

COLLECTIVE AGREEMENT

BETWEEN:

**CENTRAL CARE CORPORATION
Operating as
ROSEVIEW MANOR
(herein after referred to as the "Employer")**

-AND-

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)
(herein after referred to as the "Union")**

EFFECTIVE: JANUARY 1, 2001

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INDEX

ARTICLE 1 - GENERAL PURPOSE.....	5
ARTICLE 2 - RECOGNITION.....	5
ARTICLE 3 - RELATIONSHIP.....	5
ARTICLE 4 - UNION SECURITY.....	5
ARTICLE 5 - CONTRACTING OUT.....	6
ARTICLE 6 - STRIKES AND LOCKOUTS.....	7
ARTICLE 7 - MANAGEMENT RIGHTS.....	7
ARTICLE 8 - UNION COMMITTEE AND REPRESENTATION.....	8
ARTICLE 9 - BULLETIN BOARDS.....	9
ARTICLE 10 - GRIEVANCE PROCEDURE.....	9
ARTICLE 11 - DISCIPLINE AND DISCHARGE.....	12
ARTICLE 12 - ARBITRATION PROCEDURE.....	12
ARTICLE 13 - NO DISCRIMINATION/ HARASSMENT.....	12
ARTICLE 14 - PROBATION PERIOD.....	13
ARTICLE 15 - SENIORITY.....	13
ARTICLE 16 - JOB POSTING.....	16
ARTICLE 17 - JOB POSTINGS AND TRANSFERS.....	18
ARTICLE 18 - LAYOFF AND RECALL.....	20
ARTICLE 19 - HOURS OF WORK AND PREMIUM PAYMENT.....	23
ARTICLE 20 - RETIREMENT AGE.....	25
ARTICLE 21 - PHYSICAL EXAMINATIONS.....	25
ARTICLE 22 - PAID HOLIDAYS.....	26
ARTICLE 23 - VACATIONS.....	27
ARTICLE 24 - MEALS.....	29
ARTICLE 25 - UNIFORMS.....	29
ARTICLE 26 - HEALTH AND SAFETY.....	29
ARTICLE 27 - PAY DAYS.....	31
ARTICLE 28 - JURY DUTY.....	31
ARTICLE 29 - LEAVE OF ABSENCE FOR UNION BUSINESS.....	31
ARTICLE 30 - THE NURSING HOMES AND RELATED INDUSTRIES PENSION PLAN.....	36
ARTICLE 31 - HEALTH AND WELFARE.....	39
ARTICLE 32 - COMMITTEES.....	44
ARTICLE 33 - WORKERS SAFETY AND INSURANCE.....	45
ARTICLE 34 - RATES OF PAY.....	47
ARTICLE 35 - GENERAL.....	48
ARTICLE 36 - PAID EDUCATION LEAVE.....	48
ARTICLE 37 - NOTICE.....	48
ARTICLE 38 - INVALIDITY.....	49
ARTICLE 39 - INTERPRETATION.....	49
ARTICLE 40 - SHARED COST OF DUPLICATING COLLECTIVE AGREEMENT.....	49
ARTICLE 41 - TERMINATION.....	49
SCHEDULE "A".....	51
LETTER OF UNDERSTANDING.....	53
Re: Canada Savings Plan.....	53
LETTER OF UNDERSTANDING.....	54
Re: Supplemental Employment Insurance Benefit for Pregnancy Leave.....	54

LETTER OF UNDERSTANDING.....	56
Re: PENSION.....	56
LETTER OF UNDERSTANDING.....	58
Re: Return to Work Program	58
LETTER OF UNDERSTANDING.....	59
Re: Women and Violence	59
LETTER OF UNDERSTANDING.....	60
RE: HARASSMENT POLICY IN RESPECT OF CAW MEMBERS.....	60

BETWEEN:

**CENTRAL CARE CORPORATION Operating as
ROSEVIEW MANOR
(herein after referred to as the “Employer”)**

OF THE FIRST PART

- AND -

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)
(herein after referred to as the “Union”)**

OF THE SECOND PART

WHEREAS the Union has been certified by The Ontario Labour Relations Board as the certified bargaining agent of the employees of the Employer in the bargaining unit described as follows, namely:

All employees of Central Care Corporation at its nursing home in the City of Thunder Bay, save and except registered nurses, physiotherapists, occupational therapists, supervisors, persons above the rank of supervisor, office staff, persons regularly employed for not more than twenty-two and one half (22 1/2) hours per week and students employed during the school vacation period.

ARTICLE 1 - .F

- 1.01 The general purpose of this Agreement is to establish and maintain bargaining relations between the Employer and those of its staff at its Nursing Home at Thunder Bay, Ontario, for whom the Union is the bargaining agent as set out in Article 2 of this Agreement and to provide orderly procedure for the prompt and equitable disposition of grievances and for the maintenance of mutually satisfactory hours of work, wages and working conditions of such employees. It is the desire of the parties hereto to co-operate and harmoniously work together in the promotion of the highest standard of care for the residents in the Nursing Home.

ARTICLE 2 - RECOGNITION

- 2.01 The Employer recognizes the Union as the bargaining agent for all purposes of the Labour Relations Act of Ontario for all employees of the Employer at its nursing home mentioned in paragraph 1.01 hereof, save and except registered nurses, physiotherapists, occupational therapists, supervisors, persons above the rank of supervisor, office staff, persons regularly employed for not more than 22 1/2 hours per week and students employed during the vacation period.
- 2.02 The Employer undertakes that it will not enter into any other agreement or contract with any employees represented by the Union either individually or collectively which will conflict with the provisions of this Agreement.
- 2.03 Where the feminine pronoun is used in this Agreement, it shall mean and include the masculine pronoun where the context so applies.

ARTICLE 3 - RELATIONSHIP

- 3.01 The Employer agrees that for the duration of this Agreement it will not enter into any other Agreements or contract with any of the employees in the bargaining unit, either individually or collectively, which will not conform with the provisions of this Agreement.
- 3.02 Each of the parties hereto agree that there will be no discrimination, interference, restraint or coercion exercised or practiced upon any employee because of membership or non-membership in the Union.

ARTICLE 4 - UNION SECURITY

- 4.01 The Employer agrees that it will deduct union dues monthly from the earnings of each employee coming within the scope of the bargaining unit defined in the Recognition clause of this agreement, in the amounts provided as notified in writing by the Union. These dues shall be remitted prior to the 15th of the month following to the CAW-Canada at the following address:

CAW LOCAL 229
101 N. Syndicate Ave. Suite 512
Thunder Bay, Ontario
P7C 3V4
Attention: Secretary-Treasurer

- 4.02 The Union agrees to indemnify and save the Employer harmless against any claim or liability arising out of the application of this agreement.
- 4.03 The Employer will provide to the Union Chairperson a listing of the names, addresses, social insurance number and classification of employees in the bargaining unit. On a monthly basis, the Employer will provide a listing of all new hires, the names of employees who have terminated, been terminated and those who have resigned, as well as those employees who have not remitted dues in that month as a result of some form of absence where Union dues cannot be deducted by the Employer.
- 4.04 The Employer shall show deductions made for Union dues on an employee's T4 slip.
- 4.05 It is mutually agreed that arrangements will be made for a Union Representative to interview each new employee who is not a member of the Union once during the first thirty (30) days of employment for the purpose of informing such employee of the existence of the Union in the Nursing Home, and of ascertaining whether the employee wishes to become a member of the Union. Whenever possible, such interviews may be permitted during the employee's orientation.

The Employer shall advise the Union monthly as to the names of persons listed for interview and the time and place on the premises of the Employer designated for each such interview, the duration of which shall not exceed fifteen (15) minutes.

ARTICLE 5 - CONTRACTING OUT

- 5.01 The Nursing Home shall not contract out any work usually performed by members of the bargaining unit if, as a result of such contracting out, a layoff of any employees other than casual part-time results from such contracting out. Contracting out to an employer who is organized and who will employ the employees of the bargaining unit who would otherwise be laid off with similar terms and conditions of employment is not a breach of this agreement.
- 5.02 Work of the Bargaining Unit: Persons excluded from the bargaining unit shall not perform duties normally performed by employees in the bargaining unit which shall directly result in the layoff or reduction in hours of work of an employee in the Bargaining Unit.
- 5.03 In the event the Employer plans to change a vacant full-time position into a part-time position, it will advise the Union and discuss its plans with them.

ARTICLE 6 - STRIKES AND LOCKOUTS

6.01 The Union agrees that there shall be no strikes and the Employer agrees that there shall be no lockouts during the term of this Agreement. The meaning of the words "strike" and "lockout" shall be defined in The Labour Relations Act, R.S.O. 1980, Chapter 228 as amended.

ARTICLE 7 - MANAGEMENT RIGHTS

7.01 The Union acknowledges that it is the exclusive function of the Employer:

1. To determine and establish standards and procedures for the care, welfare, safety and comfort of the residents in the home, and to maintain order, discipline and efficiency and in connection therewith to establish and enforce rules and regulations, policies and practices from time to time to be observed by its employees and to alter such rules and regulations provided that such rules and regulations shall not be inconsistent with the provisions of this Agreement. It is agreed that prior to altering any present rules and regulations, the said new rules and regulations shall first be approved and signed by the Administrator after which they shall be discussed in detail with the Union Committee and an opportunity afforded to the said Committee to make representation to the Administrator.
2. To hire, discharge, transfer, lay-off, recall, promote, demote, classify, assign duties, suspend or otherwise discipline employees. Claims of discriminatory transfer, promotion, demotion or classification, or claims that an employee who has completed his probationary period has been discharged or disciplined without just cause, may be the subject matter of a grievance and dealt with as hereinafter provided. The discharge of a probationary employee shall be at the sole discretion, on a rational basis, of the Employer.
3. To control the direction of the working forces, the right to plan, direct and control the operation of the home, the right to introduce new and improved methods, facilities, equipment, the amount of supervision necessary, combining or splitting up of departments, work schedules, the number of employees required for the Employer's purposes and the increase or reduction of personnel;
4. To exercise any of the rights, powers, functions or authorities which the Employer had prior to the signing of this Agreement except as those rights, powers, functions or authorities are specifically abridged or modified by this Agreement.

It is agreed that such rules will be posted on the bulletin board and a copy supplied to the Union Committee.

7.02 It is agreed and understood that these rights shall not be exercised in a manner inconsistent with the terms of this Agreement; a claim that the Employer has so exercised these rights shall be the proper subject matter of a grievance.

ARTICLE 8 - UNION COMMITTEE AND REPRESENTATION

- 8.01 The Employer acknowledges the right of the Union to appoint, elect or select
- a) Three (3) Union members (one of whom shall be from the Part Time Bargaining Unit) employees to form a Negotiating Committee to represent employees in the negotiations and renewals of collective agreements; and
 - b) Three (3) Union members (one of whom shall be from the Part Time Bargaining Unit) employees to form a Grievance Committee to assist employees in presenting their grievances, each member of which shall be a steward.

One of the above members shall be the Unit Chairperson and all of whom will have completed their probationary period.

- 8.02 The Union acknowledges that the members of the Negotiating Committee and the members of the Grievance Committee, including the Unit Chairperson, have regular duties to perform on behalf of the Employer and that such persons will not leave their regular duties without notifying their immediate supervisor. Each steward shall, with the consent of her supervisor, be permitted to leave her regular Company duties for a reasonable length of time to function as a steward as in this Agreement provided, including time to meet with the President of the Local Union or a National or Local Representative of the Union about a grievance.

The President of the Local Union or National or Local Representative shall seek consent for such meeting from the Administrator, or designate. Such consent from the Administrator or designate will not be unreasonably withheld. A meeting with the President of the Local Union or the National or Local Representative of the Union and the stewards shall be in a place where the two may confer privately.

- 8.03 The name of each of the Negotiating and Grievance Committee members, including the Unit Chairperson, shall be given to the Employer in writing and the Employer shall not be required to recognize any such representative until it has been so notified. The Employer will provide the Union with a list of the names of its Supervisors.
- 8.04 The Union Negotiating Committee and Grievance Committee have the right to have the assistance of the National or Local Representative of the Union.
- 8.05 It is mutually agreed that arrangements will be made for the Union National or Local Representative to interview each new employee of the bargaining unit once during the first thirty (30) days of employment for the purpose of informing such employee of the existence of the Union in the Nursing Home. The Employer shall advise the Union monthly as to the names of the persons listed for interview and the time and place on the premises of the Employer designated for such interview, the duration of which shall not exceed fifteen (15) minutes.
- 8.06 The Employer agrees that a steward or the Union Chairperson who leaves his work duties

pursuant to the above shall not suffer loss of pay during the employee's scheduled regular working hours for the reasonable time spent in the handling of grievances.

8.07 The Employer agrees that a member of the Negotiating Committee shall not suffer loss of pay during the employee's scheduled regular working hours when the Committee is scheduled to meet with the Employer and the member does so meet, up to and including conciliation.

8.08 **Labour-Management Committee**

Where there are matters of mutual concern and interest that would be beneficial if discussed at a Labour-Management Committee meeting during the term of this Agreement, the following shall apply:

(a) An equal number of representatives of each party as mutually agreed shall meet at a time and place mutually satisfactory. A request for such meeting will be made in writing at least one (1) week prior to the date proposed and accompanied by an agenda of matters proposed to be discussed, which shall not include matters that are properly the subject of grievance or matters that are properly the subject of negotiations for the amendment or renewal of the collective agreement.

(b) A representative attending such meeting shall be paid for lost wages from regularly scheduled hours. A CAW National or Local Representative may attend as a representative of the Union. Meetings will be held quarterly unless otherwise agreed. It is understood that where there are separate full and part time collective agreements, there shall be one committee only.

ARTICLE 9 - BULLETIN BOARDS

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

ARTICLE 10 - GRIEVANCE PROCEDURE

10.01 **Step No. 1:** It is the mutual desire of the parties that grievances of employees shall be adjusted as quickly as possible. If any employee has a grievance, he or she will discuss it with his or her supervisor within eight (8) days after the circumstances giving rise to the grievance have originated or occurred and, failing settlement, the grievance being any difference or dispute relating to interpretation, application, administration or alleged violation of this Agreement, including any question as to whether the matter is arbitrable, shall be dealt with in the following manner and sequence providing it is presented within five (5) days following the supervisor's decision.

Step No. 2: Within five (5) working days after the verbal decision has been given, pursuant to 10.01 and if further action is to be taken, then the employee, who may request the assistance of his or her Steward or any agent or representative of the Union, shall submit the grievance in writing, where possible making specific reference to the Article of the

Collective Agreement which is alleged to have been violated dated and signed to the Administrator of the Home.

Step No. 3: Failing settlement of the grievance at Step No. 2, and if further action is to be taken then, within five (5) days after the decision is given in Step No. 1 the grievance, in writing, dated and signed shall be submitted to the Administrator of the Home for onward transmission to the appropriate Regional Co-ordinator or his designate. A meeting may then be held between the Regional Co-ordinator or his designated representative and the employee within seven (7) days. It is understood that at such meeting the Regional Co-ordinator or his designated representative may have such counsel and assistance as he may desire and that the Business Agent of the Union or an international representative of the Union may also be present at the request of either the employee or the Employer. The decision of the Regional Co-ordinator or his designated representative shall be given in writing to the Union, within five (5) days following the meeting.

Should the Regional Co-ordinator or his designated representative fail to render his decision as required in Step No. 3, or failing settlement of any grievance under the foregoing procedure, arising from the interpretation, application, administration or alleged violation of this Agreement, including any question as to whether a matter is arbitrable, the grievance may be referred to arbitration by either the Employer or the Union. If no written request for arbitration is received within ten (10) working days after the decision under Step No. 3 is given or within fifteen (15) working days following the meeting under Step No. 3 of the grievance procedure, the grievance shall be deemed to have been settled.

10.02 **Discharge Grievances:** A claim by an employee who has completed his probationary period that he has been discharged for other than just cause shall be treated as a grievance if a written statement of such grievance is lodged by the employee with the Administrator of the Home within five (5) calendar days after notice of the discharge was given and the grievance shall be processed commencing at Step 2 and continuing on to Step 3 if required. However, the discharge of a probationary employee shall be at the sole discretion, on a rational basis, of the Employer.

0 **Employee card/File:**

(a) Letters of reprimand shall be removed from an employee's record one (1) year after the date of the reprimand providing during that one (1) year period there have not been any other letters of reprimand given to the employee.

Pertaining to discipline any written warning to be placed in an employee's file, the employee will be given a copy and a further copy will be sent to the Union office.

(b) Each employee shall have reasonable access to his file for the purposes of reviewing any evaluation or formal disciplinary notations contained therein in the presence of his supervisor.

(c) Each employee shall be given a copy of his evaluation.

10.04 Grievance Mediation: Either party, with the agreement of the other party, may submit a grievance to grievance mediation at any time within ten **(10)** days after the Employer's decision has been rendered at the step prior to arbitration. Where the matter is so referred, the mediation process shall take place before the matter is referred to Arbitration.

Grievance Mediation will commence within twenty-one **(21)** days of the grievance being submitted to mediation, or longer period as agreed by the parties.

No matter may be submitted to grievance mediation which has not been properly carried through the grievance procedure, provided that the parties may extend the time limits fixed in the grievance procedure.

The parties shall agree upon a mediator.

Proceedings before the mediator shall be informal. Accordingly, the rules of evidence will not apply, no record of the proceedings shall be made and legal counsel shall not be used by either party.

If possible, an agreed statement of facts will be provided to the mediator, and, if possible, in advance of the grievance mediation conference.

The mediator will have the authority to meet separately with either party.

If no settlement is reached within five (5) days following grievance mediation, the parties are free to submit the matter to Arbitration in accordance with the provisions of the Collective Agreement. In the event that a grievance, which has been mediated subsequently proceeds to arbitration, no person serving as the mediator shall serve as an arbitrator. Nothing said or done by the mediator may be referred to arbitration.

The Union and Employer will share the cost of the mediator, if any.

10.05 Union Policy Grievance: The Union may institute a grievance consisting of an allegation of a general misinterpretation or a violation by the Employer of this Agreement in writing at Step **2** of the grievance procedure, providing that it is presented within ten **(10)** working days after the circumstances giving rise to the grievance have originated or occurred. However, it is expressly understood that the provisions of this clause may not be used to institute a grievance directly affecting an employee or employees, which such employee or employees could themselves initiate and the regular grievance procedure shall not be thereby bypassed.

10.06 Employer's Grievance: The Employer may institute a grievance consisting of an allegation of a general misinterpretation or violation by the Union or any employee of this Agreement in writing at Step **2** of the grievance procedure by forwarding a written statement of said grievance to the business agent of the Local Union, providing it is presented within ten **(10)** working days after the circumstances giving rise to the grievance have originated or occurred; the business agent of the local Union shall give his decision in writing within five **(5)** working days after receiving the written grievance and failing settlement, the grievance

may be referred to arbitration by the Employer in accordance with Step 3 of the grievance procedure.

10.07 Group Grievance: Where a number of employees have similar grievances and each employee would be entitled to grieve separately, they may present a group grievance identifying each employee who is grieving to the Department Head or his/her designate within seven (7) days after the circumstances giving rise to the grievance had occurred, or ought reasonably to have come to the attention of the employees. The grievance shall then be treated as being initiated as Step Number Two (2) and the applicable provisions of this Article shall then apply with respect to the processing of such grievance.

ARTICLE 11 - DISCIPLINE AND DISCHARGE

11.01 Having provided a written request to the Administrator at least one (1) week in advance, an employee shall be entitled to her personnel file for the purpose of reviewing any evaluations or formal discipline contained therein, in the presence of a supervisor at a mutually satisfactory time. It is understood and agreed that an employee is not entitled to see job references.

ARTICLE 12 - ARBITRATION PROCEDURE

12.01 That the party seeking arbitration shall make the request for sole arbitration, including proposed names of sole arbitrator

12.02 The parties may agree, in writing, to proceed by way of a tripartite board. In this case, each party shall advise the other of its nominee. Without limiting the generality of the foregoing, the parties agree that a tripartite board would be advisable in cases in which knowledge of the industry is important to the resolution of the matter or where there is significant liability at issue.

12.03 A sole arbitrator or tripartite board have the same powers.

ARTICLE 13 - NO DISCRIMINATION/ HARA

13.01 The Employer and Union agree that there shall be no discrimination, interference, restraint, or coercion exercised or practiced by either of them or by any of their representatives, with respect to any employee by reason of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, same-sex partnership status, family status or handicap, save and except those limitations set out in the Legislation of the Province of Ontario.

13.02 The Employer and Union agree that there shall be no harassment in the workplace by the Employer, agent of the Employer or by another employee because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, same-sex partnership status, family status or handicap, save and except those limitations set out in the Legislation of the Province of Ontario.

- 13.03 Where the term 'spouse' or 'partner' as used in this Agreement shall mean a person to whom an employee is married, or with whom the employee is living in a conjugal relationship of at least one year in duration, including a person of the same or opposite sex.
- 13.04 The Employer and the CAW are committed to providing a positive environment for employees. All employees have the right to be treated with respect and dignity. Each individual has the right to work in an atmosphere which promotes respectful interactions and is free from discrimination and harassment as provided herein.
- 13.05 The parties agree to abide by the Ontario Human Rights Code.
- 13.06 The Employer and the Union each agree not to interfere with, restrain, coerce or discriminate against employees with respect to union membership or participation in lawful union activities.

ARTICLE 14 - PROBATION PERIOD

- 14.01 A newly hired employee must successfully complete a probationary period of fifty (50) days worked or 375 hours worked (which would include days not worked but paid for by the Employer) whichever is the longer.
- 14.02 The dismissal of a probationary employee shall not be the subject of a grievance, although an employee shall be entitled to the assistance of the Union in settling a grievance, other than dismissal, in accordance with the grievance procedure herein set forth.

ARTICLE 15 - SENIORITY

- 15.00 Seniority is defined as length of service with the Employer and will be acquired when an employee has completed fifty (50) days worked or 375 hours worked (which would include days not worked but paid for by the Employer) whichever is the longer, and will accumulate thereafter. Employees will be regarded as probationary employees until they have acquired seniority as above provided. For the purpose of computing seniority for part-time employees after completion of the probationary period, the part-time employee will be required to complete 37 1/2 hours of work to attain the equivalent of one week's seniority and so on.
- 15.01 Whenever they are used in the Collective Agreement, the terms "seniority" and "service" shall be deemed to refer to length of employment subject to the following conditions:
- (a) It is understood that during an approved unpaid absence not exceeding thirty (30) continuous days or any approved absence paid by the Employer, both seniority and service will accrue;
 - (b) During an unpaid absence exceeding thirty (30) continuous calendar days other than an absence under the Maternity provisions, credit for service for purposes of salary increment, vacation, sick leave, or any other benefits under any provisions of the Collective Agreement or elsewhere, shall be suspended, the benefits concerned

appropriately reduced on a prorata basis and the employee's anniversary date adjusted accordingly. In addition, the employee will become responsible for full payment of subsidized employee benefits in which he/she is participating for the period of the absence. Subject to Article 22.04, an employee on maternity leave continues to be responsible for full payment of subsidized employee benefits in which she is participating for the period of the absence;

- (c) It is further understood that during such unpaid absence, credit for seniority for purposes of promotion, demotion, transfer or layoff, shall be suspended and not accrued during the period of absence. Notwithstanding this provision, seniority shall accrue during maternity/parental leave or for a period of thirty (30) months if an employee's absence is due to a disability resulting in W.S.I.B. benefits or illness. This article shall be interpreted consistent with the Human Rights Code.
- (d) The employer shall continue to pay premiums for benefit plans for employees who are on paid leave of absence or W.S.I.B. if the employee continues their contribution towards said benefits.

It is understood that the obligation of the Employer, to pay the aforesaid benefits while on W.S.I.B. shall continue for up to thirty (30) months following the date of the injury.

- (e) For purposes of this provision, it is understood and agreed that absence on Weekly Indemnity shall be considered a leave with pay.

15.02 Employees within their position classification, will progress from the Probation Rate to the One Year rate and so on, on the basis of the 1950 hours worked from their date of hire, further wage progression within the position classification will be based on the completion of 1950 hours worked at each level in the wage grid. Hours worked and paid for, and hours not worked and paid for by the Employer, and hours not worked and paid for under the Workers Safety and Insurance Act, shall be considered hours worked for the purposes of computing eligibility to progress to the next higher rate within their position classification.

15.03 Promotion will be based on seniority, provided that the candidates' qualifications for the job concerned are approximately equal. Seniority will also govern demotion, transfers, layoffs, recalls and reduction in staff, except in the case of employees who because of their qualifications, should not be demoted, transferred or laid off in the interest of efficiency and safe operations.

15.04 The Employer will prepare a seniority list of all employees in the bargaining unit. The list will be prepared by start date or adjusted start date showing the employee's name, department classifications and seniority starting dates. The list will be supplied to the Union office and the chief steward as of March 1st and October 1st of each year. Employees will have thirty (30) calendar days from the date of posting such list to bring to the attention of management any discrepancies in the list.

15.05 The Employer shall post on the Union bulletin board and supply to the Local Union office

and Unit Chairperson a full time and part time seniority list in March and July (or such other months as mutually agreed) of each year listing, alphabetically, the employees' names, classifications and their seniority.

Implementation Note: The parties agree that should there be contentious seniority issues related to job posting, lay off, or wage progression the parties will refer to the lifetime hours report.

15.06 An employee leaving the employ of the Employer at one of its Homes covered by this Collective Agreement (as a result of a change in residence) who applies for a similar position within forty-five (45) days thereafter and is accepted for employment at one of the Employer's other Homes covered by this Collective Agreement shall retain his seniority for the purpose of probation, vacation entitlement, sick leave entitlement for legitimate illness and wage level based on seniority in accordance with overall company seniority. The employee shall advise the Employer when making such application that he has been previously employed by the Employer at a Home covered by this Collective Agreement.

15.07 Loss of Seniority and Termination of Service

An employee shall lose all seniority and her employment shall be deemed to be terminated if she:

- a) retires or quits;
- b) is discharged and is not reinstated pursuant to the grievance procedure;
- c) overstays a leave of absence or remains away from work without permission for a period of more than three (3) consecutive working days for which she is scheduled to work, without a justifiable reason for such absence. This provision shall not be interpreted as condoning unauthorized absenteeism for three (3) consecutive working days or less;
- d) fails to report for work in accordance with a notice of recall within seven (7) working days after the registered mailing date, unless a satisfactory reason is given;
- e) is laid-off from work for a period of thirty-six (36) months.

Any notice to an employee under this Agreement may be given personally in writing or by prepaid registered mail or courier addressed to the employee at her last address shown on the seniority list or on the payroll of the Employer and such notice shall be deemed to have been given three (3) business days after being delivered to the postal authorities or when personally received when delivered by the Employer or by courier.

15.08 The Employer shall give a minimum of two (2) weeks notice of termination of employment or shall pay a minimum of two (2) weeks wages in lieu of notice except in cases of dismissal for cause or termination during the probationary period. Notwithstanding the foregoing, in the event that the Employer must by law provide a longer notice of termination or pay a greater sum in lieu of notice, the Employer must provide such longer notice or pay such greater sum. Employees will endeavour to give a minimum of two (2) weeks' notice of termination of employment.

15.09 Temporary Transfers: When an employee is assigned temporarily to perform the duties and assume the responsibilities of a higher paying position in the bargaining unit for a period in excess of one-half (1/2) of a shift, she shall be paid the rate in the higher salary range immediately above her current rate from the commencement of the shift on which she was assigned the job.

15.10 Job Transfers:

(a) Transfers to Lower Rated Classification: If an employee is transferred to a lower rated classification, the employee shall receive in the new classification the next rate immediately below the employee's present wage rate and shall progress within the scale for such lower rated classification according to the length of service within such lower rated classification subsequent to the date of the transfer; provided, that if the employee is at the maximum level in the present classification, the employee shall receive not less than the maximum level of the lower rated classification.

(b) Transfers to a Higher Rated Classification: If an employee is transferred to a higher rated classification, the employee shall receive in the new classification the next rate immediately above the employee's present rate and shall progress within the scale for such higher rated classification according to the length of service within such higher rated classification subsequent to the date of the transfer.

(c) An employee whose status is changed permanently from full-time to part-time shall receive credit for their full service and seniority. Parttime employees whose status is changed permanently to that of full-time shall receive credit for service and seniority on the basis of 1800 hours equals one year. Any time worked in excess of an equivalent shall be prorated at the time of transfer. The employee's original date of hire shall not be altered, however, the employee will have an adjusted start date.

(d) Full-time/Part-time Ratio: So long as a full-time position exists there will be no splitting of that position into two or more part-time positions without the agreement of the Union, such agreement not to be unreasonably withheld.

15.11 When the Employer temporarily assigns an employee to **carry** out the responsibilities of a salaried employee for a period in excess of one shift, the employee shall receive Three Dollars (\$3.00) per shift. This payment will only be made when the responsibilities are performed for an entire shift.

ARTICLE 16 -JOB POSTING

- 16.01 (a) In the event new jobs are created or vacancies occur in existing classifications, the Employer shall post such notice, and any subsequent vacancies for a periods listed below in all departments and shall remain posted for either:
- i. Five (5) calendar days, or
 - ii. Such time as required to ensure the notice is posted during Saturday and Sunday.

Whichever is greater, to permit applicants to make application for the vacancy. Such notice shall stipulate the qualifications, classification, rate and department concerned before new employees are hired in order to allow employees with seniority to apply.

- (b) If no applications are received by 10 a.m. of the time frames stated in 16.01 (a) following the posting date, the Employer may start proceeding to secure applications from outside labour sources.
- (c) In the event two or more employees apply, the Employer shall consider seniority, skill, ability, experience and qualifications of the applicants. As between two of equal standing, seniority shall govern. The Management reserves the right to hire outside help provided in their opinion the applicants are not capable of performing the work required. The Union acknowledges that in the matters of promotions and transfers within the Home, the Employer's judgment reasonably exercised as to the efficiency and suitability of any employee for any particular task, must be accepted and that the function of the Union in dealing with complaints or grievances arising out of such promotions and transfers will generally consist of satisfying itself that the above procedures have been followed, and that all relevant facts and circumstances have been adequately and justly considered by the Employer and any grievance arising out of promotions and transfers shall be confined to these considerations.

The employer agrees to provide the chief Steward with a copy of each job posting. The parties agree that an administrative oversight in this regard does not void the job posting.

- (d) The successful applicant shall be placed on trial in the new position for a period of up to 337 1/2 working hours. Such trial promotion or transfer shall become permanent after the trial period unless:
 - (i) the employee feels that she is not suitable for the position, and wishes to return to her former position; or
 - (ii) the Employer feels that the employee is not suitable for the position, and requires that she return to her former position.

In the event of either (i) or (ii) above, the employee will return to her former position and salary without loss of seniority. Any other employee promoted or

transferred as a result of the rearrangement of positions shall also be returned to her former position and salary without loss of seniority.

The above provisions shall also apply in the event of a transfer to a position outside the bargaining unit. It is understood however, that no employee shall be transferred to a position outside the bargaining unit without her consent.

- (e) It is agreed that successful applicants of the job bidding procedure will not be permitted to re-apply for any other posted job vacancy for a period of six (6) months. It is understood that this provision does not apply to
 - i. Employees who have accepted a temporary position.
 - ii. A laid off employee who is the successful applicant of a job with lesser hours than the job she was laid off from for a period of 30 months from the layoff.
 - iii. If the employee is displaced from the position for which he or she was the successful applicant as a result of the displacement provisions of this collective agreement
- (f) Only the original job and first vacancy from the successful applicant, will be posted. Vacancies arising out of the second posting will be filled by the Employer according to the criteria in 16(c).
- (g) The Employer will post the name of the successful applicant when the position has been filled. The Employer will discuss with unsuccessful applicants if requested the manner in which the employee may improve his position and his work in order to be considered for any future vacancy.

ARTICLE 17 - JOB POSTINGS AND TRANSFERS

17.01 Nursing Home Transfers

The Employer agrees that an employee of a different CPL facility listed in Schedule 'X' below who is a member of a bargaining unit for which the CAW is the recognized bargaining agent may apply for a job posting at Central Park Lodges Thunder Bay at her own expense, subject to the following conditions:

- (a) Said employee shall provide the management of Central Park Lodges Thunder Bay a written request for a job application. Such written request shall constitute an application for a job posting at Central Park Lodges Thunder Bay and shall exist for a period of one calendar year from the date it is actually received by Central Park Lodges Thunder Bay. The application shall include the employee's position at the facility she is working at the time of the application and her qualifications and the position for which she is applying.
- (b) Subject to clause (d) below, the parties agree to recognize the employee's seniority which the employee has at the facility at which she is working at the time the decision is

made by the Employer about the job posting. In the event the employee who made the written request is the successful applicant for the job posting, then:

1. The Employer will recognize the seniority and years of service of the employee at the facility at which she is working at the time of hiring at Roseview Manor, Thunder Bay;
2. The Employee will otherwise be subject to the terms of the collective agreement between CAW and Roseview Manor, Thunder Bay;
3. The Employee will be deemed to have quit at the facility she is leaving to accept the job posting at Roseview Manor, Thunder Bay.

Notwithstanding the foregoing, an employee will not be entitled to receive more vacation than she would otherwise have if she had not accepted the position at Central Park Lodges Thunder Bay

- (c) In the event the employee who applied for the job posting according to the above is terminated with cause after being offered the posted position but before commencing to work at Central Park Lodges Thunder Bay, then the offer of employment will be deemed to be a nullity and the job will be offered to the employee who next would have been offered the job, if any. Any grievance about such a termination shall be made according to the terms of the collective agreement in effect at the facility in which the employee was working at the time of the discharge. Any grievance about the job posting at Central Park Lodges Thunder Bay shall be made according to the terms of this collective agreement.

(d) Notwithstanding the foregoing,

1. In the event an employee from the Thunder Bay CPL facility or Hallowell House in Picton applies for a posting according to the above at a different facility listed in Appendix 'X'; or
2. In the event an employee from Schedule 'X' applies for a posting according to the above at either of the Thunder Bay CPL facility or the Hallowell House in Picton;

her seniority will not be counted at the time the decision is made about filling the position and in the event she is the successful applicant, she will commence employment without seniority.

SCHEDULE 'X'

1. Versa-Care Limited operating as Dover Cliffs Long Term Care Centre
2. Versa-Care Limited operating as Versa-Care Centre, Hamilton, Ancaster or Stoney Creek
3. Versa-Care Limited operating as Versa-Care Centre Lambeth

4. Versa-Care Limited operating as Versa-Care Elmwood Place
5. Versa-Care Limited operating as Carlingview Manor
6. Versa-Care Limited operating as Versa-Care Hallowell House
7. Versa-Care Limited operating as Versa-Care Centre, Thunder Bay
8. Versa-Care Limited operating as Versa-Care Thunder Bay CPL

ARTICLE 18 - LAYOFF AND RECALL

18.01 Layoff Procedure: In addition to its other business, the Labour Management Committee shall discuss any proposed layoffs in the bargaining unit and measures to reduce the impact of such proposed layoffs.

The Local's Business Agent (staff person employed by the Local) must be present at any Labour Management Committee meeting (either regularly scheduled or called specially) where proposed or actual layoffs and/or measures to reduce the impact of proposed layoffs will be discussed.

In the event of a proposed layoff of a permanent or long-term nature, the Home will provide the Union with at least 6 weeks' notice. This notice is not in addition of required notice for individual employees.

In the event of a layoff of a permanent or long-term nature, the Home will provide affected employees with notice in accordance with the Employment Standards Act. However, the Employment Standards will be deemed to be amended to provide notice to the affected employee as follows:

- if her service is greater than 9 years - 9 weeks' notice
- if her service is greater than 10 years - 10 weeks' notice
- if her service is greater than 11 years - 11 weeks' notice
- if her service is greater than 12 years - 12 weeks' notice

18.02 Layoff Procedure:

Note: The parties have always merged the seniority list for the purpose of Layoff and Recall as well as Job Posting.

- (a) In the event of a layoff, the Employer shall first lay-off employees in the reverse order of their seniority within their classification, providing, that there remain on the job employees who have the ability and qualifications as required by law to perform the work.
- (b) An employee who is subject to lay-off shall have the right to either:

- (i) Accept the layoff; or
- (ii) First bump an employee with less bargaining unit seniority within the bargaining unit (full-time/part-time combined) in a lower or identical paying classification for which they are qualified, as required by law and can perform the duties of the lower or identical classification without training other than orientation.
- (iii) Chain bumping, as noted above, will be allowed with the understanding that an employee subject to layoff, who chooses to bump, must bump the employee with less seniority who has scheduled hours equal to or less than the employee laid off, subject to paragraph (vi) below.

Note: For the purpose implementing this entire article full-time employees who work less than 75 hours shall be deemed to be working 75 hours. For example a full-time employee working 60 hours will be allowed to bump a 75 hour employee.

- (iv) Consistent with the opportunity to chain bump, all employees who are potentially impacted will be given notice of lay off at the outset of the process.
- (v) An identical paying classification shall include any classification where the straight time hourly wage rate at the level of service corresponding to that of the laid off employee is within one percent (1%) of the laid off employee's straight time hourly wage rate.
- (vi) In the event that there are no employees within the laid off employee's classification in the bargaining unit with lesser seniority who have scheduled hours equal to, or less than the employee being laid off, such employee may bump a less senior employee with greater regularly scheduled hours within ten percent (10%) of the laid off employee's regularly scheduled bi-weekly hours within her classification.
- (vii) In the event that there are no employees in the bargaining unit with lesser seniority in lower or identical paying classifications as defined in this Article, a laid off employee will have the right to displace an employee with less seniority, who has scheduled hours equal to or less than the employee laid off, in a classification where the straight time hourly rate at the level of service corresponding to that of the laid off employee is within five percent (5%) of the laid off employee's straight time hourly rate provide she is qualified for and can perform the duties without training other than orientation.
- (viii) The decision of the employee to choose (i) or (ii) above shall be given in writing to the Administrator within one (1) calendar week following

the notification of lay-off. Employees failing to do so will be deemed to have accepted the lay-off.

- 18.03 (a) An employee shall have opportunity of recall from a lay-off to an available opening, in order of seniority, provided she has the ability and qualification as required by law to perform the work.

In determining the ability of an employee to perform the work for the purposes of the paragraph above the Employer shall not act in an arbitrary manner.

- (b) An employee recalled to work in a different classification from which she was laid off shall have the privilege of returning to the position she held prior to the lay-off should it become vacant within six (6) months of being recalled.
- (c) No new employee shall be hired until all those laid off have been given an opportunity to return to work and have failed to do so, in accordance with the loss of seniority provision, or have been found unable to perform the work available.
- (d) It is the sole responsibility of the employee who has been laid off to notify the Employer of his intention to return to work within three (3) working days (exclusive of Saturdays, Sundays and Paid Holidays) after being notified to do so by registered mail, addressed to the last address on record with the Employer (which notification shall be deemed to have been received on the second date of mailing) and return to work within ten (10) working days after being notified. The notification shall state the job to which the employee is eligible to be recalled and the date and time at which the employee shall report for work. The employee is solely responsible for his proper address being on record with the Employer.
- (e) Employees on lay-off or notice of lay-off shall be given preference for temporary vacancies, which are expected to exceed twenty (20) days of work. An employee who has been recalled to such temporary vacancy shall not be required to accept such recall and may instead remain on lay-off.
- (f) A laid off employee shall retain the rights of recall for a period of thirty (30) months.
- (g) The job posting procedure as set out in the Collective Agreement will continue to apply. Employees with seniority who are laid off will be mailed a copy of job postings to their last known address.
- (h) When a laid off employee bids for and is successful in obtaining a posted position, she shall have no further rights with regard to recall.

18.04 For the purposes of lay-off and recall, it is understood and agreed that if a part time employee bumps a full time employee as part of the above noted procedure, the part-time employee is accepting the full time position only.

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

18.05 For purposes of merging the seniority lists, a part time employee will be deemed to have one (1) year full time seniority for every eighteen hundred (1800) hours of part time seniority.

18.06 Benefits on Layoff:

In the event of a lay-off, provided the employee deposits with the Home her share of insured benefits for the succeeding month (save for weekly indemnity for which laid-off employees are not eligible) the Employer shall pay its share of the insured benefits premium for a period up to three (3) months from the end of the month in which the lay-off occurs, or until the laid-off employee is employed elsewhere, whichever comes first.

ARTICLE 19 - HOURS OF WORK AND PREMIUM PAYMENT

19.01 The normal hours of work shall average 37 1/2 hours per week over the duty roster cycle employed in the Home with a 7 1/2-hour daily shift excluding meal period. Employees who are scheduled for an 8-hour shift shall be entitled to an uninterrupted one half (1/2) hour for lunch. The Employer will use its best efforts to insure that such one half (1/2) hour period is uninterrupted. It is recognized that emergency situations do arise, and at such times the employees may be requested to interrupt their lunch period. Employees shall be paid for actual hours worked during the change-over regarding daylight savings time at straight time.

19.02 Shift Premium: In order to provide the Home with twenty-four (24) hours continuous service during the seven (7) days in each week, all employees may be required to rotate their 37 1/2-hour work week over three (3) shifts as necessary. Effective the date of ratification the Employer will pay a premium of thirty cents (\$0.30) per hour to each employee working a shift ending or commencing between the hours of 10:30 p.m. - 12:00 o'clock midnight. Shift premiums will not be paid for any hour in which an employee receives overtime premium, and shift premium shall not form part of the employee's straight time hourly rate.

19.03 The following regulations shall govern the scheduling of hours of employees in the bargaining unit.

19.04 Except where mutually agreed otherwise between the Employer and an employee, shift schedules shall be arranged so that an employee:

- (a) Is not scheduled work more than seven (7) consecutive days;
- (b) Has a minimum of one (1) weekend off in each three (3) week period;

- (c) Where shifts are mutually agreed (i.e. no rotation) other employees will have the right to grieve selection and or apply under the provisions of Article 15.10 (Job Posting) where a job vacancy occurs.

19.05 An employee may be required to work for more than five (5) consecutive days to provide for days off on a consecutive rotation basis of two (2) days off per week which shall be taken on such days as shall be specified by the Employer subject to the provisions of paragraph 19.04

19.06 The Employer agrees to arrange shifts so that employees will receive a minimum of twenty-four (24) hours between shifts and change over of shifts, and forty (40) hours if there is one day off between change over and sixty-four (64) hours if there are two (2) days off between change over of shifts. In the event that two (2) employees of their own accord exchange shifts with one another, they must submit a request to their Supervisor or designate, with signatures of both employees. The Supervisor or designate will not unreasonably deny the exchange. It is understood that no overtime cost to the Employer will result from the exchange of shifts.

19.07 Shift schedules covering a two (2) week period will be posted two (2) weeks in advance. Employees' requests for specific days off must be submitted in writing to the Department Head one (1) week in advance of posting.

19.08 If an employee's request for time off in accordance with the provisions of paragraph 19.04 and 19.07 above results in a conflict with 19.04 and 19.07 above, the said request and the granting of such shall not be deemed a violation of this Agreement because of the employee's individual request.

19.09 Where existing shift scheduling in effect is more favourable to the employee than the provisions of paragraph 19.04, the existing scheduling will be maintained rather than being amended to strictly comply with paragraph 19.04; in so doing, however, there shall be deemed to be no violation of this agreement.

19.10 Overtime: Authorized work performed in excess of seven and one-half (7 1/2) hours per day or seventy-five (75) hours bi-weekly will be counted as overtime work and will be paid at the rate of time and one-half (1 1/2) the employee's regular hourly earnings. Where time clocks are in use at the Home, no employee will be docked for periodic reporting late providing it is on an irregular basis and does not exceed 30 minutes per pay period. An employee who is absent on paid time during his scheduled work week because of sickness, Workers Safety and Insurance, bereavement, holidays, vacation or union leave, on scheduled days of work, shall be considered as if he had worked during his regular scheduled hours during such absence for the calculation of eligibility for overtime rates.

19.11 Call-In:

- (a) "Call-In" shall mean the calling in to work at the Employer's request of an employee on an assigned day off as per the posted schedule.

- (b) Employees who are called in will be paid overtime at the rate of time and one-half (1 1/2) for all hours worked and except in the case of employees who are scheduled to work less than seventy-five (75) hours in a two (2) week pay period who shall qualify for overtime rates on a call-in for hours in excess of seventy-five (75) hours of work in the two (2) week pay period.
- (c) Where the call-in is requested within one-half (1/2) hour of the starting time of the shift and the employee commences work within one (1) hour of the call, then the employee will be paid as if the entire shift had been worked, provided she completes the shift for which she was called in.
- (d) If the employee reports for work within one (1) hour of the request for call-in then the Employer will guarantee a minimum of four (4) hours work.

19.12 Each employee shall be entitled to two (2) fifteen (15) minute rest breaks per 7 1/2 hour shift, one in each half (112) shift of the employee's regular work day.

19.13 Call-back: Call-back applies to an employee who has left the premises of the Employer and is called back during the immediately following shift.

In such situations the Employer will provide to the employee a minimum of four (4) hours pay at the straight time hourly rate. Overtime payment will be governed by the applicable provisions of the Collective Agreement. Call-back does not apply to a call-in situation.

ARTICLE 20 - RETIREMENT AGE

20.01 It is understood and agreed that employees who have attained age sixty-five (65) shall be subject to annual review by the Employer to determine whether they are capable of performing their assigned duties. If such employees are capable of performing their assigned duties in the opinion of the Employer their employment shall be continued until such time as they are not so capable at which time they shall be retired.

ARTICLE 21 - PHYSICAL EXAMINATIONS

21.01 Before final acceptance for employment all applicants will be required to pass a physical examination by their own doctor at their own expense. This examination will include x-ray and such laboratory tests as are deemed necessary for the protection of the employee and the Home and the results of which shall be made available to the Employer prior to the expiry of the probationary period. If an employee is assigned to work before the results of the physical examination are delivered to the employee, it is understood that continued employment is pending upon the results of the physical examination. If the employee is unable to arrange for such inclusive examination, the Employer will arrange such examination at the employee's expense.

21.02 In the event the Employer requires an employee to undergo a medical examination, the employee will be given reasonable paid time off to see her physician or to undergo the examination in the Home, whichever the employee prefers. Where the employee chooses

to use her own physician and, in the opinion of the Home, the physician's report is inadequate and a further consultation is required, then the second visit will be on the employee's time or during working hours without pay.

ARTICLE 22 - PAID HOLIDAYS

22.01 Every employee will receive pay computed at straight time for each of the following paid holidays:

New Year's Day	Labour Day
Good Friday	Thanksgiving Day
Victoria Day	Christmas Day
Canada Day	Remembrance Day
August Civic Holiday	Boxing Day
Heritage Day	Float Holiday

22.02 Remembrance Day is recognized as a float holiday, which can be taken at any time during the calendar year on mutual agreement of both the employee and the Administrator of the Home. Should the employee take the float holiday during the calendar year as mutually agreed, no premium time shall be paid for work performed on November **11** or the day proclaimed as Remembrance Day. Should the employee not qualify for payment of the said float holiday in accordance with the provisions of paragraph **16.07**, one day's pay may be deducted from the employee's wage entitlement.

22.03 There shall be one (1) additional paid holiday on the third Monday in February. The understanding is that the date of the additional holiday will correspond with Heritage Day. The intent is that there shall be no more than eleven (11) paid holidays. If another Federal, Provincial or Municipal holiday should be proclaimed during the term of the Collective Agreement, such holiday would replace one of the designated holidays in the Collective Agreement.

22.04 During the term of this Agreement, any employee who works on a paid holiday may elect either:

- (a) to be paid their regular rate plus one and one-half times their regular rate for any and all work performed on said holiday; or
- (b) his regular rate and one-half for any and all work performed on the said holiday, and an additional day off with pay within three (3) months next following such paid holiday.

22.05 The employee shall notify the Employer prior to the completion of the pay period in which such paid holiday occurs which option he intends to exercise. If the employee elects option (b) he shall give the Employer sufficient notice of what time off he desires to enable the Employer to properly schedule for such time in accordance with this Agreement.

- 22.06** Nothing in this Agreement shall prevent the Employer and the employee agreeing on pay at time and one-half plus the day off with pay, or a day's pay and time and one-half off or any other combination which is mutually agreed upon. If any employee is absent on a paid holiday, after being scheduled to work, without just cause, he shall forfeit all pay for that holiday.
- 22.07** In order to qualify for paid holiday pay, the employee must work his full scheduled shift immediately preceding and immediately following the paid holiday concerned, unless excused in writing by the Employer. Provided that if an employee is absent from the said shifts or either of them as a result of illness he shall nevertheless be entitled to pay for the holiday. The Employer may require that an employee absenting himself on such account shall, prior to receiving pay for such holiday furnish a medical certificate issued by a qualified medical practitioner certifying that the employee was unable to work due to illness. The provisions of this paragraph shall apply to one (1) holiday for one (1) illness, excepting at Christmas and Easter where it would be limited to two (2) holidays. An employee who has met the qualifier for a statutory holiday, is deemed to have qualified for the lieu day pay.
- 22.08** If one of the above-named paid holidays occurs on an employee's regular day off or during his vacation period, the employee will receive one (1) day's pay computed at the prevailing hourly rates for the job classification applicable or a compensating day off in lieu thereof. This does not apply to part time employees.
- 22.09** The Nursing Home will schedule employees off work for not less than three (3) consecutive days at either Christmas or New Year's. The Home will give Christmas Eve off with Christmas Day and New Year's Eve off with New Year's Day. It may not always be possible for the Employer to schedule the "Eve Day" off as one of the three consecutive days. In that case the employee will be scheduled to work only the day shift on the "Eve" and such day is not considered as one of the three consecutive days. Employees may request to work both Christmas and New Year's Day. With respect to requests for Christmas and/or New Year's off seniority shall govern.

ARTICLE 23 - VACATIONS

- 23.01** For the purpose of calculating eligibility, the vacation year shall be the period from June 1 of any year to May 31 of the following year.
- 23.02** The periods at which employees shall take vacation shall be based on the selection by the employees according to seniority in each department but shall be finally determined by the Administrator having due concern for the proper operation of the nursing home. If a vacation request is properly granted to an employee according to the terms of this collective agreement, the Employer shall not subsequently change that granting of vacation.
- 23.03** The Employer will post a list requesting vacation preference on March 15th. The list will remain posted until April 15. Employees will be allotted their preference on the basis of seniority. A finalized list will be posted by the Employer by April 30.

23.04 All vacations must be taken by May 31st. Employees wishing to schedule vacation in May, must submit their request one month prior to the requested vacation. The Employer will confirm May vacation as soon as possible but not later than two weeks from receipt of request. Vacation scheduled in May cannot be cancelled and rescheduled. Vacations are not cumulative from year to year, and Employees shall not waive vacation and draw double time.

- (a) Employees are expected to provide advance notice to the Employer of the date they are scheduled to be on vacation. Their vacation pay for such time if requested three weeks in advance, or by the existing vacation scheduling procedure, will be provided on a Separate Vacation Pay Advance cheque.
- (b) Vacation pay will be paid as a percentage of total earnings or regular pay, whichever is the greater.

23.05 Employees who have lost their seniority and have terminated their employment as set out in Article 12 herein between vacation periods, shall, on termination of employment be paid a vacation with pay allowance based on the amount of vacation pay to which such employee shall be entitled from the last cut-off date prior to the date of termination. Such allowance shall be paid no later than the next regular payroll date.

23.06 Employees who have not completed their probationary period as of the cut off date will receive 4% of their gross earnings during the vacation year.

23.07 Part-time employees shall receive vacation with pay calculated as a percentage of gross earnings for work performed up to May 31 in any year from June 1 of the previous year. Employees who qualify under section 23.10 will receive 4% of gross earnings. Employees who qualify under Section 23.11 will receive 6% of gross earnings. Employees who qualify under Section 23.12 will receive 8% of gross earnings. Employees who qualify under 23.13 will receive 10% of gross earnings. Employees who qualify under 23.14 will receive 12% of gross earnings.

23.08 Employees who have completed their probationary period as of the cut off date will be granted one (1) day's vacation with pay for each month of service to a maximum of ten (10) days.

23.09 Employees with one (1) year of service on or before the cut off date of the current year shall receive two (2) weeks vacation with pay.

23.10 Employees with three (3) years of service on or before the cut-off date of the current year shall receive three (3) weeks vacation with pay.

23.11 Employees with eight (8) years service on or before the cut-off date of the current year shall receive four (4) weeks vacation with pay.

23.12 Employees with fifteen (15) years of service on or before the cut-off date of the current year shall receive five (5) weeks vacation with pay.

23.13 Employees with twenty-five (25) years of service on or before the cut-off date of the current year shall receive six (6) weeks vacation with pay.

ARTICLE 24 - MEALS

24.01 Employees are at liberty to bring their own meal, provided that such employees in no way interfere with the comfort and enjoyment of residents. If an employee wishes to take meals provided by the nursing home the employee shall be charged a reasonable amount communicated to the employee in advance. The Employer shall be entitled to deduct from each pay the total value of the meals provided to the employee during each pay period. It is understood employees will be given free tea, coffee and milk.

24.02 An employee required to work more than three (3) hours' overtime in one (1) day will be entitled to a free meal at the Nursing Home.

ARTICLE 25 - UNIFORMS

25.01 If and when uniforms are required by the Employer, the Employer agrees to pay a Uniform Allowance of **\$0.052** per hour worked. This Uniform Allowance shall be paid to all employees who are required to wear such uniforms for the purchase, laundering and repair of same. Employees shall be permitted to wear uniform style pantsuits. The uniform allowance shall be paid out one time annually.

ARTICLE 26 - HEALTH AND SAFETY

26.01 The parties agree that they mutually desire to maintain standards of safety and health in the facility in order to prevent injury and illness.

26.02 A Joint Health and Safety Committee shall be constituted with representation of at least half by employees from various bargaining units and of employees who are not represented by Unions and who do not exercise managerial functions, which shall identify potential dangers, recommend means of improving the health and safety programs and obtaining information from the Employer or other persons respecting the identification of hazards and standards elsewhere. The committee shall normally meet at least once a month. Scheduled time spent in such meetings is to be considered time worked. Minutes shall be taken of all meetings and copies shall be sent to the Employer and to the Union.

26.03 Two **(2)** representatives of the Joint Health and Safety Committee, one **(1)** from management and one **(1)** from the employees on a rotating basis designated by the employees, shall make monthly inspections of the work place and equipment and shall report to the Health and Safety Committee the results of their inspection. In the event of accident or injury, such representatives shall be notified immediately and shall investigate and report as soon as possible to the committee and to the Employer on the nature and causes of the accident or injury. Furthermore, such representatives must be notified of the inspection of the government inspector and shall have the right to accompany her on her inspections. Scheduled time spent in all such activities shall be considered as time

worked.

- 26.04 The Joint Health and Safety Committee and the representatives thereof shall have reasonable access to the annual summary of data from the Workplace Safety & Insurance Board (WSIB) relating to the number of work accidents, fatalities, the number of lost workday cases, the number of non-fatal cases that required medical aid without lost workdays, the incidence of occupational injuries, and such other data as the Workplace Safety & Insurance Board may decide to disclose.
- 26.05 The Union agrees to endeavour to obtain the full co-operation of its membership in the observation of all safety rules and practices.
- 26.06 Residents Having Serious Infectious Diseases
The Employer will use its best efforts to make all affected direct care employees aware of residents who have serious infectious diseases to the extent possible within the framework of applicable federal and provincial privacy legislation. The Employer will advise of the proper procedures and proper precautions necessary to deal with such residents' conditions. The direct care workers are obligated to maintain confidentiality in respect of this information. Employees who are not direct care employees will be made aware of special procedures required of them to deal with these circumstances. The parties agree that all employees are aware of the requirement to practice universal precautions in all circumstances.
- 26.07 There shall be two co-chairs for the Committee: one selected by employees by the various bargaining units and one selected by employees who are not represented by Unions and who do not exercise managerial functions.
- 26.08 Each year on April 28 at 11:00 a.m. one minute of silence may be observed in memory of workers killed or injured on the job. The Union and Employer agree resident safety shall not be affected.
- 26.09 The Employer recognizes the safety concerns of all staff and shall provide all employees whose work requires them to wear protective equipment with the necessary equipment and protective clothing. This committee may make recommendations on such equipment (e.g. gloves, long sleeved gowns, masks, goggles). These shall be maintained and replaced, where necessary, at the Employer's expense. Where the committee recommends the wearing of such protective clothing and equipment employees are obligated to comply with such **recommendation(s)**.
- 26.10 The parties agree that if incidents involving aggressive clients action occur, such action will be recorded and reviewed at the Occupational Health and Safety Committee. Reasonable steps within the control of the Employer will follow to address the legitimate health and safety concerns in that forum. The parties further agree that suitable subjects at the Joint Labour Management Committee will include aggressive residents.
- 26.11 Lockout and Machine Guarding
The Employer shall ensure that all equipment is locked out and guarded. The JHSC shall

develop a lockout and test procedure and machinery guarding program. All employees who may be at risk will receive training specific to their job.

26.12 Injured Workers Provisions

An employee who is injured during working hours and who is required to leave the facility for treatment or is sent home as a result of an injury shall receive payment for the rest of the shift at his/her regular rate of pay. Such employee shall be provided with transportation to her doctor's office or the hospital and to his/her home as indicated.

ARTICLE 27 - PAY DAYS

27.01 Employees will be paid every second Thursday for the two (2) week period ending on the Friday of the previous week.

27.02 Pay Cheques: In the event of an error on the employees pay cheque the correction will be made in the pay period following the date on which the overpayment comes to the Employer's attention. If the error results in an employee being underpaid by one (1) day's pay or more, the Employer will provide payment for the shortfall within three (3) business days from the date it is notified of the error.

ARTICLE 28 - JURY DUTY

28.01 (a) Where an employee is required by subpoena to attend a court of law or coroner's inquest in connection with a case arising from the employee's duties on the premises of the Employer on his regularly scheduled day off, the Employer will attempt to reschedule the employee's regular day off, it being understood that any rescheduling shall not result in the payment of any premium pay. Where the Employer is unable to reschedule the employee and, as a result, he is required to attend on a regular day off he shall be paid for all hours actually spent at such hearing at his regular straight time hourly rate. It is agreed if this occurs on the employee's scheduled working day the employee will be paid as above.

(b) An employee required to serve jury duty shall be paid the difference between what he would have earned for his scheduled hours, (without taking into account any shift premium or the like) and the fees received pursuant to the performance of jury duty. This will be affected by the employee signing over his jury fees less expense money received from the authorities for meals and lodging and the Employer will continue the regular salary payments. The employee is to notify his supervisor as soon as possible after receipt of notice of selection for jury duty. The employee will come to work during those regularly scheduled hours that he is not required to attend at court.

ARTICLE 29 - LEAVE OF ABSENCE FOR UNION BUSINESS

29.01 (a) The Employer shall grant leaves of absence to employees to attend Union Conventions, Seminars, Education Classes or other Union business. The Union agrees that such leave will not unduly affect the proper operations of the Nursing

Home. In requesting such leave of absence, the Union must give twenty-one (21) days' clear notice to the Employer, to be confirmed by the Union in writing.

- (b) It is understood and agreed that where such leave of absence for attendance at union schools and conventions is granted, the Employer will continue to pay the employee(s) for the period of the leave of absence and then submit an account to the union for the employee(s) wages together with any other administrative costs.

29.02 Full-time Union Office: Upon application by the Union in writing, the Nursing Home will give reasonable consideration to a request for the leave of absence, without pay, to any employee elected or appointed to full-time Union office. It is understood that not more than one (1) employee in the bargaining unit may be on such leave at the same time. Such leave, if granted, shall be for a period of one (1) calendar year from the date of appointment unless extended for a further specific period by agreement of the parties. Seniority and service shall accumulate during such leave. It will become the responsibility of the employee for full payment, one month in advance, of any applicable benefits in which the employee is participating during such leave of absence. It is agreed that for the purpose of Workers' Safety and Insurance coverage, such employees are deemed to be employed by the Union. The Employer shall pay vacation as a % of CPL earnings for the period of the leave.

29.03 Bereavement Leave

- (a) Upon the death of an employee's spouse, same sex spouse, child or stepchild, an employee shall be granted leave up to a maximum of four (4) days without loss of pay, ending with the day following the funeral.
- (b) Upon the death of an employee's mother, father, step parents, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, legal guardian grandparent, grandchildren, son-in-law, or daughter-in-law the employee shall be granted leave up to a maximum of three (3) days without loss of pay, ending the day after the funeral.
- (c) An employee shall be granted one (1) day bereavement leave without loss of pay to attend the funeral of his aunt, uncle, niece or nephew.
- (d) It is agreed that this leave is to apply only where the employee is in attendance at the funeral and pay for such days of absence is limited to the days actually missed from work as per the employee's scheduled working days. If the funeral is not attended the paid leave shall be limited to two scheduled days.
- (e) An employee will not be eligible to receive payment under the terms of the Bereavement Leave for any period in which she receives holiday pay, vacation pay.

Note: It is understood that if an employee is on sick leave and attends the funeral that the Bereavement Leave will not be charged against sick leave accumulated.

- (f) Where it is necessary because of distance the employee may be provided up to four (4) days additional unpaid leave.

29.04 Leave of Absence for Pregnancy

Preamble: Pregnancy and parental leaves will be granted in accordance with the Employment Standards Act of Ontario unless otherwise amended.

- (a) An employee who is pregnant shall be entitled, upon application, to pregnancy leave and parental leave immediately thereafter. Pregnancy leave shall be granted for 17 weeks as provided in the Employment Standards Act, and may begin no earlier than 17 weeks before the expected birth date.

The employee shall give the Employer two (2) weeks notice, in writing, of the day upon which she intends to commence her leave of absence, unless impossible, and furnish the Employer with a certificate of a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur.

- (b) The employee must have started employment with her Employer at least thirteen (13) weeks prior to the expected date of birth.
- (c) The employee shall give at least two (2) weeks' notice of her intention to return to work. The employee may, with the consent of the Employer, shorten the duration of the leave of absence requested under this Article upon giving the Employer two (2) weeks notice of her intention to do so, and furnishing the Employer with a certificate of a legally qualified medical practitioner stating that she is able to resume her work.

Additional leave of absence may be taken under Parental Leave.

- (d) Notwithstanding Article 30.04(b) above, an employee must complete ten (10) months of continuous service prior to the expected date of birth to be paid a supplemental employment insurance benefit.

An employee on maternity leave who is in receipt of employment insurance maternity leave benefits shall be paid a supplemental employment insurance benefit.

That benefit will be the equivalent to the difference between seventy-five percent (75%) of her regular weekly earnings and the sum of her weekly employment insurance benefit.

Such payment shall commence after the two week employment insurance waiting period and shall continue while the employee is in receipt of such benefits for a maximum period of seventeen (17) weeks.

The employee's 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.

The regular hourly rate shall be calculated to include all of the employee's insurable earnings as defined by the Employment Insurance Act.

- (e) An employee who does not apply for leave of absence under Article 30.04(a) and who is otherwise entitled to pregnancy leave, shall be entitled to and shall be granted leave of absence in accordance with Article 30.04(a) upon providing the Employer before the expiry of two (2) weeks after she ceased to work with a Certificate of a legally qualified medical practitioner stating that she was not able to perform the duties of her employment because of a medical condition arising from her pregnancy, and giving the estimated day upon which, in his opinion, delivery will occur or the actual date of her delivery;
 - (f) During the period of leave, the Employer shall continue to pay the Employer's portion of hospital, medical, dental, group life, pension and other benefits included as prescribed by the Employment Standards Act if the employee elects, in writing, to continue her share of the premiums. If deductions for the employee's share of the premiums are required, the Employer shall deduct these amounts from the SUB payments.
 - (g) An employee who intends to resume her employment on the expiration of the leave of absence granted to her under this Article shall so advise the Employer when she requests the leave of absence. If a full-time employee returns to work at the expiry of the normal maternity, or adoption leave, and the employee's former permanent position still exists, the employee will be returned to her former job, former shift if designated.
- All the employees who fill vacancies as a result of the above absences shall likewise be returned to their former permanent positions.
- (h) When the Employer has suspended or discontinued operations during the leave of absence and has not resumed operations upon the expiry thereof, the Employer shall, upon the resumption of operations, reinstate the employee to her employment or to alternate work in accordance with the established seniority system or practice of the Employer in the existence at the time the leave of absence began and in the absence of such a system or practice shall reinstate the employee in accordance with the provisions of Article 30.04(g).
 - (i) Such absence is not an illness under the interpretation of this Agreement, and credits on the accumulated sick leave plan and Weekly Indemnity Plan cannot be used.
 - (j) Credits for service for the purpose of salary increments, vacations, or any other benefit included and prescribed under the Employment Standards Act shall continue and seniority shall accumulate during the leave.

(k) Upon expiry of seventeen (17) weeks pregnancy leave, an employee may immediately commence parental leave, as provided under Article 30.04(l) of this agreement. The employee shall give the employer at least two (2) weeks' notice, in writing, that she intends to take parental leave.

(l) Parental Leave

(a) An employee who becomes a parent, and who has been employed for at least thirteen (13) weeks immediately preceding the date of the birth of a child or the date the child first came into care or custody of the employee shall be entitled to parental leave.

(b) A "parent" includes: the natural mother or father of the child; a person with whom a child is placed for adoption and a person who is in a relationship with the parent of the child and who intends to treat the child as his or her own.

(c) Parental leave must begin within thirty-five (35) weeks of the birth of the child or within thirty-five (35) weeks of the day the child first came into the custody, care and control of the parent. For employees on pregnancy leave, parental leave will begin immediately after pregnancy leave expires. Parental leave shall be granted for up to eighteen (18) weeks in duration and shall, in all cases, be completed within fifty-three (53) weeks of the date the child is born, or comes into the custody, care and control of a parent for the first time.

(d) The employee shall give the Employer two (2) weeks written notice of the date the leave is to begin.

Parental leave ends eighteen (18) weeks after it began or on an earlier day if the employee gives the Employer at least four (4) weeks written notice of that day.

(e) For the purposes of parental leave under Article 30.04(l) Parental Leave, the provisions of Article 30.04(f), (g), (h), (i), (j), (k) shall also apply.

29.05 Paid Educational Leave

(a) If required by the Employer, an employee shall be entitled to leave of absence with pay and without loss of seniority and benefits to upgrade his or her employment qualifications.

(b) Where employees are required by the Employer to take courses to upgrade or acquire new employment qualifications, the Employer shall pay the full costs associated with the courses.

- (c) The Administrator may grant a request for unpaid leave of absence to upgrade employment qualifications, provided that she receives at least one month's notice in writing unless impossible and provided that such a leave may be arranged without undue inconvenience to the normal operations of the Nursing Home. Applicants, when applying, must indicate the date of departure and specific date of return.

29.06 Unpaid Leaves of Absence

- (a) The Administrator may grant or refuse a request for a leave of absence without pay for extenuating personal reasons, provided that he receives at least one month's notice in writing, unless impossible, and that such leave may be arranged without undue inconvenience to the normal operations of the nursing home. Applicants when applying must indicate the date of departure and specify the date of return. If the leave of absence is granted, the employee shall be advised in writing with a copy to the Union.
- (b) Personal leaves shall not be unreasonably denied.
- (c) Employees who are on leave of absence will not engage in gainful employment on such leave, and if an employee does engage in gainful employment while on such leave, she will forfeit all seniority rights and privileges contained in this Agreement unless otherwise agreed by the Union and the Employer.
- (d) An employee who has been granted a leave of absence of any kind, and who overstays her leave, unless she obtains permission or provides a satisfactory explanation, shall be considered to have terminated her employment without notice.
- (e) To qualify for leaves of absence as stipulated above the employee must have completed six (6) months of employment with the Employer and it is expressly understood no benefit except as hereinafter provided shall accrue to or be paid to any employee on leave of absence.
- (f) Unpaid leaves of absence in excess of thirty (30) consecutive days shall not count as service to advance an employee to a one (1) or two (2) year wage rate in a job classification. However, a leave of absence because of a work related disability or illness shall count as service for wage progression purposes.
- (g) Paternity Leave: The Employer will grant two (2) days of unpaid leave to fathers for the birth of their child or children.

ARTICLE 30 - THE NURSING HOMES AND RELATED INDUSTRIES PENSION PLAN

In this Article, the terms used shall have the meanings as described:

- 30.01 "Plan" means the Nursing Homes and Related Industries Pension Plan, being a multi-employer plan.

"Applicable Wages" means the basic straight time wages for all hours worked, and in addition:

- i) the straight time component of hours worked on a holiday;
- ii) holiday pay, for the hours not worked; and
- iii) vacation pay.

All other payments, premiums, allowances and similar payments are excluded.

"Eligible Employee" means full-time and part-time employees in the bargaining unit who have completed nine hundred and seventy five (975) hours of service.

30.02 Each Eligible Employee covered by this collective agreement shall contribute from each pay period an amount equal to four percent (4%) of applicable wages to the Plan. The Employer shall contribute on behalf of each eligible employee for each pay period, an amount equal to four per cent (4%) of applicable wages to the plan.

30.03 The employee and Employer contributions shall be remitted to the Plan by the Employer within thirty (30) days after the end of the calendar month in which the pay period ends for which the contributions are attributable.

30.04 The Union acknowledges and agrees that other than making its contributions to the Plan as set out in this article, the Employer shall not be obligated to contribute towards the cost of benefits provided by the Plan, or be responsible for providing any such benefits.

The Union and Employer acknowledge and agree that under current pension legislation, and/or regulations, the Employer has no requirement to fund any deficit in the Plan, but is required to contribute only that amount as required by the collective agreement in force between the parties.

It is understood and agreed by the Employer and the Union that should the current pension legislation or regulations be changed so that the Employer's obligation to contribute to the Plan exceeds the amount specified in the collective agreement then in force, the parties will meet directly to finalize methods to relieve the employer of this increased obligation to the extent that any such obligation exceeds that which the employer would have if the Plan were a defined contribution plan.

30.05 The Employer agrees to provide to the Administrator of the Plan, on a timely basis **all** information required pursuant to the Pension Benefits Act, R.S.O. 1990, CH P8, as amended, which the Administrator may reasonably require in order to properly record and process pension contributions and pension benefits.

The information required to be provided by the employer may be provided in the form normally maintained by the Employer, whether on computer disc, manual records, or

otherwise. In the event such information is not readily available without review of other information not relevant to the Plan, the Plan shall make arrangements with the Employer for access to the required information. This may include the Employer providing such information at reasonable cost to the Plan. If the Administrator and Employer are unable to agree on the form of such access, a mutually acceptable third party, such as a firm of accountants and auditors, shall be retained at the expense of the Plan to obtain such information from the Employer's files.

Any additional information requests beyond that noted above may be provided, if possible, by the Employer, it being understood that any additional costs of such request shall be borne by the Plan.

For further specificity, the items required for each eligible employee by article 23.05 of the agreement are:

(i) To Be Provided Once Only at Plan Commencement

Date of Hire
Date of Birth
Date of first Contribution
Date of first Remittance
Seniority List to include hours from date of hire to employer's fund entry date
(for the purposes of calculations past service credit)

(ii) To Be Provided with each Remittance

Name
Social Insurance Number
Monthly remittance
Pensionable Earnings
YTD Pension Contributions
Employer portion of arrears owing due to error, or late enrolment by the Employer.

(iii) To Be Provided Once. and if Status Changes

Full Address as provided to the Home
Termination date when applicable (DDMMYY)

iv) To Be Provided Once if they are Readily Available

Gender
Marital Status

Any additional information requests beyond that noted above may be provided, if possible, by the Employer, at the expense of the Plan, unless the Employer is obligated by law to provide the information.

ARTICLE 31 - HEALTH AND WELFARE

31.01 Every full-time employee shall maintain as a condition of employment, membership in the Employer's Group Insurance Plan, and every new full-time employee shall apply for and maintain membership in the Employer's Group Insurance Plan. The monthly premiums payable in advance shall be deducted from the employee's salary. If requested by the Employer, the employee shall sign a form or forms authorizing the deduction from salary of the amount of such premiums and other premiums payable for hospitalization and surgical medical coverage herein referred to.

Every part-time employee shall elect either to participate in the benefit plans provided under Article 32 or to receive one dollar and ten cents (\$1.10) per hour in lieu of the benefit plans. Every new part-time employee must, on completion of their probationary period, elect to participate in benefit plans or to receive one dollar and ten cents per hour in lieu.

For the purpose of Article 32, a full-time employee is defined as an employee regularly scheduled to work 37 1/2 hours per week. A part-time employee is defined as an employee regularly scheduled to work less than 37 1/2 hours per week but more than 22 1/2 hours per week.

31.02 The Employer's Group Insurance Plan includes Seventeen Thousand Dollars (\$17,000) of life insurance and weekly salary indemnity on what is commonly known as a 1/8/17 basis to a maximum of sixty-six and two-thirds per cent (**66 2/3%**) of earnings to the nearest Five Dollars (\$5). (Disability or sickness due to pregnancy is not covered.) The Employer has agreed to pay one hundred per cent (100%) of the cost of the life insurance and one hundred per cent (100%) of the weekly salary indemnity. It is understood and agreed that employees over age sixty-five (**65**) are not insurable.

Part-time employees who elect not to participate in the group insurance plan are not eligible for Life Insurance or Weekly Salary Indemnity Coverage.

31.03 The Employer has agreed to pay one hundred per cent (100%) for full-time employees and sixty per cent (**60%**) for part-time employees of the billed rate of the OHIP Premium. The Employer is not responsible for contribution for part-time employees who have elected to receive pay in lieu of participation in the Group Insurance Plan. Further, the Employer is not responsible for contribution in the event that an employee is otherwise covered for such benefit. This means that if the employee produces an exemption certificate indicating coverage through another source, the Employer is not liable for contribution.

Semi-Private Hospitalization: The Employer shall provide Semi-private Hospitalization coverage. The premium for such coverage will be one hundred percent (100%) Company paid for full-time employees and sixty percent (60%) Company paid for part-time Employees who have not elected to receive Pay in lieu of Benefits.

31.04 The Employer agrees to continue a major medical ten dollars (\$10.00) - twenty dollars (\$20.00) no CO-Insurance Plan (similar to Blue Cross EHC Plan). The Employer agrees to pay one hundred per cent (100%) for full-time employees and sixty per cent (60%) for part-time employees of the billed **single/** family rate for employees who participate in the plan. If an employee is **otherwise** covered or a part-time employee has elected to not participate in the Group Insurance Plan, the Employer shall not be obliged to contribute. The Employer agrees to a one hundred twenty dollar (\$120.00) Vision Care Plan and agrees to pay one hundred per cent (100%) for full-time employees and sixty per cent (60%) for part-time employees of the billed **single/family** rate for employees who participate in the plan in a twenty-four (24) month period. If an employee is otherwise covered or a part-time employee elected not to participate in the Group Insurance Plan, the Employer shall not be obligated to contribute.

The Employer agrees to extend the Major Medical Plan to include coverage for Hearing Aides purchase, with a lifetime maximum of three hundred dollars (\$300.00) per eligible participant in the plan.

The drug plan will be modified as necessary to require generic substitutions for drugs covered by the plan unless otherwise prescribed by the employee's doctor. The parties will meet to discuss the implementation of this modification to the drug plan.

31.05 The Employer agrees to continue a Dental Plan (Blue Cross #9 or its equivalent which, is based on the previous years ODA's Fee Schedule. The Employer agrees to pay fifty per cent (50%) for full-time employees and **thirty** per cent (30%) for part-time employees of the billed **single/family** rate for employees who participate in the plan. If an employee is otherwise covered or a part-time employee has elected to not participate in the Group Insurance Plan, the Employer shall not be obliged to contribute.

Central Park Lodge (Thunder Bay) does not have a dental plan cap.

31.06 The Employer recognizes its obligations under the Employer Health Tax.

31.07 Employees who have not achieved fifty (50) days seniority shall be not entitled to the benefits and shared arrangements outlined in paragraphs 32 .02, 32 .03, 32 .04 and 32 .05 hereof.

31.08 Employees will be allowed to mail in their receipts to the insurance company and have the cheque from the insurance company mailed directly to the employee's home address. The Employer will assist in the processing of claims if the employee requests.

31.09 Employees shall be provided with a booklet, which outlines all benefits available to them under the various Health and Welfare Plans. Employees will be notified of negotiated changes and amendments will be made to the booklet where practicable. The Employer will inform the Union in advance of any change in the carrier.

31.10 Sick Leave

- (a) To protect the employee against loss of income where he is legitimately ill, the Employer has agreed that an employee absenting himself on account of personal illness rendering himself unable to perform his regular duties as an employee, shall be entitled to sick leave benefits. The Employer will implement a weekly indemnity plan to be effective on the first (1st) day of hospitalization or accident or the eighth (8th) day of illness. The coverage under this plan will continue for seventeen (17) weeks at 66 2/3% of salary pursuant to 32 .02.

Upon carrier approval for each claim, based upon the carrier criteria, to be provided to the union, the weekly indemnity plan will cover day surgery.

- (b) Only seniority employees within the bargaining unit as of September 1, 1982 will retain current sick leave credits until reduced by usage to the new maximum or upon termination of employment. Such additional credits may be used only by the aforementioned group to supplement their weekly indemnity payments up to the employee's full salary. This will not apply to new hires after September 1, 1982.
- (c) Employees who have completed the probationary period shall be credited with three (3) days of sick leave and then shall accumulate sick leave credits at the rate of one (1) day per month of service to a maximum of fourteen (14) days for full-time staff and eight (8) days for part-time employees. Accumulated sick credits will be used for the first seven (7) days of an illness. Part-time employees who elected to not participate in the Group Insurance Plan are not entitled to sick leave.
- (d) The weekly indemnity plan for new employees will be effective on completion of the probation period.
- (e) Where an employee's scheduled vacation is interrupted due to a serious illness requiring the employee to be an in-patient in a Hospital, the period of such hospitalization shall be considered sick leave provided the employee provides satisfactory documentation of the illness and the hospitalization. The portion of the employee's vacation which is deemed to be sick leave under the above provision will not be counted against his/her vacation credits.
- (f) If an employee works four (4) hours of their scheduled shift and then goes home ill, he/she will be paid for the entire shift.

31.1 ■ The Employer may request proof of disabling accident or sickness:

- (a) For any absence in excess of two (2) days;
- (b) For the fourth and succeeding illness in the sick leave year.

31.12 An employee absent by reason of sickness or accident may elect not to take sick leave with pay.

- 31.13 Sick leave benefits will cease on termination of employment or on retirement or on death. Sick leave benefits will not accrue (unless otherwise stated in this Agreement) while an employee is on leave of absence.
- 31.14 Only normal regularly scheduled working days will be charged against sick leave credits.
- 31.15 Absence for sickness or accident compensable by Workers Safety and Insurance will not be charged against sick leave credit; provided that if the employee elects, the Employer will pay an amount sufficient to bring the pay of the employee to an amount equal to his normal hourly wage (exclusive of overtime premiums, etc.) during such period as the employee is receiving Workers Safety and Insurance and any payment so made by the Employer will be charged against the sick leave credits of the employee.
- 31.16 An employee who will be absent due to personal illness or injury must notify the Employer at least one hour prior to the commencement of shift unless impossible. Failure to give such notice may result in the loss of sick leave benefits for that day of absence.
- 31.17 During any illness, the employee will notify the Employer of his intention to return to work as far in advance as possible.
- 31.18 When the employee returns to duty after absence due to personal illness the prescribed form requesting sick leave benefits and any forms required under the Employer's Group Insurance Plan, will be filled out, signed by the employee and delivered by the employee, as soon as possible after returning to duty, to the Employer. The Employer will render assistance in helping the employee to complete the required forms. Claim forms will be made available to employees on report of illness. Failure to follow this procedure may result in the loss of sick pay benefits for the entire period of absence.
- 31.19 Employees whose sick leave credits are exhausted must apply in writing for further leave of absence (without pay) to be governed by the provisions of Article 22.06(a).
- 31.20 The Union agrees to co-operate with management in controlling the unnecessary use of sick leave benefits. Any abuse of sick leave benefits will result in disciplinary action, which may include discharge.
- 31.21 The Employer will notify the employees of their accumulation of sick leave on request.
- 31.22 Annual Medical: The Employer agrees that no employee will be required to undergo an annual medical examination nor be required to produce a medical certificate related thereto. In the event the Ministry of Health requires verification of the annual medical examination, the matter will be forwarded to M. Teplitsky forthwith for a decision.
- 31.23 Sick Leave Certificates: If the Employer requires a sick leave certificate in accordance with past practice or the Collective Agreement and the doctor charges the employee for such Certificate outside OHIP, the Employer will pay for the certificate. In the alternative, the Employer may require an employee to attend an independent physician other than the

employee's own physician to provide a sick leave certificate. In such circumstances the Employer shall pay for any medical fees charged beyond OHIP in relation thereof.

31.24 Employment Insurance Premium Reduction: The employee's share of the employer's employment insurance premium reduction will be retained by the employer towards offsetting the cost of the benefits contained in this Agreement.

31.25 Health & Welfare Benefit Dispute Resolution Process: Any grievance arising from the interpretation, application and/or administration of the health and welfare benefits shall be resolved as follows:

- (a) The Union or Employer shall file a written grievance within ten **(10)** days of its learning that an alleged problem exists. For insured benefits, a copy of the grievance shall be forwarded to the insurers.
- (b) Within ten (10) days of filing a grievance, the parties shall meet with a view to resolving the grievance.
- (c) If the grievance is not resolved, as aforesaid, or if the parties fail to meet within the time limited, then the grievance shall be referred to a single arbitrator to be selected alternately from the list of arbitrators hereinafter provided.
- (d) The arbitrator shall, in his/her discretion, determine the most expeditious manner of resolving the dispute consistent with affording each party a reasonable opportunity to present its case. The arbitrator may dispense with an oral hearing; receive only written submissions; hear evidence or submissions by conference call; receive evidence by affidavit and/or take such other steps as may be in his/her opinion appropriate.
- (e) The arbitrator may in his/her discretion attempt to assist the parties in settling the dispute.
- (9)** The arbitrators for this process shall be:

Nancy Backhouse
Deena Boltman

If additional arbitrators are necessary, I shall remain seized to appoint these, if the parties are unable to agree.

- (g) The arbitrator shall render a decision within ten **(10)** days of completion of the hearing. Written reasons are not required. Oral decisions confirmed in writing may be given.
- (h) The fees and expenses of the arbitrator shall be shared equally by the employer and the Union in cases where the benefit is self-insured and by the insurers and the Union where the benefit is insured.

- (i) This process shall commence immediately for all self-insured benefits. Upon the expiry of any contracts of insurance for benefits, this process shall then also apply to insured benefits. It is the responsibility of the employer to obtain insurance, which includes an agreement by the insurer to be bound by the process. If the employer fails to obtain the agreement of an insurer, the grievance shall proceed as though it is a self-insured benefit.
- (j) The parties agree that the decision of an arbitrator hereunder shall be final and binding and shall not be appealed or judicially reviewed by either party. The purpose of waiving any appeal rights or rights of judicial review is to avoid the cost and expense associated with the exercise of these rights.
- (k) The decision of the arbitrator shall not have any value as a precedent in a subsequent case.
- (l) If in the opinion of any party a grievance raises an issue which should be decided by the form of grievance arbitration provided by the Collective Agreement for all other grievances, upon the consent of all parties or if such consent is not forthcoming, with the approval of Martin Teplitsky, such approval to be obtained by a conference call, the grievance shall be transferred to the ordinary grievance/arbitration process.

ARTICLE 32 - COMMITTEES

- 32.01 The Employer and the Union agree that they mutually desire to maintain standards of safety and health in the Home in order to prevent accidents, injury and illness.
- 32.02 A joint management and employees' health and safety committee shall be constituted with representation of at least half (1/2) by employees from the various bargaining units and of employees who are not represented by unions and who do not exercise managerial functions, which shall identify potential dangers, recommend means of improving the health and safety programs and obtaining information from the employer or other persons respecting the identification of hazards and standards elsewhere. The committee shall normally meet at least once a month. Scheduled time spent in such meetings is to be considered time worked. Minutes shall be taken of all meetings and copies shall be sent to the Employer and to the Union.
- 32.03 Two (2) representatives of the joint health and safety committee, one (1) from management and one (1) from the employees on a rotating basis designated by the employees, shall make monthly inspections of the work place and equipment and shall report to the health and safety committee the results of their inspection. In the event of accident or injury, such representatives shall be notified immediately and shall investigate and report as soon as possible to the committee and to the Employer on the nature and causes of the accident or injury. Furthermore, such representatives must be notified of the inspection of a government inspector and shall have the right to accompany him on his inspections. Scheduled time spent in all such activities shall be considered as time worked.

32.04 The Joint Health and Safety Committee and the representatives thereof shall have reasonable access to the annual summary of data from the Workers Safety and Insurance Board relating to the number of work accident fatalities, the number of lost workday cases, the number of lost workdays, the number of non-fatal cases that required medical aid without lost workdays, the incidence of occupational injuries, and such other data, as the Workers Safety and Insurance Board may decide to disclose.

32.05 The Union agrees to endeavour to obtain the full co-operation of its membership in the observation of all safety rules and practices.

32.06 The Employer will use its best efforts to make all affected direct care employees aware of residents who have serious infectious diseases. The nature of the disease need not be disclosed. Employees who are not direct care employees will be made aware of special procedures required of them to deal with these circumstances. The parties agree that all employees are aware of the requirement to practice universal precautions in all circumstances.

32.07 Health and Safety Committee:

The parties agree that if incidents involving aggressive client action occur, such action will be recorded and reviewed at the Occupational Health and Safety Committee. Reasonable steps within the control of the Employer will follow to address the legitimate health and safety concerns of employees presented in that forum.

The parties further agree that suitable subjects for discussion at the joint Labour Management Committee will include aggressive residents.

ARTICLE 33 - WORKERS SAFETY AND INSURANCE

33.01 Where an employee is absent due to illness or injury, which is compensable by Workers Safety and Insurance (WSIB), the following shall apply:

- (a) Effective the date of the Award, the Employer shall continue to pay its share of any and all health and welfare benefit plans for employees on paid Workers Safety and Insurance. It is understood that this obligation of the employer to pay the aforesaid benefit costs while on Workers Safety and Insurance shall continue only so long as the employment relationship continues between the Employer and employee.
- (b) Subsequent to the period referred to in (a) above, benefit coverage may be continued by the employee, provided the employee pays the total cost of the premiums to the Employer for each monthly period during the absence;
- (c) An employee will not be eligible for paid holidays, sick leave, uniform allowance, or any other benefits of this Agreement, except where specified otherwise, during any absence covered by Workers Safety and Insurance (WSIB);
- (d) Provided that an employee returns to work within fifty-two (52) consecutive weeks of the date of illness or injury, time spent on Workers Safety and Insurance (WSIB)

shall be considered as time worked for the purpose of calculating the current year's vacation entitlement under the terms of the Agreement.

- 33.02** In the event that an employee is unable to complete his shift because of a compensable accident, the Employer will pay the employee's wages for the balance of the shift.
- 33.03** In the case of an absence due to a compensable accident, where the anticipated length of such absence is four (4) months or more, the Employer will post notice of the vacancy in accordance with the job posting procedure Article 16 of this Agreement. Where the anticipated absence is less than four (4) months, the Employer may fill the position at its discretion.
- 33.04** The injured employee shall have a period of two (2) years from the date of the injury within which he shall preserve the seniority which he had accrued up to the time of the accident and within which he shall have the right to return to work upon the recommendation of the Workers Safety and Insurance Board (WSIB) or the attending physician, which shall indicate to the Employer that the employee has the physical capability to perform his normal job.
- 33.05** If an employee returns to work after fifty-two (52) weeks following the commencement of the W.S.I.B. claim, but prior to the two (2) full years mentioned in Article 34.04 above, she shall be returned to her former job, or to work of comparable nature at the same salary level and without loss of seniority or benefits accrued in accordance with Article 15. (This would be effected by the returning employee displacing the employee with the least seniority in the category to which she is returning.)
- 33.06** If, on the recommendation of the Workers Safety and Insurance (WSIB) or the attending physician, the employee is capable only of performing work of a different kind, or of a lighter nature, and such work is available within the Home, in a classification which is covered by this Agreement, then the returning employee may exercise his seniority by bumping into the job, at the applicable salary level, displacing the employee with the least seniority in the classification.
- 33.07** Workers Safety and Insurance (WSIB) Claim: In the event that the Employer challenges a Workers Safety and Insurance Board (WSIB) claim, an employee who is absent from work as a result of illness or injury sustained at work and who has been awaiting approval of a claim by Workplace Safety and Insurance (WSIB) for longer than one complete pay period, may apply to the Employer for payment equivalent to the lesser of the benefit she would receive from Workers Safety and Insurance (WSIB) on if her claim was approved or the benefit to which she would be entitled under the Sick Leave Plan (Article 32.10 Weekly Indemnity). Payment under this Article will only be provided if the employee provides evidence of disability satisfactory to the Employer and a written undertaking satisfactory to the Employer that any payments by Workers Safety and Insurance (WSIB) to the employee will be refunded to the Employer following final determination of the claim by the Workers Safety and Insurance (WSIB). If the claim for Workers Safety and Insurance (WSIB) is not approved, the monies paid as an advance will be applied towards the benefits the employee would be entitled under the Sick Leave Plan (Article 32.10 Weekly Indemnity). Any payment under this provision will continue for a maximum duration equal to the weekly indemnity

plan. It is further agreed that any overpayments under this Article will be deducted from outstanding monies owing to the respective employee.

ARTICLE 34 - RATES OF PAY

34.01 Attached hereto and forming part of this Agreement is Schedule "A" relating to job classifications and hourly rates of pay therefore. If the Employer establishes a new classification, it will be discussed with the Union in advance.

34.02 Schedule "A" attached hereto shows the classifications and wages of the employees within the bargaining unit with the effect from the dates set out therein. The parties agree that said schedules and contents thereof shall constitute part of the Agreement. It is further agreed that if any new classifications within the scope of the certificate or certification are created within the lifetime of this Agreement wage rates for such classification shall commence to be negotiated between the Corporation and the Union not later than **14** calendar days after the Corporation establishes any such classification. Failure to mutually agree on either a new classification or rate of pay for the same, shall be the subject matter of a grievance for the purpose of this Agreement.

34.03 A job classification will not be changed for the purpose of evading payment of the minimum rates hereinafter set out.

34.04 With respect to the Health Care Aide classification it is agreed that new hires should possess a certificate or diploma from a duly accredited and recognized institution. Employees working as a HCA (with or without certificate) as of the date of ratification or award shall be grandfathered and will not be required to obtain any certificate or diploma unless new legislation that governs Long Term Care facilities mandate such a certificate. The parties agree to recognize the Personal Support Worker educational accreditation as equivalent to the Health Care Aide course. The classification shall continue to be Health Care Aide.

34.05 RETROACTIVITY

(a) Retroactivity will be paid for all hours paid by the Employer to all employees on the payroll as of January 1, 2001 and to all new employees hired since that date, on the basis of the agreed wage rates.

(b) Retroactivity to be paid within thirty (**30**) days of the Employer receiving letter from the Union confirming ratification.

(c) If an employee shall have terminated his employment since January 1, **2001** the Employer shall advise the employee by notice in writing by registered mail to the last known address on the records of the Employer and the employee shall have thirty (30) days from the posting within which to claim any payment due to him/her.

(d) The Employer will pay retroactivity on a separate cheque.

ARTICLE 35 - GENERAL

- 35.01 Both the Employer and the Union recognize the joint responsibility and commitment to provide for and participate in, in-service education. Available programs will be publicized.
- 35.02 When an employee is required by the Employer to attend meetings, in-service and other work related functions outside her regularly scheduled working hours, and the employee does attend same, she shall be paid for all time spent on such attendance at her regular straight time hourly rate of pay and such time shall not be counted towards the calculation of overtime, or at the employee's option, she shall receive equivalent time off, at a time mutually agreed upon.
- 35.03 The Employer shall upon entry into any service agreement with the Ministry of Health in respect of residents cared for by members of this bargaining unit provide to the Union copies of any documents and materials which it is required to post in the Home pursuant to the Nursing Homes Act.
- 35.04 If the Employer requires a sick leave certificate and the employee's doctor charges the employee for such certificate outside OHIP, the Employer will pay for the certificate; or in the alternative, the Employer may require an employee to attend an independent physician other than the employee's own physician to provide a sick leave certificate. In such circumstances the Employer shall pay for any medical fees charged beyond OHIP in relation thereto.

ARTICLE 36 - PAID EDUCATION LEAVE

- 36.01 Effective January 1, 2002, the Employer agrees to pay into a special fund two (2¢) cents per hour per employee for all paid hours for the purpose of providing paid education leave. Such leave will be for upgrading the employees' skills in all aspects of trade union functions. Such monies to be paid on a quarterly basis into a trust fund established by the National Union, CAW, effective from "date of ratification", and sent by the employer to the following address: CAW Paid Education Leave Program, 205 Placer Court, Toronto, M2H 3H9.
- 36.02 The Employer further agrees that members of the bargaining unit selected by the Union to attend such courses will be granted a leave of absence without pay for twenty (20) days class time, plus travel time where necessary. Employees on such leave of absence will continue to accrue seniority and benefits during such leave.

ARTICLE 37 - NOTICE

- 37.01 Any notice to any employee under this Agreement may be given personally or by prepaid registered post addressed to the employee at his last address shown on the seniority list on the payroll of the Employer, and such notice shall be deemed to have been given when delivered to the postal authorities.

ARTICLE 38 - INVALIDITY

38.01 In the event of any legislation now in force or hereafter enacted invalidating the application of any section or article of this Agreement, the remainder of this Agreement shall remain in full force and effect.

ARTICLE 39 - INTERPRETATION

39.01 The word "employee" or "employees" as used in this Agreement shall mean the employees referred to in Article 2 of this Agreement which employees are within the bargaining unit and for whom the Union is recognized as the bargaining agent. The provisions of this Agreement shall be read with all gender, grammatical, singular and plural changes as required by the circumstances.

39.02 For clarification purposes of when a Statutory Holiday begins and ends the first shift of the day shall be the shift where the majority of hours are completed before 8 a.m.

39.03 Where the hours of work are averaged over a two (2) week period, that two (2) week period will be the same two (2) weeks as the pay period.

39.04 There shall be no pyramiding of benefits or payments.

39.05 Except where otherwise specified in this Agreement, the reference to a number of days within which any matter shall be dealt with is to be in terms of calendar days.

ARTICLE 40 - SHARED COST OF DUPLICATING COLLECTIVE AGREEMENT

40.01 It is agreed that the Employer and the Local Union will share equally in any cost of the duplicating of the Collective Agreement.

ARTICLE 41 - TERMINATION

41.01 This Agreement shall come into effect on the first day of January, 2001 and will continue in effect until March 31, 2004 and shall continue automatically thereafter in annual periods of one (1) year unless either party notifies the other in writing within ninety (90) days before the expiration date that it desires to amend or terminate this Agreement.

41.02 In the event of such notification being given as to amendment of this Agreement, negotiations between the parties shall begin within fifteen (15) days following receipt of the notification, unless otherwise agreed to by the parties.

41.03 If pursuant to such negotiations, an agreement, or the renewal, or the amendment, of this Agreement is not reached prior to expiration date, this Agreement shall expire at such expiry date, namely the 31st day of March for the year for which such notice is given, unless extended by mutual agreement of the parties.

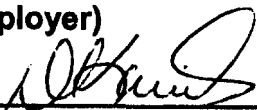
IN WITNESS WHEREOF the parties hereto have caused their names to be subscribed by their duly authorized officers and representatives as of the 2 day of April 2004.

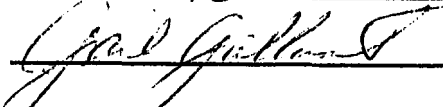
**CENTRAL CARE CORPORATION
OPERATING AS ROSEVIEW MANOR
(THUNDER BAY)**

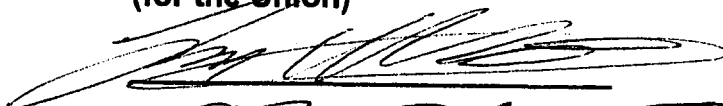
**THE NATIONAL AUTOMOBILE,
AEROSPACE TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)**


(for the Employer)

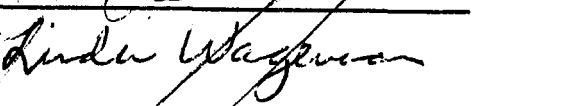
(for the Union)











Kinda Wagenaar

ROSE

SCHEDULE "A"

		Expired					
		Dec-00	Jan-01	Apr-02	Jan-03	Apr-03	Jan-04
Domestic, Laundry, Dietary Aides	Probation	13.45	13.85	14.20	14.27	14.63	14.70
	Start	13.66	14.07	14.42	14.49	14.85	14.92
	1 Year	14.07	14.49	14.85	14.92	15.29	15.37
	2 Year	14.51	14.95	15.32	15.40	15.79	15.87
Nurse Aides/ Attendants	Probation	13.61	14.02	14.37	14.44	14.80	14.88
	Start	13.81	14.22	14.58	14.65	15.02	15.09
	1 Year	14.21	14.64	15.01	15.09	15.47	15.55
	2 Year	14.67	15.11	15.49	15.57	15.96	16.04
Activity Aide	Probation	13.85	14.27	14.63	14.70	15.07	15.15
	Start	14.06	14.48	14.84	14.91	15.28	15.36
	1 Year	14.48	14.91	15.28	15.36	15.74	15.82
	2 Year	14.88	15.33	15.71	15.79	16.18	16.26
Qualified Health Care Aide	Probation	13.85	14.27	14.63	14.70	15.07	15.15
	Start	14.06	14.48	14.84	14.91	15.28	15.36
	1 Year	14.48	14.91	15.28	15.36	15.74	15.82
	2 Year	14.88	15.33	15.71	15.79	16.18	16.26
Assistant Cook	Probation	14.29	14.72	15.09	15.17	15.55	15.63
	Start	14.51	14.95	15.32	15.40	15.79	15.87
	1 Year	14.92	15.37	15.75	15.83	16.23	16.31
	2 Year	15.36	15.82	16.22	16.30	16.71	16.79
RPN rates include an additional \$0.25 per hour effective April 1, 2002							
RPN	Probation	15.97	16.45	17.11	17.20	17.63	17.71
	Start	16.19	16.68	17.35	17.44	17.88	17.97
	1 Year	16.63	17.13	17.81	17.90	18.35	18.44
	2 Year	17.02	17.53	18.22	18.31	18.77	18.86
Janitor	Probation	13.45	13.85	14.20	14.27	14.63	14.70
	Start	13.66	14.07	14.42	14.49	14.85	14.92
	1 Year	14.07	14.49	14.85	14.92	15.29	15.37
	2 Year	14.51	14.95	15.32	15.40	15.79	15.87
Handyman	Probation	13.61	14.02	14.37	14.44	14.80	14.88
	Start	13.81	14.22	14.58	14.65	15.02	15.09
	1 Year	14.22	14.65	15.02	15.10	15.48	15.56
	2 Year	14.67	15.11	15.49	15.57	15.96	16.04

Receptionist	Probation	13.45	13.85	14.20	14.27	14.63	14.70
	Start	13.66	14.07	14.42	14.49	14.85	14.92
	1 Year	14.07	14.49	14.85	14.92	15.29	15.37
	2 Year	14.51	14.95	15.32	15.40	15.79	15.87

Pay Equity

Effective April 1, 2004: An additional \$0.15 per hour pay equity adjustment added to the wage rate,

Effective April 1, 2005: An additional \$0.15 per hour pay equity adjustment added to the wage rate.

RPN's: All RPN's employed on January 1, 2004 shall be paid a retention bonus of Twenty cents (**\$0.20**) for each hour paid from December 1, 2002 to November 30, 2003.

TER OF UNDERSTANDING

BETWEEN

ROSEVIEW MANOR (THUNDER BAY)

-AND-

THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)

Re: Canada Savings Plan


The Company and Union will jointly research the implementation of a Canada Savings Bond Employee Purchase Program. Should it be possible for such a plan to be provided by the Employer at minimal administrative cost, then such plan will be implemented as soon as possible.

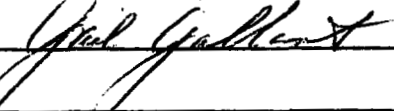
Signed at Cambridge this 2 day of April,
2004.

CENTRAL CARE CORPORATION
OPERATING AS ROSEVIEW
MANOR (THUNDER BAY)

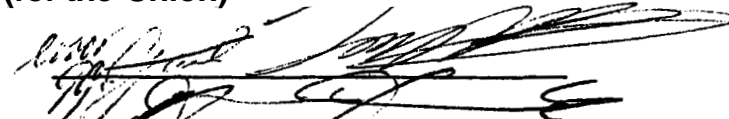
THE NATIONAL AUTOMOBILE,
AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)

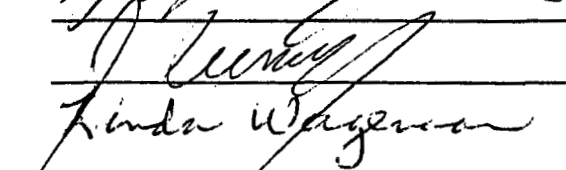
(for the Employer)





(for the Union)





Linda Wagerman

TERM OF UNDERSTANDING

BETWEEN

ROSEVIEW MANOR THUNDER BAY

- AND -

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)**

Re: Supplemental Employment Insurance Benefit for Pregnancy Leave

The parties agreed that for the purposes of current collective agreement which expires on March 31, 2004 the following shall apply and serve as an amendment to Article 22.04 of the Full-time Collective Agreement and 16.04 of the Part-time Agreement.

- i) The following group of employees are covered by the plan: CAW Local 229 at Roseview Manor
- ii) The plan is to supplement employment insurance benefits received by workers for temporary unemployment caused by pregnancy leave.
- iii)
 - a) Employees must prove that they have applied for and are in receipt of employment insurance benefits in order to receive payments under the plan.
 - b) SUB is not payable for a period during which an employee is not in receipt of EI benefits (ie: initial two weeks).
 - c) SUB employment plan shall be provided to employees who have completed ten (10) months of continuous service prior to the expected date of birth.
- iv) The benefits level paid under this plan is set at 75% of the employees regular weekly earnings in any week, the total amount of sub payments and the weekly rate of UI benefits will not exceed 75% of the employees weekly earnings.
- v) The SUB benefits will be paid for 15 weeks, and will commence after the two (2) weeks employment insurance waiting period.
- vi) The supplemental employment benefit is financed by the employer's general revenues.

- vii) Supplemental payments will be kept in a separate account apart from payroll records.
- viii) Employees have no vested right to payments under the plan except to payments during a period of unemployment specified in the plan.
- ix) The Employer will inform the Canada Employment and Immigration Commission in writing of any changes to the plan within thirty (30) days of the effective date of the change.
- x) Payments in respect of guaranteed annual remuneration or in respect of deferred remuneration or severance pay benefits will not be reduced or increased by payments received under the plan.
- xi) The Employer will use both the SUB report and EI benefits stub to verify that employees are receiving UI benefits.
- xii) The duration of the plan is January 1, 2001 to March 31, 2004 and shall remain in effect until a new collective agreement is ratified.

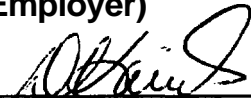
It is understood that the above is written for the purposes of the requirements outlined in Section 57 (13) (*check reference in act*) of the Employment Insurance Regulations.

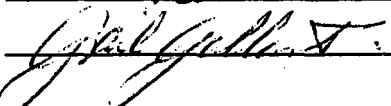
Signed at Cambridge this 2 day of April 2004.

**CENTRAL CARE CORPORATION
OPERATING AS ROSEVIEW
MANOR (THUNDER BAY)**


**THE NATIONAL AUTOMOBILE,
AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)**

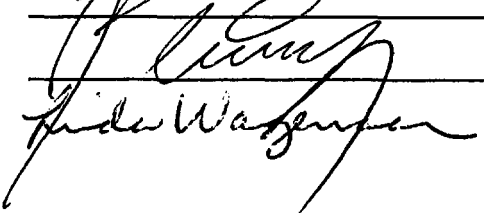
(for the Employer)





(for the Union)





LETTER OF UNDERSTANDING

BETWEEN

ROSEVIEW MANOR THUNDER BAY

- AND -

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)**

Re: PENSION

1. The parties agree that if they are unable to agree on the amount owing by the Employer to the Plan, or the amount owing by the Plan to the Employer, an auditor from the firm of Orenstein and Partners will be retained to adjudicate the issue, and the auditor's cost will be shared equally by the Employer and the Plan.

Arbitrator Teplitsky will remain seized of this issue, should either party find this process unsatisfactory.

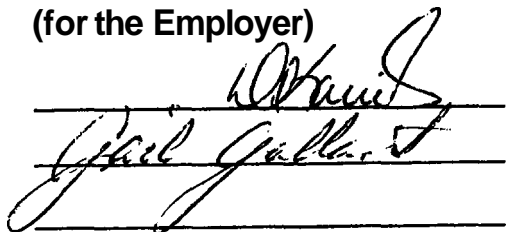
2. The Union undertakes to consult with the Employer prior to effecting any changes in the administration of the Plan which may impact the Employer either financially or administratively. To this end the Employer and the Union will form a committee consisting of three members from each side.
3. In consideration of the Employer forthwith paying those contributions which have not been "matched" by the employee prior to January 22, 1993, the Union acknowledges that the Employer is not responsible for any problems which arise from the failure to collect the Employee matching contributions.
4. The Union agrees that the Trustees appointed by them shall ensure that the funds transferred from the Employer for and on behalf of their employees to the Plan will be invested in accordance with the applicable legislation.
5. The Union further undertakes to provide actuarial valuation and investment performance statements to the Employer as they become available to the Union or required by law, whichever is the most frequent.

Signed at Cambridge this 2 day of April, 2004.

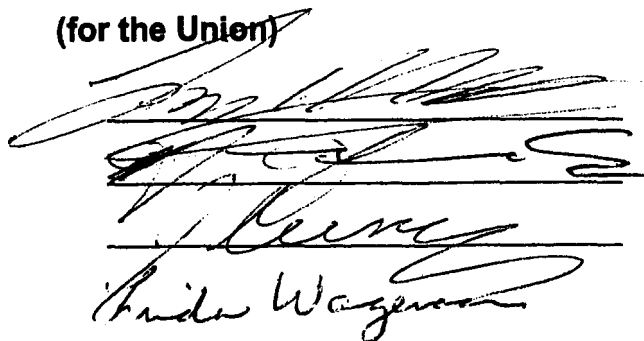
**CENTRAL CARE CORPORATION
OPERATING AS ROSEVIEW
MANOR (THUNDER BAY)**

**THE NATIONAL AUTOMOBILE,
AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)**

(for the Employer)



(for the Union)



LETTER OF UNDERSTANDING

BETWEEN

ROSEVIEW MANOR THUNDER BAY

-AND-

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)**

Re: Return to Work Program

ROSEVIEW MANOR Lodges acknowledges the importance of an employee returning to work as quickly as possible following a work related injury or illness in order to assist in the rehabilitation process.

The purpose of the program is to provide fair and consistent practices for accommodating employees who have been ill or injured. The program is developed in accordance with the Employer's Policy and Procedure, The Workplace Safety and Insurance Act, the Ontario Human Rights Code and the Collective Agreement.

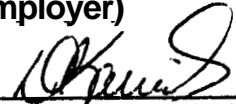
The employer shall endeavour to educate all employees and supervisors of the basic principles of the Return to Work Program.

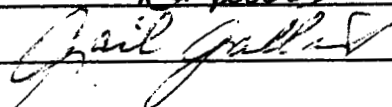
Signed at Cambridge this 2nd day of April, 2004.

**CENTRAL CARE CORPORATION
OPERATING AS ROSEVIEW
MANOR (THUNDER BAY)**


**THE NATIONAL AUTOMOBILE,
AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)**

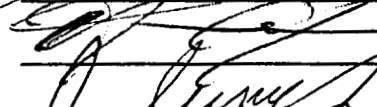
(for the Employer)

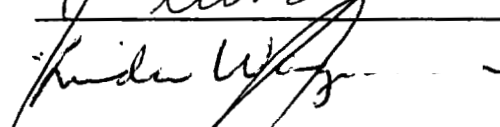




(for the Union)







LETTER OF UNDERSTANDING

BETWEEN:

ROSEVIEW MANOR THUNDER BAY

- and -

**NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)**

Re: Women and Violence


The parties hereby recognize and share the concern that women may face situations of violence or abuse in their personal lives that may affect their attendance or performance at work. A woman who is in an abusive or violent personal or domestic situation will not be subjected to discipline without giving full consideration to the facts in the case of each individual and the circumstances surrounding the incident otherwise supportive of discipline. This statement of intent is subject to a standard of good faith on the part of the Employer, the Union and the affected employees and will not be utilized by the Union or the employees to subvert the application of otherwise appropriate disciplinary measures.

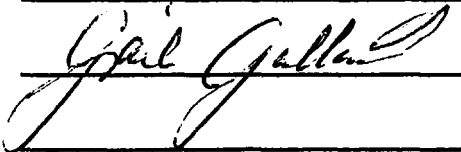
DATED at Cambridge, Ontario this 2nd day of April, 2004.

**CENTRAL CARE CORPORATION
OPERATING AS
ROSEVIEW MANOR
(THUNDER BAY)**


**THE NATIONAL AUTOMOBILE,
AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS
OF CANADA (CAW-CANADA)**

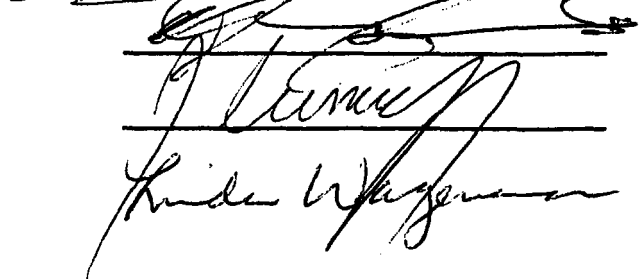
(for the Employer)





(for the Union)





LETTER OF UNDERSTANDING

BETWEEN:

ROSEVIEW MANOR THUNDER BAY

- and -

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)**

RE: HARASSMENT IN RESPECT OF CAW MEMBERS

1. **Policy**

Harassment prohibited by the Ontario Human Rights Code including sexual harassment is offensive, degrading and threatening. The Employer and the CAW do not tolerate any form of prohibited harassment. This letter applies to circumstances in which one bargaining unit member alleges harassment by another bargaining unit member.

2. **What is Harassment?**

For the purpose of this joint policy, harassment is restricted to any grounds prohibited by the Human Rights Code.

Harassment means engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome. Every employee has the right to freedom from harassment in the workplace by the employer or any other person because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, age, record of offences, marital status, same-sex partnership status, family status or handicap.

3. **Responsibilities**

In order to provide for and maintain an environment free of harassment, the Employer and the CAW will ensure that:

All staff members, volunteers and persons with practicing privileges are informed that harassment, including sexual harassment, in the workplace is an offence under the law.

The Employer and the CAW will jointly investigate all complaints.

The Employer is available to discuss questions, concerns or complaints related to harassment with the complainant and the CAW.

All staff members have the right to proceed under this policy where applicable without reprisal or threat for having made a complaint in good faith. Harassment may occur as a result of one incident or a series of incidents. The unwelcome comment or conduct does not have to be directed at a specific person for harassment to occur.

The following examples could be considered as harassment but are not meant to cover all potential incidents:

1. Name Calling
 2. Racial Slurs or Jokes
 3. Mimicking a person's accent or mannerisms
 4. Offensive posters or pictures on paper
 5. Repeated sexual remarks
 6. Physical contact that could be perceived as degrading
 7. Sexual flirtation, advances, propositions
 8. Leering
 9. Comments about a person's sex life
 10. Innuendo, gestures or taunting about a person's body, disability, attire or gender.
4. The pursuit of frivolous allegations through this complaint procedure has a detrimental effect on the spirit and intent for which this policy was rightfully developed and should be discouraged.

Procedure

The Employer and the CAW are responsible for advising a complainant when this policy applies; providing education regarding harassment; clarifying options available; identifying and assisting complainants in obtaining counseling; facilitating in the resolution process and informing the complainant of his or her rights to file a formal complaint with the Human Rights Commission, appropriate professional governing bodies, union or charges under the Criminal Code. In addition, the Employer and the CAW will inform the complainant that he or she has the right to withdraw from any further action in connection with the complaint at any stage. All complaints will be held in strict confidence.

1. All complaints of harassment (or retaliation for having brought forward a complaint of harassment) are brought to the attention of the Employer and the CAW. They may be either verbal or in written form.
2. The Employer and the CAW will document the complaint and the individual will be informed of his/her rights.


3. The Employer will bring the matter to the attention of the person alleged to be responsible for the conduct of harassment and will attempt to resolve the matter informally.
4. If the harassment continues to occur, the respondent will be informed in writing of the allegations and a copy of the policy will be included.
5. The respondent and/or delegate will be given an opportunity to respond to the allegations either orally or in writing.
6. An internal resolution will be attempted between the complainant and the respondent by the Employer and the CAW.
7. Where the joint investigation results in a finding that the complaint of harassment is substantiated, the outcome of the investigation and any disciplinary action will be recorded in the personnel file of the respondent.
 - a. The complainant will be informed of the outcome of the joint investigation undertaken by the Employer and the CAW.
9. At the conclusion of this step the complaint, if unresolved by the complainant will be inserted into Step 2 of the grievance procedure for resolution.
10. In the event that the complaint is not resolved in Step 2 of the grievance procedure it may be submitted to arbitration in accordance with the provisions of the Collective Agreement.
1. The parties agree that this procedure is an alternative complaint procedure and as such complaints should not be pursued through both the grievance procedure and the Human Rights Complaint procedure.

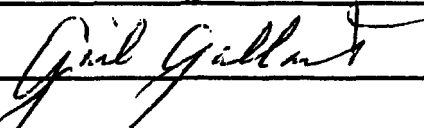
DATED at Cambridge, Ontario this 2nd day of April, 2004.

**CENTRAL CARE CORPORATION
OPERATING AS
ROSEVIEW MANOR
THUNDERBAY**

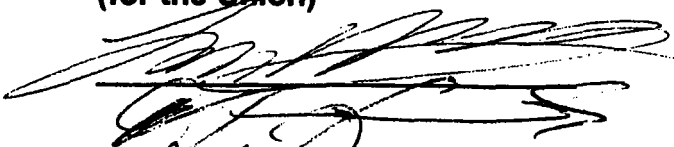
**THE NATIONAL AUTOMOBILE,
AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)**

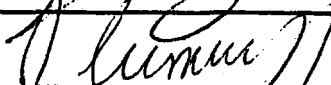
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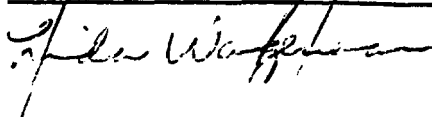




(for the Union)







COLLECTIVE AGREEMENT

-between-

**CENTRAL CARE CORPORATION Operating as
ROSEVIEW MANOR
(herein after referred to as the “Employer”)**

-and-

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)
(herein after referred to as the “Union”)**

Part-time Collective Agreement

EFFECTIVE: JANUARY 1, 2001

EXPIRY: MARCH 31, 2004

Roseview Manor Part-Time Agreement

INDEX

ARTICLE 1	GENERAL PURPOSE	2
ARTICLE 2	RECOGNITION.....	2
ARTICLE 3	RELATIONSHIP.....	2
ARTICLE 4	UNION SECURITY	2
ARTICLE 5	CONTRACTING OUT	2
ARTICLE 6	STRIKES AND LOCKOUTS.....	2
ARTICLE 7	MANAGEMENT RIGHTS.....	2
ARTICLE 8	UNION COMMITTEE AND REPRESENTATION.....	3
ARTICLE 9	BULLETIN BOARDS.....	3
ARTICLE 10	GRIEVANCE PROCEDURE.....	3
ARTICLE 11	DISCIPLINE DISCHARGE.....	3
ARTICLE 12	ARBITRATION.....	3
ARTICLE 13	NO DISCRIMINATION/ HARRASSMENT.....	3
ARTICLE 14	PROBATION PERIOD.....	3
ARTICLE 15	SENIORITY.....	3
ARTICLE 16	JOB POSTING.....	6
ARTICLE 17	JOB POSTING AND TRANSFERS.....	6
ARTICLE 18	LAYOFF PROCEDURE.....	6
ARTICLE 19	HOURS OF WORK AND PREMIUM PAYMENT	6
ARTICLE 20	RETIREMENT AGE	6
ARTICLE 21	PHYSICAL EXAMINATIONS.....	6
ARTICLE 22	PAID HOLIDAYS	6
ARTICLE 23	VACATIONS	8
ARTICLE 24	MEALS.....	9
ARTICLE 25	UNIFORMS.....	9
ARTICLE 26	HEALTH AND SAFETY	9
ARTICLE 27	PAY DAYS.....	9
ARTICLE 28	JURY DUTY.....	9
ARTICLE 29	LEAVE OF ABSENCE FOR UNION BUSINESS.....	9
ARTICLE 30	THE NURSING HOMES AND RELATED INDUSTRY PENSION PLAN	16
ARTICLE 31	HEALTH AND WELFARE PAID HOLIDAYS.....	16
ARTICLE 32	COMMITTEES.....	16
ARTICLE 33	WORKERS SAFETY AND INSURANCE.....	16
ARTICLE 34	RATES OF PAY.....	16
ARTICLE 35	GENERAL.....	16
ARTICLE 36	PAID EDUCATION LEAVE.....	16
ARTICLE 37	NOTICE	16
ARTICLE 38	INVALIDITY	16
ARTICLE 39	INTERPRETATION.....	16
ARTICLE 40	SHARED COST OF COLLECTIVE AGREEMENT	17
ARTICLE 41	TERMINATION.....	17
SCHEDULE A	18

BETWEEN:

**CENTRAL CARE CORPORATION Operating as
ROSEVIEW MANOR
(herein after referred to as the “Employer”)**

OF THE FIRST PART

- AND -

**THE NATIONAL AUTOMOBILE, AEROSPACE, TRANSPORTATION
AND GENERAL WORKERS UNION OF CANADA
(CAW-CANADA)
(herein after referred to as the “Union”)**

OF THE SECOND PART

ARTICLE 1 GENERAL PURPOSE

SAME AS FULL TIME

ARTICLE 2 RECOGNITION

2.01 (a) Part-time Service Bargaining Unit: The Employer recognizes the Union as the bargaining agent for all purposes of the Labour Relations Act of Ontario for all employees of the Employer at its Nursing Home mentioned in paragraph 101, hereto, regularly employed for not more than twenty-two and one-half (22 1/2) hours per week and students employed during the school vacation period, save and except Registered Nursing Staff, physiotherapists, occupational therapists, supervisors, persons above the rank of supervisor, and persons covered under subsisting collective agreements.

ARTICLE 3 RELATIONSHIP

SAME AS FULL TIME

ARTICLE 4 UNION SECURITY

SAME AS FULL TIME

ARTICLE 5 CONTRACTING OUT

SAME AS FULL TIME

ARTICLE 6 STRIKES AND LOCKOUTS

SAME AS FULL TIME

ARTICLE 7 MANAGEMENT RIGHTS

SAME AS FULL TIME

ARTICLE 8 UNION COMMITTEE AND REPRESENTATION

SAME AS FULL TIME

ARTICLE 9 BULLETIN BOARDS

SAME AS FULL TIME

ARTICLE 10 GRIEVANCE PROCEDURE

SAME AS FULL TIME

ARTICLE 11 – DISCIPLINE DISCHARGE

SAME AS FULL TIME

ARTICLE 12 ARBITRATION

SAME AS FULL TIME

ARTICLE 13 – NO DISCRIMINATION/ HARRASSMENT

SAME AS FULL TIME

ARTICLE 14 PROBATION PERIOD

SAME AS FULL TIME

ARTICLE 15 SENIORITY

15.01 Seniority is defined as length of service with the Employer and will be acquired when an employee has completed fifty (50) days worked or 375 hours worked (which would include days not worked but paid for by the Employer) whichever is the longer, and will accumulate thereafter. Employees will be regarded as probationary employees until they have acquired seniority as above provided. For the purpose of computing seniority for part-time employees after completion of the probationary period, the part-time employee will be required to complete 37 1/2 hours of work to attain the equivalent of one week's seniority and so on.

15.02 Employees within their position classification will progress from Probation Rate to the One Year Rate and so on, on the basis of 1800 hours worked from their date of hire; further wage progression within the position classification will be based on the completion of 1800 hours worked at each level in the wage grid.

Hours worked and paid for, and hours not worked and paid for by the Employer, and hours not worked and paid for under the WSIB shall be considered hours worked for the purpose of computing eligibility to progress to the next higher rate within the position classification.

Seniority shall accrue during maternity/parental leave or for a period of thirty (30) months if an employee's absence is due to a disability resulting in WSIB benefits or illness.

This article shall be interpreted consistent with the Human Rights Code.

Should an employee not work at any time in any six (6) consecutive months, the employee shall be paid at the start rate for work performed thereafter and shall progress to the 1 and 2 year rate in accordance with the foregoing provisions.

15.03 An employee shall lose all seniority and her employment shall be deemed to be terminated if she:

- a) retires or quits;
- b) is discharged and is not reinstated pursuant to the grievance procedure;
- c) overstays a leave of absence or remains away from work without permission for a period of more than three (3) consecutive working days for which **she** is scheduled to work, without a justifiable reason for such absence. This provision shall not be interpreted as condoning unauthorized absenteeism for three (3) consecutive working days or less;
- d) fails to report for work in accordance with a notice of recall within seven (7) working days after the registered mailing date, unless a **satisfactory** reason is given;
- e) is laid-off from work for a period of thirty-six (36) months.

Any notice to an employee under this Agreement may be given personally in writing or by prepaid registered mail or courier addressed to the employee at her last address shown on the seniority list or on the payroll of the Employer and such notice shall be deemed to have been given three (3) business days after being delivered to the postal authorities or when personally received when delivered by the Employer or by courier.

Implementation Note: The parties agree that should there be contentious seniority issues related to job posting, lay-off, or wage progression the parties will refer to the Lifetime Hours report.

15.04 The Employer will prepare a seniority list of all employees in the bargaining unit. The list will be prepared chronologically by hours showing the employees' name, department classifications and seniority starting dates. The list will be supplied to the Union **office** and the Chief Steward as of March 1 and October 1 of each year. Employees will have thirty (30) calendar days from the date of posting such list to bring to the attention of management any discrepancies in the list.

Employees will have thirty (30) calendar days from the date of posting such lists to bring to the attention of management any discrepancies in the lists. Failure to do so will result in the list remaining un-amended.

- 15.05 The Employer shall give a minimum of two (2) weeks' notice of termination of employment or shall pay a minimum of two (2) weeks' wages in lieu of notice except in cases of dismissal for cause or termination during the probationary period. Notwithstanding the foregoing, in the event that the Employer must by law provide a longer notice of termination or pay a greater sum in lieu of notice, the Employer must provide such longer notice or pay such greater sum. Employees will endeavour to give a minimum of two (2) weeks' notice of termination of employment.
- 15.06 (a) Temporary Transfers: When an employee is assigned temporarily to perform the duties and assume the responsibilities of a higher paying position in the bargaining unit for a period in excess of one-half (1/2) of a shift, she shall be paid the rate in the higher salary range immediately above her current rate from the commencement of the shift on which she was assigned the job.
- (b) When the Employer temporarily assigns an employee to carry out the responsibilities of a salaried employee for a period of in excess of one shift, the employee shall receive three dollars (\$3.00) per shift. This payment will only be made when the responsibilities are performed for an entire shift.
- 15.07 Permanent Job Transfers:
- (a) Transfers to Lower Rated Classification: If an employee is transferred to a lower rated classification, the employee shall receive in the new classification the next rate immediately below the employee's present wage rate and shall progress within the scale for such lower rated classification according to the length of service within such lower rated classification subsequent to the date of the transfer; provided, that if the employee is at the maximum level in the present classification, the employee shall receive not less than the maximum level of the lower rated classification.
- (b) Transfers to a Higher Rated Classification; If an employee is transferred to a higher rated classification, the employee shall receive in the new classification the next rate immediately above the employee's present rate and shall progress within the scale for such higher rated classification according to the length of service within such higher rated classification subsequent to the date of the transfer.
- (c) An employee whose status is changed permanently from full-time to part-time shall receive credit for their full service and seniority. Part-time employees whose status is changed permanently to that of full-time shall receive credit for service and seniority on the basis of 1800 hours equals one year. Any time

worked in excess of an equivalent shall be prorated at the time of transfer. The employee's original date of hire shall not be altered, however, the employee will have an adjusted start date.

- (d) Full-time/Part-time Ratio: So long as a full-time position exists there will be no splitting of that position into two or more part-time positions without the agreement of the Union, such agreement not to be unreasonably withheld.

ARTICLE 16 JOB POSTING

SAME AS FULL TIME

ARTICLE 17 JOB POSTING AND TRANSFERS

SAME AS FULL TIME

ARTICLE 18 LAYOFF PROCEDURE

SAME AS FULL TIME

ARTICLE 19 HOURS OF WORK AND PREMIUM PAYMENT

SAME AS FULL TIME

ARTICLE 20 RETIREMENT AGE

SAME AS FULL TIME

ARTICLE 21 PHYSICAL EXAMINATIONS

SAME AS FULL TIME

ARTICLE 22 PAID HOLIDAYS

Float Holiday: There shall be one (1) paid holiday. To be taken any time in the calendar year.

- 22.01 An employee shall qualify for holiday pay if the employee worked her scheduled day before and scheduled day after the holiday and has worked at least one (1) day in the two (2) week period preceding the holiday. Holiday pay shall be paid at the rate of time and one-half (1 1/2) her regular straight time hourly rate for all hours worked on a holiday.

22.02 (a) The following are paid holidays for seniority employees pursuant to Articles 20.01 and 20.04. The intent is that there shall be no more than eleven (11) paid holidays.

- | | |
|----------------------|------------------|
| New Year's Day | Labour Day |
| Good Friday | Thanksgiving Day |
| Victoria Day | Christmas Day |
| Canada Day | Remembrance Day |
| August Civic Holiday | Boxing Day |
| Heritage Day | |

(b) There shall be one additional paid holiday on the third Monday in February. The understanding is that the date of the additional holiday will correspond with Heritage Day. The intent is that there shall be no more than eleven (11) paid holidays. If another Federal, Provincial, or Municipal holiday should be proclaimed during the term of the Collective Agreement, such holiday would replace one of the designated holidays in the Collective Agreement.

Part-time employees will request to schedule a float holiday, such day will be paid on the basis, of counting back 28 days times the hours worked in those 28 days, divided by 22. (Same as current formula for part-time in lieu day).

22.03 During the term of this Agreement, any employee who works on a paid holiday will be paid on the basis of one and one-half times the rate set out in Schedule "A" for all hours actually worked plus what they would have received for not working if they qualified under 20.01 and 20.04.

22.04 In order to qualify for holiday pay, the employee must work his full scheduled shift immediately preceding and immediately following the paid holiday concerned, unless excused in writing by the Employer. Provided that if an employee is absent from the said shift or either of them as a result of illness, he shall nevertheless be entitled to pay for the holiday. The Employer may require that an employee absenting himself on such account shall, prior to receiving pay for such holiday, furnish a medical certificate issued by a qualified medical practitioner certifying that the employee was unable to work due to illness. The provisions of this paragraph shall apply to only one (1) illness during the entire year excepting at Christmas where it would be limited to two (2) holidays. An employee who has met the qualifier for a statutory holiday, is deemed to have qualified for lieu day pay.

22.05 Christmas/New Year Scheduling: The Nursing Home will schedule employees off work for not less than three (3) consecutive days at either Christmas or New Year's. The Home will give Christmas Eve off with Christmas Day and New

Year's Eve off with New Year's Day. It may not always be possible for the Employer to schedule the "Eve Day" off as one of the three consecutive days. In that case the employee will be scheduled to work only the day shift on the "Eve" and such day is not considered as one of the three consecutive days. Employees may request to work both Christmas and New Year's Day. With respect to requests for Christmas and/or New Year's off seniority shall govern.

ARTICLE 23 VACATIONS

- 23.01** Employees covered by this Agreement shall receive vacation pay equal to four per cent (4%) of gross earnings for work performed up to May 31 in any year from June 1 of the previous year. Effective with vacations calculated after May 31, 1989, the designation of 1800 hours worked as designated in section (a), (b) and (c) shall be changed to 1800 hours paid.
- (a) Employees who have worked more than 1800 hours but less than 5400 hours will receive the equivalent of four per cent (4%) of gross earnings for each 1800 hours paid in the period ending May 31 from June 1 of previous year.
 - (b) Employees who have worked more than 5400 hours but less than 14400 hours with the Employer will receive the equivalent of six per cent (6%) of gross earnings for each 1800 hours paid in the period ending May 31 from June 1 of the previous year.
 - (c) Employees who have worked more than 14400 hours will receive the equivalent of eight per cent (8%) of gross earnings for each 1800 hours paid in the period ending May 31 from June 1 of the previous year.
 - (d) Employees who have worked more than 27000 hours will receive the equivalent of ten percent (10%) of gross earnings for each 1800 hours paid in the period ending May 31 from June 1 of the previous year.
 - (e) Employees who have worked more than 45,000 will receive the equivalent of twelve percent (12%) of gross earnings for each 1800 hours paid in the period ending May 31, from June 1 of the previous year.
- 23.02** The Employer will post a list requesting vacation preference on March 15. The list will remain posted until April 15. Employees will be allotted their preference on the basis of seniority. A finalized list will be posted by the Employer by April 30.

All vacations must be taken by May 31st. Employees wishing to schedule vacation in May, must submit their request one month prior to the requested vacation. The employer will confirm May vacation as soon as possible but not later than two weeks from receipt of request. Vacation scheduled in May cannot be cancelled and rescheduled. Vacations are not cumulative from year to year, and

Employees shall not waive vacation and draw double time.

23.03 Employees are expected to provide advance notice to the Employer of the date they are scheduled to be on vacation. Their vacation pay for such time if requested three weeks in advance, or by the existing vacation scheduling procedure, will be provided on a Separate Vacation Pay Advance Cheque.

24 MEALS

SAME AS FULL TIME

ARTICLE 25 UNIFORMS

Not Applicable

ARTICLE 26 HEALTH AND SAFETY

SAME AS FULL TIME

ARTICLE 27 PAY DAYS

SAME AS FULL TIME

ARTICLE 28 JURY DUTY

SAME AS FULL TIME

29 LEAVE OF ABSENCE FOR UNION BUSINESS

29.01 (a) The Employer shall grant leaves of absence to employees to attend Union conventions, seminars, education classes or other Union business. The Union agrees that such leave will not unduly affect the proper operations of the Nursing Home. In requesting such leave of absence, the Union must give twenty-one (21) days' clear notice to the Employer, to be confirmed by the Union in writing.

(b) It is agreed that the granted time off in accordance with Article 18.01 shall be a maximum of one hundred and twelve (12) hours per employee per calendar year.

29.02 Full-time Union Office: Upon application by the Union in writing, the Nursing Home will give reasonable consideration to a request for the leave of absence, without pay, to any employee elected or appointed to full-time Union office. It is understood that not more than one (1) employee in the bargaining unit may be on such leave at the same time. Such leave, if granted, shall be for a period of one (1) calendar year from the date of appointment unless extended for a further specific period by agreement of the parties. Seniority and service shall accumulate during such leave. It will become the responsibility of the employee for full payment, one month in advance, of any applicable benefits in which the employee is participating during such leave of absence. It is agreed that for the purpose of Workers' Compensation coverage, such employees are deemed to be employed by the Union. The Employer shall pay vacation as a % of CPL earnings for the period of the leave.

29.03 It is understood and agreed that where such leave of absence for attendance at union schools and conventions is granted, the Employer will continue to pay the employee(s) for the period of the leave of absence and then submit an account to the Union for the employee(s) wages together with any other administrative costs.

29.04 Leave of Absence for Pregnancy: Pregnancy and Parental Leaves will be granted in accordance with the Employment Standards Act of Ontario unless otherwise amended.

(a) An employee who is pregnant shall be entitled, upon application, to pregnancy leave and parental leave immediately thereafter. Pregnancy leave shall be granted for seventeen (17) weeks as provided in the Employment Standards Act, and may begin no earlier than seventeen (17) weeks before the expected birth date.

The employee shall give the Employer two (2) weeks' notice in writing, of the day upon which she intends to commence her leave of absence, unless impossible, and furnish the Employer with a certificate of a legally qualified medical practitioner stating that she is pregnant and giving the estimated day upon which delivery will occur.

(b) The employee must have started employment with her Employer at least thirteen (13) weeks prior to the expected date of birth.

(c) The employee shall give at least two (2) weeks' notice of her intention to return to work. The employee may, with the consent of the Employer, shorten the duration of the leave of absence requested under this Article upon giving the Employer two (2) weeks' notice of her intention to do so, and furnishing the Employer with a certificate of a legally qualified medical practitioner stating that she is able to resume her work.

Additional leave of absence may be taken under Parental Leave.

(d) Notwithstanding Article 29.04 (b) above, an employee must complete ten (10) months of continuous service prior to the expected date of birth to be paid a supplemental unemployment insurance benefit.

Effective January 1, 1992, an employee on maternity leave who is in receipt of unemployment insurance maternity leave benefits shall be paid supplemental unemployment insurance benefit.

That benefit will be the equivalent to the difference between seventy-five percent (75%) of her regular weekly earnings and the sum of her weekly unemployment insurance benefits.

Such payment shall commence after the two (2) weeks unemployment insurance waiting period and shall continue while the employee is in receipt of such benefits for a maximum period of seventeen (17) weeks.

The employee's 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.

The regular hourly rate shall be calculated to include all of the employee's insurable earnings as defined by the Unemployment Insurance Act.

(e) An employee who does not apply for leave of absence under Article 29.04 (a) and who is otherwise entitled to pregnancy leave shall be entitled to and shall be granted leave of absence in accordance with Article 29.04 (a) upon providing the Employer before the expiry of two (2) weeks after she ceased to work with a Certificate of a legally qualified medical practitioner stating that she was not able to perform the duties of her employment because of a medical condition arising from her pregnancy, and giving the estimated day upon which, in his opinion, delivery will occur or the actual date of her delivery.

(9) During the period of leave, the Employer shall continue to pay the Employer's portion of hospital, medical, dental, group life, pension and other benefits included and prescribed by the Employment Standards Act if the employee elects, in writing, to continue her share of the premiums. If deductions for the employee's share of the premiums are required, the Employer shall deduct these amounts from the SUB payments.

(g) An employee who intends to resume her employment on the expiration of the leave of absence granted to her under this Article shall so advise the Employer when she requests the leave of absence. If a part-time employee returns to work at the expiry of the normal maternity, or adoption leave, and the employee's former permanent position still exists, the employee will be returned to her former job and former shift if designated.

All the employees who fill vacancies as a result of the above absences shall likewise be returned to their former permanent positions.

(h) When the Employer has suspended or discontinued operations during the leave of absence and has not resumed operations upon the expiry thereof, the Employer shall, upon the resumption of operation, reinstate the employee to her employment or to alternate work in accordance with the established seniority system or practice of the Employer in the existence at the time the leave of absence began and in the absence of such a system or practice shall reinstate the employee in accordance with the provisions of Article **18.04 (g)**.

(i) Such absence is not an illness under the interpretation of this Agreement, and credits on the accumulated sick leave plan and weekly indemnity plan cannot be used.

(j) Credits for service for the purpose of salary increments, vacations, or any other benefit included and prescribed under the Employment Standards Act shall continue and seniority shall accumulate during the leave.

(k) Upon expiry of seventeen (17) weeks pregnancy leave, an employee may immediately commence parental leave, as provided under Article **18.04 (1.)** of this agreement. The employee shall give the employer at least two (2) weeks' notice, in writing, that she intends to take parental leave.

(l) Employees have no vested right to payments under the plan except to payment during a period of unemployment specified in the plan,

(m) The Employer will inform Human Resources Development Corporation (HRDC) in writing of any changes to the plan within thirty (30) days of the effective date of the change.

(n) Payments in respect of guaranteed annual remuneration or in respect of deferred remuneration or severance pay benefits will not be reduced or increased by payments received under the plan.

(o) Pregnancy Leave: The SUB top up by the Home will not take into account EI insurable earnings from sources other than this facility.

Parental Leave:

(a) An employee who becomes a parent, and who has been employed for at least thirteen (13) weeks immediately preceding the date of the birth of a child or the date the child first came into care or custody of the employee shall be entitled to parental leave.

(b) A "parent" included: the natural mother or father of the child; a person with whom a child is placed for adoption and a person who is in a relationship with the parent of the child and who intends to treat the child as his or her own.

(c) Parental leave must begin within thirty-five (35) weeks of the birth of the child or within thirty-five (35) weeks of the day the child first came into the custody, care and control of the parent. For employees on pregnancy leave, parental leave will begin immediately after pregnancy leave expires. Parental leave shall be granted for up to eighteen (18) weeks in duration and shall, in all cases, be completed within fifty-three (53) weeks of the date the child is born, or comes into the custody, care and control of a parent for the first time.

(d) The employee shall give the Employer ~~two~~ (2) weeks' written notice of the date the leave is to begin.

Parental leave ends eighteen (18) weeks after it began or on an earlier day if the employee gives the employer at least four (4) weeks' written notice of that day.

(e) During the period of leave, the Employer shall continue to pay the Employer's portion of hospital, medical, dental, group life, pension and other benefits included and prescribed by the Employment Standards Act if the employee elects, in writing, to continue her share of the premiums. If

deductions for the employee's share of the premiums are required, the Employer shall deduct these amounts from the SUB payments.

(9) An employee who intends to resume her employment on the expiration of the leave of absence granted to her under this Article shall so advise the Employer when she requests the leave of absence. If a part-time employee returns to work at the expiry of the normal maternity, or adoption leave, and the employee's former permanent position still exists, the employee will be returned to her former job, former shift if designated.

All the employees who fill vacancies as a result of the above absences shall likewise be returned to their former permanent positions.

(g) When the Employer has suspended or discontinued operations during the leave of absence and has not resumed operations upon the expiry thereof, the Employer shall, upon the resumption of operation, reinstate the employee to her employment or to alternate work in accordance with the established seniority system or practice of the Employer in the existence at the time the leave of absence began and in the absence of such a system or practice shall reinstate the employee in accordance with the provisions of Article 16.04 (g).

(h) Such absence is not an illness under the interpretation of this Agreement, and credits on the accumulated sick leave plan and weekly indemnity plan cannot be used.

(i) Credits for service for the purpose of salary increments, vacations, or any other benefit included and prescribed under the Employment Standards Act shall continue and seniority shall accumulate during the leave.

29.05 Bereavement Leave: Bereavement leave for spouse to include same sex partner.

(a) Upon the death of an employee's spouse, child or stepchild, an employee shall be granted leave up to a maximum of four (4) days without loss of pay, ending with the day following the funeral

(b) Upon the death of an employee's mother, father, step-parents, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, legal guardian, grandparent, grandchild, son-in-law or daughter-in-law the employee shall be granted leave up to a maximum of three (3) days without loss of pay, ending with the day after the funeral.

(c) It is agreed that this leave is to apply only where the employee is in attendance at the funeral and pay for such days of absence is limited to the day actually missed from work as per the employee's scheduled working days and does not include pay for days off. If the funeral is not attended, the said leave shall be limited to one (1) day.

(d) An employee shall be granted one (1) day bereavement leave without loss of pay to attend the funeral of his or her aunt, uncle, niece or nephew.

(e) An employee will not be eligible to receive payment under the terms of the Bereavement Leave for any period in which she is receiving payments for holiday pay or vacation pay.

(9) Where it is necessary because of distance, the employee may be provided up to three (3) days additional unpaid leave.

29.06 Paid Educational Leave: See Article 36

29.07 Unpaid Leave of Absence

- (a) The Administrator may grant or refuse a request for a leave of absence without pay for extenuating personal reasons, provided that he receives at least one month's notice in writing, unless impossible, and that such leave may be arranged without undue inconvenience to the normal operations of the nursing home. Applicants when applying must indicate the date of departure and specify the date of return. If the leave of absence is granted, the employee shall be advised in writing with a copy to the Union.
- (b) Employees who are on leave of absence will not engage in gainful employment while on such leave, and if an employee does engage in gainful employment while on such leave, she will forfeit all rights and privileges contained in this Agreement unless otherwise agreed by the Union and the Employer.
- (c) An employee who has been granted leave of absence of any kind, and who overstays her leave, unless she obtains permission or provides a satisfactory explanation, shall be considered to have terminated her employment without notice.
- (d) No benefits shall accrue or be paid to an employee while on leave of absence nor shall an employee be entitled to count such time as hours worked; however, a leave of absence from which the employee is in receipt of Workers' Compensation benefits shall count as service for wage progression purposes.

ARTICLE 30 THE NURSING HOMES AND RELATED INDUSTRY PENSION PLAN

SAME AS FULL TIME

ARTICLE 31 HEALTH AND WELFARE PAID HOLIDAYS

Not applicable to Part-time. In Lieu of Health and welfare benefits, sicktime benefits and uniform allowances the part-time employee shall be paid \$1.10 per hour worked.

ARTICLE 32 FEES

SAME AS FULL TIME

ARTICLE 33 WORKERS SAFETY AND INSURANCE

SAME AS FULL TIME

ARTICLE 34 RATES OF PAY

SAME AS FULL TIME

NOTE: Part-time in Lieu of Benefits \$1.10 per hour worked.

ARTICLE 35 GENERAL

SAME AS FULL TIME

ARTICLE 36 PAID EDUCATION

SAME AS FULL TIME

ARTICLE 37 NOTICE

SAME AS FULL TIME

ARTICLE 38 INVALIDITY

SAME AS FULL TIME

ARTICLE 39 INTERPRETATION

SAME AS FULL TIME

ARTICLE 40 SHARED COST OF COLLECTIVE AGREEMENT

SAME AS FULL TIME

ARTICLE 41 TERMINATION

SAME AS FULL TIME

Unless indicated otherwise, the Letters of Understanding attached hereto shall apply to both Full-time and Part-time agreements.

IN WITNESS WHEREOF the parties have signed this Agreement,

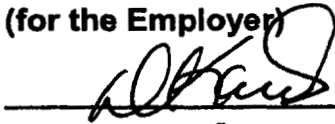
DATED at Cansboro, this 2 day of April, 2004.


**CENTRAL CARE CORPORATION
OPERATING AS ROSEVIEW MANOR
(THUNDER BAY)**


**THE NATIONAL AUTOMOBILE,
AREOSPACE TRANSPORTATION
AND GENERAL WORKERS UNION
OF CANADA (CAW-CANADA)**

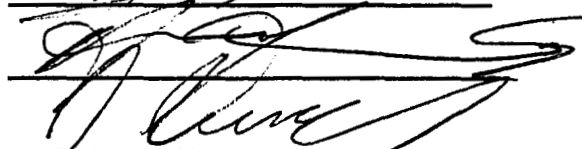
(for the Employer)

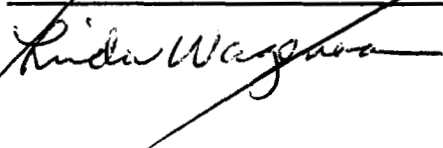
(for the Union)











ROSEVIEW MANOR

SCHEDULE A

		Expired Dec-00	Jan-01	Apr-02	Jan-03	Apr-03	Jan-04
Domestic, Laundry, Dietary Aides	Probation	13.45	13.85	14.20	14.27	14.63	14.70
	Start	13.66	14.07	14.42	14.49	14.85	14.92
	1 Year	14.07	14.49	14.85	14.92	15.29	15.37
	2 Year	14.51	14.95	15.32	15.40	15.79	15.87
Nurse Aides/ Attendants	Probation	13.61	14.02	14.37	14.44	14.80	14.88
	Start	13.81	14.22	14.58	14.65	15.02	15.09
	1 Year	14.21	14.64	15.01	15.09	15.47	15.55
	2 Year	14.67	15.11	15.49	15.57	15.96	16.04
Activity Aide	Probation	13.85	14.27	14.63	14.70	15.07	15.15
	Start	14.06	14.48	14.84	14.91	15.28	15.36
	1 Year	14.48	14.91	15.28	15.36	15.74	15.82
	2 Year	14.88	15.33	15.71	15.79	16.18	16.26
Qualified Health Care Aide	Probation	13.85	14.27	14.63	14.70	15.07	15.15
	Start	14.06	14.48	14.84	14.91	15.28	15.36
	1 Year	14.48	14.91	15.28	15.36	15.74	15.82
	2 Year	14.88	15.33	15.71	15.79	16.18	16.26
Assistant Cook	Probation	14.29	14.72	15.09	15.17	15.55	15.63
	Start	14.51	14.95	15.32	15.40	15.79	15.87
	1 Year	14.92	15.37	15.75'	15.83	16.23	16.31
	2 Year	15.36	15.82	16.22	16.30	16.71	16.79
RPN rates include an additional \$0.25 per hour effective April 1, 2002							
RPN	Probation	15.97	16.45	17.11	17.20	17.63	17.71
	Start	16.19	16.68	17.35	17.44	17.88	17.97
	1 Year	16.63	17.13	17.81	17.90	18.35	18.44
	2 Year	17.02	17.53	18.22	18.31	18.77	18.86
Janitor	Probation	13.45	13.85	14.20	14.27	14.63	14.70
	Start	13.66	14.07	14.42	14.49	14.85	14.92
	1 Year	14.07	14.49	14.85	14.92	15.29	15.37
	2 Year	14.51	14.95	15.32	15.40	15.79	15.87

Handyman	Probation	13.61	14.02	14.37	14.44	14.80	14.88
	Start	13.81	14.22	14.58	14.65	15.02	15.09
	1 Year	14.22	14.65	15.02	15.10	15.48	15.56
	2 Year	14.67	15.11	15.49	15.57	15.96	16.04

Pay Equity

Effective April 1, 2004: An additional \$0.15 per hour pay equity adjustment added to the wage rate.

Effective April 1, 2005: An additional \$0.15 per hour pay equity adjustment added to the wage rate.

RPN's: All RPN's employed on January 1, 2004 shall be paid a retention bonus of Twenty cents (\$0.20) for each hour paid from December 1, 2002 to November 30, 2003.

Part-time Employees— In lieu of Health and Welfare benefits, sick-time benefits, and uniform allowance, Part-time employees shall be paid \$1.10 per hour worked in addition to the rates shown herein above

83/