifically the Snuneymuxw, Semiahmoo, Quwutsun (Cowichan), MÁLEXEŁ (Malahat), Xwsepsum (Esquimalt) and Lkwungen (Songhees), Pacheedaht, Scia'new, Á, LENENEZ ŁTE WSÁNEĆ, Stzúminus, and scəwaθenaʔ tēməxʷ (Tsawwassen) Peoples.

MoveUp is headquartered on stolen land on the traditional, ancestral territory of the xʷmθkʷəyəm (Musqueam), Skwxwú7mesh Uxwumíxw (Squamish), səlilwətaʔ (Tsleil-Waututh) and qiqéyt (Qayqayt) First Nations.

We honor Indigenous Peoples' ongoing connection to this land and its people. Since time immemorial, Indigenous Peoples have been the stewards and strengtheners of our communities, provinces, and country. In recognition of these invaluable contributions, we commit to educating ourselves and others about the history and ongoing impacts of colonization.

Let this Territorial Acknowledgement be more than words.

It is a call to action for our collective commitment to be clearly and overtly connected to Indigenous Peoples and Communities, ensuring our practices are just and contributing positively to the communities whose lands we are privileged to operate on.

E&OE

Signed off this 16th day of December 16, 2024

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Savings Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union Number	Affected Article/MOU	Date: November 25 ²⁶ , 2024	V.2 Time: 2:07 pm
UP 01	HK	<i>New/Housekeeping. The Union proposes that the Parties agree to address any typographic, grammatical, or structural discrepancies in the production of the collective agreement.</i>	

HOUSEKEEPING

- 1) Change "Manager" to "manager".
- 2) Change "Directors" to "directors".
- 3) Change "Supervisory Staff" to "supervisory staff".
- 4) Change "Supervisors" to "supervisors".
- 5) Change "Branch manager" to "branch manager".
- 6) Change "the parties" to "the Parties".
- 7) Change the provision format to Article XX.XX.
- 8) Change "Job Steward" or "Steward" to "job steward".
- 9) Change "Collective Agreement" or "the Agreement" to "this Agreement".
- 10) Change "Credit Union" to "Employer", where appropriate.
- 11) Italicize all laws.

E&OE
Signed off this 26 day of Nov 20 24

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union		V.2	
Number	Affected Article/MOU	Date:	Time:
		November ²⁶ 25, 2024	2:11pm
UP 04	2	Amend/New	

ARTICLE 2 – UNION SECURITY and RECOGNITION

- 2.01** This Agreement shall apply solely to employees in the bargaining unit for which the union is certified under the *Labour Code of BC*, and shall be binding on the Employer and the Union and their respective successors and assigns.
- 2.02** All employees covered under this Agreement shall, as a condition of employment, become and remain members of the Union within ~~thirty (30)~~ fifteen (15) days from the effective date of this Agreement.
- 2.03** All employees hired subsequent to the signing date of this Agreement shall, as a condition of employment, become and remain members of the Union within ~~thirty (30)~~ fifteen (15) days from the date of employment.
- 2.04** Upon written authorization from the employees, the Employer agrees to deduct Union Initiation fees, dues and assessments from the wages of each employee and to transmit the monies so collected to the Union, on a bi-weekly basis. In addition, the Employer will provide to the Union, once monthly, a list of employees the following information from whom such deductions have been made:
 - a) Name
 - b) Monthly Salary or Hourly rate
 - c) Job Classification
 - d) Employee Status
 - e) Date of Hire
 - f) New Hires
 - g) Work location
 - h) Terminations/Leaving the Union

Such information shall be supplied by the Employer and in a form mutually agreed acceptable to the parties.

E&OE

Signed off this 26 day of NOV. 2024

For the Union

For the Employer

2.05 Each new employee shall be provided with a letter of engagement and a Job Steward from ~~the Duncan Branch~~ any of the unionized locations will be notified of the new employee's name. The Job Steward will provide the new employee with one (1) hour orientation on the Employer's premises within the normal working day at a mutually agreeable time. In the event that job stewards are not available, the Union's Representative will deliver the one (1) hour orientation. A Union Membership Application Card will be signed by the new employee and forwarded ~~by the Job Steward~~ to Human Resources. A copy of the Collective Agreement and a listing of Job Stewards will also be provided by the Job Steward/Union Representative. Both the Job Steward/Union Representative and Human Resources will sign-off the appropriate portion of a new employee "checklist" forwarded to the Job Steward/Union Representative by Human Resources and returned to Human Resources by the Job Steward/Union Representative upon completion.

Note only: V.1 proposal of 2.06 moved to alternative section.

E&OE
Signed off this _____ day of _____ 20____

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Savings Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union		V.2.1	
Number	Affected Article/MOU	Date: November <u>25</u> , 2024 <i>26</i>	Time: 2:10
UP 01.1	HK	Removal of reference to "Chief Job Steward" in CBA	

HOUSEKEEPING

ARTICLE 3 – UNION and EMPLOYER REPRESENTATION Recognition of Union Executive Board Members, Councilors, Job Stewards and Union Representatives. The Employer will recognize individuals and/or employees elected, appointed and/or designated by the Union as its qualified Executive Board Members, Councilors, Job Stewards and Union Representatives. ~~The Union may identify one Job Steward as the Chief Steward.~~ The Union will notify the Employer in writing as to who are the elected, appointed and/or designated Executive Board Members, Councilors, Job Stewards and Union Representatives authorized by the Union to discuss and, wherever possible, resolve problems arising out of the Collective Agreement. In the event that an alternative to the Job Steward is assigned by the Union to discuss and, wherever possible, resolve a problem arising out of the Agreement, reasonable notice will be provided in advance by the Union to the Employer.

3.01 The Employer shall recognize up to two (2) regular employees per Branch/Agency, elected or appointed by the Union to act as Job Stewards. ~~Of these, one (1) shall be identified as the Chief Job Steward.~~ These employees must have completed their probationary period of employment. The Union shall inform the Employer, in writing, of the names of the Job Steward(s).

5.01 Probationary Period All regular employees shall be considered probationary for the first six (6) calendar months of employment. The probationary period may be extended by mutual agreement. ~~The Chief Job Steward~~ Union Representative will be provided with notice of requests to extend probationary periods. Mutual agreement will not be withheld unreasonably.

E&OE
Signed off this 26 day of Nov. 2024

For the Union

For the Employer

12.01 a) Notice of all job vacancies within the bargaining unit shall be posted on the Employer's Intranet for at least five (5) working days. The notice shall indicate the job title, category, and a brief outline of the duties involved and date that position will be filled. Postings for temporary positions will specify expected start and end dates. A copy of the notice shall be sent to the Union Representative Chief Job Steward.



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date: <i>Nov. 26</i>	Time: <i>2:13 pm</i>
UP 05	4.01	<i>Amend</i>	

ARTICLE 4 – RIGHTS of the EMPLOYER

4.01 The Union recognizes the right of the Employer to operate the business and direct the working force subject to the provisions of this Agreement and the right of the Union or employees to grieve, as provided in Article 18, and 19 and 20.

Nothing herein contained shall limit the statutory powers and duties of the directors of the Employer under the Financial Institutions Act of British Columbia, the Credit Union Incorporation Act of British Columbia, the Companies Act of British Columbia, and the pertinent regulations thereunder.

Actual direction of the office staff will be under the authority delegated by the Board of Directors to the Chief Executive Officer who, in turn, may delegate any portion of these duties and authority to others in managerial and/or supervisory capacity.

E&OE
Signed off this 26 day of Nov 2024

For the Union


For the Employer


IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION

Employer Proposal		
UP 08 – Counter Proposal	Date:	Time:
Section: 5.05 Temporary		

CA Article/Section Proposal

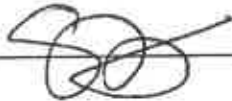
The employer proposes the following language to simplify and add transparency for the bargaining unit:

5.05 Temporary

A temporary employee is one so informed by the Employer at the time of hire. Temporary employment shall be for a specified period not exceeding ninety (90) calendar days duration, except for temporary assignments known to be longer than ninety (90) calendar days duration for any job protected leave such as maternity or long term illness leaves, and except when extended by mutual agreement between the Union and the Employer. Such extension shall not be unreasonably withheld. These employees upon reaching regular status shall be covered by all provisions of this Collective Agreement. Seniority will be as provided under Article 14 of the Collective Agreement.

Signed off this 6 day of June 2024

For the Employer (FWCU)



For the Union (MOVEUP Local 378)





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date:	Time:
UP 09	6.01		

ARTICLE 6 – HOURS of WORK and OVERTIME

6.01

- a) The standard day shift shall consist of seven and one-half (7 ½) hours per day between the hours of 8:00 a.m. and 8:00 p.m. The standard work week shall consist of thirty-seven and one-half (37 ½) hours, Monday through Saturday, inclusive, with the exception of Friday, where the standard day shift shall consist of eight and one-half (8 ½) hours per day, between the hours of 8:00 a.m. and 8:00 p.m., and this shall also apply to Thursdays, where Friday, is in fact, a statutory holiday and/or a day in lieu of a statutory holiday. Where an employee's standard work week is Tuesday to Saturday and the Saturday shift is less than seven and one-half (7 ½) hours, the weekly hours shall consist of thirty-seven and one-half (37 ½) hours and the time required to reach the standard work week hours shall be averaged over the week. Additional time worked in excess of the standard seven and one-half (7 ½) hours per day shall not be considered overtime, unless the total hours scheduled exceeds thirty-seven and one-half (37 ½) per week.
- b) The determination of the starting time of daily and weekly work schedules shall be made by the Employer, and such schedules may be changed by the Employer from time-to-time to suit varying conditions of business. In the event of any changes in starting and quitting times of shifts, the Employer agrees to give at least twenty (20) working days' notice of any change.
- c) The Employer will not require employees to work more than five (5) consecutive days per week. Employees will receive two (2) consecutive days of rest. Part-time employees may decline two (2) consecutive days of rest. Sunday shall be the normal day of rest in a work week for all employees.
- d) The Employer shall allocate part-time hours on the basis of seniority. It shall not be the intent of the Employer to erode the seniority position of part-time employees based on allocation of hours of work unless the employee specifically declines to work on a given shift. Such declination may result in the loss of some seniority.

E&OE

Signed off this _____ day of _____ 20____

For the Union

For the Employer

It is agreed that two (2) employees with the same skills, licensing and abilities to perform each other's job, may switch days of work, i.e. a Tuesday to Saturday employee may switch a day with a Monday to Friday employee. It is further agreed that such switching of days must not be at any additional cost to the Branch. Each employee will provide the Employer with the Letter of Agreement to this effect along with reasonable notice of the planned switch. It is understood that the employees who switch shifts may not receive two (2) consecutive days off.

E&OE

Signed off this 6 day of June 2024

For the Union



For the Employer





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date: 26 November 25, 2024	Time: 2:13 pm
UP 10	7.01	Amend	

ARTICLE 7 – STATUTORY HOLIDAYS

7.01

- a) The Employer agrees to provide all employees with the following statutory holidays, without loss of pay:

New Years Day	Family Day	Good Friday
Victoria Day	Canada Day	BC Day
Labour Day	Thanksgiving Day	Remembrance Day
Christmas Day	Boxing Day	<u>National Day for Truth and Reconciliation</u>

and any other day that may be stated a legal holiday by the Provincial, Civic and/or Federal Government. Should one of the above holidays fall on an employee's normal day(s) off, the employee shall receive an additional day or day(s) off with pay to be taken adjacent to the employee's normal days off or at a time mutually agreed between the employee and the Employer.

- b) The day off in lieu of a holiday which falls on an employee's normal day off must be taken within ninety (90) calendar days following the date the holiday occurred. Seniority will govern when more than the allowable number of employees request the same day off work, giving the consideration to the requirements of efficient operation of the Credit Union.
- c) Floating Holiday (Day4U): ~~Effective January 1, 2017,~~ all regular employees will be eligible for a paid day off in addition to the statutory holidays listed above. The floating holiday must be taken, at a mutually agreed upon time approved by the employee's performance leader, during the calendar year which is recognized as January 1 to December 31. Full-time employees will be paid their regular wages when taking the floating holiday. Wages for part-time employees will be based on

E&OE

Signed off this 26 day of Nov. 2024

For the Union

For the Employer

an average of hours worked during the 30 days immediately preceding the time taken as the floating holiday.

The following criteria applies to the annual one paid floating holiday:

- I. The day must be taken within each calendar year (i.e. January 1 to December 31)
- II. Should an employee not take the day within the given calendar year the day does not accrue to the following year (i.e. the day is lost if not used).
- III. Employee hired on or after October 1 will not be eligible for the paid day in that calendar year.
- IV. If employment terminates, and the employee has not taken the day, the value of this day will not be paid out.

E&OE
Signed off this _____ day of _____ 20_____

For the Union

For the Employer

IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION

Employer Proposal ERO6		
Housekeeping – Process Improvement	Date:	Time:
Vacation Entitlement		
Section: 8.01		

CA Article/Section Proposal

Island Savings is in the process of implementing new payroll software (Ceridian), with new and improved system capability and function.

As such, the employer proposes aligning our practice with system capability, specifically, the alignment of annual vacation entitlement from anniversary date to that calendar year.

8.01 ~~Effective January 1, 2004,~~ vacation is recorded on a calendar year basis, January 1st to December 31st, and is accrued based on the employee's date of commencement of employment. All regular full-time and regular part-time employees shall be entitled to vacation in accordance with the following schedule.


An employee's earned vacation entitlement will be credited in hours on January 1st each year.

Signed off this June 5 day of _____ 2004.

For the Employer (FWCU)



For the Union (MOVEUP Local 378)





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

ER 11	Article 8.04	Amend
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Article 8.04

~~Effective January 1, 2017,~~ e Employees are permitted to bank five (5) ~~ten (10)~~ working days of vacation and take it in the following calendar year subject to the following:

- a) The banked vacation shall be taken at a time mutually agreed upon.
- b) The Parties understand the carry-over may be more than five (5) ~~ten (10)~~ working days due to a pregnancy/parental/adoption leave or a medical leave and that other special circumstances may warrant the banking of additional vacation.
There may must be special circumstances warranting the banking of additional vacation beyond the allowable five (5) working days. Employees may submit a written request to Human Resources for an exception. Such requests will not be unreasonably denied.
- c) ~~Employees with carry-over beyond the five (5) ten (10) working days for 2024 shall have until December 31, 2017 2025 to take the time. and any remaining vacation days, subject to 8.04 (b) above, beyond the allowable carry forward period shall be paid to the employee on the first pay period of 2018. Employees may submit a written request to their Human Resources for an extension of this date to December 31, 2018 subject to approval by their performance leader and Human Resources, and such approval will not be unreasonably denied.~~
- d) ~~Employees who request payout of vacation as per 8.04 (c) above have the option to have the vacation pay go directly into an RRSP. Such request shall be made in writing, confirming the employee has sufficient contribution room, and they have an individual RRSP account held with the Employer. This RRSP option is available two times only, once before December 31, 2017 and a second time before December 31, 2018 in the event an extension has been granted as per 8.04 (c) above.~~

Signed off on 22nd day of January 2025

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 12	Article 9 XX	<i>Amend – addition of job protected leaves</i>
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ARTICLE 9 – LEAVES of ABSENCE

9.XX

The Employer provides statutory leaves of absence in accordance with the Act. Statutory leaves do not affect sick leave entitlement or seniority.

Note: Union suggests that this be placed as first article in Article 9 and all other article be renumbered.

9.XX Critical Illness or Injury Leave

The Employer shall grant upon request, Unpaid Critical Illness or Injury Leave in accordance with the Employment Standard Act. An employee who requests leave under this section is entitled to the following unpaid leave to provide care or support to a family member if a medical practitioner or nurse practitioner issues a certificate:

- a) up to 36 weeks of unpaid leave to provide care or support to a family member who is under 19 years of age at the start of the leave;
- b) up to 16 weeks of unpaid leave to provide care or support to a family member who is 19 years of age or older.

9.XX Reservists Leave

The Employer shall grant upon request, Reservist Leave in accordance with the Employment Standards Act. An employee who is a reservist and who requests leave under this section is entitled to unpaid leave as outlined in the Employment Standards Act.

9.XX Leave Respecting the Disappearance of a Child

The Employer shall grant upon request, Leave Respecting The Disappearance of a Child, in accordance with the applicable legislation.

9.XX Leave Respecting Domestic or Sexual Violence

The Employer shall grant upon request, Leave Respecting Domestic or Sexual Violence. If an employee or eligible person experiences domestic or sexual violence, the employee may request leave in accordance with the Employment Standards Act. If an employee requests leave under this provision, the employee is entitled during each calendar year to:

- a) up to 5 days of paid leave,
- b) up to 5 days of unpaid leave, and
- c) up to 15 weeks of additional unpaid leave.

9.XX Spiritual and Cultural Leave

The Employer shall grant requests from employees to attend their spiritual, cultural, and religious practices. This includes the observance of holidays, practices, ceremonies, or events related to the employee's religion, spirituality, or cultural beliefs. Employees are



Island Saving Credit Union MOA – Memorandum of Agreement

(Canadian Office and Professional Employees Union, Local 378)

entitled to a maximum of five days unpaid leave in every calendar year. Requests for personal leave or spiritual and cultural leave days must be submitted in writing prior to the requested time and are subject to approval. Such leave requests shall not be unreasonably denied. It is understood that the aforementioned leave provision enables every employee who identifies as Indigenous to participate in Indigenous traditional and ceremonial practices, in alignment with the Truth and Reconciliation Commission's call to action recommendations.

Signed off on 11th day of December 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)


Union			
Number	Affected Article/MOU	Date:	Time:
UP 13	9.01	<i>Amend</i>	

9.01 Union Business


Leave of absence without pay may be granted to employees for the purpose of attending to Union business with the approval of the Employer or their authorized Representative. The Union will request such leave by giving the Employer at least two (2) weeks' notice. Such leave shall not be unreasonably denied.

E&OE
Signed off this 5th day of JUNE 2024

For the Union



For the Employer





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 15	Article 9.05	Amend
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ARTICLE 9 – LEAVES of ABSENCE

9.05 Parental Leave/Adoption Leave

Leave of absence without pay shall be granted in accordance with the Employment Standards Act (ESA). Such leave will not affect seniority. Entitlement under ESA is up to ~~sixty-one (61)~~ sixty-two (62) consecutive weeks for employees that have not received maternity leave and sixty-one (61) weeks for employees in receipt of maternity leave. All parental leave of absence requests shall be in writing at least four (4) weeks before the day the employee proposes to begin leave, and shall show the last day to be worked and the expected date of return-to-work. Benefits, Employer Group RRSP contributions, and vacation days to continue during Parental Leave/Adoption Leave.

Signed off this 29th day of November 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

ER 21	Article 10.01	<i>Add – new 10.01 (b) renumbering of remaining</i>
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ARTICLE 10 - BENEFIT PLANS and SICK LEAVE 10.01

a) All employees who qualify for benefits shall become entitled to the benefit package as outlined in attached Appendix B-1 on the first (1st) day of the month following date of hire or transfer into the bargaining unit. (MSP will be available for the first of the month following the date of hire.)

b) Part time employees must work an average of fifteen (15) hours per week or sixty (60) hours per month to be eligible for benefits.

~~b) c~~ Details of the benefit plans as referred to in paragraph (a) are attached as Appendix B-1 and also available on the corporate intranet.

~~c) d~~ Benefit Package

The Employer's intention is to continue the provision of current benefits for the term of the collective agreement.

~~d) e~~ The premium costs for the plans outlined in 10.01 (b) shall be fully paid by the Employer for all regular employees.

All employees, as per the conditions of the BC Central benefits plan, once on benefits may not opt out.

Employees will contribute premiums for BC Medical as follows:

- Single \$15.00 per month
- couple \$20.00 per month
- family \$25.00 per month

~~e) f~~ Effective January 1, 2020, BC Medical premiums will no longer be required therefore the subsidized benefit will cease.

~~f) g~~ In the event that there is a legislative change to reintroduce the BC Medical Premiums and eliminate the Employer Health Tax, the current language in (d) will be reinstated.

Signed off the 6th day of Jun 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)

A. Chen



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 18	Article 10.02	<i>Amend – second paragraph</i>
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10.02 Retirement Savings Plans

New hires and existing non-Union employees posting into the bargaining unit who are not on the First West Group RRSP Program will have the option of choosing either the Bargaining Unit Group RRSP plan or the First West Group RRSP Program. Non-union employees who post into a bargaining unit position and are already in the First West Group RRSP program will not have the option of transferring into the Bargaining Unit Employee Group Retirement Savings Plan. Previous Bargaining Unit employees who are returning to the bargaining unit within 2 years may transfer back to the Bargaining Unit Employee Group Retirement Savings Plan without costs (if were previously enrolled on the Bargaining Unit Employee Group Retirement Savings Plan).

Signed off on 22nd day of January 2025

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 20	Article 10.04 (b) and (f)	Amend
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10.04


- b) Personal Days are classified as one of the following and the employee will be required to indicate the applicable Personal Days plan when requesting time off:
- i. Paid Time Off Other – Bereavement (Article 9.02), Disability Waiting Period (Article 10.03), Jury Duty (Article 9.03), Volunteer Day (As per Employer policy).
 - ii. Paid Time Off Personal Other – Bereavement leave extension, Birth of Child, Education (sitting/writing an exam), Emergency Childcare, Family, Household Emergency, ICBC related, Pandemic, Quarantine, Personal Appointment, Severe Weather, WCB related, volunteer emergency and/or rescue worker, citizenship ceremony and other personal circumstances including, but not limited to domestic violence.
 - iii. Paid Personal Leave Sick – Personal Illness including but not limited to menstrual illness and fertility related appointments and treatments.
- f) The employee, upon request of the Employer, shall provide proof of illness, which involves paid leave. The Employer shall bear all costs associated with proof.

Signed off this 29th day of November 2024

For the Employer (FWCU)



For the Union (MOVEUP Local 378)




Employer Proposal/ Counter Proposal – UP23		
	Date: Dec 16	Time:
Section: Article 12.01		

CA Article/Section Proposal
<p>The employer is in agreement with removing the reference to LOU4 from (b) as per below:</p> <p>12.01</p> <ul style="list-style-type: none">a) Notice of all job vacancies within the bargaining unit shall be posted on the Employer's Intranet for at least five (5) working days. The notice shall indicate the job title, category, and a brief outline of the duties involved and date that position will be filled. Postings for temporary positions will specify expected start and end dates. A copy of the notice shall be sent to the Chief Job Steward.b) Postings for part-time employees will be specific to each Branch unless the Employer has prior approval of the Union, i.e. an employee who has been granted a position will be assigned to one Branch at the time of hire. See Letter of Understanding #4, Permanent Part-Time Shift Schedules.c) An employee may bid on vacant positions which may involve a promotion, lateral transfer, or a lower classification.

Signed off this 16th day of December, 2024

For the Employer (FWCU)



For the Union (MOVEUP Local 378)





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 26	Article 14.06 & 3.04	<i>Amend - New</i>
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14.06 An employee on approved leave of absence for the following reasons will continue to accrue seniority:

- Union Business - Article 9.01
- Special Leave with Pay - Article 9.08
- Parental Leave - Article 9.05
- Sick Leave - Article 10.01(b) & 10.03
- Any other job-protected leave as prescribed by the Employment Standards Act

Note: Article 3.04 to be Moved to Article 9 Leaves with amended language

3.04 Leave for Union Business

Leave of Absence may be requested by an employee for the purpose of fulfilling responsibilities as a full-time officer of the Union. Such leave will be granted without pay and without seniority accumulation.

Signed off on 29th day of November 2024

For the Employer (FWCA)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union			
Number	Affected Article/MOU	Date:	Time:
UP 27	15.05	<i>The Union proposes incorporating this provision into Article 10 for the purpose of consistency.</i>	

15.05 Doctor or Dentist Appointments

Where a full-time regular employee is required to attend a Doctor or Dentist appointment in the immediate area during working hours, attendance at such appointment shall be without loss of pay. All employees shall make all reasonable efforts to schedule such appointments outside of working hours.

E&OE
Signed off this 5th day of JUNE 2024

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 29	Article 15.10	<i>Amend - New</i>
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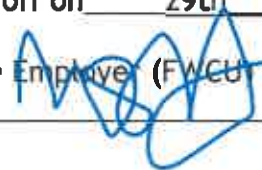
15.10 Employer Initiated Meetings

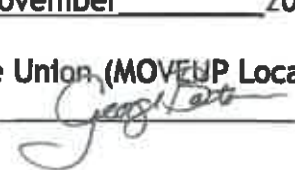
To promote the concept of employer initiated meetings outside of working hours to a maximum of four (4) meetings per calendar year, and that the employer will reimburse out-of-pocket costs for babysitting. The duration of these meetings would be a maximum of three (3) hours and are for employer initiated purposes, not training purposes. The Employer shall provide at least two weeks' notice in advance of any employer initiated meeting outside of working hours.

Signed off on 29th day of November 2024

For the Employee (FWCU)

For the Union (MOVEUP Local 378)







(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 32 ER 8	Article 20 (3) & 22.06	<i>Amend - New</i>
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20(3) Such written statement will be referred to Mediator ~~Brian Foley~~ Trevor Sones for mediation and a non-binding recommendation to settle the grievance.

22.06 List of Arbitrators:

- ~~Wayne Moore~~
- ~~D. McPhillips~~
- ~~Colin Taylor~~
- ~~J. McConchie~~
- J. Dorsey
- B. Blasina
- Ken Saunders
- Jitesh Mistry
- Jackie de Aquayo
- Koml Kandola

Signed off on 25th day of November 2024

For the Employee (PWCU)


For the Union (MOVEUP Local 378)




(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 33 ER 20	Article 23	<i>Amend – New -Duration</i>
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ARTICLE 23 – DURATION

23.01

This Agreement shall be in full force and effect from and including July 1, ~~2019~~ 2024 to and including June 30, ~~2024~~ 2028 and shall continue in full force and effect from year to year. ~~thereafter subject to the right of either party to this Agreement within four (4) months immediately preceding the expiration, or immediately preceding July 1st in any subsequent year, by written notice to the other Party, to require the other Party to commence collective bargaining with a view to the conclusion of a renewal or revision of the collective Agreement, or a new collective Agreement.~~

Either party may at any time within four (4) months immediately preceding the expiry date of this agreement, give to the other party written notice of its intention to re-open or amend this Agreement on its expiry date or on any day thereafter. The parties shall exchange particulars of desired changes to the Agreement not later than the date of the first meeting of negotiations.

After the expiry date of this Agreement and until a revised agreement is signed, this Agreement and all its provisions shall remain in full force and effect without prejudicing the position of the revised agreement in making any matter retroactive.


~~23.02 It is mutually agreed by the Parties to exclude from this Agreement the operation of Sections 50(2) and 50(3) of the Labour Relations Code.~~

Signed off on 22nd day of January 2025

For the Employer (FWCU)



For the Union (MOVEUP Local 378)





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union Counter to ER 02		V.1	
Number ER02	Affected Article/MOU	Date: November 28, 2024	Time: NOV 28, 2024
	Appendix A-1	Union Counter to ER 02	

APPENDIX "A-1"

JOB CLASSIFICATIONS and JOB TITLES

- Island Savings, a division of First West Credit Union

Group 1

~~Member Services Advisor 1~~

Group 2

~~Branch Advisor 2~~

Member Services Advisor 2

Group 3

~~Cash Services Coordinator~~

Group 4

Branch Operations Advisor 4 (without courses)

Business Services Advisor

Lending Services Advisor

Administrative Assistant, Financial Planning (Level 1)

~~Cash Services Advisor 4 (without courses) - previously referred to as Advisor Branch~~

~~Treasury~~

Group 5

~~Financial Services Advisor~~

~~Branch Advisor 5 (with courses)~~

Branch Operations Advisor 5 (with courses)

~~Cash Services Advisor 5 (with courses) - Previously referred to as Advisor, Branch~~

~~Treasury~~

Administrative Assistant, Financial Planning (Level 2)

E&OE

Signed off this 29 day of NOV 2024

For the Union 

For the Employer 



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 02 / ER 20	Appendix A 2	<i>Updates to wage rate, hour accrual for PT</i>
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Effective July 1, 2024 – \$1.25/ hour Increase to all Categories (retroactive)

Effective July 1, 2025 – 2.5% Increase to all Categories

Effective July 1, 2026 – 2.5% Increase to all Categories

Effective July 1, 2027 – 4.0% Increase to all Categories

Upon ratification, all employees actively employed July 1, 2024 will receive a one-time signing bonus payment of \$1000 (payments subject to statutory deductions and union dues).

Start, 18 months (2925 hours), 30 months (4875 hours), 42 months (6825 hours), 48 months (7800 hours).

Group 1, 2 & 3 to step 3

Group 4 to step 4

Group 5 to step 5

Calculation of Hourly Rate - Monthly Salary X 12 divided by 1950.

Part-time Employees - Part-time employees shall be placed on the start rate and move through the scales based on an accumulation of hours days as per Article 14.07(b). ~~Six (6) Months shall be deemed to be one hundred (100) days accumulated and eighteen (18) months shall be deemed to be three hundred (300) days accumulated and thirty (30) months shall be deemed to be five hundred (500) days accumulated.~~ Part time movement on the salary scale shall be equivalent to the movement of a Full time Employee

Signed off on 22nd day of January 2025

For the Employer (ISVCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union PROPOSALS 2024 Union Proposals (UP Item)

Union Number	Affected Article/MOU	Date:	Time:
UP 36	LOU #1	<i>The Union proposes incorporating the content of this Letter of Understanding into Article 6. In the event that the Parties cannot reach an agreement, the Union proposes renewing the Letter of Understanding #1 with any mutually agreed amendment.</i>	

LETTER OF UNDERSTANDING NO. 1

BETWEEN

IslandSavings

A Division of First West Credit Union

("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)

("Union")

RE: Extension of Hours

It is agreed by both Parties that in the event that the Employer finds it necessary to extend the hours of services to Island Savings' members beyond the current opening hours, the opportunity to bid on shifts will be based solely on seniority.

Signed this _____ day of _____, 2019.

SIGNED on BEHALF of the EMPLOYER
Party of the First Party

SIGNED on BEHALF of the UNION
Party of the Second Party

E&OE

E&OE
Signed off this 5TH day of JUNE 2024

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 37 ER 09	Article 14.07 LOU #4	<i>Amend – New</i>
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LETTER OF UNDERSTANDING NO. 4

BETWEEN

A Division of First West Credit Union
("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)
("Union")

Re: Part time Scheduling

It is agreed by both Parties that it shall not be the intent of the Employer to increase staff on the basis of two (2) part-time employees hired to fill the position of what should be the position of a full-time employee. It is further agreed by the Employer to maintain regular full-time positions and to review if part-time vacancies can be posted as full-time. The Employer will endeavor to increase their full-time positions when possible.

Both Parties agree to engage in discussions regarding the scheduling of part-time employees within ninety (90) days of the ratification of this Agreement. The purpose of these discussions is to ensure business operational requirements are met and to address any concerns raised by either Party. Should the Parties be unable to reach a consensus on the scheduling of part-time employees, either Party can request to proceed with Article 20 – Alternative Dispute Resolution.

**Continuation of current practices of former LOU #4 will be adhered to until new agreement is reached by the parties.*

Signed off on 29th day of November 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 38	LOU #7	Resigning of LOU #7
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LETTER OF UNDERSTANDING NO. 7

BETWEEN

A Division of First West Credit Union
("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)
("Union")

RE: Incentive Program

Effective January 1, 2016, all full-time regular, part-time regular, and part-time casual bargaining unit employees will be eligible to participate in the First West Short-Term Incentive Program (STIP) in accordance with First West STIP Plan and policies which are reviewed on an annual basis. Performance multipliers will be applied to the established payout percentages.

1. Overall Rating of 5 150% (1.50 x payout)
2. Overall Rating of 4 125% (1.25 x payout)
3. Overall Rating of 3 100% (1.00 x payout)
4. Overall Rating of 2 0-75% (0.00 – 0.75 x payout)
5. Overall Rating of 1 not eligible for payout

Payout of the incentive will be based on individual performance and achievement of corporate objectives that are established annually. Semi-annual and annual reviews will be conducted to ensure the employees understand how they are performing. Reviews will be completed by the performance Leader. The Annual Performance Reviews are based on overall job performance, not solely on numbers produced. The incentive will be based on the bargaining unit employee's actual earned salary and will not be capped.

Signed off on 22nd day of January 2025

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

**Island Saving Credit Union
PROPOSALS 2024
Union Proposals (UP Item)**

Union Number	Affected Article/MOU	Date:	Time:
UP 39	LOU #8	NOV 29	10:33am
<i>The Union proposes renewing this Letter of Understanding.</i>			

LETTER OF UNDERSTANDING NO. 8

BETWEEN

IslandSavings

A Division of First West Credit Union

("Employer")

AND



(Canadian Office and Professional Employees Union, Local 378)

("Union")

RE: Performance Ratings

- Concerns regarding performance ratings will be discussed initially by the employee and their manager. Unresolved issues may be referred to the Job Steward.

Signed this _____ day of _____, 2019.

SIGNED on BEHALF of the EMPLOYER

Party of the First Party;

SIGNED on BEHALF of the UNION

Party of the Second Party;

E&OE

E&OE
Signed off this 29 day of NOV 2024

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 41	LOU #14	<i>Resigning of LOU #14</i>
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LETTER OF UNDERSTANDING NO. 14

BETWEEN

A Division of First West Credit Union

("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)

("Union")

RE: Benefit Package

In 2006 collective bargaining, the Employer sought certain amendments to Article 10.01(c). The Union, on the other hand, sought no amendments to the following language:

c) Benefit Package

Details of the benefit plans are contained in brochures provided by the Employer and distributed from time to time as required. It is agreed by the Parties that the terms and conditions of the Benefits and the Benefit Plans, including the level and extent of benefits and qualifications for benefits as stated in the brochures dated June 2002 (and/or as amended during the negotiations process between the Parties) will be the minimum benefits provided to all employees. It is further agreed that the terms and conditions of the Benefits and the Benefit plans are enforceable as if they were included in the Collective Agreement.

As provided by the Vince Ready Recommendations of November 28, 2006, if a dispute arises regarding this matter, any dispute shall be submitted to binding interest arbitration by Vince Ready as provided in his Recommendations.

Signed off on 22th day of January 2025

For the Employer (FWCU)

For the Union (MOVEUP Local 378)







(Canadian Office and Professional Employees Union, Local 378)

**Island Saving Credit Union
PROPOSALS 2024
Union Proposals (UP Item)**

Union Number	Affected Article/MOU	Date:	Time:
UP 42	LOU #25	<i>The Union proposes renewing this Letter of Understanding.</i>	

LETTER OF UNDERSTANDING NO. 25

BETWEEN

IslandSavings

A Division of First West Credit Union

("Employer")

AND



(Canadian Office and Professional Employees Union, Local 378)

("Union")

RE: Relocation of Employees to Administration

The Employer has decided to centralize certain administration functions previously done by Employees at Duncan, Mill Bay and Lake Cowichan branches and to have those employees located within the Administration Office

WHEREAS the Administration Room (Cash Cage) will be located at the Administration Offices, and

WHEREAS the Business Services Representative(s) will be located at the Administration Offices, and

WHEREAS the Branch Admin Coordinator(s) will be located at the Administration Offices, and

WHEREAS this change is intended to be consistent with the language within the Collective Agreement;

THEREFORE is agreed by both Parties that the following positions, which are responsibilities and functions currently done by unionized employees at Duncan, Mill Bay or Lake Cowichan branches will continue to be covered by the Collective Agreement between the parties in all respects:

1. Branch Administration Coordinators (current Incumbents Diane Taylor, Delane Gough, Sheryl Doucet)

E&OE

Signed off this 18 day of _____ 20____

For the Union

For the Employer

2. Business Service Representative (current Incumbent Patti Siro)
3. Cash Cage Representatives (current Incumbents Yvonne Bujold, Lori Baker, Kirsten Marchetti, Karen Vey and Vera Read)

THEREFORE is agreed by both parties that the following will apply:

1. Administration will be treated as a Branch
2. Vacations will be selected within the Branch
3. 2013 vacation selections will be no less favorable than 2012 vacation year
4. Three (3) or more bargaining unit employees will be cross-trained to provide coverage for the above-mentioned positions
5. Upon ratification, the parties will meet to discuss the development of a cross-training strategy, keeping in mind the needs of both parties

Signed this _____ day of _____, 2019.


SIGNED on BEHALF of the EMPLOYER
Party of the First Party;

SIGNED on BEHALF of the UNION
Party of the Second Party;


E&OE

E&OE
Signed off this 18 day of DEC 2024

For the Union



For the Employer





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 43	LOU #27	Resigning of LOU #27
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LETTER OF UNDERSTANDING NO. 27

BETWEEN

A Division of First West Credit Union
("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)
("Union")

Re: Admin Assistant, Financial Planning

It is agreed that the Employer shall create an additional level of the Admin Assistant, Financial Planning position, in order to recognize those incumbents that choose to take and have successfully completed the following courses:

- Canadian Securities Course (CSC)
- Conduct and Practices Handbook (CPH)

Such employees shall be classified as Administrative Assistant, Financial Planning (Level 2) and will be included in Group 5.

The Employer shall review the existing job description and make any required revisions to reflect the additional expectations of this level. These will include, but are not limited to:

- Receiving and recording unsolicited trade orders from members
- Placing unsolicited trade orders
- Sales and referrals targets as established on an annual basis
- Meeting continuing education and licensing requirements

The revised job description will be completed within six (6) months of ratification and provided to the Union at that time.

This Letter of Understanding expires with the current Collective Agreement term.

Signed off on 29th day of November 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

**Island Saving Credit Union
PROPOSALS 2024
Union Proposals (UP Item)**

Union			
Number	Affected Article/MOU	Date: Nov. 29	Time: 10:32 am
UP 44	LOU #28	<i>The Union proposes renewing this Letter of Understanding.</i>	

LETTER OF UNDERSTANDING NO. 28

BETWEEN

IslandSavings

A Division of First West Credit Union

("Employer")

AND



(Canadian Office and Professional Employees Union, Local 378)

("Union")

Re: Business Services Advisor

It is agreed by both parties that, when there are no qualified and cross-trained bargaining unit employees available to provide coverage, the Employer shall be permitted to cover the Business Services Advisor (previously referred to as Business Service Representative) with qualified and trained employee(s) from outside the bargaining unit.

Signed this _____ day of _____, 2019.

SIGNED on BEHALF of the EMPLOYER

Party of the First Part;

SIGNED on BEHALF of the UNION

Party of the Second Part;

E&OE

E&OE
Signed off this 29 day of NOV 2024

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

**Island Saving Credit Union
PROPOSALS 2024
Union Proposals (UP Item)**

Union			
Number	Affected Article/MOU	Date:	Time:
UP 47	LOU #31		

LETTER OF UNDERSTANDING NO. 31

BETWEEN

IslandSavings

A Division of First West Credit Union

("Employer")

AND



(Canadian Office and Professional Employees Union, Local 378)

("Union")

Re: Casual Employees

~~It is agreed by both parties that as a result of the signing of LOU #4 the following applies:~~

In the event that the Employer re-introduces casual employees in their operations, casual employees will be limited to three (3) two (2) at the Duncan Branch, one (1) at the Mill Bay Branch and zero (0) one (1) at the Lake Cowichan Branch.

~~As a result of this agreement two (2) of the current six (6) casual employees will be reclassified as Part-time Regular.~~

Signed this _____ day of _____, 2019.

SIGNED on BEHALF of the EMPLOYER

SIGNED on BEHALF of the UNION

Party of the First Part;

Party of the Second Part;

E&OE

E&OE
Signed off this 6 day of June 2024

For the Union

For the Employer



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 21 & 34	LOU 32 - New	NEW LOU – Job Descriptions
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LETTER OF UNDERSTANDING NO. 32

BETWEEN

A Division of First West Credit Union
("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)
("Union")

Re: Job Descriptions

Ninety (90) days following ratification of the collective agreement, the Employer will provide a copy of all established job descriptions currently active and in effect to the Union (See updated Appendix "A-1" Job Titles and Classifications).

In the event that the Union has any issue(s) suggesting that a new position has been established or that the duties of an existing position are significantly changed, the issue(s) will be reviewed by the Standing Committee in an effort to resolve the matter.

If the matter remains unresolved at this stage of the review the unresolved issue(s) will be referred to Article 20 – Alternative Dispute Resolution.

Signed off this 12th day of December 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)

IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION

LETTER OF UNDERSTANDING NO. 32

BETWEEN

IslandSavings

A Division of First West Credit Union ("Employer")

AND

The logo for the union, featuring the word "moveUp" in a lowercase, sans-serif font. The "Up" is in a larger, bold font and has a stylized upward-pointing arrow integrated into the letter "p".

*(Canadian Office and Professional Employees Union, Local
378) ("Union")*

Re: First West Credit Union becoming federally regulated.

WHEREAS the Employer expects that it may become federally regulated at some point in the future:

WHEREAS if the Employer becomes federally regulated, the parties will be subject to the *Canada Labour Code*, except as set out below:

WHEREAS the Employer has created a new subsidiary called *First West Wealth Management* which will remain provincially regulated, as per regulatory requirements, and will conduct the Employer's wealth management business:

WHEREAS the Employer transferred the *Administrative Assistant II Wealth* bargaining unit position to the new entity, *First West Wealth Management*, on *October 1, 2023*:

WHEREAS if Employer becomes federally regulated, the parties intend for this *Collective Agreement* to continue to apply to all bargaining unit employees, regardless of whether their position is federally or provincially regulated and whether they are employed by *First West Credit Union* or *First West Wealth Management*:

THEREFORE is agreed by both Parties that as a result of the signing of LOU #32 the following applies:

1. In the event that the Employer becomes federally regulated:
 - a. The Employer will notify the Union immediately upon receipt of notification of being approved for federal status:
 - b. The *Collective Agreement* will continue to apply to all of the bargaining unit employees, regardless of whether they are federally or provincially regulated:

IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION

- c. The Collective Agreement will continue to be a collective agreement for the purposes of the British Columbia Labour Relations Code with respect to the Administrative Assistant II Wealth position;
- d. The Collective Agreement will be a collective agreement for the purposes of the Canada Labour Code;
- e. An authorized representative from First West Wealth Management will, within a reasonable timeline, confirm in writing that First West Wealth Management agrees to be bound to the terms of this Collective Agreement with respect to the Administrative Assistant II Wealth position; and
- f. The Parties agree that there will be two established and recognized certifications, Provincial and Federal.
- g. Employees will be entitled to the greater of any mandatory minimum entitlements provided for in the Canada Labour Code and the BC Employment Standards Act.
- h. Any considerations not explicitly considered in this agreement that arise from the result of the Employer becoming federally regulated will be negotiated between the parties.

Signed this 17 day of Dec , 2024.

**SIGNED on BEHALF of the EMPLOYER
UNION**

Party of the First Part;



SIGNED on BEHALF of the

Party of the Second Part;





(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 21,23,34, 35,37	LOU 33	<i>New – Joint Standing Committee</i>
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LETTER OF UNDERSTANDING NO. 33

BETWEEN

A Division of First West Credit Union
("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)
("Union")

RE: Joint Standing Committee Meetings

To ensure that the concerns of the bargaining unit are addressed in a timely and effective manner, the Parties agree to schedule regular Standing Committee meetings, at minimum quarterly to discuss and review issues including but not limited to job responsibilities, workload, training, part-time scheduling and career development opportunities.

The committee will be composed of two Union members, in addition to the Union Representative, (three total) and a maximum of three Employer designates.

The purpose of these meetings is to facilitate open communication, collaboratively address concerns, and develop solutions that are in the best interest of both the bargaining unit and the business. The Parties agree disputes related to job responsibilities, workload, training, and career development opportunities may be referred to the Standing Committee for review and resolution before a grievance is initiated.

While the Standing Committee will serve as a forum for ongoing discussions, It is important that any immediate or pressing concerns be addressed promptly. Therefore, bargaining unit employees are encouraged to bring any such concerns directly to their People Leader as soon as they arise.

The Parties are committed to creating a progressive way of working together to ensure issues are addressed to support employee well-being and productivity.

Signed off on 16th day of December 2024

For the Employer (FWCU)

For the Union (MOVEUP Local 378)



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

ER 01	Appendix A-1/A-2 Insurance	<i>Appendix A-1/A-2 replace with LOU # XX ER 4</i>
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LETTER OF UNDERSTANDING NO. 34

BETWEEN

A Division of First West Credit Union
("Employer")

AND

(Canadian Office and Professional Employees Union, Local 378)
("Union")

Re: Insurance Job Classifications and Titles

WHEREAS:

- A. The Employer's Insurance division was sold on September 30, 2019 and since that time, the Employer has not operated an insurance business;
- B. The Collective Agreement Appendix A-1 Includes job classifications and titles specific to the Employer's former Insurance business. Since divesting its insurance division, these roles have not been filled and the work associated with these roles no longer exists in the organization;
- C. The Employer has no intention to operate an insurance business in the future. In particular, if or when the Employer becomes federally regulated, it will not be permitted to operate an insurance business;

THEREFORE is agreed by both Parties that as a result of the signing of LOU # the following applies:

- 1. The following job classifications and roles specific to the insurance division are:
 - a) Group 1: Insurance Advisor Trainee;
 - b) Group 2: Insurance Advisor; and
 - c) Senior Insurance Advisor (collectively, the "Insurance Roles")
- 1. If the Employer operates an insurance business in the future, the Employer will recognize the Insurance Roles associated with this certification.

Signed off on 12th day of December 2025



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

For the Employer (FWCU)

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned above a horizontal line.

For the Union (MOVEUP Local 378)

A handwritten signature in black ink, appearing to be 'George', positioned above a horizontal line.



(Canadian Office and Professional Employees Union, Local 378)

Island Saving Credit Union MOA – Memorandum of Agreement

UP 03/17/41 /ER 19	Appendix A 2	<i>Resigning of Appendix B-1 (retention of current benefit levels) Introduction of New LOU – Re: Benefit Premiums</i>
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LETTER OF UNDERSTANDING NO. 35

BETWEEN

**A Division of First West Credit Union
("Employer")**

AND

**(Canadian Office and Professional Employees Union, Local 378)
("Union")**

RE: Benefit Premiums

The Parties acknowledge the need for regular monitoring of the increase in benefit costs and its impact on the organization. Therefore, the Parties agree that consistent and ongoing communication is important for understanding the effects of benefit costs on the organization. The Parties agree to discuss this issue at the regular meeting of the Standing Committee pursuant to Article 3.03. This Letter of Understanding will be valid for the term of this Agreement.

ER 16	Appendix B-1	<i>Foot note added to Appendix B-1</i>
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*Details of how to submit vision claims is summarized on company intranet.

Signed off on 22 day of January 2025

For the Employer (FWCU)



For the Union (MOVEUP Local 378)

