

MASTER COPY

COLLECTIVE AGREEMENT

Between

ParaMed Home Health Care – SIMCOE

AND

WUCC Local 2832

Expiry: March 31st, 2019

COLLECTIVE AGREEMENT

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ARTICLE 1 – PURPOSE

- 1.01 This Agreement is entered into by the parties in order to provide for orderly collective bargaining relations between the Employer and the Union. It is the desire of both parties to secure prompt and fair disposition of grievances.
- 1.03 The parties to this Agreement undertake to work together towards the common objective of providing the best possible service to the client of the Employer and the public.
- 1.04 The purpose of this Agreement is to promote harmonious and mutually beneficial relationships between the parties in order to foster the morale, well-being and security of all employees, to maintain a high standard of care for all clients of the Employer and the promotion of a mutual and friendly respect.

ARTICLE 2 – RECOGNITION AND SCOPE

- 2.01 The Employer recognizes the Union as the sole and exclusive bargaining agent for all employees of ParaMed Home Healthcare in the County of Norfolk save and except client service specialists, supervisors, persons above the rank of supervisors, clerical and office staff.
- 2.02 It is agreed that the word “employees” wherever used in this Agreement shall be deemed to refer only to employees in the Bargaining Unit as defined in Article 2.01.
- 2.03 Where the feminine pronoun is used in this agreement, it shall mean and include the masculine pronoun where the context so applies.
- 2.04 Where the singular is used, it may also be deemed to mean the plural, within the appropriate context.
- 2.03 The Employer undertakes that it shall not enter into any other agreement or contract, written or verbal, with those Employees for whom the Union has bargaining rights either individually or collectively which will conflict with any of the provisions of this Agreement.

ARTICLE 3 – NO DISCRIMINATION

- 3.01 Every employee has a right to be free from discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual

orientation, age, marital status, family status, disability as set out in the Ontario Human Rights Code or by reason of union membership or activity in the Union.

- 3.02 Every employee has the right to be free from harassment because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status, disability as set out in the Ontario Human Rights Code or by reason of union membership or activity in the Union.

ARTICLE 4 – NO STRIKES AND NO LOCKOUTS

- 4.01 During the term of this Agreement neither the Union nor any of its officers or officials nor any employee shall take part in or call or encourage any strike, sit-down, slow-down, suspension of work, nor shall the Employer engage in any lock-out of the employees. The meaning of the words "strike" and "lockout" shall be as defined in the Ontario Labour Relations Act, as amended.

ARTICLE 5 – MANAGEMENT RIGHTS

- 5.01 The Union recognizes that except as limited by a provision of this agreement all management rights and prerogatives and the direction of the working forces and the management of the Employer's enterprise are vested exclusively with the Employer and without limiting the generality of the foregoing the exclusive functions of the Employer shall include the following:
- (a) the rights to operate and manage its business in every and in all respects;
 - (b) the right to maintain order, discipline and efficiency amongst its employees and in connection therewith to establish and enforce reasonable rules and regulations, policies and practices as amended from time to time; copies of such rules, regulations, policies and guidelines shall be available upon request.
 - (c) the right to select, hire, direct, classify, assign and re-assign duties, demote, promote, layoff, recall, suspend, terminate or otherwise discipline an employee who has completed probation for just cause, subject to the grievance procedure;
 - (d) the right to determine the location and extent of operations and their commencement, expansion, curtailment and cessation; the level and type of service to be provided; the content, evaluation and description of jobs; methods to be used to provide services, employee qualifications for

employment and promotion, number of hours to be worked; number and classification of employees needed.

- 5.02 The Employer will exercise its management rights in accordance with the Collective Agreement.

ARTICLE 6 – UNION SECURITY

- 6.01 The Union shall inform the Employer of the amount to be deducted or if new fees or assessment are levied by providing sixty (60) calendar days written notice.

The Employer shall provide with each remittance the electronic list of all employees from whom union dues were deducted, specifying the amount deducted for each.

- 6.02 The Employer agrees to deduct from the bi-weekly wages of all employees in the bargaining unit an amount equal to the dues, initiation fees, and any other assessments prescribed or required by the union. Such deduction shall commence the first full pay period following the date of ratification of this agreement. Deductions for new employees shall begin starting on the first day of their employment. The Employer shall remit this amount to the Union office monthly, no later than the fifteenth (15th) day of the month following the month for which such deductions are made.

- 6.03 The Employer will provide the Union semi-annually an electronic list of employees within the bargaining unit showing their addresses, telephone numbers, classifications, seniority, rates of pay and their full-time, part-time, or casual status. From time to time the union may contact the Branch Office to obtain the geographic region of work of union members. When a new worker is hired, the Employer shall provide the Union with the worker's address, telephone number, classification, seniority, rate of pay, and full-time, part-time, or casual status within a month of their date of hire.

- 6.04 The Union agrees to indemnify and save the Employer harmless from and against all claims or other forms of liability arising out of, or by reason of, any deductions from wages or payments that have been made by the Employer in accordance with this Agreement.

- 6.05 The Employer shall indicate the amount of Union dues on the T4 slip of each employee.

- 6.06 It is the employee's responsibility to update the Branch Office of any changes in their contact information, including phone number, address, banking information and emergency contact number.

ARTICLE 7 – RELATIONSHIP AND REPRESENTATION

- 7.01 The Employer agrees that the Union may elect or select no more than four (4) non-probationary employees as steward, of whom one (1) shall be the Union Chair and one (1) shall be the Chief Steward. Any requests for leaves of absence shall not be unreasonably withheld.
- 7.02 The Union acknowledges that the Union Stewards have and must continue to perform their regular duties and responsibilities for the Employer. Stewards shall not leave their duties or their employment in order to attend meetings without having previously obtained the permission of their Supervisor. Such permission shall not be unreasonably withheld. Meetings, including but not limited to disciplinary, grievance and investigation meetings, which may result in discipline, shall be arranged at a mutually agreed upon time. Neither party shall unduly delay their participation in such meetings.
- 7.03 The Union shall notify the Employer in writing of the names of the currently authorized Stewards and the Employer shall not be required to recognize any steward until it has been notified in writing by the Union.
- 7.03 The Employer agrees to recognize and deal with a Negotiating Committee of three (3) employees, along with their Union representatives.
- 7.04 The Employer agrees to allow up to three (3) employees on the Negotiation Committee time off work, for time scheduled for negotiations, in subsequent negotiations for renewal agreements. Upon written confirmation from the Union, the Employer shall keep the employee's wages and benefits whole and bill the Union for the same.
- 7.05 All correspondence between the parties concerning the Collective Agreement shall be between the Branch Manager/designate and the Union Representative/designate/Steward or Chair. The Union shall inform the Employer of the contact person for Collective Agreement related correspondence.
- 7.06 The Employer shall make available to the Union one (1) bulletin board in each work location in a location to be mutually determined by the parties. The bulletin boards shall be used by the Union for posting notices relating to official Union

business such as: union meetings, social, recreational, political and educational events, elections and appointments. Such notices must be approved by the Branch Manager (or designate) prior to posting. Such approval shall not be unreasonably denied or delayed. The Union shall ensure that expired notices are removed.

- 7.07 The Employer shall advise new Employees that they are members of the Union and that a Collective Agreement is in effect, and shall provide to the Employee the Local Union's stewards list, as provided by the Union to management. The Employer shall provide new Employees with a copy of the Collective Agreement.
- 7.08 a) It is agreed that for all purposes under this Agreement, the Employee's workplace shall be defined as sites, locations and offices of the Employer as well as any other place employees are required to be in their role as employees of the company.
- b) Unless the Employer is required by law, it is agreed that no union staff member, union legal counsel/representative or employee acting in their capacity as a union representative may visit a client's home or contact a client without obtaining the Employer' written consent. Upon request the Employer will refer the matter to the service purchaser and client/power of attorney for personal care for their consideration. The employer will advise the Union upon receipt of confirmation from the service purchaser and/or client/power of attorney. The parties agree that the powers of the members of the Joint Health and Safety Committee, including the right and obligation to investigate, are outlined in the Occupational Health and Safety Act.
- 7.09 The Employer shall comply with all applicable workplace legislation including but not limited to, the Ontario Human Rights Code, the Workplace Safety and Insurance Act and the Occupational Health and Safety Act, including its provisions related to workplace violence and workplace harassment.
- 7.10 The Employer shall take all steps as set forth in the Occupational Health and Safety Act, including training, to ensure that the workplace is free from harassment and violence. Employees are required to document and report any instances of possible workplace harassment or violence to a supervisor. Should this be unworkable the employee should contact Corporate Human Resources.
- 7.11 Union Business: Upon written confirmation from the Union, the Employer shall keep the employee's wages and benefits whole and bill the Union for the same.

- 7.12 Upon request, the Employer agrees to provide the Union with a copy of any Job Description covered by the applicable bargaining unit description in Article 2.01.
- 7.13 The Union may designate representatives, outside of the bargaining unit, to deal with specialized issues. The Employer agrees to recognize such specialized representatives in dealings with the Union required under the Collective Agreement. Stewards may also be trained to become a Specialist. The Union or Employer Health and Safety Specialist may attend JHSC meetings at the request of either management or union JHSC members as observers.
- 7.14 Where the Employer provides new staff orientation, it shall provide one steward with a fifteen (15) minute time allocation to meet with the new staff group. The steward's schedule will be rearranged, upon request, to facilitate no loss of pay. The fifteen (15) minutes will usually be for union members only, however the Employer reserves their right to attend such meeting.
- 7.15 For grievance meetings that are scheduled during the Employees' regular scheduled hours of work, the Grievor (except in cases of discharge or suspension) shall attend meetings with the representatives of the Employer. Where a Steward is required to attend a grievance meeting, the steward's schedule will be rearranged, upon request, to facilitate no loss of pay.
- 7.16 Labour Management Meetings: The Employer and the Union agree to hold quarterly labour-management meetings (or more often if both parties agree), in order to discuss matters of mutual interest. The parties agree that specific grievances shall not ordinarily be discussed in this forum without mutual agreement to do so. Either party shall have the right to place an issue on the agenda. The union chair (or designate) and a bargaining unit member shall attend such meetings with an equal number of management representatives. Minutes of such meetings shall be taken on a rotational basis by members of the committee, which shall include all decisions made by members of the committee. The minutes shall be produced in a timely manner after each meeting and the parties shall agree on the minutes, after which they shall be posted on the Union bulletin board. The Regional Representative may attend the labour-management meeting upon the request of the Local Union. Employee representatives attending such meetings of the committee should not lose regular earnings as a result of such attendance. Labour Management: Workplace Stress is a suitable subject matter for Labour Management Committee discussion.

ARTICLE 8 – SENIORITY

8.01 A newly hired employee will be known as a probationary employee until she has actually worked and completed four hundred (400) hours of work or six (6) calendar months of employment, whichever comes first following the employee's most recent date of hire. Probationary employees will not accumulate seniority until after they have successfully completed the probation period.

Where a probationary Employee is absent on approved leave of absence, sick leave or statutory absence such as Workplace Safety and Insurance compensable injury or illness absence, it is understood that the period of probation shall be extended by a period equivalent to such accumulated time that the employee was absent.

8.02 It is recognized that the probation period is a period during which the Employer will have the right to assess an employee and to determine whether such employee is, in the sole discretion of the Employer, acceptable for continued employment. It is therefore understood that probationary employees may be terminated at any time for any reason during the probationary period. The dismissal of a probationary employee shall not be the subject of a grievance unless the dismissal is in violation of any legislation and/or except as set forth in Article 9.01 of this agreement.

8.03 Upon successful completion of the probationary period, the Employee's name will be placed on the seniority list with either the hours worked from the last date of hire or backdated to the last date of hire depending on their status. "Status" refers to whether the employee is full-time, part-time or casual.

8.04 The Employer shall prepare a seniority list according to the records of the Employer as of the end of the pay period prior to January 31st and July 31st each year. Such list shall include classifications and separate Full-time, Part-time and Casual employees. A copy of the seniority list shall be posted in the Employer's office on the Union bulletin board, and will be also be sent to the Union. Seniority as posted shall be deemed to be final and not subject to complaint unless such complaint is made within thirty (30) calendar days from the date of posting.

8.05 Seniority shall be lost and an employee shall be deemed to have terminated employment with the Employer if the employee:

- (a) resigns or retires;
- (b) is discharged for just cause and not reinstated through the grievance and arbitration procedure;

- (c) is absent from scheduled work for four (4) work assignments/visits without reasonable cause within a twelve (12) month period without notifying the Employer in advance, or without providing a reasonable cause for such absences,
- (d) Is laid off for a period of twelve (12) months;
- (e) employee is paid severance

8.06 Seniority shall be retained and accrued when the employee is absent from work during the following conditions:

- a) When she is on pregnancy or parental leave;
- b) When she is on leave due to compensable injury or illness under the Workplace Safety Insurance Act for up to one (1) year ;
- c) When she is an approved medical leave in excess of thirty (30) days for up to one (1) year;
- d) When she is on approved leave with pay less than thirty (30) day;
- e) When she is on approved union leave or union training leave
- f) When she is on approved paid vacation.

For the purposes of seniority, part-time and casual and full-time employees absent for reasons stated above shall be credited for hours based on the average hours worked over the previous twenty (20) weeks prior to the leave commencing.

8.07 "Date of last hire" shall include the date of last hire with any predecessor employer where employees were devolved to the present Employer without a break in employment.

8.08 Seniority shall be defined and calculated on the following basis:

- a) Full-time Status: Full-time seniority shall be defined as the date of last hire, subject to 8.05. Service shall be defined as length of service with the employer since the date of last hire.
- b) Part-time and Casual Status: Seniority for part-time and casual employees shall be based on hours worked accumulated since the date of last hire, subject to 8.05. It is recognized that one thousand nine hundred and fifty (1,950) hours worked equals one (1) year of full-time seniority. Service shall be defined as length of service with the employer since the date of last hire. For the purposes of calculating seniority, a part-time or casual worker may not accrue more than one thousand nine hundred and fifty (1,950) hours in one year.

- c) Where a worker's full-time, part-time or casual status changes, she shall carry her seniority with her and her full-time seniority date adjusted as applicable. Where the need arises, seniority shall be translated from years of service to hours and vice versa, on the basis outlined in 8.08 b).

Where two employees have the same seniority in hours or date of last hire, seniority shall be based on alphabetical order, based on the employee's last name.

ARTICLE 9 – DISCIPLINE AND DISCHARGE

- 9.01 The discharge, discipline, suspension, termination, or lay-off of a probationary employee may be grieved if it was done in a manner that was arbitrary, discriminatory or in bad faith.
- 9.02 Whenever the Employer decides to hold a meeting with an employee to investigate a matter that may result in discipline or formally imposes discipline on an Employee, the Employee shall have the right to have a Union Steward present. The Employer shall advise the employee of this right to representation; however, it is the employee's responsibility to request the presence of a Representative when it is desired. As per Article 9.02, where an employee requests the presence of a steward, the meeting shall be arranged at a mutually agreed-upon time by the steward and the Employer.
- 9.03 No record of disciplinary action shall be placed in an employee's file unless a copy is provided to the employee. All employees shall be required to acknowledge receipt of a record of disciplinary action by signing such record of disciplinary action at the time the employee is provided with a copy. Signing the document acknowledges receipt of the copy only, not agreement with its content. When an employee refuses to sign acknowledgement of receipt, the accompanying steward can sign on behalf of the employee, acknowledging receipt of the copy only, not agreement with the content. All employees shall have the opportunity to provide a written response to any record of disciplinary action provided to them within ten (10) business days of the employee's receipt of such record of disciplinary action. Upon receipt of an employee's written response to a record of disciplinary action within the specified time frame, the Employer will sign and date acknowledgement of receipt and attach it to the disciplinary document. The Employer signing the document acknowledges receipt of the copy only, not agreement with its content.
- 9.04 A record of disciplinary suspension action shall be removed from the official file of an employee eighteen (18) months from its effective date if there are no instances of disciplinary action taken during this period.

A record of all other disciplinary action shall be removed from the official file of an employee one (1) year from its effective date if there are no other instances of disciplinary action taken during this period. This article shall also apply retroactively from the date of ratification.

Leaves of absence shall not offset either the one (1) year or eighteen (18) month periods noted above.

ARTICLE 10 – GRIEVANCE PROCEDURE

10.01 For the purpose of this Agreement, a grievance is defined as a difference arising between the parties relating to the interpretation, application, administration or alleged violation of the Agreement including any question as to whether a matter is arbitrable.

10.02 It is the mutual desire of the parties hereto that complaints of employees shall be addressed as quickly as possible. It is generally understood that an employee has no grievance until she has first given the Employer an opportunity to address her complaint.

10.03 The Grievance shall identify the nature of the Grievance; the remedy sought; and should, where possible, specify the provisions of the Collective Agreement which are alleged to have been violated.

10.04 For the purpose of this Article, “working day” means a weekday Monday to Friday, other than a holiday as set out under Article 16 of this Agreement.

10.05 The Employer and the Union may agree, in writing, to extend the time limits for any Step in the grievance procedure or for referring a matter to arbitration. The Employer and the Union may also agree, in writing, to waive any step of the grievance procedure.

10.06 No grievance may be submitted to arbitration which has not been properly carried through all of the Steps of this Complaint and Grievance Procedure.

10.07 The following grievance procedure steps shall apply.

Step 1: It is generally understood that an employee has no complaint or grievance until they have first given their immediate supervisor an opportunity to adjust the complaint. The complaint shall be given in writing or email or in person to a supervisor or designate within ten (10) working days from the time the employee became aware of the circumstances giving rise to it or ought reasonably to have become aware of the circumstances giving rise to it. Where the complaint is

made in person, the employee may request a Union Steward to be present at this meeting. If a settlement satisfactory to the Union is not reached within ten (10) working days, the grievance may be advanced to Step Two in writing on the grievance form as follows at any time within ten (10) working days thereafter.

Step 2: Within ten (10) working days after the decision is given in Step 1, the employee, who may request the assistance of her Union Steward, shall submit the grievance in writing or email to the Branch Manager. A meeting will then be held within ten (10) working days of receipt of the written grievance between the Branch Manager and the Employee and a Union Steward. The decision of the Branch Manager or her designated representative shall be given in writing within ten (10) working days following the meeting.

Step 3: If the grievance is not settled, the Union may advance the grievance within ten (10) working days of receiving the written decision of the Employer under Step 2. Within ten (10) days of receipt of the notice to advance the grievance, a Step 3 meeting shall be scheduled with the Grievor, the union steward, the union chair or designate, the Branch Manager and Regional Director of Operations. The Union representative and the Manager to whom the Griever reports may attend the meeting. The Union may formally request the manager to whom the Grievor reports to attend the meeting. The Employer will deliver its decision in writing within ten (10) days of the Step 3 meeting. Failing settlement, either party may submit the matter to arbitration within ten (10) days of the Step 3 response.

10.08 Policy Grievance

A Grievance arising directly between the Employer and the Union concerning the interpretation, application or alleged violation of the Agreement must be originated by the Union or Employer at Step 2 within ten (10) working days following the circumstances giving rise to the Grievance. Failing settlement under Step 3 within ten (10) working days, the Grievance may be submitted to Arbitration in accordance with Article 10. However, it is expressly understood that the provisions of this Article may not be used by the Union to institute a Grievance or complaint directly affecting an Employee which she could have instituted herself and the regular Grievance Procedure shall not be thereby bypassed.

10.09 Group Grievance

Where an issue relating to the interpretation, application or alleged violation of the Collective Agreement directly affects more than one (1) Employee such that they each would be entitled to file a grievance, the Employees may file a group grievance signed by each of the Employees claiming to be affected. A group

grievance shall be filed at Step 1 of the grievance procedure within fifteen (15) working days of the occurrence of the circumstances giving rise to the grievance.

10.10 Discharge or Suspension Grievances

Any Grievance involving discharge or suspension shall commence at Step 2 of the grievance procedure within ten (10) working days of the Employee being notified of her discharge or suspension.

10.11 All agreements reached under the Grievance Procedure between the representatives of the Employer and the representatives of the Union shall be final and binding upon the Employer, the Union and the Employee(s) involved.

10.12 Time Limits: It is agreed that the time limits in these Articles: Grievance Procedures, Group, Policy, Discharge, Arbitration, Mediation are to be considered mandatory. In the event of a failure to act within the time limits, the grievance shall be deemed to have been abandoned.

10.13 Grievance Mediation

The parties agree to implement a Grievance Mediation procedure in accordance with the following provisions:

- a) Either party, with the agreement of the other party, may submit a grievance to Grievance Mediation at any time within ten (10) working 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.
- b) Grievance Mediation will commence within twenty (20) working days of the grievance being submitted to mediation, or longer period as agreed by the parties.
- c) 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.
- d) The parties shall agree on a mediator.
- e) 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.

- (f) If possible, an agreed statement of facts will be provided to the Mediator, and if possible, in advance of the Grievance Mediation Conference.
- (g) The Mediator will have the authority to meet separately with either party.
- (h) If no settlement is reached within ten (10) working days following grievance mediation, the parties are free to submit the matter to Arbitration in accordance with the provisions of this Collective Agreement. In the event that a grievance, which has been mediated subsequently, proceeds to arbitration, no person serving as the Mediator may serve as an Arbitrator. Nothing said or done by the mediator may be referred to at Arbitration.
- (i) The Union and Employer will share the cost of the Mediator, if any.

ARTICLE 11 – ARBITRATION

- a) If no written request for arbitration is received within ten (10) business days after the Step 3 reply, the grievance shall be deemed to have been withdrawn.
- b) When either party requests that a grievance be submitted to arbitration, such request shall be in writing addressed to the other party to this Agreement and at the same time shall submit at least three (3) names of possible arbitrators.
- c) If agreement is not reached, the parties will continue to attempt to select by agreement a single arbitrator within thirty (30) calendar days.
- d) If they are unable to agree upon such arbitrator within the set period, the parties may request that the Ministry of Labour of the Province of Ontario appoint such an arbitrator.
- e) The decision of the single arbitrator will be final and binding upon both parties to this Agreement and the Employee or Employees concerned.
- f) In the alternative to this procedure, either party may refer the outstanding matter to expedited arbitration in accordance with the Labour Relations Act.
- g) The arbitrator hearing the grievance shall not have the power to add to, subtract from, modify or otherwise amend this Agreement in order to give any decision or award that is inconsistent with it.

- h) The parties shall each pay their own costs of the arbitration and shall jointly share the costs of the arbitrator and the hearing.

ARTICLE 12 – JOB POSTING

12.01 All job postings are available www.paramed.com. The Employer, as a courtesy, shall also circulate the job posting to the existing all employees email distribution list. The parties agree that an administrative IT oversight in this regard or an employee who may not have email shall not result in a grievance.

12.02 Where the Employer determines that there is a vacancy for full-time, part time or casual position in the Bargaining Unit and that it wishes to fill, the Employer shall post a job posting in the branch office for five (5) working days. The posting shall stipulate the qualifications, classification, expected required hours of work, geographic requirements and approximate start date (if known).

Where the Employer's requirement for employees is an ongoing one, such notice may remain posted and shall be deemed to be in compliance with this provision.

12.03 Employees who wish to apply for a posted position must submit an application to the Employer within the five (5) working day period referred to in Article 12.01.

In filling postings, the Employer shall consider the qualifications, experience, skill and ability of the applicants to perform the work. Where these factors are equal, the applicant with the greatest seniority shall be the one selected to fill the vacancy. If the applicants are not qualified to perform the work required, the Employer has the right to fill the vacancy externally.

However this shall not preclude the Employer from advertising externally at the same time as posting internally.

12.04 No external applications shall be considered until the internal process exhausted.

12.05 The Employer agrees to provide the Chief Steward with a copy of each job posting. The Employer shall after the completion of the job posting procedure, post for at least ten (10) working days the name of the successful applicant.

12.06 Upon the Employee's request, the Employer will discuss with the unsuccessful applicant the manner in which the employee may improve in order to be considered for any future vacancy.

12.07 No bargaining unit job shall be assigned to an employee on a permanent basis unless it has been filled through the posting procedure outlined above.

12.08 During the course of this Agreement, if the Employer institutes a new job classification, a rate will be set and the Union will be notified. If the Union disagrees with the rate, the Union will so advise the Employer within thirty (30) days of notification, after which a meeting will be arranged to negotiate the rate. If no agreement can be reached, the Union may refer the issue to arbitration within thirty (30) days.

ARTICLE 13 – LAYOFF AND RECALL

13.01 When it is necessary to reduce the working force of employees, the Employer shall layoff by reverse order of bargaining unit wide seniority, within the affected classifications, provided that those who remain have the qualifications, skills, experience or ability to perform the duties of the job. The Employer shall reassign work to remaining employees in accordance with the process set forth in Article 15.

In the event of a proposed layoff of a permanent or long-term nature, the Employer shall notify the Union within one (1) week of written confirmation from the Employer's funding agency of becoming aware of the proposed layoff. The parties agree to meet to discuss alternative ways to alleviate or reduce layoffs.

13.02 The employees will be provided the notice of lay-off in accordance with the Employment Standards Act.

13.03 Recall Rights

- a) Employees shall be recalled in order of seniority, if they have the qualifications, skills, experience or ability to perform the duties of the job. Full-time employees shall be recalled first, beginning with the laid off employee with the greatest seniority, then part-time, and then finally casual employees.
- b) When recalling employees after lay-off, those last to be laid off will be the first to be recalled provided that in each case, the employee is qualified, and has the skill and ability to perform the work. Employees recalled to work to a different geographic area than which they worked at the time of layoff, shall have the privilege of returning to the position he held prior to the lay-off should it become vacant within six (6) months of being recalled.
- c) Notice to recall shall be sent by registered mail to the employee's current address on file. Upon receipt of the notice of recall, the employee must respond in writing (by post, in person, or by email) to the notice within seven (7) calendar days of her intention to either accept or decline the offer of recall. In the event that she declines or does not respond, she shall lose all seniority and shall be considered to have resigned.

ARTICLE 14 – LEAVE OF ABSENCE

Except for Pregnancy, Parental and Union Leaves the following entitlements apply to non-probationary full-time employees.

14.01 Pregnancy and Parental leaves

The Employer will comply with the requirements of the *Employment Standards Act* with respect to pregnancy and parental leaves.

14.02 Bereavement Leave

Bereavement Leave without loss of pay for previously scheduled hours will be granted up to a maximum of three (3) working days (maximum of 7.5 hours per day) immediately following the death of a member of the employee's immediate family. Immediate family means parent, child, sibling, spouse, grandparent, grandchild and parent-in-law. The Employer reserves the right to request a copy of the published death notice if available. In the event of a delayed interment one (1) of the above days may be reserved by the employee to attend the services. The Employer shall grant additional bereavement leave without pay on an individual basis.

14.03 Jury Duty

When an employee is required to serve on a jury, she shall be relieved of her duties for such time as may be required. The employee shall notify the Employer immediately on receiving notification and provide proof of service requiring her attendance.

14.04 Should an employee request a change in her schedule to accommodate her participation in an educational course relevant to her job, the schedule change shall not be unreasonable denied.

14.05 Sick Pay:

After the completion of one (1) year of service Full time employees will receive 3 paid sick days for scheduled hours up to a maximum of 7.5 hours. Sick pay cannot be accrued to the following calendar year. The employer reserves the right to request a note from the employee's treating physician.

14.06 Union Leave

Subject to operational requirements, the Employer shall grant leave of absence without pay to employees selected by the Union to attend Union conventions, seminars, education classes or other union business. Such request is to be made

fourteen (14) calendar days in advance in writing by the union. Such leaves shall not exceed a total of twenty-five (25) working days per year for all employees.

ARTICLE 15 – HOURS OF WORK AND SCHEDULING

15.01 This Article shall set out the process for scheduling work assignments for Full-Time, Part-Time and Casual employees. It shall not be construed to be a guarantee of the amount of work per day or hours/visit of work per week or work location.

15.02 Employees shall be scheduled in order of seniority, subject to the following criteria:

- (a) the skills, ability, experience and classification required to meet the Client's needs;
- (b) continuity of care;
- (c) client preference, and
- (d) geographic area.

15.03 Employees will be scheduled for available work assignments subject to Article 15.02 in the following sequence:

- (a) full-time employees in order of seniority;
- (b) part-time employees in order of seniority;
- (c) casual employees in order of seniority.

15.04 An employee shall make an effort to notify her Client Service Specialist (24 hours/day) with not less than four (4) hours or as much notice as possible, before the start of work assignment of her inability to report for work due to sickness. It is the employee's responsibility to keep the Employer informed of the status of their sick leave and to advise the expected date of return to work.

15.05 Full-time Employees

- a) Full-time employees shall be scheduled up to eighty (80) hours and shall be offered up to eighty-eight (88) hours in a two (2) week period.
- b) The Employer shall endeavour to arrange work schedules so that full-time employees have every other weekend off. However Employees may indicate to the Employer their availability to work more frequent weekends.

15.06 Part-time Employees

- a) Part-time employees shall be scheduled up to fifty (50) hours and shall be offered up to eighty-eight (88) hours in a two (2) week period.
- b) The Employer shall endeavour to arrange work schedules so that part-time employees have every other weekend off. However Employees may indicate to the Employer their availability to work more frequent weekends.

15.07 Casual Employees

- a) Casual employees shall advise the Employer of their hours and days of work commitment. Regular commitment must include at least one weekend in two, both Saturday and Sunday, and at least one (1) weekday each week, and must work Paid Holidays as per the collective agreement. This article shall not prohibit Casual employees from taking approved time off from work, including but not limited to unpaid leave.
- b) Applications will be accepted from employees to change their committed block of hours (restricted to one successful request per 12 months) post probationary period. Each application will be given serious consideration subject to operational requirements and shall not be unreasonably denied. This process is not to be confused with an employee's request for an approved leave.

15.08 Overtime

- a) Overtime at the rate of time and one half (1½) an employee's regular rate of pay shall be paid for all hours worked in excess of eighty-eight (88) hours, averaged over a two (2) week period. Travel time is included for the purposes of overtime.
- b) The Employer shall not schedule employees hours of work which would result in the employees working in excess of sixty (60) hours in a week. For the purpose of this Agreement a work week commences at 0001 on a Monday. Should the employee agree to work in excess of eighty-eight (88) hours, averaged over a two (2) week period, they will be paid at the overtime rate set forth in 15.08 (a) above.
- c) Employees agree they will not work in excess of eighty-eight (88) hours averaged over a two (2) week period without prior approval of their manager.

- 15.09 Daylight Savings Time: Where there is a change to Daylight Savings time from Standard Time or vice versa, employees shall be paid for her actual hours worked.
- 15.10 Call Ahead / Clients Not Seen Not Found: Employees must call their client prior to making client visits to ensure client availability. The preferred time to call a client is prior to being enroute to the visit. If a client fails to answer the phone or refuses the service the employee will call the office for instruction. The employer will provide alternative work within the next pay period. All employees must immediately report the not seen/ not found to the office to ensure client safety.
- 15.11 Weekend and Night Premium: Employees providing direct care for CCAC funded clients from Monday to Friday between 5 pm to 5 am. shall be paid twenty-four cents (.24) per hour. The same premium is paid from 5 pm Friday to 5 am Monday morning.

ARTICLE 16 – PUBLIC HOLIDAYS

16.01 An employee who is required by the Employer to work on any of the holidays set out below shall be paid in accordance with the Employment Standards Act for the following holidays:

- | | |
|------------------------------------|-------------------------------|
| New Years Day January 1st | Family Day |
| Good Friday | Victoria Day |
| Canada Day (July 1 st) | Labour Day |
| Thanksgiving Day | Christmas Day (December 25th) |
| Boxing Day | |

16.02 Casual employees are eligible for holiday pay in accordance with the *Employment Standards Act*.

16.03 Holiday Qualifications

In order to be entitled to receive payment for these holidays, the employee must work her scheduled working day immediately preceding and the working day succeeding the holiday unless on a leave of absence or reasonable cause for not doing so is shown.

16.04 Should an employee qualify for holiday pay and is scheduled to work on the holiday, such Employee shall be entitled to take a mutually agreed to alternate day off within three months.

16.05 The Employer will endeavour, subject to operational requirements, to alternate staff working between Christmas and New Year's.

ARTICLE 17 – VACATIONS

17.01 The vacation year will be from January 1st to December 31st.

17.02 Full-time and Part-time Employees

Changes in vacation pay and entitlement shall become effective on the first full pay period following the effective date of the change, as follows:

- Less than two (2) years as of December 31st in any year, two (2) weeks' vacation at four percent (4%) of gross earnings.
- After two (2) years as of December 31st in any year, three (3) weeks' vacation at six percent (6%) of gross earnings.
- After eight (8) years as of December 31st in any year, four (4) weeks' vacation at six percent (8%) of gross earnings

For the purposes of this Article – 1950 hours worked is equivalent to one (1) year.

An employee shall not be permitted to accumulate her vacation from year to year. Any vacation not used in that year will be paid out on the final pay date of each year.

17.03 Casual Employees shall receive vacation pay in accordance with the *Employment Standards Act 2000*.

17.04 Vacation shall be granted based on operational requirements. All employees shall provide their vacation requests no later than March 31st of each calendar year. Such requests shall be administered by the Employer by April 30th of each year and shall be approved in order of seniority. Any requests made after the March 31st deadline shall be approved or denied within four (4) weeks of the request. Late requests shall be considered on a first come first serve basis.

17.05 Should an employee resign or have her employment terminated, any accumulated vacation pay shall be remitted to her as per the regular pay cycle.

17.06 Vacations during June 15 to September 15 inclusive may be limited in order to ensure that client care demands can be met.

ARTICLE 18 – COMPENSATION

18.01 Wages shall be paid in accordance with Schedule "A" attached.

18.02 Mileage Allowance

(a) Employees will be paid, if they provide their own vehicle, a mileage allowance of thirty-eight cents (\$0.38) per kilometer who, in one day, are required to travel between assignments (except assignments within one building or complex).

(b) Claimable mileage shall only include all travel between clients.

18.03 Time spent travelling between Clients will be considered hours worked and shall be compensated at a rate of one (1) minute at the regular straight time hourly base rate for every two (2) kilometers travelled for all kilometers that are eligible for reimbursement under Article 18.04 (below).

18.04(a) For greater clarity, pay for travel and travel time is payable only for KMs travelled and time spent on travelling between clients for hourly paid employees. It is not payable for hourly paid employees KMs or travel time between an employee's home and his or her first client of the day or between his or her last client of the day and home.

(b) In order to be paid for travel time, an employee shall submit such time to the Employer in accordance with the Employer's policy which is currently automated.

(c) For greater clarity, an employee is not entitled to any other compensation for time spent on travelling to and from client visits.

(d) At no time will hourly employees be double compensated for time. As an example, you will not be paid for a client visit and travel time during the same time period.

ARTICLE 19 – HEALTH AND WELFARE BENEFITS

19.01 Full-time and Part-time employees shall be eligible to participate in the Great West Life Plan in accordance with the terms of the Plan.

19.02 The Employer agrees to make available to all full-time and part-time employees, and the Union representative, a copy of the applicable benefit summary.

19.03 The Plan shall not form part of this Agreement and shall not be the subject of grievance or arbitration under this Agreement. The Employer's only obligation with respect to benefits is the payment of its portion of the premiums. All disputes concerning benefits shall be matters exclusively between the employee(s) and the benefits carrier. Employees shall be responsible for the payment of all premiums for Critical Illness insurance, and such premiums shall be deducted from each employee's wages. Where an employee does not earn sufficient

wages to cover the cost of the premiums, the employee is required to pay the premium amounts to the Employer.

19.04 The Employer shall provide not less than thirty (30) days' notice in the event of a change to the Plan terms, including but in no way limited to the benefits provider. In the event of a change to the composition of the benefits provided for in the Plan, the Employer shall ensure the overall level of benefits provided shall be substantially the same.

ARTICLE 20 – NO CONTRACTING OUT

20.01 The employer shall not hire workers from outside agencies to supplement or perform bargaining unit work until the client has been offered to every employee and until all laid off employees have been recalled to work.

Outside agencies shall not perform services for the client normally performed by members of the bargaining unit with the exception of cases of emergencies and unforeseeable absences.

20.02 Hiring workers from other agencies shall not be done as a method of avoiding hiring sufficient staff who would fall within the bargaining unit.

ARTICLE 21 – JOINT HEALTH AND SAFETY COMMITTEE

21.01 The Employer and the Union agree that they mutually desire to maintain high standards of health and safety in the workplace in order to prevent injury and illness.

21.02 The Employer and the Union agree to establish a joint health and safety committee in accordance with the Occupational Health and Safety Act, its regulations and codes of practice. The union representation on this committee shall be at least two (2) members chosen by the union. At no time shall the number of Employer representatives be greater than the number of Union members. Committee members shall serve three-year terms and shall at the discretion of the union be eligible to succeed themselves.

21.03 The full committee will meet at least quarterly, at a mutually agreed-upon time, on company time. In addition to receiving their regular or premium wage, members of the Joint Health and Safety Committee shall be compensated for their applicable travel compensation in accordance with Article 18.

21.04 Either party may place any health and safety matter on the agenda of the committee meeting.

21.05 Accurate minutes of all health and safety meetings between the union and the company shall be kept. The responsibility of taking minutes of meetings shall rotate between the representatives of the Union and the Employer. Typed minutes shall be distributed to all members of the committee as soon as possible, after which the minutes shall be posted on the OH&S bulletin board by the employer in a timely manner. If either party disagrees with the accuracy of the minutes as prepared by the other party, they shall put the reasons in a letter and it shall become part of the record of the meeting. This letter shall be posted with the minutes on the OH&S Bulletin Board.

21.06 Meeting chairs shall alternate between union and management representatives.

21.07 An employer and worker Joint Health and Safety Committee member will conduct monthly office workplace inspections of the workplace in order to discuss health and safety problems at the meeting or to check on progress made since previous meetings.

21.08 The time consumed on committee work by committee members designated by the union shall be considered hours worked and be paid by the Employer in accordance with the OH&S Act.

21.09 The Terms of Reference for the JHSC shall be made available to union members and representatives upon request.

ARTICLE 22 – HEALTH AND SAFETY

22.01 (a) Where the Employer is aware that a client suffers from a reportable disease, the Employer shall include such reference in the special instructions in the client notes that the client suffers from a reportable disease.

(b) Where an employee suffers from a reportable disease, the employee shall notify the Employer and the Employer shall be free to offer the employee assignments which minimize the health risk to the client and the employee.

(c) www.publichealth.gc.ca is a reference website for reportable diseases.

22.02 No employee shall be discharged, penalized or disciplined for acting in compliance with the Occupational Health and Safety Act and regulations.

22.03 The Employer shall provide such equipment and supplies which it reasonably deems is required to enable the employee to perform her duties.

ARTICLE 23 – INJURY AND DISABILITY

23.01 All employees are required to work safely, reporting hazards, if any. Should an employee be injured at work, the following shall apply.

1. The employee shall access first aid immediately, if required.
2. The employee shall advise their supervisor immediately about the injury and the Employer shall arrange transportation to get medical care if needed.
3. The employee shall be paid their wages for the day of the injury.
4. The injury shall be reported to WSIA in accordance with the Act.

ARTICLE 24 – GENERAL

24.01 No Pyramiding: There shall be no pyramiding or compounding of any overtime pay, premium pay or any other benefit provided for in this Agreement.

24.02 Employees shall be paid bi-weekly by direct deposit. This shall not preclude the employer from amending pay periods and/or pay days provided the union is provided with at least one (1) month notice.

24.03 The Employer shall distribute, as required by law, all pay stubs, T4 forms, and other financial documents required for income tax purposes.

24.04 When the Employer's systems allow, payment detail will be made available to employees. Once the systems allow for such electronic access mailing shall cease to individual employees.

24.05 Personnel File: Where an employee would like to review her personnel file, she shall make a request in writing or by email to the Branch Manager. She shall be permitted to view her file within ten (10) business days. If she wants copies of any of the information in the file, such copies shall immediately be made by the Employer.

24.06 The Union and the Employer shall share in the cost of printing the Collective Agreement.

ARTICLE 25 – DURATION

25.01 This Agreement shall be in effect from date of ratification until March 31, 2019, and shall remain in effect from year to year thereafter unless either party gives the other party written notice of termination or desire to amend the Agreement.

25.02 Notice that amendments are required or that either party desires to terminate this Agreement may only be given within a period of ninety (90) calendar days prior to

the expiration date of this Agreement or to any anniversary of such expiration date.

Dated at SIMCOE this 8th day of JUNE 2016.

FOR THE UNION

Nicole Reynier
Jeanette Baer
Chris / Corbin

FOR THE EMPLOYER

Heather
[Signature]
[Signature]

Schedule 'A'
CCAC FUNDED PSW RATES

BASE RATES	PSW STABILIZATION FUNDING NOTE BASED ON RECEIVING APRIL 1, 2016 ADDITIONAL \$1.00 FUNDING CURRENTLY AT \$3.00	DIRECT CARE with funding	GENERAL WAGE INCREASE - BASE RATE	DIRECT CARE With Funding	GENERAL WAGE INCREASE - BASE RATE	DIRECT CARE With Funding
			0.70%		0.70%	
			1-Apr-17	1-Apr-17	1-Apr-18	1-Apr-18
12.92	4.00	16.92	13.01	17.01	13.10	17.10
13.08	4.00	17.08	13.17	17.17	13.26	17.26
13.26	4.00	17.26	13.35	17.35	13.45	17.45
13.39	4.00	17.39	13.48	17.48	13.58	17.58
13.68	4.00	17.68	13.78	17.78	13.87	17.87
13.94	4.00	17.94	14.04	18.04	14.14	18.14
14.23	4.00	18.23	14.33	18.33	14.43	18.43

H/PSW CCAC Funded Wage Rate

With respect to the April 1, 2015 to March 30, 2016 year, any additional Ministry funding will be added to employee's base rate of pay to bring qualified staff providing personal support service for CCAC funded clients to the new mandated minimum wage of **\$15.50** an hour for all direct care hours not to exceed \$19.00 an hour. .

With respect to the April 1, 2016 to March 30, 2017 year, any additional Ministry funding will be added to employee's base rate of pay to bring qualified staff providing personal support service for CCAC funded clients to the new mandated minimum wage of **\$16.50** for all direct care hours, not to exceed \$19.00 an hour.

The wage grid is inclusive of any pay equity obligations the employer may have. As a result, the parties agree that they have met their obligations under the Pay Equity Act for the years covered by the collective agreement.

NON CCAC PSW RATES

Base Rates	Increase on Direct Care Rate	PRIVATE DIRECT CARE RATE	Increase on Direct Care Rate	PRIVATE DIRECT CARE RATE	Increase on Direct Care Rate	PRIVATE DIRECT CARE RATE	Harmonization with CCAC FUNDED RATES	PRIVATE DIRECT CARE RATE
	Date of Ratification	Date of Ratification	Apr1/17	Apr1/17	Apr 1/18	1-Apr-18	31-Mar-19	31-Mar-19
12.92	1.50	14.42	1.50	15.92	1.00	16.92	0.18	17.10
13.08	1.50	14.58	1.50	16.08	1.00	17.08	0.18	17.26
13.26	1.50	14.76	1.50	16.26	1.00	17.26	0.19	17.45
13.39	1.50	14.89	1.50	16.39	1.00	17.39	0.19	17.58
13.68	1.50	15.18	1.50	16.68	1.00	17.68	0.19	17.87
13.94	1.50	15.44	1.50	16.94	1.00	17.94	0.20	18.14
14.23	1.50	15.73	1.50	17.23	1.00	18.23	0.20	18.43

NURSING			
	Date of Ratification	April 1, 2017	April 1, 2018
		0.7%	0.7%
RPN	20.25	20.39	20.53
RN	24.45	24.62	24.79

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Re: Government Funding for PSW's

The parties agree that the Government has funded an extra \$3.00 (April 1, 2014 \$1.50 and April 1, 2015 \$1.50) to the straight time hourly rate for eligible CCAC and LHIN funded hours only in the HSW and PSW classifications. It is expected the Government will fund an additional \$1.00 effective April 1, 2016.

In addition to applying to the straight-time hourly rate, this premium shall apply to E.I. WSB, CPP, EHT, Employment Standards Statutory Holidays and 4% vacation pay.

It is understood and agreed that for all other wage related premiums or benefits enjoyed by employees, the base rates in Schedule 'A' of the Collective Agreement shall apply.

It is also understood and agreed that no additional payments will be made for private pay, non-CCAC and non-LHIN funded hours.

During the life of this Collective Agreement if the Employer receives any additional funding greater than what is agreed to in Schedule 'A' from the Government, CCAC or Local Health Integration Network that is specifically designated for the enhancement of wages, and/or benefits, or retention and/recruitment of staff the Employer will notify the Union and the parties will meet within 60 days.

Dated at Simcoe this 8th day of JUNE 2016.

FOR THE UNION

Nicole Kymen
Jeannette Bace
Phil Cork

FOR THE EMPLOYER

[Signature]
[Signature]
[Signature]
Kelly Spedding

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Health and Welfare Benefits:

Casual Employees on benefits at the date of ratification provided they continue to be eligible in accordance with benefit banking shall continue to be covered by the current benefit plan for up to one (1) year. During this time it is the expectation that they will bid on full-time and/or part-time positions.

Dated at SIMCOE this 8TH day of JUNE 2016.

FOR THE UNION

Quito Lymer
Regnette Ball
Phil / Corla

FOR THE EMPLOYER

Debra Lynn
Kelly Speckling
J. West
Balch

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Assignment of Hours

The Employer shall make an effort to assign the full-time and part-time positions hours as consecutively as possible given the fluctuations in work. The parties will discuss at Labour Management meetings strategies to make this more likely.

Dated at Simcoe this 8th day of JUNE 2016.

FOR THE UNION

Michelle Syme
Janette Bagg
Phil & Conla

FOR THE EMPLOYER

Lee Byron
Jelly Spedding
[Signature]
Bull

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

O H & S Act

The Union and the Employer agree to jointly provide education regarding the OHSA and making the Act available for employee review.

Dated at SIMCOE this 8TH day of JUNE 2016.

FOR THE UNION

Michelle Lynn
Jeannette Bae
Mike J. Corb

FOR THE EMPLOYER

Alex Lyon
Kelley Speckling
[Signature]
[Signature]

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Scheduling Protocol

Within one month of ratification, the labour management committee will meet and review the hours of work and scheduling protocol in accordance with the collective agreement and to review its operations in the branch.

Dated at SIMCOE this 8th day of JUNE 2016.

FOR THE UNION

Michelle Lymer
Georgette Bagg
Phil / Corbin

FOR THE EMPLOYER

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

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Hours of Work and Scheduling

Yearly, on the anniversary of ratification, LMC will meet to discuss any issues arising out of the implementation of this article.

Dated at SIMCOE this 8th day of JUNE 2016.

FOR THE UNION

Michelle Syme
Jeannette Bacc
Philp J Conlon

FOR THE EMPLOYER

Shelby
Kelly Spedding
[Signature]
[Signature]

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Accuracy in Employee Schedules

The Employer shall endeavor to ensure that the computer and the electronic records are accurate. Where an employee believes such information is not accurate they shall advise the Coordinator as soon as possible.

Dated at SIMCOE this 8th day of JUNE 2016.

FOR THE UNION

Nicole Symer
Deborah Bae
Phil / Conlon

FOR THE EMPLOYER

[Signature]
Kelly Spedding
[Signature]
[Signature]

Letter of Understanding

between

ParaMed Home Health Care Ltd. – Simcoe

(hereinafter referred to as the "Employer")

and

Workers United Canada Council

(hereinafter referred to as the "Union")

Pay Stubs

Within one (1) month of ratification the Employer will provide a legend clarifying pay stub terminology as well as a contact for payroll issues.

Dated at SIMCOE this 8th day of JUNE 2016.

FOR THE UNION

Nicola Lynne
Deanna Bagg
Paul J. Cook

FOR THE EMPLOYER

J. DeBry
J. Spadling
[Signature]
[Signature]

