

AGREEMENT

between

THE CORPORATION OF THE CITY OF ST. CATHARINES

and

CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 157

**January 1, 2025 to December 31, 2027**

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THIS AGREEMENT made this **15th** day of **April 2025** and authorized by  
By-law No. **2025-050** of the City of St. Catharines.

BETWEEN:

THE CORPORATION OF THE CITY OF ST. CATHARINES

(hereinafter called the "Corporation")

OF THE FIRST PART

- and -

CANADIAN UNION OF PUBLIC EMPLOYEES, CLC, LOCAL 157

(hereinafter called the "Union")

OF THE SECOND PART

## **ARTICLE 1 - PURPOSE**

**1.01** - The purpose of this Agreement is to establish and maintain collective bargaining relations between the Corporation and its employees represented by the Union; to establish and maintain rates of pay, hours, and working conditions for the said employees consistent with the maintenance of an efficient civic service; and to provide a procedure for the settlement of grievances.

## **ARTICLE 2 - RECOGNITION**

**2.01** - The Corporation recognizes the Union as the certified exclusive bargaining agent for all employees of the City of St. Catharines save and except the following:

1. Employees who exercise managerial functions;
2. Employees employed in a confidential capacity in matters relating to labour relations;
3. Confidential Administrative Staff:

Office of the Mayor	2
Office of the City Administrator	1
Engineering, Facilities and Environmental Services	1
Financial Management Services	1
Corporate Support Services	1
Community, Recreation and Culture Services	1
Planning and Building Services	1
Economic Development and Government Relations	1
Performing Arts Centre	1
Municipal Works	1

4. Persons engaged in conducting and implementing the Corporation's recreation program;
5. Persons regularly employed for not more than twenty-four (24) hours per week;
6. Students hired for the school vacation periods or on a co-operative training program;
7. Employees bound by the Collective Agreement of the Canadian Union of Public Employees, Local 150 and Local 1287; and
8. Employees bound by the Collective Agreement of the St. Catharines Professional Fire Fighters' Association;

which shall be referred to in this Agreement as the Bargaining Unit or Unit.

**2.02 -**

- (a) Short term temporary employees may be hired for any job covered by this agreement for relief purposes, for peak periods, or for seasonal work, for periods of up to sixty (60) consecutive working days. Long term temporary employees may be hired for any job covered by this agreement for periods of up to twenty (20) months for the purpose of covering any leave of absence. The period of employment of such long-term temporary employees will not exceed the absentee's leave by more than twenty (20) working days, or such greater period as shall be mutually agreed to by the parties in writing. No temporary employee shall be employed while any regular employee is on layoff who is capable of and available to perform the work; and while so employed shall not be covered by Articles 10, 15, 16, 21, 22, and 23; nor shall they have the right of grievance with respect to discharge; and their hours of work may be such hours as the Corporation may determine, save that they shall not be required to work more hours in a twenty-four (24) hour period than a regular employee in the same class of work without appropriate compensation; and further, that an employee employed under this section in excess of sixty (60) working days shall be entitled to the benefits of Article 21 and Article 16.
- (b) If a temporary employee is continued in employment as a regular employee, they will serve a full probationary period as per Article 10.02 and their seniority date shall be retroactive to their first day of temporary employment provided that there has been no break in their service over fifteen (15) working days and that they successfully complete the probationary period.
- (c) In no case shall a temporary employee exercise seniority against a regular employee, but if a vacancy for a regular employee is not filled by another regular employee, a temporary employee who applies shall be considered.

**2.03** - The word "employees" in this Agreement shall mean those persons whose jobs fall within the Bargaining Unit as defined in Section 2.01,

- (a) Who are receiving wages for performing work for the Corporation; or
- (b) Who are on leave of absence or sick leave in accordance with the provisions of this Agreement; or
- (c) Who are on layoff with seniority rights to recall, to the extent of providing right of recall and right of grievance as set forth in this agreement.

**2.04** - Corporation employees who are not covered by this Agreement will not work on jobs that are normally done by employees covered by this Agreement so as to deprive a bargaining unit employee of employment.

### **ARTICLE 3 - UNION SECURITY**

**3.01** - All employees presently members of the Union shall as a condition of continuing employment remain members, in good standing, of the Union. All future employees shall, as a condition of continued employment, become and remain members, in good standing, of the Union upon date of hire.

**3.02** - The Corporation shall deduct an amount, equal to such Union dues as are levied upon a member of the Union, by the Union, from the pay of each present employee, and from the pay of each new employee upon hiring. The Corporation shall make such deductions from each regular pay, and shall remit such amounts regularly to the Secretary-Treasurer of Local 157.

**3.03** - These amounts shall be deducted only after all demands against the pay have been satisfied.

**3.04** - Any complaints of alleged non-compliance will be referred to the Payroll Division for possible correction before any grievance is filed.

**3.05** - The Union shall provide the Corporation **thirty (30) days advanced written notice** with a letter signed by an authorized officer of the Union setting out the amount of the said dues.

**3.06** –

- (a) With each remittance of monies, the Corporation shall deliver a list of employees from whom the deductions were made. The City agrees to provide the Union with a report containing the addresses and home telephone numbers of Local 157 members once per year on, or before, June 30<sup>th</sup>.
- (b) In addition, the Corporation shall submit to the Union a list of temporary employees indicating date of hiring, length of expected employment, position, and department by the first (1<sup>st</sup>) day of each month.

**3.07** - At the same time that Income Tax (T-4) slips are being prepared, the Corporation shall include the amount of Union dues paid by the Union member in the previous year. In January of the current year, the Union will provide the Corporation with a letter stating that the Union dues are fully deductible for purposes of the Income Tax Act.

#### **ARTICLE 4 - RELATIONSHIP**

**4.01** - The Union acknowledges that it is the exclusive function of the Corporation to:

- (a) Maintain order, discipline and efficiency;
- (b) Hire, layoff, classify, direct, transfer, and promote employees; and to discharge, demote, suspend, or otherwise discipline employees for just cause; and
- (c) Generally to manage the enterprises in which the Corporation is engaged and, without restricting the generality of the foregoing, to determine the work to be performed, the methods and processes to be employed, schedules of operations, the types and location of equipment to be used, and the number of persons to be employed.

**4.02** - The Corporation also has the right to make and alter rules and regulations to be observed by employees. When new policies are established, or additions or alterations are made to policies issued by Corporate Support Services, prior notice in writing and discussion with the Union will occur ten (10) working days prior to implementation.

**4.03** - The Corporation agrees that these functions will be exercised in a manner consistent with the provisions of this Agreement, and a claim that the Corporation has exercised any of these rights in a manner inconsistent with any of the provisions of this Agreement, may be the subject of a grievance.

#### **ARTICLE 5 - DISCRIMINATION**

**5.01** - No discrimination, restraint or coercion shall be exercised or practiced by the Corporation or by any of its representatives with respect to any employee because of their membership in, or connection with, the Union.

**5.02** - Conversely, there shall be no intimidation, restraint or coercion exercised or practiced upon the employees by the Union or by any of its representatives or members; neither shall there be any Union solicitation or activity on Corporation premises or job sites, excepting as is provided in this Agreement or mutually agreed upon.

## **ARTICLE 6 - STEWARDS AND UNION COMMITTEE**

**6.01 - The Corporation will recognize:**

- (a) Five (5) Stewards, to be allocated by the Union among the departments, as required for effective representation. No more than one (1) steward per division is to attend union business meetings during the same time period. This condition does not include the Chief Steward. The Union shall notify the Corporation of all stewards and which departments they work in;
- (b) A Grievance Committee of five (5) employees of whom one (1) shall be the President of the Local or their designate; and
- (c) In case of a policy grievance, the Grievance Committee shall be the same as the Union Committee;
- (d) A Union Committee of five (5) employees, of whom one (1) shall be the President of the Local or their designate, for the purpose of renewing or amending the Collective Agreement.

The Stewards and members of the Committees shall have been placed on the seniority list. The Union shall notify the Corporation, in writing, of the names of its officers, the Stewards, and members of its Grievance Committee and of its Union Committee.

**6.02 - Meetings between the Corporation and Union Committee shall be held at times mutually agreeable to both parties.**

**6.03 - It is understood that a Steward has their regular work to perform on behalf of the Corporation and that they will not leave their work without obtaining permission from their immediate supervisor, giving a reasonable explanation for their absence. When resuming their regular work, they will report to their immediate supervisor.**

**6.04 - The Corporation recognizes the role of the President, Vice President and Chief Steward in the operation of the Agreement and acknowledges the necessity for the President, Vice President and Chief Steward to provide occasional advice or assistance to the Stewards, or to confer with management from time to time, during working hours.**

The Union, on its part, recognizes the responsibility of the President, Vice President and Chief Steward to perform their duties and undertakes that there will be no burden or penalty to the Corporation as a result of such activities on the part of the President, Vice President and the Chief Steward.

**6.05** - It is clearly understood that the President, Vice President or a Steward will not absent themselves from their regular work unreasonably in order to deal with Union matters on behalf of employees, but such matters shall be dealt with as much as possible outside of working hours. In accordance with this understanding, the Corporation agrees to compensate the President, Vice President or a Steward for their regularly scheduled work time spent in dealing with such matters, and also a member of the Grievance Committee or the Union Committee for their regularly scheduled work time spent in attending meetings with the Corporation's representatives, to the extent that they will suffer no loss of earnings.

**6.06** - The Corporation agrees,

- (a) To provide access to the Union Agreement to each employee or a printed copy upon request;
- (b) To acquaint each new employee of the requirement of Union membership and the check off with respect to their membership; and
- (c) To ensure that a new employee is introduced to their Steward, who shall have a reasonable opportunity, as work permits to acquaint the employee with their rights and responsibilities with respect to Union representation.

**6.07** - The parties agree to the continuance of a joint Labour/Management Committee. Changes in the composition of the Committee, its terms of reference and its procedures may be agreed to by the Union and the Corporation. The Committee shall not have any jurisdiction to alter or interfere with the normal process of the Agreement.

**6.08** - During dealings with the Corporation the Union shall have the right to access representation from the Canadian Union of Public Employees, provided that the process does not cause any undue delay.

## **ARTICLE 7 - GRIEVANCE PROCEDURE**

**7.01** - It is the mutual desire of the parties that employee complaints shall be addressed as promptly as possible. In the first instance, an employee or union representative may take up any complaint directly with the immediate supervisor.

**7.02** - STEP 1 – If not settled in 7.01, a meeting will be requested within five (5) working days with the immediate supervisor, and such meeting shall be held within seven (7) working days of the meeting request. A union representative will be in attendance at the meeting if so requested by the employee. The employee/Union will provide the immediate supervisor with their concerns including the nature of the complaint and remedy sought. Management will give their decision, in writing, by completing the Response Form and providing it to the employee and/or Union within five (5) working days of the meeting. Should Management choose not to convene this meeting and/or respond at this step the grievance will progress to the next step.

In the event the employee or supervisor is on an approved absence, the timeline shall be extended for up to ten (10) additional working days. The time limits may be extended by agreement between the parties.

**7.03 - STEP II** - If not then settled at Step 1, the grievance may be submitted within five (5) working days of the Step 1 reply to the Department Head and Human Resources. Human Resources will schedule such meeting to be held within ten (10) working days of the meeting request.

At Step II and at meetings provided for in Article 6.02, there may be present a union representative in attendance at the meeting if so requested by either party. The decision of the Department Head or of the Union in the case of a Corporation grievance, shall be given, in writing, with copies to the Union and the grievor, within ten (10) working days of the meeting at which it was discussed. Should Management choose not to convene this meeting and/or respond at this step the grievance will progress to the next step.

**7.04 - STEP III** - If not then settled, the grievance may, within five (5) working days of the reply in Step II, be submitted, in writing, by the Union to the Chief Administrative Officer and Human Resources. Human Resources will contact the CUPE National Representative and Management to arrange a date for a meeting under Article 6.02. This date will be provided to the Union within ten (10) working days of receipt of the grievance.

The decision of the Chief Administrative Officer/designate, shall be given, in writing, to the National Representative with copies to the Union and the grievor within ten (10) working days of the meeting at which it was discussed.

**7.05 - STEP IV** - If not then settled, the grievance may, within twenty (20) working days of the reply in Step III be referred to arbitration as follows:

Both parties to this Agreement agree that a grievance concerning the interpretation, application, administration or alleged violation of this Agreement, which has been properly carried through all the steps of the Grievance Procedure outlined in Article 7 above, and which has not been settled, shall be referred to a Sole Arbitrator. If the parties are not able to agree upon such an Arbitrator within ten (10) working days of the Notice of Arbitration, the Minister of Labour for the Province of Ontario shall be requested to appoint an Arbitrator.

Either party may request a Board of Arbitration in which the Nominee of each party shall be appointed within ten (10) working days of the Notice of Arbitration and the Nominee of each party shall select a Chairman of the Board of Arbitration.

The Board of Arbitration, or Sole Arbitrator, shall not have any power to alter or change any of the provisions of this Agreement or to substitute any new provisions for any existing provisions, or to give any decision inconsistent with the terms and provisions of this Agreement.

Each of the parties to this Agreement shall bear the expenses of the Arbitrator appointed by it, and the parties shall jointly bear the expense, if any, of the Chairman or of a Sole Arbitrator.

No person shall be selected as Arbitrator who has been directly involved in attempts to negotiate or settle the grievance.

Prior to Arbitration, as outlined in this article, the parties may mutually agree to Grievance mediation, the cost of such mediation to be equally shared between the parties.

**7.06** - No grievance shall be considered in any step unless it has been properly carried through all previous steps of the grievance procedure required by this Agreement, except that if at any step of this grievance procedure the Corporation or the Union does not give its answer within the allotted time limit, the grievance may be carried to the next step within the appropriate time which shall start to run from the expiration of the allotted time within which the answer should have been given.

**7.07** - Policy / Procedure Grievance - Within ten (10) working days of the event upon which the grievance is based, the Corporation or the Union may submit a grievance, in writing, to the other alleging a violation of a term of this Agreement. Such a grievance shall set out the facts and details of the incident that prompted the filing of the grievance and the Article(s) of the Agreement claimed to be violated or relied upon, and the matter shall be dealt with in accordance with Step II and then the balance of the grievance procedure.

Group Grievance - No grievance shall be submitted by the Union under the provisions of Article 7.07 unless it involves a question of general application or a group of employees under more than one supervisor. A group grievance, being a grievance by a group of employees working under one supervisor, shall be instituted at Step I.

**7.08** - If at any step of the grievance procedure a grievance is not submitted within the period specified, or responded to by the party submitting the grievance within the period specified it shall be deemed to be abandoned. The time limits may be extended by agreement between the parties.

**7.09** - At any stage of the grievance procedure, including Arbitration, the conferring parties may have the assistance of the employee or employees concerned and any necessary witnesses. All reasonable arrangements will be made to permit the conferring parties to have access to the work site, view disputed operations, and to confer with necessary witnesses. A representative of the Human Resources Division and the CUPE National Representative may be in attendance at all grievance meetings.

**7.10** - In this Article, the word "days" shall exclude Saturdays, Sundays, and paid holidays.

**7.11** - In this Article, the written reply shall be deemed to have been made on the second day following its mailing by the sender.

## **ARTICLE 8 - DISCHARGE OR DISCIPLINE CASES**

**8.01** - A claim by an employee that they have been unjustly discharged shall be addressed when the employee files a grievance within three (3) working days of the occurrence. The grievance shall be filed in accordance with Step III, Article 7.04, of the grievance procedure.

A claim by an employee that they have been unjustly disciplined shall be addressed when the employee files a grievance within three (3) working days of the occurrence. The grievance shall be filed in accordance with Step II, Article 7.03, of the grievance procedure.

### **8.02 –**

- (a) The President, Vice President, Chief Steward, or member of executive committee will be in attendance at a meeting where a bargaining unit member is being terminated; and where not available a Steward will be asked to attend such meeting.
- (b) The Corporation will notify the Union President and the Chief Steward in writing in all discharge or discipline cases as soon as possible but within two (2) working days, giving the name of the employee concerned and the reason for the discharge or discipline.

**8.03** - Such special grievance may be settled by confirming the Corporation's action, or by reinstating the employee with full compensation for time lost, or by any other arrangement which is just and equitable in the opinion of the conferring parties or a Board of Arbitration.

**8.04** - In this Article, the term "working days" shall exclude Saturdays, Sundays, and paid holidays.

**8.05** - The Corporation will not use to the prejudice of an employee any record of misconduct or discipline which has not been previously made known to and acknowledged by the employee.

**8.06** - After twenty-four (24) months, any letter of warning for inadequate performance, tardiness, or non-attendance shall not be used against any employee if there has been no recurrence in that period.

### **8.07 -**

- (a) After twenty-four (24) months, any letter of discipline shall not be used against an employee if there has been no recurrence in that period.
- (b) Each employee shall have access to their personnel file upon reasonable notice for the purpose of reviewing all evaluations or disciplinary notations pertaining to their employment with the Corporation.
- (c) After twenty-four (24) months, any letter of discipline will be removed from the employee's file, provided there has been no recurrence of that or a similar incident in the intervening time.

## **ARTICLE 9 - NO STRIKES OR LOCKOUTS**

**9.01** - During the life of this Agreement, the Union agrees that there will be no strike or other collective action that will interfere with the Corporation's operations and conversely the Corporation agrees that there will be no lockout. The definitions of the words strike and lock-out shall be those set forth in the Labour Relations Act of the Province of Ontario, as amended from time to time.

**9.02** - An employee covered by this Agreement shall have the right to refuse to do the work of striking or locked out employees of the Corporation. An employee covered by this Agreement will not be required to cross a picket line at another employer if the crossing of such picket line could cause harm or damage to the person or property of the employee. In such cases where the CUPE 157 employee is not prepared to do the above work or crossing, the Union agrees that management personnel may do this work without the Union grieving such work.

## **ARTICLE 10 - SENIORITY**

**10.01** - Seniority is defined as an employee's length of continuous service with the Corporation, including absences for sick leave, authorized leave of absence, or as otherwise provided in this Agreement. It is understood that all the following seniority rights are designed to give to each employee, according to their seniority with the Corporation as applied across the Bargaining Unit, an equitable measure of job choice and job security consistent with the efficient operation of the business. Seniority shall not operate to provide job preference within a position.

### **10.02 -**

- (a) An employee shall be placed on the seniority list on completion of a probationary period of,
  - (1) Sixty (60) working days of employment within six (6) consecutive months if in Pay Groups one (1) to five (5) inclusive; and their seniority date shall be sixty (60) working days prior to the date of attainment of seniority;
  - (2) One hundred and twenty (120) working days of employment within twelve (12) consecutive months if in Pay Group six (6) or higher, in which case their seniority date shall be one hundred and twenty (120) working days prior to the date of attainment of seniority.
- (b) Until an employee is so placed on the list, they shall be known as a probationary employee who may not grieve regarding discharge provided that, at the request of the Union, such a discharge will be discussed at a meeting between the Corporation and the Union Committee.

**10.03 -**

- (a) The Corporation shall prepare and post copies of the seniority list and deliver copies to the Union. The list shall be brought up-to-date as at June 30<sup>th</sup> of each year.
- (b) The Corporation will notify each employee (upon attainment of seniority) of their seniority date. Unless a complaint is lodged with the Corporation within twenty (20) working days of notification in writing to the employee of their seniority date, the dates shown therein shall be deemed correct and reliable.

At any time during working hours, up-to-date seniority information shall be available to the Union Executive on application to the Human Resources Division.

**10.04 - Seniority rights shall cease and employment shall terminate for any of the following reasons:**

- (1) if the employee leaves the employ of the Corporation of their own accord;
- (2) for an employee with three (3) years or more seniority after twenty-four (24) consecutive months of layoff; for an employee with less than three (3) years' seniority after eighteen (18) consecutive months of layoff;
- (3) if the employee is discharged and the discharge is not reversed through the grievance procedure;
- (4) if an employee has been absent for five (5) consecutive working days without having been granted a leave of absence in accordance with Section 12.03, unless a reason satisfactory to the Corporation is given; the decision of the Corporation shall not be arbitrary or discriminatory;
- (5) if an employee is laid off and fails to return to work within five (5) working days after being notified by registered mail to their last known address in the Corporation's records to report for work, and does not give a reason satisfactory to the Corporation; the decision of the Corporation shall not be arbitrary nor discriminatory;
- (6) if an employee overstays a leave of absence granted by the Corporation in writing, and does not secure an extension of such leave, unless a reason satisfactory to the Corporation is given; the decision of the Corporation shall not be arbitrary nor discriminatory.;
- (7) on receipt of severance allowance under Section 29.01.
- (8) is absent for twenty-four (24) consecutive months or greater due to non-compensable disability or illness, and the employee is not eligible for Long Term Disability.

## **ARTICLE 11 - LAYOFF**

### **11.01 –**

- (a) The Corporation will give two (2) weeks' notice of layoff to each employee so affected, except following a recall of less than two (2) weeks, and the Union shall be so notified.
- (b) (i) Both parties recognize that job security shall increase in proportion to length of service and the right of the public to be served by persons of high competence.
- (ii) In the event of layoff, the Corporation shall issue a notice of layoff to the most junior employee in the affected position. The laid off employee(s) shall within ten (10) working days;
- displace a less senior employee in the bargaining unit provided the senior employee has the qualifications and ability to do the job in the judgement of the Corporation which shall not be exercised in an arbitrary or discriminatory manner;
  - choose to accept the layoff; or
  - elect termination. Should the employee elect termination under this section a severance allowance shall be paid in an amount that shall be equal to two (2) weeks' salary for each completed year of service to a maximum of twenty-six (26) weeks. Payment shall not be made more than once for the same years of service.
- (iii) An employee displacing a junior employee shall be subject to a trial period of thirty (30) working days or additional time as mutually agreed upon between the Corporation and the Union but shall not exceed an additional thirty (30) working days. If performance is unsatisfactory to the Corporation during this period, the employee shall be deemed surplus and shall be laid off.
- (iv) If the employee relinquishes the job within the first twenty (20) working days from the time they started the job the employee shall again be deemed surplus and shall be laid off.
- (v) A displaced employee shall follow the same process as outlined in this Article.
- (c) The Corporation shall not fill any position from which employees have been displaced or laid off until such persons with seniority who have been laid off, or such employees who have been displaced within the previous twelve (12) months, have been recalled to their former position in accordance with their seniority.

**11.02** - In the event of a layoff, the President of the Union, the Vice-President, the Secretary-Treasurer, the Chief Steward, the Recording Secretary, and the Stewards, if they are on a list under Section 10.03, shall be retained in employment by the Corporation notwithstanding their position on the seniority list so long as work is available which, in the opinion of the Corporation they are qualified to do, and which they are willing to perform; provided that the Corporation shall not exercise its rights under this paragraph in an arbitrary or discriminatory manner.

**11.03** - An employee promoted to a position outside the Bargaining Unit shall have their seniority frozen for the duration of their probationary period, not to exceed one hundred and twenty (120) working days after which their seniority rights shall cease. If their performance is unsatisfactory to the Corporation during this period, they shall revert to their former position and rate and all other employees affected by this shall revert to their former job and rate.

In case the former position has been eliminated, they may, if another position is available, post back into a Bargaining Unit position in accordance with Article 12.01.

If the employee relinquishes the job within twenty (20) working days from the time they started the job, they shall revert to their former job and rate and all other employees affected by this shall revert to their former job and rate.

**11.04** - Any regular employee who is no longer capable of performing their full regular duties by reason of disability, and whose disability is not of sufficient severity to qualify for a disability pension under the Corporation's Long Term Disability (LTD) or pension plan, shall be placed in a suitable position in the Bargaining Unit, if such position is available, by the Corporation upon written notification to the Union, without regard to the other articles of this Agreement; and shall be paid the prevailing rate for the job.

## **ARTICLE 12 - PROMOTIONS, TRANSFERS AND JOB POSTINGS**

**12.01** - The parties, recognizing;

- (i) The right of the public to be served by persons of high competence, and
- (ii) The right of the employees to fair and just consideration for vacancies in the light of their length of service and their qualifications;
- (iii) The principle of promotion within the service of the Corporation;

Therefore agree that;

In promotions, demotions, transfers, layoffs, and recalls, the following factors shall be considered:

- (a) Length of continuous service;
- (b) Knowledge, efficiency and ability to do the work of the job;

- (c) Physical fitness if a prerequisite;  
And when factors (b) and (c) are relatively equal in the judgement of the Corporation, which shall not be exercised in an arbitrary or discriminatory manner, factor (a) shall govern.
- (d) In the event that the senior candidate is not the Corporation's choice, the Corporation shall give prior notice and opportunity of consultation to the Union; but the process shall not be delayed more than five (5) working days thereby;
- (e) **Final selection decisions shall be made no more than five (5) working days following the completion of the recruitment competition. Transfers shall be affected within ten (10) working days of the employee accepting the position in writing; unless a later starting date was known at the time of posting. Employees will be eligible for any salary increases for any delay in transfers beyond ten (10) working days, provided that such delay was not the result of the employee taking leave.**

**12.02 - Job postings shall be dealt with in the following manner:**

- a) Vacancies that the Corporation intends to fill shall be posted for a period of five (5) working days. If no suitable candidate applies, the Corporation may fill the vacancy with other employees or new hires
  - (i) No advertisement will appear in the media and no other application will be accepted until all bargaining unit applicants have been considered and notified of the decision in writing.

It is recognized that in some instances it may be expedient to post job vacancies externally concurrently with the internal posting process. In such circumstances the Corporation shall ask the Union for an exception to the regular practice and must be mutually agreed upon.

External applications will not be considered until all bargaining unit applicants have been considered and notified of the decision in writing.

- (ii) An employee who anticipates that a job will be posted during their vacation may make application and be eligible for consideration provided that the processing of the applications will not be delayed more than ten (10) working days thereby. It shall be the applicant's responsibility to ensure that the application is in Human Resources Division by the closing time posted.
- b) The posting shall show the position vacant, its expected location, the requirements of the job, and the wages for it; however, the Corporation may transfer employees to the vacancy until the posted vacancy is filled. The qualifications and requirements outlined in the job posting shall be those that are contained in the approved job description.

- c) An employee may submit their application to the Human Resources Division detailing their qualifications for the job. At the close of the posting period, the Corporation will supply to the Union President and Vice President or designate a list of employees who have applied for the posted job, which shall be kept for the confidential use of the Union Committee. Upon the filling of a posted job, the Corporation shall post the name and the seniority status of the successful applicant. Any employee applying for a vacancy filled by a person with less seniority shall receive reasons why they did not get the job, from the Department Head or their designate, within five (5) working days of the filling of the vacancy.
- d) The Corporation shall be free to fill a vacancy immediately if it sees fit, subject to the remaining provisions of this Section 12.02, and no grievance may be filed under this Section 12.02 until the time for an answer under Section 12.02 (c). The grievance procedure shall start at Step 2.
- e)
  - (i) In this Section 12.02, vacancies shall mean those of long-term nature such as arise through quits, new jobs, extended illnesses resulting in loss of seniority, L.T.D., etc., and shall include the three (3) vacancies resulting from the filling of a posted vacancy but no subsequent vacancies arising from the original vacancy. However, any person with seniority rights to recall on layoff from the position to be filled shall be recalled before the vacancy is posted. Upgrading of an existing position with a single incumbent shall not be deemed to create a vacancy.
  - (ii) An employee on L.T.D. shall retain their rights to their position for twenty-four (24) months. If they return to work after twenty-four (24) months, they will be allowed to bump the person with the lowest seniority in their position, if in the judgement of the Corporation they are able to perform all the duties of the position. Should the employee not be capable of performing all the duties of the position, they will be placed according to Article 11.04.
- f) In this Section 12.02, "days" shall exclude Saturdays, Sundays, and paid holidays.
- g) The Corporation shall provide the Union with notice of all vacancies as they become vacant. The Corporation shall give notice to the Union of a decision to postpone or not to fill a vacancy within fifteen (15) working days of the occurrence of the vacancy or as soon as a decision is made, whichever is sooner; and, shall inform the Union of any anticipated unusual delays in completing the job posting process, and the reason therefore. Notice shall be in writing, addressed to the Union President and Vice President or designate.
- h) When a posted position that has been filled within the last sixty (60) working days becomes vacant, the Corporation may have the option to hire from the original recruitment.

An employee accepted for a posted job shall be subject to a trial period of sixty (60) working days worked by the employee. If their performance is unsatisfactory to the Corporation during this period, they shall revert to their former job and rate. The Corporation may have the option to hire from the original recruitment.

If the employee relinquishes the job within the first thirty (30) working days from the time they started the job, they shall revert to their former job and rate and all other employees affected by this shall revert to their former jobs and rates. The Corporation may appoint the next best qualified candidate from the competition without reposting.

Employees posting into short term temporary positions (less than three (3) months) will be required to complete the term without the option of reverting to their original position. Should the short term temporary position extend beyond three (3) months, the employee will have the option of vacating the position. Employees will be eligible to apply for permanent positions while in short term temporary roles.

- i) It is the intention of the Corporation, insofar as it is practical, to provide an opportunity for suitable regular employees to fill temporary vacancies in any pay group. The Corporation will undertake a courtesy job posting for temporary vacancies known to be in excess of sixty (60) working days.

**12.03 - An employee designated in writing by their Department Head to be upgraded, transferred or promoted to,**

- (a)
  - (i) a higher position inside or outside the bargaining unit, for a minimum a half (1/2) day, shall be paid an increased rate;
  - (ii) **the pay step** used for establishing the higher rate for those employees **upgraded, transferred or promoted** in accordance with Article 12.03 (a) (i) shall be the **pay step** of the position the employee is **upgraded, transferred or promoted to that is nearest the employee's rate** in that employee's regular pay group provided that the increase is at least one dollar and fifty cents (**\$1.50**) more **per hour**, otherwise the employee would move to the next step in the **pay group** but no higher than the maximum step for that position;
  - (iii) no employee temporarily **upgraded or transferred to a position in a higher pay group** is to receive a rate beyond the maximum rate for the pay group **of the position to which they are upgraded or transferred**;
  - (iv) an employee temporarily **upgraded or transferred to a higher position, inside or outside the bargaining unit**, shall complete ten (10) working days in the new position before being eligible to be paid that job rate for vacation, paid holidays or sick time. Prior to the completion of ten (10) working days in the new position, the employee shall be paid their regular job rate for vacation and sick time.

- (b) A lower position shall continue to be paid their regular rate except when the transfer is at their own request, in which case their rate shall be reduced in accordance with their experience in the lower position.
- (c) Performance while temporarily employed in a higher position shall be considered for possible acceleration at the time of annual salary increases.

This Section shall not apply to cases covered by Section 29.04.

**12.04** - An employee designated, in writing, by their Department Head to fill a supervisory position outside the Bargaining Unit shall be paid a minimum premium of ten (10) per cent over their regular salary rate for the entire period of such appointment, unless such designation has been incorporated and considered in the rating of the position.

**12.05** - Positions shall be classified in accordance with Schedule "A" which is attached to and forms part of this Agreement.

**12.06** - During the term of this Agreement, salaries shall be in accordance with Schedule "B" which is attached to and forms part of this Agreement.

### **ARTICLE 13 - HOURS OF WORK**

**13.01** - The hours of work shall be as established by present practice, and as set out generally in Schedule "C".

**13.02** - The Corporation may alter starting and/or stopping times or may establish shifts for any job or position upon seven (7) working days' prior notice to the employee and the Union, provided such changes do not alter the duration of a standard shift for an employee.

**13.03** - When a new shift other than a day shift is established, the employees available and capable of performing the work shall normally be rotated weekly between the shifts; but in the event of an emergency, the Corporation shall assign the shifts as may be necessary for the efficient performance of the work.

### **ARTICLE 14 - OVERTIME**

**14.01** - An employee who is authorized by their Department Head or designated supervisor to work in excess of the hours set out in Schedule "C" shall be paid at the rate of;

- (a) Time and one-half for all hours worked in excess of the daily or weekly hours specified, and on paid holidays; and
- (b) Double time after seven (7) hours overtime in their work day; and for all hours worked on Sunday, if not part of their scheduled work week;

Save that no overtime shall be paid for a period of less than fifteen (15) minutes worked immediately following the completion of the regularly scheduled working hours on any day.

At the request of the employee, subject to the permission of the Department Head, an employee may take time off in lieu, the time being calculated at the appropriate overtime rate.

The above referenced overtime hours paid shall draw vacation pay at a rate of 4% for employees with less than 5 years of service and at a rate of 6% for employees with 5 years of service or more. Vacation pay owing on these amounts shall be made following December 31<sup>st</sup> and no later than January 31<sup>st</sup>. Overtime hours banked and taken as lieu time do not increase gross earnings and therefore vacation pay does not apply.

**14.02** - For the purposes of this Article, the wage rate shall be the basic weekly rate of pay divided by the employee's standard weekly hours of work.

**14.03** - An employee required to work an additional two hours consecutive to their regularly scheduled shift shall be provided with a meal allowance of \$15.00.

An employee required to work an additional two hours consecutive to a full overtime shift (equal to the number of hours in their regularly scheduled shift) shall be provided with a meal allowance of \$15.00.

**14.04** -

- (a) Overtime shall be equitably distributed among those employees who normally perform the work involved provided they are willing to perform the work when requested.
- (b) An employee off work on WSIB Benefits, Short or Long Term Disability, shall not be deemed available for overtime after their last normal (regular) shift of work and not before their normal starting time on the day they return to work.
- (c) An employee off work on Compassionate Leave or Personal Leave of absence shall not be deemed available for overtime. The employee may request, in writing, stating the time they will be deemed available on the final day of leave.
- (d) Should an employee elect to take a personal leave of absence on Corporately scheduled day(s) of closure they will be eligible to be contacted for overtime purposes in accordance with overtime call-in procedures.

## **ARTICLE 15 - VACATIONS**

### **15.01 - Entitlement**

- (a) An employee on the active payroll shall be granted a vacation with pay in each calendar year on the following basis:

<b>Length of Service by December 31<sup>st</sup> of the Vacation Year</b>	<b>Vacation</b>
Less than one (1) year (no vacation shall be granted before the completion of the probationary period)	1 day per month up to a maximum of 10 days
One (1) year but less than <b>eight (8)</b> years	3 weeks
<b>Eight (8)</b> years but less than fifteen (15) years	4 weeks
Fifteen (15) years but less than <b>twenty-three (23)</b> years	5 weeks
<b>Twenty-three (23) years but less than twenty-six (26) years</b>	6 weeks

Twenty-six (26) years and thereafter – 6 weeks plus one (1) day for each additional year of completed service to a maximum of five (5) days.

- (b) Notwithstanding the provisions of sub-section (a) an employee absent without pay in excess of one (1) month in the vacation year shall have their vacation pay calculated at the appropriate percentage of their earnings in the year, without effect on their vacation time entitlement.

An employee absent without pay because of illness or injury shall continue their normal entitlement for a period of twelve (12) months.

- (c) A vacation may not be taken and vacation pay may not be paid during paid sick leave or paid employment disability leave

### **15.02 –**

- (a) An employee who leaves or is terminated from the Corporation shall have their vacation entitlement prorated within the vacation entitlement year.
- (b) In the year of retirement, or in the event of the death of an employee, the full vacation entitlement for the year shall be granted, the payment for a deceased employee being made to the employee's designated beneficiary or to the employee's estate;

Save that an employee who gives less than two (2) weeks' notice of resignation shall forfeit the benefits of Section 15.02 and be paid in accordance with the provisions of The Employment Standards Act.

### 15.03 – Scheduling

An employee entitled to up to three (3) weeks' vacation may take it at one time during the calendar year, and an employee entitled to a vacation in excess of three (3) weeks may, with the approval of the Management, take their vacation at one time during the calendar year. For each vacation period indicated below employees must submit their vacation request to have preference by seniority by the submission due dates Management shall set the vacation periods, taking into account the wishes of the employees on the basis of seniority, and shall provide a response by the submission response date. Should that not occur the employee may notify the Department Head. Consideration of seniority shall be related only to the first three (3) weeks of an employee's vacation request. Requests will be considered factoring in operational needs.

Vacation requests submitted after the submission due dates will be considered on a first come, first served basis.

Vacation Period	Submission Due Dates	Submission Response Dates
February 1 to May 31	November 1	November 30
June 1 to September 30	March 1	March 30
October 1 to January 31	August 1	August 30

**15.04** - Employees shall take their full vacation entitlement in a maximum period of two (2) years and will have their vacation scheduled at the end of the second year by the Corporation if such vacation is not scheduled by the employee.

**15.05** - An employee incapacitated by illness or injury while on vacation shall, on the production of evidence satisfactory to the Corporation, have their lost vacation time reinstated.

### ARTICLE 16 - PAID HOLIDAYS

**16.01** - Each employee shall be entitled to a holiday with pay on each of the following days, or a day declared in lieu thereof, or shall receive the equivalent of their regular days pay therefore, at the discretion of the Corporation, provided they work their scheduled working days next preceding and next following the holiday, unless excused in writing by their Department Head, or is otherwise entitled to be paid for such preceding or following days:

New Years Day	Labour Day
Family Day	Truth and Reconciliation Day
Good Friday	Thanksgiving Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
Civic Holiday	

A floater holiday shall be provided for Remembrance Day, Easter Monday and a Christmas Holiday. These holidays will be scheduled by the supervisor to provide that operations are adequately staffed.

Heritage Day shall be included as a paid holiday in the year in which it is first observed officially. Until such time as Heritage Day is so observed, a floater holiday shall be granted in lieu.

**16.02 -**

- (a) An employee who is scheduled to, and does work on the day of observance of one (1) of the above holidays, shall, in addition to the benefits of Section 16.01, be paid in accordance with the provisions of Article 14.
- (b) An employee who is not scheduled to work, but who is called in to work on the day of observance of a paid holiday shall be paid at two (2) times their wage rate for all such hours worked, in addition to the benefits of Section 16.01.

**16.03 -** An employee scheduled to work on the day of observance of one (1) of the above holidays, and who fails to work, shall forfeit the pay for the day, unless excused in writing by the Department Head.

**16.04 -** If the holiday is observed on a normal working day during an employee's vacation, they shall receive another day's vacation with pay, or salary in lieu thereof.

**ARTICLE 17 - BEREAVEMENT LEAVE**

**17.01 -** An employee will be granted;

- (a)
  - (i) An employee who works a five (5) day work week will be entitled to up to five (5) consecutive working days' leave of absence with pay on the death of a spouse, child/step-child, father/step-father, mother/step-mother, father-in-law, mother-in-law, brother/step-brother, sister/step-sister, or grandchild/step-grandchild.
  - (ii) An employee who works a four (4) day work week will be entitled to up to four (4) consecutive working days' leave of absence with pay on the death of a spouse, child/step-child, father/step-father, mother/step-mother, father-in-law, mother-in-law, brother/step-brother, sister/step-sister, or grandchild/step-grandchild.
- (b) An employee will be entitled to up to three (3) consecutive working days leave of absence with pay on the death of a person who is a relative of the employee or the employee's spouse and normally resides in the employee's household, a grandparent/step-grandparent or spouse's grandparent/step-grandparent.

- (c) An employee will be entitled to up to two (2) days leave of absence with pay on the death of a brother-in-law, sister-in-law, son-in-law, daughter-in-law, aunt, uncle, niece or nephew.
- (d) **One (1) day leave of absence with pay to attend the funeral as a pall bearer.**
- (e) An employee may request to save one (1) or more days received under this article with approval of their manager.
- (f) In recognition of the fact that circumstances which call for bereavement leave are based on individual circumstances, upon an employee's request, the Department Head, in consultation with the Director of Corporate Support Services, may grant additional paid bereavement leave.
- (g) If a death occurs in an employee's immediate family as described in 17.01 (a), (b) or (c) while the employee is on vacation, they shall be granted the appropriate bereavement leave, and have their lost vacation time reinstated.
- (h) Where the rites are to take place outside of the initial period of bereavement the employee may save one (1) or more days received under this article to attend.

**17.02** - When requested by the Corporation, the employee shall provide an obituary or other reasonable proof that is satisfactory to the Corporation.

## **ARTICLE 18 - LEAVE OF ABSENCE**

### **18.01**

- (a) The Corporation will grant a leave of absence without pay and without loss of seniority, vacation, or any benefits, included in the Employee Insurance Program up to ninety (90) working days upon the employee's request, provided the granting of such leave shall not have an adverse effect on the normal operation of the Department. Requests shall be in writing, stating the reason, and submitted to the Department Head twenty (20) working days prior to commencement of leave, unless the circumstances make it impossible to do so. Replies shall be in writing, and if not granted, shall include the reason.

Such leaves may be for any reason other than for other employment.

Employees requesting such leave must have a minimum of one (1) year of service from the date of hire with the Corporation.

Employees not meeting the above criteria may submit their request in writing, stating the reason, to the Department Head for consideration.

Benefits will continue for the first ninety (90) working days of the leave and if the leave exceeds ninety (90) working days, the employee will have the option to continue their coverage by paying the benefits themselves.

- (b) Leave for reasons of pregnancy shall be provided in accordance with the terms of The Employment Standards Act.
- (c) Parental leave shall be provided in accordance with the terms of The Employment Standards Act.
- (d) Employees elected by the Union to attend conventions and conferences of the Union shall, where reasonably possible, be granted leave of absence without pay for the same provided the Corporation is given reasonable notice. No more than three (3) employees may be absent at any one time and such leaves without pay shall not total more than thirty-five (35) working days in the year excluding travelling time. An employee shall receive the pay and benefits provided for in this Agreement when on approved unpaid leave of absence for Union work or conventions. However, the Union shall reimburse the Employer for all pay and benefits during the period of absence.
- (e) Upon receipt of reasonable notice and contingent upon the requirements of its operations, the Corporation shall grant leave of absence without pay and without loss of seniority to one (1) only employee who is elected or selected for a full-time position with the Canadian Union of Public Employees, the Ontario Federation of Labour, or the Canadian Labour Congress, for a period of not more than one (1) term, which shall not be greater than two (2) years. Such leave may be renewed on request at the discretion of the Corporation. The employee shall be entitled to return to their former position at the expiration of the period, or to another position in accordance with their ability and seniority if their former position is not available.
- (f) Leave of absence for extended vacations may be combined with an employee's regular vacation, provided six (6) months' notice is given, except when extenuating circumstances make such notice impossible, and provided that such leave is consistent with the operating requirements of the Corporation. The Corporation's reply will normally be given within two (2) weeks of submission of the request.
- (g) Employees shall be allowed leave of absence with pay and without loss of seniority or benefits to attend a formal hearing for the employee to become a Canadian Citizen.

## **ARTICLE 19 - REST PERIODS**

**19.01** - Unless deemed impractical by the Department Head, whose discretion shall not be exercised in a discriminatory manner, each employee shall receive two (2) fifteen (15) minute rest periods per day, one (1) in mid-morning and one (1) in mid-afternoon. They shall be scheduled by the Department Head, and may be revoked in event of abuse. A fifteen (15) minute rest period shall also be provided to an employee midway through each three (3) hours' overtime.

## **ARTICLE 20 - PAY ON DAY OF INJURY**

**20.01** - An employee, who is injured while in the course of their employment at work and is unable to continue to work because of such injury, shall be paid at their straight time rate for the balance of their shift.

**20.02** - An employee who has received payment under Article 20.01 shall receive pay for regularly scheduled time necessarily spent at the Doctor's office for further medical treatment of the injury during working hours subsequent to the day of the accident.

## **ARTICLE 21 - EMPLOYEE INSURANCE PROGRAM**

**21.01** - The Employee Insurance Program shall consist of

Item 1 - Employer Health Tax or its successor;

Item 2 - Green Shield Semi-Private Hospital Supplement, or equivalent\*;

Item 3 - Subject to the requirements of the insurer that the employee must be actively at work on the effective date, group life insurance and accidental death and dismemberment insurance, each in an amount equal to two (2) times the basic annual wages, to the next higher \$500.00, adjusted on the first day of the next month for changes in personal coverage, but adjustments arising from the terms of a new or revised agreement shall be made effective as soon as possible after the signing of the terms of settlement, or coincidental with any general rate adjustments provided for in the terms of the Agreement; and on normal retirement, a paid-up policy in the amount of \$6,000 - OR - a retiring allowance in the amount of \$4,000 as a lump sum payment less deductions, or as a direct transfer to a Register Retirement Savings Plan (RRSP) with confirmed contribution room.

Item 4 - Green Shield Health Plan for Hospital Care Extended Health Benefits Plan, or equivalent\*, (\$25/\$50 deductible) with the following riders:

- **Prescription Eyewear** - \$450 per person every twenty-four (24) months for prescription eyewear or corrective eye surgery.
- **Eye Examinations** - maximum of \$100 every twenty-four (24) months.
- **Drug Plan** - equivalent to Drug Formulary 3 with the elimination of over the counter drugs and generic substitution unless the physician indicates no substitution and where there is no difference in therapeutic value.
- **Hearing Aids** - \$700 for employee and \$500 for each dependent per year.
- **Physiotherapy** - coverage of \$90.00 per visit for employee and \$70.00 per visit for dependents on the referral by a medical practitioner.
- **Massage therapy, Chiropractor, Naturopath, Osteopath, Acupuncture** \$700.00 per practitioner maximum to a combined maximum of \$1,800 per year with \$90.00 per visit maximum.

- **Psychologist, Social Worker/Counsellor, Master of Social Work and Psychotherapist:** up to a maximum of \$3,000 per calendar year.
- **Orthotics** – two (2) pairs custom-made foot orthotics per calendar year to a maximum benefit of \$400 per person, per year.
- **Private Duty Nurse** – maximum of seventy-five (75) shifts per calendar year.
- **Glucose Monitoring Systems** – subject to medical prior authorization by the insurance carrier and as second payer when eligible under applicable government programs; balance for eligible reimbursements up to a maximum of \$2,000 per calendar year per person;
- **Health Care Spending Account** in the amount of \$300.00 per year for single benefit coverage or \$700.00 per calendar year for family benefit coverage; subject to the terms and conditions as outlined by the insurer. Unused amounts have no cash value and cannot carry forward to the next year.

Item 5 - The Green Shield Health Code 9-Dental Care Plan, or equivalent\*, on the ODA schedule of fees on a one (1) year lag effective January 1 of each year, with a preventative oral recall examination and preventative services occurring once every 9 months for persons over the age of 12 years and once every 6 months for persons twelve years and younger.

The Corporation will provide a benefit that will cover Dentures, Orthodontic Services, Crowning and Capping. This benefit will be 50/50 co-insured to a maximum of \$3,000 every ten (10) years, per person, meaning a maximum claim of \$6,000 per insured every ten (10) years.

The benefits listed in Article 21.01 will be covered for spouse and dependent children until the end of the twenty-fourth (24) month after the death of the employee or the date that the employee would have turned 65 years of age, whichever is earlier.

Item 6 - Employees who work full time past age sixty-five (65) will be entitled to the following items:

- Item 1, 2, 4, 5
- Paid up \$6,000 Life Insurance Policy at age 65 - OR - a retiring allowance in the amount of \$4,000 as a lump sum payment less deductions, or as a direct transfer to a Register Retirement Savings Plan (RRSP) with confirmed contribution room.

Employees who work full time past age sixty-five (65) are not entitled to Long-Term Disability. An employee over the age of sixty-five (65) who has exhausted their short term disability entitlements under Article 22, may request a leave of absence in accordance with Article 18.01.

\* "Equivalent" shall include consideration of the administration process for both the Corporation and the Union.

**21.02** - Participation for eligible employees shall be on the following basis:  
Item 1 - In accordance with Ontario Health Insurance Commission Regulations;  
Items 2, 3, 4, and 5 - Optional.

**21.03** - Employees shall be eligible for enrolment;

- (a) For Items 1, 2, 4, and 5 on employment;
- (b) For Item 3 on completion of the probationary period; and temporary employees shall be eligible in accordance with Section 2.02 (a).

**21.04** - The Corporation shall pay, for each participating employee, all of the costs of the program, except that an employee;

- (a)
  - (i) on disability benefits under the Workplace Safety and Insurance Board Act for a period not in excess of eighteen (18) months.
  - (ii) on authorized leave of absence.
- (b) An employee laid off or terminated, shall cease to qualify for the above benefits at the end of the calendar month in which they are laid off or terminated; however, where a layoff is of a temporary nature, the person laid off may continue the program by paying the total cost to the Corporation by the fifteenth (15<sup>th</sup>) day of each month.

**21.05** - An employee covered by the Employees Insurance Program is subject to co-ordination of benefits payments, where an employee or spouse has coverage under more than one benefit plan. The employee agrees to disclose any benefit coverage by which they or their spouse are covered, that duplicates the coverage of this plan. The employee is responsible for promptly informing the Corporation of any changes in the employee's eligibility or that of their dependents for coverage under insurance plans.

**21.06** - In consideration of benefits granted under this Agreement, the Union relinquishes the right of the employees to their share of the reduction in premium for Unemployment Insurance.

**21.07** - The Corporation may at any time substitute another carrier for any of the benefits in Article 21, provided that the benefits conferred thereby are equivalent to existing benefits, and there is no increase in the premium cost to any employee. Such substitution will not occur in less than sixty (60) days written notice to the Union. When such notice is provided, the Corporation will meet with the Union to discuss the changes.

## **ARTICLE 22 - SICK LEAVE PLAN**

### **22.01 Sick Time**

- a) Effective upon ratification, the Employer shall provide 84\* sick hours in a calendar year for all eligible regular employees who are absent from work due to illness or non-occupational injury. Any unused sick hours shall not be carried over into the following calendar year and shall have no cash value. A regular employee who has satisfactorily completed their probationary period will have their sick hours pro-rated for the remainder of the calendar year.

*\*96 sick hours will be provided for employees who are expected to work a 40-hour work week per Schedule "C" Hours of Work.*

- b) Following the ratification of the 2022-2024 Collective Agreement, each regular employee shall be provided with one-time allotment equivalent to two (2) days that may be used to serve to reduce the unpaid waiting period in Article 22.02(b) should the employee have exhausted their sick time in Article 22.01(a), the unpaid waiting period can be reduced by one (1) day and up to a maximum of three (3) days per Short-Term Disability occurrence.
- c) Following the ratification of the 2022-2024 Collective Agreement, every calendar year thereafter that a regular employee uses 60% or less sick time hours shall serve to reduce the unpaid waiting period in Article 22.02(b) by one (1) day. Having exhausted the sick time benefits in Article 22.01(a), the unpaid waiting period can be reduced by one (1) day and up to a maximum of three (3) days per Short-Term Disability occurrence.
- d) It is understood that there is no limit on the maximum amount of days that may accumulate to offset unpaid waiting period for STD.
- e) An employee who is required to absent themselves from the workplace part-way through their shift for reasons related to illness or non-occupational injury will have their sick time deducted up to the nearest one (1) hour.

### **22.02 Short-Term Disability**

- a) Eligibility for Short-Term Disability Plan
  - (i) With the exception of employees returning from Long-Term Disability leave whose eligibility for Short-Term Disability pay is as described in Articles 22.02(a)(ii) and (iii), each regular employee is eligible for Short-Term Disability pay after completing six (6) consecutive months of service following the employee's first day of active work as a full-time permanent employee or upon successful completion of their probationary period, whichever is greater.

- (ii) Regular employees returning from Long-Term Disability leave who have a recurrence of the same or related disability, as determined by the LTD provider, within six (6) months of returning to work shall apply to reopen the previous Long-Term Disability claim. If the recurrence claim is not approved, eligibility for Short Term Disability pay shall be in accordance with Article 22.02(a)(iii).
- (iii) Regular employees returning from Long-Term Disability leave must complete five (5) consecutive weeks of being at work, performing the employee's regular or modified duties and working the employee's regular or modified number of hours, before becoming eligible for reinstatement of Short-Term Disability pay as provided for in Article 22.02(b). Where this period of five (5) consecutive weeks is interrupted by an approved leave, excluding unpaid leaves and leaves related to injury or illness, the period will be extended by the same number of days.

For greater clarity, in cases of recurrences of the same or related disability, as determined by the LTD provider, the employee must have exhausted the process to reopen the previous Long-Term Disability claim and have completed five (5) consecutive weeks of being at work in the employee's position, performing the employee's regular or modified duties and working the employee's regular or modified number of hours, before becoming eligible for reinstatement of Short-Term disability pay.

**b) Short-Term Disability Leave Plan**

The Employer shall provide eligible employees per Article 22.02(a) with a Short-Term Disability (STD) Leave Plan entitlement, as provided for in Article 22.02(d) upon the completion of a three (3) day waiting period per absence. Short-term disability coverage shall begin on the fourth (4th) day of absence. During the waiting period, an employee shall continue receiving full pay by drawing on their unused sick days per Article 22.01. If the employee does not have sufficient sick days/hours per Article 22.01, they shall receive full pay for the number of unused sick hours in their sick time allotment and the remainder of the waiting period shall be unpaid. If an employee has exhausted their sick days per Article 22.01 they will be subject to a three (3) day unpaid waiting period prior to receiving short-term disability leave benefits. For employees who have exhausted their sick hour allotment per Article 22.01, the three (3) day waiting period can be covered by existing vacation or lieu time entitlements if so requested by the employee.

- c) Upon receipt of medical documentation, the unpaid waiting period shall be waived if the employee is hospitalized for surgery, including day surgery or has commenced an overnight hospital stay on day one (1) of their absence. In such cases, short term disability benefits will start immediately. In exceptional circumstance the three (3) unpaid days for STD may be waived in order to meet obligations under the Ontario Human Rights Code. The Corporation reserves the right to seek additional medical documentation.

- d) The STD Leave plan will provide the following features to be paid out for a total of seventeen (17) weeks as a percentage of the employee's standard daily wage:

Length of Service	Weeks at 100%	Weeks at 75%
Six (6) consecutive months of service or past probation, whichever is greater, but less than 12 months	3	14
1 year but less than 2 years	5	12
2 years but less than 3 years	7	10
3 years but less than 4 years	9	8
4 years but less than 5 years	11	6
5 years but less than 6 years	13	4
6 years but less than 7 years	15	2
7 years and over	17	0

- e) Any employee reporting back to work from a short-term disability incident and unable to complete that shift due to continuing illness or injury shall be considered as not having returned to work, and provided the employee notifies their supervisor or designate, prior to leaving work, shall be considered to be still on short-term disability on the same incident without interruption.
- f) Deductions for C.P.P., E.I. and OMERS will continue during the "Short-Term" disability period.
- g) The employee will file for a disability claim under OMERS, either for waiver of premium or disability pension benefits when eligible. The employer will advise the employee when they are eligible.
- h) During the Short-term period of disability, periods of disability separated by less than five (5) consecutive weeks of being at work performing the employee's regular or modified duties and working their regular or modified number of hours will be considered the same period of disability and the employee will resume STD benefits to a maximum of seventeen (17) weeks in total for the combined absences. Where an employee has been at work performing regular or modified duties and working their regular or modified number of hours for a period of five (5) consecutive weeks, the employee shall be restored to their full STD entitlement in accordance with and subject to Article 22.02(a)(ii) and (iii). Where this period of five (5) consecutive weeks is interrupted by an approved leave, excluding unpaid leaves and leaves related to injury or illness, the period will be extended by the same number of days.

- i) There will be no deduction in pay for the first hour for an employee to attend a medical or dental appointment. It is understood that employees will make every effort to book medical appointments so as to cause the least interruption of service. Further it is understood that this will not constitute the deduction of a sick hours from Article 22.01.
- j) In circumstances where an employee is unable to attend work due to an order given by a public health authority or the employer to isolate, the associated days/hours of absence will not be deducted from the sick day time allotment in Article 22.01. Days where an employee is sick or infected will be deducted from the sick time allotment in Article 22.01. Employees may be required to provide confirmation of public health direction to isolate and/or may be required to participate in a return-to-work process.
- k) Should an employee have a serious chronic condition where ongoing medical treatment is required, and is medically documented, and is considered a disability under the Human Rights Act, it would be treated as such by the Corporation. The Corporation reserves the right to seek additional medical documentation.

**22.03** Eligible regular employees, who provide medical documentation of a disability illness or non-compensable accident, shall be paid in accordance with Articles 22.01, 22.02 and **22.04(a)**. The Corporation reserves the right to seek additional medical documentation. Whenever the Corporation requires an employee to produce a medical certificate, the Corporation will reimburse the employee the cost for such certificate provided a receipt from the physician accompanies such certificate.

**22.04 Long-Term Disability**

**(a) City Paid Benefits**

Once the seventeen (17) weeks of Short-Term Disability benefits are exhausted per 22.02, Long-term disability (LTD) pay for eligible employees will be maintained at seventy-five percent (75%) by the Corporation for weeks eighteen (18) to twenty-six (26) inclusive.

**(b) Disability Insurance Plan**

Continued disability benefits beyond twenty-six (26) weeks will be the sole responsibility of the Disability Insurance Plan. The employee will apply to the Long-term Disability Insurance Plan provider to be considered for LTD benefits. The employees must meet the qualifying conditions of the Long-term Disability Insurance Plan provider in accordance with the terms and conditions of the master policy.

- c) Long-Term Disability Insurance Plan, when in effect, will provide seventy-five percent (75%) of income, based on own occupation for a minimum period of two (2) years.

- d) The employee will apply for CPP long-term disability benefits when eligible.
- e) Any long-term disability benefits will be reduced by disability benefit payments received under CPP, OMERS, or from WSIB per the Long-Term Disability Insurance Plan provider master policy so that total benefits do not exceed seventy-five per cent (75%) of regular pay.
- f) During the long-term disability period, insurance plans as outlined in Article 21.01, will be continued on behalf of the employee by the Corporation. Long-term disability income benefits will not extend beyond age sixty-five (65).
- g) Employees off on LTD for thirty (30) months or greater will have their seniority date frozen at the end of the thirty (30) months.
- h) Long-term Disability will be paid out at seventy-five per cent (75%) of the employee's standard daily wage.

**22.05** - For the purpose of this Article:

- (a) "Non-compensable accident" shall be deemed to mean:
  - (i) an accident suffered on the job for which compensation in lieu of wages is not received from The Workers' Safety and Insurance Board, including disallowance because of the Board's requirements for a minimum period of disability; and
  - (ii) an accident suffered other than while at work;
- (b) "Standard daily wage" shall be the employee's bi-weekly rate of pay, divided by the number of their normally scheduled working days in the pay period.

## **ARTICLE 23 - PENSION PLAN**

**23.01** - The Corporation agrees it will not alter or amend the pension plan in effect without the approval of the Union, save as may be required by legislation of higher jurisdictions.

**23.02** - The Corporation agrees to pay until the age of sixty-five (65), the premium cost of Items 1, 2, 4, and 5 contained in Article 21.01 for employees who retire under any unreduced OMERS pension plan. A paid up life insurance policy of \$6,000.00 a retiring allowance in the amount of \$4,000 (as per Article 21) shall be provided to employees retiring under any unreduced OMERS pension plan.

## **ARTICLE 24 - HEALTH AND SAFETY**

**24.01** - The Corporation will continue to make adequate provisions for the safety and health of employees during the hours of their employment.

**24.02** - Safety recommendations submitted to the Corporation by the Union representatives will receive prompt and serious consideration with the aim of eliminating, as far as practical, unsafe working conditions, unsafe working practices and other hazards to safety or health of employees during working hours.

**24.03** - The Corporation, upon receiving a single receipt, agrees to authorize the payment of up to **\$275.00** per calendar year for the purpose of purchasing C.S.A. – Certified Grade 1 safety footwear bearing the green triangle patch to each regular employee who is required to wear safety footwear.

## **ARTICLE 25 - CAR ALLOWANCE**

**25.01** - When requested by the Corporation and authorized by the Department Head to use personal cars for Corporation business, employees who do so will be paid the Corporation's reimbursement rate which is based on the Canada Revenue Agency's (CRA) two tier automobile rates per kilometre.

**25.02** - A minimum monthly allowance of one hundred and seventy-five (\$175) dollars, shall be paid to those employees in the positions listed in Schedule "D" when the continuing provision of a personal car for Corporation business is a condition of employment, and this condition is met, except that employees,

- (a) Who are absent from duty by reason of illness will continue to receive the allowance during such absence, up to a maximum of two (2) calendar months;
- (b) Who are absent on vacation with pay will continue to receive the allowance throughout the vacation;
- (c) Who are absent from duty for any other reason for less than one (1) calendar month shall receive the allowance for that month but not beyond, except that newly-qualified employees shall be paid on a mileage basis for an initial part-month.

**25.03** - Claims for payment submitted to the Financial Management Services Department by noon of the first Monday of the month shall be paid with the employee's regular pay on the pay date following the submission.

## **ARTICLE 26 - SHIFT PREMIUM**

**26.01** - Employees working on shifts other than day shifts shall receive a premium of;

- (a) **Ninety-five cent (\$0.95)** for each hour worked on a shift on which the majority of hours occur between 4:00 p.m. and 12 midnight; and

- (b) One dollar **and thirty-five cents (\$1.35)** for each hour worked on a shift on which the majority of hours occur between 12 midnight and 8:00 a.m.

**26.02** - No overtime or other premium shall be pyramided on the shift premium.

**26.03** - Twenty-four (24) hours' notice shall be given before a change of shift. Failure to provide sixteen (16) hours off duty between shifts that are being changed shall result in payment of overtime at established rates for any hours worked during such normal off-duty period.

#### **ARTICLE 27 - CALL- IN PAY**

**27.01** - An employee called in outside of their standard hours other than for scheduled overtime work, shall be paid,

- (a) A minimum of four (4) hours at their straight time rate; or
- (b) At their applicable overtime rate for the time worked on the call-in, whichever is greater.

#### **ARTICLE 28 - JURY DUTY**

**28.01** - An employee called for jury duty or subpoenaed as a witness in a court of law or other tribunal of competent jurisdiction shall absent themselves from work only to such reasonable extent as shall allow them to carry out such duty. Subject to Article 28.02, the employee shall be paid for their standard hours during such absence, at their standard rate of pay, provided that they pay over to the Corporation their jury fees or witness fees, excluding meal and mileage allowances.

**28.02** - Upon receipt of a jury notice or subpoena, the employee shall at the earliest opportunity, advise their supervisor of the receipt of the jury notice or subpoena, the date of absence and the anticipated length of absence if known. The employee, at the time they advise their supervisor, shall elect whether to accept

- (a) The jury fees or witness fees, or
- (b) The standard rate of pay as provided in Article 28.01.

Under no circumstances shall an employee receive both (a) jury fees or witness fees, and (b) their standard rate of pay.

An employee who is not scheduled to work on any day that they serve shall not be required to deposit any compensation received for that day.

## **ARTICLE 29 - EMPLOYMENT**

### **29.01 -**

- (a) Without restricting its right to determine the methods by which municipal services are to be provided, the Corporation agrees that if technological change, the contracting out of services, the planned cessation of operations, or local government re-organization resulting from a decision of the City Corporation makes it necessary to displace employees with more than one (1) year's seniority, no such employee shall be laid off, unless they cannot be employed satisfactorily either through the normal exercise of their seniority or after reasonable on-the-job training for a vacancy that arises in the unit during the period of notice. The period of notice under any of the foregoing circumstances shall be a minimum of six (6) months. Should the employee elect termination under this section, a severance allowance shall be paid in an amount that shall equal two (2) weeks salary for each completed year of service to a maximum of twenty-six (26) weeks. Payment shall not be made more than once for the same years of service.
- (b) When the employer is considering the introduction of a change affecting the security or position of an employee,

  - (i) the employer agrees to notify the Union as far as possible in advance of their intention;
  - (ii) the foregoing notwithstanding, the employer shall provide the Union, at least 90 days before the introduction of a technological change as contemplated above, with a description of the project it intends to carry out and the potential effect on the employees.

**29.02 -** In the event that the Corporation should introduce new methods or equipment that require new or greater skills than possessed by an employee on the job to which they apply, the Corporation shall reimburse the employee who undertakes and successfully completes an approved course of study or after-hours training for the cost of tuition and text books.

**29.03 -** Should the Corporation merge, amalgamate or combine any of its operations or functions with another municipality, the Corporation will endeavour to arrange, where practical, for the retention of seniority rights, salary and wage levels for each employee of the Corporation who thus becomes an employee of such municipality.

**29.04 -** The Corporation shall endeavour, wherever reasonable and practicable, to give to employees who indicate in writing their interest, the opportunity of gaining experience on other operations. The opportunity will be provided in the order in which the applications are received, such training periods to be to a maximum of thirty (30) working days. During such periods of employment, the employee shall remain at the rate of pay for the employee's regular position. This Section shall not be used to circumvent the provisions of Section 12.03.

## **29.05 -**

- (a) Contracting out is defined as the carrying out of work by a firm or a private contractor, which work was formerly done by the Corporation itself, utilizing its own regular staff and work crews.
- (b) It is recognized that certain services are currently contracted out and that the Corporation shall continue this practice without reference to the procedures discussed herein.
- (c) If the Corporation intends to contract out any service which will result in the reduction of the number of regular employees of the Corporation, the following shall occur:
  - (i) The Corporation shall give notice to the Union sixty (60) days in advance of the date the Corporation expects to consider a proposal to contract the service.
  - (ii) The Union may concur with the arrangement or prepare an alternate proposal. The Department Head shall meet with the Union within ten (10) days of the notification for the purpose of discussing the proposed matter of contracting out. Information with respect to contracting out shall be made available to the Union at this time.
  - (iii) Where the Union and departmental management do not reach a common understanding, the management will present the Union's proposal to City Council or a committee thereof, along with the management proposal. This does not preclude the Union from requesting a delegation to appear before Council.
  - (iv) The decision of Council shall be final and binding and there shall be no recourse to any grievance or arbitration procedures.

## **ARTICLE 30 - JOB POSITION**

### **30.01 –**

- (a) The Corporation will supply the Union with a job description for each position in the Bargaining Unit. The description shall specify the principal functions of the job, but shall not be construed as a detailed description of all the work requirements inherent in the position.
- (b) Within twenty (20) working days of receipt of a job description, the Union may request that it be discussed at a meeting between the Corporation and the Union. At such meeting, the Union may have present a representative employed in the position.

**30.02 - The parties acknowledge their mutual interest in ensuring that positions be appropriately classified.**

- (a)
- (i) If the Corporation establishes a new position, or changes the basic requirements of a position, the Corporation shall refer the Position Description Questionnaire (PDQ) to the Joint Job Evaluation Committee to establish a rating for the position.
  - (ii) Existing positions shall not be eliminated without prior notification to the Union.
- (b) The foregoing shall be pursuant to the Joint Job Evaluation agreement between the Corporation and the Union dated March 16, 1990, as amended from time to time by mutual agreement of the parties.

**30.03 - At any point following the ratification of this Agreement, CUPE National Representative may present market data to the Corporation in an effort to demonstrate that specific positions / jobs within the bargaining unit that are lagging the 50<sup>th</sup> percentile of our defined market comparators by more than seven (7%). The Corporation will review the analysis and work with the CUPE National Representative to:**

- identify market comparators
- assist the Union with obtaining accurate job descriptions and postings from comparator Employers where CUPE is not the bargaining agent for the comparator municipality
- ensure that the primary functions of the jobs being assessed are well matched (80%+) to the market comparator jobs
- ensure that the education, experience and hours of work requirements of the jobs being assessed are the same as the market comparator jobs
- ensure that the total benefits being offered by the market comparators are the same
- assist with any conversions that may need to occur in hourly rate from salary, if required, to ensure an accurate comparison
- determine if adjustments would have Pay Equity implications
- negotiate adjustments accordingly, at which point the Local Union Committee members may be involved in this process

## **ARTICLE 31 - CORPORATION BY- LAWS**

**31.01** - The Corporation agrees that the Corporation's By-laws 5785 and 61-36, relating to supplemental retirement allowance; and By-laws 5062 and 62-232 of the Corporation, By-law 1699 of the former Township of Grantham, By-law 722 of the former Town of Merritton, and By-law 893 of the former Town of Port Dalhousie, relating to pensions, shall not be further amended as affecting the members of the Bargaining Unit without the agreement of the Union.

## **ARTICLE 32 - BULLETIN BOARDS**

**32.01** - The Corporation agrees to the posting of Union notices on Bulletin Boards. Such notices shall relate to appointments, meetings, elections, and conventions of the Union and Union social and recreational affairs. All such notices shall be submitted to the Director of Corporate Support Services or their designate who shall arrange for their prompt posting provided they are delivered to Human Resources Division normally at least forty-eight (48) hours prior to the time of the meeting.

**32.02** - The Corporation shall provide one (1) bulletin board in each department and additional boards if necessary in divisions of departments.

## **ARTICLE 33 - NOTICES**

**33.01** - The Corporation will give the Union written notice of the names of the supervisory staff.

**33.02** - Each employee shall keep Human Resources Division informed of their current address and telephone number.

**33.03** - Notice to the parties shall be addressed to:

- (a) The City Hall, P. O. Box 3012, St. Catharines, Ontario L2R 7C2 (in the case of the Corporation);
- (b) Canadian Union of Public Employees, Two Westport Centre, 110A Hannover Drive, Suite 101, St. Catharines, Ontario L2W 1A4 (in the case of the Union).

## **ARTICLE 34 - APPLICATION OF AGREEMENT**

**34.01** - The provisions of the wage schedule shall be effective from January 1<sup>st</sup>, 2025, but in no event shall any new or changed provision apply to persons who left the employ of the Corporation prior to the date of ratification of this Agreement, unless such persons left in the course of normal or disability retirement, or death; and all other provisions that are different from the Agreement which expired December 31<sup>st</sup>, 2024, shall operate from the date of signing of this Agreement, or as soon thereafter as can be arranged.

**ARTICLE 35 - DURATION OF AGREEMENT**

**35.01** - This Agreement shall remain in force for a period of three (3) years from January 1<sup>st</sup>, 2025 and ending December 31, 2027, and shall continue in force thereafter from year to year unless in any year, not less than sixty (60) working days, nor more than ninety (90) working days prior to the expiration date, either party gives notice in writing to the other party of its desire to terminate or revise this Agreement.


**35.02** - In the event of notice being given, arrangements for initial session of negotiations shall be set within fifteen (15) working days following receipt of notification.


Signed at St. Catharines, Ontario on **Monday June 23, 2025**.

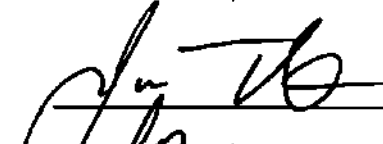

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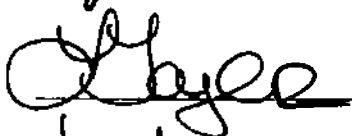
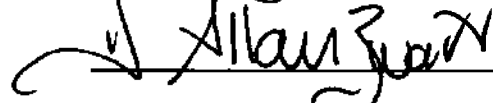
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CITY OF ST. CATHARINES

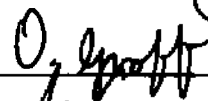
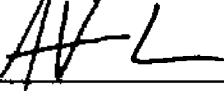

CANADIAN UNION OF PUBLIC  
EMPLOYEES, LOCAL 157

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Donna Delvecchio  
City Clerk (Acting)

  
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**Letter of Understanding - Vacation**

**Between**

**The Corporation of the City of St. Catharines  
(Hereinafter referred to as "The Corporation")**

**And**

**Canadian Union of Public Employees (CUPE)  
Local 157  
(Hereinafter referred to as "the Union")**








**Re: Vacation**

The Corporation may provide vacation beyond the start level for new employees to a maximum of two (2) additional weeks.

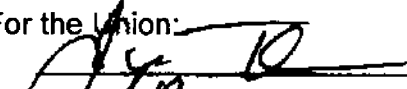


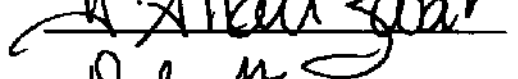
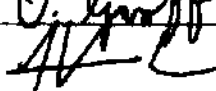
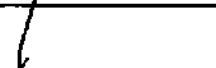
The employee will be deemed to have equivalent years of service for vacation purposes only, as outlined in Article 15.01(a).

Signed at St. Catharines, Ontario on **Monday June 23, 2025.**

For the City:

  
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For the Union:

  
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**Letter of Understanding – Remote Work**

**Between**

**The Corporation of the City of St. Catharines  
(Hereinafter referred to as “The Corporation”)**

**And**

**Canadian Union of Public Employees (CUPE)  
Local 157  
(Hereinafter referred to as “the Union”)**

**Re: Remote Work Policy and Procedures**

WHEREAS the Corporation has introduced a Remote Work Policy (the “Policy”) that applies to employees who have been approved for remote work as defined within the Policy and where an employee’s position is eligible:

AND WHEREAS the Union supports the aforementioned Remote Work Policy and the participation of their membership in remote work as outlined in this Policy;

NOW THEREFORE the parties agree to the following:

1. Union members may participate in remote work as outlined in the Remote Work Policy;
2. If there are instances where the Policy or the individual remote work agreements conflict with the Collective Agreement, the terms and conditions of the Collective Agreement will apply;
3. Individual employee participation in remote work will be on a case-by-case basis, based on management approval and operational needs;
4. With prior Union consultation and two (2) weeks advanced notice, The Corporation can amend, change, modify or cancel the Policy at any time and those who participate in remote work will comply with any and all provisions outlined therein;
5. Individual remote work agreements can be altered, suspended or discontinued for any reason by management by providing the impacted employee two weeks’ notice;
6. This Letter of Understanding shall remain in place for the remainder of the **2025-2027** Collective Agreement; at which time it may be re-negotiated or renewed upon mutual agreement between the Parties.

7. This agreement is made without prejudice and precedent to either party.

Dated at the City of St. Catharines this 23<sup>rd</sup> day of June, 2025.

For The Corporation:

Phil Faminio  
K Douglas  
Phil Cusi  
Deva Eckhardt  
A. White  
Deanna  
J. White

For the Union:

[Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]

**Letter of Understanding – AWA**

**Between**

**The Corporation of the City of St. Catharines  
(Hereinafter referred to as “The Corporation”)**

**And**

**Canadian Union of Public Employees (CUPE)  
Local 157  
(Hereinafter referred to as “the Union”)**

**Re: Alternative Work Arrangement (AWA) Policy**

WHEREAS the Corporation has introduced an Alternative Work Arrangement (AWA) program that allows employees to flex their work schedule such that they can increase their regular daily hours and subsequently reduce the total number of days worked per month;

AND WHEREAS the Union supports this program and the voluntary participation of their membership in this program;

NOW THEREFORE the parties agree to the following:

Union members may voluntarily participate in the above referenced program;

Individual employee participation in the program will be on a case by case basis, based on management approval and operational needs;

With prior Union consultation and two (2) weeks advance notice, The Corporation can amend, change, modify or cancel the program at any time and those who participate in the program will comply with any and all provisions outlined therein;

Individual Alternative Work Arrangements can be altered, suspended or discontinued for any reason by management by providing the impacted employee two weeks' notice;

The Union agrees and acknowledges that employees who participate in this program will not be entitled to overtime or premium pay for the hours worked over and above their standard daily or weekly hours as associated with this program;

Nothing in this agreement shall limit an employee's right to overtime or premium pay when any additional hours that they work are not in association with their participation in this program;

This Agreement shall remain in place for the remainder of the **2025-2027** Collective Agreement; at which time it may be re-negotiated or renewed upon mutual agreement between the Parties.

This agreement is made without prejudice and precedent to either party.

Dated at the City of St. Catharines this 23<sup>rd</sup> day of June, 2025.

For The Corporation:

Paul Faminio  
K. Douglas  
Phil Crist  
Steve Eckhardt  
A. N. St.  
dear...  
J. H. H.

For the Union:

[Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]

**Letter of Understanding – JJE**

**Between**

**The Corporation of the City of St. Catharines  
(Hereinafter referred to as “The Corporation”)**

**And**

**Canadian Union of Public Employees (CUPE)  
Local 157  
(Hereinafter referred to as “the Union”)**








**Re: Joint Job Evaluation and Terms of Reference**

The parties agree that following ratification of the 2025-2027 CUPE 157 Collective Agreement they will create a new Terms of Reference for Joint Job Evaluation pursuant to Article 30.02(b).





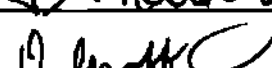
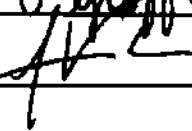
Until such time a new Terms of Reference has been mutually agreed upon, the current Terms of Reference remains in effect.

Dated at the City of St. Catharines this 23<sup>rd</sup> day of June, 2025.

For The Corporation:

  
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For the Union:

  
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**Letter of Understanding – Temporary Positions  
Between**

**The Corporation of the City of St. Catharines  
(Hereinafter referred to as “The Corporation”)**

**And**

**Canadian Union of Public Employees (CUPE)  
Local 157  
(Hereinafter referred to as “the Union”)**

**Re: Temporary Non-Union Positions and Temporary Employees**

**WHEREAS** the Corporation presented proposals in bargaining to amend Articles 2.02 and 11.03 of the 2022-2024 Collective Agreement;

**AND WHEREAS** the Corporation desires to reduce the number of Letters of Understanding requested under Articles 2.02 and 11.03;

**AND WHEREAS** the Corporation’s position is the intent of Article 11.03 applies only to employees permanently promoted to positions outside the bargaining unit;

**AND WHEREAS** the Corporation has implementation initiatives, which include, but may not be limited to, grant-funded efforts, technological improvements and system upgrades (“Projects”) that will span varying scopes, subjects and timelines;

**AND WHEREAS** the Corporation would like to ensure that the Projects are effectively staffed and resourced;

**AND WHEREAS** employees will be required to participate in these Projects;

**AND WHEREAS** the Parties would like to preserve the seniority status of employees selected to temporarily participate in these Projects;

**AND WHEREAS** the Corporation will be required to backfill any successive vacancies resulting from employees’ temporary participation in these Projects;

**AND WHEREAS** the Union has requested further discussion regarding the seniority status and use of employees temporarily assigned to work on these Projects;

**NOW THEREFORE** the parties agree to the following:

1. It is an exclusive function of management to determine the methods by which work is to be accomplished.
2. A sub-committee shall be formed comprising of four (4) members from each party who regularly attend labour management with representation from both

parties whose mandate will be to review the use of temporary employees and bargaining members working in temporary non-union positions.

3. Should additional participation be required additional participants may be invited through mutual agreement between the parties.
4. The sub-committee shall meet within three (3) months upon ratification of the Collective Agreement.
5. The sub-committee shall endeavour to meet monthly with the goal of developing amendments to the current use of temporary employees and bargaining members working in temporary non-union positions.

This agreement is made without prejudice and precedent to either party.

Signed at St. Catharines, Ontario on this 23<sup>rd</sup> day of June 2025.

For the Corporation:

G. Frainio  
A. Douglas  
A. Custi  
D. Eckhardt  
A. [Signature]  
J. [Signature]  
[Signature]

For the Union:

[Signature]  
A. [Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]

**Letter of Understanding – Attendance Management**

**Between**

**The Corporation of the City of St. Catharines  
(Hereinafter referred to as “The Corporation”)**

**And**

**Canadian Union of Public Employees (CUPE)  
Local 157  
(Hereinafter referred to as “the Union”)**

**Re: Sick Leave and Attendance Management**

**WHEREAS** the Union presented a request to amend provisions of the Absence and Medical Documentation Policy HR-01-07 (“the Policy”) and the Attendance Support and Management Program HR-01-06 (“the Program”);

**AND WHEREAS** the Policy currently requires the submission of objective medical documentation on the fourth (4<sup>th</sup>) consecutive day of absence, and / or at the request of their immediate supervisor or manager, when there is reasonable cause to do so;

**AND WHEREAS** the Program currently requires the submission of objective medical documentation on the first (1<sup>st</sup>) day of absence only once an employee has been actively enrolled;

**AND WHEREAS** an employee is currently enrolled in the Program when they meet or exceed both the number of six (6) sick days and five (5) incidents within the review period of twelve (12) consecutive months;

**AND WHEREAS** the Union has requested a review of the prescribed timelines for the submission of objective medical documentation pursuant to the Policy and the Program;

**AND WHEREAS** the Union has requested a re-evaluation of the current, established thresholds and criteria for enrollment in the Program;

**AND WHEREAS** on September 24, 2024, the Corporation communicated to the Union its commitment to undertake a review of the current Policy and the Program;

**NOW THEREFORE** the parties agree to include the following provisions in the Program upon ratification and in the forthcoming new Attendance Management Program (“AMP”):

1. Employees not enrolled in the Program, who have been absent for more than three (3) consecutive shifts, shall be required to submit completed objective medical documentation no later than six (6) working days from the first (1<sup>st</sup>) day of absence.
2. The Corporation shall meet with employees who have exhausted their sick time pursuant to Article 23.01 of the Collective Agreement.
3. Employees shall be enrolled in the Program when they meet or exceed both the number of seven (7) sick days and six (6) incidents within the review period of twelve (12) consecutive months;
4. Employees, upon enrollment in the Program shall be required to submit completed objective medical documentation no later than six (6) working days from the first (1<sup>st</sup>) day of absence for every absence.
5. For any absence, medical documentation may be requested by their immediate supervisor or manager, when there is reasonable cause to do so.
6. The Corporation shall endeavour to implement the new AMP for January 1, 2026.
7. The Parties shall include the new AMP as a standing agenda item for Labour Management meetings.

This agreement is made without prejudice and precedent to either party.

Signed at St. Catharines, Ontario on this 23<sup>rd</sup> day of June 2025.

For the Corporation:

Gai Framinico  
K. Douglas  
Paul Aioti  
Rosa Cathard  
A. [Signature]  
Deborah [Signature]  
[Signature]

For the Union:

[Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]

## SCHEDULE "A"

### Departments

C.A.O.	-	Office of the Chief Administrative Officer
C.S.S.	-	Corporate Support Services
E.D.T.S.	-	Economic Development and Tourism Services
E.F.E.S.	-	Engineering, Facilities and Environmental Services
F.M.S.	-	Financial Management Services
L.C.S.	-	Legal and Clerks Services
M.W.	-	Municipal Works
P.B.S.	-	Planning and Building Services
C.R.C.S.	-	Community, Recreation & Culture Services

<b>Group</b>	<b>Position Title and Department</b>
1	No positions
2	No positions
3	No positions
4	Administration Clerk – P.B.S. Administrative Representative – C.R.C.S. Administrative Processing Clerk – F.M.S* File Administration Clerk – P.B.S. File and Mail Clerk – E.F.E.S * Meter Reader – F.M.S. Parking Violations Clerk – F.M.S. Mail and Administrative Services Clerk – F.M.S. Water Meter Exchange Clerk – F.M.S. Water Processing Clerk – F.M.S
5	<b>Accounts Receivable Billing &amp; Water Clerk – F.M.S.</b> Accounting Clerk – F.M.S. Accounts Payable Clerk – F.M.S. Assistant Payroll Administrator – F.M.S. <b>Client Services Assistant – M.W.</b> <b>Facilities &amp; Special Events Administrator – C.R.C.S.</b> Licensing & Vital Statistics Clerk – L.C.S. Licensing Clerk – P.B.S. Maintenance Clerk – M.W. Parking Services Clerk – F.M.S. Processing/Administrative Clerk – E.F.E.S. Projects Clerk – E.F.E.S. Storeskeeper Clerk – M.W. Water Collection Clerk – F.M.S.

<b>Group</b>	<b>Position Title and Department</b>
6	<p><b>Accounts Receivable and Tax Collection Clerk – F.M.S.</b>  Administration Coordinator – P.B.S.  Billing and Processing Clerk – M.W.  Buyer I – F.M.S.*  Community and Allocation Coordinator – C.R.C.S.  Customer Service Representative – C.S.S.  <b>Licensing Clerk – P.B.S.</b>  Meter Reading Coordinator – F.M.S.*  Parking Meter and Road Services Assistant – E.F.E.S.  Print and Administrative Services Clerk – C.A.O.  Revenue Clerk – F.M.S.  Tangible Capital Asset Clerk – F.M.S.  Tax Billing and Certificate Clerk – F.M.S.  Water Billing and Certificate Clerk – F.M.S.</p>
7	<p>Accounting Analyst – F.M.S.  <b>Assistant Purchasing Agent – F.M.S.</b>  Accounting &amp; Budget Clerk – F.M.S.*  Building Technician – P.B.S.  Client Services Coordinator – M.W.  Corporate Records Coordinator – L.C.S.*  Council and Committee Coordinator – L.C.S.  Economic Development Researcher – E.D.T.S.*  <b>Enforcement Coordinator – P.B.S.</b>  Environmental Technician – E.F.E.S.  Financial Services Representative – C.S.S.  Graphic Designer – C.A.O.  Information Coordinator – M.W.  Land Survey Technician – E.F.E.S.  <b>Operations Technician – M.W.</b>  Payroll Administrator – F.M.S.  Planning Committee Coordinator – P.B.S.  Storeskeeper – M.W.  Tax Adjustment Clerk – F.M.S.  Technician Draftsperson II, Cadastral – E.F.E.S.  Technician Operator II, G.I.S. – E.F.E.S.  <b>Training and Records Coordinator – M.W.</b></p>
8	<p>Buyer II – F.M.S.*  Clerks Service and Licensing Leader – L.C.S.  Community and Events Coordinator – C.R.C.S.  Community Improvement Coordinator – P.B.S.  Community Outreach Coordinator – M.W.  Corporate Communications Officer – C.A.O.  Development Agreement Coordinator – P.B.S.  Environmental Field Technician – E.F.E.S.  G.I.S Technician – E.F.E.S.  Marketing Coordinator – E.D.T.S.</p>

Group	Position Title and Department
8	Parking Services Leader – F.M.S. Planning and Development Technician – P.B.S. <b>Real Estate Coordinator – E.D.T.S.</b> Road Services Technician – E.F.E.S. Secretary Treasurer Committee of Adjustment – P.B.S. <b>Senior Storeskeeper – M.W.</b> Tax Billing & Adjustment Leader – F.M.S. <b>Technical Analyst – C.S.S.</b> Water Billing & Adjustment Leader – F.M.S. Water Quality Technician – E.F.E.S. Zoning Technician – P.B.S
9	By-law Enforcement Officer – P.B.S. Climate Change Adaptation Coordinator – E.F.E.S. <b>Collaboration Analyst – C.S.S.</b> Development/Horticultural Technician – C.R.C.S. <b>Environmental Program Technician – E.F.E.S.</b> Land Survey Technologist – E.F.E.S. Payroll Team Leader – F.M.S. <b>Purchasing Agent – F.M.S.</b> Urban Forestry Technician – M.W.
10	<b>Asset Management System Administrator – E.F.E.S.</b> Building Inspector II – P.B.S. Business Analyst – C.S.S. Community Project and Development Planner – C.R.C.S. Construction Inspector – E.F.E.S. <b>Computerized Maintenance Management System Administrator – M.W.</b> Development Engineering Technologist – P.B.S. Environmental Compliance Specialist – E.F.E.S. Facilities Technologist – E.F.E.S.* Fill Site Technician – E.F.E.S. G.I.S. Analyst – E.F.E.S. Heritage Planner – P.B.S. Operations Technologist – M.W. Planner – P.B.S. Project Technologist – E.F.E.S. Senior Environmental Technician – E.F.E.S. Senior Water Quality Technician – E.F.E.S. Transportation Technologist – E.F.E.S.* Urban Design Planner – P.B.S.

Group	Position Title and Department
11	Accounting and Processes Leader – F.M.S. Amanda Business and Applications Analyst – C.S.S. <b>Database Administrator and Data Governance Analyst – C.S.S.</b> HVAC Inspector/Plans Examiner – P.B.S. Landscape Architect Planner – C.R.C.S. Plumbing Inspector/Plans Examiner – P.B.S. Development Expeditor – P.B.S. Project Supervisor – E.F.E.S. Senior By-Law Enforcement Officer – P.B.S. Senior Planner – P.B.S. Senior Plans Examiner/Building Inspector – P.B.S. <b>Senior Transportation Technologist – E.F.E.S.</b> <b>Systems Analyst – C.S.S.</b>

*\*Currently redundant*

**SCHEDULE "B"**

**SALARY SCHEDULE SUPPLEMENT**

January 1, 2025

<b>GROUP</b>	<b>Step 1</b>	<b>Bi-weekly</b>	<b>Hourly</b>	<b>Step 2</b>	<b>Bi-weekly</b>	<b>Hourly</b>	<b>Step 3</b>	<b>Bi-weekly</b>	<b>Hourly</b>	<b>Step 4</b>	<b>Bi-weekly</b>	<b>Hourly</b>
1	40,950	1,575.00	22.50	42,151	1,621.20	23.16	43,407	1,669.50	23.85	46,010	1,769.60	25.28
2	42,515	1,635.20	23.36	43,753	1,682.80	24.04	45,081	1,733.90	24.77	47,775	1,837.50	26.25
3	44,918	1,727.60	24.68	46,228	1,778.00	25.40	47,629	1,831.90	26.17	50,469	1,941.10	27.73
4	48,048	1,848.00	26.40	49,468	1,902.60	27.18	50,942	1,959.30	27.99	53,999	2,076.90	29.67
5	54,545	2,097.90	29.97	56,129	2,158.80	30.84	57,821	2,223.90	31.77	61,298	2,357.60	33.68
6	58,258	2,240.70	32.01	59,951	2,305.80	32.94	61,753	2,375.10	33.93	65,447	2,517.20	35.96
7	65,010	2,500.40	35.72	66,921	2,573.90	36.77	68,923	2,650.90	37.87	73,055	2,809.80	40.14
8	69,724	2,681.70	38.31	71,763	2,760.10	39.43	73,910	2,842.70	40.61	78,351	3,013.50	43.05
9	76,513	2,942.80	42.04	78,733	3,028.20	43.26	81,099	3,119.20	44.56	85,977	3,306.80	47.24
10	83,156	3,198.30	45.69	85,576	3,291.40	47.02	88,143	3,390.10	48.43	93,439	3,593.80	51.34
11	92,456	3,556.00	50.80	95,131	3,658.90	52.27	98,007	3,769.50	53.85	103,867	3,994.90	57.07
80 hours		3,198.30			3,291.40			3,390.10			3,593.80	

**SCHEDULE "B"**  
**SALARY SCHEDULE SUPPLEMENT**  
**January 1, 2026**

<b>GROUP</b>	<b>Step 1</b>	<b>Bi-weekly</b>	<b>Hourly</b>
1	42,315	1,627.50	23.25
2	43,935	1,689.80	24.14
3	46,428	1,785.70	25.51
4	49,650	1,909.60	27.28
5	56,365	2,167.90	30.97
6	60,206	2,315.60	33.08
7	67,194	2,584.40	36.92
8	72,054	2,771.30	39.59
9	79,079	3,041.50	43.45
10	85,940	3,305.40	47.22
11	95,550	3,675.00	52.50
80 hours		3,305.40	

<b>Step 2</b>	<b>Bi-weekly</b>	<b>Hourly</b>
43,571	1,675.80	23.94
45,227	1,739.50	24.85
47,775	1,837.50	26.25
51,124	1,966.30	28.09
58,003	2,230.90	31.87
61,953	2,382.80	34.04
69,160	2,660.00	38.00
74,165	2,852.50	40.75
81,372	3,129.70	44.71
88,452	3,402.00	48.60
98,316	3,781.40	54.02
	3,402.00	

<b>Step 3</b>	<b>Bi-weekly</b>	<b>Hourly</b>
44,863	1,725.50	24.65
46,592	1,792.00	25.60
49,231	1,893.50	27.05
52,653	2,025.10	28.93
59,751	2,298.10	32.83
63,827	2,454.90	35.07
71,235	2,739.80	39.14
76,385	2,937.90	41.97
83,811	3,223.50	46.05
91,091	3,503.50	50.05
101,283	3,895.50	55.65
	3,503.50	

<b>Step 4</b>	<b>Bi-weekly</b>	<b>Hourly</b>
47,557	1,829.10	26.13
49,377	1,899.10	27.13
52,161	2,006.20	28.66
55,801	2,146.20	30.66
63,354	2,436.70	34.81
67,631	2,601.20	37.16
75,494	2,903.60	41.48
80,972	3,114.30	44.49
88,852	3,417.40	48.82
96,569	3,714.20	53.06
107,344	4,128.60	58.98
	3,714.20	

**SCHEDULE "B"**  
**SALARY SCHEDULE SUPPLEMENT**  
**January 1, 2027**

<b>GROUP</b>	<b>Step 1</b>	<b>Bi-weekly</b>	<b>Hourly</b>	<b>Step 2</b>	<b>Bi-weekly</b>	<b>Hourly</b>	<b>Step 3</b>	<b>Bi-weekly</b>	<b>Hourly</b>	<b>Step 4</b>	<b>Bi-weekly</b>	<b>Hourly</b>
1	43,589	1,676.50	23.95	44,881	1,726.20	24.66	46,210	1,777.30	25.39	48,976	1,883.70	26.91
2	45,245	1,740.20	24.86	46,592	1,792.00	25.60	47,993	1,845.90	26.37	50,851	1,955.80	27.94
3	47,830	1,839.60	26.28	49,213	1,892.80	27.04	50,705	1,950.20	27.86	53,726	2,066.40	29.52
4	51,142	1,967.00	28.10	52,653	2,025.10	28.93	54,236	2,086.00	29.80	57,476	2,210.60	31.58
5	58,058	2,233.00	31.90	59,751	2,298.10	32.83	61,534	2,366.70	33.81	65,247	2,509.50	35.85
6	62,007	2,384.90	34.07	63,809	2,454.20	35.06	65,738	2,528.40	36.12	69,651	2,678.90	38.27
7	69,215	2,662.10	38.03	71,235	2,739.80	39.14	73,364	2,821.70	40.31	77,750	2,990.40	42.72
8	74,220	2,854.60	40.78	76,385	2,937.90	41.97	78,679	3,026.10	43.23	83,392	3,207.40	45.82
9	81,445	3,132.50	44.75	83,811	3,223.50	46.05	86,323	3,320.10	47.43	91,510	3,519.60	50.28
10	88,525	3,404.80	48.64	91,109	3,504.20	50.06	93,821	3,608.50	51.55	99,463	3,825.50	54.65
11	98,426	3,785.60	54.08	101,265	3,894.80	55.64	104,322	4,012.40	57.32	110,565	4,252.50	60.75
80 hours		3,404.80			3,504.20			3,608.50			3,825.50	

**SCHEDULE "B"**  
**SALARY SCHEDULE SUPPLEMENT**

**NOTE:**

Progression shall occur on the anniversary of the employee's appointment to the position, for appointments subsequent to June 1<sup>st</sup>, 1976, unless an employee has been absent for six (6) or more consecutive months, and

- (a) shall be automatic to Step 4, and
- (b) on successful completion of the probationary period for a new employee, or on the successful completion of the trial period in the case of promotion, the employee shall be advanced to a rate mid-way between Step 1 ("start" rate) and the rate of Step 3, where applicable.

Temporary employees shall progress within their range on the basis of their accumulated service in their position or appropriately related work, provided that the interval between periods of employment is not more than six (6) months.

## SCHEDULE "C"

### HOURS OF WORK

1. Standard Hours:  
For all positions unless otherwise designated 8:30 a.m. to 4:30 p.m.  
**Monday to Friday**
2. Building Inspectors (inside)  
By-law Enforcement Officer  
Senior By-law Enforcement Officer  
Plumbing Inspector/Plans Examiner  
Roads Services Technicians Standard hours, with occasional after-hours routine inspections, investigations and services
3. Storeskeeper 7:00 a.m. to 3:00 p.m. OR  
7:30 a.m. to 3:30 p.m.  
**Monday to Friday**  
  
Senior Storeskeeper 6:30 a.m. to 2:30 p.m.  
6:00 a.m. to 2:00 p.m. (summer)  
**Monday to Friday**  
  
Storeskeeper Clerk 7:00 a.m. to 3:00 p.m.  
**Monday to Friday**
4. Construction Inspectors 40 hours per week, starting and quitting times in accordance with contractors' schedules
5. Survey Party Employees 7:30 a.m. to 3:00 p.m. with a one-half hour lunch break Monday to Friday
6. Technician Operator  
Project Technologist  
G.I. Services 7:00 a.m. to 3:00 p.m. **Monday to Friday OR**  
**8:30 a.m. to 4:30 Monday to Friday**
7. Municipal Works Office Administration  
Environmental Services 35 hours per week  
Monday through Friday
8. Building Inspectors (outside)  
HVAC Inspector/Plans Examiner 7:30 a.m. to 3:30 p.m. Monday to Friday  
**8:00 a.m. to 4:00 p.m. Monday to Friday**
9. Facilities and Special Events Offices Day shift 8:30 a.m. to 4:30 p.m.  
Afternoon Shift 10:00 a.m. to 6:00 p.m.  
Night Shift 12:00 p.m. to 8:00 p.m.
10. Customer Service Representatives  
(Citizens First) 35 hours per week between  
8:30 a.m. to 5:00 p.m.  
**Monday to Friday**

**SCHEDULE "D"**

**POSITIONS ELIGIBLE**

**FOR**

**MINIMUM MILEAGE ALLOWANCE**

(Subject to the conditions of Section 25.02)

Building Inspector II

Senior Plans Examiner/Building Inspector

By-Law Enforcement Officer

Construction Inspector

HVAC Inspectors

Plumbing Inspector

Road Services Technician

And such other positions as the conditions of Section 25.02 may apply to from time to time.

## **GLOSSARY**

It is agreed to that for the purposes of this Collective Agreement, the term Union Executive shall refer to the President, Vice President, Chief Steward and Recording Secretary.

**Upgrade – when an employee is temporarily doing the work of a higher position**

**Transfer – when an employee is moved to a different position and/or department**

**Promotion – when an employee is successful to higher position**

**C.U.P.E. LOCAL 157**

**SICK LEAVE PLAN**

**REGULATIONS**

- |                             |  |
|-----------------------------|--|
| <b>Reporting</b>            | <ol style="list-style-type: none"><li>1. On the first day of illness, an employee shall report, or cause to be reported, such illness to their Department Head or delegated supervisor.</li><li>2. An employee who fails to report on the first day of absence shall be considered absent without leave, and may have their name removed from the payroll on instructions from their Department Head.</li></ol>  |
| <b>Recording</b>            | <ol style="list-style-type: none"><li>3. The Department Head shall have the absence recorded on the departmental attendance record. Each employee may request, at any reasonable time, the opportunity to review their record.</li></ol>   |
| <b>Medical Certificates</b> | <ol style="list-style-type: none"><li>4. The Department Head shall require the employee to provide such Medical Certificates as they may deem necessary, which generally shall be,<ol style="list-style-type: none"><li>(a) for all illnesses which extend to the third working day, and</li><li>(b) when twenty-eight (28) days have elapsed since the commencement of the illness, or the date of the last Medical Certificate, and the illness continues.</li><li>(c) whenever the Corporation requires an employee to produce a medical certificate, the Corporation will reimburse the employee any reasonable costs for such a certificate provided a receipt from the physician accompanies such certificate.</li></ol></li></ol> |

## HOLIDAYS

### **2025**

1. New Years Day	January 1
2. Family Day	February 17
3. Good Friday	April 18
4. Victoria Day	May 19
5. Canada Day	July 1
6. Civic Holiday	August 4
7. Labour Day	September 1
8. Truth and Reconciliation Day	September 30
9. Thanksgiving Day	October 13
10. Christmas Day	December 25
11. Boxing Day	December 26
12. Floater Day (Remembrance Day)	November 11
13. Floater Day (Easter Monday)	April 21
14. Floater Day (Christmas Holiday)	December 24
15. Floater Day (Heritage Day)	February 17

### **2026**

1. New Years Day	January 1
2. Family Day	February 16
3. Good Friday	April 3
4. Victoria Day	May 18
5. Canada Day	July 1
6. Civic Holiday	August 3
7. Labour Day	September 7
8. Truth and Reconciliation Day	September 30
9. Thanksgiving Day	October 12
10. Christmas Day	December 25
11. Boxing Day	December 28
12. Floater Day (Remembrance Day)	November 11
13. Floater Day (Easter Monday)	April 6
14. Floater Day (Christmas Holiday)	December 24
15. Floater Day (Heritage Day)	February 16

### **2027**

1. New Years Day	January 1
2. Family Day	February 15
3. Good Friday	March 26
4. Victoria Day	May 24
5. Canada Day	July 1
6. Civic Holiday	August 2
7. Labour Day	September 6
8. Truth and Reconciliation Day	September 30
9. Thanksgiving Day	October 11
10. Christmas Day	December 27
11. Boxing Day	December 28
12. Floater Day (Remembrance Day)	November 11
13. Floater Day (Easter Monday)	March 29
14. Floater Day (Christmas Holiday)	December 24
15. Floater Day (Heritage Day)	February 15