



**Name of employer: Parks Canada Agency**

## **PAY EQUITY ACT NOTICE – PAY EQUITY PLAN**

**Date of posting: October 27, 2021**

The purpose of this notice is to inform employees of the employer's obligation to create a pay equity plan and to set up a pay equity committee.

This notice is posted in Parks Canada workplaces as required by sections 14 and 15 of the federal *Pay Equity Act*. It must be posted in printed or electronic form and in such a way as to be readily available to all employees.

If an employee has a disability, this notice must be posted in a form that is accessible to that employee.

Parks Canada must keep the notice posted until the final version of the pay equity plan is posted or until a new version of the notice is required.

### **Information about the employer**

Parks Canada is a medium to large employer (with an average of 100 employees or more)

### **Requirement to establish a pay equity plan**

The *Pay Equity Act* (the Act) requires federally regulated employers with an average of at least 10 employees to establish and maintain compensation practices that provide for pay equity.

These employers must create a **pay equity plan** within three years of the Act coming into force and then periodically update it. Some employers will have to establish a joint employee–employer committee to do that work (see below).

The plan will:

- Set out the job classes and their gender predominance;
- Identify the value of work and compensation of each job class to compare the compensation received by predominantly male and female job classes; and,
- Set out any compensation increases needed to establish and maintain pay equity.

Date on which the Parks Canada became subject to the Pay Equity Act: 8/31/2021

Date on which the final version of the pay equity plan must be posted (three years after the day on which the employer or group of employers became subject to the Pay Equity Act): 9/3/2024



According to the Act, a draft of the pay equity plan must be posted prior to developing a final version. Employees covered have 60 days after the day of the posting to provide written comments to the pay equity committee.

### **Requirement to establish a pay equity committee**

As an employer of 100 or more employees, Parks Canada is required to form a **pay equity committee** who will be responsible to create the pay equity plan.

A pay equity committee should usually include:

- At least three members;
- at least two-thirds must represent the employees who are covered by the plan;
- at least 50% of the members must be women;
- at least one member selected by the employer to represent it;
- where there are unionized employees, at least one member selected by each of the bargaining agents; and,
- at least one member selected by non-unionized employees to represent them.

### **Employee Rights**

An employer, bargaining agent or any other person acting on their behalf cannot penalize employees from exercising their rights under the Pay Equity Act (see sections 102 and 103).

To know 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](http://www.payequitychrc.ca/en).

You can also contact them by phone at the National Call Centre:

Toll Free: 1-888-214-1090

TTY: 1-800-465-7735

Hours of operation:

Monday to Friday, 8:00 a.m. to 8:00 p.m. (Eastern Time)