

COLLECTIVE AGREEMENT

Between

March of Dimes Canada

Hereinafter referred to as "the Employer"

and

Canadian Union of Public Employees and its Local 966 - March of Dimes Canada

Hereinafter referred to as "the Union"

Effective Date: April 1, 2024

Expiry Date: March 31, 2027

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ARTICLE 1 – PREAMBLE

- 1.01 It is the purpose of this Agreement to establish and maintain harmonious relations between the Employer and the employees concerned; to promote the morale, well-being and security of all employees in the bargaining unit of the Union; to encourage efficiency in operations; to facilitate the cooperative resolution of problems when they arise; to provide procedures for final and binding settlement of grievances; and to establish and maintain mutually satisfactory working conditions, hours of work and wages for all employees within the bargaining unit.
- 1.02 The Employer and employees will work co-operatively to secure the optimum level of care and service for Consumers requiring independent living assistance.

ARTICLE 2 – SCOPE AND RECOGNITION

- 2.01 The Employer recognizes the Canadian Union of Public Employees and its Local 966 as the sole and exclusive bargaining agent for all Supportive Housing Staff of March of Dimes Canada, in the Regional Municipality of Peel, save and except supervisors and persons above the rank of supervisor.
- 2.02 The use of students and volunteers by the Employer will not result in the loss of regular earnings of any employees in the bargaining unit. Other persons not covered by the terms of this Agreement will not perform duties normally assigned to those employees who are covered by this Agreement, except for the purposes of instruction or in emergencies when regular employees are not readily available.

2.03 Definitions

- a) The terms "Employer", "Agency", or "Management" wherever used throughout this agreement shall refer to March of Dimes Canada.
- b) The term "Union" shall refer to the Canadian Union of Public Employees (CUPE)
- c) Employees are all categorized as either full-time or part-time employees.
- d) A full-time employee is one who is regularly scheduled to work an average of thirty (30) hours per week or more, where the employee has been appointed to such a position as a result of successfully applying for a posted position.
- e) A part-time employee is one who is regularly scheduled to work less

than thirty (30) hours per week.

- f) In this Collective Agreement the word "day" or "days" will mean business days unless otherwise stated. Business days are Monday to Friday excluding designated holidays.

- 2.04 The Employer, or its representative(s), agrees that it will not enter into any other agreements, oral or written, with any Employees covered by this Agreement either individually or collectively, which may conflict with the terms of this Collective Agreement.

ARTICLE 3 – NO DISCRIMINATION

- 3.01 The Employer and the Union agree that there will be no intimidation, discrimination, interference, restraint, or coercion exercised or practiced by either party or by any of their representatives or members because of any employee's membership or non-membership in the Union or because of activity or lack of activity in the Union.
- 3.02 The Employer, employees and the Union agree to conduct their affairs in accordance with the Ontario Human Rights Code and agree that there shall be no discrimination, restraint, intimidation, harassment or coercion practiced or permitted by the Employer or the Union or any of their representatives or members against any employee because of sex, sexual orientation, age, marital status, family status, disability, record of offences, race, colour, creed, criminal record, national or ethnic origin, social assistance status, ancestry, citizenship or political or religious affiliation.
- 3.03 Throughout this Agreement all parties shall acknowledge that wherever the feminine gender is used, it shall also be considered to be reference to both genders. Where the singular is used it may also be deemed to mean the plural within the appropriate context.
- 3.04 All references to "spouse" in this Agreement shall include common-law and/or same sex partners.

ARTICLE 4 – MANAGEMENT RIGHTS

- 4.01 The Union recognizes that the management of the Agency and the direction of the work force are fixed exclusively with the Employer and shall remain solely with the Employer except as specifically limited by the provisions of this Collective Agreement. Without restricting the generality of the foregoing, the Union acknowledges that it is the exclusive function of the Employer to:

- a) maintain order, discipline and efficiency;
- b) hire, assign, discharge, direct, promote, demote, classify, transfer, lay off, recall and suspend or otherwise discipline employees provided that a claim of improper suspension, discharge or discipline of a non-probationary employee without just cause may become the subject of a grievance and may be dealt with as hereinafter provided;
- c) determine, in the interest of efficient operation and highest standard of service, the number of personnel required, hours of work, work assignments standards of work, the locations of work, the services to be performed, and the methods, procedures, facilities and equipment to be used in connection therewith;
- d) make and enforce and alter from time to time reasonable rules and regulations to be observed by the employees.

4.02 The Employer agrees that such rights shall not be exercised in a manner inconsistent with the provisions of this Collective Agreement.

ARTICLE 5 – UNION SECURITY

- 5.01 The parties hereto agree to compulsory check-off of Union dues for all employees who come within the bargaining unit. The amount to be deducted shall be the regular union dues and assessments as established by the Union from time to time.
- 5.02 Union dues shall be deducted from each employee's pay and shall be forwarded to the Union by the fifteenth (15th) of the following month.
- 5.03 The Employer shall forward such deductions to the National Secretary-Treasurer of the Union along with a complete list of employees, their earnings for the period and the dues deducted for each and provide a copy to the Local Secretary-Treasurer.
- 5.04 The Union agrees to save the Employer harmless and to indemnify the Employer with respect to any claim made against the Employer by any employee or group of employees arising out of the deduction of union dues as herein provided.
- 5.05 The Employer will ensure that each T-4 slip includes the total amount of regular Union dues deducted during the subject year from the employee's wages pursuant to this Article.
- 5.06 The Employer agrees to advise potential bargaining-unit employees of the fact that the Union has bargaining rights and that such employees

will be subject to the Union security and Dues check-off provisions of the Collective Agreement that may be in effect from time to time.

- 5.07 A new employee will have the opportunity to meet with a representative of the Union in the employ of the Employer for a period of up to thirty (30) minutes without loss of regular earnings, at a mutually agreed time and location to be arranged between the Employer and the Union representative.

For clarity the employer will notify the Unit Vice President by email of the new hires through a list in order to facilitate the above condition.

- 5.08 All correspondence between the parties arising out of this Agreement, or incidental thereto, shall pass from the Regional Director (or designate) and the Unit Vice- President (or designate) of the Union with a copy to the Union's Recording Secretary. Correspondence submitted by the Employer directly to the CUPE National Representative shall be copied to the Unit Vice-President and Recording Secretary of the Union.

5.09 **Bulletin Boards**

The Union shall have the use of a bulletin board on the Employer's Premises for the purpose of posting notices regarding meetings and other matters of Union business. The posting of union meeting notices and seniority lists will not require Employer approvals.

- 5.10 The Employer will notify the Union, in writing, of all changes of status of employees, including new hires on a monthly basis.

- 5.11 The Employer will supply the Local Union with a statement showing the names, addresses and phone numbers of employees twice annually in January and July of each year. In addition, the Employer will also supply the Local Union with an updated statement, upon request, for the purpose of a local CUPE election.

- 5.12 The Union shall be allowed to hold Union meetings on the Employer's premise provided space is available. The Union shall first request permission from the Employer and the permission will not be unreasonably withheld. Where any other permission other than the Employer's is required the Union shall be responsible to obtain this permission.

ARTICLE 6 – UNION REPRESENTATION

6.01 Labour Management Committee

- a) The Labour/Management Committee shall be a permanent joint Committee consisting of three (3) Union representatives and three (3) Employer representatives. Other persons may be added as required so long as each of the parties is notified in advance. An Employer representative and a Union representative shall act as Co-chairpersons. The Co-chairpersons shall alternate in acting as Chairperson of the meetings.
- b) The Committee will meet at least quarterly at a mutually agreed upon time and place for the purpose of discussing issues relating to the workforce that affect the parties or bargaining unit employees, excluding grievances or matters pertaining to negotiations. The Committee may make recommendations to the parties with respect to the discussion in Committee meetings.
- c) Either party shall provide specific agenda items to the other party ten (10) days in advance of meetings, wherever possible.
- d) The Employer will provide a Secretary to the Committee. Minutes of each meeting will be prepared and signed by the Co-chairpersons within two (2) weeks after the closing of the meeting. Such Minutes will be provided to Committee members.

6.02 Union Stewards

- a) The Employer agrees to recognize up five (5) Union stewards elected or appointed from among the employees in the bargaining unit.
- b) The Union shall notify the Employer in writing of the names of its stewards. The Employer shall not be required to recognize any such steward until it has been notified by the Union of the appointment. This list will be revised as changes occur.
- c) The Union acknowledges that Union Stewards have regular duties to perform on behalf of the Employer. Such persons shall not leave their regular duties without receiving permission from their supervisor. Such permission shall not be withheld unreasonably.
- d) When required, however, not more than two (2) times per year, the Unit Vice -President, along with Union Stewards, including the Chief Steward, shall be allowed to meet eight hours, without loss of pay, to discuss labour relations and workplace issues pertaining to March of Dimes.

The meeting shall be scheduled one month prior to the CUPE Union/Management Committee meeting in order that concerns/issues can be brought forward for the agenda two (2) weeks in advance of the meetings.

6.03 Negotiating Committee

The Employer will recognize a Negotiating Committee comprised of a CUPE National Representative plus four (4) representatives who shall be elected or otherwise selected from amongst bargaining unit employees. The Union will endeavor to elect one (1) part-time member to the committee. The Union shall provide to the Employer a list of the members of the Committee. Employees serving on the Negotiating Committee shall not lose regular earnings for time spent in negotiations with the Employer.

It is understood that nothing in this agreement is barring either party from engaging consultants/advisors as representatives of either party to the committee. They shall function as consultants/advisors at the bargaining table. Either party wishing to have a consultant/advisor present for a Negotiating Committee meeting, shall provide thirty (30) days' notice of their intent to invite their consultant/advisor to the meeting.

6.04 The CUPE National Representative and/or Executive Officers of Local 966 shall have access to the Employer's premises with the prior approval of the Regional Director or designate in order to deal with any matters arising out of this Collective Agreement. Such access shall not interfere with the operation or administration of the Agency and shall not be unreasonably denied.

6.05 Union Officers, Stewards and Committee members may be granted leave from their regular duties during working hours in order to carry out their functions under this Agreement. Permission to leave work shall first be obtained from the appropriate Manager and shall be granted subject to operational requirements, however such permission will not be unreasonably withheld. Unless stated otherwise in this Agreement, time absented from duties to perform union duties approved by the Employer shall be without loss of regular earnings.

ARTICLE 7 – JOB SECURITY

7.01 There shall be no contracting out of work performed by members of

the bargaining unit if, as a result of such contracting out, a layoff of any bargaining unit employee occurs.

ARTICLE 8 – OCCUPATIONAL HEALTH AND SAFETY

- 8.01 The Employer and the Union will mutually co-operate to maintain a safe workplace and attend to the elimination of any conditions which are a hazard to the health and safety of employees. The parties agree to comply with the Occupational Health and Safety Act.
- 8.02 Five (5) bargaining unit employees, at least four (4) of whom shall be certified or agree to become certified as outlined in Article 8.04, shall be appointed by the Union to sit on the Health and Safety Committee. All time spent during inspections, duties of the committee and attendance at the meetings, including any travel time, shall be considered as time worked at regular or overtime rates as may apply. Each committee member shall be entitled to one (1) hour or such longer period of time as the committee determines is necessary to prepare for each committee meeting. Committee members shall commit to at least a two (2) year membership on the Health and Safety Committee.
- 8.03 The Employer will give detailed consideration to the development and implementation of appropriate staff training and development to promote employee health and safety.
- 8.04 If no bargaining unit member is certified, the Employer agrees to fund the required training in the most cost-effective manner available.
- 8.05 Health and safety inspections shall occur monthly or as otherwise agreed by the committee.
- 8.06 The Committee shall hold meetings every third month or more frequently if required. The Committee shall maintain minutes of all meetings, which shall be posted and copied to the Union.
- 8.07 The Employer agrees to provide all equipment and protective clothing as deemed necessary to perform work safely.
- 8.08 The Committee will be responsible for promoting a harassment and violence Free workplace.

ARTICLE 9 – NO STRIKE OR LOCK-OUT

- 9.01 The Union agrees that there will be no strike and the Employer agrees there

will be no lockout as those terms are defined and interpreted under the Labour Relations Act as long as the Agreement continues to operate.

ARTICLE 10 – GRIEVANCE PROCEDURE

10.01 For purposes of this Agreement, a grievance shall be defined as a difference between the parties arising from the interpretation, application, administration or alleged violation of this Agreement, and which has been submitted by the Union to the Employer or by the Employer to the Union in writing. All grievances shall specify the nature of the grievance and the section or sections allegedly violated.

10.02 It is the mutual desire of the parties that all complaints and grievances be resolved as quickly as possible. It is agreed that an employee has no grievance until they have first discussed the case with the immediate supervisor or designate and given the supervisor the opportunity to resolve the issue. In the event the complaint is not resolved, the following steps of the Grievance Procedure may be invoked.

a) Step 1

If the attempts referred to above do not resolve the matter, the employee may submit a grievance in writing within ten (10) business days after the circumstances giving rise to the grievance have occurred, on a designated grievance form and submit it to their immediate supervisor or designate. The Grievance shall specify the article(s) of which a violation is alleged and indicate the relief sought. The Supervisor will issue a written reply within ten (10) business days of receipt of the grievance.

b) Step 2

Failing settlement of the grievance at Step 1, or failure of management in Step 1 to submit the reply within the prescribed time period, the employee may present the grievance in writing to the Regional Director or designate within ten (10) business days from the time the reply is received or should have been received at Step #1. The Regional Director will arrange a meeting with the grievor and the steward to discuss the grievance within ten (10) business days of the date of receipt of the grievance. The Regional Director or designate shall have ten (10) business days from the date of the meeting to respond in writing to the grievance. Failing settlement;

c) Step 3

The Employer shall recognize a Union Grievance Committee of up to three (3) members of the Local. The Union Representative, the grievor and the Grievance Committee, the Regional Director and the Employer's Director of Human Resources or designate will meet to attempt to resolve the matter in dispute and to clarify the issues. The Regional Director shall give his/her written response to the grievance within ten (10) business days of

the meeting. Grievances not resolved at this meeting may be submitted to arbitration, in accordance with Article 10.07.

10.03 The time limits may be extended by mutual agreement in writing.

10.04 **Dismissal Grievance**

The release or discharge of an employee during the probationary period is at the sole discretion of the Employer and this shall not be the subject of a grievance. A claim by an employee who has successfully completed the probationary period and has been discharged shall be treated as a grievance at Step 2 if the grievance is submitted in writing within ten (10) business days following the date on which the discharge is affected. For the purposes of this article, Step 1 shall be waived.

10.05 **Policy Grievance**

A grievance arising directly between the Employer and the Union concerning the interpretation, application or alleged violation of the collective agreement shall be treated as a grievance at Step 2 if the grievance is submitted in writing within fifteen (15) business days following the circumstances giving rise to the grievance. Where the grievance is an Employer grievance it shall be filed with a Local Union President or designate.

Group Grievance

Where a number of employees have the same grievance and each employee would be entitled to grieve separately, they may present a group grievance and such written grievance shall be originated under Step 2 within ten (10) business days after the circumstances giving rise to the grievance have occurred.

10.06 Any grievance alleging violation of this Agreement and including any question as to whether a matter is arbitrable, which has been processed but not settled through the above grievance procedure may be submitted to arbitration in accordance with this Article.

10.07 **Arbitration Procedure**

a) When either party wishes to submit a grievance to Arbitration, it shall inform the other party within twenty (20) business days of the receipt of the written decision at Step #3 of the Grievance Procedure. Such written notification shall include the name and address of its appointee to the Board of Arbitration or four (4) choices for a sole Arbitrator.

- b) Within seven (7) business days of receipt of notification, the other party shall indicate, in writing, their agreement with any of the names proposed or provide four alternative choices for a sole Arbitrator, or advise the first party of the name and address of its appointee to the Board of Arbitration.
- c) The two (2) appointees shall select a third appointee to act as an impartial chairperson.
- d) No person may be appointed as an Arbitrator who has been involved in an attempt to negotiate or settle the grievance.
- e) If the party receiving the notice fails to appoint an appointee, or if the two (2) appointees fail to agree upon a Chairperson within ten (10) business days of their appointment, either party may then request the Office of Arbitration, Ministry of Labour, to appoint an impartial Chairperson. Failure to comply with the time limits for referral to arbitration shall result in the matter being deemed abandoned.
- f) The decision of the Sole Arbitrator or Board of Arbitration, or the majority thereof, constituted in the above manner shall be final and binding on both parties.
- g) The Board of Arbitration shall not have the power to alter or change any of the provisions of this Agreement. However, the Board shall have the power to dispose of a grievance by an agreement that it deems just and equitable.
- h) Each of the parties will bear the fees and expenses of the nominee appointed by the party, respectively and one half (1/2) the fees and expenses of the Chairperson.
- i) At any stage of the Arbitration procedure, the parties shall have the assistance of the employee or employees involved and any necessary witnesses.
- j) Employees involved in the grievance procedure, up to but not including arbitration, shall not suffer any loss of wages or seniority during such process.

10.08 Either party may if mutually agreed, refer the grievance to mediation. The cost of the mediator shall be shared jointly by the parties.

ARTICLE 11 – DISCIPLINE

11.01 An employee may be disciplined for just cause. The employee shall be given the grounds for the disciplinary action. At the time formal discipline is

imposed or at any stage of the grievance procedure an employee shall have the right upon request to the presence of a Union Steward. In all cases of disciplinary suspension or discharge the Employer shall notify the employee of this right in advance.

11.02 Suspensions or Discharge

The Employer shall notify the employee and the union within five (5) days, in writing, of the reason(s) for a disciplinary suspension or discharge. All suspension and discharge grievances shall be heard at Step 2. All previous steps shall be omitted in such cases; in cases of discipline or discharge the burden of proof shall rest with the Employer.

ARTICLE 12 – SENIORITY

12.01 Seniority shall be defined as an employee's length of service since the last date of hire in the bargaining unit and will include service with the Employer prior to the date of certification or recognition of the Union. Full-time seniority of any duration will be given preference over part-time seniority throughout this collective agreement. Where two (2) or more employees have the same seniority date, the employee's date of application to March of Dimes Canada will break the tie when required.

12.02 Seniority shall be used in determining preference for promotion, transfer, layoff and recall in the manner prescribed in this Agreement. Seniority will operate on a bargaining unit-wide basis.

12.03 The Employer will post a seniority list within thirty (30) days of the ratification of this Agreement, showing the employees' current position and the date when each employee's employment commenced. Where two (2) or more employees commence work on the same day, preference shall be in accordance with the date of the application for employment.

12.04 An up-to-date seniority list shall be sent to the Union and posted on all Union bulletin boards on a semi-annual basis in January and July of each year.

12.05 Where an employee moves from full-time status to part-time status or vice-versa within the bargaining unit, accumulated seniority shall be retained at the date of transfer and future seniority shall be accumulated in accordance with the new status.

12.06 Seniority shall continue to accumulate during any paid leave. An employee returning from an extended unpaid leave of absence shall be credited with the amount of seniority they had when they left. Notwithstanding the above, seniority shall continue to accumulate:

- a) during the entire period of absence due to a pregnancy and/or parental/adoption leave;
- b) during absence due to illness or disability up to twenty-four (24) months;
- c) as provided elsewhere in this Agreement

12.07 Probationary Period

All new employees shall be hired on a probationary basis for a period of six (6) months worked or 975 hours worked. The release or discharge of a probationary employee during the probationary period shall not be the subject of a grievance or arbitration and is at the sole discretion of the Employer but will not be administered in a discriminatory manner or in bad faith. The standard of "just cause" shall not apply in such circumstances. After completion of the probationary period, seniority shall be effective from the date of hire. Employees shall complete one probationary period as a new hire into the bargaining unit and cannot be required to complete a second probationary period when changing status from part-time to full-time or from full-time to part-time. Probationary employees shall not be entitled to temporary assignments.

12.08 Loss of Seniority

An employee shall lose all seniority and shall be deemed to have terminated if they:

- a) resigns or retires;
- b) are discharged (and the discharge is not reversed through the grievance/ arbitration procedure);
- c) fails to report to work at the expiration of a leave of absence unless a reason satisfactory to the Employer is given;
- d) fails to report for work within seven calendar days after issuance of notice of recall by registered mail to the employee's last address on record with the Employer;
- e) are absent from work for three (3) days without providing a reason satisfactory to the Employer;
- f) are laid off for a period in excess of twenty-four (24) months;
- g) uses a leave of absence for a purpose other than that for which it was granted.

An employee who has been absent from work due to illness or disability for a period of more than twenty-four (24) months from the time such absence commenced, and who is able to return to work in the bargaining unit, will upon their return, not displace any other employee who has two (2) or more years of seniority at the date of the employee's return to work.

12.09 It shall be the responsibility of the employee to keep the Employer informed of the employee's current address. If any employee fails to do this, the Employer will not be responsible for a failure of a notice to reach an employee.

12.10 Work Outside the Bargaining Unit

- a) The Employer agrees that it will not transfer an employee to a position outside the bargaining unit without the employee's consent and will notify the union in writing, of the transfer. An employee who is transferred to a position outside the bargaining unit shall not, subject to (b) below, accumulate seniority. In the event the employee is returned by the Employer to a position in the bargaining unit within the time limits prescribed herein they shall be credited with the seniority held at the time of transfer and resume accumulation from the date of their return to the bargaining unit. An employee not returned to the bargaining unit within twelve (12) months shall forfeit bargaining unit seniority.
- b) In the event an employee transferred out of the bargaining unit under (a) above is returned to the bargaining unit within a period of twelve (12) calendar months, they shall accumulate seniority during the period of time outside the bargaining unit.

ARTICLE 13 – JOB SECURITY – LAYOFF AND RECALL

13.01 A layoff is defined as the elimination of one or more bargaining unit positions or a reduction in the regularly scheduled hours of a full-time employee which results in a change of status.

13.02 In the event of a proposed lay off of a permanent or long-term nature, the Employer shall provide at least thirty (30) calendar days advance notice to the employee(s) and the Union. Following such notice, the Employer shall meet with the Union within fifteen (15) calendar days to discuss the reasons for such layoffs. The purpose of this meeting will be to explore other options to implementing bargaining unit layoffs.

13.03 Both parties recognize that job security shall increase in proportion to the length of seniority. Therefore, in the event of a layoff, employees shall be laid off in the reverse order of their bargaining unit-wide seniority. The Employer shall advise the Union of those employees affected who may then bump any employee in the bargaining unit with less seniority, providing the employee exercising the right has the necessary qualifications and ability to meet the normal requirements of the job of the employee with less seniority. The right to bump shall not include the right to bump up.

- 13.04 It is agreed and understood that the seniority of full-time and part-time employees who are laid off shall accumulate seniority, for a period of up to twelve (12) months and then retain their seniority for the remainder of their lay-off. Part-time employees shall retain seniority during lay off.
- 13.05 Employees on layoff shall be given preference for temporary vacancies, an employee who has been recalled to a temporary vacancy of less than thirty (30) working days or less shall not be required to accept such recall and may instead remain on layoff.
- 13.06 When recalling employees who are laid off: those who were laid off last will be the first to be recalled, provided that the employee is capable and qualified to do the work.
- 13.07 No new employee shall be hired until those laid off have had the opportunity of recall.
- 13.08 In the event of a layoff of a full-time employee, the Employer shall pay its share of the insured benefits premiums to the end of the month following the month in which the layoff occurs. An employee may extend the benefit coverage for up to twenty-four (24) months however, it is understood that the Employer will not continue to pay its share of benefits during such extension.
- Note: Extension of benefit coverage referred to above relates to health and dental benefits only.
- 13.09 Where feasible the Employer agrees to use their best efforts to ensure that part-time employees will be laid off before full-time employees.
- 13.10 Upon return from layoff no employee shall suffer any waiting period for benefits provided that the employee extended her benefits as outlined in Article 13.08.
- 13.11 Employees on layoff shall have recall rights for twenty-four (24) months following the month in which the layoff occurred.
- 13.12 An employee may elect, at any time during the recall period, to terminate their employment and to receive severance pay, in which event the employee's name shall be removed from the recall list and the Employer shall have no further obligation with respect to such employee.

13.13 A layoff shall not include the reassignment of an employee within the bargaining unit and within the same classification to another work location of the Employer, unless it results in a change of status (e.g., full-time to part-time).

ARTICLE 14 – JOB POSTINGS AND STAFF CHANGES

14.01 When a new position is created, or when a vacancy of a permanent nature occurs, the Employer shall post such position(s) internally for a period of seven (7) calendar days in each of the workplaces bulletin boards. Positions shall be posted prior to the position being vacated, where possible and reasonable to do so.

14.02 The posting shall stipulate the position, qualifications, hours of work, location, and salary range, a brief description of the nature of the job, and to whom to apply. A copy of the job posting shall be provided to the local Union.

14.03 An employee who wishes to apply for the posted vacancy must apply in writing to the individual designated in the job posting.

14.04 The Employer has the right to fill positions temporarily during the period of the posting and up to the start date of a successful candidate.

14.05 No outside candidate for any bargaining unit vacancy shall be hired until the applications of present bargaining unit employees have been fully processed.

14.06 **Both parties recognize:**

1. The principle of promotion within the service of the Employer.
2. That job opportunity should increase in proportion to length of service.

Therefore, in making staff changes, transfers, or promotions, appointment shall be made of the applicant with the greatest seniority and having the required qualifications in accordance with Article 14.02. Appointments from within the bargaining unit shall be made within three (3) weeks of posting. The job shall start within three (3) weeks of appointment.

14.07 **Trial Period**

The successful applicant shall be notified as soon as possible following the end of the posting period and shall be given a trial period of three (3) months. In the event that the successful applicant proves unsatisfactory in the position during the trial period, or if the employee is unable or unwilling to continue to perform the duties of the new position, they shall be returned

to their former position, wage or salary rate, without loss of seniority. This may result in other Employees being displaced from their new position to their previously held position(s).

ARTICLE 15 – TRAINING AND DEVELOPMENT

- 15.01 The parties recognize the importance of continuing professional development opportunities that will enable staff to keep abreast of new ideas.
- 15.02 When employees are required to attend training sessions by the Employer, time spent by employees in attendance and travel time, if off site, shall be deemed time worked, and paid at the appropriate rate. The Employer acknowledges that employees who work night shift shall not be compelled to attend staff meetings during day shift hours, where attendance would disrupt the rest period of the employee.
- 15.03 The Employer will endeavor to budget funds to enable each employee in the bargaining unit to participate in professional development.
- 15.04 The Employer and employees will endeavor to find time to enable each employee in the bargaining unit to participate in professional development.
- 15.05 The Employer will oversee the distribution of professional development funds to staff having regard to such factors as the size of the available budget, cost of the conference or experience suggested by the individual employee, and its relevance to the employee's immediate duties and longer-term career plans.
- 15.06 The Employer shall provide and maintain in appropriate quantities, first aid supplies for all employees at each program location.

The Employer will schedule and provide training for the re-certification of CPR and first aid. Time required for this training shall be deemed time worked.

ARTICLE 16 – TRAVEL

- 16.01 When an employee is required to use their car for business they will be paid a travel allowance in accordance with the current March of Dimes Canada kilometer rate as amended from time to time. In addition, employees will be paid for any receipted out of pocket parking or public transportation costs.

ARTICLE 17 – HOURS OF WORK

- 17.01 The normal daily hours of work for all employees shall be seven and one half (7 ½) hours paid exclusive of a one half (½) hour unpaid meal break with the exception of shifts where the meal break is paid due to a requirement to remain on premises. The normal daily hours for all Employees that work the night shift shall be eight (8) hours paid.

The normal weekly hours of work for full-time employees shall be thirty-seven and one half (37 ½) hours per week averaged over a two-week period. The normal weekly hours of work for part-time employees shall be less than thirty (30) hours per week averaged over a two-week period.

Notwithstanding the above, the normal daily hours of work may be changed through written agreement with the Union and upon such terms as may be set out in such an agreement.

- 17.02 Each employee shall be entitled to take their lunch break during the middle of their shift and be allowed a fifteen (15) minute rest period in the first half and in the second half of their shift. If the employee is required to work any part of their lunch break and it is not possible to reschedule the break during the shift, it shall be paid time, subject to approval of the Manager in advance.

- 17.03 Full-time employees will not be required to work more than one (1) weekend in three (3) and further, full-time employees will not be required to work a shift rotation or split shifts. Steady day, afternoon or night shift schedules will be assigned by seniority preference.

A weekend is defined as Saturday and Sunday.

- 17.04 The schedules of work of each employee shall be posted in an appropriate place at least four (4) weeks in advance. Once posted the shift schedule shall not be changed without notification to the employee in advance. Employees will be provided with a minimum of forty-eight (48) hours' notice of the change and all changed hours shall be at overtime rates of pay. When the on-call designate is filling shifts outside of the posted schedule (example sick days) they will post the working copy of the seniority list used in filling open shifts at the sites once the shift is filled.

17.05 **Scheduling**

Scheduling of shifts for employees will be done fairly and equitably. Any shifts that come available after the schedule has been posted and that are required to be filled, will be offered subject to availability and

seniority in the following order:

1. Full-time employees will be offered shifts to a maximum of forty-four (44) hours per week.
2. Part-time employees will be offered any remaining shifts to a maximum of forty-four (44) hours per week.
3. Part-time employees will be offered available shifts to a maximum of thirty (30) hours per week.

17.06 Replace Shifts

- a) When a vacancy arises due to an employee being absent for any reason, a part-time employee may be temporarily assigned to fill the position.
- b) In such event the Employer shall first offer such temporary assignments to qualified part-time employees in the affected classification in order of their seniority on a rotation basis. A qualified employee is one who has been properly trained and has completed their probationary period. A temporary assignment declined by an employee shall count as an assignment worked for purposes of this clause.
- c) Temporary assignments covered by this section are as follows:
 - (i) Temporary full-time assignments for known extended periods of absence which are expected to last four (4) months or more.
 - (ii) Call-ins to replace temporary full-time or part-time absence of less than four (4) months.
- d) Separate seniority-rotation lists shall be maintained for each of the two (2) assignment categories set out in part (c) of this section.

Seniority rotation basis is defined as a continuum that starts with the senior most employee and proceeds through the list to the junior most employee before returning to the senior most employee.

Temporary assignments shall be offered to the next available part-time employee on the applicable seniority-rotation list. For clarification, this is the part-time employee accepting the assignment and scheduled to work, A part-time employee on either of the seniority – rotation lists is unavailable for assignment when they have indicated their unavailability in writing, are on sick leave or any other approved leave, are currently working a temporary full-time assignment, are on vacation, are contacted and decline the offer or cannot be reached.

For call-ins provided in (c) (ii) a part-time employee is unavailable if the assignment offered would result in that part-time employee exceeding thirty (30) hours of work during the one (1) week scheduling block in which the assignment falls. The temporary assignment of hours of work within the thirty (30) hour limit and which would result in overtime payment to a part-time employee as provided in 18.03 or 18.04 will be offered on a seniority rotation basis to part-time employees at the point when no part-time employees are available at straight time payment and will be offered to part-time employees before going to the full-time overtime list.

- e) If all part-time employees are scheduled to work or will have worked thirty (30) hours in the one-week scheduling block, work will be offered as described in (c) (ii) to full-time employees, in accordance with Article 18.06. Notwithstanding the provisions of Article 18.06, if the Employer is unable to get a full-time employee to volunteer for the overtime opportunity, the Employer then returns to the part-time call-in list and offers additional hours, at straight time, to the next person entitled to an opportunity on the list, even if it results in the employee working more than thirty (30) hours in the one week scheduling block.
- f) Should the Employer be unable to fill the temporary assignment described in (c) (i) through this protocol, the temporary position, in its full duration, shall be posted and filled in accordance with Article 14 of this agreement. Should a part-time employee be the successful applicant for the posted temporary full-time position, their part-time status will continue while in the temporary full-time position.
- g) Should the Employer fill a shift and in so doing miss an employee in the established protocol, the missed employee will be provided with an in-kind opportunity within the same pay schedule in which the error occurred. If the Employer is unable to provide an in-kind remedy in the pay period or seven (7) calendar days whichever is greater in which the error occurred, the affected employee will be paid for the missed opportunity.
- h) Part-time staff will not be assigned a contract while they are on a contract. All staff must complete their contract before being offered a new contract, even if the date will not conflict with the start date of the new contract start date. The staff next in line on the seniority list will be called instead.

17.07 Shifts may be exchanged amongst employees with prior approval of the Support Services Manager. The exchange of shifts will not incur overtime costs.

17.08 When calling in sick, the employee will endeavor to call no later than four (4) hours before the commencement of their shift.

ARTICLE 18 – OVERTIME

18.01 The working of overtime shall normally be voluntary except in cases of emergency or when ensuring adequate staffing coverage. All employees must receive prior approval from their supervisor before working overtime. In the event that overtime is necessary, and the supervisor is unavailable, the employee will notify their supervisor at the earliest opportunity.

18.02 Overtime shall be paid at one and one-half times (1.5) the employee's regular rate of pay.

18.03 All hours worked in excess of forty-four (44) hours per week or twelve (12) hours per day shall be paid at overtime rates.

18.04 An employee shall not be required to lay-off during regular hours to equalize any overtime worked.

18.05

- a) Once the provisions of Article 17.06 have been exhausted, the Employer will offer overtime work as equally as practical amongst the employees in the applicable classification. Individual employees may refuse a request to work overtime. In the event the Employer is unable to get enough volunteers for the overtime work required, then such work shall be assigned to employees in that classification on an inverse seniority basis before part-time employees are utilized
- b) In accordance with part (a) overtime will be offered to the next full-time employee on a full-time equal opportunity list. For clarification, this is the next full-time employee listed immediately after the last full-time employee scheduled to work overtime.
- c) The remedy for failure to offer required overtime work will be that the employee will be provided with the first next available opportunity. Failure to offer an available opportunity within the next two (2) pay periods will result in the employee receiving payment for the missed opportunity.
- d) In the event of an emergency resulting from the unavailability of a staff person scheduled to work, the requirements of 18.06 (b) may be waived for the first two (2) hours of that unavailability.

18.06 **Call Back Pay**

An employee called back to work after completing a shift and therefore required to work outside their regular working hours shall be paid for a minimum of four (4) hours.

- 18.07 In no event shall overtime or premium compensation be duplicated, compounded or pyramided.
- 18.08 When the employer requests an employee to work overtime in excess of four (4) hours or more beyond their regular shift, the employer will provide the employee with a meal not exceeding a total cost of fifteen dollars (\$15.00).

ARTICLE 19 – LEAVES OF ABSENCE

19.01 Jury and Witness Duty

- a) An employee required to serve as a juror in any court of law, or required to attend as a witness in a court proceeding in which the Crown is a party, or is required by subpoena to attend a court of law or coroner's inquest in connection with a case arising from the employee's duties, shall receive for each day absent from regularly scheduled working hours, their regular pay for their regularly scheduled working hours and shall not lose any seniority or benefits, providing the employee furnishes the Employer, if requested, with a Certificate of Service signed by the Clerk of the Court.
- b) Any money received from the court to attend as a witness or juror as above, excluding travel expenses, shall be forwarded to the Employer.
- c) The Employer will not require an employee to work any of their regularly scheduled hours on the day they attends as a witness or for jury duty as above but may require an employee excused early from jury duty or as a witness to complete the balance of his regular shift.

19.02 Educational Leave

The Employer agrees to consider educational leave on the following basis:

- a) Any employee who has completed at least two (2) years of continuous service with the Employer may make a written request for an education leave for up to two (2) years in duration to attend a school or training program for the purpose of improving work related qualifications. Granting of the leave shall be at the discretion of the Employer and said discretion shall not be exercised in an arbitrary or discriminatory manner.
- b) Such requests shall be made to the Regional Director or designate, at least sixty (60) days prior to the requested commencement date of the leave.
- c) Should the leave be granted, the employee's benefits and salary will be discontinued at the commencement of the leave. However, the employee shall be given the opportunity to continue on their benefit plan so long as the

employee agrees to pay the full premium. Any earned vacation entitlements will be paid to the employee. Seniority for all purposes shall be retained during such leave.

- d) The employee shall advise the Employer, at least thirty (30) days in advance of her expected return date.
- e) On return the employee shall be returned to their former position with no requirement to post. Should the position no longer exist the employee may be assigned to an existing vacancy in the same classification as they held prior to the leave and if no vacancy is available, they shall be allowed to exercise their bumping rights under Article 13.03 and if then necessary will be placed on the recall list on the same basis as a laid off employee.

19.03 **Bereavement Leave**

- a) Bereavement Leave without loss of pay shall be granted upon request for five (5) scheduled working shifts (not exceeding a span of fourteen (14) calendar days) in conjunction with the funeral due to the death of the following family members: spouse, same sex partner, parent, step-parent, foster parent, child, step-child, foster child, brother and sister.

Bereavement Leave without loss of pay shall be granted upon request for three (3) scheduled working shifts (not exceeding a span of fourteen (14) calendar days) in conjunction with the funeral for:

1. A grandparent, step-grandparent, grandchild, step-child, aunt and uncle.
2. A father-in-law, mother-in-law brother-in-law, sister-in-law, daughter-in-law and son- in-law.
3. Same sex partner of an employee's child; and
4. A relative of the employee who is dependent on the employee for care and assistance.

Bereavement Leave without loss of pay shall be granted upon request for one (1) scheduled working shift in conjunction with the funeral for a niece, nephew, step niece, or step nephew.

- b) Additional leave without pay of up to two (2) working shifts may be granted where out of town travel beyond a five hundred (500) kilometer radius of Peel is required.
- c) Other exceptional circumstances may be considered and requests for further leave without pay may be granted on recommendation by the

employee's supervisor to the Regional Director.

- d) When requesting bereavement time, the employee shall provide the full name of the deceased and the relationship to them in writing with a request for time off form.
- e) The Employer will be culturally sensitive to employee's religious practices and backgrounds.

19.04 **Union Leave**

Leave of absence for Union business shall be granted without pay or loss of seniority or benefits. The granting of such leave shall be subject to operational requirements but shall not be unreasonably denied, in accordance with the following:

- a) No more than four (4) employees shall be absent at any one time, and not more than one (1) from one location.
- b) Every reasonable effort will be made to provide the Employer with four (4) weeks advance notice in writing. Minimally, however, such notice will be provided at least fourteen (14) calendar days in advance.
- c) The Employer will continue the Employees' wages and the Union will reimburse the Employer for such wages paid to, or in respect of, the employee who is granted the leave.
- d) At the request of the Union, and upon six (6) weeks advance written notice, the Employer shall grant the booked off Table Officer or Unit Vice-President or another Union Officer a leave of absence with pay for the duration of the term of office, or any lesser period which may be requested by the Union, provided such leave will be granted on a full time basis for a minimum period of three (3) months, provided that the union reimburse the Employer for the salary and benefits involved. Upon completion of the Table Officer's leave, the employee shall be returned to his/her previous assignment. Regardless of the length of the Table Officer's leave, full seniority rights shall be granted.

19.05 **Miscellaneous Leave**

Miscellaneous leave without pay or benefits may be granted by the Employer in its sole discretion for a specific period of time with specific conditions as agreed between the employee and Employer. It is the responsibility of the employee to request the leave with as much notice as possible. The employee will provide the Employer with all information concerning the reasons and details of the leave. Seniority will accrue and be retained

thereafter for leaves of one (1) year duration or less but will not accrue during leaves greater than one (1) year in duration.

When leaves of absences without pay are granted in excess of one (1) month, the Employer will not be required to pay or contribute to the cost of any benefits but may allow the continuance of benefits if the employee elects to pay the full cost of the benefits in advance.

19.06 Pregnancy/Parental and Adoption Leave

- a) Provided an employee has at least thirteen (13) weeks service, the Employer shall grant a pregnancy leave of seventeen (17) weeks and parental leave up to sixty-one (61) weeks without pay, at the written request of the employee. The employee will make the request with as much notice as possible prior to the commencement of the leave. Seniority for all purposes shall be retained during such leave. The Employee may request a certificate from a legally qualified medical practitioner stating the expected birth date.
- b) The employee shall confirm their intention of the date they intends to return to work when making their written notice for leave.
- c) The Employer will continue to pay their share of the costs of all of the employees benefits during the period of this leave provided the employee continues to pay their share (if any) of the costs of the benefits.
- d) If an approved leave is less than seventy-eight (78) weeks the employee may ask for an extension to their leave, providing at least two (2) weeks' notice to the Employer to extend their leave up to a maximum of seventy-eight (78) weeks in total.
- e) On return from pregnancy and parental leave, the employee will be placed in the position the employee most recently held with the Employer if it still exists. If the position no longer exists or there has been a layoff such that the employee no longer has sufficient seniority to hold the position the employee shall be entitled to exercise their seniority rights pursuant to Article 13.
- f) For the purpose of adoption leave this article shall be adapted to facilitate adoptive parents with the following additions:
 - The adoptive parent shall notify the Employer as far in advance as possible of confirmation of the pending adoption.
 - Where leave of a greater duration is recommended by the adoption agency, such leave may be requested as miscellaneous leave.

19.07 III Dependent Leave

The Employer agrees to consider ill dependent leave on the following basis:

Any employee who has completed at least two (2) years of continuous service with the Employer may make a written request for an ill-dependent leave for up to ten (10) months in duration to provide care to an ill dependent. Granting of the leave shall be at the discretion of the Employer.

- a) Such requests shall be in writing made to the Regional Director or designate, at least four (4) weeks prior to the requested commencement date of the leave unless it is impossible to do so at which time the employee will make the request as soon as possible.
- b) Should the leave be granted, the employee's benefits and salary will be discontinued at the commencement of the leave and any earned vacation entitlements will be paid to the employee. Seniority for all purposes shall be retained during such leave.
- c) The employee shall advise the Employer, at least thirty (30) days in advance of their expected return date.
- d) On return the employee shall be returned to their former position with no requirement to post. Should the position no longer exist the employee may be assigned to an existing vacancy in the same classification as they held prior to the leave and if no vacancy is available, they shall be allowed to exercise their bumping rights under Article 13.

ARTICLE 20 – PENSION PLAN

20.01 All employees covered by this agreement are entitled to participate in the Employer's retirement pension plan (# GA-4324-1-RPP) and to receive Employer contributions in accordance with the current March of Dimes Canada policy.

20.02 Employees eligible to participate will be provided with a Pension Plan booklet within one month of employment or when they begin to participate within the plan.

ARTICLE 21 – PAYMENT OF WAGES AND ALLOWANCES

21.01 The Employer shall pay wages in accordance with Schedule "A"

attached hereto and forming part of this Agreement. On each payday, each employee shall be provided with an itemized statement of her wages and deductions.

- 21.02 When an employee is temporarily transferred to perform the duties of a higher rated position, the employee will continue to receive the pay for their position unless such transfer is four (4) hours or more in duration. If the transfer is four (4) hours or more in duration, then the employee shall be paid the job rate for such higher position for all of the time so worked. Where an employee is transferred to a lower paying position, their rate of pay shall not be reduced unless the transfer is made pursuant to the job posting provisions of this Agreement.
- 21.03 When an employee is temporarily transferred at the request of the Employer to a position paying a lower rate, their rate shall not to be reduced.
- 21.04 Employees will have pay made by direct deposit. If a manual cheque is required in an amount greater than \$20.00 the Employer will provide it within two (2) business days.

ARTICLE 22 – EMPLOYEE BENEFITS

- 22.01 All full-time bargaining unit employees (an employee who works thirty (30) hours or more) shall be eligible for Group Benefits after three (3) months of employment.
- 22.02 The Employer may change the employee benefit plans and/or carrier provided that the new benefits/plan are equivalent or better and a copy of the new plan is provided to the Union. The Employer shall give thirty (30) business days' notice of such change. Notice of the change of carriers must be received by the Unit Vice – President, as well as the Recording Secretary and the President of Local 966.
- 22.03 The Employer shall pay for all full-time employees, one hundred percent (100%) of the premiums for the current Basic plan, single or family coverage, of the following benefits: Group Life Insurance, Accidental Death & Dismemberment Insurance, Short Term Disability, Long Term Disability, Supplementary Health Care and Dental. A summary of the benefit coverage is found in Schedule "B" attached hereto and forming part of the collective agreement.

Full-time employees may choose either Basic Coverage at no cost to the employee or Option 1 with the Employer paying 90% of the premium and the employee paying 10% of the premium, or Option 2 with the employee paying the difference between Option 1 and Option 2 premiums.

22.04 Optional Life Insurance is available at the employee's expense as outlined in the current employee benefit plan.

22.05 Part-time employees who have been employed for one (1) year and who have worked a minimum average of fifteen (15) hours of work per week over that one (1) year period, shall be eligible to participate in the part-time benefits plan commencing upon the beginning of the next enrolment period closest to their one (1) year anniversary date (i.e. either August 1st or February 1st), provided that they continue to maintain the hours worked requirement until the end of the eligibility period. After one (1) year of service and on an ongoing basis, all part-time employees are eligible to join the part-time benefits plan must maintain an average of fifteen (15) hours of work per week over a period of 26 weeks (as calculated by the nearest period of twenty-six (26) full weeks between January 1st and June 30th or between July 1st and December 31st). All active members of the part-time benefits plan must maintain an average of fifteen (15) hours of work per week over each eligibility period in order to maintain their membership in the part-time benefits plan on an ongoing basis. March of Dimes Canada will pay 90% of the monthly premiums for both single and family coverage and the employee will pay 10%.

22.06 Liability Coverage

The Employer shall provide adequate insurance to cover employees in the event of legal action brought against an employee while performing their assigned duties for the Employer, such insurance to be administered in accordance with the rules, regulations and policies establishing such plan.

22.07 Promissory Note

Employees who are confronted with financial hardships while awaiting WSIB or STD claim settlements may request an advance of payment under the Short-Term Disability provision. If such request is approved, the employee shall sign a promissory a note to repay any amount advanced.

ARTICLE 23 – PERSONNEL FILES

23.01 An employee shall, upon giving written notice to the Employer have access to and be allowed to review her personnel file. It is understood that such files shall be kept under lock and key at all times and are of a confidential nature. An employee shall have the right to have copies of any material contained in their personnel file. The cost of such copies shall be borne by the Employer.

23.02 Where a formal evaluation of an employee's performance is carried out, the

employee shall be provided with a copy to read and review. Provision shall be made on the evaluation form for an employee to sign it. The employee shall sign the form within three (3) days, acknowledging and accepting the content, or indicating objection. No employee may initiate a grievance regarding the contents of a Performance Review unless the signature indicates disagreement with the contents. The employee shall receive a copy of the Review at the time of signing, after which it shall not be revised.

23.03 After twelve (12) months of no disciplinary action, all records of discipline shall be removed from an employee's file. Employees shall be notified of any documents to be placed in files and shall retain the right to grieve for their removal.

ARTICLE 24 – MOBILE PHONE

24.01 Should an employee be required to carry a mobile outside of their normal hours, the employee will be paid a premium of one-half (1/2) hours pay at straight time for each twenty-four (24) hour period. This premium payment will not be included in working hours.

In addition, any time spent outside of regular hours in direct service as a result of carrying a mobile phone shall be considered as time worked at the employee's regular hourly rate or part thereof for all hours or part hours worked.

24.02 Employees shall have the option of choosing lieu for time paid in accordance with Article 24.01.

ARTICLE 25 – PAID HOLIDAYS

25.01 The following "designated" paid holidays will be recognized by the Employer:

New Year's Day	Civic Holiday
Family Day	Labour Day
Good Friday	National Day for Truth and Reconciliation
Easter Sunday	Thanksgiving Day
Victoria Day	Remembrance Day
Canada Day	Christmas Day
Boxing Day	

Effective November 1, 2022, members will be paid retroactivity for Remembrance Day.

25.02 Any full-time or part-time employee required to work on any holiday set out in Article 25.01 above, shall be paid at the rate of one and one-half (1.5) times her regular straight time hourly rate of pay for all hours worked on that day and shall in addition be entitled to the statutory equivalent pay (calculated

according to the ESA).

- 25.03 An employee shall be granted leave for a religious holiday, upon written request to the Employer at least four (4) weeks prior to the date of the religious holiday. An employee may use vacation, overtime or may request substitution of another public holiday following the religious holiday.
- 25.04 In order to be entitled to payment for statutory holidays, an employee must have worked their full scheduled working day immediately preceding the statutory holiday and full scheduled working day immediately following the holiday unless:
- i. absent on vacation;
 - ii. absent on either of those days where such absence is authorized by the Employer or a medical certificate acceptable to the Employer is presented.
- 25.05 When any of the above noted holidays fall on a Saturday or Sunday and it is not proclaimed as being observed on some other day, then the following Monday or/and Tuesday shall be the holiday unless otherwise agreed to alternate days by both parties.
- 25.06 If a paid holiday falls on a non-working day, employees shall be paid statutory equivalent pay for such day calculated according to the ESA.
- 25.07 Employees will alternate working Christmas and New Year's Day every year; therefore, if an employee works Christmas Day, the following year the employee will work New Year's Day and schedules shall be adjusted accordingly. During the period from December 16 until January 15, normal days off may be altered to accommodate the requirement of this Article.

ARTICLE 26 – VACATIONS

- 26.01 The vacation year is from January 1st to December 31st each year. Vacation entitlement shall be determined by the length of service calculated on the first day of the month following the anniversary date of the employee's hire date. Paid vacation time is accrued over the course of each calendar year based on forecasted annual working hours. Paid vacation time is not earned while receiving Workplace Safety and Insurance Board Compensation, STD, LTD, or on unpaid leaves of absence of one (1) pay period or more.
- 26.02 Full-time employees shall be entitled to vacations with pay in accordance with the following schedule:
- a) For less than one (1) full year of service, employees shall be entitled to vacation with pay on the basis of one (1) paid day vacation per month of continuous service to a maximum of ten (10) days.
 - b) For one (1) year to two (2) full years of continuous service, two (2) weeks

of paid vacation.

- c) For two (2) to six (6) full years of continuous service, three (3) weeks of paid vacation.
- d) For seven (7) to ten (10) full years of continuous service, four (4) weeks of paid vacation.
- e) For eleven (11) to seventeen (17) full years of continuous service, five (5) weeks of paid vacation.
- f) For eighteen plus (18+) years of continuous service or more, six (6) weeks of paid vacation.

Employees shall be paid one full-time week's pay for each week of vacation.

26.03 Part-time employees shall be entitled to unpaid vacation time off in accordance with the following schedule:

- a) For less than two (2) years of continuous service employees shall be entitled to two weeks' vacation per calendar year; vacation pay of 4% will be paid each pay.
- b) For two (2) to six (6) years of continuous service, three (3) weeks of vacation; vacation pay of 6% will be paid each pay.
- c) For seven (7) to ten (10) years of continuous service, four (4) weeks of vacation; vacation pay of 8% will be paid each pay.
- d) For eleven (11) to seventeen (17) years of continuous service, five (5) weeks of vacation; vacation pay of 10% will be paid each pay.
- e) For eighteen plus (18+) years of continuous service or more, six (6) weeks of vacation; vacation pay of 12% will be paid each pay.

26.04 Where possible, vacations shall be arranged according to the wishes of individual staff members. Vacation schedules shall be posted by April 1st of each year. All vacation requests are to be submitted prior to March 1st

of each year. Where a conflict exists in vacation scheduling, seniority shall be the governing factor however, if a conflict occurs over Christmas and New Year's, employees will get one or the other. In all cases the final decision will be that of the Employer using their best efforts to meet the requests of the employees.

- 26.05 Should any request be submitted after the vacation schedule has been posted, the Employer will endeavor to accommodate such request where reasonable and possible to do so.
- 26.06 An employee who has scheduled vacation may request a change in their scheduled vacation. Approval of such change will not be unreasonably denied.
- 26.07 Vacations will normally be taken in the calendar year for which they are earned. By agreement of the Employer, an employee may carry over up to one (1) week of vacation to the following year, provided it is taken by the end of the pay period of the following year in which March 31st falls. Such agreement will not be unreasonable withheld.
- 26.08 Employees may request vacation either one day at a time or up to four (4) weeks of vacation in a row.
- 26.09 Where an employee's scheduled vacation is interrupted due to serious illness, they may elect to use their accrued sick leave credits for the period of illness in place of their vacation time provided that they provides satisfactory medical certification for the period in question.
- 26.10 An employee whose employment terminates at any time in the vacation year prior to using their earned vacation will be entitled to a proportionate payment of her vacation entitlement that was earned prior to the date of termination.
- 26.11 Where an employee's scheduled vacation is interrupted due to a bereavement, the employee shall be entitled to bereavement leave in accordance with this Agreement. The portion of the employee's vacation which is deemed to be bereavement leave will not be counted against the employee's vacation credits.
- 26.12 To respect employees who have achieved higher levels of vacation entitlement under previous MODC policy, such employees shall retain their current level of entitlement until they qualify for adjustment to a higher level of entitlement in accordance with this Agreement.
- 26.13 All employee negative vacation bank totals will be carried over the following year and therefore would impact the employee's vacation entitlement going forward.

ARTICLE 27 – SICK LEAVE

- 27.01 All full-time permanent employees working on a regularly scheduled basis will be entitled to seven (7) days sick leave per annum in accordance with March of Dimes Canada corporate policy.
- 27.02 Full-time employees may be granted an additional one (1) day leave with pay per calendar year if required, for family care matters, limited to the following circumstances:
- a. unpredictable family health emergencies where alternative arrangements cannot reasonably be made;
 - b. unpredictable family care emergencies where alternative arrangements cannot reasonably be made;
 - c. appointments for family health matters where the appointment could not reasonably be made outside of normal hours of work.
- 27.03 All part-time employees will be entitled to sick leave in accordance with the following formula: annual entitlement in hours = 2.7% hours worked in the previous year.
- 27.04 Sick credits will be used up on the basis of one (1) hour's credit for each working hour absent as a result of illness or injury of the employee, such absences being recorded accurately to the nearest half day.
- 27.05 It is understood that the Employer may request a doctor's certificate from an employee to cover an absence due to illness of three (3) days' duration or longer or where the Employer has reasonable grounds to suspect abuse of sick leave.
- 27.06 Should the Employer require an employee to obtain a medical certificate for any reason, the Employer shall reimburse the employee for the cost of the certificate.
- 27.07 The parties agree that Personal Emergency Leave (PEL) are included as part of an Employees sick entitlement. The first two (2) sick days are used by an employee will count as the employee's entitlement for paid PEL days.

ARTICLE 28 – WORKERS COMPENSATION

- 28.01 The Employer shall participate in providing Workplace Safety and Insurance Board coverage for all employees in accordance with the Workplace Safety and Insurance Act. All injuries or accidents must be reported to the Employer according to Workplace Safety and Insurance Board Regulations.

28.02 An employee receiving payment for a compensable injury under Workplace Safety and Insurance Board shall accumulate seniority.

28.03 While an employee is in receipt of Workplace Safety and Insurance Board benefits, the Employer shall continue to pay its share of all premiums for the group benefits in which the employee is enrolled, providing the employee pays their share of the employee contribution, if any.

28.04 Return to Work

An employee who is no longer deemed to have a compensable injury shall be placed in their former or equivalent position with the Employer, providing they are capable of performing the essential duties of their former or equivalent position and the former or equivalent position still exists. Should the position not exist the employee shall be laid off in accordance with Article 13.

ARTICLE 29 – MODIFIED WORK

29.01 The parties agree that the Employer, a representative of the Union, and the employee affected will review accommodation issues as the need arises.

The parties agree that when accommodation of an employee is required by statute and the employee requests accommodation, such requests shall be in accordance with the following principles:

1. The purpose of this process is to accommodate modified working condition for the above stated employee(s).
2. Where an employee seeks accommodation, modified work or modified return, they shall provide the parties with a medical report detailing physical restrictions/limitations upon request.
3. The Employer shall base decisions regarding accommodation of individuals or job modification upon joint consultation, however final decision shall rest with the Employer and subject to the provisions of the Ontario Human Rights Code.

ARTICLE 30 – JOB CLASSIFICATIONS AND RECLASSIFICATIONS

30.01 When a new classification (which is covered by the terms of this Collective Agreement) is established, the Employer shall determine the rate of pay for such classification and notify the Union of the same. If the Union

challenges the rate of pay, it shall have the right to request a meeting with the Employer to endeavor to negotiate a mutually satisfactory rate. Such request will be made within thirty (30) days after receipt of notice from the Employer of such new classification and rate. If the parties are unable to agree, the dispute concerning the new rate may be submitted as a Step 2 Grievance as provided in this Agreement, within ten (10) days of such meeting.

- 30.02 When the Employer makes a substantial change in the job content of an existing classification the Employer agrees to meet with the Union if requested to permit the Union to make representation with respect to the appropriate rate of pay. If the parties are unable to agree, the dispute concerning the appropriate rate of pay may be submitted as a Step 2 Grievance as provided in this Agreement, within ten (10) days of such meeting.

ARTICLE 31 – TECHNOLOGICAL CHANGE/RESTRUCTURING

- 31.01 The Employer undertakes to notify the Union in advance, so far as predictable, of any technological changes or restructuring which the Employer has decided to introduce which will significantly change the status or working conditions of employees within the bargaining unit.
- 31.02 Where new or greater skills are required as a result of the introduction of technological change, employees shall be given a period of training to acquire the skills necessary for the new method of operation. There shall be no reduction in normal earnings during the training period of any such employee. Training shall be given during the hours of work whenever possible.

ARTICLE 32 – MERGER AND AMALGAMATIONS

- 32.01 In the event the Employer merges or amalgamates with any other body, the Employer will make its best effort in undertaking to ensure that:
- a) Employees shall be credited with their seniority with the new Employer.
 - b) All service credits relating to vacation with pay, sick leave credits and other benefits shall be recognized by the new Employer.
 - c) All work and services presently performed by bargaining unit members shall continue to be performed by the members with the new Employer.
 - d) Conditions of employment and wage rates will be maintained.
 - e) Employees shall not suffer a loss of employment as a result of merger. Preference in location of employment with the new Employer shall be on

the basis of seniority, subject to the employee's ability to meet the normal requirements of the job after a familiarization period of fifteen (15) days.

ARTICLE 33 – PRESENT CONDITIONS AND BENEFITS

33.01 The parties agree that vacation credits, compensatory time credits, sick leave credits and service credits for benefit purposes which were accrued prior to the date of ratification will be retained and applied in accordance with the Collective Agreement following the date of ratification.

ARTICLE 34 – COPIES OF AGREEMENT

34.01 The Employer and the Union desire all parties to be familiar with the provisions of this Agreement and the rights and obligations under it. For this reason, the parties shall share equally the cost of printing sufficient copies of this Agreement to all parties. Both Parties will review the draft Collective Agreement and agree that it is correct prior to the printing of the Collective Agreement. The Union shall distribute copies of the Collective Agreement to the members of the bargaining unit.

ARTICLE 35 – PAY EQUITY

35.01 The parties agree to maintain Pay Equity according to the Pay Equity Act.

ARTICLE 36 – BENEFIT BOOKLETS

36.01 All employees are to receive current Benefit Booklets within 60 days of the ratification of the Collective Agreement.


ARTICLE 37 – DURATION

37.C1 This agreement shall be binding and remain in effect from the date of ratification to March 31st, 2027 and shall continue from year to year thereafter unless either party gives to the other party notice to bargain in writing within ninety days (90) of the expiry date of this agreement.

Signed on this 28th day of October, 2025

For the UNION (Local 966)

Naomi Amartey
Unit Vice President



Naomi Amartey

For MARCH OF DIMES CANADA

Maria Colalillo
Business Partner Employee and Labour Relations



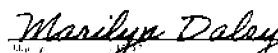
Maria Colalillo

Dessa Aird
Bargaining Team Member




Dessa Aird

Marilyn Daley
Regional Director



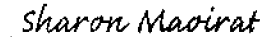
Marilyn Daley

Indira Singh
Bargaining Team Member



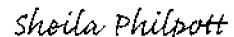
Indira Singh

Sharon Maoirat
Program Manager




Sharon Maoirat

Sheila Cell
Bargaining Team Member



Sheila Cell

Rajitha Thangarajah
Bargaining Team Member



Rajitha Thangarajah

Eriks Bredovskis
CUPE National Representative



Eriks Bredovskis

SCHEDULE "A" WAGES

For all employees, the following wage grid shall be in effect for duration of this Collective Agreement.
Progression on the wage grid shall be determined by the employee's length of service.

All Employees employed by the Employer on the day the collective agreement is ratified by both parties will receive retroactivity effective April 1, 2024.

Support Service Attendant (SSA)						
	Increase	Start	12 Months	24 Months	36 Months	48 Months
April 1, 2021	1%	\$17.30	\$17.82	\$18.60	\$19.39	\$20.20
April 1, 2022	1%	\$17.47	\$18.00	\$18.79	\$19.58	\$20.40
April 1, 2023	1%	\$17.64	\$18.18	\$18.98	\$19.77	\$20.60

Support Service Attendant (SSA)				
	Increase	Start	12 Months	24 Months
April 1, 2024	2.5%	\$19.45	\$20.26	\$21.11
April 1, 2025	2.0%	\$19.84	\$20.67	\$21.53
April 1, 2026	1.5%	\$20.14	\$20.98	\$21.86

Community Support Leader (CSL)						
	Increase	Start	12 Months	24 Months	36 Months	48 Months
April 1, 2021	1%	\$23.07	\$24.11	\$25.16	\$26.21	\$27.29
April 1, 2022	1%	\$23.30	\$24.35	\$25.41	\$26.47	\$27.56
April 1, 2023	1%	\$23.53	\$24.59	\$25.66	\$26.73	\$27.83

Community Support Leader (CSL)				
	Increase	Start	12 Months	24 Months
April 1, 2024	2.5%	\$26.30	\$27.40	\$28.52
April 1, 2025	2.0%	\$26.83	\$27.95	\$29.10
April 1, 2026	1.5%	\$27.23	\$28.37	\$29.53


LETTER OF UNDERSTANDING – MANDATORY STAFF MEETINGS

The parties recognize the importance of attending staff meetings and how valuable it is to be present to share and to information share. Therefore, the employer agrees to pay employees a minimum of two (2) hour wages to attend staff meetings. If the staff meeting should exceed three (3) hours in length, the employer agrees to pay employees a minimum of four (4) hours wages or the equivalent to the length of time of the meeting.

Signed on this 28th day of October, 2025

For the UNION (Local 966)

Naomi Amartey
Unit Vice President


naomi Amartey (2025-09-17 11:29:48 EDT)

For MARCH OF DIMES CANADA

Maria Colalillo
Business Partner, Employee & Labour Relations


Maria Colalillo (2025-09-17 11:29:48 EDT)


Dessa Airu
Bargaining Team Member


Dessa Airu (2025-09-17 11:34:16 EDT)


Marilyn Daley
Regional Director


Marilyn Daley (2025-09-17 11:34:16 EDT)

Indira Singh
Bargaining Team Member


Indira Singh (2025-09-17 11:34:16 EDT)


Sharon Maoirat
Program Manager


Sharon Maoirat (2025-09-17 11:34:16 EDT)

Sheila Cell
Bargaining Team Member


Sheila Cell (2025-09-17 11:34:16 EDT)

Rajitha Thangarajah
Bargaining Team Member


Rajitha Thangarajah (2025-09-17 11:34:16 EDT)

Eriks Bredovskis
CUPE National Representative



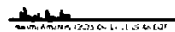
LETTER OF UNDERSTANDING – WAGE RE-OPENER LANGUAGE

In the event that the Protecting a Sustainable Public Sector for Future Generations Act, 2019, known as Bill 124, (the Act) is declared Unconstitutional in whole or in part, or it is otherwise repealed, amended or rendered inoperative, the parties agree to return to the bargaining table to renegotiate Wages, and Full-time and Part time Benefits affected by the Act.

Signed on this 28th day of October, 2025

For the UNION (Local 966)

Naomi Amartey
Unit Vice President

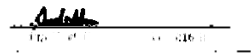


Naomi Amartey (2025-09-11 11:25 AM EDT)

Dessa Aird
Bargaining Team Member

Dessa Aird

Indira Singh
Bargaining Team Member



Sheila Cell
Bargaining Team Member

Sheila Philpott

Sheila Philpott (2025-09-11 11:27 AM EDT)

Rajitha Thangarajah
Bargaining Team Member

Rajitha Thangarajah

Erks Bredovskis
CUPE National Representative

Erks Bredovskis

For MARCH OF DIMES CANADA

Maria Colalillo
Business Partner, Employee & Labour Relations

Maria Colalillo

Marilyn Daley
Regional Director

Marilyn Daley

Sharon Maoirat
Program Manager

Sharon Maoirat

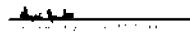
LETTER OF UNDERSTANDING RE: PAY EQUITY MAINTENANCE

If, during the term of this collective agreement expiring on March 31st, 2027, the Pay Equity Hearings Tribunal prescribes a procedure for proxy Employers such as MODC on how to maintain pay equity in accordance with rulings of the Ontario Court of Appeal, the Employer and the Union will meet to discuss the prescribed procedure and its impact on this bargaining unit. Such meeting will occur within 60 days of the Pay Equity Hearings Tribunal decision being released unless the parties agree to a later date.


Signed on this 28th day of October, 2025

For the UNION (Local 968)

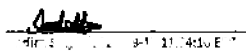
Naomi Amartey
Unit Vice President



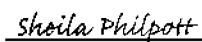
Dessa Aird
Bargaining Team Member



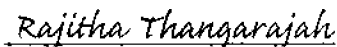
Indira Singh
Bargaining Team Member



Sheila Cell
Bargaining Team Member



Rajitha Thangarajah
Bargaining Team Member




Eriks Bredovskis
CUPE National Representative

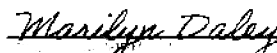


For MARCH OF DIMES CANADA

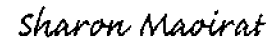
Maria Colaliilo
Business Partner, Employee & Labour Relations



Marilyn Daley
Regional Director



Sharon Maoirat
Program Manager




LETTER OF UNDERSTANDING RE: MENTAL HEALTH

The parties recognize the importance of Addressing/Acknowledging Mental Health and therefore shall have this as a standing agenda item on all staff, Labour/Management, and Joint Health and Safety Committee meetings.

Signed on this 28th day of October, 2025

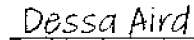
For the UNION (Local 966)

Naomi Amarte
Unit Vice President




Naomi Amarte

Dessa Aird
Bargaining Team Member



Dessa Aird

Indira Singh
Bargaining Team Member



Indira Singh

Sheila Cell
Bargaining Team Member



Sheila Cell

Rajitha Thangarajah
Bargaining Team Member



Rajitha Thangarajah

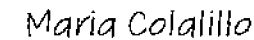
Eriks Bredovskis
CUPE National Representative



Eriks Bredovskis

For MARCH OF DIMES CANADA

Maria Colalillo
Business Partner, Employee & Labour Relations



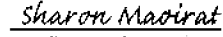
Maria Colalillo

Marilyn Daley
Regional Director



Marilyn Daley

Sharon Maoirat
Program Manager



Sharon Maoirat

SCHEDULE B

Summary of Full-Time Benefits (CUPE PEEL)

	BASIC	OPTION 1	OPTION 2
Employee Basic Life Insurance	100% of annual earnings to a maximum of \$100,000 reducing by 50% at age 65	200% of annual earnings to a maximum of \$100,000 reducing by 50% at age 65	200% of annual earnings to a maximum of \$100,000 reducing by 50% at age 65
Optional Life Insurance	Available In \$10,000 units to a maximum of \$250,000, subject to approval of evidence of insurability	Available in \$10,000 units to a maximum of \$250,000, subject to approval of evidence of insurability	Available in \$10,000 units to a maximum of \$250,000, subject to approval of evidence of insurability
Employee Accidental Death, Dismemberment and Specific Loss (Principal Sum)	An amount equal to your Basic Life Insurance	An amount equal to your Basic Life Insurance	An amount equal to your Basic Life Insurance
Short Term Disability Income Benefits			
Waiting Period	5 consecutive shifts (35 working hours if you <i>are</i> an hourly employee)		
Maximum Benefit Period	130 working days, or to the end of the Long Term Disability waiting period, whichever is earlier		
Amount	For Employees on Maternity Leave For All Other Employees	66 2/3% of your weekly earnings, reduced by your weekly entitlement under the Employment Insurance Act of Canada (EI benefits) or similar law 66 2/3% of your weekly earnings	
Long Term Disability Income Benefits			
Waiting Period	180 days or the end of the Short Term Disability benefit period, including any recurrences, whichever is earlier		
Amount	60% of your monthly earnings to a maximum benefit of \$3,000	70% of your monthly earnings to a maximum benefit of \$4,000	70% of your monthly earnings to a maximum benefit of \$6,000
The individual and family deductibles do not apply to Chronic Care, In-Canada Hospital, In-Canada Prescription Drugs, Global Medical Assistance, Visioncare and Out-of-Country Care Expenses			
Reimbursement Level	100%	100%	100%
Basic Expense Maximums			
Ambulance	Included	Included	Included
Public General Hospital, Convalescent or Rehabilitation Hospital	Semi-private room	Semi-private room	Private room
Home Nursing Care	\$10,000 each calendar year	\$10,000 each calendar year	\$10,000 each calendar year
Chronic Care	\$3 per day to a maximum of 120 days each calendar year	\$3 per day to a maximum of 120 days each calendar year	\$3 per day to a maximum of 120 days each calendar year
In-Canada Prescription Drugs	Included	Included	Included
Sclerosing Solutions	\$40 per visit	\$40 per visit	\$40 per visit

	BASIC	OPTION 1	OPTION 2
Fertility Drugs	Not covered	\$2,500 lifetime	\$2,500 lifetime
Dispensing Fee Limit	The covered expense for the dispensing fee portion of a prescription drug charge is limited to \$9.99	The covered expense for the dispensing fee portion of a prescription drug charge is limited to \$9.99	The covered expense for the dispensing fee portion of a prescription drug charge is limited to \$9.99
Hearing Aids	\$500 every 3 years	\$500 every 3 years	\$500 every 3 years
Custom-made Ear Plugs	Included	Included	Included
Custom-fitted Orthopedic Shoes	\$400 each calendar year	\$400 each calendar year	\$400 each calendar year
Custom-made Foot Orthotics	\$400 each calendar year	\$400 each calendar year	\$400 each calendar year
Myoelectric Arms	\$10,000 per prosthesis	\$10,000 per prosthesis	\$10,000 per prosthesis
External Breast Prosthetics	\$200 each calendar year	\$200 each calendar year	\$200 each calendar year
Surgical Brassieres	2 each calendar year	2 each calendar year	2 each calendar year
Mechanical or Hydraulic Patient Lifters	\$2,000 per lifter once every 5 years	\$2,000 per lifter once every 5 years	\$2,000 per lifter once every 5 years
Outdoor Wheelchair Ramps	\$2,000 lifetime	\$2,000 lifetime	\$2,000 lifetime
Blood-glucose Monitoring Machines	\$700 lifetime	\$700 lifetime	\$700 lifetime
Continuous Glucose Monitoring Machines including Sensors and Transmitters	\$4,000 each calendar year	\$4,000 each calendar year	\$4,000 each calendar year
Transcutaneous Nerve Stimulators	\$500 every 5 years	\$500 every 5 years	\$500 every 5 years
Extremity Pumps for Lymphedema	\$1,500 lifetime	\$1,500 lifetime	\$1,500 lifetime
Custom-made Compression Hose	2 pairs each calendar year	2 pairs each calendar year	2 pairs each calendar year
Stump Socks	5 pairs each calendar year	5 pairs each calendar year	5 pairs each calendar year
Wigs	\$300 each calendar year	\$300 each calendar year	\$300 each calendar year
Diagnostic X-rays and Lab Tests	\$500 each calendar year	\$500 each calendar year	\$500 each calendar year
Cataract Eye Wear (frames, lenses, or contact lenses)	Once per lifetime	Once per lifetime	Once per lifetime
Ostomy Supplies	Included	Included	Included
Incontinence Supplies	Included	Included	Included
Accidental Dental Injury Treatment	Included	Included	Included
Paramedical Expense Maximums			
Acupuncturists	\$100 each calendar year	\$100 each calendar year	\$100 each calendar year
Chiropractors	\$134 for the initial visit and \$70 per visit for subsequent visits to a maximum of \$250 each calendar year	\$134 for the initial visit and \$70 per visit for subsequent visits to a maximum of \$250 each calendar year	\$134 for the initial visit and \$70 per visit for subsequent visits to a maximum of \$250 each calendar year

	BASIC	OPTION 1	OPTION 2
	\$20 for x-rays combined with the calendar year maximum	\$20 for x-rays combined with the calendar year maximum	\$20 for x-rays combined with the calendar year maximum
Registered Massage Therapists	\$100 each calendar year	\$300 each calendar year	\$300 each calendar year
Naturopaths	\$100 each calendar year	\$300 each calendar year	\$300 each calendar year
Osteopaths	\$100 each calendar year \$20 for x-rays combined with the calendar year maximum	\$300 each calendar year \$20 for x-rays combined with the calendar year maximum	\$300 each calendar year \$20 for x-rays combined with the calendar year maximum
Physiotherapists	\$120 for the initial visit and \$65 per visit for subsequent visits to a maximum of \$1,000 each calendar year	\$120 for the initial visit and \$65 per visit for subsequent visits to a maximum of \$1,000 each calendar year	\$120 for the initial visit and \$65 per visit for subsequent visits to a maximum of \$1,000 each calendar year
Podiatrists/Chiropodists	\$100 each calendar year \$20 for x-rays by a licensed podiatrist combined with the calendar year maximum	\$300 each calendar year \$20 for x-rays by a licensed podiatrist combined with the calendar year maximum	\$300 each calendar year \$20 for x-rays by a licensed podiatrist combined with the calendar year maximum
Psychologists	\$100 each calendar year	\$300 each calendar year	\$300 each calendar year
Speech Therapists	\$100 each calendar year	\$300 each calendar year	\$300 each calendar year
Visioncare Expense Maximums			
Eye Examinations	1 every 24 months	1 every 24 months	1 every 24 months
Glasses, Contact Lenses and Laser Eye Surgery	Not covered	\$250 every 24 months	\$250 every 24 months
Contact Lenses for Special Conditions	Not covered	\$200 every 24 months	\$250 every 24 months
Healthcare Maximum	Unlimited	Unlimited	Unlimited
Global Medical Assistance (GMA) Expense Maximum	Not covered	See description	See description
Out of Country Maximums			
Emergency Care	Not covered	60 days per trip to a maximum of \$1,000,000 each calendar year	60 days per trip to a maximum of \$1,000,000 each calendar year
Non-Emergency Care	Not covered	\$50,000 each calendar year	\$50,000 each calendar year
Covered expenses will not exceed customary charges			
DENTALCARE			
Payment Basis	The dental fee guide in effect one year prior to the date treatment is rendered for the province in which treatment is rendered		
Deductible	Individual: \$25 each calendar year Family: \$50 each calendar year	Individual: \$25 each calendar year Family: \$50 each calendar year	Individual: \$25 each calendar year Family: \$50 each calendar year
The individual and family deductibles do not apply to Orthodontic expenses			
Reimbursement Levels			
Basic Coverage	80%	100%	100%

	BASIC	OPTION 1	OPTION 2
Major Coverage	50%	50%	50%
Orthodontic Coverage	Not covered	Not covered	50%
Plan Maximums			
Orthodontic Treatment	Not covered	Not covered	\$1,500 lifetime
Basic and Major Treatment			
If you were hired between January 1st - March 31st or after the 1st year of coverage	\$1,300 combined each calendar year	\$1,300 combined each calendar year	Basic – Unlimited
			Major \$1,500 every 12 months
- If you were hired between April 1st- June 30 th *	\$975 combined each calendar year	\$1,300 combined each calendar year	Basic - Unlimited
			Major \$1,500 every 12 months
- If you were hired between July 1st - September 30 th *	\$650 combined each calendar year	\$1,300 combined each calendar year	Basic - Unlimited
			Major \$1,500 every 12 months
If you were hired between October 1st - December 31 st *	\$325 combined each calendar year	\$1,300 combined each calendar year	Basic - Unlimited
			Major \$1,500 every 12 months
*On the next calendar year you will have \$1,300 combined each calendar year			
Late Applicant Restriction	\$100 for all eligible expenses for the first 12 months of coverage based on approval date, if you apply for coverage for yourself or your dependents more than 31 days after becoming eligible		
Covered expenses will not exceed customary charges			

****This schedule serves as a summary only. Complete details of the benefits plan can be found in the benefits plan booklet which is governed by the contract with the insurance company.****

SCHEDULE C

Summary of Part-Time Benefits (CUPE PEEL)

Reimbursement Level	100%
Basic Expense Maximums Public General Hospital, Convalescent or Rehabilitation	
Hospital	Semi-private room
Home Nursing Care	\$10,000 each calendar year
Chronic Care	\$3 per day to a maximum of 120 days each calendar year
In-Canada Prescription Drugs	Included
Sclerosing Solutions	\$40 per visit
Dispensing Fee Limit	The covered expense for the dispensing fee portion of a prescription drug charge is limited to \$9.99
Hearing Aids	\$500 every 3 years
Custom-made Ear Plugs	Included
Custom-fitted Orthopedic Shoes	\$400 each calendar year
Custom-made Foot Orthotics	\$400 each calendar year
Myoelectric Arms	\$10,000 per prosthesis
External Breast Prosthesis	\$200 each calendar year
Surgical Brassieres Mechanical or Hydraulic Patient	2 each calendar year
Lifters	\$2,000 per lifter once every 5 years
Outdoor Wheelchair Ramps	\$2,000 lifetime
Blood-glucose Monitoring Machines Continuous Glucose Monitoring Machines Including Sensors and Transmitters	\$700 lifetime \$4,000 each calendar year
Transcutaneous Nerve Stimulators	\$500 every 5 years
Extremity Pumps for Lymphedema	\$1,500 lifetime
Custom-made Compression Hose	2 pairs each calendar year
Stump Socks	15 pairs each calendar year
Wigs	\$300 each calendar year
Diagnostic x-rays and lab tests Cataract Eye Wear (frames, lenses or contact lenses)	\$500 each calendar year Once per lifetime
Ostomy Supplies	Included
Incontinence Supplies	Included
Accidental Dental Injury Treatment	Included
Paramedical Expense Maximums Acupuncturists	\$100 each calendar year
Chiropractors	\$134 for the initial visit and \$70 per visit for subsequent visits to a maximum of \$250 each calendar year \$20 for x-rays combined with the calendar year maximum
Registered Massage Therapists	\$100 each calendar year

Naturopaths	\$100 each calendar year
Osteopaths	\$100 each calendar year including \$20 for x-rays combined with the calendar year maximum
Physiotherapists	\$120 for the initial visit and \$65 per visit for subsequent visits to a maximum of \$1,000 each calendar year
Podiatrists/Chiropractors	\$100 each calendar year
	\$20 for x-rays by a licensed podiatrist combined with the calendar year maximum
Psychologists	\$100 each calendar year
Speech Therapists	\$100 each calendar year
Visioncare Expense Maximum	
Eye Examinations	1 every 24 months
Healthcare Maximum	\$50,000 lifetime

The Healthcare maximum does not apply to In-Canada Prescription Drug expenses

Dentalcare Covered expenses will not exceed customary charges

Payment Basis	The dental fee guide in <i>effect</i> one year prior to the date treatment is rendered for the province in which treatment is rendered
Deductibles	
Individual	\$25 each calendar year
Family	\$50 each calendar year
Reimbursement Levels	
Basic Coverage	80%
Major Coverage	50%
	\$1,300 each calendar year

Late Applicant Restriction

\$100 for all eligible expenses for the first 12 months of coverage based on approval date, if you apply for coverage for yourself or your dependents more than 31 days after becoming eligible.

****This schedule serves as a summary only. Complete details of the benefits plan can be found in the benefits plan booklet which is governed by the contract with the insurance company.****