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COLLECTIVE AGREEMENT

BETWEEN:

THE WESTLOCK REGIONAL AMBULANCE AUTHORITY

("Employer")

and

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 4351

("Union")



Term: January 1, 2007 to December 31, 2009

A handwritten signature is located in the bottom right corner of the page. The signature is written in dark ink and appears to be a stylized name, possibly "John" or "John Doe".

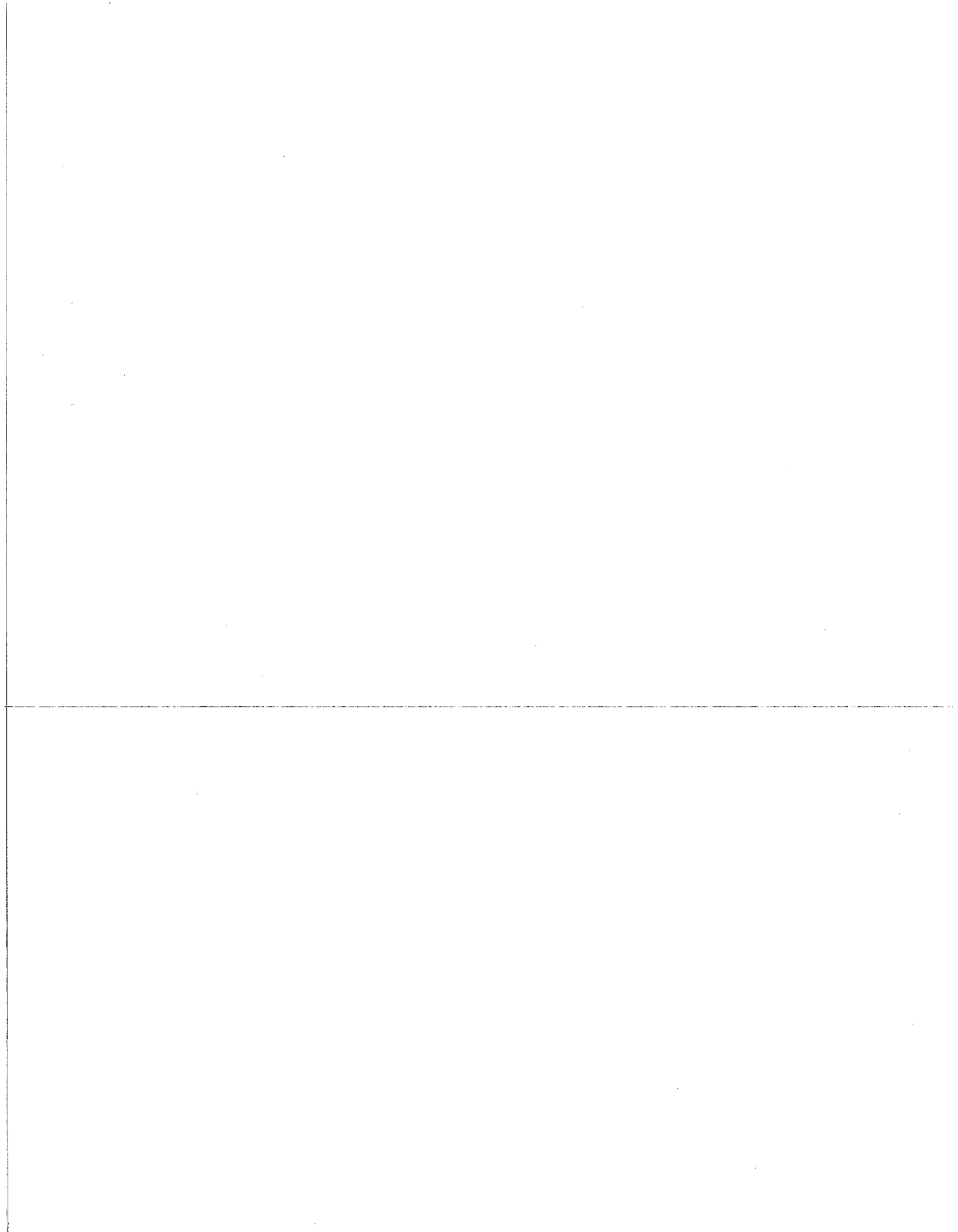


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ARTICLE 1 - AMENDMENT AND TERMINATION

- 1.01 The duration of this Agreement shall be for the period from January 1, 2007 to December 31, 2009.
- 1.02 This Agreement shall take effect on the date of ratification and shall continue in force and effect beyond the expiration date from year to year thereafter, unless notification of desire to amend the Agreement is given in writing by either party, not more than one hundred and twenty (120) days nor less than sixty (60) days prior to the expiration date. Negotiations shall commence within forty-five (45) days of receipt of written notice, subject to the provisions of the Labour Relations Code. The existing Agreement shall remain in force and effect until the expiration date of this Agreement has passed and the Union has issued a notice to strike, or the Employer has issued a notice of lockout, in accordance with the provisions of the Labour Relations Code, or until a new Agreement has been concluded by the parties.
- 1.03 Changes to this Agreement, agreed upon by the parties hereto, may be made at any time, provided that such changes are properly reduced to writing and executed by the signing officers of the parties to the Agreement. Such changes shall form part of the Agreement and are subject to the grievance and arbitration procedure, Article 26.
- 1.04 The Employer shall supply to each Employee within the bargaining unit a copy of this Agreement within thirty (30) days of the signing of this Agreement. All new Employees within the Unit shall be supplied with a copy of this Agreement when they are hired. The Employer and the Union shall share equally the cost of reproducing this agreement.

ARTICLE 2 - PREAMBLE

- 2.01 The purpose of this Agreement is to maintain harmonious and mutually beneficial relationships between the Employer, the Union and the Employees in the bargaining unit, and to set forth certain terms and conditions of employment relating to hours of work, employee benefits, wages and working conditions.
- 2.02 The parties to this Agreement share in the common goal of providing quality pre-hospital care. Employees shall adhere to the terms of this Agreement and shall attempt to settle all differences or grievances in order that they may focus full attention on providing the most effective and efficient patient care possible.

ARTICLE 3 - SCOPE

- 3.01 This Agreement shall apply to all Employees employed by the Employer whose bargaining rights are held by the Canadian Union of Public Employees, Local 4351 under the appropriate certificate, issued by the Labour Relations Board of Alberta as may be amended from time to time.
- 3.02 If the Employer creates a new classification, which falls within the scope of this Agreement, which is not included in Salary Appendix "A" of this Agreement, it shall establish a salary structure and give written notice to the Union of the salary structure for the new classification.

- 3.03 If the Union fails to object in writing within thirty (30) calendar days of receipt of the notice from the Employer, the salary structure shall be considered as established and shall be deemed to be included in Salary Appendix "A".
- 3.04 If the Union objects to the salary structure established by the Employer within thirty (30) calendar days of receipt of the notice from the Employer, and by negotiation succeeds in revising it, the salary structure shall be effective retroactive to the date the Employee commenced work in the new classification.
- 3.05 Failing resolution of the matter by negotiation, and within a further thirty (30) calendar days of receipt of the notice from the Employer, the matter shall be resolved through the Grievance and Arbitration Procedure, Article 26 commencing at Step 3 of the process.
- 3.06 The final salary structure as determined by a mediator or single arbitrator shall be retroactive to the date the Employee commenced work in the new classification.

ARTICLE 4 - DEFINITIONS

- 4.01 "Calendar Year" shall mean a period of twelve (12) calendar months, commencing January 1 to December 31.
- 4.02 "Casual Employee" shall mean an employee who works on a relief, call-in or casually scheduled basis.
 - a) The provisions of this Agreement shall apply to casual employees, with the exception of the following provisions:
 - i) Articles 12.01-12.07, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 27, 28, 29
 - b) The following terms and conditions of employment shall apply to casual employees:
 - i) Vacation and Statutory Holiday entitlements shall be paid in accordance with the minimum standard outlined the Employment Standards Code as may be amended from time to time;
 - ii) All regular hours of work shall be paid at the applicable start rate as per Salary Appendix "A";
 - iii) All on-call hours shall be paid at a rate of one dollar and ninety cents (\$1.90) per hour;
 - iv) When called back to duty while on-call, in addition to the payment received for being on-call, casual employees shall be paid their regular hourly rate of pay, for a minimum of two (2) hours, or for the actual hours spent on each call-back, whichever is greater.



- v) Overtime is all time worked and authorized by the Employer:
 - 1) in excess of ten (10) hours in a day or sixty (60) hours in a week;
 - 2) a fourteen (14) hour night shift shall be considered ten (10) hours of work only for the purpose of calculating overtime, provided that the employee has sleeping accommodation and the hours of active service do not exceed ten (10). Employees shall be paid overtime for all hours of active service in excess of ten (10) hours for such shifts;
 - 3) overtime shall be paid at one and one-half (1½) times the employee's regular hourly rate of pay;
 - 4) on-call hours shall not be included for the purpose of calculating overtime; and
 - 5) actual hours spent on callback shall be included for the purpose of calculating overtime.
- vi) All pay owing to casual employees shall be paid bi-weekly.
- vii) The Employer may terminate a casual employee for just cause any time without notice or compensation. The Employer may terminate a casual employee at any time for any reason without cause by providing to the employee the minimum notice or payment in lieu of notice required pursuant to the Employment Standards Code, if any.

4.03 "Days Off" shall mean those days of rest without pay which are regularly scheduled on a weekly or cyclical basis in conjunction with the employee's regularly scheduled hours of work.

4.04 "Employee" shall mean an individual who comes within the scope of this Agreement.

4.05 "Employer" shall mean the Westlock Regional Ambulance Authority.

4.06 "Immediate Family" shall mean child or ward, parent, brother, sister, husband, wife (including common-law spouse as defined under the Income Tax Act), grandparent, grandchild, fiancé, mother-in-law, father-in-law and grandparent of current spouse.

4.07 "Full-time Employee" is one who is regularly scheduled to work the full specified hours in Article 12.02 a) and b) and Article 12.03 a).

4.08 "On-Call Duty" shall mean the assigned period during which an employee is not on regular duty, but is on call and shall be able and available to provide an immediate response without delay to any request to return to duty. Such hours shall not be considered regular hours of work for the purpose of any provision of this Agreement or the provisions of the Employment Standards Code and its Regulations as may be amended from time to time.



- 4.09 "Part-time Employee" is one who is regularly scheduled for less than the full specified hours in Article 12.02 a) and b) and Article 12.03 a).
- 4.10 "Permanent Employee" shall mean an employee who has completed the probationary period in accordance with Article 14.01 and occupies an established position in which the employee is required to work on a full-time or part-time basis and is regularly scheduled in accordance with Article 12.
- 4.11 "Position" shall mean a specific set of duties and conditions, as described in a job description, and developed for the purpose of assignment to an incumbent.
- 4.12 "Probationary Employee" shall mean one who is filling a position and is serving a required probationary period in accordance with Article 14.01.
- 4.13 "Temporary Employee" shall mean an employee who is hired for a predetermined period of time or a predetermined task, or is engaged for relief, not to exceed six (6) months in duration, without prior notification being given to the Union.

The provisions of this Agreement shall apply to temporary employees with the exception of the following provisions: Articles 16,17,18. Article 28 shall only apply if a temporary employee has a contract renewed or extended past 6 months.

- 4.14 "Registered" shall mean employees registered under the Health Disciplines Act and Regulations.
- 4.15 "Regular Hourly Rate of Pay" shall mean the hourly rate of pay assigned to an incumbent of a position within the pay range in Salary Appendix "A" of this Agreement.
- 4.16 "Shift" shall mean a daily tour of duty, including regular hours of work in accordance with Article 12.02 a) and b) and on-call duty in accordance with Article 12.03 a), and excludes overtime hours.
- 4.17 "Trial Term" shall mean the initial period of employment served in another position upon promotion, transfer or demotion in order to determine the suitability of the employee in the position in accordance with Article 14.02.
- 4.18 Unless otherwise indicated, masculine shall be deemed to include the feminine and all words in the singular shall include the plural, and vice versa.

ARTICLE 5 - MANAGEMENT RIGHTS

- 5.01 The Union recognizes and agrees that it is the exclusive right of the Employer to exercise all of the usual and customary rights of Management. Such Management rights include the right of the Employer to manage its business, direct the working forces, make rules and regulations and the right to hire, suspend, discharge, discipline, layoff, transfer, classify, promote or demote any Employees. The question of whether any of these rights are limited by this Agreement shall be decided through the grievance procedure, or where there is mutual agreement may become an issue for discussion by the Joint Liaison Committee.

5.02 All matters concerning the Ambulance Authority and not specifically dealt with in this Agreement are the exclusive right and responsibility of the Employer.

ARTICLE 6 - NO STRIKE OR LOCKOUT

6.01 There shall be no strike or work slow down by Employees or lockout by the Employer during the term of this Agreement.

ARTICLE 7 - UNION SECURITY

7.01 The Employer recognizes the Union through its accredited officers and representatives as the exclusive agent for those Employees covered by this Agreement for the purpose of collective bargaining. The Employer shall not enter into any agreement with any individual Employee or group of Employees in the bargaining unit respecting the terms and conditions of employment contained herein unless any such agreement is first agreed to by the Union.

7.02 Except for the Operations Manager, other employees not covered under the terms and conditions of this agreement shall not work on a job which is included in the bargaining unit except for any of the following purposes:

- a) instruction and training;
- b) in case of an emergency;
- c) when members of the bargaining unit are not available to do the work.

ARTICLE 8 - NO DISCRIMINATION

8.01 There shall be no discrimination by either party against any Employee because of his being or not being a member of the Union or for his activities within the Union.

8.02 The Employer or the Union shall not at any time discriminate against any Employee by reason of creed, colour, nationality, political beliefs, sex, age or marital status or because of their connection with trade union organizations as set out in the applicable legislation of Alberta and Canada.

ARTICLE 9 - UNION AND EMPLOYER REPRESENTATION

9.01 The Employer shall provide to the Union a list of all management personnel within thirty (30) days from the effective date of this Collective Agreement and changes as they occur.

9.02 The Union shall inform the Employer in writing of its officers, shop stewards and any other persons who are authorized representatives of the Union within thirty (30) days from the effective date of this Collective Agreement and changes as they occur.

9.03 The Union shall provide the authorized Employer representative with an up-to-date list of Union Officers appointed to the Union Local including the name of the National Representative, the President and the Union Steward. Recognition of the Union will not be given by the Employer



unless this requirement is met.

- 9.04 Copies of all correspondence between the parties, (except as otherwise stated) arising out of this Agreement, or incidental thereto, shall pass to and from the designated and authorized representative of the Employer and the Union.

ARTICLE 10 - UNION OFFICERS & UNION BUSINESS

- 10.01 Time off from work without loss of regular earnings, benefits or seniority may be granted to a maximum of two (2) members of the bargaining unit, one of whom shall be the Union Steward, for time spent in discussing disciplinary actions or grievances with the Employer and as outlined in the Grievance and Arbitration Procedure, Article 26.
- 10.02 It is agreed that the Union Steward is employed to perform work for the Employer, and that he/she will not leave work during working hours without first obtaining permission from the Operations Manager.
- 10.03 An Employee initiating a grievance shall not leave work during working hours unless permission has been granted by the Operations Manager.
- 10.04 An Employee or the Local Union shall have the right to have the assistance of a C.U.P.E. National Representative when dealing with or negotiating with the Employer provided the unavailability of such representative does not unduly delay the process.
- 10.05 No Union activity shall take place on Employer work sites during working hours without prior permission being granted in each case by the authorized employer representative.

ARTICLE 11 - CHECK-OFF OF UNION DUES

- 11.01 The Employer agrees to deduct from Employees in the bargaining unit, an amount equal to the monthly dues, and in a manner which is in keeping with the payroll system in effect.
- 11.02 Deductions shall be forwarded to the National Secretary Treasurer of the Union in Ottawa accompanied by a list of names of those Employees from whom wage deductions have been made including the amount of regular wages paid and the amount of dues deducted.
- The Employer shall provide the Union with the phone numbers and addresses of current employees once a year to the extent available to the Employer.
- 11.03 The Union shall advise the Employer in writing of any change in the amount of dues to be deducted from the Employees covered by this Agreement. Such notice shall be provided at least thirty (30) days prior to the effective date of the change.
- 11.04 Income tax (T-4) slips provided to Employees shall indicate the amount of Union dues paid by each Employee in the previous year.

ARTICLE 12 - HOURS OF WORK, SHIFTS, EXTRA DUTY TIME AND COURT TIME

12.01 The Employer reserves the Management right to establish shifts for Employees within the bargaining unit.

12.02 Regular hours of work, inclusive of meal periods, shall be:

- a) two (2) days comprised of two (2) ten (10) hour day shifts, followed by two (2) days comprised of two (2) fourteen (14) hour night shifts, followed by four (4) full days off
- b) spent at the station and/or delivering service
- c) performing daily duties including unit checks, cleaning, training, responding to emergencies, conducting hospital transfers and other tasks as prescribed by the Employer;
- d) such hours will be paid at the applicable regular hourly rate of pay in accordance with Salary Appendix "A".

12.03 On-Call

- a) In addition to the regular hours of work specified in Article 12.02, Employees will also be assigned and complete an on-call period either immediately preceding or following their regular hours of work as per Article 12.02. On-call periods shall be scheduled as follows:
 - i) Where an Employee has completed a ten (10) hour day shift, in accordance with Article 12.02, they will be assigned and complete the following fourteen (14) hour on-call period; and
 - ii) Where an Employee is scheduled to complete a fourteen (14) hour night shift, in accordance with Article 12.02, they will be assigned and complete the preceding ten (10) hour on-call period.
- b) Part-time Employees will be assigned on-call duty in conjunction with their regularly scheduled hours of work.
- c) All hours spent on-call will be compensated at a rate of one dollar and ninety cents (\$1.90) per hour.

12.04 Call-Back/Call-Out

- a) For each occasion an Employee is called back to duty while on-call, in addition to the payment received for being on-call, he shall be paid his regular hourly rate of pay for a minimum of two (2) hours, or for the actual time spent on each call-back, whichever is greater, or at the overtime rate where applicable in accordance with Article 13.01.
- b) Employees called out for duty on their regularly scheduled days off, shall be paid a

minimum of two (2) hours at two times (2X) the Employee's regular hourly rate of pay for each call-out, or actual time, whichever is greater.

- c) Call-back and call-out pay shall commence at the time of dispatch and end once the unit is ready to respond to another call. This time shall be rounded to the nearest one-half (1/2) hour.

12.05 Shift Schedules

- a) Shift schedule shall be posted not less than fourteen (14) calendar days in advance. It is agreed that the Operations Manager will make every attempt to provide adequate notice of shift changes.
- b) Employees shall be permitted to exchange shifts amongst themselves. Such exchange shall not be deemed to be a violation of any provision of this Agreement where it is done as follows:
 - i) the exchange is agreed to, in writing, between the affected Employees;
 - ii) prior written approval of the shift exchange has been granted by the Employer;
 - iii) approval for exchanges shall not be unreasonably withheld where they create no additional cost to the Employer; and
 - iv) exchanged shifts must be recorded on the shift schedule.

12.06 Extra Shifts

Where an Employee is asked to work extra shifts with less than twenty-four (24) hours notice, the employee shall be paid two times (2X) their regular hourly rate of pay.

12.07 Voluntary Extra Duty Time On Days Off

Notwithstanding Article 12.06, Employees may request or opt for extra duties. Where the Employer authorizes the assignment of such extra duty time it shall be on the Employee's regularly scheduled days off and pay for said duty shall be at the Employee's regular hourly rate of pay as per Salary Appendix "A". Such hours shall not be included for purpose of calculating overtime.

12.08 Court Time

When an Employee, as a result of his duties, is summoned or subpoenaed as a witness or a defendant to appear in court or other legal proceedings (excluding labour arbitration), during his regular hours of work, he shall not suffer loss of pay as a result of such appearance. When an Employee is required to appear as a witness or a defendant during his days off, as a result of his duties, he shall be paid at the regular hourly rate of pay for hours of attendance for a minimum of two (2) hours. Such hours will not be included for the purpose of calculating overtime.



ARTICLE 13 - OVERTIME, STATUTORY HOLIDAY, & WORK ON DAYS OFF PAY

13.01 Overtime is all time worked and authorized by the Employer:

- (a) in excess of ten (10) hours in a day, or sixty (60) hours in a week;
- (b) a fourteen (14) hour night shift shall be considered as ten (10) hours of work only for the purpose of calculating overtime, provided that the employee has sleeping accommodation and the hours of active service do not exceed ten (10). Employees shall be paid overtime for all hours of active service in excess of ten (10) hours for such shifts;
- (c) overtime shall be paid at one and one-half (1½) times the Employee's regular hourly rate of pay for the first two (2) hours and at two (2) times for all continuous time thereafter, in accordance with Salary Appendix "A";
- (d) on-call hours, as per Article 12.03, shall not be included for the purpose of calculating overtime; and
- (e) actual hours spent on call-back shall be included for the purpose of calculating overtime.

13.02 Employees shall receive the following:

- (a) if the Employee is required to work on a statutory holiday and is eligible in accordance with Article 21.04, he shall receive two and a half (2½) times his regular hourly rate of pay for all hours worked on the statutory holiday.

13.03 ~~An Employee shall not suffer any reduction to their established regular hours of work to equalize any overtime worked.~~ An Employee shall have the option to receive time off in lieu of pay for overtime worked, calculated at one and one-half (1½) or two (2) times, as the case may be, his regular hourly rate of pay for such overtime hours worked. It is understood and agreed that such time off shall accumulate to a maximum of four (4) days at any one time. Once four (4) days have been so accumulated, overtime will be paid until the four (4) days have been taken off by the Employee at a time mutually agreed upon between the Employee and the Employer. Accumulated time off must be taken within six (6) months of the time it is earned or it shall be paid out to the Employee.

ARTICLE 14 – EMPLOYMENT

14.01 Probation

- a) A newly hired Employee shall be on probation for a period of six (6) months from the date of hire. The probationary period may be extended by the mutual agreement of the Employer and the Union. The Employer shall have the right to reduce the probationary period. A Probationary Employee may be discharged at any time during his/her probationary period when the Employer considers it advisable to do so, and shall not have recourse to the grievance procedure or the arbitration procedure.

- b) Where an Employee is found to be unsuitable for the job during the probationary period, the Employee shall be terminated as a result of an unfavorable performance evaluation and no further reason for termination will be given.
- c) Employees will be paid at the start rate as per Salary Appendix "A" for the first six (6) months of the probationary period, as per Article 14.01 a). At the conclusion of the first six (6) months of probation, they will receive the job rate as per Salary Appendix "A".

14.02 Trial Term

- (a) Any Employee promoted to a new classification shall serve a trial term of three (3) months of work from the date of promotion to that position. The trial term shall only be extended by mutual agreement of the Employer and the Union.
- (b) During the trial term if, in the opinion of the Employer, the Employee fails to demonstrate his suitability for that position, or upon the request of the Employee, the Employer shall remove the Employee from such position. Where possible, the Employee will be placed in his former position (without posting and without any contravention of the posting provisions in Article 15) at his former regular hourly rate of pay and without loss of seniority.
- (c) If a placement pursuant to Article 14.02 (b) is not possible, the Employer shall place the Employee in another suitable position (without posting and without any contravention of the posting provisions in Article 15) without loss of seniority and at a regular hourly rate of pay equivalent to that of the position which he held prior to the promotion.

14.03 Transfer to a Lower Rated Position

If, as a result of the inability to perform the functions of a position, health reasons, or by request, an Employee is transferred to a lower rated position, his rate will be adjusted immediately to the regular hourly rate of pay of the position to which he is transferred.

14.04 Reversion Period

- a) An Employee promoted to a position within the Westlock Regional Ambulance Service but beyond the scope of this Agreement, shall have a reversion period of three (3) months, which can be extended to six (6) months for extenuating circumstances, by agreement between the Union and the Employer.
- b) During this period, the Employee shall retain and accrue seniority, but shall be considered outside of the bargaining unit and not subject to the terms of this Agreement.
- c) At the conclusion of the period specified in Article 14.04 a), the Employer shall, where possible, place the Employee in his former position (without posting, and without any contravention of the posting provisions in Article 15) at his former regular hourly rate of

pay. If such placement is not possible, the Employer shall place the Employee in another suitable position (without posting and without any contravention of the posting provisions in Article 15) at a regular hourly rate of pay equivalent to that of the position which he held prior to the out-of-scope placement.

14.05 In making promotions, the Employer shall consider such factors as an Employee's performance, skill, training, qualifications and job knowledge. Where two or more Employees are equal with respect to all of the aforementioned, then seniority shall be the deciding factor.

14.06 All permanent promotions shall be subject to a trial period.

14.07 Orientation

- a) Employees shall be subject to an orientation program and may access policies and procedures relative to their positions.
- b) All Employees shall receive the training which, in the opinion of the Employer, is required in the use of any equipment prior to the employee operating or being responsible for said equipment.

ARTICLE 15 - JOB OPENINGS - POSTING & FILLING OF POSITIONS

15.01 When a new position is created or when a vacancy in a permanent position occurs and the Employer determines that the vacancy should be filled, the Employer shall post a notice on all bulletin boards for at least seven (7) consecutive calendar days in order to solicit the names of Employees who wish to be considered for appointment to such position. The Employer may advertise externally at the close of this period.

15.02 The notice shall contain the following information: the nature of the position, qualifications, required knowledge and education, experience, skills and hours of work. The regular hourly rate of pay may be included at the discretion of the Employer.

15.03 All applications for vacant positions shall be made in writing to the Employer.

15.04 The Union shall be notified, in writing, of all job postings as well as the applicant selected to fill the position.

ARTICLE 16 – SENIORITY

16.01 (a) An Employee shall only acquire seniority upon the successful completion of the required probationary period. Seniority is defined as the length of service in the bargaining unit from the last date of hire as a Permanent Employee and shall include service with the Employer prior to the certification or recognition of the Union. Seniority shall operate on a bargaining unit-wide basis.

- (b) Any Temporary Employee who achieves a permanent position shall have seniority credited back to the Employee's date of hire as a Temporary Employee.

16.02 The Employer shall maintain a seniority list showing the current classification and the date upon which each Employee's service commenced. Where two or more Employees commence work on the same day, preference shall be in accordance with the date of application. An up-to-date seniority list shall be sent to the Union and posted on all bulletin boards in January of each year.

16.03 Loss of Seniority

An Employee shall not lose seniority if he is absent from work because of sickness, injury or leave approved by the Employer. Service with the Employer shall be broken and all seniority lost if an Employee:

- (a) voluntarily quits or resigns from employment with the Employer;
- (b) has his employment terminated or is discharged for just cause;
- (c) is laid off work and the layoff is in excess of one (1) year;
- (d) fails to return to work within seven (7) calendar days after being recalled to work following a layoff;
- (e) fails to report for work after leave of absence without having a reason acceptable to the Employer;
- (f) fails to report for duty without having notified his immediate supervisor unless in the opinion of the Employer, acting in good faith, proof is subsequently produced that emergency circumstances made it impossible for the employee to contact their supervisor.

16.04 Seniority will not accrue during:

- a) Periods of lay-off
- b) Worker's Compensation in excess of ninety (90) days
- c) Periods when the Employee is on long term disability
- d) An Employer approved unpaid leave of absence in excess of thirty (30) days

ARTICLE 17 - LAYOFF AND RECALL

17.01 Notice of Lay-off

Permanent Employees shall receive fourteen (14) days working notice or pay in lieu of lay-off notice.



17.02 Recall

- a) In the event of a recall and where the Employer is unable to contact the Employee in person or by phone, recall shall be deemed to have been carried out seven (7) calendar days after the posting of a double registered letter to the last known address of the Employee according to the Employer's records.
- b) An Employee who does not return to work as required, and within seven (7) calendar days of being recalled in accordance with Article 17.02 a), shall be considered as having terminated his/her services with the Employer. Employees shall be recalled in the inverse order of their seniority (those laid off last shall be recalled first), providing that as determined by the Employer they have the necessary knowledge, abilities, and skills to perform the work. New employees shall not be hired until Employees on lay-off have been given an opportunity to return to work.
- c) Employees may remain on the recall list for no more than twelve (12) months.

17.03 In the event of a lay-off, the Employer will consider which Employees have the required knowledge, abilities, and skills to perform the remaining work. Where, in the opinion of the Employer, these factors are deemed to be relatively equal, seniority will be the determining factor.

17.04 When an Employee receives a lay off notice, the Employee shall receive the option of being placed on a recall list or accepting severance pay at a rate of one (1) week (forty eight (48) hours) pay for each year of service to a maximum of thirty (30) weeks pay. An Employee on the recall list may choose to be paid the severance pay at any time and terminate their rights to recall.

ARTICLE 18 - TERMINATION

18.01 In the event that the work force is to be permanently reduced, Employees will be terminated in accordance with the minimum standard provisions of the Alberta Employment Standards Code as may be amended from time to time.

ARTICLE 19 - LEAVE OF ABSENCE

19.01 Maternity and Parental Leave

Maternity and Parental leave shall be provided in accordance with the minimum standards provisions under the Employment Standards Code as may be amended from time to time.

19.02 Bereavement Leave / Compassionate Leave

- (a) Bereavement Leave to a maximum duration of four (4) consecutive working days to be taken within fourteen (14) days from the date of death shall be granted in the event of the death of a member of the Employee's immediate family with pay for regular hours of work and paid at the regular hourly rate of pay. Where the death of a relative or friend who is not immediate family occurs, the Employer may grant time off without pay to attend the



funeral service. In the event of a critical illness to an Employee's spouse or child, a leave with pay will be granted up to a maximum of four (4) days.

- (b) Employees shall be granted an unpaid leave of absence of up to eight (8) weeks to care for a seriously ill family member. An Employee on an approved leave of absence under this Article, who is enrolled in the Employee Benefits Program pursuant to Article 28, shall have the option to remain enrolled in the Benefits Program with the understanding that he is responsible for the pre-payment of the Employee portions of the benefit premiums for the duration of the approved leave of absence.

19.03 Leave of Absence Without Pay

A leave of absence without pay may be granted at the discretion of the Employer. All applications for leave must be in writing and presented to the Employer at least four (4) weeks prior to the anticipated date of commencement of the leave. Applications shall indicate the date of departure on leave and the date of return. The Employee shall not work for gain during the period of leave of absence, except with the expressed consent of the Employer.

19.04 General Rules Covering All Leaves of Absence

All applications for leave of absence shall be made in writing. Each application shall indicate the desired dates for the commencement and conclusion of the leave of absence and the reasons for the leave. Employees shall not be eligible for a leave of absence unless prior authorization has been received from the Employer.

An Employee who has been granted a leave of absence of any kind and who overstays the leave without authorization shall be considered terminated.

19.05 Leave of Absence in Excess of Thirty (30) Days

In the case of unpaid leaves of absence in excess of thirty (30) calendar days, employees shall cease to earn sick leave and vacation credits from the commencement of such leaves. Upon return from such leave, seniority and sick leave credits earned prior to such leave shall be credited back to the Employee.

Employees granted a leave of absence for a period in excess of thirty (30) calendar days shall make the necessary arrangements to prepay both the Employee's and the Employer's share of all contributory benefit plans.

19.06 Union Business

Insofar as the operation of the ambulance service permits an Employee elected or appointed to represent the Union at conventions, seminars, or training sessions may be granted leave of absence without pay on provision of a written request two (2) weeks in advance to the Operations Manager.



The Employer shall grant time off without loss of regular earnings for up to two (2) members of the bargaining unit to participate in collective bargaining, one of whom shall be the Union Steward or designate.

ARTICLE 20 - SICK LEAVE

- 20.01 When used in this Article 20, the word "disability" shall mean the inability of a Permanent Employee to perform the regular duties of his position by reason of an illness or injury, which is non-compensable by WCB. Employees serving the initial six (6) month probationary period in accordance with Article 14.01 shall be entitled to accrue sick leave but will not be entitled to use sick leave credit.
- 20.02 A maximum of eighteen (18) days accumulated sick leave shall be credited to an Employee. The initial eighteen (18) days of sick leave credits will be accrued at a rate of one and a half (1.5) days per month. When an Employee is absent from work on sick leave, short term disability or long term, upon his return to work accumulated sick leave credit will again be provided to a maximum of eighteen (18) days.
- 20.03 When an Employee eligible to use sick leave credits in accordance with Article 20.01 is prevented from performing his duties for the Employer by reason of disability, such Employee shall be paid at his regular rate of pay for each day of such disability, and the Employee shall have his sick leave entitlement reduced by an amount equal to the number of days for which the Employee receives such payment. A day for the purpose of this Article shall be equal to the number of regularly scheduled hours of the Employee.
- 20.04 If the absence extends beyond seven (7) calendar days, the Employee shall on the eighth (8th) calendar day of absence apply for Weekly Indemnity, with the Employer's assistance. The Employer shall pay the Employee his regular rate of pay for the duration of the Weekly Indemnity period. Allowance will be given for extenuating circumstances, medically or otherwise, which prevents him from applying on this day. The Employer shall make reasonable efforts to provide the necessary forms to the Employee in an expedient manner.
- 20.05 An Employee in receipt of sick leave pay shall assign to the Employer any Weekly Indemnity benefits received by the Employee.
- 20.06 An Employee may be required to deliver to the Employer, a Doctor's Certificate proving disability in order to be eligible for payment under the provisions of this Article 20. Where the disability is for a duration of three (3) days or longer such a medical certificate shall be supplied by the Employee to the Employer.
- 20.07 Employees who are not absent due to illness in any six (6) month calendar period shall be entitled to one (1) day off with pay or one (1) day's pay at the Employee's discretion. If the Employee elects to take the day off with pay, the date shall be arranged by mutual agreement.
- 20.08 If an illness is such that it requires an Employee to be off work longer than the Weekly Indemnity period, the Employee shall apply for Long Term Disability with the Employer's assistance.

- 20.09 Notwithstanding Article 20.01, an Employee shall be entitled to use accumulated sick leave credits up to four (4) days per year to attend to the illness of a family member living with the Employee or wholly dependent upon the Employee for care. An Employee may be required to produce a certificate from a medical practitioner for an absence due to illness of the family member certifying the illness in order to be eligible for sick leave pay.
- 20.10 (a) If an Employee requires time off for the purpose of attending a dental, physiotherapy, optical or medical appointment, provided he has been given prior authorization by the Employer, such absence shall be charged against his accumulated sick leave.
- (b) When an Employee is required to travel for the purpose of medical referral and/or treatment, he shall have the right to utilize accumulated sick leave credits for such absence, provided the Employer has given his prior authorization.
- 20.11 In the event an illness or injury preventing an Employee from performing his usual duties, occurs prior to the scheduled start of the vacation period, and provided proper substantiation of his claim to sick leave has been provided, the absence on account of the illness or injury will be treated as sick leave until the Employee has recovered sufficiently to permit the resumption of his usual duties. Time not utilized as vacation leave as a result of the above illness or injury will be rescheduled to a mutually agreed later time frame.

ARTICLE 21 - STATUTORY HOLIDAYS AND ENTITLEMENT

21.01 Statutory Holidays

All Employees in the bargaining unit shall be entitled to the following statutory holidays:

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

and any other day proclaimed as a holiday by the Employer, and any other day which is designated as a statutory holiday legally binding on the Employer by the Provincial government.

- 21.02 Employees in the bargaining unit shall receive the recognized statutory holidays off with pay for regular hours of work and paid at the regular hourly rate of pay, or other days off with pay in lieu of such statutory holidays, providing they work in accordance with their regular hours of work preceding and following the designated day for observance of the holiday.
- 21.03 Where the Employer designates a day off in lieu of the actual statutory holiday, Employees may be allowed off on such day. In the event that this is not possible, the Employee may be allowed a day off in lieu of the statutory holiday at a time mutually agreed upon between the Employee and his

Supervisor. If such a day cannot be provided, the Employee shall receive a regular day's pay at his regular hourly rate of pay in lieu of the statutory holiday.

21.04 In addition to the requirements of Article 21.02, to be eligible for a statutory holiday or holiday pay, an Employee must have worked for the Employer for not less than thirty (30) days in the twelve (12) month period preceding the holiday.

ARTICLE 22 - VACATIONS

22.01 a) Effective January 1, 2007, full-time employees shall receive an annual vacation with pay for regular hours of work and paid at the regular hourly rate of pay in accordance with his years of employment as follows:

up to and including eight (8) years of continuous service:	fifteen (15) working days
nine (9) years up to and including sixteen (16) years of service:	twenty (20) working days
seventeen (17) years up to and including 24 years of service:	twenty-five (25) working days
twenty-five (25) or more years of continuous service:	thirty (30) working days.

b) Effective January 1, 2009, full-time Employees shall receive an annual vacation with pay for regular hours of work and paid at the regular hourly rate of pay in accordance with his years of employment as follows:

up to and including eight (8) years of continuous service	-	fifteen (15) working days
nine (9) years up to and including fourteen (14) years of continuous service	-	twenty (20) working days
fifteen (15) years up to and including twenty (20) years of continuous service	-	twenty-five (25) working days
twenty-one (21) or more years of continuous service	-	thirty (30) working days

22.02 An Employee's length of service shall be calculated according to the Employee's seniority date.

22.03 Employees with less than one (1) year of continuous service shall receive a vacation in proportion to their service based upon one year of continuous service entitling an employee to fifteen (15) days vacation.

22.04 If a recognized Statutory Holiday falls or is observed during an Employee's vacation period, he shall be allowed an additional vacation day with pay immediately following his vacation period or an additional paid vacation day on some other day if mutually agreed to between the employee and the Operations Manager.

22.05 Employees are required to take their vacation in the year of entitlement but shall be allowed to carry over any vacation entitlement with the agreement of the Employer. Employees with less

than one (1) year of service shall also receive their vacations calculated as at January 1st, and such entitlement shall be based upon the length of service in the preceding year.

- 22.06 Employees shall be granted the vacation period preferred by them at such time as may be mutually agreed upon by the Employer and the Employee. An Employee shall be entitled to receive his vacation in an unbroken period except where his vacation entitlement is in excess of three (3) weeks. In such a case, the Employee's vacation entitlement may be taken in an unbroken period in excess of three (3) weeks only with the approval of the Operations Manager. In the case of a disagreement between two (2) Employees requesting the same vacation period, seniority shall be the deciding factor.
- 22.07 Vacation pay shall be calculated at the Employee's regular hourly rate of pay.
- 22.08 Vacation entitlement shall be provided to Employees, other than full-time Employees, in accordance with the minimum standards of the Employment Standards Code as may be amended from time to time.

ARTICLE 23 - STAFF DEVELOPMENT

- 23.01 The Employer maintains a budget for on-the-job training and staff development which is considered beneficial to the ambulance service. Where the Employer determines that a program of training or staff development is required for an Employee, or where the Employer approves an Employee's application for training or staff development, the Employer shall pay the cost of tuition and materials. In addition, where an Employee is required by the Employer to attend training, the Employee shall suffer no loss of regular earnings and shall be reimbursed for expenses.
- 23.02 Where an Employee is required by the Employer to complete a compulsory program on a regular scheduled day of rest, the Employee will receive his regular hourly rate of pay in accordance with Salary Appendix "A" for the program hours he is in attendance and such hours shall not be used in the calculation of overtime as per Article 13.

ARTICLE 24 - DUTY EXPENSES

- 24.01 If an Employee is assigned to Ambulance duty at special events involving travel outside of the community, the Employee shall be entitled to a meal allowance in accordance with Employer policies.
- 24.02 Employees shall submit duty expense requisitions in accordance with established policy on a monthly basis paid within the next calendar month.
- 24.03 The Employer agrees to cover any cost associated with the medical examination for renewal of Employees' Operator Certificates and any shots that Employees are required by the Employer to get.



ARTICLE 25 - DISCIPLINARY ACTION

- 25.01 It is agreed that the disciplinary action policy developed and implemented under the terms of the Employer's Policy Manual, shall apply to Employees facing disciplinary action.
- 25.02 Employees shall be required to sign all written warnings, notices of suspension or discharge after being provided with an opportunity to read the same. Copies of all written warnings, notices of suspension or discharge shall be provided to the Union provided the Employee has applied his or her signature indicating that the document has been read. When an Employee receives a written reprimand it shall be the responsibility of the Employee to arrange for the timely presence of the first available Union representative.
- 25.03 All Employees are required to obey and abide by all Employer policies, regulations and other directives whether verbal or written.
- 25.04 Past notices of discipline shall be deemed void after an Employee has maintained a clear record for a period of twenty-four (24) months from the date of the last disciplinary notice.
- 25.05 Upon service of at least seven (7) days written notice to the Operations Manager an Employee shall have the right to view his/her personnel file annually. Any written documents pertaining to disciplinary action or dismissal shall be removed from the Employee's file when such disciplinary action or dismissal has been grieved and determined to be unjustified.

ARTICLE 26 - GRIEVANCE AND ARBITRATION PROCEDURE

- 26.01 A grievance is a difference concerning the interpretation, application, operation or alleged violation of this Agreement, including any question as to whether or not the difference is arbitrable, and shall be settled without stoppage of work or refusal to perform work, in accordance with the procedures set out in this Article.

Grievances shall be of two (2) types; namely individual grievances or policy grievances, that is, grievances which affect a group of Employees within the bargaining unit.

- 26.02 The time limits specified shall not include Saturdays, Sundays, and named holidays. Time is of the essence, however, the time limits may be extended by the consent of both parties in writing.
- 26.03 Except where there is agreement to extend the time limits as specified in Article 26.02, if the Employer fails to comply with the provisions, the grievance may be processed to the next step by the grievor. If the grievor fails to comply with the provisions, the grievance shall be considered abandoned and the same grievance may not be brought again. An abandoned grievance will not prejudice employees in any future grievance of similar nature.
- 26.04 An individual grievance or policy grievance commencing at Step 1 shall be in writing, and must include a statement of the following:
- (a) the name(s) of the aggrieved;

- (b) the nature of the grievance and the circumstances out of which it arose;
- (c) the remedy of correction the Employer is requested to make;
- (d) the section(s) where the agreement is claimed to have been violated.

26.05 An Employee with a grievance will first seek to settle the dispute with the Operations Manager on an informal basis within ten (10) days following the date of the occurrence giving rise to the grievance. The Employee may seek the assistance of a Union representative under this clause. The Operations Manager shall have ten (10) days in which to respond to the grievance.

Step 1:

Failing satisfactory settlement, and within ten (10) days after management's response following informal discussions, an individual grievance may be submitted to the Operations Manager in writing by the Union Steward. A Union policy grievance may be submitted in writing within ten (10) days of the date that the Union became aware of the incident giving rise to the grievance.

A further meeting with the grievor may take place at Step 1, but in any event the decision of management will be rendered in writing with ten (10) days from the receipt of any submission at this step.

Step 2:

Failing settlement at Step 1, and within ten (10) days after receipt of the written response from management in Step 1, the grievance may be submitted to the Authority Board in writing. The Authority Board shall hold a meeting with the representative of the Union and provide a written decision on the grievance within ten (10) days of the meeting.

Step 3:

Failing settlement at Step 2, and within ten (10) days after receipt of the written response from the Authority Board in Step 2, the grievance may, upon agreement from both parties be submitted to Grievance Mediation as provided by Alberta Labour.

If Grievance Mediation is not agreed to by both parties, the grievance shall proceed to arbitration. Should the dispute proceed to Grievance Mediation, the parties shall share equally the costs of the Mediator.

Step 4:

Failing settlement at Step 3, the grievance may be processed to Arbitration within ten (10) days as hereinafter described.

26.06 A discharge grievance shall comply with all of the provisions of the Grievance Procedure, except that this type of grievance may be initiated at Step 3.



- 26.07 Any dispute or grievance that has been processed through all the steps of the Grievance Procedure and is in accordance with the time limits specified (unless otherwise agreed) may be referred to arbitration which may include a single arbitrator as provided for under the Labour Relations Code.
- 26.08 When a grievance is referred to arbitration under this Agreement, the notice referring the matter to arbitration shall state the names of those persons which the Union proposes as being acceptable to act as an arbitrator in the proceedings. Within ten (10) days thereafter, the Employer shall advise the Union as to whether or not any person from the list submitted by the Union is acceptable as an arbitrator. Should none of the persons submitted by the Union for consideration as arbitrator be acceptable to the Employer, the Employer shall provide the Union with the names of persons which it considers qualified to act as an arbitrator for their consideration.
- 26.09 If the parties cannot agree on an arbitrator within the fourteen (14) calendar days immediately following the Union's notice referring the matter to arbitration, the required appointment shall be made by the Minister of Labour upon the request of either party.
- 26.10 The Arbitrator shall hear and determine the grievance and shall issue an award in writing and his decision shall be final and binding upon the Employer and the Union and upon any Employee affected by it.
- 26.11 Each party to the arbitration shall bear equally the expenses and remuneration of the arbitrator.
- 26.12 The Arbitrator, by his decision, shall not alter, amend, or change the terms of the Collective Agreement.
- 26.13 The time limits fixed in the arbitration procedure may be extended by consent of the parties and where specified shall be exclusive of Saturdays, Sundays, and declared general holidays.

ARTICLE 27 - REMUNERATION

- 27.01 Wages shall be paid in accordance with Salary Appendix "A" of this Agreement.
- a) When an Employee is hired as an EMT and works a shift as an EMR, the Employee shall be paid at their EMT rate for all such hours; and
 - b) When an Employee is hired as an EMR and has the certifications and qualifications of an EMT, and works a shift as an EMT, the Employee shall be paid at the EMT rate at the same step in the grid they hold as an EMR or EMR-TQ for all such hours.
 - c) All current employees who have their EMT certification but are hired/working as an EMR shall be paid at the EMR-TQ rate of pay effective January 1, 2007.
- 27.02 The Employer shall pay each Employee bi-weekly according to the rates of pay as set out in Salary Appendix "A" attached to and forming part of this Agreement, and each Employee shall be provided with an itemized statement of wages, overtime and other supplementary pay and

deductions.

- 27.03 Where management chooses to designate an Employee from the bargaining unit to act in the capacity of Operations Manager, that Employee shall receive temporary assignment pay of a six percent (6%) increase over the Employee's regular hourly rate of pay in accordance with Salary Appendix "A" for the duration of the assignment.
- 27.04 An Employee in the service as of the ratification of the agreement shall be eligible for retroactive payment of wages paid to the Employee during the period from the effective date of this agreement as provided in Article 1.1 to the implementation of this Agreement. This retroactive payment shall be calculated by applying the percentage increase in wages for the applicable position to the gross earnings of the Employee from the first day of the term of this Agreement to the date of the implementation of this Agreement.

ARTICLE 28 - EMPLOYEE BENEFITS AND PENSION PLAN

- 28.01 Full-time and part-time Employees who are regularly scheduled to work a minimum of twenty (20) hours per week, averaged over one (1) complete cycle of the shift, shall be entitled to the following benefits in this article which shall be compulsory for all Permanent Employees unless they provide proof of similar or better coverage elsewhere. Eligibility for benefits will commence once an Employee has completed the probationary period in accordance with Article 14.01.
- 28.02 In addition to the Canada Pension Plan, every Permanent Employee shall join the Local Authorities Pension Plan and Employees and the Employer shall make contributions to such Plan in accordance with the provisions of the Plan.
- 28.03 The Employer shall pay:
- a) one hundred percent (100%) of the premium cost for Short Term Disability (weekly indemnity) Benefit Plan;
 - b) one hundred percent (100%) of the premium cost for the Dental Plan as of January 1, 2006, any increases to premium costs thereafter shall be borne by the Employee;
 - c) seventy-five percent (75%) of the premium cost for the Alberta Health Care Plan;
 - d) seventy-five percent (75%) of the premium cost for the Group Life Insurance Plan;
 - e) fifty percent (50%) of the premium cost for the Extended Health Care Plan;
 - f) the Employer shall provide for an insurance policy regarding Deadly Diseases with the premiums to be one hundred percent (100%) Employer paid.
 - g) one hundred percent (100%) of the Employee Assistance Plan.
- 28.04 The Employer shall pay:
- a) one hundred percent (100%) of the premium cost for the Long Term Disability Plan;
 - b) one hundred percent (100%) of the premium cost for the Dependent Life Insurance Plan.
- 28.05 The coverage described in Articles 28.03 and 28.04 is currently provided through the Alberta Urban Municipalities Association. The Employer reserves the right to change plans and insurers

provided the level of coverage does not fall below current levels of Sun Life of Canada Policy 71180 as at December 2006.

28.06 The decision to extend coverage for any particular claim rests exclusively with the benefit provider and, where the Employer has complied with all of their requirements regarding a claim, such decision will not be the subject of the Grievance or Arbitration process.

ARTICLE 29 - JOINT LIAISON COMMITTEE

29.01 A Joint Liaison Committee shall be established consisting of two (2) Employee representatives, two (2) representatives from Management and two (2) Authority Board members. This committee shall meet at least once every two (2) months and no more than monthly.

29.02 The purpose of this Committee is:

- (a) to foster communications between the Employer and its Employees in order that a free exchange of ideas upon matters of common concern may occur;
- (b) to identify and discuss job-related problems before or as they arise and to attempt to formulate solutions of them;
- (c) to make recommendations upon those issues which have been accepted and properly dealt with by the Committee;
- (d) promote matters of safety, report unsafe work practices or equipment and recommend remedial action.

29.03 Restrictions and Priorities

- (a) This Committee shall not engage in any collective bargaining nor shall it have the authority to make decisions or rulings which are binding on the parties.
- (b) Where safety issues are introduced for discussion these issues will be outlined in a separate agenda.
- (c) There shall be no loss of earnings suffered by Employees who leave the job and are regularly scheduled to work, in order to attend Joint Liaison Committee meetings.
- (d) The Joint Liaison Committee shall not have jurisdiction over wages, or any matter of collective bargaining, including the administration of this Agreement.

ARTICLE 30 – INDEMNIFICATION

30.01 The Employer will indemnify and save harmless any Employee covered by this Collective Agreement in accordance with Section 535 of the Municipal Government Act.

ARTICLE 31 – CLOTHING AND EQUIPMENT

31.01 Only issued uniforms in accordance with Uniform Schedule “A” shall be worn while on duty.

31.02 The purchase of uniform clothing shall be the responsibility of the Employer.



- 31.03 Uniform clothing provided to Employees shall remain the property of the Employer.
- 31.04 With the exception of one (1) uniform, (shirt and pants or jumpsuit) which shall be replaced no less than once per year, replacement of uniform clothing shall be as required and at the discretion of the Employer.
- 31.05 Uniform clothing is to be worn only when Employees are on duty.
- 31.06 The responsibility of maintaining and cleaning uniform clothing is born by the Employee.
- 31.07 After completion of probation in accordance with Article 14.01, each Employee shall receive from the Employer the following:
- (a) an annual boot allowance of one hundred and fifty dollars (\$150.00) for boots that meet the requirements under the Alberta Occupational Health and Safety Code, or other criteria as may be prescribed by the Employer. The boot allowance shall be payable one (1) month following the date of ratification of this Agreement and by January 31 in each year thereafter; and
 - (b) the cost of replacing any of the following items, up to one hundred and twenty five dollars (\$125.00) annually, upon the provision of a receipt:
 - i) stethoscope, small flashlight, shears and/or hemostat.

ARTICLE 32 - PROFESSIONAL FEES

- 32.01 The Employer shall pay professional, license and/or certification fees for an Employee who, as a condition of employment, is required to be a member of a professional association, or be licensed or certified.

ARTICLE 33 – WORKERS’ COMPENSATION

- 33.01 (a) An Employee who is incapacitated and unable to work as a result of an accident sustained while on duty in the service of the Employer within the meaning of the *Workers' Compensation Act*, shall continue to receive full net take home pay, provided the Employee assigns over to the Employer, on proper forms, the monies due from the Workers' Compensation Board for time lost due to accident. A deduction of one-tenth (1/10th) day shall be charged against sick leave credits for each day an Employee is off work. Employees shall only receive full net take home pay to the extent that one-tenth (1/10th) day can be deducted from sick leave credits, following which time the Employee will be deemed to be on sick leave without pay pursuant to Article 20.02.
- (b) For the purposes of this Article full net take home pay shall be calculated at the Basic Rate of Pay for regularly scheduled hours of work as per Article 12 less any statutory deductions and benefit deductions as calculated prior to the accident.



33.02 An Employee receiving compensation benefits shall be deemed on Workers' Compensation leave and shall:

- (a) remain in the continuous service of the Employer for the purpose of salary increments;
- (b) continue to earn sick leave and vacation credits
- (c) not be entitled to Named Holidays with pay falling within the period of Workers' Compensation leave in excess of thirty (30) days; and
- (d) pay their share of benefit premiums and pension contributions to the Employer on a monthly basis in order to continue their coverage.

33.03 Overpayment of Wages and/or Entitlements

Should the Employer issue an employee an overpayment of wages and/or entitlements, then the Employer may make the necessary monetary or entitlement adjustments and take such internal administrative action as is necessary to correct such errors. The Employer shall notify the employee in writing that an overpayment has been made and discuss repayment options. By mutual agreement between the Employer and the employee, repayment arrangements shall be made. In the event mutual agreement cannot be reached, the Employer shall recover the overpayment by deducting up to ten percent (10%) of the employee's gross earnings per pay period.

IN WITNESS WHEREOF the parties have executed this Collective Agreement by affixing hereto the signatures of their proper Officers in that behalf.

ON BEHALF OF THE EMPLOYER:

[Redacted signature line]
[Redacted signature line]
[Redacted signature line]

ON BEHALF OF THE UNION:

[Redacted signature line]
[Redacted signature line]
[Redacted signature line]

Date: July 25/07

Date: July 25/07

SALARY APPENDIX - "A"

Effective January 1, 2007

	START	JOB	5 YEAR LSI	10 YEAR LSI
EMT	\$14.96	\$17.06	\$18.64	\$19.35
EMR	\$12.60	\$15.20	\$15.74	\$16.18
EMR-TQ	\$13.08	\$15.78	\$16.34	\$16.80

Effective January 1, 2008

	START	JOB	5 YEAR LSI	10 YEAR LSI
EMT	\$15.71	\$17.91	\$19.57	\$20.32
EMR	\$13.23	\$15.96	\$16.53	\$16.99
EMR-TQ	\$13.73	\$16.57	\$17.16	\$17.64

Effective January 1, 2009

	START	JOB	5 YEAR LSI	10 YEAR LSI
EMT	\$16.49	\$18.81	\$20.55	\$21.33
EMR	\$13.89	\$16.76	\$17.35	\$17.84
EMR-TQ	\$14.42	\$17.40	\$18.01	\$18.52

Employees shall be eligible for Long Service Increment (LSI) upon the completion of five (5) years of continuous employment with the Employer.

EMR-TQ

Employees hired as EMR's who have EMT qualifications (excluding casual employees).



LETTER OF UNDERSTANDING #1

BETWEEN

THE WESTLOCK REGIONAL AMBULANCE AUTHORITY

and

THE CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 4351

RE: Advanced Life Support Services

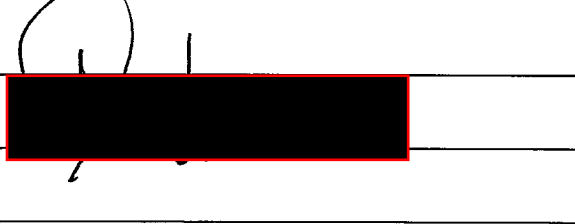
The parties agree that should the Employer decide to implement Advanced Life Support Services they shall meet no less than 6 months prior to the planned implementation.

Such meetings shall be for the purposes of negotiating wage rates for the new positions, along with the implementation of shift schedules and any transition issues.

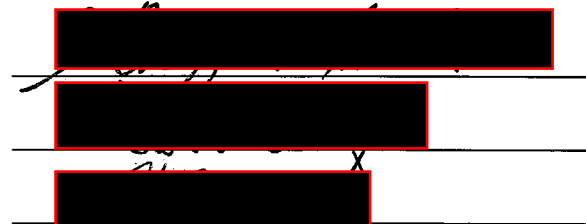
If a satisfactory agreement is not reached within sixty (60) calendar days from the date that the parties first met the Union shall have an additional fourteen (14) calendar days to refer, in writing, the matter of basic rate of pay for the new classification as established by the Employer to Arbitration in accordance with Article 26.05, Step 4, Arbitration.

As agreed to by the parties on March 8, 2007.

ON BEHALF OF THE EMPLOYER:



ON BEHALF OF THE UNION:



Date: July 25/07

Date: July 25/07



UNIFORM SCHEDULE "A"

I New Hire / Temporary Employees:

- a) one (1) jumpsuit
- b) two (2) tee shirts
- c) one (1) pair uniform pants
- d) one (1) blunt trauma vest
- e) one (1) all season jacket
- f) one (1) pair winter gloves
- g) one (1) uniform shirt
- h) crests or epaulettes as required

II After completion of probation in accordance with Article 14.01, each Permanent Employee shall receive from the Employer, the following:

- a) two (2) uniform shirts
- b) two (2) pairs uniform pants
- c) one (1) jumpsuit
- d) two (2) tee shirts
- e) one (1) uniform sweater

III All Casual Employees shall be provided for their use:

- a) one (1) jumpsuit
- b) one (1) blunt trauma vest
- c) one (1) all season jacket

DG/ajs/dg

