

COLLECTIVE AGREEMENT

BETWEEN

HCN-Revera Lessee (Meadowlands) LP
Operating as Meadowlands

AND

UNITED FOOD AND COMMERCIAL WORKERS
CANADA UNION, LOCAL NO. 401

January 1st, **2021** to December 31st, **2023**

Table of Contents		
Article	Description	Page #
1	Purpose	1
2	Scope and Recognition	1
3	Management Rights	2
4	No Discrimination	3
5	Definitions	3
6	Union Membership and Check Off	4
7	No Strikes or Lockouts	6
8	Union Committee	6
9	Grievance and Arbitration Procedure	7
10	Seniority	12
11	<i>Layoffs and Recalls</i>	15
12	Job Posting	16
13	Printing	18
14	Leave of Absence	19
15	Hours of Work	22
16	Premium Payments	25
17	Health & Safety	27
18	Paid Holidays	29
19	Vacation	30
20	Compensation	32
21	Bulletin Boards	33
22	Pay Days	34
23	Personnel Files	34
24	Health & Welfare Benefits	35
25	Sick Leave	37
26	Uniforms	39
27	Duration of Collective Agreement	40
Appendix "A"	Wages	42

[Click Here for Shareable Links](#)

<u>Alphabetical Index</u>		
Description	Article	Page #
Agreement - Re: Grievance	9.10	10
Amending of Time Limits	9.16	12
Arbitration	9.12	11
Benefits	14.02	19
Benefits past the age of 65	24.01	36
Bereavement Leave	14.07	21
Breaks: Lunch or Meal Periods	15.03	23
Bulletin Boards	21	33
Call-Ins for Overtime	16.05	26
Change in Schedule	15.05	24
Compassionate Care Leave	14.05	21
Compensation	20	32
Decision of the Arbitrator	9.14	11
Definition of Grievance	9.04	7
Definitions	5	3
Dental	24.01	35
Disciplinary Action	23.01	34
Drug Coverage	24.01	36
Duration of Collective Agreement	27	40
Exclusion of Saturdays, Sunday, & Paid Holidays	9.07	10
Expenses of the Arbitration	9.15	11
Facilities for Grievance	9.08	10
Full-Time and Part-Time Probation	10. 02 (d)	13
Grievance and Arbitration Procedure	9	7
Grievance and Replies in Writing	9.06	9
Health & Welfare Benefits	24	35
Health and Safety	17	27
Hours of Work	15	22
Interdepartmental Transfers of Unscheduled Hours	12.07	18
Job Posting	12	16
Layoffs and Recalls	11	15
Leave of Absence	14	19

Life Insurance	24.01	35
Loss of Seniority	10. 03	13
Major Medical	24.01	35
Management Rights	3	2
Maternity, Parental, Adoption Leave	14.03	19
Names of Stewards	9.02	7
New Classification	20.01	32
No Discrimination	4	3
No Strikes or Lock-Outs	7	6
Overtime	16.01	25
Paid Holidays	18	29
Pay Days	22	34
Permission to Leave Work	9.03	7
Personnel Files	23	34
Premium Payments	16	25
Printing	13	18
Purpose	1	1
Recognition of Union Stewards and Grievance Committee	9.01	7
Registered Retirement Savings Plan	24.03	36
Relief Periods	15.04	24
Scope and Recognition	2	1
Seniority	10	12
Settling of Grievance	9.05	8
Shift Exchanges	15.06	24
Shift Premiums	16.08	26
Sick Leave	25	37
Temporary Transfers (less than three (3) months)	12.06	17
Temporary Vacancies/Postings	12.05	17
Uniforms	26	39
Union and/or Employer Grievance	9.11	10
Union Committee	8	6
Union Leave	14.04	20
Union Membership and Check Off	6	4

Union Representatives	9.17	12
Vacation	19	30
<i>Vision Care</i>	24.01	36
Wages - Appendix "A"	App "A"	42
Work Schedule	15.02	23

WHEREAS the Alberta Labour Relations Board has certified the Union as the bargaining agent for certain employees of the Employer;

AND WHEREAS the parties hereto have agreed to enter into a Collective Bargaining Agreement upon the terms hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSETH:

Article 1 – Purpose

1.01 ***It is the purpose of both parties to this Agreement:***

- (a) To maintain an orderly collective bargaining relationship between the Employer and its employees;***
- (b) To recognize the value of joint discussions and negotiations;***
- (c) To encourage efficiency in operations;***
- (d) To provide a mechanism for the amicable adjustment of grievances which may arise; and***
- (e) To provide compassionate care for the residents to meet their physical and emotional needs in a safe, comfortable environment, treating them and their families with the respect and dignity they deserve.***

Article 2 – Scope and Recognition

2.01 The Employer recognizes the Union as the sole bargaining agent of all employees of HCN-Revera Lessee (Meadowlands) LP Operating as Meadowlands, in the city of Medicine Hat,

Alberta, save and except all Managers and the Administrative Assistant (as per certification).

2.02 The Employer undertakes that they will not enter into any other agreement or contract with those employees for whom the Union has bargaining rights either individually or collectively.

2.03 Where the singular is used, it may also be deemed to mean the plural, within the appropriate context.

Article 3 – Management Rights

3.01 The Union acknowledges that all Management rights and prerogatives are vested exclusively with the Employer and shall remain solely with the Employer unless modified by the express terms of this Agreement and, without limiting the generality of the foregoing; it is the exclusive function of the Employer:

- (a) To determine and establish standards and procedures for the care, welfare, safety, and comfort of the residents in the Residence;
- (b) To maintain order, discipline, and efficiency and in connection therewith to establish and enforce reasonable rules and regulations;
- (c) To hire, transfer, lay-off, recall, promote, classify, assign duties, establish standards of performance, discharge, suspend or otherwise discipline employees for just cause, provided that a claim of discriminatory transfer, promotion or a claim that an employee has been discharged or disciplined without just cause, may be the subject of a grievance and dealt with as hereinafter provided;

- 5.03 (a) Casual employee is defined as a part-time employee in the bargaining unit who is not regularly scheduled for work but has made **their** availability for work known to the organization. Availability forms must be provided in writing by the 15th of the month for the following month.
- (b) A record will be kept of the hours worked by a casual employee, and in the event that such person is accepted for full-time or part-time employment, **the employee** should be credited with seniority equivalent to the hours worked prior to acceptance for full-time or part-time employment. Casual employees shall be called in to work in order of seniority, and shall be entitled to salary increments on the same basis as full-time employees.

Failure to work at least two (2) weekend shifts, if offered by the Employer, in a calendar month shall result in removal of the casual employee's name from the casual call-in roster. Casual employees shall be terminated in the event the employee has not worked for a period of ninety (90) calendar days, exclusive of approved leaves of absence.

Students at a recognized education institution may retain their casual employment status without forfeiting their rank in the casual roster.

Article 6 – Union Membership and Check Off

- 6.01 All employees of the Employer covered by this Agreement; shall as a condition of continued employment, become members in good standing of the Union. The Employer will supply a copy of an application (provided by the Union) for Union membership to each new employee hired.

6.02 ***The Employer will deduct from the earnings of each employee covered by this Agreement, initiation fees, Union dues, assessments, and other fees as determined by the Union. In all instances, such deductions shall be forwarded to the bookkeeper of the Union by the end of the month following the month of collection, and shall provide a list of those members who have had Union dues deducted along with the following information in a format determined by the Union:***

- (i) Name***
- (ii) Addresses***
- (iii) Phone Numbers***
- (iv) Email Addresses (if known to the Employer)***
- (v) Social Insurance Numbers***

Upon request of the Union, the Employer shall meet with the Union to ensure that the Union dues, initiation fees, and any other assessments are being deducted and remitted properly and correctly.

6.03 The Employer will note the individual Union dues deducted and enter the amount on T-4 slips issued for income tax purposes.

6.04 ***A representative of the Union shall have the right to make a presentation of up to thirty (30) minutes at the scheduled orientation for new employees for the purpose of advising the employee of the employee's rights and obligations under this Agreement.***

6.05 The Employer shall provide the **Union** with a monthly statement listing the names of all new employees covered by this agreement hired during the reporting period, their date of hire and the names of all employees who have terminated employment and their termination date per reporting period.

Upon a written request of at least seven (7) days, the Employer will provide to the Union, in an electronic format, the current employee *list* with names, addresses, phone numbers, and other personal information known to the Employer.

- 6.06 All correspondence between the parties arising out of this agreement or incidental thereto shall pass to and from the Executive Director and a Shop Steward of the Union. Further, Management will send copies of the above correspondence to the full-time staff person of the Union.
- 6.07 The Employer shall not contract **out** work normally performed by members of the Bargaining Unit.

Article 7 – No Strikes or Lock-Outs

- 7.01 The Union agrees that there shall be no strikes and the Employer agrees that there shall be no lock-outs during the term of this agreement. The meaning of the words “strike” and “lock-out” shall be as defined in the Alberta Labour Relations Code.

Article 8 – Union Committee

- 8.01 It is mutually agreed that the Union has the right to elect or otherwise select a negotiating committee consisting of no more than three (3) representatives from the bargaining unit, with no more than one (1) from any one department. All members of the committees shall be employees of the Employer who have completed their probationary period.

Article 9 – Grievance and Arbitration Procedure

9.01 Recognition of Union Stewards and Grievance Committee

In order to provide an orderly and speedy procedure for settling of grievances, the Employer acknowledges the rights of the Union and the Union Stewards. The **Steward** will assist any employee which the Union represents, in preparing **their** grievance in accordance with the grievance procedure.

9.02 Names of Stewards

The Union shall notify the Employer in writing of the name of each **Steward** and the shift **they** represent (days, afternoons, or nights) before the Employer shall be required to recognize **them**.

9.03 Permission to Leave Work

The Employer agrees that **Stewards** shall not be hindered, coerced, restrained, or interfered with in any way in the performance of their duties, while investigating disputes and presenting adjustment as provided in this article.

The Union recognizes that each **Steward** is employed full-time or part-time by the Employer and that **they** will not leave **their** work during working hours except to perform **their** duties under this Agreement. Therefore, no **Steward** shall leave **their** work without obtaining the permission of **their** Manager, which permission shall not be unreasonably withheld.

9.04 Definition of Grievance

A grievance shall be defined as any difference arising out of the interpretation, application, administration, or alleged violation of this Collective Agreement.

9.05 Settling of Grievance

An earnest effort shall be made to settle grievances fairly and promptly in the following manner:

Step 1

An employee who believes that **they have** a problem arising out of the interpretation, application, or alleged violation of this Collective Agreement shall first discuss the matter with **their** Department Manager within seven (7) days of the date **they** first became aware of, or reasonably should have become aware of the occurrence. The employee shall have the right to be accompanied by a Shop Steward or Local Union **Labour Relations** Officer while discussing the matter with **their** Department Manager. A sincere attempt shall be made by both parties through discussion to resolve the problem at that level.

The Department Manager shall advise the employee and the Union of **their** decision within seven (7) days of the date the matter was first discussed. In the event that the difference affects two or more employees, those so affected, or the Union, may make written request to the Department Head that the grievances be grouped and dealt with as a single grievance commencing at Step 1. A request to group such grievances will not be unreasonably denied. In the event an employee alleges that **they have** been dismissed or suspended without just cause, **they** may commence **their** grievance at Step 2.

Step 2

Failing satisfactory settlement being reached in Step 1, the Union will submit to the Executive Director, a written statement of the particulars of the grievance and the redress sought within seven (7) working days. The Executive Director shall render

their decision within seven (7) working days after receipt of such statement.

Step 3

Failing satisfactory settlement being reached in Step 2, the Union will submit to the **Regional Director of Operations**, or **their** designate, through the Executive Director of the Retirement Residence, a written statement of the particulars of the grievance and the redress sought, within seven (7) working days. A meeting shall be held between the **Regional Director of Operations**, or **their** designate, and the employee, **their** Steward, and an outside representative of the Union within fifteen (15) working days of receipt of such notice by the Executive Director of the Retirement Residence. The **Regional Director of Operations**, or **their** designate, shall render **their** decision within **fourteen (14)** working days from the date upon which the meeting was held.

Step 4

Failing satisfactory settlement being reached in Step 3, the Union or Employer may refer the grievance to arbitration. If no written notice of intent to submit the grievance to arbitration is received within **fourteen (14)** days after the decision under Step 3 is given, **the grievance shall be deemed to have been settled and abandoned.**

9.06 Grievances and Replies in Writing

A grievance shall be in writing and shall clearly state the nature of the grievance, the employees involved if other than grievor, the **articles** claimed violated, and the remedies sought.

Replies to grievance stating reasons shall be in writing at all stages.

9.07 Exclusion of Saturdays, Sunday, & Paid Holidays

Saturdays, Sundays, days off, and paid holidays designated shall not be counted in determining the time within which any action is to be taken or completed under each steps of the grievance procedure.

9.08 Facilities for Grievance

The Employer shall supply the necessary facilities for the grievance meetings.

9.09 A discharge grievance may be settled by confirming the Employer's action in dismissing the employee or reinstating the employee in a manner which is just and equitable in the opinion of the conferring parties or ***an Arbitrator*** as the case may be.

9.10 Agreement – Re: Grievance

All agreements reached under the grievance procedure between the Employer and its representatives and the Union and its representatives will be final and binding upon the Employer, the Union, and the employee(s) involved.

9.11 Union and/or Employer Grievance

The Union or the Employer and/or their respective representatives shall have the right to originate a grievance consisting of an allegation of a general misinterpretation or violation of this agreement by the Employer or the Union or an employee, and to seek adjustment with the Employer or Union in the manner provided in this Grievance Procedure provided it is

presented within twenty (20) days after the circumstances giving rise to the grievance have originated or occurred. Such a grievance shall commence at Step 2.

9.12 Arbitration

Failing a satisfactory settlement being reached in Step 3, either party may refer the grievance to arbitration within twenty (20) working days by giving notice to the other party in writing in accordance with Step 4. Where the Parties are not agreed on the choice of sole Arbitrator within fourteen (14) days of either Party's notice to arbitrate, either Party may make application to the Alberta Mediation Services for appointment of an Arbitrator.

9.13 The Arbitrator shall determine its own procedure but shall give full opportunity to all parties to present evidence and make representations.

9.14 Decision of the Arbitrator

The Arbitrator shall have authority only to settle grievances under this Collective Agreement and to apply this Agreement to the facts of the grievance(s) involved. The Arbitrator shall have no power to change this Collective Agreement or to alter, modify, or amend any of its provisions, or give any decision inconsistent with it, nor shall any practices or customs become binding unless reduced to writing by the Employer and the Union. However, the Arbitrator shall have the authority to dispose of any grievance by any arrangement which it deems just and equitable.

9.15 Expenses of the Arbitration

Each Party shall pay:

- (a) one-half (1/2) of the fees and expenses of the Arbitrator
- (b) its own expenses including pay for witnesses

No cost shall be awarded to, or against, any Party.

9.16 Amending of Time Limits

The time limits fixed in both the grievance and arbitration procedure are mandatory; however, they may be extended by consent of the parties confirmed in writing.

9.17 Union Representatives

Duly recognized Union Representatives may visit the workplace for the purpose of conducting Union business, provided notice is given to the Executive Director or their designate. Such visits shall not interfere with the normal operations of the Residence.

Article 10 – Seniority

- 10.01 (a) Seniority shall be defined as the total number of worked hours in the Employer’s employ within the bargaining unit from the most recent date on which the employee commenced work. Seniority will accrue on the basis of the employees accumulated hours worked.**
- (b) The Employer agrees to post a seniority list every three (3) months in a calendar year. The first list is to be posted by April 1st. The second list is to be posted by July 1st. The third list is to be posted by September 1st. The fourth list is to be posted by December 1st.**
- 10.02 (a) Seniority will continue to accrue during:

1. Approved Paid Leave of Absence;
 2. Paid Sick Leave Days of Absence;
 3. Paid Vacation;
 4. Absence when in receipt of Workers' Compensation as a result of injury or illness incurred while in the employ of the Employer to a maximum of twelve (12) months;
 5. While on Maternity, Parental, and Jury Leave to a maximum of one (1) year.
- (b) An employee shall not lose seniority rights, if absent from work because of sickness or accident.
- (c) An employee shall retain their seniority rights at the time of going on lay off or an approved leave of absence but shall not accrue additional seniority rights.
- (d) Full-Time and Part-Time Probation

A new employee shall be known as a probationary employee until **they have** worked four hundred eighty-eight (488) hours. The seniority of an employee who has completed the probationary period shall include these four hundred eighty-eight (488) worked probationary hours.

10.03 Loss of Seniority

An employee shall lose all seniority and **their** employment shall be deemed to be terminated if **they**:

- (a) Voluntarily resigns;
- (b) Retires;
- (c) Is discharged for cause and not reinstated through the grievance procedure and/or arbitration procedure;
- (d) Is absent from work for three (3) consecutive shifts without

notifying the Employer, unless a reason satisfactory to the Employer is given;

- (e) **They** fail to return to work within seven (7) calendar days following a layoff after being notified by the Employer to do so, unless through sickness or other just cause. It shall be the responsibility of the employee to keep the Employer informed of **their** current address. A full-time or part-time employee recalled for work of less than one (1) month, based on the knowledge of the Employer at the time of recall, when **they are** employed elsewhere shall not lose **their** recall rights for refusal to return to work.
- (f) Is laid off for a period longer than eighteen (18) months;
- (g) Fails to return to work on the specified date at the end of a personal leave of absence, unless a reason satisfactory to the Employer is given;
- (h) The employee is a casual employee and has not worked for a period of **forty-five (45)** calendar days, exclusive of paid leaves of absence.
- (i) If the employee leaves work without permission from the Employer or Supervisor and fails to provide the Employer a reasonable reason within a reasonable period of time.

10.04 The Employer shall notify the employee a minimum of two (2) weeks in advance in the event **their** benefits will cease due to absence as stated in (b) or (f) above.

10.05 (a) When part-time employees are required to replace full-time employees on a regular basis for less than three (3) months those part-time employees with the highest seniority shall be given, the opportunity to work the greatest number of hours provided they have the ability and qualifications sufficient to handle the job.

(b) For other additional work not required on a regular basis it shall be offered to the Senior available Part-time employee.

Article 11 – Layoffs and Recalls

11.01 A lay-off shall be defined as:

- (a) the permanent reduction of one (1) or more employees; or**
- (b) the reduction in the working hours, in an employee's regular schedule, of more than five (5) hours per week.**

11.02 In the event of a layoff, employees shall be laid off in the reverse order of their bargaining unit wide seniority, provided that the remaining employees are able and qualified to satisfactorily perform the available work if required.

Employees shall be recalled in the order of their seniority provided that recalled employees are able and qualified to satisfactorily perform the available work.

11.03 When a position is eliminated and subsequently reinstated within a **six (6)** month period the employee whose position was eliminated may revert to the said position provided the employee is a member of the bargaining unit.

11.04 Where a regular position is reduced or eliminated, the **senior** employee performing the duties may exercise seniority to bump into a position held by a junior employee, provided the employee **is properly qualified to perform the duties.**

11.05 It is understood and agreed that if a full-time employee bumps a part-time employee as part of the above-noted procedure, the full-time employee is accepting the part-time position subject to **11.04** above.

Article 12 – Job Posting

12.01 In the event new jobs are created or vacancies occur in existing job classifications, the Employer will post such new jobs or vacancies for a period of seven (7) calendar days, and shall stipulate the start date of the vacancy, required qualifications, classification, rate of pay, shift starting and ending times, the date and time the posting went up, and department concerned.

Employer will provide the Union with a copy of the posting and upon request by the Union, a list of applicants.

12.02 The Employer shall notify the successful applicant in writing within two (2) calendar days of the removal of the posting.

12.03 In cases of promotions, or temporary transfers of employees, the seniority, skill, experience, ability, and qualifications of the employees shall be considered. Where these factors are sufficient, after a reasonable orientation period, seniority shall be the governing factor.

12.04 The successful applicant shall be afforded a trial period of thirty (30) days worked, when moving from department to department. From within the department ten (10) days worked shall apply. This orientation period may be extended by mutual agreement between the Employer and the Union.

An employee may be returned to **their** former position if:

- (i) The employee feels that **they are** not suitable for the position, and wishes to return to **their** former position; or
- (ii) The Employer feels that the employee is not suitable for the position, and requires that **they** return to **their** former position.

It is understood and agreed that once the trial period has expired, the Employer no longer has the right to return an employee to **their** former position and the employee no longer has the right to return to **their** former position.

In the event of either (i) or (ii) above, the employee shall return to **their** former position and salary without loss of seniority, any other employee promoted or transferred as a result of the rearrangement of positions shall also be returned to **their** former position and salary without loss of seniority.

12.05 Temporary Vacancies/Postings

Any temporary full-time vacancy with an anticipated duration of three (3) months or more shall be posted.

In the event that a part-time employee is the successful applicant, the part-time employee shall retain **their** part-time status during the temporary full-time period.

Any temporary part-time vacancy with an anticipated duration of three (3) months or more shall be posted.

In the event that a temporary vacancy is the result of an employee absence, the returning employee shall have the right to return to **their** former position.

An employee filling a temporary vacancy of three (3) months or longer duration shall not bid on any other temporary posting until the end of **their** temporary position.

12.06 (a) Temporary Transfers (less than three (3) months)

If an employee is temporarily transferred to a higher rated job group, **they** shall receive the wage rate that

corresponds with **their** rate or the next higher rate on the grid of the classification to which **they are** transferred.

- (b) Temporary transfers of an employee to a lower rated classification shall be avoided but may occur due to a reduction of staff, inability to perform **their** previous job due to sickness or accident, or at the wish of the employee. Employees transferred to a lower paying classification shall receive the wage rate that corresponds with that classification with two (2) weeks' notice.

12.07 Interdepartmental Transfers of Unscheduled Hours

Any employee who has passed their probationary period and who is interested in working in a job in another department may notify their Department Manager in writing of this interest. Their Department Manager shall share the written request with any appropriate Managers. When a Manager has a need to fill some shifts outside of a regular job posting, the Manager may consider the employee with the interdepartmental request. Provided the employee is suitably qualified and has a satisfactory employment record, the Manager shall give first consideration to the transfer employee before other probationary employees or hiring from the outside.

Article 13 – Printing

- 13.01 The Employer and Union shall share equally the cost of printing of the Collective Agreements.

Article 14 – Leave of Absence

14.01 The Employer may, at its discretion, grant a request for a leave of absence without pay for good and sufficient cause, provided that the Employer receives at least one **(1)** month's notice in writing, where possible, and that such leave may be arranged without undue inconvenience to the normal operations of the Residence. Applicants must indicate the date of departure and specify the date of return. Leaves may not exceed three (3) months in length.

If a leave of absence is granted or denied, the employee shall be advised in writing with a copy to the Union.

14.02 Benefits

Benefits will accrue from the date of return to employment following a leave of absence. No employee will accumulate seniority, sick leave, or earned vacation nor will other benefits be paid or accrue while on leave of absence, other than those outlined below:

- (a) periods of sick leave paid by the Employer or the Insurance Carrier
- (b) leaves of absence with pay
- (c) bereavement leave
- (d) jury/witness duty
- (e) paid vacations
- (f) while on approved Union leave of absence
- (g) for the health related portion of pregnancy leave

14.03 Maternity, Parental, Adoption Leave

The Employer will grant a leave of absence for maternity when the employee's written request is accompanied by a

certificate from a legally qualified medical practitioner stating that the employee named therein is pregnant, and specifying the expected date of delivery. Maternity and Parental Leaves of absence shall be granted in accordance with the Alberta Employment Standards Code as may be amended from time-to-time.

14.04 Union Leave

- (a) The Employer may grant leave of absence to appropriate employees to attend Union Conventions, seminars, Education Classes, or other Union business. The Union agrees that such leave will not unduly affect the proper operations of the Residence; this leave will not be unreasonably denied.
- (b) In requesting such leave of absence, the Union will give fourteen (14) calendar days' notice to the Employer, to be confirmed by the Union in writing whenever possible. If the Union gives less than fourteen (14) calendar days' notice, the Employer will consider the request based on the conditions at the time with no obligations to grant the leave.
- (c) The Employer will continue to pay the employees for the period of leave of absence and then submit an account to the Union for timely reimbursement of the employee's wages and benefits.
- (d) Upon application by the Union in writing, the Employer shall approve a request for leave of absence, without pay, to an employee elected or appointed to a full-time position within the Union. This leave will be granted within sixty (60) days. It is understood that not more than one (1) employee in the bargaining unit may be on such leave at the same time. Such leave, if

granted, shall be for a period specified in the requested leave, but in no case will it exceed the term of office. Service shall continue to accrue during such leave for the maximum of one (1) year. It will become the responsibility of the Union to reimburse the Employer for the cost of any applicable benefits in which the employee is participating in during such leave until the Union makes other arrangements.

14.05 Compassionate Care Leave

The Employer agrees to adhere to any and all legislative requirements regarding compassionate care leave.

14.06 The Employer agrees to adhere to any and all legislative requirements regarding leave of absences, including compassionate care leave, domestic violence leave, death and disappearance of a child leave, critical illness of a child leave, long term illness or injury leave, personal responsibility leave, leave for citizenship ceremony, and all other legislated leaves.

14.07 **Bereavement Leave**

(a) In the event of the death of an immediate family members as defined below, an employee shall be entitled to receive three (3) consecutive days' bereavement leave without loss of pay for regularly scheduled shifts lost from work during the period of mourning.

Immediate family means: Spouse (same or opposite gender, including common law), fiancée, child, **stepchildren**, parent (**including in-law**), siblings (**including step siblings**), grandparents, and grandchildren.

- (b) In the event of the death of an uncle, aunt, niece, or nephew, an employee shall be entitled to receive one (1) days' bereavement leave without loss of pay for regularly scheduled shifts lost from work during the period of mourning.**
- (c) The Employer may require satisfactory proof of an employee's need for Bereavement Leave before payment is made to the employee.**
- (d) Where travel requirements of total travel of more than two hundred and fifty (250) kms, or any other special circumstances, the Employer may extend bereavement leave by an additional two (2) days without pay.**

14.08 With respect to Alberta job-protected leaves, The Employer agrees to adhere to the provisions of Alberta Employment Standards as may be amended from time to time.

Article 15 – Hours of Work

15.01 The regular hours of work for full-time employees (exclusive of LPN's) shall be seven and one-half (7½) hours in a day and seventy-five (75) hours in a bi-weekly period.

For Licensed Practical Nurses, regular hours of work are nine (9) hours per day or eleven and one half (11½) hours per day and eighty and one half (80½) hours in a biweekly period; exclusive of meal periods.

This shall not be interpreted as a guarantee of hours of work per day or per week.

15.02 Work Schedule

- (a) The following regulations shall govern the scheduling of hours of employees in the bargaining unit. Shift schedules shall be arranged so that:
 - (i) Employees are not scheduled to work more than fifty-two and one half (52½) hours in a seven day period.
 - (ii) During the changeover from **Daylight Savings Time** to Eastern Standard Time, or vice-versa, an employee shall be paid for the actual number of hours worked.
- (b) Shift schedules covering a four (4) week period shall be posted two (2) weeks in advance of their commencement. Employee requests for specific days off will be submitted to the Supervisor one (1) week in advance of posting.
- (c) The Employer agrees to ensure an employee a period of at least eight (8) consecutive hours free from performing work in each day. The aforementioned does not preclude an employee from being called in during a period in which the employee would not otherwise be expected to perform work for **their** Employer.
- (d) Employees not employed on a full-time permanent basis shall be allowed at least twenty-four (24) consecutive hours of rest each week.

15.03 Breaks: Lunch or Meal Periods

- (a) All scheduled shifts that exceed five (5) hours shall be entitled to minimum of one half (**1/2**) hour unpaid meal

period. LPN's working on the night shift will be entitled to one half (½) hour paid meal period.

- (b) Lunch or meal periods shall be permitted, and will be uninterrupted except in cases of emergency. Where the employee is called back to duty during **their** meal period due to an emergency, **they** shall be given a full meal period later in **their** shift, or where that is not possible, be paid for the meal period at **their** basic rate of pay.

15.04 Relief Periods

Employees shall be entitled to paid relief periods as near to the midpoint of each half of their shift in the event of a seven and **one** half (7 ½) hour shift.

<u>Shift Length</u>	<u>Break Period</u>	<u>Meal Break</u>
3.5 – 5.0 hours	1-15 minute	0
5.5 – 7.0 hours	1-15 minute	1-30 minute unpaid
7.5 + hours	2-15 minute	1-30 minute unpaid

15.05 Change in Schedule

When a change is made on the shift schedule of a full-time or part-time employee by the Employer, other than those changes requested by the employee, the employee will be informed and when the change is made with less than three (3) calendar days' notice, the employee shall be paid at time and one half (1½) their regular rate of pay for the first shift of the changed shift schedule.

15.06 Shift Exchanges

If two (2) employee's request for an exchange of shifts results in a conflict with the provisions of this Article, then the granting

of such requests shall not be a violation of this agreement nor shall such exchange result in any employee qualifying for overtime pay. The shift exchanges, with the prior written authorization of Management, shall be limited to four (4) per month per employee unless circumstances acceptable to Management allow for greater than four (4). It is further understood that the shift exchanges will only count against the employee that initiates the shift exchange.

Employees must provide a request form to the Manager at least forty-eight (48) hours prior to the date of scheduled shift that is requesting to be exchanged.

Article 16 – Premium Payments

16.01 Overtime

Overtime shall be paid for all hours worked in excess of eight (8) consecutive hours in a shift and/or eighty-eight (88) hours bi-weekly per pay period, exclusive of lunch periods.

For Licensed Practical Nurses, overtime shall be paid for all hours worked in excess of nine (9) hours in a shift or eleven and one-half (11 ½) hours in a shift or eighty and one-half (80 ½) hours in a bi-weekly pay period, exclusive of meal periods.

16.02 Overtime shall be paid at a rate of one and one-half (1 ½ ~~X~~) times the regular rate.

16.03 Overtime rates are calculated on the employee's base rate of pay, excluding premiums.

16.04 Overtime must be approved by the Department Head.

16.05 Call-Ins for Overtime

If a full-time employee is called into work on a shift when they are normally scheduled to be off, they shall be paid at the rate of time and one-half (1 ½ X) of their regular rate of pay for all hours of work on the day of call-in.

Should such call-in result in the employee being required to work more than forty-four (44) hours in a week, the employee may request that they be granted the equivalent time off, at a time mutually agreeable to the Management and the employee.

However, should Management and the employee be unable to agree on mutually acceptable time off in lieu, then the Employer may pay the employee at the appropriate rate for time worked.

16.06 By mutual agreement between the Employer and the employee, the employee may take time off, calculated at the appropriate overtime rate, in lieu of overtime pay.

16.07 If an employee is required to work in excess of the normal hours of work on the day of a statutory holiday, the excess hours shall be paid at double (2x) the regular rate.

16.08 **Shift Premiums**

Effective January 1st, 2022:

Evening shift – An evening shift premium of one (\$1.00) dollar per hour will be paid to an employee working a shift wherein the majority of such shift falls between 1700 hours and 2300 hours.

Night shift – A night shift premium of one dollar twenty-five (\$1.25) cents per hour will be paid to an employee working a shift wherein the majority of such shift falls between 2300 hours and 0700 hours.

Weekend shift – A weekend shift premium of two dollars fifty (\$2.50) cents per hour will be paid to an employee working a shift wherein the majority of such shift falls between 2300 hours Friday and 0700 hours Monday.

- 16.09 ***When designated by the Employer, an LPN who has been assigned “In-charge” responsibilities, shall be paid a premium of one dollar twenty-five (\$1.25) cents per hour.***
- 16.10 There shall be no pyramiding of any premium pay (overtime, statutory holiday pay, etc.).

Article 17 – Health & Safety

- 17.01 The Employer and Union agree that they mutually desire to maintain standards of safety and health in the Home, in order to prevent injury and illness.
- 17.02 A joint workplace Health and Safety Committee shall be constituted with representation of up to three (3) bargaining unit members (appointed by the Union) and three (3) Management Representatives. This Committee shall identify potential dangers; recommend means of improving Health and Safety programs and obtaining information from the Employer or other person representing the identification of hazards and standards elsewhere. The Committee shall normally meet at least every second (**2nd**) month and scheduled time spent in such meetings is to be considered time worked. Minutes shall be taken of all meetings and copies shall be sent to the Employer and the Union.

- 17.03 Two (2) Representatives of the Joint Health and Safety Committee, one (1) from Management and one (1) appointed by the Union shall conduct monthly inspections of the workplace and equipment and shall report to the Health and Safety Committee the results of their inspection. Furthermore, such Representatives must be notified of the inspection of a Government Inspector and shall have the right to accompany **them** on **their** inspection. Scheduled time spent in such activities shall be considered time worked.
- 17.04 The Joint Health and Safety Committee and the Representatives thereof shall have reasonable access to the annual summary of data from the Worker's Compensation Board relating to the number of work accident fatalities, the number of lost workday cases, the number of lost work days, the number of nonfatal cases that required medical aid without lost work days, the incidence of occupational injuries and such other data as the Worker's Compensation Board may decide to disclose.
- 17.05 The Union agrees to endeavor to obtain the full cooperation of its membership in the observation of all safety rules and practices, including fire drills and employees on the premises are required to respond to the Home fire alarm by proceeding directly to their appointed post. Failing to do so may result in disciplinary action.
- 17.06 Employees are required to attend mandatory in-services held by the Employer. Employees are encouraged to be active members as needed on committees like OH&S. Where such in-services or committee meetings occur outside the employee's working hours, employees shall receive pay at their regular rate of pay for hours so attended, unless the hours qualify under the overtime provisions of the Collective Agreement.

Article 18 – Paid Holidays

18.01 (a) The following days shall be recognized as paid holidays:

New Year's Day	Alberta Heritage Day
Alberta Family Day	Labour Day
Good Friday	Thanksgiving Day
Victoria Day	Remembrance Day
Canada Day	Christmas Day

(b) A paid holiday is defined as the shifts on the schedule for that holiday calendar date.

18.02 To qualify for a **paid** holiday with pay, an employee must:

(a) Have worked for the Employer for at least thirty (30) working days or shifts in the year before the holiday.

(b) Work **their** scheduled shift immediately prior to and immediately following the holiday except where the employee is absent due to illness or other reasons acceptable to the Employer.

(c) Work on the **paid** holiday when scheduled or required to do so.

18.03 Should a **paid** holiday fall during a full-time employee's vacation period, **they** shall be allowed an extra day for such **paid** holiday.

18.04 When a **paid** holiday falls on a day that would otherwise be a full-time employee's regularly scheduled day off, the employee shall receive an alternate day off.

18.05 Part-time employees required to work on a **paid** holiday shall be paid one and one-half (1 ½ **X**) times their regular rate for all hours worked on the **paid** holiday. A part-time employee shall receive holiday pay for paid holidays as set out in Article 18.01 equivalent to **their** earnings exclusive of overtime for the days on which **they** worked during the thirty (30) calendar days prior to the paid holiday pro-rated in relation to what a full-time employee earned in the same period times one (1) day's pay.

Full-time employees required to work a **paid** holiday shall be paid at the rate of one and one-half (1 ½ **X**) times their regular rate of pay for all hours worked on such holiday and receive one (1) day off with pay in lieu of the **paid** holiday within ninety (90) days of the **paid** holiday unless otherwise agreed by the parties.

18.06 All **paid** holidays shall be observed on the calendar day on which they fall unless prior mutual agreement is reached by the Union and the Employer to move the **paid** holiday.

Article 19 – Vacation

19.01 Employees covered by this Agreement shall accrue vacation and vacation pay on the basis of service as follows:

Year(s) of Service	Vacation and Vacation Pay
More than one year but less than five years' service (1-5 years)	Two (2) weeks of vacation and four (4%) percent of gross earnings as vacation pay.
Five years and up to eight years (5-8 years)	Three (3) weeks of vacation and six (6%) percent of gross earnings as vacation pay.

Eight years and up to twenty years (8-20 years)	Four (4) weeks of vacation and eight (8%) percent of gross earnings as vacation pay.
Twenty years plus (20+ years)	Five (5) weeks of vacation and ten (10%) percent of gross earnings as vacation pay.

Casual employees are paid a percentage of gross earnings each pay period on the basis of their service above.

- 19.02 For the purpose of calculating eligibility, the vacation year shall be the twenty-six (26) pay periods which occur between June 1st, of any year to May 31st, of the following year.
- 19.03 The periods at which employees shall take vacation shall be based on the selection by the employees according to seniority in each department but shall be finally determined by the Employer having due concern for the proper operation of the Residence.
- 19.04 A vacation planning schedule will be posted from April 15th to May 15th each year. An employee who does not select dates on the posted schedule may take vacation at a time approved by the Employer and not in conflict with employees who have so selected. The dates selected by the employees on the schedule will be finalized by the Employer by June 1st of each year. The periods at which the employees shall take vacation shall be based on the selection by the employees in line of departmental seniority, but shall be finally determined by the Manager of said department having due regard for the proper and efficient operation of the Residence. For employees who wish to split their vacation entitlement, their vacation may be split. Vacations shall not be considered cumulative from year to year without the written consent from the Employer.

- 19.05 An employee shall be permitted to use annual vacation at any time throughout the calendar year subject to staffing requirements. Seniority shall determine the preference.
- 19.06 The annual vacation planner with seasonal department vacation allotments is initially posted each April 1st for viewing by employees, and a copy of the departmental vacation allotments will be forwarded to the Union.

Where unused vacation remains unscheduled by each February 28th, the Employer will schedule an employee's remaining unused vacation during the last three (3) months of the vacation year (i.e. March to May), after consulting with the employee.

- 19.07 Once an employee's vacation is confirmed the employee will receive the confirmation in writing.

Article 20 – Compensation

20.01 New Classification

When a new classification is established by the Employer, the Employer shall determine the rate of pay for such new classification and provide the Union with the details within seven (7) days. In the event that the Union challenges the rate, the Union shall have the right to request a meeting with the Employer to endeavour to negotiate a mutually satisfactory rate. Such request shall be made within ten (10) days after the receipt of notice from the Employer of such new classification and rate. Any change mutually agreed to resulting from such meeting shall be retroactive to the date that the job was established by the Employer. If the parties are unable to agree, the dispute concerning the new rate may be submitted to arbitration as provided in the Agreement within fifteen (15) days of such

meeting. The decision of the Arbitrator shall be final and binding upon the Parties.

In the event that the Employer materially alters the job content of an existing classification, the Employer agrees to meet with the Union if requested to permit the Union to make representation with respect to the appropriate rate of pay.

The Parties further agree that any change mutually agreed to or awarded as a result of arbitration shall be retroactive only to the date of the Employer's implementation of either of the above.

- 20.02 Employees within their position classification shall progress from start rate to the first step rate and so on, on the basis of **one thousand eight hundred** (1800) hours equals a year of service. Part-time hours worked and paid for, and hours not worked and paid for by the Employer and hours not worked and paid for under the Workers Compensation Board and probationary hours shall be considered hours worked for the purpose of computing eligibility to the next higher rate within their position classifications.

Article 21 – Bulletin Boards

- 21.01 The Employer agrees to supply and make available to the Union for the posting of seniority lists and Union Notices one (1) Union bulletin board at the Residence in such place so as to inform all employees in the bargaining unit of the activities of the Union.

Article 22 – Pay Days

- 22.01 The Employer agrees that wages shall be paid bi-weekly.
- 22.02 The Parties agree that for the purposes of attracting and retaining employees, recent and relevant experience of new employees may be considered in the determination of salary placement.

Article 23 – Personnel Files

23.01 Disciplinary Action

Upon provision of at least one (1) week's notice to the Executive Director, an employee shall be entitled to view ***their*** personnel file for the purpose of reviewing including but not limited to any evaluations or formal disciplinary notations contained therein in the presence of a Supervisor at a mutually satisfactory time. It is understood and agreed that an employee is not entitled to see job references.

- 23.02 Whenever an employee is given discipline or involved in a meeting that may lead to discipline, there will a ***Shop Steward or Union Labour Relations Officer*** present and the employee and the Union shall receive copies of the discipline. This includes meetings where an employee is being placed on administration leave.
- 23.03 Discipline shall be removed from an employee's record two (2) years from the date of occurrence if there are no further incidents of similar nature.

Article 24 – Health & Welfare Benefits

24.01 The following benefits are available to full-time and part-time employees who have completed their probation.

Life Insurance - There will be a **forty thousand** (\$40,000) **dollar** life insurance plan for each employee. The Employer will pay **one hundred** (100%) **percent** of the cost of this plan.

Major Medical

- Lifetime maximum **thirty thousand** (\$30,000.00) dollars per person.
- No deductible to Hospital or Out of Country emergency expenses.
- **One hundred** (100%) **percent** reimbursement for Hospital and Out of Country emergency expenses.
- **Eighty** (80%) **percent** reimbursement, for all other eligible expenses.
- **Psychologist amended coverage to a maximum of three hundred (\$300.00) dollars per calendar year, no per visit maximum.**

The Employer will pay seventy (70%) percent of the costs for all eligible employees.

Dental

- Expenses will be reimbursed based on the prior year's dental fee guide.
- **One hundred** (100%) **percent** reimbursement for Basic dental services.
- **Basic Services amended to a maximum of two thousand (\$2000.00) dollars per year, per individual.**
- **Recall period amended to once every nine (9) months.**

The Employer will pay seventy (70%) percent of the costs for all eligible employees.

Drug Coverage

The Employer shall provide a direct pay prescription drug card. The generic version of the prescription will be used ***unless a Doctor confirms no substitutions on the prescription.*** Dispensing fee capped at seven dollars and fifty (\$7.50) cents.

Benefits past the age of 65

Benefit coverage for all active employees ***shall be*** to the age of seventy (70).

Vision Care

Effective January 1st, 2022 – add Vision Care coverage of one hundred (\$100.00) dollars every twenty-four (24) months, inclusive of an eye exam. (current co-insurance levels).

24.02 Any problem with respect to the Insurer acknowledging or honoring any claims is a matter between the employee and the Insurer.

24.03 **Registered Retirement Savings Plan**

The Employer will ***offer*** a RRSP plan for regular full-time and part-time employees who have successfully completed six (6) months of employment. Participation in the plan is voluntary; however, once an employee opts into the plan they must remain in the plan for the duration of their employment.

Effective January 1st, 2022, An employee's basic contribution of **two (2%)** percent of basic earnings will be matched by the Employer to **two (2%)** percent of basic earnings.

The employee may make additional person contributions to the Plan. These additional contributions made by the employee will not be matched by the Employer.

No withdrawal or termination of the RRSP will be allowed while the employee is in the employ of the Employer.

Employees make contributions through payroll deductions.

The total of the employee's basic RRSP contributions plan plus the Employer's matching contributions will be capped at the maximum contribution limit established by the Canada Revenue Agency. If the employee makes additional voluntary RRSP contributions, the employee is responsible for ensuring they have RRSP room available.

Article 25 – Sick Leave

- 25.01 Sick leave is for the sole purpose of protecting full-time and regular part-time employees from loss of income when legitimately absent due to a non-occupational illness or disability.
- 25.02 ***At the first pay period of the year***, full-time employees who have completed their probationary period shall be credited with ***sixty (60) hours sick leave*** and part-time employees who work in excess of forty-five (45) hours bi-weekly and who have completed their probationary period shall be credited with ***thirty-seven point five (37.5) hours sick leave*** per year. ***Full-time LPNS who have completed their probationary period who***

work an extended twelve (12) hour shift will be credited with ninety-two (92) hours sick leave.

Full-time employees completing their probationary period part way through the year ***if probation is completed before the 15th of the month, shall be credited a full month for that month x yearly entitlement, regardless of their scheduled hours*** to a maximum of ***sixty (60) hours sick leave*** per year (***ninety-two (92) hours for a full-time LPN who works and extended twelve (12) hour shift***). Regular part-time employees completing their probationary period part way through the year ***if probation is completed before the 15th of the month, shall be credited a full month for that month x yearly entitlement, regardless of their scheduled hours*** to a maximum of ***thirty-seven point five (37.5) hours sick leave*** per year. There will not be any carry-over of unused sick days to the next year.

(For example/illustration purposes:

Example: (full-time) 60 hrs maximum of yearly entitlement: $60 / 12 = 5$ hrs/month, completed probation on September 2nd = 4 months x 5 hrs = 20 hrs for that year... then get full 60 hrs up front next year.

Example: (part-time) 37.5 hrs maximum of yearly entitlement: $37.5 \text{ hrs} / 12 = 3.125$ hrs/month, completed probation on September 2nd = 4 months x 3.125 hrs = 12.5 hrs for that year.

Example: (LPN's) 92 hrs maximum of yearly entitlement: $92 / 12 = 7.67$ hrs/month, completed probation on September 2nd = 4 months x 7.67 hrs = 30.67 hrs for that year.)

25.03 Wage replacement will commence upon the first (1st) day of illness or disability.

25.04 Any eligible employee claiming sick leave under this Article shall notify the Employer **before the employee would normally report for work with the following minimum notice as follows:**

Day Shift – Two (2) hours prior to shift commencing
Evening Shift – Four (4) hours prior to shift commencing
Night Shift – Four (4) hours prior to shift commencing

It is understood that there may be emergency situations that may prevent the employee from providing proper notice. Each event will be addressed on a case by case basis.

It is understood that the employee may be required to supply a medical certificate to the Employer for periods of illness or disability, should the request for sick leave exceed two (2) or more days **employees** may be required **to provide a medical certificate** on the first (1st) day of illness or disability where sick leave abuse is suspected. It is further understood that the Employer will be reasonable in its request for such medical certificates.

Article 26 – Uniforms

26.01 Uniform allowance is for the sole and exclusive purpose of maintaining appropriate work attire at all times. Employees shall have the responsibility of cleaning and maintaining their uniform in a state of good repair. Employees may be required to replace their uniform if it is not in a state of good repair.

When required by the Employer, uniforms for staff of all departments must be purchased from the supplier chosen from the Employer. No exceptions will be permitted unless approved by the Employer.

- 26.02 The Employer shall provide a uniform allowance to all employees who are required by the Employer to wear a uniform which shall be paid at the rate of eight (\$0.08) cents per hour worked. The uniform allowance will be payable on a bi-weekly basis.

Article 27 – Duration of Collective Agreement

- 27.01 This Agreement, unless altered by mutual consent of both Parties hereto, shall be in force and effect from and after January 1st, **2021** to December 31st, **2023** and from year to year thereafter unless notification by either Party in writing of the desire to amend or terminate not more than one hundred twenty (120) days and not less than sixty (60) days prior to the end of the Agreement.
- 27.02 Where notice is served by either Party to commence Collective Bargaining, this Collective Agreement shall continue in full force and effect until a new Collective Agreement has been executed or until either Party commences a lawful strike or lockout, whichever comes first.

SIGNED this _____ day of _____, **2021**.

For The Employer:

For The Union:

Employer Committee:

Rebecca Edwards
Valerie Glassman
David Garratt

Union Committee:

Carole Friesen
Judy Johnson
Sasha-Dawn Lyman
Amanuel Mehari
Jason Gutierrez
Ricardo de Menezes

This Agreement was ratified on ***August 11th, 2021***.

APPENDIX "A"

		Current	Raise 2%	01-Jan-21	Raise 2%	01-Jan-22	Raise 2%	01-Jan-23
Dietary Aide	Start	\$ 15.00	\$ 0.30	\$ 15.30	\$ 0.31	\$ 15.61	\$ 0.31	\$ 15.92
	1800 hrs	\$ 15.42	\$ 0.31	\$ 15.73	\$ 0.31	\$ 16.04	\$ 0.32	\$ 16.36
	3600 hrs	\$ 15.61	\$ 0.31	\$ 15.92	\$ 0.32	\$ 16.24	\$ 0.32	\$ 16.56
	5400 hrs	\$ 16.06	\$ 0.32	\$ 16.38	\$ 0.33	\$ 16.71	\$ 0.33	\$ 17.04
	7200 hrs	\$ 16.72	\$ 0.33	\$ 17.05	\$ 0.34	\$ 17.39	\$ 0.35	\$ 17.74
Health Care Aide	Start	\$ 18.66	\$ 0.37	\$ 19.03	\$ 0.38	\$ 19.41	\$ 0.39	\$ 19.80
	1800 hrs	\$ 19.36	\$ 0.39	\$ 19.75	\$ 0.39	\$ 20.14	\$ 0.40	\$ 20.54
	3600 hrs	\$ 20.04	\$ 0.40	\$ 20.44	\$ 0.41	\$ 20.85	\$ 0.42	\$ 21.27
	5400 hrs	\$ 20.75	\$ 0.42	\$ 21.17	\$ 0.42	\$ 21.59	\$ 0.43	\$ 22.02
	7200 hrs	\$ 21.23	\$ 0.42	\$ 21.65	\$ 0.43	\$ 22.08	\$ 0.44	\$ 22.52
Housekeeping Aide	Start	\$ 15.09	\$ 0.30	\$ 15.39	\$ 0.31	\$ 15.70	\$ 0.31	\$ 16.01
Laundry Aide	1800 hrs	\$ 15.43	\$ 0.31	\$ 15.74	\$ 0.31	\$ 16.05	\$ 0.32	\$ 16.37
	3600 hrs	\$ 15.88	\$ 0.32	\$ 16.20	\$ 0.32	\$ 16.52	\$ 0.33	\$ 16.85
Environmental Services Aide	5400 hrs	\$ 16.45	\$ 0.33	\$ 16.78	\$ 0.34	\$ 17.12	\$ 0.34	\$ 17.46
	7200 hrs	\$ 17.02	\$ 0.34	\$ 17.36	\$ 0.35	\$ 17.71	\$ 0.35	\$ 18.06
Activity Aide	Start	\$ 15.12	\$ 0.30	\$ 15.42	\$ 0.31	\$ 15.73	\$ 0.31	\$ 16.04
	1800 hrs	\$ 15.93	\$ 0.32	\$ 16.25	\$ 0.32	\$ 16.57	\$ 0.33	\$ 16.90
	3600 hrs	\$ 16.76	\$ 0.34	\$ 17.10	\$ 0.34	\$ 17.44	\$ 0.35	\$ 17.79
	5400 hrs	\$ 17.58	\$ 0.35	\$ 17.93	\$ 0.36	\$ 18.29	\$ 0.37	\$ 18.66
	7200 hrs	\$ 18.41	\$ 0.37	\$ 18.78	\$ 0.38	\$ 19.16	\$ 0.38	\$ 19.54
Receptionist	Start	\$ 15.00	\$ 0.30	\$ 15.30	\$ 0.31	\$ 15.61	\$ 0.31	\$ 15.92
	1800 hrs	\$ 15.42	\$ 0.31	\$ 15.73	\$ 0.31	\$ 16.04	\$ 0.32	\$ 16.36
	3600 hrs	\$ 15.61	\$ 0.31	\$ 15.92	\$ 0.32	\$ 16.24	\$ 0.32	\$ 16.56
	5400 hrs	\$ 16.06	\$ 0.32	\$ 16.38	\$ 0.33	\$ 16.71	\$ 0.33	\$ 17.04
	7200 hrs	\$ 16.72	\$ 0.33	\$ 17.05	\$ 0.34	\$ 17.39	\$ 0.35	\$ 17.74
Cook	Start	\$ 17.26	\$ 0.35	\$ 17.61	\$ 0.35	\$ 17.96	\$ 0.36	\$ 18.32
	1800 hrs	\$ 18.22	\$ 0.36	\$ 18.58	\$ 0.37	\$ 18.96	\$ 0.38	\$ 19.34
	3600 hrs	\$ 19.21	\$ 0.38	\$ 19.59	\$ 0.39	\$ 19.98	\$ 0.40	\$ 20.38
	5400 hrs	\$ 20.15	\$ 0.40	\$ 20.55	\$ 0.41	\$ 20.96	\$ 0.42	\$ 21.38
	7200 hrs	\$ 21.13	\$ 0.42	\$ 21.55	\$ 0.43	\$ 21.98	\$ 0.44	\$ 22.42
Licenced Practical Nurse	Start	\$ 27.49	\$ 1.55	\$ 29.04	\$ 1.08	\$ 30.12	\$ 1.10	\$ 31.22
	1800 hrs	\$ 28.15	\$ 1.56	\$ 29.71	\$ 1.09	\$ 30.80	\$ 1.12	\$ 31.92
	3600 hrs	\$ 28.81	\$ 1.58	\$ 30.39	\$ 1.11	\$ 31.50	\$ 1.13	\$ 32.63
	5400 hrs	\$ 29.43	\$ 1.59	\$ 31.02	\$ 1.12	\$ 32.14	\$ 1.14	\$ 33.28
	7200 hrs	\$ 30.13	\$ 1.60	\$ 31.73	\$ 1.13	\$ 32.86	\$ 1.16	\$ 34.02

(In Addition to the annual percentage wage increases, LPN's shall receive \$1.00 per hour in year 1, \$.50 in year 2, and \$.50 in year 3 – **Already built into the pay rates above**)

SIGNED this _____ day of _____, **2021**.

For The Employer:

For The Union:

Employer Committee:

Rebecca Edwards
Valerie Glassman
David Garratt

Union Committee:

Carole Friesen
Judy Johnson
Sasha-Dawn Lyman
Amanuel Mehari
Jason Gutierrez
Ricardo de Menezes

This Agreement was ratified on ***August 11th, 2021***.