

RESOURCES

INTRODUCTION

Board staff have many resources available to help them administer and interpret the [Labour Relations Code](#). In addition to the Code, this manual and the Board staff themselves, there are many sources of information available to research general and specific issues. The following are some sources of information. This is not an exhaustive list.

BOARD PUBLICATIONS

[A Guide to Alberta's Labour Relations Laws](#) describes the Board and its role and outlines the collective bargaining system.

The [Information Bulletins](#) cover most of the Board's specific procedures.

The [Rules of Procedure](#) and [Voting Rules](#) specify how the Board deals with applications and complaints before it. Voting Rules

The *Labour Relations Board Reports* contain all the Board's written decisions. The indexes as well as a full set of the decisions are available in both offices and the Labour Library. Also, copies of Board decisions, dating back to 1950 and including Court decisions related to Board files, are available. The Legal Education Society of Alberta publishes these reports. They are available to parties outside the Board through a subscription service.

The *Labour Relations Code Practitioner's Manual* contains an annotated version of the *Labour Relations Code*. The Practitioner's Manual also has as a full set of Board application forms, Rules and Information Bulletins. The citations referred to in the Annotation are all Board decisions. This publication is also available to interested parties on a subscription basis through the Legal Education Society of Alberta.

The unpublished decisions of the Public Service Employee Relations Board from 1977 to 1994 together with court decisions arising from them are available in the Board's office and in a two-volume set from the Legal Education Society of Alberta.

BOARD DATABASE

The Board opens a process file when an application or complaint involving a union and an employer is filed. When the file is concluded, a summary or synopsis of the dispute between the parties and how it was resolved, is created in the Board's database. This process file synopsis can be reviewed in the database. A hard copy of each synopsis is put on the Board's BR (Bargaining Relationship) file,

located in the Edmonton office. All process files are microfiched upon completion. See: [[Closing and Stripping Files, Chapter 9\(b\)](#)]. Each office has microfiche copies of all process files for use by Board staff. If members of the public require access to the microfiche, consult [Chapter 5\(a\), Third Party Information Requests](#).

The Board’s database also contains annotated sections of the Code. See: [*Decision, Chapter X(x) in the Database Manual*]. Once you have located a decision, you may also want to review the index note or annotations written about the decision. Make sure you have highlighted your decision - then click on the **Comment** button in the Power Bar. The following screen appears:

No.	Comment Type	Date	Comment	Section No.	Section Heading
1	Index Notes	03/26/1999	Section 40 conten		
2	Annotation	03/26/1999	1(b) The Code de	1(b)	
3	Annotation	03/26/1999	1(f) A "collective a	1(f)	
4	Annotation	03/26/1999	Section 40 conten	40	
5	Annotation	03/26/1999	s. 44(1) The busi	44	Sale/Lease/Transf
6	Annotation	03/26/1999	(s. 55) Application	55	Waiver of 90 day ti
7	Annotation	03/26/1999	145(1) Agreement	145(1)	Pre-certification fre
8	Annotation	03/26/1999	146(1)(b) CLAC v	146(1b)	Employer union cc

This window displays the following information:

- **Decision No:** The system automatically generates the decision number.
- **Comment Type:** This field tells you what type of comment you are reading—one of two choices; index note, or annotation.
- **Date:** Displays the date the comment was entered.
- **Comment:** This field displays the text of the Index note or the Annotation(s).
- **Section No.:** This field displays the link to a section of the Code.
- **Section Heading:** This field displays the Section Heading of the Code section.

QUICK LAW

The Board has access to QuickLaw, a widely-used Canadian online legal research service. Quicklaw allows users to access and search a large number of databases according to a variety of search criteria. These databases contain the full text of recent Canadian court and tribunal decisions, and digests of many older cases. Quicklaw contains a labour relations board decision database to which the Alberta Board contributes.

Board staff can log onto QuickLaw from their own computer terminals.

STATUTES OF ALBERTA

Each Board office has a complete set of the Statutes of Alberta and receives revisions regularly. Specific pieces of elated legislation or interest and importance to the Board staff include:

- the [*Public Service Employee Relations Act*](#);
- the [*Police Officers Collective Bargaining Act*](#);
- the [*School Act*](#);
- the [*Employment Standards Code*](#);
- the [*Human Rights, Citizenship and Multiculturalism Act*](#); and
- the [*Interpretation Act*](#).

STATUTES OF OTHER JURISDICTIONS

The Board subscribes to the *Canadian Labour Law Reporter*—a looseleaf service containing updated labour relations, employment and human rights statutes from the federal jurisdiction, all provinces and territories.

WEBSITE

The Labour Relations Board contains most of the Board’s publications and outside resources found on the Resources page. The website can be accessed through this URL: www.alrb.gov.ab.ca.

DECISIONS FROM OTHER JURISDICTIONS

Both Board offices subscribe to the *Canadian Labour Relations Board Reports* and the *Canadian Labour Law Cases* . The CLLC series reports selected court, labour board and human rights cases from across Canada. The CLRBR reports only selected labour board decision from across Canada, but more comprehensively than the CLLC.

TEXTS

Each board office has general reference books dealing with labour relations topics. The most important of these are:

- Adams, George W. *Canadian Labour Law*, Second Edition. Aurora: Canada Law Book, 1993.
- Brown, Donald J.M. and David M. Beatty. *Canadian Labour Arbitration*, 3rd ed. Aurora: Canada Law Book, 1988.
- Clarke, Graham. *Canada Labour Relations Board: An Annotated Guide*. Aurora: Banada Law Book, 1992.
- Sack, Jeffrey and C. Michael Mitchell. *Ontario Labour Relations Board Law and Practice*. Toronto: Butterworths, 1985.
- Dorsey, James E. *Canada Labour Relations Board: Federal Law and Practice*. Toronto: Carswell, 1983.
- MacNeil, Michael, Michael Lynk and Peter Engelman. *Trade Union Law in Canada*. Aurora: Canada law Book, 1994.
- Victory Square Law Office. *Annotated British Columbia Labour Relations Code*. Vancouver: Buttersworths, 1993.
- Foisy, Claude H, Daniel E. Lavery and Luc Martineau. *Canada Labour Relations Board Policies and Procedures*. Toronto: Butterworths, 1986.
- Kerr, Robert W., *Labour Relations Board Remedies in Canada*. Aurora: Canada Law Book. 1993.

For a more detailed bibliography, consult the *Labour Relations Code Practitioner's Manual*.

COLLECTIVE AGREEMENT AND BARGAINING INFORMATION

Both offices can access collective bargaining agreements executed under the [Labour Relations Code](#). The Departmental *Data Development and Evaluation Branch* offers a search and retrieval system on the internet.

Each office has the catalogue of Collective Agreements published by Construction Labour Relations. These contain copies of the registration collective agreements between the various Registered Employers' Organizations and the Alberta building trades.

Mediation Services provides both offices with a weekly update about the collective bargaining disputes and grievance mediations with which they are involved.

INFORMATION SERVICES

The Alberta Government Library – Labour Building Site provides resources and services to the Board as well as the public. Their collection covers a number of labour relations topics. The library has the entire Labour Relations Precedents Index Series and awards, including Alberta Grievance and Interest Arbitration awards and Alberta Employment Standards Umpire awards. It also contains a complete collection of the Ontario Labour Relations Board Reports and the Canada Labour Relations Board’s Decisions Information series. Contact the library at (780) 427-8533.

EII’s Integrated Bargaining Information System (IBIS) gathers and maintains collective bargaining and economic information from various internal and external sources. This information is for the Board’s use as well as for the Alberta labour community. They monitor negotiations and settlements affecting the bargaining units covered by the [Labour Relations Code](#) and as those covered by other Alberta legislation. Contact the Data Development and Evaluation Branch at (780) 427-8531.