

SOURCE	Board		
EFF.	98	01	01
TERM.	98	12	31
No. OF EMPLOYEES	5100		
NAME OF EMPLOYÉS	A.A.		



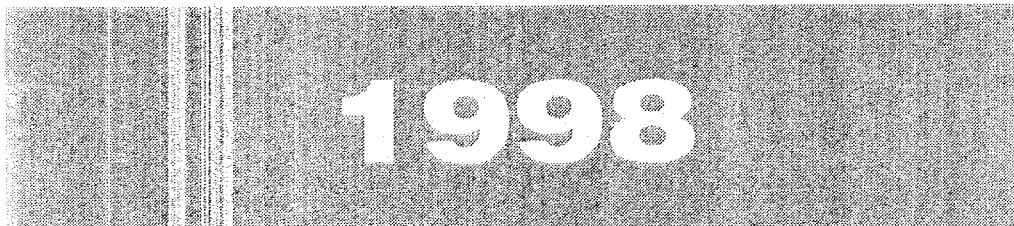
UNIFORM COLLECTIVE AGREEMENT

BETWEEN

TORONTO POLICE SERVICES BOARD

AND

TORONTO POLICE ASSOCIATION



(Handwritten signature)

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THIS COLLECTIVE AGREEMENT MADE THIS 25th DAY OF FEBRUARY, 1999

BETWEEN:

**TORONTO POLICE SERVICES BOARD
hereinafter called "THE BOARD"**

OF THE FIRST PART,

-and-

**TORONTO POLICE ASSOCIATION
hereinafter called "THE ASSOCIATION"**

OF THE SECOND PART.

Whereas the Parties have mutually agreed to enter into and execute this Collective Agreement defining, determining and providing for remuneration, benefits, pensions and working conditions of the members of the Toronto Police Force coming within the Uniform Branch as set out in Schedule "A" hereto.

Now, therefore, this Collective Agreement witnesseth that in consideration of the premises the Board and the Association hereby mutually agree and covenant as follows:

ARTICLE 1 - SCOPE

1:01 This Collective Agreement shall apply only to those members of the Toronto Police Service as set out in Schedule "A" hereto.

1:02 Provided at least 50 per cent of the members of the Force belong to the Association, the Board shall recognize the Association as the sole and exclusive bargaining agent for all members of the Service save and except the Chief, the Deputy Chiefs, and senior officers (as defined in s. 114 of the Police Services Act) represented by the Toronto Police Senior Officers' Organization.

ARTICLE 2 - DEFINITIONS

- 2:01 Except where a contrary intention appears,
- (a) "Chief of Police" means the Chief of Police, from time to time, of the Toronto Police Service.
 - (b) "Force" means the Toronto Police Force.
 - (c) "Member" means a person holding a rank or classification as set out in Schedule "A" to this Collective Agreement.
 - (d) "Service" or "length of Service" shall include service with the Police Force as well as with the former Municipality of Metropolitan Toronto Police Force.

ARTICLE 3 - MANAGEMENT RIGHTS

- 3:01 (a) The Association and its members recognize and acknowledge that, subject to the provisions of the Police Services Act and the Regulations thereto, it is the exclusive function of the Board to:
- (i) maintain order, discipline and efficiency;
 - (ii) discharge, direct, classify, transfer, promote, demote or suspend, or otherwise discipline any member;
 - (iii) hire.
- (b) If a member claims that the Board has exercised any of the functions outlined in paragraph (a) (ii) in a discriminatory manner or without reasonable cause, then such a claim may be the subject of a grievance under the provisions of the grievance procedure outlined in this Collective Agreement or dealt with under procedures within the exclusive jurisdiction of the Ontario Civilian Commission on Police Services, as prescribed by the Police Services Act.
- (c) The Board agrees that it will not exercise any of the functions set out in this Article in a manner inconsistent with the provisions of this Collective Agreement or the Police Services Act of Ontario and the Regulations thereto.

- 3:02 Nothing in this Collective Agreement shall be construed as imposing any personal liability upon an individual who, from time to time, is a member of the Board.

ARTICLE 4 - SALARIES

- 4:01 Subject to the exceptions set out below, the salary to be paid to each member shall be in accordance with the rate of pay for each rank as set forth in Schedule "A" annexed hereto and forming part of this Collective Agreement, such salaries being in accordance with the differentials set out in the said schedule.
- (a) A member promoted to the rank of Sergeant shall serve a probationary period of one year from the date of such appointment.

ARTICLE 5 - HOURS OF WORK AND PREMIUM PAY PROVISIONS

- 5:01 (a) A regular tour of duty shall consist of eight consecutive hours of work. Where a member on such regular tour of duty is required by his/her supervisory officer to terminate his/her tour of duty before the completion of eight hours he/she shall receive no less than eight hours of pay for such tour.
- (b) Each member shall report for duty at least fifteen minutes prior to the commencement of his/her tour of duty, which time shall not be included in computing the duration of such period.
- (c) Each member's normal week shall consist of five tours of duty and two days off which shall, subject to the requirements of the service, (which said requirements shall be subject to question in any grievance procedure) be consecutive.
- (d) Each member shall be assigned a lunch period to commence after the completion of two and one-half hours of duty and be completed before the completion of six hours of duty. When the requirements of the service do not permit the taking of an assigned lunch period the member and his/her supervisory officer may agree upon some other period during the said tour or the member shall be credited with one hour at straight time.
- (e) Where the requirements of the service only permit a member to take one-half hour or less for lunch, the member shall be credited with one-half hour at straight time.

- (f) A member who is granted permission to be excused from duty in accordance with the lieu time provisions of the Collective Agreement after having completed four hours of duty shall have lieu time debited for four hours and shall be credited with one hour at straight time for the lunch hour not taken.

5:02 Subject to the requirements of the service, in the discretion of the Chief of Police:

- (a) The normal tours of duty will be as follows:

First Tour 12:01 a.m. - 8:00 a.m.
Second Tour 8:00 a.m. - 4:00 p.m.
Third Tour 4:00 p.m. - 12:00 midnight,

provided that the Chief of Police shall continue to have the right to change the starting time of a tour of duty.

- (b) A member assigned to rotating shifts shall regularly rotate from one shift to another so that an equal amount of time will be spent by a member on each shift, providing, however, that by mutual agreement between a member and the Officer in Charge of his/her Unit of command, a member may spend more time on one shift than any other.

5:03 When a member is required to be on duty one-quarter hour or more in excess of such member's daily tour of duty, such member shall receive lieu time as provided in clause 5:05, or pay calculated at the rate of one and one-half times the member's rate of pay for time worked in excess of such daily tour.

5:04 (a) For the purpose of this clause "callback" is defined as the callback of a member after he/she has reported off duty and before his/her next following tour of duty, and shall include the attendance of a member:

- (1) (i) at courts during his/her off duty hours including lieu time hours or
- (ii) on an overtime assignment separated by time off from his/her regular tour.

Such member shall be granted lieu time, as provided in clause 5:05, or pay calculated at the rate of one and one-half times the member's rate of pay for all hours of duty in such callback with a minimum of 3 hours' pay or time off in lieu thereof at the time and one-half rate for each such callback.

- (2) (i) at courts during his/her regularly scheduled days off or
 (ii) performing duty on regularly scheduled days off.

Such member shall be granted lieu time, as provided in clause 5:05, or pay calculated at the rate of one and one-half times the member's rate of pay for all hours of duty in such callback with a minimum of 4 hours' pay or time off in lieu thereof at the time and one-half rate for each such callback.

- (b) An appearance under subpoena at a Workplace Safety & Insurance Board (W.S.I.B) Hearing, Criminal Injury Compensation Board Hearing, Public Inquiries Act Hearing and Coroner's Inquest, or at an administrative tribunal hearing where the testimony he/she is required to give relates to the performance by the member of his/her duties as a police officer (**but** such administrative tribunal shall not include any arbitration under this Collective Agreement or the Police Services Act or any hearing under Part V, the Police Services Act) shall be deemed to be an appearance at Court.

NOTE: There is no intent in paragraph (b) above to alter the compensation practices of officers attending disciplinary hearings or Public Complaint hearings.

- (c) With the consent of the Chief of Police and by the mutual consent of the member and his/her Unit Commander, a member may be excused from duty on the first tour of duty when he/she has been required to make two or more appearances in Court immediately preceding the first tour of duty.
- (d) (i) A member who is required to attend court during his/her vacation shall be granted two days off for each day or part thereof spent in court.
 (ii) If such appearance is outside of the City Toronto this clause will only apply if the member has notified his/her Unit Commander as soon as possible after being made aware of such required court attendance.
 (iii) In addition, when the member must travel to court from a place other than his/her normal place of residence, on a day other than the day of court attendance, he/she shall be granted equivalent time off to a maximum of eight hours for each day spent travelling. The member shall be reimbursed for any reasonable travelling expenses, except where the trip is made to or from the normal place of residence.

- (iv) The provision of this clause shall not apply where a member schedules his/her vacation or by agreement with his/her Unit Commander amends his/her vacation period after the member is aware that he/she will or may be required to attend court during such period. Such court appearance will be deemed to be an appearance at court during his/her regular days off. However, if in scheduling the initial vacation a member cannot select a one week period during which he/she has no court appearance during the months of June, July or August, provided the member has enough seniority to so select, the provisions of this clause will still apply.
- (e) (i) In the event that a scheduled court appearance is cancelled after 2300 hours of the day preceding the scheduled court appearance the officer shall be entitled to one-half of the callback allowance that would otherwise be payable.
- (ii) A member who is not notified of the cancellation of his/her scheduled court appearance and who attends at his/her unit immediately prior to the court appearance or at court shall be entitled to the appropriate court attendance allowance under this section 5:04.
- (f) In lieu of the provisions of clause 5:04(a), a member with a scheduled court appearance within 4 hours of the completion of his/her tour of duty, may elect to remain on duty during such interim period and shall be entitled in respect of the court appearance and interim period (if any) between the court appearance and the tour of duty to payment in accordance with the overtime provisions of clause 5:03.

A member making such election must advise the officer in charge of his/her election prior to the commencement of his/her tour of duty.

A member electing to remain on duty pursuant to this paragraph is ineligible for a callback in respect of any court appearance which commences within three hours of the member's first scheduled court appearance that day.

- (g) A court appearance by a member on maternity leave or parental leave is to be treated as a court appearance on a regularly scheduled day off and the member can elect cash or lieu time in respect thereof except where the court appearance is made during a period in respect of which a supplementary unemployment benefit applies. In such cases, members shall be credited with lieu time for use following their return to work. If a

member does not return to work, the lieu time credit shall be paid out in cash.

5:05 A member may elect lieu time instead of payment for overtime, including callbacks, in accordance with the following procedure:

- (a) Upon completion of such overtime worked by a member, such member shall indicate to his/her Officer in Charge whether the member elects to be paid for such overtime or to take time off in lieu thereof. The Officer in Charge shall enter the member's election in the records provided therefor.
- (b) Periods of overtime for which a member elects to be paid shall be accumulated for one calendar month and the total so accumulated shall be paid for during the next following calendar month.
- (c) Periods of overtime which the member has elected to take as lieu time off shall be allowed to accumulate, and for every one hour of lieu time so accumulated, the member shall be entitled to take one and one-half hours off, provided that such time must be taken at a time agreed upon between the member and the Unit Commander. Lieu time may be taken as part of a day or a whole day.

- 5:06 (a) All lieu time shall be recorded in the member's lieu time register. The Parties agree that lieu time should be used as soon as practicable after the time is accumulated. Lieu time to the credit of any member which exceeds eighty hours of accumulation on the last day of the month of February, May or August shall be paid on the pay day nearest the end of the following month, or which exceeds forty hours on the last day of November, shall be paid for before the end of the following month. For the purpose of this clause, lieu time includes all time accumulated under clause 5:01 for lunch hours worked, clause 5:05 for overtime and callbacks, and clause 9:04 for Statutory Holidays worked.
- (b) A member with the concurrence of his/her Unit Commander may request in writing by November 1st that he/she retain eighty hours in the lieu time bank at the end of November of any year provided that the excess of forty hours will be utilized prior to the end of February of the next year. Such request setting out when the excess hours are to be utilized must be approved by the Director of Human Resources whose determination will be made by November 15th.
 - (c) Members may elect to reduce their lieu time balance to 20 hours or to zero hours on the last day of November of each year.

- 5:07 All witness fees, exclusive of transportation allowance, received by any member attending, either on or off duty, any court shall be forfeited to the Treasurer of the City of Toronto where such member is entitled to payment from the Board for such court appearance.
- 5:08 A member who is assigned to perform all the regular duties of a higher rank for a temporary period of not less than one full tour of duty in each assignment, shall receive salary at the lowest rate of such higher rank for the entire period he/she is so assigned. A member who is authorized to work through the lunch hour and to leave an hour before the normal end of duty is nevertheless entitled to the higher rate.
- 5:09 (a) Pay cheques or pay stubs for members on electronic bank deposit shall be made available to all members in all units not later than 7:00 a.m. on pay day.
- (b) For members hired after July 1, 1989 and for other members who so elect, compensation shall be paid by means of an electronic bank deposit to a financial institution of the members' choice provided the institution is a member of the Canadian Payment Association.
- (c) Pay stubs for members on electronic bank deposit shall be made available to all members in all units not later than 7:00 A.M. on payday.
- 5:10 A member shall receive:
- (a) An additional allowance of fifteen cents per hour for all hours worked during a shift which commences after 10:00 a.m. and at or before 6:00 p.m.
- (b) An additional allowance of thirty cents per hour for all hours worked during a shift which commences after 6:00 p.m. on one day and at or before 4:30 a.m. on the following day.
- (c) The payment of any shift premium shall be in addition to any overtime payment entitlement, but it shall not be included for the purpose of calculating overtime pay.
- 5:11 For the purpose of calculating overtime and callback payments or lieu time, such calculations shall be taken to the nearest half hour, i.e.

Time Worked**Time Credited**

(At appropriate rate)

0-14

Nil

15-44	30 minutes
45-1 hour 14 min	1 hour etc.

- 5:12 No deduction will be made from pay and no overtime payment will be made for the short tour worked or the additional hour worked as a result of the changeover to Daylight Saving from Standard Time, and vice versa.
- 5:13 Where a member who is not absent from work for sickness or otherwise is ordered to attend Medical Advisory outside his/her scheduled duty hours, the member,
- (i) if his/her attendance immediately precedes or immediately follows his/her scheduled duty hours, shall be paid at time and one-half for the time of his/her attendance (including any necessary travel time outside his/her scheduled duty hours to and from his/her regular place of work); or
 - (ii) Otherwise, shall be paid three hours at time and one-half his/her straight time hourly rate or time off in lieu thereof.

For the purpose of this clause a member scheduled to work the day of attendance at the Medical Advisory is not absent from work for sickness or otherwise during such day.

ARTICLE 6 - CLOTHING EXPENSE REIMBURSEMENT

- 6:01 (a) On the submission of appropriate receipts for clothing required for the performance of his/her duty, each member who is required to perform police duties in plainclothes shall be reimbursed for such expenditure not to exceed \$950.00 per annum if he/she performs such duties for a full calendar year and shall be issued vouchers for the cleaning of plainclothes. If he/she performs such duties for less than a calendar year but for thirty (30) days or more in that year, he/she shall receive a proportionate part of the aforesaid reimbursement in the same ratio that his/her time so spent bears to the calendar year.
- (b) A member who purchases plainclothes for an amount greater than that which he/she can claim in a calendar year may carry over the balance and claim it in the next succeeding calendar year provided the total amount in the succeeding calendar year does not exceed the annual maximum allowed for that year.
- 6:02 The clothing expense reimbursement to be paid to a member as provided in clause 6:01 above shall be paid in two installments. The first such installment, covering

the period January to June, shall be paid in July. The second installment, covering the period July to December, shall be paid in January of the following year.

- 6:03 Each member who is not in receipt of a clothing expense reimbursement shall be issued two pairs of either boots or shoes which shall be replaced by the Board when necessary. The issuance of either boots or shoes shall be in accordance with the determination of the member's superior officer as to what is adequate or required by the particular duty of the member.
- 6:04 Each member who is not in receipt of a clothing expense reimbursement shall be issued vouchers for the cleaning of his/her uniform in accordance with clause 6:05 and at such times as are warranted by extraordinary wear and tear, occasioned in the line of duty.
- 6:05 Thirty cleaning vouchers will be issued quarterly for the purpose provided in clauses 6:01 and 6:04 above. These vouchers may be redeemed as follows:

<u>Article of Clothing</u>	<u>Vouchers Required</u>
Tunics or Jackets	1
Trousers	1
Riding Breeches	1
Shirts (2 for 1 voucher)	1
Blouses (2 for 1 voucher)	1
Ties (2 for 1 voucher)	1
Long Riding Coat	3
Top Coats	2
Dress	2
Skirt	1
Sweater	1
Suit (2 piece)	2
Suit (3 piece)	3
Uniform Reefers	2

ARTICLE 7 - VACATIONS

- 7:01 (a) A member shall be eligible for vacation on the following basis:
 - (i) following the completion of one year of service - 2 weeks' vacation;
 - (ii) following the completion of three years of service - 3 weeks' vacation;

- (iii) following the completion of nine years of service - 4 weeks' vacation;
- (iv) following the completion of sixteen years of service - 5 weeks' vacation;
- (v) following the completion of twenty-two years of service - 6 weeks' vacation;
- (vi) following the completion of twenty-eight years of service - 7 weeks' vacation.

(b) A member who is qualified for two weeks vacation entitlement under clause 7:01 (a) (i) shall thereafter as of January 1st of each year be entitled to receive vacation for which he/she will be eligible during the year provided that in any year such member ceases employment with the Force prior to his/her anniversary date (other than by retirement on pension) his/her vacation pay will be readjusted on the basis of the amount of time employed in the twelve months prior to such anniversary date in accordance with clause 7:04.

7:02 For the purpose of determining entitlement in clause 7:01, absence without pay in excess of forty work days in a calendar year shall reduce the vacation entitlement. The entitlement will be the result of a fraction of the days paid over the normal work days in a calendar year times the vacation entitlement provided in clause 7:01 rounded to the nearest full day.

7:03 The vacation pay provisions of this article shall be no less than the vacation pay provisions of the Employment Standards Act of Ontario. For the purpose clause the vacation payment provisions of the ~~Employment Standards Act~~ shall be calculated on a calendar year basis.

7:04 (a) Where a member leaves the Force after his/her anniversary date in that calendar year and prior to receiving his/her vacation entitlement, such member shall be given vacation pay on account of such service in accordance with clause 7:01.

(b) Where a member leaves the Force prior to his/her anniversary date, such member shall be entitled to receive vacation pay for the period of service between his/her previous anniversary date and the date employment ceases on the following basis:

- (i) If less than one year's service on date of leaving, one day's pay for each completed thirty-six calendar day period of service.

- (ii) If entitled to two weeks' vacation on the previous anniversary date, one day's pay for each completed thirty-six calendar day period of service.
 - (iii) If entitled to three weeks' vacation on the previous anniversary date, one day's pay for each completed twenty-four calendar day period of service.
 - (iv) If entitled to four weeks' vacation on the previous anniversary date, one day's pay for each completed eighteen calendar day period of service.
 - (v) If entitled to five weeks' vacation on the previous anniversary date, one day's pay for each completed fourteen calendar day period of service.
 - (vi) If entitled to six weeks' vacation on the previous anniversary date, one day's pay for each completed twelve calendar day period of service.
 - (vii) If entitled to seven weeks' vacation on the previous anniversary date, one day's pay for each completed ten calendar day period of service.
- (c) If a member dies prior to his/her anniversary date, such member shall have paid to his/her estate an amount equivalent to the appropriate pro rata entitlement under (i), (ii), (iii), (iv), (v), (vi) or (vii).
- (d) Any amount of vacation overpayment shall be deducted from any monies owing to the member or his/her estate.
- (e) A member who retires on pension shall, in the calendar year in which he/she retires, be entitled to the vacation benefits set out below in lieu of the provisions of clauses 7:04 (a) and (b) above:
- (i) The vacation benefit to which his/her years of service entitle him/her according to the schedule set out in clause 7:01 (a), and for that purpose his/her years of service shall be calculated to his/her anniversary date in the year of his/her retirement regardless of whether he/she retires before or after the anniversary date;
 - (ii) In addition to the vacation benefit specified in sub-clause (i) above, a vacation accrual based on the pro rata formula set out in clause 7:04 (b), provided, however, that such accrual shall be calculated

from January 1st of his/her retirement year to the date of his/her retirement.

The benefits provided in (i) and (ii) above shall be granted as pay or time off at the discretion of the Chief of Police.

- (f) A member who leaves the Force and who commenced employment with the Force as a Uniform member during the period June 7, 1976 to December 31, 1978 inclusive shall be entitled to the greater of the vacation termination benefits set out above or,
 - (i) The vacation benefit to which his/her years of service entitle him/her according to the schedule set out in clause 7:01 (a), and for that purpose his/her years of service shall be calculated to his/her anniversary date in the year of his/her retirement regardless of whether he/she leaves before or after the anniversary date. However, when a member terminates before his/her anniversary date, such calculation shall not apply for the purpose of entitling the member to an additional week of vacation for the year of his/her retirement.
 - (ii) In addition to the vacation benefits specified in sub-clause (i) above, a vacation accrual based on the pro rata formula set out in clause 7:04 (b), provided, however, that such accrual shall be calculated from January 1st of the year in which he/she is terminating to the date of his/her termination.
- 7:05 (a) A member shall be permitted to divide his/her vacation entitlement into one week periods provided each such period shall be considered a vacation draw.
- (b) A member shall, prior to the commencement of any vacation period, receive the pay cheque or cheques which would be due to him/her on the normal pay days occurring within any such vacation period, providing that such vacation period is of at least one week's duration.
- (c) A member who at the time of his/her vacation draw is assigned to a function where the opportunity to accumulate lieu time is restricted and who is eligible for three or more weeks of vacation may elect to assign one week of vacation eligibility to lieu time, which time shall be utilized in accordance with the lieu time clauses of the Collective Agreement.
- 7:06 Vacations shall be taken by members in each rank in order of seniority based on the total length of service.

- 7:07 (a) A member who is hospitalized or confined to his/her residence as a result of an illness or injury (other than one occasioned by or as a result of his/her duty, as provided under Article 13 hereof), at the time of commencement of his/her scheduled vacation shall have his/her vacation re-scheduled, provided the vacation as re-scheduled is taken before March 31st of the next calendar year.
- (b) If a member does not return from his/her sick leave prior to the said period, the sick leave will be interrupted in order that the vacation may be completed before the aforesaid March 31st.

ARTICLE 8 - PENSIONS

- 8:01 (a) Each member who joined the Force prior to July 1, 1968, shall be entitled, on his/her retirement, or his/her dependents on his/her death, to the benefits as set forth in the By-law of the City of Toronto consisting of By-Law 181-81 of the former Municipality of Metropolitan Toronto, as amended, being a By-law to provide pensions and death benefits to members of the Toronto Police Force.
- (b) The benefits provided under by-law 181-81 as amended to the date of this Agreement, form part of this Agreement and are to continue to apply to and be in force and effect with respect to the Members covered by the said by-law during the term of this Agreement, and if such By-law is amended or repealed, without the consent of the Association, during the term of this Agreement so as to alter, reduce or discontinue the benefits provided thereunder, the Board is to continue such benefits and pay such benefits as if such amending or repealing By-law had not been enacted.
- 8:02 Each member who joined the Force on or after July 1, 1968, shall be entitled, on his/her retirement, or his/her dependents on his/her death, to the basic benefits for normal retirement at age 60 set forth in the Ontario Municipal Employees Retirement System plus the following additional benefits:
- (a) An earned pension without actuarial reduction upon completion of thirty years of service as a Police Officer:
- or
- (b) An earned pension without actuarial reduction if he/she is declared by the Board to be unable to perform the duties of his/her employment due to mental or physical incapacity within ten years of normal retirement age.

- (c) The regular contribution for the provision (a) and (b) above is to be met equally by the member and the Board.

8:03 The Board has placed One Hundred Thousand Dollars in a fund to be administered by the Trustees of the Toronto Police Benefit Fund as set out in the Memorandum of Understanding dated May 12, 1977. The Trustees will continue to determine the rules and regulations of the Fund, but the objectives will be to provide a supplement to existing governmental payments (C.P.P., W.S.I.B.) and pension plan payments (O.M.E.R.S., Toronto Police Benefit Fund, Toronto Pension Plan) due to such dependents on the member's death, so that the disposable after tax income of the surviving dependents will be approximately one hundred percent of the disposable after tax income of the deceased member, based on the salary for the deceased member at the time the payments are made. For this purpose salary shall include the premium costs of the Ontario Health Insurance Plan O.H.I.P., the Semi-Private and Comprehensive Medical Plans and the Dental Plan. The Trustees will continue to have the right to adjust the amount depending on the circumstances of the individual case from time to time. The adequacy of the Fund will be reviewed from time to time.

- 8:04 (a) The coverage under this Article shall only be furnished provided:
- (i) such coverage is not provided at the retired member's or retired member's spouse's place of employment. Upon termination of a period of ineligibility resulting from the fact that some or all of the coverage has been provided at the retired member's or retired member's spouse's place of employment the retired member may apply or re-apply for all or the remainder of the benefits under this clause 8:04, to which he/she is entitled;
 - (ii) these benefits do not apply to dependents other than spouse and an invalid dependent child of the member (as defined in the applicable insurance contract) and provided that the member (or spouse) remains covered under the terms of this clause and such benefits are not available to the invalid dependent child from another source without cost to the member;
 - (iii) premium payments cease when the member attains age 65. If the retired member dies or receives such benefits (i.e. has coverage hereunder) until age 65 and dies thereafter, his/her surviving spouse will be eligible for such coverage until the earlier of such surviving spouse attaining age 65 or the coverage to the member and surviving spouse has continued for a total of 120 months;

- (iv) the retired member (or spouse) resides in Canada but, if resident outside Ontario, the member or dependent shall be entitled to the insured benefits only to the extent that equivalent benefits are not available to the member or dependent under the provincial/territorial medicare plan in the province/territory in which the member or his/her dependent resides. This requirement shall be waived with respect to the \$5,000 paid up life insurance policy described in the clauses (b)(ii), (c)(ii), (d)(i) and (e)(i); and
 - (v) ninety (90) days prior to the commencement of the coverage the member must make written application to the Board for this coverage.
- (b) For members retiring under the Benefit Fund with 25 or more years of service but less than 30 years of service
- (i) the member may elect (irrevocable for a specified term) to be covered for semi-private hospitalization insurance (clause 11:03) and/or basic dental services by paying the required premium at the retiree group rate for such coverage; and
 - (ii) when the member's years of service and years of retirement total 30, the Board shall pay 100% of the cost of premiums for comprehensive medical insurance (clause 11:04) and the member (but not his spouse or any other dependent) will be provided by the Board with a \$5,000 paid up life insurance policy (any existing life insurance provided by the Board and continued after retirement shall be reduced by such \$5,000);
- (c) For those members retiring with less than 30 years of service and whose combination of years of age and years of credited service total not less than 85 and who qualify for early retirement and an unreduced pension under the Benefit Fund or OMERS Plan
- (i) the Board shall pay 100% of the cost of premiums for semi-private hospitalization insurance (clause 11:03) and dental insurance (clause 11:06) but in no event to exceed a period of 180 months; and
 - (ii) when the member's years of service and years of retirement total 30, the Board shall pay 100% of the cost of premiums for comprehensive medical insurance (clause 11:04) and the member (**but** not his spouse or any other dependent) will be provided by the Board with a \$5,000 paid up life insurance policy (any existing life

insurance provided by the Board and continued after retirement shall be reduced by such \$5,000);

- (d) For members who qualify for early retirement and an unreduced pension under the Benefit Fund or OMERS Plan and who have no less than 30 years of credited service, and for members who are on a disability pension under the Benefit Fund or OMERS (without minimum age and/or service restriction),
 - (i) notwithstanding clause 8:04(a), the member (but not his spouse or other dependent) will be provided by the Board with a \$5,000 paid up life insurance policy (any existing life insurance provided by the Board and continued after retirement shall be reduced by such \$5,000); and
 - (ii) the Board shall pay 100% of the cost of premiums for comprehensive medical insurance (clause 11:04); and
 - (iii) the Board shall pay 100% of the cost of the premiums for semi-private hospitalization insurance (clause 11:03) and dental insurance (clause 11:06) but in no event to exceed a period of 180 months for those to whom (i) above applies.
- (e) For those members retiring on or after July 1, 1991 whose combination of years of age and years of credited service is not less than a total of 85 and who qualify for early retirement and an unreduced pension under the benefit fund or OMERS shall be provided, until the member reaches 65 years of age but in no event for a period in excess of 180 months, with
 - (i) a \$5,000.00 paid up life insurance policy (any existing life insurance provided by the Board and continued after retirement shall be reduced by such \$5,000.00), and
 - (ii) the Board shall pay 100% of the cost of premiums for comprehensive medical insurance (clause 11:04).
 - (iii) the Board shall pay 100% of the cost of premiums for semi-private hospital insurance (clause 11:03) and dental insurance (clause 11:06).

ARTICLE 9 - STATUTORY HOLIDAYS

9:01 Every member shall be entitled to the following statutory holidays:

- (a) New Year's Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day, and Boxing Day.
 - (b) In addition to the holidays provided in (a) above, every member who has completed six months' service on June 1st of any year shall, on that date, have credited to his/her lieu time bank one day's credit at straight time (i.e. eight hours) and every member who has completed six months' service on October 1st of any year shall, on that date, have credited to his/her lieu bank one day's credit at straight time similarly calculated, such time in each case to be used in accordance with the lieu time provisions of the Collective Agreement.
 - (c) A member, to qualify for payment of a holiday in (a) and (b) above, must be in receipt of some salary including sick pay under clause 12:06 in respect to the two clear calendar months immediately preceding such holiday.
- 9:02 When any of the above holidays falls on a Saturday or Sunday, the Friday preceding or the Monday succeeding such holiday shall be designated by the Board as the day of observance of such holiday, and it is agreed that any premium payable for working on such designated holiday shall not apply to such Saturday or Sunday.
- 9:03 Each member who is not required to work on a day so designated as a holiday shall be entitled to and shall be paid by the Board his/her regular rate of pay for each designated holiday not so worked.
- 9:04 When a member is required to be on duty on a Statutory Holiday or on a day designated for the observance of a Statutory Holiday, he/she shall be entitled to receive a day's pay in lieu of the Statutory Holiday and in addition he/she shall be granted lieu time as provided in clause 5:05 or pay calculated at the rate of one and one-half times the member's rate of pay for all hours worked on such day.
- 9:05 Provided that a member who is entitled to overtime pay or time off in lieu thereof, as a result of working overtime in the same week he/she has been assigned to work on a Statutory Holiday, shall be entitled to receive both the payments or time off in lieu as provided in clause 9:04, and the payments or time off in lieu for overtime as provided in Article 5 of the Collective Agreement, whether the overtime has been caused by working on the Statutory Holiday or otherwise
- 9:06 Subject to the requirements of the service, when scheduling members for duty on a Statutory Holiday preference shall be given to those members required to be on duty both the day before and the day after such holiday.

ARTICLE 10 - ASSOCIATION MEMBERSHIP AND CHECK-OFF

- 10:01 A member who was not a member of the Association on June 30, 1969, shall not be obliged to pay the prescribed dues to the Association as a condition of employment.
- 10:02 A member who was a member of the Association on June 30, 1969, shall be obliged to pay the prescribed dues to the Association as a condition of employment but shall not be obliged to pay any assessments levied by the Association on any of its members which may be in excess of the prescribed dues unless he/she remains as a member of the Association.
- 10:03 A member who joined the Force on or after July 1, 1969, shall be obliged to pay the prescribed dues to the Association as a condition of employment but shall not be obliged to pay any assessments levied by the Association on any of its members which may be in excess of the prescribed dues unless he/she becomes a member of the Association.
- 10:04 The Board will deduct from the regular pay of each member of the Association such dues and assessments as the Association may, from time to time, levy in accordance with the By-laws of the Association and continue to make such deductions until this Collective Agreement is terminated or the member ceases to be a member of the Association, whichever occurs first.
- 10:05 The Board will deduct from the regular pay of each member who is not a member of the Association, but to whom clause 10:02 or clause 10:03 of this Article apply, such dues as the Association may, from time to time, levy in accordance with the By-laws of the Association.
- 10:06 Within a reasonable time after the making of each such deduction, pay the sum so deducted to the Association.
- 10:07 The actual costs to the Board, from time to time, during the currency of this Collective Agreement of carrying out such arrangements shall be paid by the Association to the said Board upon receipt of accounts therefor from the Board.

ARTICLE 11 - WELFARE AND GROUP LIFE INSURANCE

- 11:01 A member shall be entitled to the benefits of this Article 11
- (a) from the first of the month next following the month in which six months of employment have been completed;

- (b) until the end of the month in which employment terminates in the case of OHIP and Supplementary Hospital coverage, and until the end of the month next following the end of the month in which a member's employment terminates in all other cases.
- 11:02 The Board shall pay one hundred percent of the Single Premium or the Family Premium, as the case may be, for any such member who is eligible for and entitled to receive insured services under the Ontario Health Insurance Plan, established pursuant to the Health Services Insurance Act and with respect to whom the Board is required to remit a premium pursuant to the provisions of such Act.
- 11:03 (a) The Board shall continue to contract with an insurance carrier for the purpose of supplementing the insured services referred to in clause 11:02 by providing accommodation at the semi-private ward level for any member including a member on W.S.I.B benefits to whom such clause is applicable and the Board shall pay one hundred percent of the Single Premium or the Family Premium, as the case may be, for such plan.
- (b) A member, at his/her option, may be covered by the provisions of this clause during his/her first six months of employment, provided such member pays the required premiums.
- 11:04 The Board shall continue to contract with an insurance carrier to provide a comprehensive medical insurance plan with a \$10.00/\$20.00 deductible provision and the Board shall pay one hundred percent of the Single Premium or the Family Premium, as the case may be, for such plan.
- 11:05 (a) The Board shall provide every member, by contract with an insurer licensed under the insurance Act of Ontario and selected by the Board, with group life insurance in an amount equal to two times the annual salary of each member, for the member's rank in effect at the time of death, such amount of insurance to be rounded to the nearest \$1,000.00.
- (b) The Board shall provide every member with the normal provisions relating to coverage for accidental death and dismemberment coverage.
- (c) The Board shall pay one hundred percent of the premium for such group life insurance and accidental death and dismemberment coverage.
- 11:06 (a) The Board shall continue to contract with an insurance carrier to provide a dental plan providing for the payment of benefits as set out in a dental plan agreement signed by the Parties. The plan shall provide for the dental procedures to be paid in accordance with the Ontario Fee Guide for Dental Practitioners in effect at the time the service is rendered.

(b) The Board shall pay one hundred percent of the Single Premium or the Family Premium, as the case may be, for such plan.

(c) The plan shall be mandatory for every eligible member.

11:07 The insurance policies for coverage provided in clauses 11:03, 11:04 and 11:06 will provide for "over-age" dependent insurance.

An "over-age" dependent is defined as follows:

An "over-age dependent" is defined to be an unmarried child of a member, twenty-one years of age or over, who is a full-time student attending an educational institution or on vacation therefrom and who is dependent for support on such member, excluding always:

(a) any person who is otherwise covered for benefits under the Policies, and

(b) any person whose evidence of insurability furnished in accordance with the provisions of the Policy is not accepted as satisfactory to the Insurance Company.

An over-age dependent shall become eligible to be insured on the attainment of twenty-one years of age, or on the date of enrolment as a student at an educational institution, if such dependent be over twenty-one years of age on that date. If application is not made for Over-Age Dependent Insurance within 31 days of the date of becoming eligible, evidence of insurability satisfactory to the Insurance Company will be required.

11:08 The Board may, at any time, substitute another carrier for any benefits in Article 11 (other than O.H.I.P.) provided that the benefits afforded thereby are not decreased. Such substitution will not occur on less than sixty days notice to the Association.

11:09 The Board shall pay the premium and be responsible for maintenance of coverage for insurance coverages provided in this Article for the first seventeen (17) consecutive weeks, during which the member is absent without pay as a result of maternity leave or adoption leave.

ARTICLE 12 - SICKNESS AND SICK PAY CREDITS

12:01 Each member shall receive a gross credit of one and one-half days for each unbroken month of service with the Force, such credit to be cumulative. For the

purpose of this clause, service shall not be broken by a member's absence from duty caused by illness, except as provided in clause 12:02 hereof or by injury or accident occurring while on duty or by holidays, vacations or days off or by leave of absence while on military service as provided in clause 17:07 or by disciplinary suspension provided the member has worked some portion of said month.

- 12:02 Where a member is absent on account of illness and his/her cumulative sick pay credit has been exhausted, he/she shall not receive sick pay credits for the month in which he/she was so absent.
- 12:03 Sick pay credits shall be cumulative as from the beginning of the first complete calendar month after the commencement of duties.
- 12:04 A member shall not be entitled to receive sick pay in advance of any credit he/she may earn in the current month; such credit becomes available only on or after the first day of the following month.
- 12:05 Every member, on the first of the month following completion of six months of service shall be eligible to receive sick pay, at full salary, for any time lost by reason of illness or injury to the full extent of sick pay credits available to him/her at the time of each absence, except where an award is made under the W.S.I.B.
- 12:06 (a) The number of days for which a member receives "sick pay" shall be deducted from his/her cumulative sick pay credit, but no deduction shall be made on account of any day on which a member would normally be entitled to be off work. Absence on account of ill for less than a full day shall be deducted on the following basis:
- 2 hours or more but less than 4 hours - .25 day;
- 4 hours or more but less than 6 hours - .50 day;
- 6 hours or more but less than 8 hours - .75 day.
- (b) For any time lost by reason of having to care, because of an urgent situation where no reasonable alternative is available, for an ill or injured dependent a member may use a maximum of three days 24 hours per calendar year of sick pay credits (part days to be calculated as under clause 12:06 (a)) provided sick pay credits are available to him/her at the time. A member who makes use of this provision has an obligation to make other arrangements for the care of the dependent at the earliest reasonable opportunity. "Dependent" means a member of the member's immediate family who, by reason of age or infirmity, is dependent upon the member for daily care and supervision.

- 12:07 If any member resigns from the Force or is discharged for cause and later returns to the Force, he/she shall be considered a new member for the purposes of the cumulative sick pay credit plan.
- 12:08 Every member who is unable to report for duty by reason of sickness shall immediately cause his/her Station or Division office to be so notified.
- 12:09 (a) The Medical Advisor shall have medical charge of every member who, on account of illness, injury or other physical or mental disability, is unable to do his/her police duties, provided that any member who wishes to be attended by his/her family physician may do so at his/her own expense. The Medical Advisor or a physician or nurse appointed to assist him/her, shall have the right to visit the sick member at least once a day and the Medical Advisor or a physician appointed to assist him/her shall have the sole right to determine when the member shall resume duty.
- (b) If, after examining medical reports and making such investigations including consultation with the member's physician as the Medical Advisor deems appropriate, the Medical Advisor disagrees with the member's physician on the medical diagnosis or prognosis of the member, the member shall be referred to an independent medical consultant (as may be agreed by the parties from time to time) whose opinion on the diagnosis or prognosis of the member's condition shall govern unless there is a material change in the member's condition following such examination. Should the opinion of the consultant as to the diagnosis or prognosis of the member be materially different from that of the Medical Advisor, the Board shall pay the consultants fee. Otherwise, the consultant's fee shall be paid by the member.
- (c) Apart from issues concerning diagnosis or prognosis to be resolved pursuant to clause 12:09(b), the Medical Advisor shall determine a member's fitness to perform his/her duties provided such determination is not made in bad faith or in an arbitrary manner.
- (d) A referral to an independent medical consultant shall be made in the following manner:
- (i) When the Medical Advisor disagrees with a member's physician under clause 12:09 (b) he/she shall immediately notify the other members of the Medical Committee and a meeting of the Committee shall be convened as soon as is practicable.
- (ii) At the meeting referred to in paragraph (i) above, the Committee shall discuss the member's situation, agree upon the independent medical consultant to whom the member is to be referred and draft

a letter of referral to the independent medical consultant which shall be sent to him/her over the signatures of the Medical Advisor and a representative of the Association.

- (iii) The letter of referral shall, inter alia, direct the independent medical consultant to send to both signatories of the letter of referral any report or correspondence concerning the member or concerning any matter arising out of the referral.
- (iv) The Medical Committee shall consist of two representatives of the Association and two representatives of the Board.
- (e) The procedure under clause 12:09(b) shall not apply to determination(s) under the Police Services Act or Regulations pursuant thereto.

12:10 The Central Sick Leave Bank shall be effective October 1, 1982, (the "Effective Date") and shall remain in effect for an initial assessment period to the later of December 31, 1983, or the date upon which the Collective Agreement, decision or award for 1984 comes into effect. Both parties have concerns about the plan: the Board is concerned about the level of benefits and the cost thereof; the Association is concerned about the level of funding. The initial assessment period will provide both parties with an opportunity to assess the Bank and their present concerns. Both parties, however, are committed to some form of long term disability protection.

(a) **ELIGIBILITY:**

A member is eligible for benefits under the plan where:

- (1) The member is absent due to disability which would entitle the member to sick leave but his/her sick leave credits are exhausted and credits remain available under this Bank. For the purpose of this Bank "disability" is in addition more particularly defined to mean:
 - (i) for the first 30 months of disability as the inability to perform the regular duties of a police officer and the inability to perform the essential duties of any available position with the Force with compensation equal to or greater than 66 2/3% of the current salary payable to the rank he/she held at the commencement of his/her disability; and
 - (ii) after the first 30 months as the inability to perform any gainful occupation or employment for which the member is reasonably suited by education, training or experience;

- (2) The member has been absent because of such disability for six continuous months or an aggregate of 1,044 working hours within a 9-month period (on the recommendation of the Board/Association Committee the Board may waive part of the aforesaid waiting period where the member no longer has sick leave credits available because the member has attempted to return to duty during earlier periods of such disability); and
- (3) At the commencement of the absence because of illness or injury the member had at least one year's service with the Force.

(b) **BENEFITS:**

The benefits to be provided under the Bank are as follows:

- (1) (i) Payment to an eligible member during the first year of payment under the Bank to such member shall be made on a bi-weekly basis of 60 hours of pay at the current rate for the position held at the time of such disability;
 - (ii) Payment to an eligible member during the second and subsequent years of payment under the Bank to said member shall be made on a bi-weekly basis of 40 hours of pay at the current rate for the position held at the time of such disability.
 - (iii) Notwithstanding clause 12:10(b)(1)(ii) effective February 2, 1988, in any year payment to an eligible member under the Bank shall be made on a bi-weekly basis and shall be the greater of a 75% benefit based on the officer's salary at the time of disability or a 60% benefit based on the salary for the rank held by the officer at the time of disability as it is increased from time to time.
- (2) (i) During a period of benefit payment from the Bank the Board will have no obligation to make other payments to or on behalf of the member except that with respect to the coverages provided for in clauses 11:02; 11:03; 11:04; and 11:06, payment from the Bank shall be made for the premiums, as stipulated in those Articles for the first seven consecutive full pay periods or parts thereof during which the member is eligible for payments from the bank.
 - (ii) Following the first 7 consecutive pay periods in (i) above, payments under the plan may be made by the Board to provide OHIP coverage (clause 11:02 of the Collective Agreement) and Extended Health Benefits (clause 11:04) to persons eligible for benefits hereunder whose economic circumstances make such payments appropriate as determined by the Board/Association

Committee provided that the funding of the Bank, in the opinion of the Association, permits.

- (iii) The Board, following the first 7 consecutive pay periods in (i) above, shall contribute 50% of the required premium and the member shall pay the balance to provide for continued coverage of benefits under clauses 11:02, 11:03, 11:04 and 11:06 provided that a member may make the irrevocable election to waive receipt of the dental benefit (clause 11:06). This clause supersedes clause 12: 10 (b)(2)(ii) except that members in receipt of central sick bank benefits on March 19, 1988 may elect to continue receiving the benefit entitlement under the previous "economic circumstance" clause in clause 12:100(b)(2)(ii).

Effective June 20, 1989, 100% of the required premiums under clauses 11:02, 11:03, 11:04 and 11:06 shall be paid by the Board from the Bank.

(c) REDUCTION OF BENEFITS:

Payments will be reduced by benefits, if any, to which the member is entitled under any government plans or other plans to which the Board has contributed, in whole or in part, on his/her behalf except the Toronto Police Benefit Fund and OMERS (unless the member is in receipt of pension from the Fund or OMERS in which event the benefits hereunder would be reduced by the amount of such pension), provided, however, that in the case of W.S.I.B. there will be no reduction in respect of:

- (i) permanent partial awards relating to a prior disability or accident; or
- (ii) allowances for expenses other than for lost time

Subject to the overriding condition that the payment under the Bank together with any other payment payable on account of disability of the member under any Board plan, any group insurance contract or any plan of any government shall not exceed 85% of the current rate for the position. The member in order to receive benefits hereunder must make timely and proper application for any disability or other benefits for which he/she may be eligible under any government or private plan, including the W.S.I.B. and the Canada Pension Plan benefits but excluding the Toronto Police Benefit Fund or OMERS, and until the amount of such disability benefits has been established, the Board reserves the right to make the reductions above described on the basis of an estimate of such disability benefits. The member shall be obliged to disclose to the Board all such payments, application for payment of any other benefit, changes

in his/her status in respect of any other benefits and any other information reasonably required to determine his/her entitlement under this Bank.

(d) **BENEFIT DURATION:**

Such payments shall continue to be drawn against available credits in this Bank during such disability so long as credits remain available under the Bank and the member remains eligible for benefits provided that:

- (i) No member shall be entitled to draw benefits under this Bank after he/she has attained the tenure or age that would entitle him/her to an OMERS pension without actuarial reduction or to an unreduced pension under the Metropolitan Toronto Police Benefit Fund.

A member will not lose his entitlement to receipt of benefits hereunder by reason only that the member is entitled to a pension under the Police Benefit Fund because the member has completed 25 to 29 years of credited service.

- (ii) **Rehabilitative Employment:** If a member engages in Rehabilitative Employment directly following any period of disability for which benefits have been paid from the Bank, the Board will continue to pay the member from the Bank as if the member were still unable to work for the Board or in any gainful occupation less 50% of the compensation or profit from such Rehabilitative Employment. "Rehabilitative Employment" means any occupation, employment or undertaking for wages or profit, approved by the Board and undertaken by the member while unable because of sickness or injury to engage in any occupation or work on a full time basis or unable to fully perform the essential duties of any available position on the Force.
- (iii) Should the member recover and return to work the monthly benefits will cease and regular salary will resume.
- (iv) Should there be a recurrence of the same or causally related disability within six months of the member's return to work his salary will cease and benefits will resume immediately.

(e) **PLAN CREDITS AVAILABLE FOR PAYMENT OF BENEFITS:**

- (1) Payments shall only be made to eligible members from the Bank by the Board so long as the Bank has a credit balance. The balance available for payment to members shall be debited by all payments to members

provided for hereunder and shall be credited during the initial assessment period as follows:

- (i) at the end of each pay period following the Effective Date, a credit by the Board equal to 1/6 of 1% of the regular straight time hourly earnings (excluding overtime and other premium payments) of each member covered by this Collective Agreement and enrolled in the Toronto Police Benefit Fund or OMERS. This obligation shall be suspended and inoperative for the calendar year 1991.
- (ii) at the end of the month of its receipt from the Employment Insurance Commission, the full Board's plus members' share of the premium rebate (which the Association on behalf of its members hereby agrees should be directed to the Board for the purpose of the Bank, in consideration of the benefit improvement resulting from this Bank); and
- (iii) at the end of each calendar year the Board to credit interest on the average balance for the year of the portion of the Bank which is represented by the members' E.I. rebate contributions, assuming that all payments from the Bank are made in the same proportion from such members' contributions as those contributions bear to the credits in the Bank. The interest rate shall be the average yield on 3-month Government of Canada Treasury Bills for the year.

Neither the Board nor the Association nor any member shall be liable to make any further payments to the credit of the Bank and claims of members for payment shall be made only from the credits established hereunder and shall be limited to the credit balance of the Bank at the time the member is entitled to be paid. It is understood and agreed that neither the Board as administrator of the Bank nor the City of Toronto is under any obligation to maintain a fund, representing the credit balance available for the payment of benefits under the Bank separate from its other monies and the Employment Insurance Commission rebates are for the sole use of the Board or the said City of Toronto and need not be maintained separately from other funds.

- (2) The application of any credit balance remaining in the Bank at the end of the initial assessment period shall be determined by agreement between the parties or failing that, by the same procedure that is used to determine a Collective Agreement or award for the calendar year.
- (3) The Board undertakes, however, to supply the Association with a full accounting of the Bank's operation no less frequently than quarterly, such

accounting to begin 6 months from “the Effective Date” and relate to the quarter immediately preceding the quarter then ended.

(f) TRANSITIONAL:

To be eligible for any payment from the Bank the member must either:

- (i) become disabled after the Effective Date, or
- (ii) be disabled before the Effective Date and be absent from work because of such disability on the Effective Date.

12:11 A member absent from duty because of disability resulting from other employment not associated with duties as a member of the Force shall not receive benefits under Article 12 for such absence to the extent these are received from the W.S.I.B. or other insurance plans at such place of employment.

This clause shall not apply to a disability suffered by members of the Association’s Board of Directors when the “other employment” is with the Association.

12:12 Whenever the Board requires a member to furnish a medical report on its prescribed form, the Board will reimburse the member for up to \$10.00 of the medical practitioner’s charge, if any, for providing such form.

ARTICLE 13 - WORKPLACE SAFETY AND INSURANCE

13:01 When a member is absent by reason of an illness or injury occasioned by or as a result of his/her duty and where an award is made by the Workplace Safety and Insurance Board:

- (a) He/she shall, in addition to the W.S.I.B. Award(s), receive such further amount so as to provide that the total payment to the member shall approximate but not exceed the net pay such member might otherwise have received had he/she not been absent.

(Other W.S.I.B. Award(s) for disabilities not related to the current disability or absence will not be considered.)

- (b) (i) A member absent on W.S.I.B. is deemed to be at work and so shall accrue vacation credits during his/her absence.
- (ii) If the W.S.I.B. absence causes the member to miss vacation time scheduled during the balance of the year in which the injury/illness

occurs, such vacation time may be retained for use no later than June 30 of the year following the year in which the member returns to work.

- (iii) A member absent for a full calendar year will be deemed to have taken that year's vacation during that year.
 - (iv) In the year that the member returns to work, in addition to any vacation entitlement retained under clause (b) (ii), above, the member shall be entitled to all vacation time accrued during the year preceding the year in which he/she returns to work. Such vacation time must be used no later than June 30 of the year following the year in which the member returns to work.
 - (c) He/she shall, if hospitalized or confined to his/her residence prior to the actual date of a statutory holiday, accumulate such statutory holidays in equal lieu time as he/she might otherwise receive. For the purpose of this clause, a member shall be considered "confined to residence" notwithstanding that the member is required to attend an appointment with his/her physician or to attend an appointment for the purpose of rehabilitative therapy.
 - (d) For the purpose of this clause, net pay shall be the pay for the rank of the member as shown in Schedule "A", less those deductions required under Government Statutes, pension contributions, and other deductions under this Collective Agreement.
 - (e) A member, when on W.S.I.B. absence, shall be deemed to be on the Day Shift tour of duty and on a Monday to Friday work week.
 - (f) No member shall be entitled to draw benefits under clause 13:01 (b) or (c) while such member is entitled to receive a Disability Pension from the Canada Pension Plan.
- 13:02 A member who, as a result of an injury on duty, is required to remain on duty beyond the end of his/her regular tour of duty for hospital treatment shall receive lieu time as provided in clause 5:05 of the Collective Agreement or pay calculated at the rate of 1 1/2 times the member's rate of pay while in hospital, but in no event shall such payment exceed three hours pay or time off in lieu thereof at the time and one-half rate, nor shall such period of extra pay extend beyond midnight of the day on which the member is injured.
- 13:03 A member who is injured on duty in circumstances where no action for such injuries would lie against a third person and who is unable to work as a result of such injury, shall, while he/she is off work as aforesaid be paid his/her regular day

work rate to the extent of his/her available sick pay credits, until such time as a ruling has been made by the W.S.I.B upon his/her claim, provided that if and when the W.S.I.B. rules in favour of his/her claim the sick pay credits so used shall be restored.

13:04 Where a member who is injured in circumstances in which he/she might be entitled to compensation under W.S.I.B (assuming timely and proper application is made) elects instead to claim against a third party he/she shall, as a condition of receiving sick pay benefits, undertake in writing to reimburse the City of Toronto out of the proceeds of any settlement or judgement upon such claim, the amount of money equivalent to the value of such sick pay benefits and upon his/her return having made such reimbursement his/her accumulated sick pay credits shall be restored accordingly.

ARTICLE 14 - SICK PAY GRATUITY

14:01 In this Article the words "termination of employment" shall mean separation from employment with the Force by retirement on pension or by resignation, but shall not include dismissal.

14:02 Upon termination of employment with the Force:

- (a) there shall be paid to every member who has been in the employ of the Board for an aggregate period of at least ten years; and
- (b) there shall be paid to the estate of a member who dies while in the employment of the Board, having completed at least 10 years of service

the whole or part of such amount as is equal to one-half the cumulative sick pay credits of the member, but in no case shall such amount exceed the aggregate amount of his salary or other remuneration for the period set forth in Column 2 of the Schedule contained herein, corresponding to the service requirements set forth in Column 1 thereof. The following is the schedule herein before mentioned:

<u>COLUMN 1- SERVICE REQUIREMENT</u>	<u>COLUMN 2 - PERIOD</u>
At least 10 years and less than 15 years	Three calendar months
At least 15 years and less than 20 years	Four calendar months
At least 20 years and less than 25 years	Five calendar months
At least 25 years and less than 30 years	Six calendar months

At least 30 years and less than 32.5 years	Seven calendar months
At least 32.5 years and less than 35 years	Eight calendar months
At least 35 years	Nine calendar months

- 14:03 For the purpose of meeting the service requirements set out in the above schedule, the following shall be included:
- (a) All time worked with the Force from the most recent date of hire and with the former Metropolitan Toronto Police Force prior to entering the service of the Force.
 - (b) All time lost on account of absence for reason of illness where the member was paid for such absence or was considered as being on sick leave without pay.
 - (c) All time lost on account of absence by reason of maternity leave without pay for a period or periods not exceeding six months.
- 14:04 In the event of the death of a member the amount payable under this section shall be paid to the member's estate.
- 14:05 In no case shall an award made by the W.S.I.B. be deducted from any authorized grant to a member or his/her dependents.

ARTICLE 15 - GRIEVANCE PROCEDURE

- 15:01 Any difference concerning the interpretation, application, administration or alleged violation of the provisions of this Collective Agreement, including any question as to whether a matter is arbitrable, will be dealt with in the following manner:
- (a) **STEP 1**
An aggrieved member, accompanied and represented by an Association Steward or Director, may present his/her grievance, in writing, to his/her Unit Commander or designate and the grievance shall be discussed with a view to reaching a settlement. The Unit Commander shall render a written decision within five working days of the discussion. Any settlement of the grievance reached at this Step will be considered applicable to the case in question only and will not establish a precedent for future cases.

(b) **STEP 2**

Failing satisfactory settlement at Step 1, the Association may, within twenty working days, submit the grievance to the Chief of Police or his/her designate for further discussion with a view to reaching a settlement. To facilitate settlement, a meeting shall be held at which the Board may be represented by such persons as the Board deems necessary and at which the Association may be represented by such persons as the Association deems necessary. The Chief of Police or his/her designate shall render a written decision within seven working days of the Step 2 meeting.

- 15:02 Either party to this Collective Agreement may lodge a grievance in writing with the other party on any difference between the parties concerning an interpretation, application or administration of the Collective Agreement, including any question as to whether a matter is arbitrable and such grievance shall commence at Step 2.
- 15:03 A grievance is to be commenced within 25 working days of the incident which gave rise to the grievance, unless the grievor, Association or Board is unaware that grounds exist for a grievance, in which case, the grievance is to be commenced within 25 working days of the time at which the grievor, Association or Board became aware that grounds for a grievance existed.
- 15:04 Failing satisfactory settlement at Step 2 of the Grievance Procedure either party, within ten working days, may refer the grievance to arbitration pursuant to the provisions of Sections 123 and 124 of the Police Services Act.
- 15:05 For the purposes of this Article, "working days" shall mean Monday to Friday, exclusive of statutory holidays falling on or designated to be taken on any one of the days from Monday to Friday, inclusive.
- 15:06 An arbitrator may extend the time for the taking of any step in the grievance procedure under a Collective Agreement, notwithstanding the expiration of such time, where the arbitrator is satisfied that there are reasonable grounds for the extension and that the opposite party will not be substantially prejudiced by the extension.
- 15:07 (a) Except for charges, complaints or other actions taken in respect of a member under the Police Services Act or any other legislation or regulation, a member shall be notified of any disciplinary action taken against the member by way of documentation (currently TP 545) and has the right to respond thereto in writing within ten working days.

- (b) If the issuance of a derogatory TP 545 is being considered and the member is requested to respond to a unit commander of his/her designate, the member shall have the opportunity to have the Divisional steward or Association representative present at such a meeting and, where practicable, without cost or loss of service to the Board. Representatives of the Board and the Association shall arrange for such meetings with the minimum disruption of police duties by the utilization of available personnel within the Unit or a full-time Association representative.
- (c) A copy of the Personnel Documentation Form TP 545 will be given to the member when the documentation is made and, in accordance with the provision on the Form, derogatory reports will be purged after two years, unless further derogatory reports are received, in which case the report will stay in file until two full years have passed without further derogatory reports.

ARTICLE 16 - SPECIAL PAY AND ALLOWANCES

16:01 A constable who is assigned to perform his/her police duties

- (a) (i) in plainclothes for a minimum of 30 days in a calendar year,
or
- (ii) as a training constable or a constable assigned to classroom instruction duties at C.O. Bick College

shall receive a salary of his/her rank plus 6.75% of the salary of a First Class Constable as set out in Schedule A for the period of time during which he/she is so assigned and such salary shall be used for computing premium pay such as overtime and callback.

- (b) A member in receipt of salary as provided in (a) above shall after six (6) consecutive months receive such salary when on annual vacation, sick pay, paid holidays or on paid lieu time. Such payment will be paid for the period the member would have remained on such duty had it not been for absences referred to in this clause. In calculating net pay under Article 13 or for Central Sick Bank and for entitlements under Article 11, such 6.75% payment will be taken into account. Assignments will not be varied for the purpose of avoiding obligations under this subclause.

16:02 (a) However, the Parties realize that on occasion a member who is unable to perform all of his/her regular police duties because of injury or illness may

be assigned to plainclothes duty and will not be entitled to clothing and plainclothes expense reimbursement payments.

- (b) When a member is assigned to plainclothes duty because of injury or illness, a Consent Form will be prepared which the member will sign acknowledging that he/she will not be entitled to plainclothes allowance and clothing expense reimbursement. The Consent Form will describe the injury or illness and the estimated time before the member is expected to return to his/her regular duty.
- (c) The Consent Form shall be renewed at least once every sixty work days, unless the Parties and the member concerned agree on a longer period. Copies of Consent Forms will be sent to the Association.
- (d) The aforementioned procedure will apply to any member assigned to plainclothes duty for reasons of injury or illness.

16:03 Each member to whom a dog is assigned and who has continuous off duty responsibilities for the care and maintenance of the dog in his/her custody in accordance with the requirements of the Board shall receive an allowance of \$25.00 per month. A member assigned such responsibilities for less than a month shall receive a pro rata amount in respect of such lesser period.

16:04 Effective September 1, 1998 a first class constable who is assigned to coach a recruit during the first ten (10) weeks of the recruit's initial field assignment shall receive, in addition to his/her regular salary, 2% of the salary of a first class constable during the time(s) when the constable is coaching the recruit.

ARTICLE 17 - LEAVE OF ABSENCE

- 17:01 (a) A member, on application to his/her unit commander, shall be granted up to three days leave of absence with full pay for the purpose of getting married. The three days leave of absence will represent the day before, the day of and the day after the marriage ceremony. If such leave of absence includes his/her regular days off (which days off shall not be altered) these days will form part of the leave of absence.
- (b) A member whose annual leave coincides with his/her marriage shall not be entitled to more than one day's paid leave under this provision.
- 17:02 (a) On request to the Unit Commander, leave of absence shall be granted to a member because of the death and attendance at the funeral of his/her:
 - (i) father/mother/son/daughter/brother/sister/spouse.

Time so lost, during the four calendar days immediately following such death, from the member's regular schedule shall be compensated at the member's regular rate of pay up to a maximum of four days (32 hours).

- (ii) father-in-law/mother-in-law/son-in-law/daughter-in-law/brother-in-law/sister-in-law/grandparent/grandchild of the member.

Time so lost, during the three calendar days immediately following such death, from the member's regular schedule shall be compensated at the member's regular rate of pay up to a maximum of three days (24 hours).

- (b) Days off are not to be altered to form part of the four or three days mentioned above.
 - (c) For the purpose of this clause a member who is a step-parent, step-child or step-sibling of a deceased will be considered for such leave where it is established that there is a continuing close personal relationship.
 - (d) In lieu of the above, in the case of the death of a member's father, mother, child, spouse, brother, sister, mother-in-law or father-in-law, should the member be unable to attend the funeral because of the distance to be travelled or other just cause, such member on request to his/her Unit Commander shall be granted one day off with pay for the purpose of mourning the death.
 - (e) Where a member was not brought up by his/her natural or adoptive parents or step-parents but was brought up by one or two other adults, a member will be considered for leave under this clause in the event of death of such adult where it is established there is a continuing close relationship.
 - (f) In this Article, the word 'spouse' shall mean the person designated by the member, in accordance with the contract with the insurer, as his/her spouse for purposes of health care benefits. Similarly, for the purposes of this Article, in-law relationships are to be founded upon spousal relationships as defined in this paragraph.
- 17:03 (a) (i) Maternity Leave without pay shall be in accordance with Part XI of the Employment Standards Act of Ontario, except that a member commencing such leave who is in receipt of E.I. pregnancy benefits pursuant to s. 18 of the Employment Insurance Act shall be paid a supplementary unemployment benefit in an amount which with her E.I. pregnancy benefit brings her compensation to 75% of

her **regular** weekly earnings. Such payment shall commence following completion of the 2 week employment insurance waiting period and shall continue while the employee is absent on Maternity Leave and is in receipt of such E.I. benefit for a maximum period of 15 weeks. In respect of the two (2) week waiting period, the member shall be paid 75% of her regular weekly earnings. "Regular weekly earnings" shall be determined by multiplying her regular hourly rate on her last day worked prior to the commencement of the leave times her normal weekly hours.

- (ii) Maternity Leave, for any member who does not qualify under Part XI of the said Act, shall be at the discretion of the Chief of Police, as shall any requested extension thereof.
 - (iii) Seniority shall continue to accrue during the 17 weeks of maternity leave.
 - (iv) Except as specifically provided, Maternity Leave shall be at no cost to the Board.
 - (v) A member's anniversary date, for an increment or for vacation entitlement, shall not be affected as a result of any maternity leave.
- (b) Maternity Leave granted under clause 17:03 (a)(i) above shall not result in any reduction in annual leave entitlement.
- (c) (i) Parental leave without pay shall be granted in accordance with Part XI of the Employment Standards Act of Ontario.
- (ii) A member's anniversary date, for an increment or for vacation entitlement, shall not be affected as a result of any parental leave granted pursuant to this paragraph, nor shall such a parental leave result in any reduction in **annual** leave entitlement.
 - (iii) Seniority shall continue to accrue during a parental leave granted pursuant to this paragraph.
 - (iv) Parental Leave shall be at no cost to the Board.
- 17:04 (a) Elected members of the Board of Directors of the Association shall, on at least two weeks' written notice, be granted leave of absence from their duties for their term of office. During the tenure of their leaves of absence, such members shall be paid by the Association and shall not be paid by the Board. The Association shall be responsible for all source deductions and remittances in respect of such members except as set out

herein. The Board shall continue to provide welfare and group insurance benefits in respect of such members as though they had not been granted the leave of absence. The Association shall remit required pension contributions (member and employer) on a monthly basis to the Board which shall promptly remit same to the applicable pension plans, provided, however, that the Board shall be fully indemnified by the Association in respect of any loss or expense incurred by the Board as a result of the Association's calculation of the required pension contributions or the Association's failure to remit the correct amounts in a timely fashion to the Board. The Association will reimburse the Board the full cost of non-pension benefits provided by the Board during such leave of absence for such members. No more than eight members of the Force may be on leave of absence at any one time.

- (b) The Association agrees to release the Board and the Chief of Police from any and all liability with respect to any acts performed by, or omissions of, a member in the performance of his/her duties on behalf of the Association during such leave of absence.
- 17:05 Subject to the requirements of the service which cannot be foreseen or planned in advance, the Board shall allow the Directors and/or Stewards of the Association sufficient time off duty, without pay, to attend local, Provincial, National and International Police Association meetings or other authorized Association business. Such time off shall only be granted with the permission of the Chief of Police upon written request by the President of the Association.
- 17:06 Subject to the requirements of the service, a member shall be allowed a leave of absence without pay for a period not to exceed twenty working days for compassionate reasons acceptable to the Chief of Police. If, while on such leave of absence, the member engages in or applies for other employment without the consent of the Chief of Police, or if a member on such leave fails to report for work without lawful reason at the beginning of his/her regular tour of duty after the termination of such leave, such member shall be considered as having quit without notice and shall be terminated from employment.
- 17:07 (a) Subject to the requirements of the service, a member shall be allowed a leave of absence for a period not to exceed two (2) calendar weeks for military training with the Canadian Armed Forces Reserve. The leave of absence shall be without pay but the member may elect to use accumulated lieu time for all or a part of the duration of the leave of absence.
- (b) When, at the time of making his/her vacation selection, a member is aware of the dates of his/her military training, he/she shall submit a written request for such leave to his/her Unit Commander when making his/her vacation selection. In all other cases, a member shall submit a written

request for such leave to his/her Unit Commander no later than four (4) months prior to the commencement of the military training.

- (c) All written requests for military leave shall indicate whether or not the member wishes to use accumulated lieu time for all or a part of the leave of absence and shall be accompanied by written substantiation of the military training exercise from the appropriate Armed Forces personnel.

17:08 Subject to the requirements of the service, a Unit Commander shall permit a member holding the position of Steward in the Association lieu time off on a tour of duty to attend an Association meeting.

ARTICLE 18 - SEPARATIONS FROM FORCE, LAY OFF AND TRANSFER

18:01 For payroll purposes, a member separating from the Force between the hours of 12:01 a.m. and 12:00 midnight of any date shall be construed as having done so at 12:00 midnight of that date.

18:02 In the event of a reduction in the Force, the Board will determine the number of members to be laid off or reduced in rank and will select the individual members to be laid off or reduced in rank in the following order:

- (a) If reduction in the rank of Constable occurs:

subject to the special needs of the Service which will require the retention of officers who have special skills or qualifications or who are engaged on special assignment which it is not in the interest of the Force to disrupt, those Constables with the least seniority will be the first to be laid off.

- (b) If reduction in the rank of Sergeant occurs:

subject to the special needs of the Force which will require the retention of officers who have special skills or qualifications or who are engaged on special assignment which it is not in the interest of the Service to disrupt, those Sergeants with the least seniority in rank will be the first to be reduced to the rank of Constable.

- (c) If reduction in the rank of Staff Sergeant occurs:

subject to the special needs of the Force which will require the retention of officers who have special skills or qualifications or who are engaged on special assignment which it is not in the interest of the Service to disrupt, those Staff Sergeants with the least seniority in the rank will be the first to be reduced to the rank of Sergeant.

- (d) Constables will be recalled in reverse order subject to having the qualifications to do the tasks required.
- (e) When vacancies occur in the rank of Sergeant and Staff Sergeant, members previously demoted in accordance with the provisions of (b) and (c) respectively shall be returned to their former position and rank when the vacancy occurs.
- (f)
 - (i) A constable selected for recall shall be informed of his/her re-employment by written notice. This notice shall be considered received by the member when mailed, Registered Mail, to the last known address of the member as shown on the record of the Force. It shall be the responsibility of each member on lay-off to keep the Force advised of his/her current address. Within ten calendar days after a member receives notice of re-employment, he/she must advise the Force in writing that he/she accepts re-employment and will be able to commence employment on the date specified in the notice. Any and all re-employment rights granted to a member shall terminate upon such member's failure to accept the recall within ten calendar days or his/her failure to return to duty on the date specified.
 - (ii) A member shall retain his/her right to re-employment after a lay-off for a period of two years commencing with the effective date of the lay-off.
 - (iii) During the period of lay-off a member on lay-off shall not be entitled to any of the provisions of the Collective Agreement except the right to recall as provided above.
- (g) For the purposes of the above lay-off and recall provision,
 - (i) "Seniority" means service in the Force as a police officer.
 - (ii) "Seniority in the rank" means the period of service in the specific rank.
- (h) If two or more members have the same "seniority" or "seniority in the rank" date, the Board shall determine which member or members are the least senior for the purpose of lay-off or demotion.
- (i) These provisions will not bind the Board if the Ontario Civilian Commission on Police Services directs that an officer or officers be retained who would otherwise be released under these provisions. In such

event another officer may be released in accordance with the provisions found herein.

- 18:03 (a) A member of the Civilian Branch who is transferred to the Uniform Branch will continue to have his/her service with the Civilian Branch counted on such transfer for the calculation of vacation benefits, sick pay, sick pay gratuities and welfare benefits only.
- (b) A member of the Uniform Branch who is transferred to the Civilian Branch will continue to have his/her service with the Uniform Branch counted on such transfer for the calculation of vacation benefits, sick pay, sick pay gratuities, welfare benefits and service pay.
- 18:04 The assignment of services previously performed predominantly by members of the Uniform Branch to members of other Bargaining Units shall not result in the lay-off of Uniform Members.
- 18:05 (a) The Board will notify the Association of its intent to permanently assign services previously predominantly performed by police officers to persons not in the employ of the Board or to persons covered by the Unit A, B, C or D Collective Agreement between the Association and the Board, and the Association may, within fifteen (15) days, request a meeting with representatives of the Board through the Joint Association/Board Committee to discuss the implications of any such assignments, including any adverse effects on members and including the application of clause 18:04
- (b) In this clause "permanently assign" means an assignment in excess of 90 days.

ARTICLE 19 - KILOMETER ALLOWANCE

- 19:01 A member who is requested to use his/her car in the performance of police duty and who agrees to do so, shall be paid an allowance of 30 cents per kilometer for all mileage travelled in the performance of such duties.
- 19:02 Any damage to a member's car resulting from its use in the performance of duty, as provided in clause 19:01, shall be repaired in the garage of the Service at no cost to the member.
- 19:03 No member shall be allowed to use his/her car pursuant to clause 19:01 unless and until he/she provides satisfactory evidence of public liability and property damage insurance.

ARTICLE 20 - SPECIAL SERVICE PAY

- 20:01 The rate to be paid to each member for special services requested of the Service for control of crowds or for any other reason, shall be determined by the Association and the Board shall be advised by the Association of the said rate when determined or of any change therein.

ARTICLE 21- COLLEGE TRANSPORTATION ALLOWANCE

- 21:01 (a) Each member who attends a course at the Ontario Police College at Aylmer, Ontario, shall be granted a transportation allowance in the amount of Thirty Dollars for each week of attendance at such College.
- (b) Members travelling to and/or from the Ontario Police College at Aylmer during off-duty hours will receive a four hour lieu time credit for each course; members travelling to and/or from the College at Ottawa during off duty hours will receive an eight hour lieu credit for each course.

This credit will not apply to attendance in respect of the Probationary Constables Course or its equivalent, nor to a member seconded to the College.

ARTICLE 22 - TWO-OFFICER PATROL CARS

- 22:01 All uniform patrol cars, except those assigned to traffic duties, shall be manned by two fully trained and armed police officers while on patrol between the hours of 4:00 p.m. one day and 4:00 a.m. the following day or during such other continuous period of twelve hours per day as shall be designated by the Board to coincide with the period of peak patrol activity.
- 22:02 Notwithstanding clause 22:01, where an emergent situation occurs during or extends into the period of peak patrol activity and all other means of manning patrol cars by on-duty personnel have been exhausted, the Chief of Police or his/her designee, in his/her discretion, may authorize the deployment of the required number of one-officer patrol cars.
- 22:03 An “emergent situation” includes disasters (such as hurricane, flood, tire, explosion) or other major disruptive events (such as utility malfunctions, police tactical occurrences, multiple fatalities).

22:04 Other circumstances may occur which will **be** foreseen and planned, which may justify the suspension of clause 22:01. No such suspension will occur, except on the basis acceptable *to* representatives of the Association and the Board after a meeting to review the circumstances of any proposed suspension.

ARTICLE 23 - LEGAL INDEMNIFICATION

[NOTE: The substance of this article was changed, effective February 19, 1993, by the award of the 1992 Dispute Resolution Board chaired by Mr. Ross Kennedy (the "Award") which stated as follows:

. . .the Association requested that the language make it clear that the scope of indemnification for legal costs should commence as soon as the potential for charges exists and, in particular, that it would extend to the costs of the Member's representation from the outset of an investigation by the Special Investigations Unit created pursuant to the Police Services Act. Also, such indemnification would be available in circumstances where no charges actually result. We find that aspect of the Association's request to be reasonable and proper and we **would** so award. We will remain seized should the parties not be able to agree on the appropriate contractual language.

Since the parties have not been able to agree, the Dispute Resolution Board has been asked to issue precise contractual language, which, upon receipt, shall supercede the language, as modified by the Award, which follows.]

- 23:01 **Subject** to the other provisions of this Article, a member charged with **but not** found guilty of a criminal or statutory offence, because of acts done in the attempted performance in *good* faith of his/her duties as a police officer shall be indemnified for the necessary and reasonable legal costs incurred in the defence of such charges.
- 23:02 Notwithstanding clause 23:01, the Board may refuse payment otherwise authorized under clause 23:01 where the actions of the officer from which the charges arose amounted to a gross dereliction of duty or deliberate abuse of his powers as a police officer.
- 23:03 Where a member is a defendant in a civil action-for **damages** because of acts done in the attempted performance in good faith of his/her duties as a police officer he/she shall be indemnified for the necessary and reasonable legal costs incurred in the defence of such an action in the following circumstances only:

- (a) Where neither the Chief of Police nor the Board is joined in the action as a party pursuant to section 50(l) of the Police Services Act, and neither the Chief of Police or the Board defends the action on behalf of himself/herself and of the member as joint tortfeasors at the Board's sole expense.
 - (b) Where the Chief of Police and/or the Board are joined as a party or elect(s) to defend the action, but the solicitor retained on behalf of the Chief of Police and/or the Board and the member is of the view that it would be improper for him/her to act for both the Chief of Police and/or the Board and the member in that action.
- 23:04 A member whose conduct is called into question in the course of an inquiry under the Coroners Act because of acts done in the attempted performance in good faith of his/her duties as a police officer shall be indemnified for the necessary and reasonable legal costs incurred in representing his/her interests in any such inquest in the following circumstances only:
- (a) Where the Chief of Police and/or the Board does not provide counsel to represent the member at the inquest at the Board's expense; or
 - (b) Where the counsel provided by the Chief of Police or the Board to represent either or both of them along with the member is of the opinion that it would be improper for him/her to act for both the Chief of Police or the Board and the member in that action.
- 23:05 (a) Where a complaint made by a member of the public against a member results because of the member's conduct as a police officer in the member's exoneration, but is then referred to the Ontario Civilian Commission on Police Services ("OCCPS") under s. 72 of the Police Services Act for review, the member shall be indemnified for his/her necessary and reasonable legal costs incurred in respect of the review by OCCPS (and/or such other Force other than the Toronto Police Force to which OCCPS may assign the review or investigation of the complaint) (the "review") and, if the matter does proceed to a hearing, incurred in respect of the review and the hearing (whether the hearing is conducted by the Toronto Police Force or any other police force) provided the complaint is in respect of acts done in the attempted performance in good faith of the member's duties as a police officer and, in the case of a review and hearing, provided the officer is not found guilty of misconduct or unsatisfactory work performance.
- (b) A member who is the subject of a review, or of a review and a hearing under clause 23:05(a), in relation to acts done in his/her capacity as a

private citizen shall be entitled to indemnification, in the case of a review, where the matter does not proceed to a hearing and, in the case of a review and a hearing, where he/she is not found **guilty** of misconduct or unsatisfactory work performance.

- (c) A member's necessary and reasonable legal costs incurred in respect of a hearing under clause 23:05(a) and (b), above, include legal costs incurred in respect of all related appeals provided the member is ultimately not found guilty of misconduct or unsatisfactory work performance.
- 23:06 (a) Where a member intends to apply to the Board for indemnification hereunder, the member shall, within thirty **days** of being charged or receiving notice of other legal proceedings covered herein, or receiving notice that he/she will not be represented by counsel retained by the Chief of Police and/or the Board, apply in writing to the Chief of Police or to the officer designated by the Chief of Police to deal with such applications for approval to retain counsel **and** approval of the counsel to be so retained. In the event of any dispute concerning the counsel to be retained, the matter shall be resolved by an officer designated by the Chief and a member of the Association Executive designated for that purpose.
- (b) When a member advises his/her Unit Commander, in accordance with the Regulations of the Service, that he/she has been charged, or has received notice of other proceedings, the Unit Commander will advise the member in writing of the requirement to apply for indemnification within 30 days.
- 23:07 Where the Chief of Police, pursuant to Board policy, elects to provide legal counsel to defend a member in any legal proceeding covered by this provision, the cost of such counsel is the Board's responsibility irrespective of the outcome of the proceedings and neither the member nor the Board may rely upon the other provisions of this policy.
- 23:08 For greater certainty, members shall not be indemnified for legal costs arising from:
- (a) grievances or complaints under the Collective Agreement between the Board and the Association or under the Police Services Act;
 - (b) the actions or omissions of members acting in their capacity as private citizens.
 - (c) Subject to **clause** 23:05 discipline charges under the Police Services Act and regulations thereunder.

- 23:09 For the purpose of clause 23:01 (a), a member
- (a) shall be deemed to have been “not found guilty” where he/she is finally acquitted, where the charges are withdrawn or where he/she is discharged following a preliminary inquiry; and
 - (b) shall be deemed to have been “found guilty” where the member is given an absolute or conditional discharge or where, if as a result of charges laid he/she is subsequently found guilty of, or pleads guilty to, other charges arising out of the same incident or incidents.
- 23:10 For the purposes of this provision, “necessary and reasonable legal costs” shall be based on the account rendered by the solicitor performing the work, subject initially to the approval of the City of Toronto Solicitor and, in the case of dispute between the solicitor doing the work and the City of Toronto Solicitor, taxation on a solicitor and client basis by the taxing officer.
- 23:11 For the purposes of this Article, a reference to any Act shall be deemed to include any Act that in the future is enacted in place of the Act referred to in this Article.
- 23:12 For the purposes of this Article;
- (a) The necessary and reasonable legal costs incurred by a member for which provision of legal indemnification is made shall be deemed to have been incurred by the member himself/herself notwithstanding that the member may have received financial assistance in respect thereof from the Association; and
 - (b) A member shall include a former member where the charges arose out of a situation that occurred while the former member was still an active member of the Force.

ARTICLE 24 - FEMININE GENDER OR PLURAL

- 24:01 Wherever applicable in this Collective Agreement the singular number shall include the plural and the masculine gender shall include the feminine.

ARTICLE 25 - SERVICE PAY

- 25:01 Each member hired on or after August 4, 1987 shall be eligible for Long Service Pay in accordance with the following table:

private citizen shall be entitled to indemnification, in the case of a review, where the matter does not proceed to a hearing and, in the case of a review and a hearing, where he/she is not found guilty of misconduct or unsatisfactory work performance.

- (c) A member's necessary and reasonable legal costs incurred in respect of a hearing under clause 23:05(a) and (b), above, include legal costs incurred in respect of all related appeals provided the member is ultimately not found guilty of misconduct or unsatisfactory work performance.

23:06 (a) Where a member intends to apply to the Board for indemnification hereunder, the member shall, within thirty days of being charged or receiving notice of other legal proceedings covered herein, or receiving notice that he/she will not be represented by counsel retained by the Chief of Police and/or the Board, apply in writing to the Chief of Police or to the officer designated by the Chief of Police to deal with such applications for approval to retain counsel and approval of the counsel to be so retained. In the event of any dispute concerning the counsel to be retained, the matter shall be resolved by an officer designated by the Chief and a member of the Association Executive designated for that purpose.

- (b) When a member advises his/her Unit Commander, in accordance with the Regulations of the Service, that he/she has been charged, or has received notice of other proceedings, the Unit Commander will advise the member in writing of the requirement to apply for indemnification within 30 days.

23:07 Where the Chief of Police, pursuant to Board policy, elects to provide legal counsel to defend a member in any legal proceeding covered by this provision, the cost of such counsel is the Board's responsibility irrespective of the outcome of the proceedings and neither the member nor the Board may rely upon the other provisions of this policy.

23:08 For greater certainty, members shall not be indemnified for legal costs arising from:

- (a) grievances or complaints under the Collective Agreement between the Board and the Association or under the Police Services Act;
- (b) the actions or omissions of members acting in their capacity as private citizens.
- (c) Subject to clause 23:05 discipline charges under the Police Services Act and regulations thereunder.

- 23:09 For the purpose of clause 23:01 (a), a member
- (a) shall be deemed to have been “not found guilty” where he/she is finally acquitted, where the charges are withdrawn or where he/she is discharged following a preliminary inquiry; and
 - (b) shall be deemed to have been “found guilty” where the member is given an absolute or conditional discharge or where, if as a result of charges laid he/she is subsequently found guilty of, or pleads guilty to, other charges arising out of the same incident or incidents.
- 23: 10 For the purposes of this provision, “necessary and reasonable legal costs” shall be based on the account rendered by the solicitor performing the work, subject initially to the approval of the City of Toronto Solicitor and, in the case of dispute between the solicitor doing the work and the City of Toronto Solicitor, taxation on a solicitor and client basis by the taxing officer.
- 23:11 For the purposes of this Article, a reference to any Act shall be deemed to include any Act that in the future is enacted in place of the Act referred to in this Article.
- 23:12 For the purposes of this Article;
- (a) The necessary and reasonable legal costs incurred by a member for which provision of legal indemnification is made shall be deemed to have been incurred by the member himself/herself notwithstanding that the member may have received financial assistance in respect thereof from the Association; and
 - (b) A member shall include a former member where the charges arose out of a situation that occurred while the former member was still an active member of the Force.

ARTICLE 24 - FEMININE GENDER OR PLURAL

- 24:01 Wherever applicable in this Collective Agreement the singular number shall include the plural and the masculine gender shall include the feminine.

ARTICLE 25 - SERVICE PAY

- 25:01 Each member hired on or after August 4, 1987 shall be eligible for Long Service Pay in accordance with the following table:



Upon completion of 5 years of service and until the completion of the 10th year of service	\$105 per annum
Upon completion of 10 years of service and until the completion of the 15th year of service	\$210 per annum
Upon completion of 15 years of service and until the completion of the 20th year of service	\$3 15 per annum
Upon completion of 20 years of service and until the completion of the 25th year of service	\$420 per annum
Upon completion of 25 years of service and until the completion of the 30th year of service	\$525 per annum
Upon completion of 30 years of service and until the completion of the 35th year of service	\$630 per annum
Upon completion of 35 years of service and thereafter	\$735 per annum

Service Pay shall become due on November 30th of each year and shall be calculated pro rata from the dates of eligibility to November 30th. On severance of retirement, a member shall be entitled to Long Service Pay that may have been due him/her at the time of such severance or retirement. In the case of death, the Long Service Pay which may have been due to such member at the time of his/her death shall be paid to the member's estate or beneficiary.

ARTICLE 26 -TERM OF AGREEMENT

26:01 The terms and conditions herein contained shall remain in full force and effect for the period extending from January 1, 1998, until December 31, 1998, and thereafter, until replaced by a new Collective Agreement, decision or award. Either Party may give notice to the other Party at any time after ninety days before December 31, 1998 that it desires to bargain for a new Collective Agreement or amendments to the existing Collective Agreement. Within fifteen days from the service of such notice, each Party shall provide to the other Party a list of the changes to the Collective Agreement it desires.

- 26:02 (a) The parties agree that the process set out below shall constitute the means by which Collective Agreements are hereafter reached under sections 118, 119 and 120 of the Police Services Act. The parties further agree not to invoke the conciliation and arbitration procedures provided for under sections 121, 122 and 127 of the Police Services Act.
- (b) Following the giving of notice under section 119 of the Police Services Act, either party may refer outstanding issues to mediation by notice to the other party requesting agreement to a mediator.
- (c) The procedure for appointing the mediator shall be as follows:
- (i) if the parties are unable to agree upon a Mediator within five days from the date of the referral to mediation, the appointment shall be made within a further seven days by a Selector, agreed upon by both parties;
 - (ii) if the parties fail to agree upon a Selector and/or the Selector fails to appoint a mediator within the aforesaid seven days, the parties agree that the Chief Justice of Ontario or, in his absence, the Associate Chief Justice of Ontario, shall be asked to make the appointment upon the application of either party.
- (d) Within seven days after the appointment of the Mediator, each party shall give written notice to the Mediator and to the other party, setting out the matters that the parties have agreed upon for inclusion in an agreement, the outstanding issues, and the positions of the parties with respect to each outstanding issue.
- (e) The Mediator shall meet with the parties and endeavour to effect an agreement on the outstanding issues. The fees and expenses of the Mediator and the Selector shall be borne equally by the parties.
- (f) The discussions and positions taken by the parties during negotiations and mediation shall be without prejudice to the proceedings before and shall not be revealed to the Dispute Resolution Board.
- (g) Failing agreement within thirty-five days following appointment of the Mediator, or such longer period as the parties agree to, or upon the Mediator advising the parties in writing that an impasse exists, whichever occurs first, all outstanding issues may be referred by either party on notice to the other to a Dispute Resolution Board. The Dispute Resolution Board shall be composed of three members, one member selected by each of the parties, and the third member, who shall be the chairperson.

- (h) The procedure for appointing the Dispute Resolution Board shall be as follows:
- (i) the party referring the outstanding issues to the Dispute Resolution Board shall, in its notice of referral, advise the other party of the name of its nominee to the Dispute Resolution Board;
 - (ii) the recipient of the notice shall appoint its nominee to the Dispute Resolution Board within five days of being notified by the other party of the name of its nominee;
 - (iii) if a party fails to appoint a nominee, or a nominee is unwilling or unable to act, or if the two nominees fail to agree upon a chairperson within fifteen days from the naming of the nominee referred to in (ii) above, or the chairperson is unable or unwilling to act, the appointment of a nominee or a chairperson shall be made within seven days by a Selector agreed upon by both parties;
 - (iv) if the parties fail to agree upon a Selector and/or the Selector fails to appoint a nominee or a chairperson within the said seven days, the parties agree that the Chief Justice of Ontario or, in his absence, the Associate Chief Justice of Ontario shall be asked to make the appointment upon the application of either party.
- (i) The Mediator shall not be eligible to serve as a member or chairperson of the Dispute Resolution Board unless the parties agree.
- It is understood that nominees for the parties may include counsel for the parties, but not officers or employees of either party nor members of the Metropolitan Toronto Police Services Board.
- (j) Before preparing an award, the Dispute Resolution Board shall commence a hearing within thirty days after the appointment of the chairperson, or such longer period as the parties may agree upon. The Dispute Resolution Board shall determine its own procedure, but shall allow each party an opportunity to present evidence and make representations. The award of the Dispute Resolution Board shall be issued to the parties within sixty days after commencement of the proceedings before the Board.
- (k) The decision of the majority of the Dispute Resolution Board shall be the decision of the Board. In the absence of a majority, the decision of the chairperson shall be the decision of the Board. The fees and expenses of the chairperson of the Dispute Resolution Board shall be borne equally by the parties.

- (l) Within seven days following an award hereunder, the parties shall incorporate the matters agreed upon and the terms of the award in a Collective Agreement, failing which the existing Collective Agreement, as amended by the matters agreed upon and the terms of the award, shall be deemed to constitute the Collective Agreement between the parties. The aid Collective Agreement shall constitute the Collective Agreement of the parties for the purposes of section 119 of the Police Services Act.
- (m) A Collective Agreement or award hereunder shall be for a term of one year from the date on which the existing Collective Agreement expires, unless the parties otherwise agree.
- (n) For greater clarity, "days", as used herein, means calendar days.

Executed at Toronto this 25th day of February, 1999.

**TORONTO POLICE
ASSOCIATION**

“Craig Bromell” _____

“Jack Ritchie” _____

“Don Courts” _____

“Al Olsen” _____

“Rick McIntosh” _____

**TORONTO POLICE
SERVICES BOARD**

“Norman Gardner” _____

“Judy Sgro” _____

“Sylvia Hudson” _____

“Jeff Lyons” _____

“Emilia Valentini” _____

“Sherene Shaw” _____

“Sandy Adelson” _____

SCHEDULE "A"**THIS IS SCHEDULE "A" - REFERRED TO IN THE ANNEXED COLLECTIVE AGREEMENT**

Position	Hours per week	Per Cent	January 1 1998	July 1 1998	October 1 1998
Constable	40				
4th Class		70	\$38,651	\$39,038	\$39,389
3rd Class		80	\$44,173	\$44,614	\$45,016
2nd Class		90	\$49,694	\$50,191	\$50,643
1st Class		100	\$55,216	\$55,768	\$56,270
Sergeant/Detective 40		113.5	\$62,670	\$63,297	\$63,866
Staff Sergeant/ Detective Sergeant 40		125.5	\$69,296	\$69,989	\$70,619
For Constables sworn in after September 10,1997:					
In the first 1 S months following appointment as a fourth class constable			\$38,651	\$39,038	\$39,389
In the next 1 S months until 30 months following appointment on condition that the constable has been reclassified to a level above 4" Class Constable			\$44,173	\$44,614	\$45,016
In the next 15 months until 45 months following appointment on the condition that the constable has been reclassified to a level above 3rd Class Constable			\$49,694	\$50,191	\$50,643
Thereafter on the condition that the rank of 1st Class Constable is held.			\$55,21	\$55,768	\$56,270

THE ANNUAL RATES AS SHOWN IN THIS SCHEDULE ARE TAKEN TO THE NEAREST DOLLAR AND ARE FOR PURPOSE OF ANNUAL ESTIMATES ONLY.

SCHEDULE "A" - CONTINUED**SERVICE PAY**

Every member appointed prior to August 4, 1987 shall be eligible for Service Pay in accordance with the following table:

Upon completion of 5 years of service and until the completion of the 10th year of service	- \$105 per annum
Upon completion of 10 years of service and until the completion of the 15th year of service	-\$210perannum
Upon completion of 15 years of service and until the completion of the 20th year of service	-\$315perannum
Upon completion of 20 years of service and until the completion of the 25th year of service	- \$420 per annum
Upon completion of 25 years of service and until the completion of the 30th year of service	- \$525 per annum
Upon completion of 30 year of service and until the completion of the 35th year of service	- \$630 per annum
Upon completion of 35 years of service and thereafter	- \$735 per annum

**MEMORANDA OF UNDERSTANDING MADE THIS DAY OF , 1999
BETWEEN THE TORONTO POLICE SERVICES BOARD AND THE
TORONTO POLICE ASSOCIATION CONCERNING MEMBERS COVERED BY
THE UNIFORM COLLECTIVE AGREEMENT.**

1. PROBATIONARY CONSTABLES

1. Where a recommendation is made to dispense with the services of a Probationary Constable during his/her probationary period as defined in the Police Services Act, the following procedure shall be used:
 - (a) The recommendation shall be discussed with the Probationary Constable and he/she shall be given seventy-two hours (exclusive of Saturday or Sunday) during which time he/she may confer with an Association representative and dispute the recommendation and he/she shall be so informed in writing. During that time an Association representative may also meet with the appropriate senior official to discuss the matter. If the Probationary Constable decides not to dispute the recommendation it shall be forwarded in the ordinary course to the Board to be acted upon as the Board deems appropriate. The above time limit may be extended by written agreement of the Parties.
 - (b) If the Probationary Constable disputes the recommendation he/she shall so notify the Association and the Probationary Constable's Unit Commander.
 - (c) A Committee shall be formed known as the Standing Committee on Probationary Constables and shall be comprised of three members selected by the Chief of Police and three members selected by the Association, two of whom shall be members in a full time office of the Association.
 - (d) In those cases where a Probationary Constable disputes the recommendation made to terminate his/her services the entire employment record of the Constable shall be placed before the Committee which shall consider whether there was a reasonable and proper basis for the recommendation to terminate. If a majority of the Committee is satisfied that there is a reasonable and proper basis for the recommendation for termination of the Probationary Constable, no further action shall be taken by the Association on behalf of the Constable. If a majority of the Committee is not so satisfied, then no further action shall be taken to terminate the Probationary Constable. However, the Committee may review its decision upon new or additional information becoming available.

- (e) In the event the Committee is unable to reach a majority decision, the respective positions of the Committee members shall be forwarded to the Board and be considered by it when the recommendation to terminate the Probationary Constable is placed before the Board for its determination. In addition, the Probationary Constable and/or his/her representatives may make oral (in addition to written, if the Association wishes) representations to the Board according to the Board's procedures prior to the Board making its decision.
 - (f) The Chief of Police may provide information or other assistance to the Committee in addition to the Constable's employment record.
2. In the current negotiations the Board and the Association have disagreed whether a Probationary Constable has or should have the right to contest his termination at arbitration under the Collective Agreement or the Police Services Act.
 3. Without prejudice to the rights of the Association with respect to Probationary Constables terminated prior to the effective date of this Memorandum of Understanding, the Parties have agreed, on a trial basis, to the procedure utilizing the Standing Committee on Probationary Constables set out in this Memorandum of Understanding.
 4. During the term of this Collective Agreement, the Association undertakes that the termination of a Probationary Constable will not be taken to arbitration and this provision will remain in effect as provided under Section 129(1) of The Police Services Act and shall not continue thereafter unless agreed to by the Parties. However, if the Parties dispute its extension, the Party proposing such extension shall bear the onus of establishing the efficacy of the Committee system.
2. CONSTABLE RECLASSIFICATION
 1. Where a Constable, after serving a maximum of 15 months in a classification, has had his/her reclassification to a higher level withheld and wishes to appeal the withholding of his/her reclassification, he/she may appeal such action to the Standing Committee on Probationary Constables within 72 hours (exclusive of Saturday or Sunday) of the time he/she was informed that the reclassification was being withheld.
 2. Any reclassification which is being withheld will be deferred, the Constable will be counselled and the reclassification will be reconsidered in a further 90 days.
 3. The entire employment record of a Constable should be placed before the Committee which will consider whether there was a reasonable and proper basis for the recommendation to withhold his/her reclassification. If a

majority of the Committee is satisfied that there is reasonable and proper basis for the deferral, no further action shall be taken by the Association on behalf of the Constable. If the majority is not so satisfied, the Constable's reclassification shall be recommended.

4. If the Committee is unable to reach a majority decision the Board shall determine the matter and any pertinent information may be forwarded by the Committee. The Association may make representations to the Board but this shall not be construed as requiring the Board to hold a hearing on any such determination. Any subsequent withholding of reclassification shall be processed in the same manner.
5. During the term of this Collective Agreement, the Association undertakes that the withholding of a reclassification within the Constable rank will not be taken to arbitration and this provision will remain in effect as provided under Section 129(l) of The Police Services Act.

3. **COMPRESSED WORK WEEKS AND REVISED SHIFT SCHEDULES**

The following Accords on Compressed Work Weeks and Revised Shift Schedules including all written amendments thereto, made in accordance with such accords or by the parties hereto, heretofore or hereafter agreed upon, are binding-upon the Toronto Police Services Board and the Toronto Police Association.

1. Accord on the Compressed Work Week Division and Traffic Personnel (See Appendix B);
2. Accord on Compressed Work Week (Mounted Unit);
3. Accord on Revised Shift Schedule for Uniform Supervisors in the Communications Bureau;
4. Accord on Compressed Work Week Identification Bureau - (Uniform Members);
5. Accords on Revised Shift Schedule for C.I.B. Members in 3 District, 14 Div, 52 Div and 55 Div (Pilot Projects).
6. Accords on Revised Shift Schedule for Emergency Task Force, Homicide, Fraud and 51 Div. Area Foot Patrol (Pilot Projects).

4. **ASSOCIATION/BOARD COMMITTEE**

To resolve any problem or differences, including any alleged change in established working conditions not covered by the Collective Agreement, other than matters in negotiations or before standing committees which may arise and to consider and make suggestions or recommendations for their solution to the respective Parties, the Parties shall establish a joint committee comprised of two appointees representing the Association, at least one of whom shall be a seconded member, and two representing the Board, at least one of whom shall be a member of the Board, to meet to discuss matters of mutual concern. Seven days prior to such meeting the representatives of the Board and the Association shall advise each other in writing of the matters which they wish to place on the agenda for discussion. Time spent by appointees in attendance at such meetings shall not result in loss of regular pay.

The Board will give the Association 30 days notice of any changes the Board intends to make to working conditions, where the Board is aware of such conditions.

5. **LEAVE OF ABSENCE P.A.O.**

The Board shall provide for a leave of absence with pay for a total of 10 duly elected delegates from the Association to attend The Annual Conference of the Police Association of Ontario. (10 delegates in total under all Collective Agreements.)

6. **E.I. REBATE**

- (a) The members' full share of the Employment Insurance Commission premium rebates (which the Association on behalf of its members hereby agrees should be directed to the Board) shall be fully utilized to provide in part the cost of the orthodontic and improvement in the vision care benefits.
- (b) The remaining costs of the above benefits not met by paragraph(a) hereof shall be paid from members' Employment Insurance premium rebates balance held in the Central Sick Leave Bank clause 12:11 (e)(1)(ii) and such provision shall be amended to so provide.

7. **DISPUTE RESOLUTION**

For the purposes of the Dispute Resolution Process and in particular paragraphs (c) and (h) of clause 26:02, the Selector shall be Owen B. Shime, Q.C., who shall

continue until the parties agree to his replacement, or he declines, or is unable to act.

8. **COMMONWEALTH POLICE SERVICE**

The Board and the Association agree in principle that a uniform member in either the Police Benefit Fund ("PBF") or OMERS should be able to establish credited service in the PBF or OMERS, as the case may be, in respect of all or a part or his/her former Commonwealth Police Service which is defined to mean police service as a police officer in a country which as of the date of that service was a member of the Commonwealth. Presently, however, legislation prohibits members from establishing such service as PBF or OMERS credited service.

If the legislative prohibition is removed, the Board and the Association will meet to establish the terms and time limits under which members will be able to establish Commonwealth Police Service as credited service under the PBF or OMERS but it is agreed that one such term is that a member who makes an election to purchase such service or part thereof shall pay into the Fund the amount the Actuary certifies as necessary to purchase such service without cost to the members of the Fund, the Board or the City of Toronto.

9. **COMPRESSED WORK WEEK**

The Compressed Work Week Committee will continue to meet to consider Association proposal for extension of the C.W.W. to members assigned to 2-or 3-shift, 7 day operations.

This Committee will also consider the Board proposal for modification or elimination of long blocks of days off in the C.W.W. cycle.

10. **COMPRESSED WORK WEEK**

The Compressed Work Week Committee will continue to meet to consider Association proposal for extension of the C.W.W. to members in the following areas or locations:

C.O. Bick College
Public Complaints Investigation Units

Either party may require that an external person act as Chairperson of the Committee, the costs to be shared equally between the parties. In the event the parties cannot agree on the person to be appointed, they will request Mr. Owen Shime, Q.C., to make the selection.

11. **PILOT PROJECT ON REVISED C.W.W.**

A Committee representative of the Board and the Association will meet to consider and make recommendations on the Board proposals to amend the Uniform Accord and on the possible implementation of a Pilot Project in 1 District with a revised schedule of hours of work.

The purpose of the study is to examine Management's concern that there is excessive time taken in responding to calls for police assistance, particularly between the hours of 03:00 p.m. and 07:00 p.m. and between the hours of 03:00 a.m. and 05:00 a.m.

The Committee will report by December 31, 1993.

12. **PROMOTIONAL PROCEDURE**

Promotional procedure will be the subject of continuing study by the Promotional Procedure Committee. Either party may agree to use an external person as Chairperson of the Committee, the costs to be shared equally between the parties. In the event the parties cannot agree on the person to be appointed, they will request Mr. Owen Shime, Q.C., to make the selection.

This Letter of Agreement is without prejudice to any objection by the Board concerning the negotiability and arbitrability of promotional procedures.

13. **NEGOTIATIONS**

When the Board and Association are negotiating a renewal of the Uniform Collective Agreement only, or the renewal of both the Uniform and Civilian Collective Agreements, the Association shall be entitled to have in attendance at such meetings in addition to the full-time representatives of the Association, three additional active members of the Force representative of the uniform unit. If a member is scheduled to work evenings or nights on such meeting day, he will, assuming reasonable advance notice where practicable is given to his immediate supervisors that an adequate replacement can be obtained, be entitled to have his shift rescheduled to coincide with the meeting.

Such active members shall not lose regular pay as a result of attendance at negotiation or mediation meetings and if meetings are not on a scheduled work day, will receive a lieu time credit equal to one half the negotiation or mediation meeting time but not exceeding four hours at straight time for any such meeting.

14. **PART-TIME MEMBERS**

- (a) A Committee to be established comprising two representatives of the Association and two representatives of the Board to study the

implementation of part-time work schedules and the terms and conditions of members assigned to such work schedule.

- (b) The object of the Committee's study is to consider and if deemed advisable to reach agreement on the implementation of such schedules and terms and conditions of employment.
- (c) Either party may require that an external person act as Chairperson of the Committee, the cost to be shared equally by the parties. In the event the parties cannot agree on the person to be appointed they will request Mr. Owen Shime, Q.C. to make the selection.
- (d) The Committee shall report as soon as possible but no later than December 31, 1993.

15. **NO FAULT INSURANCE**

A Committee will be established consisting of two representatives of the Association and two representatives of the Board to study the possibility of allowing members to top up no fault insurance benefits.

16. **BENEFIT - SURVIVING SPOUSE/DEPENDENTS**

The parties agree to create a Committee consisting of two representatives of the Association and two representatives of the Board which shall attempt to develop a method to provide, at no cost to the Board, for the participation in the Force Benefit Plans - Semi-Private, Dental and Major Medical - of surviving spouses and dependent children of members who die while employed and dependent children of retirees in receipt of Medi-Pak. This Committee shall report to the parties by November 1, 1993.

17. **OFF - DUTY CONDUCT**

The parties will create a Committee consisting of two representatives of the Association and two representatives of the Board to discuss and to make recommendations to the parties concerning those circumstances in which the Police Services Board has a legitimate interest in members' off-duty conduct.

18. **DISCIPLINARY PENALTY**

For the purposes of uniform discipline, a member upon whom a penalty of 'forfeiture of days or hours off is imposed may arrange with his/her unit commander to serve the penalty by working a regular day off, forfeiting lieu time, if available, or forfeiting annual leave, if available. If the member and his/her unit

commander cannot agree on how the penalty is to be served, the unit commander shall decide.

19. **UNIFORM DISCIPLINE**

- (a) Where a penalty of more than one day's forfeiture of pay or days off is imposed, it shall be deemed to mean the forfeiture of not more than one day's pay or day off in each pay period until the full penalty has been paid. Nothing in this paragraph prevents a member and his/her unit commander from mutually agreeing to a different schedule of forfeiture. Where the person convicted leaves the police force, the whole amount of the forfeiture of pay then remaining may be deducted from any pay then due.

20. **SENIOR CONSTABLES**

In order to recognize the experience and level of professionalism in the performance of police duties demonstrated by individual constables in the Force, the Board and the Association agree to implement the designation of Senior Constable.

Definitions

- 1.(a) "Senior Constable Pay" means an amount equal to 2.0% of the 1st Class Constable rate as it exists from time to time. Such pay forms part of basic salary and shall be paid bi-weekly. Thus, in calculating overtime, call-back pay, vacation pay, sick pay, statutory holiday pay, paid lieu time, sick pay gratuity, pension contributions, etc. and in calculating net pay under Article 13 or Central Sick Leave Bank benefits or entitlements under Article 11, Senior Constable Pay will be taken into account.
- (b) "commendable annual evaluation" means an evaluation in which the constable scores 65 per cent or more calculated on a maximum of 99 attainable points. Points will be allocated as follows:
 - A Constable will gain:
 - 3 points for categories rated "Excellent", "Very Good" and "Good"
 - A Constable will lose:
 - 3 points for categories rated "Fair" and "Poor"

Where a constable receives more than one annual evaluation in a year, an average score of 65 per cent or more is required in order for that year's evaluation to be found to be "commendable".

NOTE: In the event that an evaluation contains a category or categories where the evaluator has "No Basis for Rating", the maximum number of attainable points shall be reduced by 3 for each such category and the annual evaluation (or the average if more than one evaluation is done) shall be deemed to be commendable provided the total points achieved is 65 per cent or more of the total number of points attainable.

- (c) "decentralized training examination" means the examination under the decentralized training system used at the date of the signing hereof, the pass mark of which is 65%.
- (d) "Sworn Service" with the Toronto Police Force includes consecutive service with the former Municipality of Metropolitan Toronto Police Force.

Qualifications

NOTE: The requirement to pass the "decentralized training examination" and/or the "examination for promotion to Sergeant or Detective" as provided in 2, 3, 4 and 7 is suspended during the period January 1, 1993 to December 31, 1996.

The parties will appoint a Committee of equal representatives not exceeding 3 members each to develop an examination for Sr. Constable pay to replace the decentralized and promotion examinations referred to above.

2. Effective January 1, 1991, all 1st Class constables who have attained 10 consecutive years of sworn service with the Toronto Police Force on or before December 31, 1990 shall receive Senior Constable Pay in addition to the salary they are otherwise receiving, provided they have passed their most recent decentralized training examination and have received a rating which was commendable in each of their two most recent annual evaluations. They shall be deemed to have passed the examination for promotion to Sergeant or Detective.

Effective the date they attain 10 consecutive years of sworn service with the Toronto Police Force, 1st Class constables who attain the said 10 years of service on or after January 1, 1991 but on or before December 31, 1991 shall receive Senior Constable Pay in addition to the salary they are otherwise receiving provided they have passed their most recent decentralized training exam and have received a rating which was

commendable in each of their two most recent annual evaluations. To remain eligible for Senior Constable Pay, these constables must pass the 1992 examination for promotion to Sergeant or Detective unless they have already passed this examination in 1991 or earlier.

4. Effective the date they attain 10 consecutive years of sworn service with the Toronto Police Force, 1st Class constables who attain the said 10 years of service on or after January 1, 1992 shall receive Senior Constable Pay provided.
- (i) they have passed the examination for promotion to Sergeant or Detective; and
 - (ii) they have passed their most recent decentralized training examination; and
 - (iii) they have received commendable annual evaluations in respect of the year in which they attain 10 years of service and the next preceding year.

A Senior Constable who resigns and who is rehired within two calendar years (730 days) will have his/her prior service count for this provision.

Constables with ten or more consecutive years of sworn service with the Toronto Police Force who do not initially qualify for Senior Constable Pay by reason of failure to meet any criterion(a) specified for them above, shall qualify immediately upon meeting the criterion(a) in the future.

Constables receiving acting pay pursuant to clause 5:08 of the Uniform Collective Agreement and those receiving pay under clause 16:01 of the Uniform Collective Agreement (plainclothes and training constables and CO. Bick instructors) will not receive Senior Constable Pay for the period for which acting pay was paid or for the period for which they were in receipt of pay under clause 16:01.

Continued Eligibility

7. To maintain eligibility for Senior Constable Pay, a constable who has once qualified for Senior Constable Pay shall, in future years, be required to
- (a) pass the annual decentralized training examination, and
 - (b) attain a commendable annual evaluation.

Failure to satisfy any one or both of these criteria will result in a constable being declared ineligible for Senior Constable Pay. When (s)he next passes the annual decentralized training examination and/or attains a commendable annual evaluation, as the case may be, (s)he will again be paid Senior Constable Pay.

Senior Constable Evaluation Committee

- 8.(a) In the event that a constable disagrees with his/her annual evaluation score, or is found not to qualify, or to be ineligible, for Senior Constable Pay (s)he may appeal the matter to the Senior Constable Evaluation Committee, which is hereby established and which shall be comprised of three members appointed by the Chief of Police and three members appointed by the Association, two of whom shall be Directors of the Association.
- (b) The Committee shall examine the matter before it and shall determine whether there was a reasonable and proper basis for the decision appealed from. By majority decision, the Committee may accept or deny the appeal. If the Committee fails to reach a majority decision, the positions of the members of the Committee will be forwarded to the Board and the Board shall decide the matter. In addition, the constable and/or his/her representative may make written submissions prior to a decision being taken by the Board.

Police Services Act Discipline

- 9.(a) Where a constable, within the twelve months preceding the date (s)he would otherwise qualify for Senior Constable Pay, has been convicted of misconduct under the Police Services Act for which the confirmed penalty was the forfeiture of more than 40 hours' pay or leave or suspension without pay for more than 40 hours, his/her eligibility or non-eligibility to receive Senior Constable Pay shall be determined by a majority vote of the Senior Constable Evaluation Committee. Where the Committee decides that the constable should be ineligible to receive Senior Constable Pay, it shall also decide by a majority vote the period of ineligibility but in no case shall such period exceed 1 year.
- (b) Where a constable who is in receipt of Senior Constable Pay is convicted of misconduct under the Police Services Act for which the confirmed penalty is the forfeiture of more than 40 hours' pay or leave or suspension without pay for more than 40 hours, his/her eligibility or non-eligibility to continue to receive Senior Constable Pay shall be determined by a majority vote of the Senior Constable Evaluation Committee. Where the Committee decides that the constable should be ineligible to continue to

receive Senior Constable Pay, it shall also decide by a majority vote the period of ineligibility but in no case shall such period exceed 1 year.

- (c) If the Committee fails to reach a majority decision on a constable's eligibility to receive or to continue to receive Senior Constable Pay or, if the Committee decides that the constable is ineligible to receive or to continue to receive Senior Constable Pay but cannot reach a majority decision on the period of ineligibility, the positions of the members of the Committee will be forwarded to the Board. In addition, the constable and/or his/her representative may make written submissions to the Board. Based upon the material before it, the Board shall make the determination on the constable's eligibility to receive or to continue to receive Senior Constable Pay. If the Board decides that the constable is ineligible to receive or to continue to receive Senior Constable Pay or if the period of ineligibility is the only question referred to the Board for determination, it shall specify the period of ineligibility but in no case shall such period exceed 1 year.
- (d) Where a 1st Class Constable who would otherwise be eligible for the Senior Constable Pay is convicted of misconduct under the Police Services Act and receives a penalty of demotion to a lower constable rank, the constable shall be ineligible to receive the designation until he/she reattains the rank of 1st Class Constable.

21. POLICE BENEFIT FUND

Before the Police Benefit Fund is wound up or its surplus distributed, the parties are to meet to meaningfully discuss the issue.

22. DENTAL PLAN

- (a) Effective October 1, 1998
 - (i) The drug dispensing fee for the re-imbusement of prescription drugs shall not exceed \$7.50 per prescription.
 - (ii) Re-imbusement for dental recall examinations (including scaling and routine check-ups) shall be limited to once per 9 months for any eligible member or eligible dependant age 18 years or older.

Executed at Toronto this 25th day of February, 1999.

**TORONTO POLICE
ASSOCIATION**

**TORONTO POLICE SERVICES
BOARD**

“Craig Bromell” _____

“Norman Gardner” _____

“Jack Ritchie” _____

“Judy Sgro” _____

“Don Courts” _____

“Sylvia Hudson” _____

“Al Olsen” _____

“Jeff Lyons” _____

“Rick McIntosh” _____

“Emilia Valentini” _____

“Sherene Shaw” _____

“Sandy Adelson” _____

THE BOARD ADVISES THE POLICE ASSOCIATION OF ITS POLICY ON THE FOLLOWING MATTERS NOT INTENDED TO BE COVERED BY THE COLLECTIVE AGREEMENT:

1. ANNUAL EVALUATIONS:

If a member so requests he/she shall, when counselled, be shown his/her Annual Evaluation including the Counsellor's comments.

The member, within ten days of being counselled, may respond in writing to such evaluation.

Where a member responds to such evaluation, the response is to be attached to the said evaluation.

Upon request, members shall be given a copy of their annual evaluations and a copy of any other performance appraisals that are completed. Copies are to be furnished following discussion of the evaluation/appraisal with the unit commander/supervisor.

2. RESIGNATIONS:

A member, within 48 hours (excluding Saturday or Sunday) of submitting a written resignation may request the Chief of Police, either directly or through the Association, to withdraw said resignation. The Chief of Police, after investigation, will determine the matter.

3. PERSONNEL FILES:

The member's Divisional file will be made available to the member for reviewing prior to being counselled and on special request, not to exceed once per year, through the Unit Commander.

4. UNIFORM AND EQUIPMENT:

Uniform and equipment will be the subject of continuing study by the Clothing and Equipment Committee.

5. EDUCATION LEAVE:

Leave of absence without pay and benefits and without loss of seniority the member held at the commencement of the leave may be provided to any member for the purpose of obtaining a university degree provided that:

- (i) the member has obtained some of the credits for the degree during his/her off duty hours;
- (ii) the degree can be obtained in no more than two years of full time study;
- (iii) there is no obligation to provide and no restriction on providing employment to the member during such leave of absence;
- (iv) the degree would, in the opinion of the Board, be of value to his/her future police work;
- (v) such leave to obtain any one degree may only be requested once during an officer's career;
- (vi) the educational costs to be borne by the member.

6. **EXTENDED LEAVE:**

The Board has developed a policy to allow members to take extended leaves of absence of up to 1 year. These leaves are self-funded by members receiving 4 years' salary over a 3-year period or 3 years' salary over a 4-year period. Details of the policy are available from Staff Services.

7. **WORKPLACE SAFETY AND INSURANCE:**

The Commission would take the position that any member who is injured while performing his/her duty as a police officer off shift should be covered by W.S.I.B.

8. **LOCKER INSPECTION:**

A member shall be given a reasonable opportunity to be present during the routine inspection of his/her locker.

9. **ORIENTATION PROGRAM:**

The Chief of Police will direct the Employment Office to ensure that in any orientation program for members the Association shall be afforded the opportunity to participate in such program.

10. **AIR CONDITIONING:**

As a matter of policy, the Board will provide air conditioning in future purchases of marked patrol cars and radar cars.

11. **SICK BANK:**

The members of the Force presently receive a statement of their Sick Bank status as of December 31st each year. Members in the future will receive a statement of their Sick Bank status on or around June 30th, and December 31st, each year.

The Chief of Police will direct that Unit Commanders have available on or around June 30th and December 31st a sick leave record of each member in the Unit so that members may reconcile their Sick Bank Status Statements.

12. **FACILITIES:**

The concerns of the Association regarding parking, rest areas, lockers, showers, and physical fitness facilities will be referred to a committee of two representatives of Management and two representatives of the Association, in an effort to develop general criteria for future facilities for the guidance of Toronto Parks and Property.

13. **LEGAL INDEMNIFICATION RETAINER:**

1. The Board has adopted a policy which permits a member who may be eligible for indemnification under Article 23 of the Collective Agreement to apply for funds to provide his counsel with a retainer if one is required which application may be made on the following basis:
 - (i) where the need for legal counsel arises because a criminal charge has been laid against the member after the arrest and/or charging of someone in connection with acts leading to that arrest and/or charge, or where the need for legal counsel arises under clause 23:05 (b) of the Collective Agreement.
 - (ii) the funds applied for do not exceed the greater of \$2,000 or 25% of the retainer based on the necessary and reasonable legal costs which in the event of dispute shall be determined by the City of Toronto Solicitor (if the retainer increases over time, the member may apply for additional funds within the terms of this Policy);
 - (iii) where the actions of the member do not appear to be covered by clause 23:02 of the Collective Agreement; and
 - (iv) where the member undertakes to indemnify the Board for such funds if the member is not entitled to indemnification under Article 23 in a manner and form satisfactory to the City of Toronto Solicitor.

2. If the Chief or Chiefs Delegate is to recommend to the Board that the retainer provided in 1 (ii) not be provided the Association shall be informed so that they may make written representations to the Board before a final decision is made.

14. VACATION DRAW:

A member in scheduling his/her vacation period may indicate separately in the space provided his/her scheduled days off prior to and following the vacation period on the Confidential Instructions for Crown Counsel (Dope Sheets) and on Court Attendance while on Annual Leave form (TP 205).

Where the Monday Tour of Duty during the third week of the Compressed Work Week Cycle is taken as an assigned day off, it shall be deemed to be a scheduled day off for the purposes hereof.

Members designated to attend Minor Traffic Court during the member's scheduled days off prior to and following said vacation period may request of his/her Unit Commander that he/she be exempted from such appearance. Should the exemption not be granted the Unit Commander's determination may be appealed to the Chief of Police through the appropriate Deputy Chief.

A court appearance on scheduled days off prior to and following the-vacation period shall not be considered as vacation for the purpose of clause 5:04 (d) of the Collective Agreement.

15. FITNESS FACILITIES:

To offset the cost of equipment for fitness facilities, the Board will endeavour to obtain the maximum amount of government funding possible. The balance of the cost will be shared according to the Board's current policy: 1/3 payable by the Board, 1/3 payable by the T.P.A.A.A. (assuming the T.P.A.A.A. agrees), and 1/3 payable by the members.

16. COMMUNICABLE DISEASES:

A Committee comprising of two representatives appointed by the Association and two representatives appointed by the Board shall study the issue of communicable diseases and shall make recommendations to the parties regarding procedures to be used by members when dealing with persons suffering from, or suspected of suffering from, communicable diseases.

17. **BILL OF RIGHTS:**

A Committee comprised of 3 members representing the Board and 3 members representing the Association shall review the "Bill of Rights for Police Officers" which was proclaimed by the Board on June 3, 1982 at a time when the Metropolitan Police Force Complaints Project Act, 1981 was in force. The purpose of the Committee's review shall be to examine the Bill of Rights in light of the current legislative framework under Part VI, Police Services Act with a view to making recommendations to the parties concerning (i) of any item within the Bill of Rights which needs to be updated, amended or deleted and (ii) any item which needs to be added to the Bill of Rights.

The Bill of Rights currently reads as follows:

- (a) An officer against whom a complaint is received shall be advised of the substance of the complaint as soon as possible. The only justified reason for delay is if it would jeopardize the conduct of the investigation.
- (b) Each officer shall be advised of the status of the complaint within thirty days of its reception and shall be provided with interim reports as prescribed. He shall be provided with the final investigation report when it is completed.
- (c) The police officer concerned shall not be required to give evidence at a disciplinary hearing nor shall any statement or answer required to be given by him in respect of the complaint made against him be admitted in evidence at the hearing except with his consent.
- (d) No reference to a disciplinary hearing shall be made in the personal record of the police officer concerned, unless the Hearing Body had made a finding of misconduct by the police officer.
- (e) No reference shall be made in the personal record of a police officer to a complaint resolved informally.
- (f) Statements obtained in the course of the investigation into a citizen's complaint shall only be admissible on a hearing under Part VI, Police Services Act and not in any civil suit or proceeding.
- (g) Officers against whom complaints have been made have a right to an Association representative being present during any investigation of these officers.

- (h) Officers against whom complaints have been made have a right to counsel, Association representation or other agent during any hearing that results from that investigation.
- (i) All allegations against police officers arising out of citizen's complaints must be proven beyond a reasonable doubt.
- (j) The police officer shall be afforded an opportunity to examine before the hearing any written or documentary evidence that will be produced or any report, the contents of which will be given in evidence at the hearing.
- (k) Officers shall be advised in writing of the findings made on hearings into complaints against them and of the avenues of appeal open to them where a complaint has been found to be established.
- (l) No notation shall be made on any officer's personal record regarding a complaint unless that complaint is established in accordance with the Principles of Natural Justice.
- (m) No summary discipline shall be meted out to an officer with respect to a complaint unless that complaint is established in accordance with the Principles of Natural Justice.
- (n) No officer shall be permitted to suffer double jeopardy in accordance with the rule of law. Specifically, no officer shall be required to face a disciplinary charge where the conduct complained of is identical to that which formed the subject matter of a prosecution in the courts that resulted in an acquittal.
- (o) Wherever a police officer is suspected of or charged with the commission of a criminal offence, he or she shall enjoy exactly the same rights as any other citizen.

18. JOB SHARING:

The Part-Time Committee will discuss the feasibility of a job sharing programme to assist members who have difficulty working current work schedules because of personal problems such as child care or elder care.

19. RETIREE PENSION INCREASES:

The Board and the Association acknowledge that recommendations in respect of increases in and/or improvements to pensions of retirees in the Toronto Police Benefit Fund are to be made to the Executive Committee by the Trustees of the Fund.

20. **COURT ATTENDANCE FOR RETIREES:**

The Board will pay to a former member of this Force who has retired on pension and who is required by summons to attend court in connection with his/her duties as a member of this Force (but not where such individual is the person charged) the sum of \$75.00 for each day of required court appearance as a supplement to the regular court witness fee.

21. **PAID-UP LIFE INSURANCE:**

A uniform member who retires under the N.R.A. 60 rule or later and who does not qualify for paid-up insurance under the provision of the Collective Agreement shall receive a paid-up life insurance policy as follows:

If 10 years of service but less than 15 - \$1,500.00
 If 15 years of service but less than 20 - \$2,500.00
 If more than 20 years of service - **\$3,500.00**

22. **BENEFIT CONTRACTS**

The Board will provide the Association with a copy of all benefit contracts and policies within three months of a change being **made** thereto resulting from negotiations or arbitration and within three months of a change or carrier.

23. **WITNESSES AT DISCIPLINE HEARINGS**

A member charged with misconduct pursuant to the Police Services Act may inform the presiding officer, in writing, of the names of the members of the Force whom he/she desires to give evidence at the hearing and the Chief of Police shall order those members to be present at the hearing except that if the penalty to be requested is less than dismissal or demotion, the member charged may name no more than two members of the Force to be ordered to be present as character witnesses.

24. **DENTAL PLAN - IC. CODES**

- (a) Where a dental procedure which was, as of January 1, 1987, an eligible expense under the Force's Dental Plan is designated by the Ontario Dental Association as an Individual Consideration (I.C.) Code, (and, therefore, an ineligible expense under the Force's Dental Plan), the Board will reimburse a member who has undergone the procedure. The amount of the reimbursement shall equal the lesser of the actual expense to the member or an amount equal to the result of applying to the most recent

Ontario Dental Association Schedule rate for the procedure the annual, general increases to the Ontario Dental Association Schedule since the year in which the procedure was designated as an I.C. Code.

- (b) The Board will undertake to describe in the Force's group benefits booklet those Ontario Dental Association Fee Guide codes which are eligible expenses under the current dental plan agreement.

25. **HEARING OF DISCIPLINE CHARGES**

Administrative Procedure No. 10 "Hearing of Discipline Charges" and Administrative Procedure No. 12 "Complaints Against Police Officers" will reflect that a member accused of misconduct under the Police Services Act and who faces a hearing or a board of inquiry under the Act may inform the Chief of Police in writing of the names of the members of the police force whom he/she desires to give evidence at the hearing or board of inquiry and the Chief of Police shall order those members to be present at the hearing or board of inquiry.

26. **RULES COMMITTEE**

A committee comprising three members of the Association and three members representing the Board shall discuss the Toronto Police Rules and the Directives with a view to updating them or amending or adding to them for purposes of clarification. Such discussion is without prejudice to the Board's position on the negotiability and arbitrability of the Board Bylaws. Any unanimous recommendations of the Committee will be submitted to the Board and the Association. At least two weeks prior to a meeting, the Association will submit in writing the Board Rules and Directives of concern and the amendment(s) it desires to discuss at said meeting. The Board representatives will advise the Association in writing two weeks prior to the meeting of any Rules and Directives it desires to discuss at said meeting.

27. **SICK PAY GRATUITY**

A member may use up to six months of his/her sick pay gratuities in time rather than in pay, immediately prior to retirement.

Definitions

For the purposes of this policy, the last day worked is understood to be the day that the member has utilized all outstanding vacation, floating holidays, lieu time or any other type of leave, but immediately prior to utilizing their sick pay gratuity as pre-retirement leave.

The date of retirement is understood to mean the last day that the member is on pre-retirement leave.

Eligible Number of Work Days

The number of months will be reduced to work **days** as follows:

1 month	22 work days
2 months	43 work days
3 months	65 work days
4 months	87 work days
5 months	109 work days
6 months	130 work days

The member may also decide to take a portion of his/her sick pay gratuity in time **and the** remainder in lump sum payment.

Benefit Entitlements

1. Vacation, floating holidays and lieu time must be utilized prior to using sick pay gratuity as pre-retirement leave.
2. Accrual of vacation and sick bank ceases on the last day worked.
3. Employees are entitled to retirement accrual days while on pre-retirement leave. For those employees whose extension period takes them into a new calendar year, the member will continue to accumulate retirement accrual days. The retirement accrual days will be paid out after the date of retirement.
4. Statutory holidays which fall during the extended period are not applied to reduce the pre-retirement leave.
5. Any outstanding sick pay gratuity amount will be paid out after the member retires.
6. A member on pre-retirement leave does not qualify for W.S.I.B. or Central Sick Bank.
7. A member is entitled to the benefits of an active member of the Force up to and including the date of retirement.
8. The Board **and** the member will each pay their respective contributions to the pension fund up to and including the date of retirement.

Wage Increases

Increases which are effective during the period a member is on Sick Pay Gratuity leave are not to be applied to the salary of the retiring member.

Increases during such period which are retroactive to a date prior to the member proceeding on such leave are to be applied to the salary of the retiring member.

APPENDIX "A"

PENSION SETTLEMENT

1. Effective the first pay period following ratification of this memorandum of agreement, the pension contributions of members of the pension plan known as the Police Benefit Fund (the "P.B.F.") shall be amended as follows:
 - (1) for the benefits in the P.B.F. which are currently the same as O.M.E.R.S. (as more particularly set out in clause 8:02 (a) and (b) of the current Collective Agreement) each member shall contribute by payroll deduction 8% of his contributory earnings in a pay period reduced by 1 1/2% of that portion of such earnings in a pay period that if computed on an annual basis, would not exceed the Y.M.P.E. as defined in the Canada Pension Plan.
 - (2) for all the current benefits in the P.B.F. which are not provided by O.M.E.R.S. each member shall contribute by payroll deduction an additional of 1/2% of his contributory earnings in a pay period (with appropriate amendment to P.B.F., By-law as required e.g. S. 24 (b).
- .02 A member enrolled in the P.B.F. as of the date of ratification of this memorandum of agreement who, in accordance with the Woolridge decision obtained the right to purchase certain periods of credited service in the P.B.F., shall have the option effective on January 1, 1985 of purchasing an additional period of credited service in the P.B.F. equal to all or part of the excess of the actual amount of cadet or civilian service served with the Metropolitan Toronto Police Force immediately prior to becoming a police officer, over the period of service available to be purchased in accordance with the Woolridge decision, through payment made by such member to the P.B.F., by bi-weekly payments during the period not exceeding one year commencing on January 1, 1985, equal in total to 13 percent of the annual salary rate paid to him on the date he became a police officer multiplied by the years or part years of such additional period of credited service, together with interest compounded annually at 6% per annum from the date he became a police officer to December 31, 1982 and 8% per annum from January 1, 1983 to the date it is entirely paid off.

A member will indicate in writing to the Board by July 1, 1984, that he may be interested in exercising the option set out above. The Board will notify such member in writing by September 1, 1984 of the amount required to be paid by the member and the member exercising the option **must** so notify the Board in writing by November 1, 1984, by prepaid registered mail.

- .03 A member enrolled in the P.B.F. as of the date of ratification of this memorandum of agreement and who is listed on the attached listing marked Schedule "A", who had a period of at least one month of continuous service commencing prior to January 1, 1962, as a civilian employee with the Toronto Police Force or a Police Force within the Municipality of Metropolitan Toronto, immediately prior to becoming a police officer, shall have the option effective on January 1, 1985 of purchasing a period of credited service in the P.B.F. equal to such period of continuous service, through payment made by such member to the P.B.F. by bi-weekly payments during the period not exceeding one year commencing on January 1, 1985, equal in total to 13 percent of the annual salary rate paid to him on the date he became a police officer multiplied by the years or part years of such period of credited service, together with interest compounded annually at 6% per annum from the date he became a police officer to December 31, 1982 and 8% per annum from January 1, 1983 to the date it is entirely paid off.

Within two months of ratification a member not listed on Schedule "A" who is otherwise eligible under this clause may have his name added to Schedule "A" at which time the list of such eligible members is final. The Board will notify in writing the members listed in Schedule "A", as amended, by September 1, 1984 of the amount required to be paid by the member, and the member exercising the option must so notify the Board in writing by November 1, 1984, by prepaid registered mail.

- .04 The Board and the Association agree that it may be desirable to have the benefits heretofore provided by P.B.F., the administration of such benefits, and the provision of future changes to benefits and contributions administered under the O.M.E.R.S. Act and Regulations to the extent possible rather than under the Police Benefit Fund but have not agreed on the terms and conditions on which such transfer may be made. The parties through their bargaining committees will continue to attempt to negotiate a satisfactory basis for such transfer subject to the approval of the Board, the Association Bargaining Committee and only with the approval of a majority of the members of the Association who are members of the P.B.F. in which event the Collective Agreement may be so amended as provided in s. 7(2) (a) (ii) of O.M.E.R.S. Regulations.

APPENDIX "B"

ACCORD ON COMPRESSED WORK WEEK

I. IMPLEMENTATION

Divisional and Traffic uniform members who work a 7-day, 3-shift operation shall be assigned to work in accordance with the Compressed Work Week Cycle.

2. COMPRESSED WORK WEEK CYCLE ("CYCLE")

The shift cycle and tours of duty to be made during the Compressed Work Week are as follows:

M	T	W	T	F	S	S
E	E	E	X	X	X	X
X	N/A	N/A	N/A	N/A	N/A	N/A
N/A	X	X	X	D	D	D
D	D	D	D	X	X	X
X	X	X	E	E	E	E

TOURS OF DUTY

EXAMPLE

D-DAYS	10 hours	7:00 am to 5:00 pm
A - AFTERNOONS	8 hours	3.00 pm to 11:00 pm
E - EVENINGS	10 hours	5.00 pm to 3.00 am
N -NIGHTS	8 hours	11 :00 am to 7:00 am

3. WORKING CONDITIONS

The implementation of the Cycle is not intended to increase premium pay of members affected nor to reduce their regular salary but is intended to rearrange their working schedule as set out in paragraph 2. To that end for members assigned to the Compressed Work Week Cycle this Accord takes precedence over the terms of the uniform collective agreement and during the term of this Accord the following articles of the collective agreement shall bear the interpretation as set out below:

- (a) Sub-clause 5:01 (a), (b), (c) and (d) are inapplicable;

- (c) Sub-clause (d) of 5:01 shall provide:

Each member shall be assigned a lunch period:

- (i) when assigned to an S-hour tour, after the completion of two and one-half hours and be completed before the completion of six hours of duty;
- (ii) when assigned to a lo-hour tour, after the completion of three hours of duty and be completed before the completion of 7 hours of duty.

When the requirements of the service do not permit the taking of an assigned lunch period the member and his/her supervisory officer may agree upon some other period during the tour or the member shall be credited with one hour at straight time.

- (d) Voluntary unpaid training and information sessions may be held at the discretion of the Unit Commander or Supervisor prior to the commencement of the tour of duty.
- (d) Sub-clause (a) of 5:02 shall be amended in accordance with the Cycle as set out in paragraph 2 hereof provided, however, that the Chief of Police in his/her discretion shall continue to have the right to change the starting time of a tour of duty, including the right to vary the starting time of a tour for overlapping at tour changes.
- (e) Sub-clause (b) of 5:02 is inapplicable.
- (f) The Memorandum of Agreement re Fourth Tour is inapplicable.
- (g) A regular tour of duty shall consist of consecutive hours as provided in paragraph 2. Subject to paragraph 9(b), when a member on such regular tour of duty is required by his/her Unit Commander to terminate his/her duty before the completion of his/her tour he/she shall receive regular pay for such tour.

4. STATUTORY HOLIDAYS

Article 9 is inapplicable and in lieu thereof members shall be compensated for statutory holidays as follows:

- (a) (i) On the first day of the commencement of a 5

-week cycle a member shall receive a credit of 11.5 hours in the lieu time register. Therefore, a member on the Compressed Work Week Cycle for a full year should receive an average annual credit of 120 hours.

- (ii) A member who is not entitled to any salary including sick pay under clause 12:06 during two consecutive cycles, will not receive the credit in (a) (i) at the commencement of the next cycle.
- (b) Unit Commanders shall have the discretion to schedule time off to the extent of a tour of duty per two cycle periods per member. Such time shall be in conjunction with scheduled days off, unless the Unit Commander and the member agree to an alternate arrangement and such time shall be deducted from the lieu time register. In scheduling such time off the Unit Commander shall give consideration to the member's preference.
- (i) If the member is assigned a day off in accordance with this paragraph (b) and, subsequent to such assignment is scheduled to appear in court on such day off, such day off shall be considered a regularly scheduled day off for purposes of clause 5:04. Nothing herein will prevent a member, with the concurrence of his Unit Commander, working on such assigned day off and rescheduling his assigned day off.
 - (ii) Where a member is on annual leave for the second week of the Compressed Work Week cycle, the member shall be assigned the Monday of the third week of Compressed Work Week cycle as an assigned day off.
- (c) A member will continue to have the right to utilize other credited lieu time off at such time agreed upon by the member and the Unit Commander and such time shall be debited from the lieu time register.
- (d) Notwithstanding the provisions of clause 5:06 members may make written application no later than November 1st of each year to reduce their lieu time register to 0 (zero) hours on the last day of November, which time shall be paid for before the end of the following month.
- (e) A member entering into or leaving the compressed work week may require a debit or credit adjustment, rounded to 1/4 hours to ensure an equitable share of the Statutory Holiday credit, as provided in (a) above, and the provisions of (b) above may similarly require adjustments.

5. VACATIONS

Earned time off, such as vacations, shall be expressed as equivalent of hours normally worked, i.e. one week's vacation equals 35 net hours.

- (a) The following procedures shall be established for drawing vacation leave for Constables under the Compressed Work Week System:
 - (i) Constables assigned to training programs shall draw leave with their platoon even if not working in the Compressed Work Week System at the time of the draw.
 - (ii) Subject to the requirements of the service, when a platoon is scheduled to work the 2 week period encompassing the day shift (weeks 3 and 4 of the schedule) approximately 5% more of the platoon will be allowed on leave for the 2 week period.
- (b) Platoon Supervisors (Sergeants and Staff Sergeants) shall draw leave by platoon in order of seniority (based on total length of service with the Force). One such Supervisor may be on leave at a time.

On the first draw a maximum of four weeks leave may be drawn by Supervisors during the prime summer period, viz, the 10 week period preceding Labour Day.

Provided, however, if the prime period has not been fully utilized in the first draw, the unused segment(s) remain available for the second draw.

- (c) For the purpose of sub-clause 5:04(d)(i) the maximum time off granted for each day or part thereof in court is 16 hours.

6. SICKNESS AND SICK PAY CREDITS

Subject to Article 13 of the collective agreement sick leave shall continue to be credited but on the basis of 12 hours per month = 1.5 days and charges to sick leave will be based on hours scheduled to work but missed due to sickness or injury.

7. PAID LEAVE

Maximum compensation under 17:02 (a) (i) is 32 hours' pay.

Maximum compensation under 17:01 (a) or 17:02 (a) (ii) is 24 hours' pay.

8. TWO OFFICER PATROL CARS

Article 22:01 is inapplicable.

- (a) All uniform patrol cars, except those assigned to traffic duties, shall be manned by two fully trained and armed police officers while on patrol between the hours of 7:00 pm one day and 3:00 am the following day or during such other continuous period of eight hours per day as shall be designated by the Board to coincide with the period of peak patrol activity.
- (b) It is, however, the intent of the parties that in a 24 hour period the number of uniform two officer patrol cars except those assigned to traffic duties shall average approximately 50% of all of the scheduled uniform patrol cars. Therefore, between 3:00 am and 7:00 pm, 20% of all of the scheduled uniform patrol cars shall be manned by two uniform patrol officer(s) unless the officer (s) normally assigned to two officer patrol car(s) duty is (are) not available because of other requirements of the service or because of the *granting* of leave or lieu time.

9. GENERAL

For greater clarity it is noted that:

- (a) hourly rates will continue to be calculated on the basis of 2088 hours per year;
- (b) a member assigned from the regular work schedule into the Compressed Work Week System or vice versa or taking in-service training courses shall have the option of utilizing lieu time or of having his/her tours and schedules varied in order to achieve total working time equal to that which he/she would have had if such assignment or in-service training had not occurred;
- (c) in assigning members to platoons an effort will be made to have an equitable distribution of seniority over the five platoons, provided, however, that requests for assignment to a specific platoon for personal needs will be considered, subject to the above intent;
- (d) members on the compressed work week who are not assigned to patrol car or beat duties such as station duty personnel, breathalyzer personnel and booking personnel and whose duties thus overlap with other personnel assigned to such duties may be assigned to patrol or other duties.

10. STUDY COMMITTEE

The Study Committee will comprise three representatives of the Association and three representatives appointed by the Board and the Committee will monitor this Accord and consider solutions to problems which may arise. Such Committee, acting unanimously shall have full power to alter, amend, delete or supplement the terms of the Accord.

11. Where a difference exists between the Uniform Collective Agreement and this Accord in respect to members assigned to work the Compressed Work Week Schedule, this Accord shall prevail.

