

**Multi-Employer
General Support Services
Collective Agreement**

between

**Aspen Regional Health
David Thompson Health Region
East Central Health
Peace Country Health**

**Killam Health Care Centre
Lamont Health Care Centre
St. Joseph's General Hospital
St. Mary's Hospital, Camrose**

and

**Alberta Union of Provincial Employees
Local 47, Chapter 17
Local 56 & Local 57**

Expires March 31, 2008

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COLLECTIVE AGREEMENT made this ____ day of _____, 2005.

BETWEEN

The Employers listed in Appendix A
(hereinafter referred to as the "Employer")

OF THE FIRST PART

AND

THE ALBERTA UNION OF PROVINCIAL EMPLOYEES,
(hereinafter referred to as the "Union")
on behalf of those bargaining units listed in Appendix B

OF THE SECOND PART

PREAMBLE

Agreeing that the primary purpose of the Employer is to provide the community with efficient, competent health services, it is the intent of the Parties to:

- (a) ensure the provisions of the best possible service and care;
- (b) protect and promote the interests of clients, Employees and the community;
- (c) maintain harmonious relations between the Employer and the Union;
- (d) recognize the mutual value of joint discussions and negotiations in all matters of mutual concern to the Parties;
- (e) respect the contribution of Employees providing health services.

NOW THEREFORE this Collective Agreement witnesses:

ARTICLE 1

TERM OF THE COLLECTIVE AGREEMENT

- 1.01 Except where specifically provided otherwise, the terms of this Collective Agreement shall be effective from the date upon which the Alberta Union of Provincial Employees and HBA Services exchange notice of ratification by their principals of this Collective Agreement, up to and including March 31, 2008, and from year to year thereafter unless notice, in writing, is given by either Party to the other Party, not less than sixty (60) calendar days nor more than one hundred

and twenty (120) calendar days prior to the expiration date, of its desire to amend this Collective Agreement.

- 1.02 When either Party serves notice of desire to amend the Collective Agreement in accordance with Article 1.01, the Negotiating Committees shall exchange any proposed amendments at commencement of negotiations.
- 1.03 This Collective Agreement shall continue in force and effect until a new Collective Agreement has been ratified.
- 1.04 Any notice required to be given in this Collective Agreement shall be deemed to have been sufficiently served if personally delivered or mailed in a prepaid registered envelope addressed in the case of the Employer to the Chief Executive Officer or designate of the Employer and in the case of the Union to:

The President
The Alberta Union of Provincial Employees
10451-170 Street NW
EDMONTON AB T5P 4S7

ARTICLE 2

DEFINITIONS

- 2.01 Feminine gender shall mean and include the masculine and similarly, the singular shall include the plural and vice-versa, as applicable.
- 2.02 "Arbitration" shall take meaning from the section of the *Code* dealing with the resolution of a difference.
- 2.03 "Bargaining unit" shall mean the unit of Employees as described on the Labour Relations Board Certificate or the Voluntary Recognition Agreement.
- 2.04 "Basic Rate of Pay" shall mean the incremental step in the Salary Schedule(s) applicable to an Employee in accordance with the terms of this Collective Agreement, exclusive of all premium payments.
- 2.05 "Chapter" means those Chapters of The Alberta Union of Provincial Employees listed in Appendix B.
- 2.06 "*Code*" means the *Labour Relations Code*, as amended from time-to-time.
- 2.07 "Continuous service" shall mean the period of employment commencing on the latest date of employment for an Employee within the bargaining unit that is not interrupted by termination or dismissal.
- 2.08 An "Employee" shall mean a person in one (1) of the job classifications listed in Salaries Schedule "A" while employed by the Employer and designated into one (1) of the following categories:

- (a) "Regular Employee" is one who works on a Full-time or Part-time basis;
- (b) "Full-time Employee" shall mean an Employee who is scheduled to work the hours specified in Article 14: Hours of Work;
- (c) "Part-time Employee" shall mean an Employee who is scheduled to work, but whose hours of work are less than those specified in the Hours of Work Article for Full-time Employees;
- (d) "Temporary Employee" is one who is hired on a temporary basis for a Full-time or Part-time position:
 - (i) for a particular project of more than three (3) months but less than twelve (12) months; or
 - (ii) to replace a Full-time or Part-time Employee who is on an approved leave of absence for a period in excess of three (3) months; or
 - (iii) to replace a Full-time or Part-time Employee who is on leave due to illness or injury where the Employee has indicated that the duration of such leave will be in excess of three (3) months.

If the Employer utilizes the provisions of Article 2.08(d)(i) the Employer will notify the Union in writing of the name of the Temporary Employee and the details of the project.

The twelve (12) month time limit referred to in Article 2.08(d)(i) may be extended by mutual agreement between the Employer and the Union.

- (e) "Casual Employee" shall mean an Employee who is not scheduled and works on a call in basis or to fill a position made available as a result of sickness, injury, vacation or a named holiday, the duration of which is three (3) months or less.
- 2.09 "Employee status" shall mean the Full-time, Part-time, Temporary or Casual capacity that an Employee is employed in.
- 2.10 "Employer" shall mean and include such officers as may from time-to-time be appointed, or designated, to carry out administrative duties in respect of the operations and management of the business.
- 2.11 "Local" shall mean those Locals of The Alberta Union of Provincial Employees listed in Appendix B.
- 2.12 "Shift" shall mean a daily tour of duty of not less than three (3) consecutive hours, excluding overtime hours. The first (1st) shift of the day shall be that shift in which the majority of hours fall between twenty-four hundred (2400) hours and zero eight hundred (0800) hours.

- 2.13 "Union" shall mean the Alberta Union of Provincial Employees (AUPE). In the event of a change of name of the aforementioned Union, the subsequent name shall be recognized.
- 2.14 "Union Representative" means a representative from the Union authorized by the Union to act on behalf of an Employee.
- 2.15 For the purpose of applying the terms of this Collective Agreement, time worked shall be deemed to have been worked on the day on which the majority of hours of the shift falls.
- 2.16 "Site" shall mean the building(s), as designated by the Employer at the time of hire or transfer, at or out of which an Employee works.

ARTICLE 3

UNION RECOGNITION

- 3.01 The Employer recognizes the Union as the sole bargaining agent for the Employees covered by this Collective Agreement.
- 3.02 No Employee shall be required or permitted to make any written or verbal agreement which may be in conflict with the terms of this Collective Agreement.
- 3.03 Except as expressly permitted by the Collective Agreement, there shall be no Union activities on Employer time or on Employer property without the prior permission of the Employer.
- 3.04 New Employees shall be given a Union orientation of not more than forty-five (45) minutes by the Union at the Employer's orientation for new Employees. This orientation shall be on the Employer's time and the Union shall conduct such orientation during the forty-five (45) minutes.
- 3.05 (a) The Employer shall provide a bulletin board in a reasonably accessible location. The Local will be permitted to post notices of meetings and other items on such boards. The Employer reserves the right to require that posted material objectionable to the Employer be removed from bulletin boards.
- (b) Where available, the Employer shall permit a Union Representative to access and utilize the internal electronic mail system. Such use shall be for sending notices of meetings and other such notices from one (1) Site to another for purposes of posting on the Site bulletin board. The Union shall provide copies of such notices to the Employer for approval prior to placement on the Employer's internal electronic mail system.
- 3.06 The Employer and the Union will each pay one-half (1/2) of the cost of printing enough copies of this Collective Agreement to provide each Employee with one (1) copy. A copy of the Collective Agreement shall be provided to each Employee on commencement of employment by the Employer or by the Union at the

Employee's orientation.

3.07 Employees shall be permitted to wear a pin representative of their Union during all hours of employment.

3.08 Persons whose jobs are not in the bargaining unit shall not work on a job which is included in the bargaining unit, except for the purposes of instruction, in an emergency, or when Regular Employees are not available, and provided that the act of performing the aforementioned work does not reduce the hours of work or pay of any Regular Employee. For the purpose of this clause, "persons" shall mean all other Employees of the Employer who are not included in the bargaining unit.

ARTICLE 4

APPLICATION

4.01 This Collective Agreement shall apply to all Employees of the bargaining units listed in Appendix A and shall not be changed after the effective date hereof, except by mutual agreement of the Parties.

4.02 Employees shall be compensated in accordance with the schedule of Basic Rates of Pay, as set out in Salaries Schedule "A", be bound by other provisions of employment, and qualify for such benefits in accordance with the provisions set out in this Collective Agreement.

4.03 In the event any provision of this Collective Agreement is in conflict with any present or future statute of the Province of Alberta applicable to the Employer, the section so affected shall be altered or amended forthwith in a manner agreeable to both Parties so as to incorporate required changes. Such action shall not affect any other provisions of this Collective Agreement.

4.04 Where a difference arises out of a provision contained in this Collective Agreement and the subject matter is covered by the Employer's policies, regulations, guidelines or directives, the Collective Agreement shall supercede the policies, regulations, guidelines or directives.

ARTICLE 5

DUES DEDUCTION

5.01 All Employees have the right:

- (a) to be members of the Union and to participate in its lawful activities;
- (b) to bargain collectively with the Employer through the Union;
- (c) membership in the Union shall be voluntary on the part of each Employee. All Employees covered by this Collective Agreement who are members of the Union or who, in the future, decide to become members of the Union

shall maintain their membership in the Union during the life of this Collective Agreement.

- 5.02 (a) The Employer shall deduct from each Employee covered by this Collective Agreement, monthly amounts equal to the monthly membership dues as advised by the Union. Such deductions shall be forwarded to the Union or its authorized representative, not later than the fifteenth (15th) day of the month following and shall be accompanied by a list as set out in Article 5.02 (b) below.
- (b) Except where an Employee requests otherwise in writing, the Employer shall provide to the Union, on a monthly basis, a listing(s) of Employees specifying the Employee's name, home address, home phone numbers, Site(s), seniority date, classification, Employee status, hourly rate and dues deducted. Such lists shall indicate newly hired and terminated Employees, and be provided by electronic transmission, where practicable.
- 5.03 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 Collective Agreement. Such notice shall be communicated to the Employer at least thirty (30) days prior to the change.
- 5.04 The Employer will record the amount of Union dues deducted on the T4 forms issued to an Employee for income tax purposes.
- 5.05 The Union agrees to indemnify and save the Employer harmless against any claim or liability arising out of the administration of this Article.

ARTICLE 6

MANAGEMENT RIGHTS

- 6.01 The Employer reserves all rights not specifically restricted or abrogated by the provisions of this Collective Agreement.
- 6.02 Without limiting the generality of the foregoing, the Union acknowledges that it shall be the exclusive right of the Employer to operate and manage its business, including the right to:
- (a) maintain order, discipline and efficiency;
- (b) make, alter, and enforce, from time-to-time, rules and regulations to be observed by an Employee which are not in conflict with any provision of this Collective Agreement;
- (c) direct the working force and to create new classifications and work units and to determine the number of Employees, if any, needed from time-to-time in any work unit or classification and to determine whether or not a position, work unit, or classification will be continued or declared redundant;

- (d) hire, promote, transfer, layoff and recall;
- (e) demote, discipline, suspend or discharge for just cause.

6.03 The Employer will provide a copy of all Human Resource policies to the Union.

6.04 The Employer shall exercise its rights in a manner which is consistent with the terms of this Collective Agreement.

ARTICLE 7

NO DISCRIMINATION

7.01 There shall be no discrimination, restriction or coercion exercised or practiced in respect of any Employee by either Party by reason of age, race, colour, creed, national origin, political or religious belief, gender, sexual preference, marital status, physical or mental disability nor by reason of membership or non-membership or activity in the Union nor in respect of an Employee's or Employer's exercising any right conferred under this Collective Agreement or any law of Canada or Alberta.

7.02 Article 7.01 shall not apply with respect to a refusal, limitation, specification or preference based on a *bona fide* occupational requirement.

ARTICLE 8

STAFF DEVELOPMENT AND MEETINGS

8.01 The Parties to this Collective Agreement recognize the value of continuing staff development for Employees and that the responsibility for such continuing staff development lies not only with the individual but also with the Employer. For the purposes of this Article, the term "staff development" includes orientation, acquisition and maintenance of essential skills and other programs, which may be approved by the Employer.

8.02 (a) An Employee who is required by the Employer to attend staff development activities on a regularly scheduled day of rest shall be:

(i) paid at the applicable rate of pay for the hours spent travelling to and from and attending such training course, seminar or staff meeting; or

(ii) granted equivalent time off in lieu at some other mutually agreeable time, or if impractical, the Employee shall be paid in accordance with Article 8.02(a)(i).

(b) An Employee who is required to attend staff development activities on a regularly scheduled day of work shall be paid for all hours, inclusive of travel time at the applicable rate of pay.

- (c) An Employee who is required by the Employer to attend staff development training activities, courses, seminars, or staff meetings, shall be entitled to the provisions of Article 24: Transportation if applicable and shall be reimbursed for any required course materials and registration fees.

8.03 Opportunities for staff development, training and educational opportunities shall first be offered to Regular Employees.

ARTICLE 9

PROBATIONARY PERIOD

9.01 (a) A newly hired Employee, hired after the date of ratification of this Collective Agreement, shall serve a probationary period of five hundred and three point seven five (503.75) hours worked or six (6) months, whichever is less.

- (b) The probationary period may be extended in writing with reasons for a maximum period of five hundred and three point seven five (503.75) hours worked, or four (4) months, whichever is less, subject to mutual agreement by the Employer and the Union and Employee.

- (c) If a new Employee is unsuitable in the opinion of the Employer, such Employee may be terminated at any time during the probationary period without:

- (i) notice; or

- (ii) pay (except as may be required by the provisions of the *Employment Standards Code*), and shall not have recourse to the grievance and arbitration procedure with respect to such termination.

9.02 If a probationary Employee is transferred to another classification she will be required to complete a new probation period commencing on the date of transfer.

9.03 The Employer shall provide a performance appraisal, in writing, of each probationary Employee at least once during her probationary period or as performance concerns arise.

ARTICLE 10

SENIORITY

10.01 (a) "Seniority" shall mean the length of continuous service as a Regular Employee within the bargaining unit with the Employer from the last date of hire, including all periods of continuous service as a Casual, Temporary or Regular Employee.

- (b) Seniority shall not apply during the probationary period; however, once

the probationary period has been completed seniority shall be credited from the seniority date established pursuant to Article 10.01(a).

- (c) One seniority list shall be maintained incorporating the seniority dates of Regular Full-time and Regular Part-time Employees. Temporary Employees and Casual Employees' dates of hire shall be included in this list for information purposes only.
- (d) Seniority shall continue to accrue during all approved leaves of absence and during layoff.

10.02 Seniority shall be the determining factor for:

- (a) promotions and transfers and in filling vacancies within the bargaining unit subject to the provisions specified in Article 12; and
- (b) preference for vacation time, subject to Article 26: Vacation.

10.03 Seniority shall be considered broken, all rights forfeited, and there shall be no obligation to rehire:

- (a) if an Employee is discharged for just cause;
- (b) if an Employee resigns voluntarily;
- (c) upon the expiry of twenty-four (24) months following the date of layoff;
- (d) if an Employee does not return to work on recall, as provided in Article 33: Layoff and Recall.

10.04 An up to date seniority list shall be sent to the Union in January of each year and when any Regular Employee is served notice of layoff and such list shall indicate each Employee's classification.

10.05 Should a difference arise regarding an Employee's seniority, the Parties shall exchange the information necessary to establish accuracy.

ARTICLE 11

PERFORMANCE APPRAISALS

11.01 The Parties recognize the desirability of a performance appraisal system designed to effectively use and develop the human resources of the Employer. The purpose of the performance appraisal is to provide a constructive review of the Employee's performance.

- 11.02 (a) Employees shall receive a written performance appraisal regularly in accordance with the policy of the Employer.
- (b) Meetings for the purpose of the performance appraisal interview shall be scheduled by the Employer with reasonable advance notice. At the

interview, the Employee shall be given a copy of her performance appraisal document. The Employee shall sign her performance appraisal for the sole purpose of indicating that she is aware of the performance appraisal, and shall have the right to respond in writing within ten (10) days of the interview and that reply shall be placed in her personnel file.

- 11.03 (a) By appointment made at least three (3) working days in advance, an Employee may view her personnel file once each year or when the Employee has filed a grievance. An Employee may be accompanied by a Union Representative when viewing her personnel file.
- (b) An Employee shall be given a copy of the contents of her personnel file upon request, not more frequently than once in a calendar year, or when the Employee has filed a grievance.
- 11.04 An Employee's performance appraisal shall not be released by the Employer to any person except to a Board of Arbitration, or as required by law, without the written consent of the Employee.

ARTICLE 12

JOB POSTINGS, TRANSFERS AND PROMOTIONS

- 12.01 The Employer shall post notices of vacancies of Regular and Temporary positions covered by this Collective Agreement not less than ten (10) calendar days in advance of making an appointment. The posting shall contain the following information:
- (a) classifications;
 - (b) qualifications and responsibilities required;
 - (c) employment status;
 - (d) regular hours of work (if applicable) or full-time equivalency (if applicable);
 - (e) Basic Rate of Pay;
 - (f) Site(s); and
 - (g) if a temporary position, the duration of the position.
- 12.02 In making appointments as a result of a posting, preferential consideration over outside applications shall be given to Employees who possess the required qualifications needed to fill the position. In considering applicants, the Employer will use the following order of consideration:
- (a) Employees covered by this Collective Agreement;

- (b) other Employees of the Employer;
- (c) external applicants.

An applicant chosen under this clause will transfer her service and her seniority (as a Regular or Temporary Employee of the Employer), and will have all rights set out in this Collective Agreement as if there was no break in continuous employment.

- 12.03 Subject to recall rights as provided in Article 33.10, when making promotions and transfers and filling vacancies for positions covered by this Collective Agreement, the determining factors shall be requisite job related skills, abilities, training and knowledge, program efficiency, experience, and where these factors are considered by the Employer to be equal and satisfactory, seniority shall be the deciding factor.
- 12.04 An Employee who applies for and is successful for a temporary position shall maintain her status. A Casual Employee who applies for and is successful for a temporary position shall receive all entitlements and benefits applicable to a Temporary Employee. At the completion of the temporary term, the Employee shall return to her former position, and the Casual Employee shall resume the normal terms and conditions applicable to a Casual Employee.
- 12.05 Applications for vacancies, transfers or promotions, shall be made in writing to such officer as the Employer may designate.
- 12.06 When circumstances require the Employer to fill a vacancy pending completion of the transactions contemplated in this Article, the appointment shall be made on a casual basis only.
- 12.07 During the term of a temporary position, the incumbent Employee shall be eligible to apply on postings in accordance with the following:
 - (a) Such Employees shall be eligible to apply on postings of vacancies for regular positions pursuant to Article 12. In the event that such Employee is successful on a posting pursuant to Article 12, the Employer shall not be required to post any resulting vacancy, if the time remaining for the temporary position is less than three (3) months.
 - (b) Where a vacancy for a temporary position exists, such Employee shall not be eligible to apply, unless the position posted commences after the expiry of the term for which she was hired.
- 12.08 Applicants for transfer and/or promotions, shall be informed in writing of their acceptance or rejection.
- 12.09 On commencement of employment, a new Employee shall be provided with a copy of her position description or list of duties.
- 12.10 (a) A Regular Employee who is the successful applicant on a posting in a

different classification or a new program shall be considered on a trial period in the new position for three hundred and ten (310) hours worked or six (6) months, whichever is less, following the date of appointment. During the trial period, the Regular Employee may choose to return or the Employer may direct the Regular Employee to return to the Regular Employee's former position and her Basic Rate of Pay without loss of seniority.

- (b) In circumstances where reinstatement is not possible, the Employer shall assign the Employee to a similar position consistent with her abilities and/or qualifications, which may not be the specific position or in the specific area occupied prior to the transfer. The rate of pay for such position shall be at a rate of pay equivalent to that of her former position.

12.11 The foregoing provisions shall be waived and inoperative when placement of an Employee in a job within the bargaining unit is effected to accommodate a request by the Workers' Compensation Board or the underwriters of the long-term disability income insurance plan to provide a period of rehabilitative work experience for Employees of this bargaining unit.

ARTICLE 13

JOB CLASSIFICATION

New Classifications

- 13.01 Should the Employer find it necessary to create a new classification during the life of this Collective Agreement, the new classification will be included within the scope of this Collective Agreement provided that:
 - (a) the Parties to this Collective Agreement mutually agree that the classification is within the scope of this Collective Agreement, or, failing that;
 - (b) the Labour Relations Board rules that the new classification is within the scope of this Collective Agreement.
- 13.02
 - (a) When a new classification is created under Article 13.01 above, for which there is no pay scale in this Collective Agreement, the Employer may establish an interim pay rate and agrees to give written notice to the Union of the new classification and the proposed Basic Rate of Pay for such classification within twenty (20) calendar days.
 - (b) The Union may contest the proposed Basic Rate of Pay by sending written notice to the Employer not later than twenty (20) calendar days from the date of the Employer's notice.
 - (c) Should the Parties not be able to agree to the Basic Rate of Pay, the Union may within sixty (60) calendar days of the date the new classification was

created or included in the bargaining unit, refer the salary scale to Arbitration. Should the Union not refer the matter to Arbitration within the stated time limit, the final position of the Employer, as stated in negotiations, shall be implemented.

- (d) Should the Parties through discussion and negotiation not be able to agree to a position title, it is understood that the Employer's decision in respect to the position title shall not be subject to the Arbitration procedure in this Collective Agreement or in the *Code*.
- (e) If the interim rate of pay is amended as a result of negotiations or arbitration, the amended Basic Rate of Pay shall be effective from the date the Union received notice from the Employer of the new classification.

Classification Review

- 13.03 (a) An Employee who has reason to believe that she is improperly classified due to a substantial change in job duties, may apply in writing to the Human Resources Department, with a copy to her supervisor, to have her classification reviewed. The Human Resources Department will give consideration to such application and notify the Employee within sixty (60) days.
- (b) Should the Employee feel that she has not received proper consideration in regard to a classification review, she may request that the matter be further reviewed by discussion between the Union and the Employer.
- (c) The Employer shall notify the Union of the decision within thirty (30) calendar days of the matter being brought by the Union to the Employer.
- (d) It is understood by the Parties that the classification review is not subject to the grievance procedure but rather the provisions set forth in Article 13.06: Classification Appeal Process, commencing at Step 2.

Classification Adjustment

- 13.04 When an Employee is transferred to a classification with a higher rate of pay, she shall be advanced to the start rate of such higher classification, except where the start rate is lower than the Employee's existing Basic Rate of Pay. In the latter case, she shall be advanced to the next higher increment for the higher classification.
- 13.05 An Employee whose position is reclassified to one with a lower existing Basic Rate of Pay, through no cause of her own, shall not have her existing Basic Rate of Pay altered from the existing Basic Rate of Pay she was earning on the date her position was reclassified until such time as the existing Basic Rate of Pay in the lower employment classification exceeds the existing Basic Rate of Pay in the lower paid classification or is equal to or greater than her previous existing Basic Rate of Pay, at which time she will then receive the existing Basic Rate of Pay for

the classification to which the position is allocated.

Classification Appeal Process

13.06 If the Employer changes the classification allocation of the work being performed by a Regular Employee, and the Employee disagrees with the new classification allocation, or if the Employee disagrees with the outcome of the classification review, the Employee may appeal the Employer's decision.

(a) Step 1

The request to appeal a classification decision shall be in writing, and signed by the Employee. The request to appeal shall list the reasons for disagreeing with the classification allocation decision. The appeal shall be requested by the Employee, to the Employee's immediate supervisor, within ten (10) calendar days of the time that the Employee could reasonably have become aware of the Employer's classification allocation decision. The decision of the Employer from the Human Resources Department regarding the classification appeal shall be made known to the Employee within ten (10) calendar days of receipt of the written appeal.

(b) Step 2

Within ten (10) calendar days of receipt of the decision of the Human Resources Department, the Employee may submit to the Human Resources Department a written request to have the classification allocation decision reviewed by a Classification Appeal Committee. The Classification Appeal Committee shall consist of the Chief Executive Officer or a designate, a representative from the Human Resources Department and a member of the Union. Upon receipt of the appeal, a meeting, if requested by either Party, shall be arranged by the Employer within ten (10) calendar days. The Employee and a Union Representative shall be permitted to present information relevant to the classification allocation of the position, to the Classification Appeal Committee.

The Classification Appeal Committee shall render a classification allocation decision, in writing, to be forwarded to the Union and the applicant within ten (10) calendar days of the date of the meeting. The decision of the Appeal Committee shall be final and binding on the Parties.

The effective date of a reclassification to a higher rate of pay shall be the date the application to the Human Resources Department was first submitted.

ARTICLE 14

HOURS OF WORK

14.01 **Continuous Operation**

It is understood and agreed that work shall provide for a continuous operation Monday through Sunday. Also, a weekend is defined as Saturday and Sunday.

14.02 **Posting of Shift Schedules**

- (a) Shift schedules, covering a minimum of a six (6) week period shall be posted not less than twenty-eight (28) calendar days in advance. When a change is made in the Regular Employee's scheduled work days the Employee shall be informed and the change shall be recorded on the shift schedule. When such change is made with less than seven (7) calendar days notice, the Regular Employee shall be paid at one point five times (1.5X) the Basic Rate of Pay for all hours worked on the first (1st) shift of the changed schedule.
- (b) When a change is made in a Regular Employee's scheduled shift, and such change is made with less than forty-eight (48) hours notice, the Regular Employee shall be paid at one point five times (1.5X) the Basic Rate of Pay for all hours worked on the changed shift. A shift change is a change to the start time and end time of a shift.
- (c) The Employer shall allow a Representative of the Union to reproduce a copy of the posted shift schedule.

14.03 **Daylight Saving Time**

On the date fixed by proclamation, in accordance with the *Daylight Saving Time Act*, of the conversion to Mountain Standard Time, regular hours of work shall be extended to include the resultant additional hour with additional payment due therefore at the applicable overtime rate. On the date fixed by said *Act* for the resumption of Daylight Saving Time, the resultant reduction of one (1) hour in the shift involved shall be effected with the appropriate deduction in regular earnings.

14.04 **Request to Report for a Later Shift**

In the event a Regular Employee reports for work as scheduled and is requested by the Employer to report for a later shift, the Regular Employee shall be compensated for the inconvenience by payment of three (3) hours pay at the Employee's Basic Rate of Pay.

14.05 **Rest Periods**

- (a) All Regular Employees shall be permitted one (1) rest period of fifteen (15) minutes during each period of three point eight seven five (3.875) hours of work, the time of which shall be scheduled by the Employer. Rest

periods will not be scheduled in conjunction with meal periods, starting times, quitting times, or taken together except by mutual agreement of the Employee and the Employer.

- (b) Where the Employer directs an Employee to work, or return to duty, during the Employee's rest period, the Employee shall:
 - (i) be provided with a rest period by the end of the Employee's shift; or
 - (ii) where a rest period by the end of the shift is not possible, be paid for an additional fifteen (15) minutes at the Employee's Basic Rate of Pay.

14.06 **Meal Periods**

- (a) A meal period of not less than one-half (1/2) hour and not more than one point five (1.5) hours shall be granted to all Employees at approximately the mid-point of each work period that exceeds four (4) hours. Such meal period shall be without pay except as provided for in Article 14.06(b).
- (b) An Employee who is directed by the supervisor to remain on duty during her meal period shall be paid for such meal period at the applicable rate of pay if the meal period cannot be taken at another time.

14.07 **Employee Shift Exchange**

- (a) Employees may exchange shifts among themselves, provided that:
 - (i) the exchange is agreed to, in writing, between the affected Employees; and
 - (ii) prior approval of such exchange has been given by the Employee's immediate supervisor.
- (b) Where such a request is made in writing, the Employer's reply shall also be in writing.
- (c) Such exchange shall be recorded on the shift schedule.
- (d) Such exchange shall not be a violation of the provisions of this Collective Agreement.

14.08 **Full-time Employees**

- (a) Normal hours of work, exclusive of meal periods, for Regular Full-time Employees, shall be:
 - (i) seven point seven five (7.75) work hours per day; and

- (ii) thirty-eight point seven five (38.75) hours per week averaged over one (1) complete cycle of the shift schedule.
- (b) Regular Full-time Employees who are scheduled to rotate shifts (days, evenings and nights; or days and evenings; or days and nights) shall be assigned not less than one-third (1/3) day shifts during a shift cycle, unless otherwise mutually agreed to between the Employer and the Employee. The Employer shall consider a request by such Employee(s) to work permanent evenings and/or night shifts.
- (c) Unless otherwise mutually agreed between the Employer and the Employee, shift schedules for Regular Full-time Employees shall provide for:
 - (i) not more than two (2) different shift starting times between scheduled days off;
 - (ii) days off to be consecutive;
 - (iii) not more than six (6) consecutive days of work without receiving her days off;
 - (iv) at least fifteen point five (15.5) hours between scheduled shifts;
 - (v) no split shifts; and
 - (vi) days off to be scheduled in such a way as to equally distribute weekends off over a shift cycle among the Regular Full-time Employees who perform the work involved. However, no Employee shall have less than two (2) weekends off in a five (5) week period. "Weekend" shall mean a Saturday and the following Sunday, assuring a minimum of fifty-six (56) hours off duty.

14.09

Part-time Employees

- (a) Hours of work for Regular Part-time Employees shall be:
 - (i) up to seven point seven five (7.75) hours in any one (1) day, exclusive of meal periods;
 - (ii) scheduled to work in a manner where the ratio of work days to non-work days does not exceed five (5)/two (2) averaged over one (1) work cycle of not more than fourteen (14) calendar days.
- (b) Regular Part-time Employees who are scheduled to rotate shifts (days, evenings and nights; or days and evenings; or days and nights) shall be assigned not less than one-third (1/3) day shifts during a shift cycle, unless otherwise mutually agreed to between the Employer and the Employee. The Employer shall consider a request by such Employee(s) to work permanent evenings and/or night shifts.

- (c) Unless otherwise mutually agreed between the Employer and the Employee, shift schedules for Regular Part-time Employees shall provide for:
 - (i) not more than two (2) different shift starting times between days off;
 - (ii) at least two (2) consecutive days off per week, averaged over one (1) work cycle of not more than fourteen (14) calendar days;
 - (iii) not more than six (6) consecutive days of work without receiving her days off;
 - (iv) at least fifteen point five (15.5) hours between scheduled shifts;
 - (v) a minimum of three (3) hours per shift;
 - (vi) no split shifts; and
 - (vii) except for cases of emergency, days off will be scheduled in such a way as to equally distribute weekends off over a shift cycle among the Regular Part-time Employees who perform the work involved. No Employee shall have less than two (2) weekends off in a five (5) week period. "Weekend" shall mean a Saturday and the following Sunday, assuring a minimum of fifty-six (56) hours off duty. This clause does not apply to Part-time Employees who are employed specifically for weekend work.
- (d)
 - (i) Regular Part-time Employees who wish to be considered for additional hours of work to meet temporary operational requirements shall advise their immediate supervisor, in writing, as to the extent of their availability. Employees on layoff, or who have had their normal hours of work reduced, shall have priority for additional hours up to their normal hours of work. All other additional hours of work shall be distributed fairly and equitably among the available Regular Part-time Employees who have requested additional hours of work and the Casual Employees.
 - (ii) At the time additional work is being offered, the Employee shall be responsible for advising the Employer that the Employee will be in an overtime situation if she accepts the additional work. The Employer is not obligated to call in Part-time Employees for additional work if such additional work would result in the Employer having to incur overtime costs.
- (e) The Basic Rate of Pay will prevail for additional hours of work assigned to a Regular Part-time Employee beyond her scheduled hours provided:
 - (i) the assignment is accepted;

- (ii) the hours worked do not exceed seven point seven five (7.75) hours per day;
- (iii) the hours worked do not exceed thirty-eight point seven five (38.75) hours per week averaged over one (1) complete cycle of the shift schedule;
- (iv) the Part-time Employee does not work in excess of six (6) consecutive days without days off; and
- (v) the Part-time Employee does not work in excess of ten (10) days in a fourteen (14) day period.

When a Regular Part-time Employee accepts additional hours as per the preceding conditions, the Employee's schedule shall not be considered to have been changed and therefore Article 14.02 does not apply.

14.10 **Optional Scheduling Provisions**

Optional scheduling provisions may be mutually agreed to in writing between the Employer and the Union. The Employer shall consider any optional schedule which is proposed in writing by the Union.

14.11 **Extended/Modified Work Day**

- (a) Where the Parties agree to implement a system employing an extended/modified work day, they shall evidence such agreement by signing a document indicating those positions/work areas/programs to which the agreement applies and indicating the implementation timelines, and the resulting amendments to regular hours of work and related articles. The list of positions/work areas/programs may be amended from time to time by the Parties.
- (b) Either Party will provide the other Party with at least twenty-eight (28) calendar days notice, in writing, of their intent to terminate this agreement. Within the twenty-eight (28) day notice period, the Employer shall post a new schedule pursuant to Article 14.02.
- (c) The Parties agree that with the exception of those amendments when an extended/modified work day is implemented, all other Articles shall remain in full force and effect.

ARTICLE 15

OVERTIME

- 15.01 (a) The Employer shall determine when overtime is necessary and for what period of time it is required.

(b) All authorized overtime worked in excess of and in conjunction with seven point seven five (7.75) hours per day shall be paid at the rate of two times (2X) the Basic Rate of Pay.

15.02 Failure to provide at least fifteen point five (15.5) hours rest between scheduled shifts, or twelve (12) hours where applicable, shall result in payment of overtime at established rates for any hours worked during normal rest periods unless the Employer and the Union have mutually agreed to optional scheduling provisions that provide for less than fifteen point five (15.5) hours rest between scheduled shifts.

15.03 Employees shall not be required to layoff during their regular scheduled shifts to equalize any overtime worked previously.

15.04 **Full-Time Employees**

Overtime shall be shared as equally as possible amongst Full-time Employees who perform the work involved.

15.05 (a) Full-time Employees required to work by the Employer on their scheduled days off shall be paid two times (2X) the Basic Rate of Pay.

(b) Full-time Employees who work overtime on a named holiday shall be paid for such hours at the rate of two point five times (2.5X) the Basic Rate of Pay.

15.06 (a) A Full-time Employee may request time off in lieu of overtime worked to be taken in conjunction with her annual vacation by mutual agreement.

(b) In the event mutual agreement between the Full-time Employee and the Employer is not reached, time off in lieu of overtime may be taken at another mutually agreeable time within three (3) months of the pay period in which the overtime was worked.

(c) Time off in lieu of overtime shall be the equivalent of the actual time worked adjusted by the applicable overtime rate.

(d) Failing mutual agreement under (a) or (b) above, the Employer shall effect payment of overtime pay at the applicable overtime rate.

Part-Time Employees

15.07 Overtime shall be shared as equally as possible amongst Part-time Employees who perform the work involved.

15.08 Part-time Employees who work overtime on a named holiday shall be paid for such hours at the rate of two point five times (2.5X) the Basic Rate of Pay.

15.09 Where mutually agreed by the Employer and the Regular Part-time Employee, such Employee may receive time off in lieu of overtime. Such time off shall be

equivalent to the actual time worked adjusted by the applicable overtime rate and taken at a time mutually agreed by the Employer and the Employee.

ARTICLE 16

SALARIES

- 16.01 The Basic Rates of Pay as set out in the Salary Schedule(s) shall be applicable to all classifications covered by this Collective Agreement, and shall be effective from and after the dates specified.
- 16.02 An Employee's Basic Rate of Pay will be advanced to the next higher Basic Rate of Pay following:
- (a) in the case of a Full-time Employee, one (1) year of service; or
 - (b) in the case of a Part-time Employee, the completion of two thousand twenty-two point seven five (2,022.75) hours paid.
- 16.03
- (a) When a Regular Employee achieves a position in a classification with the same end rate as her present classification, such Employee shall move to the pay step which has a rate which is equal to her present Basic Rate of Pay, or if there is no such pay step, she shall move to the pay step that has a Basic Rate of Pay that is next higher to her present Basic Rate of Pay.
 - (b) When a Regular Employee achieves a position in a classification with an end rate that is greater than the end rate of her present classification, and the Employee has not yet achieved "Pay Step 2" in her present pay range, she shall be advanced to "Pay Step 1" in the higher pay range and will then move to "Pay Step 2" as soon as she completes two thousand twenty-two point seven five (2,022.75) hours worked (inclusive of those hours worked in her former classification); however, if "Pay Step 1" of the higher pay range is less than "Pay Step 1" in her present pay range, she shall be advanced to the next pay step that provides her with an increase in her Basic Rate of Pay.
 - (c) When a Regular Employee achieves a position in a classification with an end rate that is greater than the end rate of her present classification, and the Employee has achieved "Pay Step 2" or greater in the pay range for her present classification, she shall advance to "Pay Step 2" in the higher pay range, however, if "Pay Step 2" in the higher pay range has a Basic Rate of Pay less than the Employee's current Basic Rate of Pay, she shall be advanced to the next pay step that provides her with an increase in her Basic Rate of Pay.
 - (d) When a Regular Employee achieves a position in a classification with an end rate that is less than her present classification, she shall be assigned to the pay step in the lower pay range that causes the least amount of reduction in her present Basic Rate of Pay.

- 16.04 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.

ARTICLE 17

RECOGNITION OF PREVIOUS EXPERIENCE

- 17.01 Where necessary for recruitment purposes and in consultation with the Union, salary recognition shall be granted for previous experience satisfactory to the Employer, when an Employee has job specific experience, and will be recognized:
- (a) provided not more than three (3) years have elapsed since the experience was obtained;
 - (b) up to the top increment of the classification in the Salary Schedule(s);
 - (c) previous job specific experience must accumulate to two thousand twenty two point seven five (2,022.75) hours before an increment is granted. In calculating recognition under Article 17.01(b) above, a partial year shall be credited towards the next increment in the salary schedule.

ARTICLE 18

PYRAMIDING

- 18.01 "Pyramiding" means the payment of two (2) or more premiums under different provisions of this Collective Agreement for the same hours worked.
- 18.02 Except where expressly authorized in this Collective Agreement, there shall be no pyramiding of premiums.
- 18.03 Where two (2) or more applicable premiums may apply, the Employee will be paid only one (1) such premium, that being the greatest of the applicable premiums.

ARTICLE 19

SHIFT DIFFERENTIAL

- 19.01 A shift premium of one dollar and seventy-five cents (\$1.75) per hour will be paid to an Employee working a shift whereby the major portion of such shift is worked between fifteen hundred (1500) hours and zero seven hundred (0700) hours.

- 19.02 The specified shift premium shall be paid in addition to the overtime rate, for overtime worked in conjunction with a regular shift of seven point seven five (7.75) hours provided at least four (4) hours of the overtime worked occurs between fifteen hundred (1500) hours and zero seven hundred (0700) hours.

ARTICLE 20

WEEKEND PREMIUM

- 20.01 A weekend premium of one dollar and seventy-five cents (\$1.75) per hour shall be paid, in addition to shift premium, if applicable, to an Employee working a shift wherein the majority of such shift falls during a sixty-four (64) hour period commencing at fifteen hundred (1500) hours on a Friday.

ARTICLE 21

ACTING INCUMBENCY

- 21.01 An Employee who is assigned by the Employer to replace another Employee in a higher paid classification in the bargaining unit shall be paid the rate of pay for the higher classification in which the Employee is relieving.
- 21.02 When an Employee is required to temporarily perform the duties of a lower paid classification, her Basic Rate of Pay will not be changed.
- 21.03 On each occasion that an Employee is designated in writing by the Employer to replace and/or assume additional responsibilities during the absence of an out-of-scope Employee, such Employee shall be paid an additional one dollar and fifty cents (\$1.50) per hour.

ARTICLE 22

ON-CALL DUTY/ CALL-BACK

- 22.01 On-call duty shall mean any period during which an Employee is not working but during which the Employee is required by the Employer to be readily available to respond without undue delay to any request to report for work.
- 22.02 For each assigned hour of authorized on-call duty, a Regular Employee shall be paid:
- (a) on regularly scheduled days of work, the sum of one dollar and twenty-five cents (\$1.25) per hour; and
 - (b) on scheduled days off and named holidays, the sum of one dollar and seventy-five cents (\$1.75) per hour. A named holiday or scheduled day off shall run from zero zero zero one (0001) hours on the named holiday or scheduled day off to twenty-four hundred (2400) hours of the same day.
- 22.03 Regulations in respect of approval or authorization for on-call duty and the

procedures which are to be followed by the Employee and the Employer in respect of a duty roster or such other administrative controls as may be deemed necessary or desirable, shall be prescribed by the Employer.

22.04 An Employee will be supplied a communication device by the Employer for the purposes of on-call duty. Such device to be provided at no cost to the Employee.

22.05 **Call-Back**

- (a) An Employee who is called back to work during the on-call period shall be paid, in addition to the payment received for being on-call in accordance with Article 22.02, the hours worked during the on-call period in accordance with the call-back provisions of this Article.
- (b) An Employee who is called back and required to return to work outside of the Employee's regular hours shall be paid for any one (1) call at either:
 - (i) the overtime rate as specified in Article 15; or
 - (ii) four (4) hours at the Basic Rate of Pay; whichever is greater.
- (c) A Regular Employee called back to work in accordance with this Article shall be reimbursed in accordance with Article 24.02.

22.06 **Telephone Consultation**

When an Employee is consulted by telephone and has been:

- (a) assigned to on-call duty and authorized by the Employer to handle job-related matters without returning to the work place; or
- (b) authorized by the Employer to handle job-related matters without returning to the work place;

the Employee shall be paid at the applicable rate for the total accumulated time spent on telephone consultation(s) and corresponding documentation during the on-call period. If the total accumulated time is less than thirty (30) minutes, the Employee shall be compensated at the applicable rate of pay for thirty (30) minutes.

ARTICLE 23

CASUAL AND TEMPORARY EMPLOYEES

23.01 **Application**

- (a) Except as specifically provided hereinafter, the provisions of this Collective Agreement shall not apply to Casual and Temporary Employees.

(b) The provisions of Articles:

- 1 Term of Collective Agreement
- 2 Definitions
- 3 Union Recognition
- 4 Application
- 5 Dues Deduction
- 6 Management Rights
- 7 No Discrimination
- 12 Job Postings, Transfers and Promotions
- 13 Job Classification
- 16 Salaries
- 17 Recognition of Previous Experience
- 18 Pyramiding
- 19 Shift Differential
- 20 Weekend Premium
- 21 Acting Incumbency
- 22 On-Call Duty/Call-Back
- 35 Occupational Health and Safety
- 36 Grievance Procedure
- 37 Union Stewards
- 38 Employee-Management Advisory Committee
- 39 Uniforms
- 41 Job Description

shall apply to Casual and Temporary Employees.

23.02

Hours of Work

- (a) The provisions of Article 14.01 through 14.06, and 14.10 apply to Casual and Temporary Employees employed in a regularly scheduled Full-time or Part-time capacity and:
- (i) the provisions of Article 14.08 apply to Casual and Temporary Employees who are employed in a regularly scheduled Full-time capacity;
 - (ii) the provisions of Article 14.09 apply to Casual and Temporary Employees who are employed in a regularly scheduled Part-time capacity;
 - (iii) available hours of work shall be distributed to Casual Employees in accordance with Article 14.09(d).

23.03

Reporting for a Later Shift

In the event that a Casual or Temporary Employee is required by the Employer to report to work and is then not permitted to commence work or is required to return to duty at a later hour, such Employee shall be compensated by receiving three (3) hours pay at the Basic Rate of Pay.

23.04

Overtime

- (a) The Employer shall determine when overtime is necessary and for what period of time it is required:
 - (i) all authorized overtime worked in excess of and in conjunction with seven point seven five (7.75) hours per day shall be paid at the rate of two times (2X) the Basic Rate of Pay; or
 - (ii) all overtime worked in excess of thirty-eight point seven five (38.75) hours per week averaged over a complete shift cycle shall be paid at two times (2X) the Basic Rate of Pay;whichever is greater.
- (b) Failure to provide at least fifteen point five (15.5) hours rest between scheduled shifts, or twelve (12) hours where applicable, shall result in payment of overtime at established rates for any hours worked during normal rest periods unless the Employer and the Union have mutually agreed to optional scheduling provisions that provide for less than fifteen point five (15.5) hours rest between scheduled shifts.

23.05

Transportation Allowance

- (a) A Casual or Temporary Employee who has completed a shift and is called back and required to return to work shall be reimbursed for reasonable, necessary and substantiated transportation expenses and, if the Employee travels for such purpose by private automobile, reimbursement shall be at the rate of forty point five cents (40.5¢) per kilometre from the Employee's residence to the Site and return provided the return is prior to the commencement of the Employee's next shift.
- (b) A Casual or Temporary Employee who normally travels from the Site to his/her place of residence by means of public transportation following the completion of duty shift, but who is prevented from doing so by being required to remain on duty longer than the Employee's regular shift and past the time when public transportation is available, shall be reimbursed for the cost of reasonable, necessary and substantiated transportation expenses from the Site to the Employee's place of residence.

23.06

Vacation

- (a) Casual and Temporary Employees shall be paid in addition to their earnings at the Basic Rate of Pay:
 - (i) four percent (4%) of their earnings at the Basic Rate of Pay during the first (1st) and subsequent employment years; or
 - (ii) six percent (6%) of their earnings at the Basic Rate of Pay during the fourth (4th) and subsequent employment years if applicable;

in lieu of vacation.

- (b) Casual and Temporary Employees shall be allowed:
 - (i) fourteen (14) calendar days off without pay for their vacation after one (1) year of employment; or
 - (ii) twenty-one (21) calendar days off without pay for their vacation after four (4) years of employment, if applicable.

23.07 **Named Holidays**

- (a) Casual and Temporary Employees required to work on a named holiday shall be paid at one point five times (1.5X) their Basic Rate of Pay for all hours worked on the named holiday.
- (b) Casual and Temporary Employees shall be paid four point six percent (4.6%) of their earnings at the Basic Rate of Pay and of their vacation pay in lieu of named holidays.
- (c) Casual and Temporary Employees required to work overtime on a named holiday shall be paid for such hours at the rate of two point five times (2.5X) the Basic Rate of Pay.

23.08 **Health Benefits**

Casual and Temporary Employees are not entitled to participate in the Health Benefits Plan, except as provided in Article 27.02(c): Employee Benefits Plan.

23.09 **Bereavement Leave**

- (a) Casual Employees will be entitled to time off without pay in lieu of bereavement leave pursuant to Article 30.07 of this Collective Agreement.
- (b) Article 30.07: Bereavement Leave, shall apply to Temporary Employees after six (6) months of continuous service in a temporary position.

23.10 **Workers' Compensation**

Workers' Compensation Board coverage will be provided for Casual and Temporary Employees.

23.11 **Personnel Files**

A Casual or Temporary Employee who has initiated a grievance shall have access to review his/her personnel file upon service of at least three (3) working days' notice.

23.12 **Seniority**

Casual and Temporary Employees do not accumulate seniority.

23.13 **Probationary Period**

Article 9: Probationary Period, shall apply to Temporary Employees.

23.14 **Resignation**

Article 40: Resignation, shall apply to Temporary Employees.

23.15 **Staff Development and Meetings**

(a) Casual and Temporary Employees required by the Employer to attend staff development training activities, courses, seminars, or other staff meetings shall be paid for such attendance at the applicable rate of pay, and shall be reimbursed for any required course materials and registration fees.

(b) Where such activity, course, seminar or other staff meeting is being held at a Site other than the Site(s) at which a Casual or Temporary Employee works, such Employee shall be compensated for travel kilometreage arising from the use of their personal vehicle to travel to such activity, course, seminar or other staff meeting, at the rate specified in Article 24: Transportation.

23.16 **Employee Benefits Plan**

Article 27: Employee Benefits Plan, shall apply to Temporary Employees after six (6) months of continuous service in a temporary position, and whose hours of work exceed fifteen (15) hours per week averaged over one (1) complete cycle of the shift schedule.

23.17 **Sick Leave**

Article 28: Sick Leave, shall apply to Temporary Employees after six (6) months of continuous service in a temporary position.

23.18 **Time Off for Union Business**

Article 31: Time Off for Union Business, shall apply to Temporary Employees after six (6) months of continuous service in a temporary position.

ARTICLE 24

TRANSPORTATION

24.01 Regular Employees who normally travel from the Site to their place of residence by means of public transportation following the completion of their shift, but are

prevented from doing so by being required to remain on duty longer than their regular shift and past the time when public transportation is available, shall be reimbursed for the cost of reasonable, necessary and substantiated transportation expense from the Site to their place of residence.

- 24.02 A Regular Employee who is called back to the Site pursuant to Article 22, shall be reimbursed for reasonable, necessary and substantiated transportation expense and, if the Employee travels for such purpose by private automobile, reimbursement shall be at the rate of forty point five cents (40.5¢) per kilometre from the Employee's residence to the Site and return.
- 24.03 Where a Regular Employee is assigned duties necessitating the use of her automobile, she shall be reimbursed pursuant to Article 24.02.
- 24.04 In the event that the Government of Alberta increases subsistence rates, the Employee shall be reimbursed for expenses incurred to a maximum of the rates paid by the Government of Alberta.

ARTICLE 25

NAMED HOLIDAYS

- 25.01 Any reference to named holidays in this Agreement applies to the following days:

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

and all general holidays proclaimed to be a statutory holiday by any of the following levels of Governmental authority:

- (a) the Municipal Government in which the base office is located;
- (b) the Province of Alberta; or
- (c) the Government of Canada.
- 25.02 In addition to the foregoing named holidays, Full-time Employees who are in the employ of the Employer on July 1st, shall be granted one (1) additional holiday as a "floater" holiday. The floater holiday will be scheduled by mutual agreement between the Employer and the Employee. If the holidays are not taken by the last day of November in any given year, they shall be paid out.
- 25.03 No payment shall be due for the named holiday, which occurs during:
- (a) a layoff; or

- (b) all forms of leave during which an Employee is not paid; or
- (c) an absence while in receipt of disability insurance or Workers' Compensation Benefits.

25.04 A Full-time Employee shall be entitled to a day off with pay on, or for, a named holiday provided she:

- (a) works her scheduled shift immediately prior to and immediately following the named holiday except where the Employee is absent due to illness or other reasons acceptable to the Employer; and
- (b) works on the named holiday when scheduled or required to do so.

25.05 A Full-time Employee who works on a named holiday shall be paid for all regularly scheduled hours worked on the named holiday at one point five times (1.5X) the Basic Rate of Pay plus:

- (a) by mutual agreement, a day added to the Employee's next annual vacation; or
- (b) a mutually agreeable day off with pay in conjunction with the Employee's regular days off within thirty (30) days after the named holiday; or
- (c) one (1) regular day's pay.

25.06 Subject to Article 25.04 when a named holiday falls during a Full-time Employee's annual vacation the Employee shall receive:

- (a) by mutual agreement, a day off with pay added to the Employee's annual vacation; or
- (b) a mutually agreeable day off with pay in conjunction with the Employee's regular days off within thirty (30) calendar days of the Employee's return from annual vacation; or
- (c) one (1) day's regular pay in lieu of the named holiday.

25.07 When a named holiday falls on a Full-time Employee's regularly scheduled day off, the Employee shall receive:

- (a) by mutual agreement, a day off with pay added to the Employee's next annual vacation; or
- (b) a mutually agreeable day off with pay in conjunction with the Employee's regular days off within thirty (30) calendar days or after the named holiday; or
- (c) one (1) regular day's pay in lieu of the named holiday.

25.08 If the Employer designates a common date for the day off with pay in lieu of a named holiday which falls on a Saturday or Sunday, such common date shall be designated by way of notice posted at least six (6) months prior to the occurrence of the named holiday.

25.09 **Part-Time Employees**

- (a) A Part-time Employee who works on a named holiday (not the designated day off in lieu as per Article 25.08) shall be paid the rate of one point five times (1.5X) her Basic Rate of Pay for all hours worked up to seven point seven five (7.75) hours.
- (b) Part-time Employees shall be paid, four point six percent (4.6%) of their earnings paid at the Basic Rate of Pay, in lieu of named holidays.

25.10 Where operationally feasible, Employees will be granted either Christmas Day or New Years Day off.

ARTICLE 26

VACATIONS

26.01 **Definitions**

For the purpose of this Article:

- (a) "vacation" means annual vacation with pay.
- (b) "continuous employment" means the period of employment commencing with the date on which an Employee's uninterrupted service with the Employer commenced.

26.02 **Time of Vacation**

- (a)
 - (i) The Employer shall post the vacation schedule planner by January 15th of each year. Where an Employee submits her vacation preference by March 15th of that year, the Employer shall indicate approval or disapproval of that vacation request by April 15th of that year.
 - (ii) Where an Employee submits their request in writing for vacation within the timeframe of January 15th to March 15th stipulated in Article 26.02(a)(i) above, vacation dates shall be allocated based on seniority. Requests for vacation which are submitted after March 15th shall be dealt with on a first-come, first-serve basis.
 - (iii) When an Employee submits a request in writing after April 15th for vacation, the Employer shall indicate approval or disapproval in writing of the vacation request within ten (10) working days of the request.

- (b) Requests to use vacation shall be subject to the approval of the Employer and shall not exceed the number of vacation days earned to the date of the request.
- (c) Notwithstanding Article 26.02(b), the Employer shall grant the annual vacation to which the Employee is entitled in one (1) unbroken period unless otherwise requested by the Employee. Upon the request of the Employee, earned vacation credits may be divided into more than one (1) vacation period if approved by the Employer. Such request shall not be unreasonably denied. An Employee who chooses to divide her vacation may only exercise seniority rights as per Article 26.02(a)(ii) for one (1) vacation period per calendar year.
- (d) No Regular Employee may continue to work and draw vacation pay in lieu of taking her vacation.
- (e) Employees shall be permitted to maintain a level of vacation equal to one (1) year's vacation entitlement plus an additional five (5) days [thirty-eight point seven five (38.75) hours].

26.03

Vacation Entitlement for Full-time Employees

During each year of continuous service with the Employer, a Regular Full-time Employee shall earn entitlement to a vacation with pay. The rate of at which such entitlement is earned shall be determined by the length of such service as follows:

- (a) during the first (1st) to second (2nd) year of such employment an Employee earns a vacation of fifteen (15) working days;
- (b) during the third (3rd) to fourteenth (14th) years of such employment an Employee earns a vacation of twenty (20) working days;
- (c) during the fifteenth (15th) to twenty-fourth (24th) years of such employment an Employee earns a vacation of twenty-five (25) working days;
- (d) during the twenty-fifth (25th) and subsequent years of such employment an Employee earns a vacation of thirty (30) working days.

26.04

Vacation Entitlement for Part-time Employees

During each year of continuous service with the Employer, a Regular Part-time Employee shall earn vacation with pay calculated in hours in accordance with the following formula:

Employer paid hours at the Basic Rate of Pay X The applicable % outlined below = Number of hours of paid vacation time to be taken

- (a) six percent (6%) during the first (1st) to second (2nd) year of such employment; or

- (b) eight percent (8%) during the third (3rd) to fourteenth (14th) employment years; or
- (c) ten percent (10%) during the fifteenth (15th) to twenty-fourth (24th) employment years; or
- (d) twelve percent (12%) during the twenty-fifth (25th) and subsequent employment years.

26.05 **Sick While on Vacation**

Should a Regular Employee demonstrate to the satisfaction of the Employer that she was admitted to a hospital as an "in-patient" during the course of her vacation, she shall be considered to be on sick leave for the period of the stay in the hospital, subject to the provisions of Article 28: Sick Leave. Vacation time not taken as a result of such stay in hospital shall be taken at a mutually agreeable later date.

26.06 **Cessation of Vacation Accrual**

There shall be no accrual of vacation entitlements during:

- (a) layoff; or
- (b) a leave of absence without pay which is in excess of thirty (30) calendar days; or
- (c) an absence while in receipt of disability insurance or Workers' Compensation benefits which is in excess of thirty (30) calendar days.

26.07 **Vacation Pay Upon Termination**

An Employee leaving the service of the Employer at any time before she has exhausted the vacation credits to which she is entitled, shall receive a proportionate payment of salary in lieu of such earned vacation.

26.08 **Required to Work on Vacation**

An Employee required to work on her vacation shall receive two times (2X) her Basic Rate of Pay for all hours worked during her vacation, and the hours worked during her vacation shall be rescheduled as vacation.

ARTICLE 27

EMPLOYEE BENEFITS PLAN

- 27.01 The Employer shall facilitate the procurement of insurance protection by way of participation in group insurance plans, subject to the enrolment and other requirements of the Insurer. Provided that said enrolment and other requirements are met, the following group insurance plans shall be continued or implemented:

- (a) Alberta Health Care Insurance Plan;
- (b) Health Organization Benefits Plan, or equivalent, inclusive of:
 - (i) Group Life Insurance (Basic);
 - (ii) Accidental Death and Dismemberment (Basic);
 - (iii) Short-Term Disability [income replacement for a period of up to one hundred and twenty (120) working days during a qualifying disability equal to sixty-six and two-thirds percent (66 2/3%) of basic weekly earnings to the established maximum following a fourteen (14) day elimination period where applicable. The Short-Term Disability shall become effective on the first (1st) working day following the expiry of sick leave credits in the case of absence due to injury or hospitalization. In the particular case of Employees who have insufficient sick leave credits to satisfy the fourteen (14) calendar day elimination period, the Short-Term Disability shall commence on the fifteenth (15th) day following the commencement of non-hospitalized sickness];
 - (iv) Long-Term Disability [income replacement during a qualifying disability equal to sixty-six and two-thirds percent (66 2/3%) of basic monthly earnings to the established maximum following a one hundred and twenty (120) working day elimination period];
 - (v) Dental Plan which provides for the reimbursement of eighty percent (80%) of eligible Basic Services, fifty percent (50%) of eligible Extensive Services, and fifty percent (50%) of eligible Orthodontic Services, in accordance with the current Canadian Life and Health Insurance Association Dental Fee Guide. A maximum annual reimbursement of fifteen hundred dollars (\$1,500) per insured person per benefit year shall apply to Extensive Services. Orthodontic Services shall be subject to a lifetime maximum reimbursement of fifteen hundred dollars (\$1,500) per insured person; and
 - (vi) Supplementary Benefits Plan.

(c) **EI SUB Plan**

At the Employer's option, an "EI SUB Plan" to supplement an eligible Employee's Employment Insurance to meet the Employer's obligation to provide disability payments during the valid health-related period for being absent from work due to pregnancy. The valid health-related period is one for which she has the medical substantiation required pursuant to Article 28.05.

27.02

Enrollment by:

- (a) Regular Full-time Employees;

- (b) Regular Part-time Employees, whose regular hours of work exceed fifteen (15) hours per week averaged over one (1) complete cycle of the shift schedule; and
- (c) Temporary Employees after six (6) months of continuous service and whose hours of work exceed fifteen (15) hours per week averaged over one (1) complete cycle of the shift schedule;

shall be facilitated in accordance with the enrolment and other requirements of the Insurer.

- 27.03 The premium costs shall be shared, seventy-five percent (75%) by the Employer and twenty-five percent (25%) by the Employee.
- 27.04 The Employer shall make available to eligible Employees brochures outlining the above plans.
- 27.05 HBA Services, on behalf of the Employer, will provide one (1) copy of each of the plans to the Union. Where the Health Organizations Benefit Plan is not in force with any given Employer, the Employer will provide a copy of its plan to the Union.
- 27.06 The provisions of this Article do not apply to Casual Employees.

ARTICLE 28

SICK LEAVE

- 28.01 (a) Sick Leave is defined as a form of insurance against Employee illness, quarantine by a Medical Officer of Health, or because of an accident for which compensation is not payable under the *Workers' Compensation Act*.
- (b) The Employer recognizes that alcoholism, drug addiction and mental illness are illnesses, which can respond to therapy and treatment as determined by a physician, and that absences from work due to such therapy shall be considered sick leave.
- 28.02 A Regular Employee shall be entitled to apply sick leave credits earned prior to the completion of her probationary period.
- 28.03 Sick leave credits shall not accrue during:
- (a) any period of sick leave in excess of thirty (30) calendar days; or
 - (b) a layoff; or
 - (c) a leave of absence without pay which is in excess of thirty (30) calendar days; or
 - (d) an absence while in receipt of disability insurance or Workers'

Compensation benefits which is in excess of thirty (30) calendar days.

- 28.04 A Regular Employee granted sick leave shall be paid for the period of such leave at her Basic Rate of Pay and the number of days thus paid shall be deducted from her accumulated sick leave credits up to the total amount of the Employee's accumulated credits at the time sick leave commenced.
- 28.05 Regular Employees may be required to submit proof satisfactory to the Employer of any illness, non-occupational injury or quarantine:
- (a) in excess of two (2) consecutive days; or
 - (b) in appropriate circumstances such as where a Regular Employee demonstrates a discernible pattern of frequent illness.
- 28.06 When a Regular Employee has accrued the maximum sick leave credits she shall no longer accrue sick leave credits until such time as her total accumulation is reduced below the maximum. At that time she shall recommence accumulating sick leave credits.
- 28.07 A Regular Employee who has exhausted her sick leave credits during the course of an illness and the illness continues, shall be deemed to be on leave of absence without pay for the duration of the illness or as provided in Article 28.08.
- 28.08 A Regular Employee on sick leave, leave of absence without pay in accordance with Article 28.07, WCB, STD or LTD, shall keep the Employer advised as to when she shall be expected back to work and shall provide twenty eight (28) calendar days' notice of their intent to return to work, where possible.
- (a) A Regular Employee who is capable of performing the duties of her former classification shall be reinstated by the Employer in the same classification and Site which she held immediately prior to her absence;
 - (b) A Regular Employee who is not capable of performing the duties of her former classification, but who is capable of performing a job within the bargaining unit, shall have a reasonable effort made by the Employer to place her in an available position that she is capable of performing. In such a case the Union agrees to waive the posting provisions of the Collective Agreement.
- 28.09 Regular Employees reporting sick shall do so to the Employer as soon as possible in order that a replacement may be arranged for or duties re-distributed. Failing to do so, the Regular Employee shall be considered absent without leave and the Employer may make a deduction in pay for the time which expires between the time the Regular Employee should have reported for work and the time at which the Regular Employee reported.
- 28.10 If an Employee requires time off for the purpose of attending a dental, physiotherapy, optical or medical appointment, provided she has been given prior

authorization by the Employer, such absence shall be charged against her accumulated sick leave. Employees may be required to submit satisfactory proof of such appointment.

28.11

Regular Employees/Full-Time Employees

- (a) Sick leave credits for a Full-time Employee shall be earned and computed at the rate of one and one-half (1 1/2) working days for each full month of employment up to a maximum credit of one hundred and twenty (120) working days.

Part-Time Employees

- (b) (i) A Regular Part-time Employee will receive a credit for sick leave computed from the date her continuous service commenced at the rate of one point five (1.5) working days for each full month of employment, prorated on the basis of the regularly scheduled hours worked by the Employee in relation to the regularly scheduled hours for a Full-time Employee, up to a maximum of one hundred and twenty (120) working days.
- (ii) When a Regular Part-time Employee accepts an assignment for additional hours of work and then reports sick for such assignment, the Employee shall not be entitled to utilize sick leave credits for such assignment.

ARTICLE 29

WORKERS' COMPENSATION

29.01

- (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 28.07.
- (b) For the purposes of Article 29, full net take home pay shall be calculated at the Basic Rate of Pay for regularly scheduled hours of work, less any statutory deductions and benefit deductions as calculated prior to the accident referenced in Article 29.01(a). In no event shall the Employee's full net take home pay exceed the full net take home pay the Employee was receiving prior to the accident.
- (c) Article 29.01(a) and (b) above shall be applicable only to Employees who

are injured on or after the date of ratification of this Collective Agreement.

29.02 An Employee receiving compensation benefits under Article 29.01 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) cease to earn sick leave and vacation credits subject to Articles 28.11, 26.03, and 26.04.
- (c) not be entitled to named holidays with pay falling within the period of Workers' Compensation leave in excess of thirty (30) days.
- (d) pay their share of benefit premiums and pension contributions to the Employer on a monthly basis in order to continue their coverage.

29.03 An Employee on Workers' Compensation leave and who is certified by the Workers' Compensation Board to be fit to return to work and who is:

- (a) Capable of performing the duties of her former position, shall provide the Employer with twenty-eight (28) days written notice of readiness to work. Such advance notice shall not be required in the case of short term absence on Workers' Compensation leave, i.e., where the expected duration of the leave at the time of onset was less than twenty-eight (28) calendar days. The Employer shall then reinstate the Employee in the same position held by her immediately prior to the disability with benefits that accrued to her prior to the disability.
- (b) Incapable of performing the duties of her former position, but is capable of performing the duties of her former classification, shall notify the Employer of her readiness to return to work. The Employer shall then reinstate her to a position for which she is capable of performing the work entailed, upon the occurrence of the first such available vacancy with benefits that accrued to her prior to the disability.
- (c) Incapable of performing the duties of her former classification, may make application for any benefits for which she is eligible under Sick Leave or Employee Benefits Plans, in accordance with Articles 28 or 27.

29.04 The reinstatement of an Employee in accordance with this Article shall not be construed as being in violation of the posting and/or scheduling provisions of Articles 12 and 14.

29.05 At the time it is determined that an absence due to injury which is compensable pursuant to the *Workers' Compensation Act*, is expected, or will continue for a period in excess of six (6) months from the date of onset of the condition, the Employer will provide the Employee with the appropriate form to submit a pending claim to the underwriter of the long-term disability income insurance.

29.06 The employee shall keep the employer informed of the prognosis of her condition on a schedule set by the Employer and the Employee.

ARTICLE 30

LEAVES OF ABSENCE

30.01 Applications

Applications for leave of absence shall be submitted in writing to the Employer for approval. A false statement in an application for leave of absence may result in dismissal of employment, which shall be reported to the Union. Leave of absence shall be without pay and may be granted in case of serious illness or accident to the Regular Employee's immediate family or for any other reason which the Employer and Regular Employee agree upon, including extended vacations, marriage, education and professional or educational meetings. Permission for leave of absence will not be unfairly withheld and where permission is denied reasons will be given.

30.02 An Employee on approved leave of absence for any reason who overstays such leave without the Employer's permission shall be considered to have terminated her employment unless the Employee has provided a valid reason in the opinion of the Employer.

30.03 Benefits

- (a) Benefits do not accrue during any leave of absence without pay in excess of thirty (30) calendar days.
- (b) Notwithstanding paragraph (a) above, the Employee will continue to pay their cost-share of health benefit premiums during any leave of absence, which occurs for the period of time between the expiry of sick leave and the potential commencement of Short-Term Disability or Long-Term Disability.

30.04 Parental Leave

- (a) A Regular Employee who has completed twelve (12) months continuous employment shall, upon her written request at least two (2) weeks in advance, be granted parental leave to become effective twelve (12) weeks immediately preceding the expected date of delivery or such shorter period as may be requested by the Employee, provided that she commences parental leave not later than the date of delivery.
- (b) Parental leave shall be without pay and benefits except for that portion of maternity leave during which the Employee has a valid health-related reason for being absent from work and is also in receipt of sick leave, EI SUB Plan Benefits, STD or LTD. Parental leave shall be without loss of seniority. The total period of parental leave shall not exceed twelve (12)

months unless mutually agreed between the Employer and Employee.

- (c) A Regular Employee on parental leave shall provide the Employer with two (2) week's written notice of readiness to return to work at which time the Employer will reinstate the Regular Employee in the same classification held by her immediately prior to taking parental leave and at her same Basic Rate of Pay.

30.05 **Adoptive Parental Leave**

- (a) An Employee who has completed twelve (12) months continuous employment shall be granted leave of absence without pay and benefits for a period of up to twelve (12) months in duration for the purpose of adopting a child provided that:
 - (i) she makes written request for such leave at the time the application for adoption is approved and keeps the Employer advised of the status of such application; and
 - (ii) she provides the Employer with at least one (1) day's notice that such leave is to commence.
- (b) An Employee absent on adoptive parental leave shall provide the Employer with two (2) weeks' written notice of readiness to return to work following which the Employer will reinstate her at her same Basic Rate of Pay and classification held immediately prior to taking such leave.

30.06 **Court Appearance**

In the event an Employee is required to serve as a member of a jury or as a witness in any court in matters arising out of her employment, she shall be granted leave of absence at her regular rate of pay, provided that any reimbursement paid to the Employee for this appearance is paid to the Employer.

30.07 **Bereavement Leave**

- (a) (i) Bereavement leave with pay of three (3) consecutive working days shall be granted in the event of the death of a member of the Employee's immediate family. Immediate family of the Employee is defined as:

Spouse	Parent (including Step Parent)
Child (including Step Children)	Brother (including Step Brother)
Sister (including Step Sister)	Fiancé
Mother-In-Law	Father-In-Law
Son-In-Law	Daughter-In-Law
Brother-In-Law	Sister-In-Law
Legal guardian	Grandparent
Grandchild	

"Spouse" shall include common-law or same-sex relationship and shall be deemed to mean a man or woman who resided with the Employee and who was held out publicly as spouse for a period of at least one (1) year before the death.

- (ii) Upon request, the Employee may be granted additional leave of absence without pay.
- (b) Bereavement leave shall be extended by two (2) additional days if travel in excess of three hundred and twenty (320) kilometres one way from the Employee's residence is necessary for the purpose of attending the funeral.
- (c) In the event of a death of another relative or close friend, the Employer may grant up to one (1) working day off with pay to attend the funeral services.

30.08 **Educational Leave**

- (a) For the purpose of determining salary increments, an Employee who is granted leave of absence for educational purposes shall be deemed to remain in the continuous service of the Employer for the first eighteen (18) months of such period of leave.
- (b) During an Employee's educational leave, she may work as a Casual Employee with the Employer without adversely affecting her reinstatement to the position from which she is on leave.
- (c) Leave from duty for educational purposes may be granted at the discretion of the Employer. Salary, tuition fees, time, transportation, duration and type of course, etc. will be mutually agreed upon at the time of the application, by the Employer and the Employee.

30.09 **Temporary and Casual Employees**

The provisions of this Article do not apply to Casual Employees, and Temporary Employees who have been hired in a position of less than six (6) months.

30.10 **Terminal Care Leave**

- (a) An Employee with a qualified relative in the end-stage of life shall be entitled to leave of absence without pay but with benefits at the normal cost-sharing, for a period up to six (6) months. Qualified relative means a person in a relationship to the Employee for whom the Employee would be eligible for the compassionate care benefit under Employment Insurance legislation.
- (b) Employees may be required to submit to the Employer satisfactory proof demonstrating the need for terminal care leave.

30.11 **Family Leave**

- (a) If an Employee is unable to report to work due to an illness in the Employee's immediate family which requires her personal attention, the Employee shall inform the Employer of such with as much advance notice as possible, and she shall use either a vacation day, a day in lieu of a named holiday, banked overtime, or an unpaid leave of absence for the hours not worked. Such absence from work shall not exceed four (4) working days per year.
- (b) The Employee may be required to submit satisfactory proof of such illness.

ARTICLE 31

TIME OFF FOR UNION BUSINESS

31.01 Time off from work without loss of regular earnings will be provided on the following basis:

- (a) the grievor and/or one (1) Union Steward for time spent in discussing grievances with representatives of the Employer as outlined in the Union Steward provisions, and to attend any associated hearing or arbitration; and
- (b) union Officers and designated representatives for time spent meeting with representatives of the Employer.

31.02 Time off without pay shall be granted to an Employee for any of the following reasons:

- (a) Members of the Union Negotiating Committee not to exceed two (2) in number, for time spent meeting with representatives of the Employer during formal negotiation of a Collective Agreement and for preparatory meetings for negotiations, provided such meetings are scheduled not earlier than six (6) months prior to the expiry date of the current Collective Agreement; and
- (b) Members selected as representatives of the Union to attend Union conventions or seminars; and
- (c) Members designated as delegates representing the Union at conventions of labour organizations with which the Union is affiliated; and
- (d) Members elected to the Provincial Executive of the Union to attend Provincial Executive meetings normally held once every two (2) months; and
- (e) Members appointed to Standing Committees of the Union; and

- (f) Members attending Union courses and/or Labour Schools; and
- (g) The grievor and Union Steward for time spent discussing a grievance complaint.

31.03 Employees shall provide a minimum of five (5) working days written notice when requesting time off under Article 31.02; however, consideration shall be given where the five (5) days notice is not provided.

31.04 Notwithstanding the provisions of this Article, the Employer may refuse to grant time off where disruption of work or difficulty will arise, however, time off will not be unreasonably denied.

31.05 When leave to attend Union business has been approved, it is granted with pay. The Union agrees to reimburse the Employer for actual salary paid to the Employee while on leave plus an amount determined by the Employer to cover the cost of benefits. A request for reimbursement under this clause shall be accompanied with an accounting of the charges.

ARTICLE 32

PENSION PLAN

32.01 (a) The Employer shall contribute to the Local Authorities Pension Plan for retirement benefits for eligible participating Full-time Employees in accordance with the regulations of the plan.

(b) The Employer shall contribute to the aforementioned pension plan for eligible Part-time Employees who request enrolment in the Plan provided they are regularly scheduled to work at least fourteen (14) hours per week averaged over a complete cycle of the shift schedule.

32.02 The Employer shall distribute to all Employees brochures and other relevant material outlining the above plan upon hiring and when there are changes to the plan.

ARTICLE 33

LAYOFF AND RECALL

33.01 Prior to the implementation of the provisions of this Article, the Employer will meet with the Union to inform the Union of the Employer's intentions and provide the Union with current seniority lists.

33.02 In case it becomes necessary to reduce the workforce, the Employer will notify an Employee who is to be removed from her position at least thirty (30) calendar days prior to the position removal, except that the thirty (30) calendar days notice shall not apply where the position removal results from an Act of God, fire, flood, or work stoppage by Employees not covered by this Collective Agreement. If the Employee being removed from her position is not provided with an opportunity to

work her scheduled hours during thirty (30) calendar days after notice of position removal, the Employee shall be paid in lieu of such work for that portion of the thirty (30) calendar days during which work was not made available. In any event, the Employee will be paid no less than that which is provided for in the *Employment Standards Code*.

- 33.03 At the time of providing written notice of an Employee's removal from her position, a consultation meeting will be arranged by the Employer, between the Employee, the Employer and the Union, at which time the Employer shall advise the Employee of her retention options according to Articles 33.04 and 33.05, provided the Employee has the requisite job-related skills, training, knowledge and ability to perform the work required in the retention options.
- 33.04 The Employee shall be presented with the following vacancy options:
- (a) vacant position(s) in the City/Town/Village in which her Site(s) is located. Such vacant position(s) shall be within her same occupational group and comprised of:
 - (i) the same FTE and pay grade;
 - (ii) the same FTE and lower pay grade; and
 - (iii) a lower FTE and same or lower pay grade.
 - (b) vacant position(s) within the bargaining unit. Such vacant position(s) shall be within her same occupational group and comprised of the:
 - (i) same or lower FTE; and
 - (ii) same or lower pay grade.
 - (c) An Employee who declines a vacant position pursuant to Article 33.04(a)(i) shall not be eligible for another vacant position, or to displace into an occupied position within the bargaining unit pursuant to Article 33.05, and shall be laid off and forfeit her recall rights.
- 33.05 Subject to Article 33.04(c), an Employee who is not placed in a vacant position pursuant to Article 33.04 shall be presented with the following displacement options:
- (a) an occupied position in the City/Town/Village in which her Site(s) is located. Such displacement shall affect the least senior Employee within her same occupational group in a position comprised of:
 - (i) the same FTE and pay grade;
 - (ii) the same FTE and lower pay grade; or
 - (iii) a lower FTE and same or lower pay grade.
 - (b) an occupied position within the bargaining unit. Such displacement shall affect the least senior Employee within her same occupational group in a position comprised of the:

- (i) same or lower FTE; and
 - (ii) same or lower pay grade.
- (c) An Employee who declines displacement under Article 33.05(a)(i) shall not be eligible to displace into another occupied position within the bargaining unit pursuant to Article 33.05(b), and shall be laid off and forfeit her recall rights.

33.06 The Employee shall have seventy-two (72) hours from the date of the consultation meeting in Article 33.03 to advise the Employer of her decision under Articles 33.04 and 33.05.

33.07 Subject to Articles 33.04(c) and 33.05(c), an Employee who elects to not exercise her rights under Articles 33.04 and 33.05 shall be laid off with recall rights.

33.08 An Employee who is displaced as a result of another Employee exercising her rights under Article 33 shall be entitled to exercise her rights in accordance with Articles 33.03 to 33.07.

33.09 Employees on layoff or who have had their normal hours of work reduced shall have priority for additional hours up to their normal hours of work.

33.10 **Recall**

- (a) Recall shall occur in order of seniority and shall be to a position in the Employee's previous or lower pay grade and FTE within their previous occupational group, provided the Employee has the requisite job-related skills, training, knowledge and ability to perform the work.
- (b) Recall rights shall be forfeited:
 - (i) if an Employee refuses recall to a position within the same occupational group, pay grade, FTE and Site(s) within the City/Town/Village in which her pre-layoff Site(s) was located, for which the Employee had the requisite job-related skills, training, knowledge and ability to perform the work;
 - (ii) if an Employee accepts recall and returns to a position in her previous occupational group, pay grade and FTE;
 - (iii) if an Employee applies on, and is the successful applicant, on a position posted pursuant to Article 12;
 - (iv) when twenty-four (24) calendar months from the date of an Employee's initial lay off has passed, inclusive of any periods of casual or temporary employment.
- (c) A Regular Employee on layoff shall not be deemed to have abandoned her recall rights to her pre-layoff position by virtue of accepting recall to a temporary position, or position with a lower FTE or pay grade.

- 33.11 The method of recall shall be by telephone and, if such is not possible, by letter via registered mail sent to the Employee's last known place of residence. The Employee so notified, will return to work as soon as possible but not later than five (5) days, or other mutually agreed date, following the date of the telephone call or the date of delivery of the letter.
- 33.12 Subject to the terms and conditions of policies and contracts entered into with the underwriters of the Plans:
- (a) the Employer shall make payment for its share of the full premium of the benefits referred to in Article 27: Employee Benefits Plan including Alberta Health Care on behalf of the laid off Employee, for a maximum of one (1) month's premium.
 - (b) Employees laid off for more than one (1) month may, with the assistance of, or through the Employer, make prior arrangements for payment of the full premiums of the benefits referred to in Article 27: Employee Benefits Plan including Alberta Health Care.
- 33.13 Other than for the continuance of seniority, grievance and arbitration rights, and rights and benefits arising under this Article, an Employee's rights while on layoff shall be limited to the right of recall.
- 33.14 No new Employees will be hired into a classification within an occupational group while there are other Employees on layoff who were employed in that or a higher classification within that occupational group who have the requisite job-related skills, training, knowledge and ability to perform the work required, and who are prepared to accept recall pursuant to Article 33.10.
- 33.15 If several Employees will be affected by removal from several positions, the Employer and Union may mutually agree to an alternate process that minimizes the impact to affected Employees and the Employer.
- 33.16 In the event an Employee will be removed from her position due to technological change, the Employer will notify the Union with as much advance notice as possible of such change and will meet and discuss reasonable measures to protect the interest of an affected Employee.
- 33.17 When an Employee has been given notice of removal from her position in accordance with the notice provisions of this Article, and the Employee is actively seeking replacement employment, the Employer will grant the Employee reasonable time off without loss of pay for the purpose of attending an employment interview on the following conditions:
- (a) The Employee notifies the Employer at least twenty-four (24) hours prior to the interview;
 - (b) The Employee will be allowed a maximum of fourteen (14) hours off for the purpose of attending job interviews during the notice period; and

- (c) The Employee provides the Employer with written confirmation that the Employee attended the job interview.

33.18 **Temporary and Casual Employees**

The provisions of this Article do not apply to Temporary and Casual Employees.

ARTICLE 34

DISCIPLINE AND DISMISSAL

- 34.01 Except for the dismissal of an Employee serving a probation period, there shall be no discipline or dismissal except for just cause.
- 34.02 Disciplinary action by the Employer, including written reprimand, suspension or dismissal, will be taken within ten (10) days of the date the Employer first became aware of, or reasonably should have become aware of the occurrence of the act. Within five (5) days of the disciplinary action the Employer will provide a copy of the written disciplinary documentation to the Union. An Employer request to extend these timelines, in order to complete a proper investigation, shall not be unreasonably withheld by the Union.
- 34.03 An Employee who is to be interviewed with respect to disciplinary action shall be notified twenty-four (24) hours in advance, of the time and place of the interview and shall be entitled to have a Union Steward and/or Union Staff Representative present at the interview. The Employee shall be advised by the Employer of the right to Union representation when scheduling the meeting.
- 34.04 The Employee may sign any written notice of discipline, for the sole purpose of indicating that she is aware of the disciplinary notice.
- 34.05 A Regular Employee absent for three (3) consecutive scheduled work days without good and proper reason and without making reasonable efforts to notify the Employer shall be considered to have vacated her position.
- 34.06 An Employee who has been subject to disciplinary action may, after eighteen (18) months of continuous service [exclusive of any periods of leave of absence in excess of thirty (30) days], from the date the disciplinary measure was invoked, request in writing that her personnel file be cleared of any record of the disciplinary action. Such request shall be granted provided the Employee's file does not contain any further record of disciplinary action during the eighteen (18) month period, of which the Employee is aware. The Employer shall confirm in writing to the Employee that such action has been effected.
- 34.07 Where disciplinary action is grieved and the grievance is allowed, relevant documentation shall be removed from the Employee's personnel file.
- 34.08 When an Employee is required to hold registration as a condition of employment and an Employee is reported to her licensing body by the Employer, the Employee shall be so advised, and unless otherwise requested, a written copy

shall be forwarded to the Union forthwith.

- 34.09 A Casual Employee who has not provided a satisfactory reason for not being available for a period of six (6) months shall be considered to have terminated her position.

ARTICLE 35

OCCUPATIONAL HEALTH AND SAFETY

- 35.01 The Employer and the Union agree to participate in a safety program and shall establish an Occupational Health and Safety Committee. No procedure, rule, regulation, standard or any other provisions contained in any document limits an individual's rights under the *Occupational Health and Safety Act* and regulations thereto.
- 35.02 Where mutually agreed between the Union and the Employer, the Parties may combine Occupational Health and Safety Committees across more than one (1) Site. The Union will have the right to designate two (2) members of the bargaining unit as members of this Committee [one (1) member for those Employers with less than one hundred (100) Employees in the bargaining unit]. This Committee may include representatives from other Employee groups. The number of Employer representatives on the Committee shall not exceed the number of representatives from the Union and other Employee groups.
- 35.03 The Committee shall meet at least quarterly at a mutually acceptable hour and date. Either the Chair or Vice-Chair may call a special meeting of this Committee to deal with urgent matters. The terms of reference of the Committee will determine the procedure for dealing with such matters.
- 35.04 The Chair of the Committee will be determined in accordance with its terms of reference.
- 35.05 The Parties to this Collective Agreement will cooperate to the fullest extent in the matter of occupational health, safety and injury incident prevention and the Employer agrees to provide safety equipment when required and to install devices where necessary.
- 35.06 The Employees shall assist the Employer and the Union:
- (a) by identifying situations to the Employer and the Union which may be unhealthy or unsafe in respect of the Site(s) and make appropriate recommendations;
 - (b) by notifying the Employer and the Union of an incident causing serious injury;
 - (c) in the development and promotion of measures to protect the health and safety of Employees and to check the effectiveness of such measures.

- 35.07 The Employer will cooperate with Employees by providing:
- (a) access to information pertaining to injury incidents or occupational diseases that occur at the Site(s);
 - (b) ongoing training and in-servicing with respect to occupational health and safety programs.
- 35.08 Employees performing duties as required, shall be informed by management/co-workers of any pertinent and relevant information regarding potential dangerous/health jeopardizing situations, to ensure the safety of the Employee and the client.
- 35.09 Where an Employee requires specific immunization and titre as a result of, or related to the Employee's work, it shall be provided at no cost.
- 35.10 Employees participating on the Occupational Health and Safety Committee shall be compensated at their Basic Rate of Pay and shall be entitled to claim travel expenses in accordance with Article 24: Transportation.
- 35.11 The Occupational Health and Safety Committee shall also consider measures necessary to ensure the security of each Employee on the Employer's premises and may make recommendations to the Employer in that regard. Should the recommendations not be implemented or adequate steps taken towards implementation within two (2) months from the date the recommendation is made, the Committee may direct that the item be referred to the Chief Executive Officer. The Chief Executive Officer shall reply in writing to the Union within thirty (30) calendar days of the presentation by the Committee.

ARTICLE 36

GRIEVANCE PROCEDURE

36.01 **Grievance Definitions**

A grievance shall be defined as any difference arising out of an interpretation, application, administration or alleged violation of this Collective Agreement. A grievance shall be categorized as follows:

- (a) an individual grievance is a dispute affecting one (1) Employee. Such grievance shall be initiated at Step 1 of the grievance procedure as outlined in Article 36.05 except in cases of suspension or dismissal which will commence at Step 2; or
- (b) a group grievance is a dispute affecting two (2) or more Employees. Such grievance shall be initiated at Step 2 and processed there from in the same manner as an individual grievance as outlined in Article 36.05. A group grievance shall list all Employees affected by the grievance and the results of such grievance shall apply, proportionately if applicable, to all Employees listed on the original grievance; or

- (c) a policy grievance is a dispute between the Parties which, due to its nature, is not properly the subject of an individual or group grievance. Such grievance shall be initiated, in writing, within fifteen (15) days of the date the aggrieved Party first became aware of or reasonably should have become aware of the event leading to the grievance. If the policy grievance is a Union grievance, it shall commence at Step 2. If the policy grievance is an Employer grievance, it shall be directed to the Union President and the President shall render a written reply within five (5) days of receipt. Upon receipt of response or failure to reply, the Employer may advance the grievance to arbitration.

Notwithstanding Article 36.01(a), (b) and (c) and Article 36.05 the Parties may mutually agree to advance the grievance to a subsequent step in the grievance process. In the event any management officers as named in the grievance steps are one and the same, the subsequent steps will be deemed to have been complied with.

36.02

Authorized Representatives

- (a) An Employee may be assisted and represented by a Union Representative when presenting a grievance.
- (b) The Employer agrees that the Union Representative shall not be hindered, coerced or interfered with in any way in the performance of their functions while investigating disputes and presenting adjustments as provided in this Article. However, no representative shall leave her work without obtaining consent from her supervisor which shall not be unreasonably withheld. The Union Representative shall not suffer any loss of pay for time spent in the performance of her duties involving a grievance provided that the representative does not leave the Employer's premises.

36.03

Time Limits

For the purposes of this Article, periods of time referred to in days shall be deemed such periods of time calculated on consecutive calendar days exclusive of Saturdays, Sundays and named holidays which are specified in Article 25.

36.04

Mandatory Conditions

- (a) Should the Employee or the Union fail to comply with any time limit in the grievance procedure, the grievance will be considered to be abandoned, unless the Parties have mutually agreed in writing to extend the time limits.
- (b) Should the Employer fail to comply with any time limits in the grievance procedure, the grievance shall automatically move to the next step on the day following the expiry of the particular time limit unless the Parties have mutually agreed in writing to extend the time limits.

- (c) During any and all grievance proceedings, the Employee shall continue to perform her duties, except in cases of suspension or dismissal.
- (d) A suspension or dismissal grievance shall commence at Step 2.

36.05

Steps in the Grievance Procedure

- (a) Step 1 (Immediate Supervisor)

An Employee who has a grievance shall first discuss the matter with her immediate supervisor and attempt to resolve the grievance at this stage. In the event that it is not resolved satisfactorily to the Employee, it may be advanced in accordance with the following steps.

- (b) Step 2 (Director of the Department, or Designate)

If:

- (i) an individual grievance, within fifteen (15) days of the date the Employee first became aware of or reasonably should have become aware of the occurrence of the act causing the grievance; or
- (ii) a group grievance, within fifteen (15) days of the date any of the aggrieved Parties became aware of the event or reasonably should have become aware of the event leading to the grievance;

the grievance shall be submitted, in writing, stating the Article claimed to have been violated, the nature of the grievance and the redress sought, to the Director of the Department or designated representative who shall reply in writing within ten (10) days of receiving the grievance. At the request of either Party, a grievance hearing shall be held prior to providing a written reply. If the grievance is not settled at this stage, it may be advanced to Step 3.

- (c) Step 3 (Chief Executive Officer, or Designate)

Within ten (10) days of the reply from the Director of the Department or designated representative, the Employee shall submit the grievance in writing to the Chief Executive Officer or the designated representative. The Chief Executive Officer or his representative shall hold a hearing within five (5) days of receipt of the grievance. The Employee shall be entitled to have a Union Representative present during the meeting. The Chief Executive Officer or his representative shall render a written decision within five (5) days of the date of the hearing. If the grievance is not settled at this stage, the Union may decide to proceed to Arbitration.

36.06

Arbitration

- (a) Either Party wishing to submit a grievance to arbitration shall, within ten

- (10) days of the receipt of the decision at Step 3 of the grievance procedure, notify the other Party in writing of its intention to do so and name its appointee to the Arbitration Board, or state its desire to meet to consider the appointment of the single Arbitrator.
- (b) Within seven (7) days after receipt of notification provided for in Article 36.06(a) above, the Party receiving such notice shall:
- (i) inform the other Party of the name of its appointee to an Arbitration Board; or
 - (ii) arrange to meet with the other Party in an effort to select a single Arbitrator. Where agreement cannot be reached on the principle, and/or selection of a single Arbitrator, an Arbitration Board shall be established.
- (c) Where appointees to a Board have been named by the Parties, they shall within seven (7) days endeavour to select a mutually acceptable Chairperson for the Arbitration Board. If they are unable to agree upon the choice of a Chairperson, application shall be made to the Director of Mediation Services to appoint an Arbitrator pursuant to the provisions of the *Code*.
- (d) After a single Arbitrator has been selected, or the Arbitration Board has been formed in accordance with the above procedure, it shall meet with the Parties within twenty-one (21) days and hear such evidence as the Parties may desire to present, assure a full fair hearing, and shall render the decision, in writing to the Parties within fourteen (14) days after the completion of the hearing.
- (e) In the case of an Arbitration Board, the Chairperson shall have the authority to render the decision with the concurrence of either of the other members, and a decision thus rendered or the decision of the single Arbitrator shall be final and binding on the Parties.
- (f) The Arbitration decision shall be governed by the terms of this Collective Agreement and shall not alter, amend or change the terms of this Collective Agreement.
- (g) Each of the Parties to this Collective Agreement shall bear the expenses of its appointee to an Arbitration Board. The fees and expenses of the Chairperson or single Arbitrator shall be borne equally by the two (2) Parties to the dispute.
- (h) Any of the time limits herein contained in arbitration proceedings may be extended if mutually agreed to in writing by the Parties.

36.07 **Optional Mediation**

The Parties may mutually agree to non-binding mediation:

- (a) At any step in the grievance procedure outlined in Article 36.05, either Party may request that a Mediator be appointed to meet with the Parties, investigate and define the issues in dispute and facilitate a resolution.
- (b) The Mediator shall be appointed by mutual agreement between the Parties.
- (c) The purpose of the Mediator's involvement in the grievance process is to assist the Parties in reaching a resolution of the dispute, and anything said, proposed, generated or prepared for the purpose of trying to achieve a settlement is to be considered privileged and will not be used for any other purpose.
- (d) The expenses of the Mediator shall be equally borne by both Parties.
- (e) The grievance may be resolved by mutual agreement between the Parties.

ARTICLE 37

UNION STEWARDS

- 37.01 The Employer agrees to recognize Employees who are elected or appointed as Union Stewards, and recognizes their authority to represent other Employees. A Union Steward may, at the request of an Employee, accompany or represent her in the processing of a grievance with the Employer. When it becomes necessary for a Union Steward to leave her job for this purpose, she will request time off from her immediate supervisor and provide her with as much advance notice as possible. There will be no loss of regular earnings for time in attendance at the grievance meeting, however, the Employer will not pay for travel time or travel expenses. Arrangements will be made by the supervisor to permit the Union Steward to leave her job as soon as reasonably possible. Such time off shall be granted only upon the approval of the supervisor or authorized alternate, which approval shall not be unreasonably withheld.
- 37.02 The Union reserves the right to appoint a Union Steward to represent a Local that has no Union Steward.
- 37.03 A list of Union Stewards shall be supplied by the Union to the Human Resources Department. The Human Resources Department shall be advised in writing of any change to this list. The list shall be updated by the Union annually.
- 37.04 The Local, inclusive of the Employees, shall have the right at any time to the assistance of the Union Stewards and/or the Union Staff Representatives when meeting with the Employer regarding disciplinary matters or changes in the workplace and when processing a grievance.

ARTICLE 38

EMPLOYEE-MANAGEMENT ADVISORY COMMITTEE

38.01 The Parties hereby agree as follows:

- (a) The Parties to this Collective Agreement agree to the desirability of a Union-Employer Advisory Committee or the equivalent for promoting harmonious relationships between the Employees, the Union and the Employer. A request by either Party to establish a Site committee shall not be unreasonably denied.
- (b) The Union shall provide the names of up to four (4) representatives and the Employer shall provide the names of up to four (4) representatives to sit on the Employee-Management Advisory Committee.
- (c) An Employee shall be paid her Basic Rate of Pay, inclusive of travel time, if applicable, for attendance at these committee meetings.
- (d) An Employee shall, where applicable, be entitled to claim travel expenses in accordance with Article 24: Transportation.
- (e) Unless otherwise mutually agreed, the Committee shall meet on a monthly basis and in no event shall they meet less than every three (3) months. The Union and the Employer shall elect a Co-Chair and chairing of the meetings will alternate between the Co-Chairs.

ARTICLE 39

UNIFORMS

39.01 Where the Employer requires the Employee to wear a specific uniform, it will be furnished and maintained (laundered, altered and repaired) at no cost to the Employee. These remain the property of the Employer and shall not be worn other than on duty. The nature, colour, and style of uniforms and the requirements of each group of Employees in respect thereto shall be determined by the Employer.

39.02 Where an Employee supplies her own uniform, the Employee may wear a uniform that is a colour of the Employee's choosing. In such case, the uniform shall be furnished and maintained (laundered, altered and repaired) at the Employee's cost.

ARTICLE 40

RESIGNATION

40.01 An Employee wishing to terminate employment in good standing shall provide the Employer with fifteen (15) calendar days notice in writing, exclusive of any vacation due and unused overtime credits. Consideration may be given to a mutually agreeable shorter period of time.

ARTICLE 41

JOB DESCRIPTION

- 41.01 Copies of job descriptions shall be on hand and shall be available to an Employee upon request.
- 41.02 Upon request, the Employer will provide the Union with a copy of a job description for any classification in the bargaining unit provided that a request for a particular job description is not made more than once in a calendar year, unless there has been a change to the job description.

ON BEHALF OF THE EMPLOYER by
HBA Services, an employers' organization
appointed under the *Labour Relations Code*,
as Bargaining Agent

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

The undersigned hereby certify that the foregoing Collective Agreement properly sets forth the terms and conditions agreed upon in negotiations.

ON BEHALF OF THE EMPLOYER

DATE: _____

DATE: _____

Multi-Employer Main Salary Schedule

<u>Pay Grade</u>	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Occupational Group: 1 - Clerical									
1.1	Clerk Junior								
	April 1, 2004	12.29	13.45						
	April 1, 2005	12.66	13.85						
	April 1, 2006	12.85	14.06						
	October 1, 2006	13.04	14.27						
	April 1, 2007	13.24	14.48						
	October 1, 2007	13.44	14.70						
1.2	Clerk I								
	Receptionist								
	Typist 1								
	April 1, 2004	13.08	14.46						
	April 1, 2005	13.47	14.89						
	April 1, 2006	13.67	15.11						
	October 1, 2006	13.88	15.34						
	April 1, 2007	14.09	15.57						
	October 1, 2007	14.30	15.80						
1.3	Clerk II								
	Typist II								
	Switchboard Operator								
	Unit Clerk								
	Secretary I								
	April 1, 2004	13.74	15.19						
	April 1, 2005	14.15	15.65						
	April 1, 2006	14.36	15.88						
	October 1, 2006	14.58	16.12						
	April 1, 2007	14.80	16.36						
	October 1, 2007	15.02	16.61						
1.4	Admitting Officer								
	Clerk III								
	Secretary II								
	Typist III								
	April 1, 2004	15.26	16.76						
	April 1, 2005	15.72	17.26						
	April 1, 2006	15.96	17.52						
	October 1, 2006	16.20	17.78						
	April 1, 2007	16.44	18.05						
	October 1, 2007	16.69	18.32						

<u>Pay Grade</u>	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
1.5	Clerk IV								
	Secretary III								
	April 1, 2004	15.97	17.54						
	April 1, 2005	16.45	18.07						
	April 1, 2006	16.70	18.34						
	October 1, 2006	16.95	18.62						
	April 1, 2007	17.20	18.90						
	October 1, 2007	17.46	19.18						
1.6	Accounting Clerk								
	April 1, 2004	16.74	18.41						
	April 1, 2005	17.24	18.96						
	April 1, 2006	17.50	19.24						
	October 1, 2006	17.76	19.53						
	April 1, 2007	18.03	19.82						
	October 1, 2007	18.30	20.12						
Occupational Group: 2 - Food Services									
2.1	Food Services Worker								
	April 1, 2004	11.83	12.94	14.11					
	April 1, 2005	12.18	13.33	14.53					
	April 1, 2006	12.36	13.53	14.75					
	October 1, 2006	12.55	13.73	14.97					
	April 1, 2007	12.74	13.94	15.19					
	October 1, 2007	12.93	14.15	15.42					
2.2	Food Services Cashier								
	April 1, 2004	12.58	13.91						
	April 1, 2005	12.96	14.33						
	April 1, 2006	13.15	14.54						
	October 1, 2006	13.35	14.76						
	April 1, 2007	13.55	14.98						
	October 1, 2007	13.75	15.20						
2.3	Cook's Assistant								
	April 1, 2004	12.90	14.11						
	April 1, 2005	13.29	14.53						
	April 1, 2006	13.49	14.75						
	October 1, 2006	13.69	14.97						
	April 1, 2007	13.90	15.19						
	October 1, 2007	14.11	15.42						

Pay Grade	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
2.4	Cook I								
	April 1, 2004	15.34	16.94						
	April 1, 2005	15.80	17.45						
	April 1, 2006	16.04	17.71						
	October 1, 2006	16.28	17.98						
	April 1, 2007	16.52	18.25						
	October 1, 2007	16.77	18.52						
2.5	Cook II								
	April 1, 2004	16.10	17.78						
	April 1, 2005	16.58	18.31						
	April 1, 2006	16.83	18.58						
	October 1, 2006	17.08	18.86						
	April 1, 2007	17.34	19.14						
	October 1, 2007	17.60	19.43						
2.6	Cook III								
	April 1, 2004	16.89	18.64						
	April 1, 2005	17.40	19.20						
	April 1, 2006	17.66	19.49						
	October 1, 2006	17.92	19.78						
	April 1, 2007	18.19	20.08						
	October 1, 2007	18.46	20.38						
Occupational Group: 3 - Cleaning									
3.1	Laundry Worker I								
	April 1, 2004	11.83	12.94						
	April 1, 2005	12.18	13.33						
	April 1, 2006	12.36	13.53						
	October 1, 2006	12.55	13.73						
	April 1, 2007	12.74	13.94						
	October 1, 2007	12.93	14.15						
3.2	Housekeeping Worker								
	April 1, 2004	11.83	12.94	14.11					
	April 1, 2005	12.18	13.33	14.53					
	April 1, 2006	12.36	13.53	14.75					
	October 1, 2006	12.55	13.73	14.97					
	April 1, 2007	12.74	13.94	15.19					
	October 1, 2007	12.93	14.15	15.42					
3.3	Laundry Worker II								
	Sewing Operator								
	April 1, 2004	12.90	14.11						
	April 1, 2005	13.29	14.53						
	April 1, 2006	13.49	14.75						
	October 1, 2006	13.69	14.97						
	April 1, 2007	13.90	15.19						
	October 1, 2007	14.11	15.42						

Pay Grade	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
3.4	Laundry Worker III								
	April 1, 2004	13.71	14.98						
	April 1, 2005	14.12	15.43						
	April 1, 2006	14.33	15.66						
	October 1, 2006	14.54	15.89						
	April 1, 2007	14.76	16.13						
	October 1, 2007	14.98	16.37						
3.5	Working Leader								
	April 1, 2004	14.61	16.11						
	April 1, 2005	15.05	16.59						
	April 1, 2006	15.28	16.84						
	October 1, 2006	15.51	17.09						
	April 1, 2007	15.74	17.35						
	October 1, 2007	15.98	17.61						
Occupational Group: 4 - Medical Support									
4.1	Therapy Aide (without course)								
	April 1, 2004	12.43	13.08	13.50	13.92	14.36	14.71		
	April 1, 2005	12.80	13.47	13.91	14.34	14.79	15.15		
	April 1, 2006	12.99	13.67	14.12	14.56	15.01	15.38		
	October 1, 2006	13.18	13.88	14.33	14.78	15.24	15.61		
	April 1, 2007	13.38	14.09	14.54	15.00	15.47	15.84		
	October 1, 2007	13.58	14.30	14.76	15.23	15.70	16.08		
4.2	Pharmacy Assistant								
	April 1, 2004	12.67	13.33	13.76	14.19	14.63	14.99		
	April 1, 2005	13.05	13.73	14.17	14.62	15.07	15.44		
	April 1, 2006	13.25	13.94	14.38	14.84	15.30	15.67		
	October 1, 2006	13.45	14.15	14.60	15.06	15.53	15.91		
	April 1, 2007	13.65	14.36	14.82	15.29	15.76	16.15		
	October 1, 2007	13.85	14.58	15.04	15.52	16.00	16.39		
4.3	Therapy Aide (with course)								
	April 1, 2004	12.80	13.20	13.76	14.17	14.71	15.15		
	April 1, 2005	13.18	13.60	14.17	14.60	15.15	15.60		
	April 1, 2006	13.38	13.80	14.38	14.82	15.38	15.83		
	October 1, 2006	13.58	14.01	14.60	15.04	15.61	16.07		
	April 1, 2007	13.78	14.22	14.82	15.27	15.84	16.31		
	October 1, 2007	13.99	14.43	15.04	15.50	16.08	16.55		

Pay Grade	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
4.4	Surgical Processor								
	Laboratory Assistant								
	April 1, 2004	14.44	14.97	15.44	15.92	16.44			
	April 1, 2005	14.87	15.42	15.90	16.40	16.93			
	April 1, 2006	15.09	15.65	16.14	16.65	17.18			
	October 1, 2006	15.32	15.88	16.38	16.90	17.44			
	April 1, 2007	15.55	16.12	16.63	17.15	17.70			
	October 1, 2007	15.78	16.36	16.88	17.41	17.97			
4.5	Senior Surgical Processor								
	April 1, 2004	15.25	15.90	16.55	17.19	17.85	18.47		
	April 1, 2005	15.71	16.38	17.05	17.71	18.39	19.02		
	April 1, 2006	15.95	16.63	17.31	17.98	18.67	19.31		
	October 1, 2006	16.19	16.88	17.57	18.25	18.95	19.60		
	April 1, 2007	16.43	17.13	17.83	18.52	19.23	19.89		
	October 1, 2007	16.68	17.39	18.10	18.80	19.52	20.19		
4.6	Therapy Assistant								
	April 1, 2004	15.99	16.66	17.32	18.00	18.75	19.38		
	April 1, 2005	16.47	17.16	17.84	18.54	19.31	19.96		
	April 1, 2006	16.72	17.42	18.11	18.82	19.60	20.26		
	October 1, 2006	16.97	17.68	18.38	19.10	19.89	20.56		
	April 1, 2007	17.22	17.95	18.66	19.39	20.19	20.87		
	October 1, 2007	17.48	18.22	18.94	19.68	20.49	21.18		
Occupational Group: 5 - Materials and Supply Management									
5.1	Service Worker								
	April 1, 2004	12.18	13.33	14.53					
	April 1, 2005	12.55	13.73	14.97					
	April 1, 2006	12.74	13.94	15.19					
	October 1, 2006	12.93	14.15	15.42					
	April 1, 2007	13.12	14.36	15.65					
	October 1, 2007	13.32	14.58	15.88					
5.2	Porter								
	April 1, 2004	13.29	14.53						
	April 1, 2005	13.69	14.97						
	April 1, 2006	13.90	15.19						
	October 1, 2006	14.11	15.42						
	April 1, 2007	14.32	15.65						
	October 1, 2007	14.53	15.88						

Pay Grade	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
5.3	Stores Attendant Driver								
	April 1, 2004	14.33	15.84						
	April 1, 2005	14.76	16.32						
	April 1, 2006	14.98	16.56						
	October 1, 2006	15.20	16.81						
	April 1, 2007	15.43	17.06						
	October 1, 2007	15.66	17.32						
5.4	Senior Stores Attendant								
	April 1, 2004	15.80	17.45						
	April 1, 2005	16.27	17.97						
	April 1, 2006	16.51	18.24						
	October 1, 2006	16.76	18.51						
	April 1, 2007	17.01	18.79						
	October 1, 2007	17.27	19.07						
5.5	Purchasing Assistant								
	April 1, 2004	18.25	20.16						
	April 1, 2005	18.80	20.76						
	April 1, 2006	19.08	21.07						
	October 1, 2006	19.37	21.39						
	April 1, 2007	19.66	21.71						
	October 1, 2007	19.95	22.04						
Occupational Group: 6 - Maintenance									
6.1	Maintenance Worker I								
	April 1, 2004	13.21	14.62						
	April 1, 2005	13.61	15.06						
	April 1, 2006	13.81	15.29						
	October 1, 2006	14.02	15.52						
	April 1, 2007	14.23	15.75						
	October 1, 2007	14.44	15.99						
6.2	Maintenance Worker II								
	April 1, 2004	15.32	16.92						
	April 1, 2005	15.78	17.43						
	April 1, 2006	16.02	17.69						
	October 1, 2006	16.26	17.96						
	April 1, 2007	16.50	18.23						
	October 1, 2007	16.75	18.50						

<u>Pay Grade</u>	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
6.3	Maintenance Worker III								
	April 1, 2004	18.51	20.32						
	April 1, 2005	19.07	20.93						
	April 1, 2006	19.36	21.24						
	October 1, 2006	19.65	21.56						
	April 1, 2007	19.94	21.88						
	October 1, 2007	20.24	22.21						
6.4	Maintenance Worker IV								
	April 1, 2004	20.27	22.27						
	April 1, 2005	20.88	22.94						
	April 1, 2006	21.19	23.28						
	October 1, 2006	21.51	23.63						
	April 1, 2007	21.83	23.98						
	October 1, 2007	22.16	24.34						
Occupational Group: 7 - Trades									
7.1	Electronics Tech I								
	April 1, 2004	19.99	21.73						
	April 1, 2005	20.59	22.38						
	April 1, 2006	20.90	22.72						
	October 1, 2006	21.21	23.06						
	April 1, 2007	21.53	23.41						
	October 1, 2007	21.85	23.76						
7.2	Electronics Tech II Painter								
	April 1, 2004	21.93	23.81						
	April 1, 2005	22.59	24.52						
	April 1, 2006	22.93	24.89						
	October 1, 2006	23.27	25.26						
	April 1, 2007	23.62	25.64						
	October 1, 2007	23.97	26.02						
7.3	Mechanic/Welder Millwright								
	April 1, 2004	21.94	23.92						
	April 1, 2005	22.60	24.64						
	April 1, 2006	22.94	25.01						
	October 1, 2006	23.28	25.39						
	April 1, 2007	23.63	25.77						
	October 1, 2007	23.98	26.16						

<u>Pay Grade</u>	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
7.4	Carpenter								
	Refrigeration and Air Conditioning Mechanic								
	April 1, 2004	23.05	25.11						
	April 1, 2005	23.74	25.86						
	April 1, 2006	24.10	26.25						
	October 1, 2006	24.46	26.64						
	April 1, 2007	24.83	27.04						
	October 1, 2007	25.20	27.45						
7.5	Electronics Tech III								
	Electrician								
	Plumber/Steamfitter								
	Instrument Mechanic								
	April 1, 2004	24.16	26.35						
	April 1, 2005	24.88	27.14						
	April 1, 2006	25.25	27.55						
	October 1, 2006	25.63	27.96						
	April 1, 2007	26.01	28.38						
	October 1, 2007	26.40	28.81						
Occupational Group: 8 - Power Engineers									
8.1	Power Engineer (4th class)								
	April 1, 2004	18.51	20.32						
	April 1, 2005	19.07	20.93						
	April 1, 2006	19.36	21.24						
	October 1, 2006	19.65	21.56						
	April 1, 2007	19.94	21.88						
	October 1, 2007	20.24	22.21						
8.2	Power Engineer (3rd class)								
	April 1, 2004	20.54	22.58						
	April 1, 2005	21.16	23.26						
	April 1, 2006	21.48	23.61						
	October 1, 2006	21.80	23.96						
	April 1, 2007	22.13	24.32						
	October 1, 2007	22.46	24.68						
8.3	Power Engineer (2nd class)								
	April 1, 2004	23.28	25.59						
	April 1, 2005	23.98	26.36						
	April 1, 2006	24.34	26.76						
	October 1, 2006	24.71	27.16						
	April 1, 2007	25.08	27.57						
	October 1, 2007	25.46	27.98						

David Thompson Health Region Supplementary Salary Schedule

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
A. From Previous Alberta Mental Health Board - Alberta Hospital Ponoka Collective Agreement									
1. Clerical	Secretary I								
	April 1, 2004	15.02	17.47						
	April 1, 2005	15.47	17.99						
	April 1, 2006	15.70	18.26						
	October 1, 2006	15.94	18.53						
	April 1, 2007	16.18	18.81						
	October 1, 2007	16.42	19.09						
	Secretary II								
	April 1, 2004	15.84	18.30						
	April 1, 2005	16.32	18.85						
	April 1, 2006	16.56	19.13						
	October 1, 2006	16.81	19.42						
	April 1, 2007	17.06	19.71						
	October 1, 2007	17.32	20.01						
	Clerk V								
	April 1, 2004	16.77	20.09						
	April 1, 2005	17.27	20.69						
	April 1, 2006	17.53	21.00						
	October 1, 2006	17.79	21.32						
	April 1, 2007	18.06	21.64						
	October 1, 2007	18.33	21.96						
	PC Support								
	April 1, 2004	20.17	20.88	21.60	22.37	23.15			
	April 1, 2005	20.78	21.51	22.25	23.04	23.84			
	April 1, 2006	21.09	21.83	22.58	23.39	24.20			
	October 1, 2006	21.41	22.16	22.92	23.74	24.56			
	April 1, 2007	21.73	22.49	23.26	24.10	24.93			
	October 1, 2007	22.06	22.83	23.61	24.46	25.30			
	Media Producer								
	April 1, 2004	21.04	21.78	22.55	23.33	24.16	25.04	25.93	26.76
	April 1, 2005	21.67	22.43	23.23	24.03	24.88	25.79	26.71	27.56
	April 1, 2006	22.00	22.77	23.58	24.39	25.25	26.18	27.11	27.97
	October 1, 2006	22.33	23.11	23.93	24.76	25.63	26.57	27.52	28.39
	April 1, 2007	22.66	23.46	24.29	25.13	26.01	26.97	27.93	28.82
	October 1, 2007	23.00	23.81	24.65	25.51	26.40	27.37	28.35	29.25

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	
2. Food Services	Food Services Stockkeeper									
	April 1, 2004	13.16	14.54							
	April 1, 2005	13.55	14.98							
	April 1, 2006	13.75	15.20							
	October 1, 2006	13.96	15.43							
	April 1, 2007	14.17	15.66							
	October 1, 2007	14.38	15.89							
3. Cleaning	Institutional Services Worker I									
	April 1, 2004	11.47	12.68							
	April 1, 2005	11.81	13.06							
	April 1, 2006	11.99	13.26							
	October 1, 2006	12.17	13.46							
	April 1, 2007	12.35	13.66							
	October 1, 2007	12.54	13.86							
		Institutional Services Worker II								
	April 1, 2004	12.06	13.34							
	April 1, 2005	12.42	13.74							
	April 1, 2006	12.61	13.95							
	October 1, 2006	12.80	14.16							
	April 1, 2007	12.99	14.37							
	October 1, 2007	13.18	14.59							
		Garment Worker I								
		Laundry Washer								
	April 1, 2004	12.55	13.87							
	April 1, 2005	12.93	14.29							
April 1, 2006	13.12	14.50								
October 1, 2006	13.32	14.72								
April 1, 2007	13.52	14.94								
October 1, 2007	13.72	15.16								
	Working Supervisor									
April 1, 2004	14.69	16.38								
April 1, 2005	15.13	16.87								
April 1, 2006	15.36	17.12								
October 1, 2006	15.59	17.38								
April 1, 2007	15.82	17.64								
October 1, 2007	16.06	17.90								
4. Medical Support	Therapy Assistant									
	April 1, 2004	15.83	16.47	17.14	17.80	18.45				
	April 1, 2005	16.30	16.96	17.65	18.33	19.00				
	April 1, 2006	16.54	17.21	17.91	18.60	19.29				
	October 1, 2006	16.79	17.47	18.18	18.88	19.58				
	April 1, 2007	17.04	17.73	18.45	19.16	19.87				
October 1, 2007	17.30	18.00	18.73	19.45	20.17					

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
5. Materials and Supply Management	Stockkeeper - Pharmacy								
	April 1, 2004	14.38	15.89						
	April 1, 2005	14.81	16.37						
	April 1, 2006	15.03	16.62						
	October 1, 2006	15.26	16.87						
	April 1, 2007	15.49	17.12						
	October 1, 2007	15.72	17.38						
6. Maintenance	Gardener								
	April 1, 2004	17.91	19.96						
	April 1, 2005	18.45	20.56						
	April 1, 2006	18.73	20.87						
	October 1, 2006	19.01	21.18						
	April 1, 2007	19.30	21.50						
	October 1, 2007	19.59	21.82						
	Utility Worker III								
	April 1, 2004	18.76	20.62						
	April 1, 2005	19.32	21.24						
	April 1, 2006	19.61	21.56						
	October 1, 2006	19.90	21.88						
	April 1, 2007	20.20	22.21						
	October 1, 2007	20.50	22.54						
	Operations Tech								
	April 1, 2004	20.71	22.71						
	April 1, 2005	21.33	23.39						
	April 1, 2006	21.65	23.74						
	October 1, 2006	21.97	24.10						
	April 1, 2007	22.30	24.46						
	October 1, 2007	22.63	24.83						
	Working Supervisor - Maintenance								
	April 1, 2004	24.42	26.48						
	April 1, 2005	25.15	27.27						
	April 1, 2006	25.53	27.68						
	October 1, 2006	25.91	28.10						
	April 1, 2007	26.30	28.52						
	October 1, 2007	26.69	28.95						
Maintenance Planner									
April 1, 2004	24.96	27.71							
April 1, 2005	25.71	28.54							
April 1, 2006	26.10	28.97							
October 1, 2006	26.49	29.40							
April 1, 2007	26.89	29.84							
October 1, 2007	27.29	30.29							

**Occupational
Group**

Classification

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Plant Operator

April 1, 2004	25.13	27.62
April 1, 2005	25.88	28.45
April 1, 2006	26.27	28.88
October 1, 2006	26.66	29.31
April 1, 2007	27.06	29.75
October 1, 2007	27.47	30.20

Plant Operations Supervisor

April 1, 2004	26.76	29.87
April 1, 2005	27.56	30.77
April 1, 2006	27.97	31.23
October 1, 2006	28.39	31.70
April 1, 2007	28.82	32.18
October 1, 2007	29.25	32.66

7. Trades

Plumber

April 1, 2004	24.67	26.94
April 1, 2005	25.41	27.75
April 1, 2006	25.79	28.17
October 1, 2006	26.18	28.59
April 1, 2007	26.57	29.02
October 1, 2007	26.97	29.46

B. From Previous Alberta Mental Health Board - Clinics Collective Agreement

1. Clerical

Admin Support Worker II

April 1, 2004	12.92	13.36	13.77	14.21	14.66	15.14	15.60	16.12
April 1, 2005	13.31	13.76	14.18	14.64	15.10	15.59	16.07	16.60
April 1, 2006	13.51	13.97	14.39	14.86	15.33	15.82	16.31	16.85
October 1, 2006	13.71	14.18	14.61	15.08	15.56	16.06	16.55	17.10
April 1, 2007	13.92	14.39	14.83	15.31	15.79	16.30	16.80	17.36
October 1, 2007	14.13	14.61	15.05	15.54	16.03	16.54	17.05	17.62

Admin Support Worker III

April 1, 2004	14.21	14.67	15.15	15.61	16.12	16.68	17.20	17.80
April 1, 2005	14.64	15.11	15.60	16.08	16.60	17.18	17.72	18.33
April 1, 2006	14.86	15.34	15.83	16.32	16.85	17.44	17.99	18.60
October 1, 2006	15.08	15.57	16.07	16.56	17.10	17.70	18.26	18.88
April 1, 2007	15.31	15.80	16.31	16.81	17.36	17.97	18.53	19.16
October 1, 2007	15.54	16.04	16.55	17.06	17.62	18.24	18.81	19.45

Admin Support Worker IV

April 1, 2004	15.61	16.12	16.68	17.20	17.80	18.41	19.02	19.66
April 1, 2005	16.08	16.60	17.18	17.72	18.33	18.96	19.59	20.25
April 1, 2006	16.32	16.85	17.44	17.99	18.60	19.24	19.88	20.55
October 1, 2006	16.56	17.10	17.70	18.26	18.88	19.53	20.18	20.86
April 1, 2007	16.81	17.36	17.97	18.53	19.16	19.82	20.48	21.17
October 1, 2007	17.06	17.62	18.24	18.81	19.45	20.12	20.79	21.49

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Admin Officer I								
	April 1, 2004	19.39	20.16	21.02	21.84	22.84	23.88	24.99	
	April 1, 2005	19.97	20.76	21.65	22.50	23.53	24.60	25.74	
	April 1, 2006	20.27	21.07	21.97	22.84	23.88	24.97	26.13	
	October 1, 2006	20.57	21.39	22.30	23.18	24.24	25.34	26.52	
	April 1, 2007	20.88	21.71	22.63	23.53	24.60	25.72	26.92	
	October 1, 2007	21.19	22.04	22.97	23.88	24.97	26.11	27.32	
	PC Coordinator								
	April 1, 2004	20.17	22.50						
	April 1, 2005	20.78	23.18						
	April 1, 2006	21.09	23.53						
	October 1, 2006	21.41	23.88						
	April 1, 2007	21.73	24.24						
	October 1, 2007	22.06	24.60						
4. Medical Support	Therapy Assistants								
	April 1, 2004	15.83	16.47	17.14	17.80	18.45			
	April 1, 2005	16.30	16.96	17.65	18.33	19.00			
	April 1, 2006	16.54	17.21	17.91	18.60	19.29			
	October 1, 2006	16.79	17.47	18.18	18.88	19.58			
	April 1, 2007	17.04	17.73	18.45	19.16	19.87			
	October 1, 2007	17.30	18.00	18.73	19.45	20.17			
C. From Previous David Thompson Health Region/HCAA (GSS) Facility Collective Agreement									
1. Clerical	Unit Assistant								
	April 1, 2004	12.29	13.45						
	April 1, 2005	12.66	13.85						
	April 1, 2006	12.85	14.06						
	October 1, 2006	13.04	14.27						
	April 1, 2007	13.24	14.48						
	October 1, 2007	13.44	14.70						
	Senior Switchboard Operator								
	April 1, 2004	15.97	17.54						
	April 1, 2005	16.45	18.07						
	April 1, 2006	16.70	18.34						
	October 1, 2006	16.95	18.62						
	April 1, 2007	17.20	18.90						
	October 1, 2007	17.46	19.18						

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
D. From Previous Multi-Employer/CUPE (GSS) Facility Collective Agreement									
3. Cleaning	Senior Leader								
	April 1, 2004	15.34	16.34						
	April 1, 2005	15.80	16.83						
	April 1, 2006	16.04	17.08						
	October 1, 2006	16.28	17.34						
	April 1, 2007	16.52	17.60						
	October 1, 2007	16.77	17.86						
4. Medical Support	Activities Convenor								
	April 1, 2004	15.25	15.90	16.55	17.19	17.85	18.47		
	April 1, 2005	15.71	16.38	17.05	17.71	18.39	19.02		
	April 1, 2006	15.95	16.63	17.31	17.98	18.67	19.31		
	October 1, 2006	16.19	16.88	17.57	18.25	18.95	19.60		
	April 1, 2007	16.43	17.13	17.83	18.52	19.23	19.89		
	October 1, 2007	16.68	17.39	18.10	18.80	19.52	20.19		
	Pathology Assistant								
	April 1, 2004	15.99	16.66	17.32	18.00	18.75	19.38		
	April 1, 2005	16.47	17.16	17.84	18.54	19.31	19.96		
	April 1, 2006	16.72	17.42	18.11	18.82	19.60	20.26		
	October 1, 2006	16.97	17.68	18.38	19.10	19.89	20.56		
	April 1, 2007	17.22	17.95	18.66	19.39	20.19	20.87		
	October 1, 2007	17.48	18.22	18.94	19.68	20.49	21.18		
5. Materials and Supply Management	Working Leader (Porters)								
	April 1, 2004	15.05	16.59						
	April 1, 2005	15.50	17.09						
	April 1, 2006	15.73	17.35						
	October 1, 2006	15.97	17.61						
	April 1, 2007	16.21	17.87						
	October 1, 2007	16.45	18.14						
	Print Services Operator								
	April 1, 2004	15.80	17.45						
	April 1, 2005	16.27	17.97						
	April 1, 2006	16.51	18.24						
	October 1, 2006	16.76	18.51						
	April 1, 2007	17.01	18.79						
	October 1, 2007	17.27	19.07						

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
E. From Previous Multi-Employer/CUPE (GSS) Facility Collective Agreement - at Wetaskiwin Hospital and Care Centre									
1. Clerical	Transcriptionist								
	April 1, 2004	15.26	16.76						
	April 1, 2005	15.72	17.26						
	April 1, 2006	15.96	17.52						
	October 1, 2006	16.20	17.78						
	April 1, 2007	16.44	18.05						
	October 1, 2007	16.69	18.32						
4. Medical Support	Laboratory Assistant								
	April 1, 2004	14.72	15.29	15.74	16.23	16.77			
	April 1, 2005	15.16	15.75	16.21	16.72	17.27			
	April 1, 2006	15.39	15.99	16.45	16.97	17.53			
	October 1, 2006	15.62	16.23	16.70	17.22	17.79			
	April 1, 2007	15.85	16.47	16.95	17.48	18.06			
	October 1, 2007	16.09	16.72	17.20	17.74	18.33			
5. Materials and Supply Management	Printing Assistant								
	April 1, 2004	13.62	15.06						
	April 1, 2005	14.03	15.51						
	April 1, 2006	14.24	15.74						
	October 1, 2006	14.45	15.98						
	April 1, 2007	14.67	16.22						
	October 1, 2007	14.89	16.46						
	Press Operator								
	April 1, 2004	14.33	15.84						
	April 1, 2005	14.76	16.32						
	April 1, 2006	14.98	16.56						
	October 1, 2006	15.20	16.81						
	April 1, 2007	15.43	17.06						
	October 1, 2007	15.66	17.32						
F. From Previous Red Deer Regional Hospital/HSAA (Clerical) Collective Agreement									
1. Clerical	Secretary I/Unit Secretary								
	April 1, 2004	13.71	15.23	15.89	16.76				
	April 1, 2005	14.12	15.69	16.37	17.26				
	April 1, 2006	14.33	15.93	16.62	17.52				
	October 1, 2006	14.54	16.17	16.87	17.78				
	April 1, 2007	14.76	16.41	17.12	18.05				
	October 1, 2007	14.98	16.66	17.38	18.32				

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Secretary II								
	April 1, 2004	14.35	15.95	16.58	17.54				
	April 1, 2005	14.78	16.43	17.08	18.07				
	April 1, 2006	15.00	16.68	17.34	18.34				
	October 1, 2006	15.23	16.93	17.60	18.62				
	April 1, 2007	15.46	17.18	17.86	18.90				
	October 1, 2007	15.69	17.44	18.13	19.18				
	Medical Typist								
	April 1, 2004	15.07	16.74	17.37	18.41				
	April 1, 2005	15.52	17.24	17.89	18.96				
	April 1, 2006	15.75	17.50	18.16	19.24				
	October 1, 2006	15.99	17.76	18.43	19.53				
	April 1, 2007	16.23	18.03	18.71	19.82				
	October 1, 2007	16.47	18.30	18.99	20.12				
5. Materials and Supply Management	Procurement Clerk								
	April 1, 2004	14.35	15.95	16.58	17.54				
	April 1, 2005	14.78	16.43	17.08	18.07				
	April 1, 2006	15.00	16.68	17.34	18.34				
	October 1, 2006	15.23	16.93	17.60	18.62				
	April 1, 2007	15.46	17.18	17.86	18.90				
	October 1, 2007	15.69	17.44	18.13	19.18				
G. From Previous Multi-Employer/AUPE (Community) Support Collective Agreement									
1. Clerical	Clerk/Receptionist								
	April 1, 2004	12.39	12.78	14.85					
	April 1, 2005	12.76	13.16	15.30					
	April 1, 2006	12.95	13.36	15.53					
	October 1, 2006	13.14	13.56	15.76					
	April 1, 2007	13.34	13.76	16.00					
	October 1, 2007	13.54	13.97	16.24					
	Program Assistant I								
	April 1, 2004	14.29	14.73	15.18	15.66	16.13	16.63		
	April 1, 2005	14.72	15.17	15.64	16.13	16.61	17.13		
	April 1, 2006	14.94	15.40	15.87	16.37	16.86	17.39		
	October 1, 2006	15.16	15.63	16.11	16.62	17.11	17.65		
	April 1, 2007	15.39	15.86	16.35	16.87	17.37	17.91		
	October 1, 2007	15.62	16.10	16.60	17.12	17.63	18.18		

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Program Assistant II								
	April 1, 2004	15.01	15.47	15.93	16.40	16.90	17.41		
	April 1, 2005	15.46	15.93	16.41	16.89	17.41	17.93		
	April 1, 2006	15.69	16.17	16.66	17.14	17.67	18.20		
	October 1, 2006	15.93	16.41	16.91	17.40	17.94	18.47		
	April 1, 2007	16.17	16.66	17.16	17.66	18.21	18.75		
	October 1, 2007	16.41	16.91	17.42	17.92	18.48	19.03		
4. Medical Support	Community Health Rep/Worker								
	April 1, 2004	16.07	16.76	17.43	18.12	18.81	19.46		
	April 1, 2005	16.55	17.26	17.95	18.66	19.37	20.04		
	April 1, 2006	16.80	17.52	18.22	18.94	19.66	20.34		
	October 1, 2006	17.05	17.78	18.49	19.22	19.95	20.65		
	April 1, 2007	17.31	18.05	18.77	19.51	20.25	20.96		
	October 1, 2007	17.57	18.32	19.05	19.80	20.55	21.27		
6. Maintenance	Custodian (CR)								
	April 1, 2004	11.19	11.80	12.44	13.14	13.85			
	April 1, 2005	11.53	12.15	12.81	13.53	14.27			
	April 1, 2006	11.70	12.33	13.00	13.73	14.48			
	October 1, 2006	11.88	12.51	13.20	13.94	14.70			
	April 1, 2007	12.06	12.70	13.40	14.15	14.92			
	October 1, 2007	12.24	12.89	13.60	14.36	15.14			
H. From Previous Health Authority 5/HSAA (Community) Collective Agreement									
1. Clerical	Office Clerk (HA5)								
	April 1, 2004	12.00	12.29	13.14	13.80	14.46			
	April 1, 2005	12.36	12.66	13.53	14.21	14.89			
	April 1, 2006	12.55	12.85	13.73	14.42	15.11			
	October 1, 2006	12.74	13.04	13.94	14.64	15.34			
	April 1, 2007	12.93	13.24	14.15	14.86	15.57			
	October 1, 2007	13.12	13.44	14.36	15.08	15.80			
	Office Assistant (HA5)								
	April 1, 2004	13.74	14.46	15.18	15.95	16.76			
	April 1, 2005	14.15	14.89	15.64	16.43	17.26			
	April 1, 2006	14.36	15.11	15.87	16.68	17.52			
	October 1, 2006	14.58	15.34	16.11	16.93	17.78			
	April 1, 2007	14.80	15.57	16.35	17.18	18.05			
	October 1, 2007	15.02	15.80	16.60	17.44	18.32			

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Community Care Office Assistant (HA5)								
	April 1, 2004	15.26	16.03	16.77	17.58	18.41			
	April 1, 2005	15.72	16.51	17.27	18.11	18.96			
	April 1, 2006	15.96	16.76	17.53	18.38	19.24			
	October 1, 2006	16.20	17.01	17.79	18.66	19.53			
	April 1, 2007	16.44	17.27	18.06	18.94	19.82			
	October 1, 2007	16.69	17.53	18.33	19.22	20.12			
4. Medical Support	Speech Assistant								
	April 1, 2004	16.19	16.88	17.56	18.25	18.93	19.60		
	April 1, 2005	16.68	17.39	18.09	18.80	19.50	20.19		
	April 1, 2006	16.93	17.65	18.36	19.08	19.79	20.49		
	October 1, 2006	17.18	17.91	18.64	19.37	20.09	20.80		
	April 1, 2007	17.44	18.18	18.92	19.66	20.39	21.11		
	October 1, 2007	17.70	18.45	19.20	19.95	20.70	21.43		

East Central Health Supplementary Salary Schedule

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
A. From Previous Alberta Mental Health Board - Clinics Collective Agreement									
1. Clerical	Admin Support Worker III								
	April 1, 2004	14.21	14.67	15.15	15.61	16.12	16.68	17.20	17.80
	April 1, 2005	14.64	15.11	15.60	16.08	16.60	17.18	17.72	18.33
	April 1, 2006	14.86	15.34	15.83	16.32	16.85	17.44	17.99	18.60
	October 1, 2006	15.08	15.57	16.07	16.56	17.10	17.70	18.26	18.88
	April 1, 2007	15.31	15.80	16.31	16.81	17.36	17.97	18.53	19.16
	October 1, 2007	15.54	16.04	16.55	17.06	17.62	18.24	18.81	19.45
	Admin Support Worker IV								
	April 1, 2004	15.61	16.12	16.68	17.20	17.80	18.41	19.02	19.66
	April 1, 2005	16.08	16.60	17.18	17.72	18.33	18.96	19.59	20.25
	April 1, 2006	16.32	16.85	17.44	17.99	18.60	19.24	19.88	20.55
	October 1, 2006	16.56	17.10	17.70	18.26	18.88	19.53	20.18	20.86
	April 1, 2007	16.81	17.36	17.97	18.53	19.16	19.82	20.48	21.17
	October 1, 2007	17.06	17.62	18.24	18.81	19.45	20.12	20.79	21.49
	Admin Support Worker V								
	April 1, 2004	16.98	17.55	18.16	18.75	19.39	20.03	20.72	21.47
	April 1, 2005	17.49	18.08	18.70	19.31	19.97	20.63	21.34	22.11
	April 1, 2006	17.75	18.35	18.98	19.60	20.27	20.94	21.66	22.44
	October 1, 2006	18.02	18.63	19.26	19.89	20.57	21.25	21.98	22.78
	April 1, 2007	18.29	18.91	19.55	20.19	20.88	21.57	22.31	23.12
	October 1, 2007	18.56	19.19	19.84	20.49	21.19	21.89	22.64	23.47
B. From Previous Multi-Employer/AUPE (Community) Support Collective Agreement									
1. Clerical	Clerk/Receptionist								
	April 1, 2004	12.38	12.76	13.16	13.57	14.00	14.42		
	April 1, 2005	12.75	13.14	13.55	13.98	14.42	14.85		
	April 1, 2006	12.94	13.34	13.75	14.19	14.64	15.07		
	October 1, 2006	13.13	13.54	13.96	14.40	14.86	15.30		
	April 1, 2007	13.33	13.74	14.17	14.62	15.08	15.53		
	October 1, 2007	13.53	13.95	14.38	14.84	15.31	15.76		
	Program Assistant I								
	April 1, 2004	14.29	14.73	15.18	15.66	16.13	16.63		
	April 1, 2005	14.72	15.17	15.64	16.13	16.61	17.13		
	April 1, 2006	14.94	15.40	15.87	16.37	16.86	17.39		
	October 1, 2006	15.16	15.63	16.11	16.62	17.11	17.65		
	April 1, 2007	15.39	15.86	16.35	16.87	17.37	17.91		
	October 1, 2007	15.62	16.10	16.60	17.12	17.63	18.18		

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Program Assistant II								
	April 1, 2004	15.01	15.47	15.93	16.40	16.90	17.41		
	April 1, 2005	15.46	15.93	16.41	16.89	17.41	17.93		
	April 1, 2006	15.69	16.17	16.66	17.14	17.67	18.20		
	October 1, 2006	15.93	16.41	16.91	17.40	17.94	18.47		
	April 1, 2007	16.17	16.66	17.16	17.66	18.21	18.75		
	October 1, 2007	16.41	16.91	17.42	17.92	18.48	19.03		
4. Medical Support	Rehab Aide (without course)								
	April 1, 2004	12.34	12.99	13.41	13.81	14.26	14.58	15.01	
	April 1, 2005	12.71	13.38	13.81	14.22	14.69	15.02	15.46	
	April 1, 2006	12.90	13.58	14.02	14.43	14.91	15.25	15.69	
	October 1, 2006	13.09	13.78	14.23	14.65	15.13	15.48	15.93	
	April 1, 2007	13.29	13.99	14.44	14.87	15.36	15.71	16.17	
	October 1, 2007	13.49	14.20	14.66	15.09	15.59	15.95	16.41	
	Rehab Aide (with course)								
	April 1, 2004	12.34	12.99	13.41	13.81	14.26	14.58	15.01	15.47
	April 1, 2005	12.71	13.38	13.81	14.22	14.69	15.02	15.46	15.93
	April 1, 2006	12.90	13.58	14.02	14.43	14.91	15.25	15.69	16.17
	October 1, 2006	13.09	13.78	14.23	14.65	15.13	15.48	15.93	16.41
	April 1, 2007	13.29	13.99	14.44	14.87	15.36	15.71	16.17	16.66
	October 1, 2007	13.49	14.20	14.66	15.09	15.59	15.95	16.41	16.91
	Health Promotion Programmer								
	April 1, 2004	17.87	18.46	19.06	19.70	20.35	21.02		
	April 1, 2005	18.41	19.01	19.63	20.29	20.96	21.65		
	April 1, 2006	18.69	19.30	19.92	20.59	21.27	21.97		
	October 1, 2006	18.97	19.59	20.22	20.90	21.59	22.30		
	April 1, 2007	19.25	19.88	20.52	21.21	21.91	22.63		
	October 1, 2007	19.54	20.18	20.83	21.53	22.24	22.97		
C. From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement									
4. Medical Support	Activities Convenor								
	April 1, 2004	15.25	15.90	16.55	17.19	17.85	18.47		
	April 1, 2005	15.71	16.38	17.05	17.71	18.39	19.02		
	April 1, 2006	15.95	16.63	17.31	17.98	18.67	19.31		
	October 1, 2006	16.19	16.88	17.57	18.25	18.95	19.60		
	April 1, 2007	16.43	17.13	17.83	18.52	19.23	19.89		
	October 1, 2007	16.68	17.39	18.10	18.80	19.52	20.19		

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
D. From Previous Multi-Employer/CUPE (GSS) Facility Collective Agreement									
4. Medical Support	Activities Convenor								
	April 1, 2004	15.25	15.90	16.55	17.19	17.85	18.47		
	April 1, 2005	15.71	16.38	17.05	17.71	18.39	19.02		
	April 1, 2006	15.95	16.63	17.31	17.98	18.67	19.31		
	October 1, 2006	16.19	16.88	17.57	18.25	18.95	19.60		
	April 1, 2007	16.43	17.13	17.83	18.52	19.23	19.89		
	October 1, 2007	16.68	17.39	18.10	18.80	19.52	20.19		

Aspen Regional Health Supplementary Salary Schedule

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
A. From Previous Alberta Mental Health Board - Clinics Collective Agreement									
1. Clerical	Admin Support Worker II								
	April 1, 2004	12.92	13.36	13.77	14.21	14.66	15.14	15.60	16.12
	April 1, 2005	13.31	13.76	14.18	14.64	15.10	15.59	16.07	16.60
	April 1, 2006	13.51	13.97	14.39	14.86	15.33	15.82	16.31	16.85
	October 1, 2006	13.71	14.18	14.61	15.08	15.56	16.06	16.55	17.10
	April 1, 2007	13.92	14.39	14.83	15.31	15.79	16.30	16.80	17.36
	October 1, 2007	14.13	14.61	15.05	15.54	16.03	16.54	17.05	17.62
	Admin Support Worker III								
	April 1, 2004	14.21	14.67	15.15	15.61	16.12	16.68	17.20	17.80
	April 1, 2005	14.64	15.11	15.60	16.08	16.60	17.18	17.72	18.33
	April 1, 2006	14.86	15.34	15.83	16.32	16.85	17.44	17.99	18.60
	October 1, 2006	15.08	15.57	16.07	16.56	17.10	17.70	18.26	18.88
	April 1, 2007	15.31	15.80	16.31	16.81	17.36	17.97	18.53	19.16
	October 1, 2007	15.54	16.04	16.55	17.06	17.62	18.24	18.81	19.45
	Admin Support Worker IV								
	April 1, 2004	15.61	16.12	16.68	17.20	17.80	18.41	19.02	19.66
	April 1, 2005	16.08	16.60	17.18	17.72	18.33	18.96	19.59	20.25
	April 1, 2006	16.32	16.85	17.44	17.99	18.60	19.24	19.88	20.55
	October 1, 2006	16.56	17.10	17.70	18.26	18.88	19.53	20.18	20.86
	April 1, 2007	16.81	17.36	17.97	18.53	19.16	19.82	20.48	21.17
	October 1, 2007	17.06	17.62	18.24	18.81	19.45	20.12	20.79	21.49
	Admin Officer I								
	April 1, 2004	19.39	20.16	21.02	21.84	22.84	23.88	24.99	
	April 1, 2005	19.97	20.76	21.65	22.50	23.53	24.60	25.74	
	April 1, 2006	20.27	21.07	21.97	22.84	23.88	24.97	26.13	
	October 1, 2006	20.57	21.39	22.30	23.18	24.24	25.34	26.52	
	April 1, 2007	20.88	21.71	22.63	23.53	24.60	25.72	26.92	
	October 1, 2007	21.19	22.04	22.97	23.88	24.97	26.11	27.32	
	PC Coordinator								
	April 1, 2004	20.17	22.50						
	April 1, 2005	20.78	23.18						
	April 1, 2006	21.09	23.53						
	October 1, 2006	21.41	23.88						
	April 1, 2007	21.73	24.24						
	October 1, 2007	22.06	24.60						

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
B. From Previous Multi-Employer/AUPE (Community) Support Collective Agreement									
1. Clerical	Clerk/Receptionist								
	April 1, 2004	12.38	12.76	13.16	13.57	14.00	14.42		
	April 1, 2005	12.75	13.14	13.55	13.98	14.42	14.85		
	April 1, 2006	12.94	13.34	13.75	14.19	14.64	15.07		
	October 1, 2006	13.13	13.54	13.96	14.40	14.86	15.30		
	April 1, 2007	13.33	13.74	14.17	14.62	15.08	15.53		
	October 1, 2007	13.53	13.95	14.38	14.84	15.31	15.76		
	Program Assistant I								
	April 1, 2004	14.29	14.73	15.18	15.66	16.13	16.63		
	April 1, 2005	14.72	15.17	15.64	16.13	16.61	17.13		
	April 1, 2006	14.94	15.40	15.87	16.37	16.86	17.39		
	October 1, 2006	15.16	15.63	16.11	16.62	17.11	17.65		
	April 1, 2007	15.39	15.86	16.35	16.87	17.37	17.91		
	October 1, 2007	15.62	16.10	16.60	17.12	17.63	18.18		
	Data Entry Coordinator								
	April 1, 2004	16.61	18.27						
	April 1, 2005	17.11	18.82						
	April 1, 2006	17.37	19.10						
	October 1, 2006	17.63	19.39						
	April 1, 2007	17.89	19.68						
	October 1, 2007	18.16	19.98						
	Secretary (from previous Keeweenaw Lakes Local Condition)								
	April 1, 2004	14.29	14.73	15.18	15.66	16.13	16.63		
	April 1, 2005	14.72	15.17	15.64	16.13	16.61	17.13		
	April 1, 2006	14.94	15.40	15.87	16.37	16.86	17.39		
	October 1, 2006	15.16	15.63	16.11	16.62	17.11	17.65		
	April 1, 2007	15.39	15.86	16.35	16.87	17.37	17.91		
	October 1, 2007	15.62	16.10	16.60	17.12	17.63	18.18		
	Senior Secretary (from previous Aspen Regional Health Local Condition)								
	April 1, 2004	17.11	18.81						
	April 1, 2005	17.62	19.37						
	April 1, 2006	17.88	19.66						
	October 1, 2006	18.15	19.95						
	April 1, 2007	18.42	20.25						
	October 1, 2007	18.70	20.55						

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	
4. Medical Support	Therapy Aide (without course)									
	Early Intervention Program Aide (without course)									
	April 1, 2004	12.34	12.99	13.41	13.81	14.26	14.58	15.01		
	April 1, 2005	12.71	13.38	13.81	14.22	14.69	15.02	15.46		
	April 1, 2006	12.90	13.58	14.02	14.43	14.91	15.25	15.69		
	October 1, 2006	13.09	13.78	14.23	14.65	15.13	15.48	15.93		
	April 1, 2007	13.29	13.99	14.44	14.87	15.36	15.71	16.17		
	October 1, 2007	13.49	14.20	14.66	15.09	15.59	15.95	16.41		
		Therapy Aide (with course)								
		Early Intervention Program Aide (with course)								
	April 1, 2004	12.34	12.99	13.41	13.81	14.26	14.58	15.01	15.47	
	April 1, 2005	12.71	13.38	13.81	14.22	14.69	15.02	15.46	15.93	
	April 1, 2006	12.90	13.58	14.02	14.43	14.91	15.25	15.69	16.17	
	October 1, 2006	13.09	13.78	14.23	14.65	15.13	15.48	15.93	16.41	
	April 1, 2007	13.29	13.99	14.44	14.87	15.36	15.71	16.17	16.66	
	October 1, 2007	13.49	14.20	14.66	15.09	15.59	15.95	16.41	16.91	
		Speech Assistant								
		Rehabilitation Assistant								
		Early Childhood Development Assistant								
	April 1, 2004	16.07	16.76	17.43	18.12	18.81	19.46			
	April 1, 2005	16.55	17.26	17.95	18.66	19.37	20.04			
	April 1, 2006	16.80	17.52	18.22	18.94	19.66	20.34			
	October 1, 2006	17.05	17.78	18.49	19.22	19.95	20.65			
	April 1, 2007	17.31	18.05	18.77	19.51	20.25	20.96			
	October 1, 2007	17.57	18.32	19.05	19.80	20.55	21.27			
	C. From Previous Aspen (Barrhead & Keir)/HSAA (GSS) Collective Agreement									
	3. Cleaning/Food Services	Support Services Worker								
April 1, 2004		11.83	12.94	14.11						
April 1, 2005		12.18	13.33	14.53						
April 1, 2006		12.36	13.53	14.75						
October 1, 2006		12.55	13.73	14.97						
April 1, 2007		12.74	13.94	15.19						
October 1, 2007		12.93	14.15	15.42						
4. Medical Support	Therapy Aide									
	April 1, 2004	13.42	13.87	14.31	14.75	15.19	15.65			
	April 1, 2005	13.82	14.29	14.74	15.19	15.65	16.12			
	April 1, 2006	14.03	14.50	14.96	15.42	15.88	16.36			
	October 1, 2006	14.24	14.72	15.18	15.65	16.12	16.61			
	April 1, 2007	14.45	14.94	15.41	15.88	16.36	16.86			
	October 1, 2007	14.67	15.16	15.64	16.12	16.61	17.11			

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Therapy Attendant								
	April 1, 2004	15.25	15.90	16.55	17.19	17.85	18.47		
	April 1, 2005	15.71	16.38	17.05	17.71	18.39	19.02		
	April 1, 2006	15.95	16.63	17.31	17.98	18.67	19.31		
	October 1, 2006	16.19	16.88	17.57	18.25	18.95	19.60		
	April 1, 2007	16.43	17.13	17.83	18.52	19.23	19.89		
	October 1, 2007	16.68	17.39	18.10	18.80	19.52	20.19		
	Therapy Assistant								
	April 1, 2004	15.99	16.66	17.32	18.00	18.75	19.38		
	April 1, 2005	16.47	17.16	17.84	18.54	19.31	19.96		
	April 1, 2006	16.72	17.42	18.11	18.82	19.60	20.26		
	October 1, 2006	16.97	17.68	18.38	19.10	19.89	20.56		
	April 1, 2007	17.22	17.95	18.66	19.39	20.19	20.87		
	October 1, 2007	17.48	18.22	18.94	19.68	20.49	21.18		

D. From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement

5. Materials and Supply Management Print Services Operator

April 1, 2004	15.80	17.45
April 1, 2005	16.27	17.97
April 1, 2006	16.51	18.24
October 1, 2006	16.76	18.51
April 1, 2007	17.01	18.79
October 1, 2007	17.27	19.07

E. From Previous Multi-Employer/CUPE (GSS) Facility Collective Agreement

4. Medical Support Activities Convenor

April 1, 2004	15.25	15.90	16.55	17.19	17.85	18.47
April 1, 2005	15.71	16.38	17.05	17.71	18.39	19.02
April 1, 2006	15.95	16.63	17.31	17.98	18.67	19.31
October 1, 2006	16.19	16.88	17.57	18.25	18.95	19.60
April 1, 2007	16.43	17.13	17.83	18.52	19.23	19.89
October 1, 2007	16.68	17.39	18.10	18.80	19.52	20.19

Peace Country Health Supplementary Salary Schedule

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
A. From Previous Alberta Mental Health Board - Clinics Collective Agreement									
1. Clerical	Admin Support Worker II								
	April 1, 2004	12.92	13.36	13.77	14.21	14.66	15.14	15.60	16.12
	April 1, 2005	13.31	13.76	14.18	14.64	15.10	15.59	16.07	16.60
	April 1, 2006	13.51	13.97	14.39	14.86	15.33	15.82	16.31	16.85
	October 1, 2006	13.71	14.18	14.61	15.08	15.56	16.06	16.55	17.10
	April 1, 2007	13.92	14.39	14.83	15.31	15.79	16.30	16.80	17.36
	October 1, 2007	14.13	14.61	15.05	15.54	16.03	16.54	17.05	17.62
	Admin Support Worker III								
	April 1, 2004	14.21	14.67	15.15	15.61	16.12	16.68	17.20	17.80
	April 1, 2005	14.64	15.11	15.60	16.08	16.60	17.18	17.72	18.33
	April 1, 2006	14.86	15.34	15.83	16.32	16.85	17.44	17.99	18.60
	October 1, 2006	15.08	15.57	16.07	16.56	17.10	17.70	18.26	18.88
	April 1, 2007	15.31	15.80	16.31	16.81	17.36	17.97	18.53	19.16
	October 1, 2007	15.54	16.04	16.55	17.06	17.62	18.24	18.81	19.45
	Admin Support Worker IV								
	April 1, 2004	15.61	16.12	16.68	17.20	17.80	18.41	19.02	19.66
	April 1, 2005	16.08	16.60	17.18	17.72	18.33	18.96	19.59	20.25
	April 1, 2006	16.32	16.85	17.44	17.99	18.60	19.24	19.88	20.55
	October 1, 2006	16.56	17.10	17.70	18.26	18.88	19.53	20.18	20.86
	April 1, 2007	16.81	17.36	17.97	18.53	19.16	19.82	20.48	21.17
	October 1, 2007	17.06	17.62	18.24	18.81	19.45	20.12	20.79	21.49
	Admin Support Worker V								
	April 1, 2004	16.98	17.55	18.16	18.75	19.39	20.03	20.72	21.47
	April 1, 2005	17.49	18.08	18.70	19.31	19.97	20.63	21.34	22.11
	April 1, 2006	17.75	18.35	18.98	19.60	20.27	20.94	21.66	22.44
	October 1, 2006	18.02	18.63	19.26	19.89	20.57	21.25	21.98	22.78
	April 1, 2007	18.29	18.91	19.55	20.19	20.88	21.57	22.31	23.12
	October 1, 2007	18.56	19.19	19.84	20.49	21.19	21.89	22.64	23.47
	Admin Officer I								
	April 1, 2004	19.39	20.16	21.02	21.86	22.84	23.88	24.99	
	April 1, 2005	19.97	20.76	21.65	22.52	23.53	24.60	25.74	
	April 1, 2006	20.27	21.07	21.97	22.86	23.88	24.97	26.13	
	October 1, 2006	20.57	21.39	22.30	23.20	24.24	25.34	26.52	
	April 1, 2007	20.88	21.71	22.63	23.55	24.60	25.72	26.92	
	October 1, 2007	21.19	22.04	22.97	23.90	24.97	26.11	27.32	

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	PC Coordinator								
	April 1, 2004	20.17	22.50						
	April 1, 2005	20.78	23.18						
	April 1, 2006	21.09	23.53						
	October 1, 2006	21.41	23.88						
	April 1, 2007	21.73	24.24						
	October 1, 2007	22.06	24.60						
4. Medical Support	Therapy Assistant								
	April 1, 2004	15.83	16.47	17.14	17.80	18.45			
	April 1, 2005	16.30	16.96	17.65	18.33	19.00			
	April 1, 2006	16.54	17.21	17.91	18.60	19.29			
	October 1, 2006	16.79	17.47	18.18	18.88	19.58			
	April 1, 2007	17.04	17.73	18.45	19.16	19.87			
	October 1, 2007	17.30	18.00	18.73	19.45	20.17			

B. From Previous Multi-Employer/AUPE (Community) Support Collective Agreement

1. Clerical	Central Records Officer								
	Secretary								
	April 1, 2004	14.29	14.73	15.18	15.66	16.13	16.63		
	April 1, 2005	14.72	15.17	15.64	16.13	16.61	17.13		
	April 1, 2006	14.94	15.40	15.87	16.37	16.86	17.39		
	October 1, 2006	15.16	15.63	16.11	16.62	17.11	17.65		
	April 1, 2007	15.39	15.86	16.35	16.87	17.37	17.91		
	October 1, 2007	15.62	16.10	16.60	17.12	17.63	18.18		
	Resource Tech								
	April 1, 2004	15.01	15.47	15.93	16.40	16.90	17.41		
	April 1, 2005	15.46	15.93	16.41	16.89	17.41	17.93		
	April 1, 2006	15.69	16.17	16.66	17.14	17.67	18.20		
	October 1, 2006	15.93	16.41	16.91	17.40	17.94	18.47		
	April 1, 2007	16.17	16.66	17.16	17.66	18.21	18.75		
	October 1, 2007	16.41	16.91	17.42	17.92	18.48	19.03		
	Volunteer Coordinator								
	April 1, 2004	15.72	16.02	16.32	16.61	16.91	17.26		
	April 1, 2005	16.19	16.50	16.81	17.11	17.42	17.78		
	April 1, 2006	16.43	16.75	17.06	17.37	17.68	18.05		
	October 1, 2006	16.68	17.00	17.32	17.63	17.95	18.32		
	April 1, 2007	16.93	17.26	17.58	17.89	18.22	18.59		
	October 1, 2007	17.18	17.52	17.84	18.16	18.49	18.87		

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
4. Medical Support	Speech Language Aide (without course)								
	Rehab Aide (without course)								
	April 1, 2004	12.34	12.99	13.41	13.81	14.26	14.58	15.01	
	April 1, 2005	12.71	13.38	13.81	14.22	14.69	15.02	15.46	
	April 1, 2006	12.90	13.58	14.02	14.43	14.91	15.25	15.69	
	October 1, 2006	13.09	13.78	14.23	14.65	15.13	15.48	15.93	
	April 1, 2007	13.29	13.99	14.44	14.87	15.36	15.71	16.17	
	October 1, 2007	13.49	14.20	14.66	15.09	15.59	15.95	16.41	
	Speech Language Aide (with course)								
	Rehab Aide (with course)								
	April 1, 2004	12.34	12.99	13.41	13.81	14.26	14.58	15.01	15.47
	April 1, 2005	12.71	13.38	13.81	14.22	14.69	15.02	15.46	15.93
	April 1, 2006	12.90	13.58	14.02	14.43	14.91	15.25	15.69	16.17
	October 1, 2006	13.09	13.78	14.23	14.65	15.13	15.48	15.93	16.41
April 1, 2007	13.29	13.99	14.44	14.87	15.36	15.71	16.17	16.66	
October 1, 2007	13.49	14.20	14.66	15.09	15.59	15.95	16.41	16.91	

C. From Previous Mistahia/CUPE (Community) Support Collective Agreement

1. Clerical	Admin Support Worker I								
	April 1, 2004	11.55	12.05	12.59	13.15	13.75	14.39	15.02	
	April 1, 2005	11.90	12.41	12.97	13.54	14.16	14.82	15.47	
	April 1, 2006	12.08	12.60	13.16	13.74	14.37	15.04	15.70	
	October 1, 2006	12.26	12.79	13.36	13.95	14.59	15.27	15.94	
	April 1, 2007	12.44	12.98	13.56	14.16	14.81	15.50	16.18	
	October 1, 2007	12.63	13.17	13.76	14.37	15.03	15.83	16.42	
	Admin Support Worker II								
	April 1, 2004	12.59	13.15	13.75	14.39	15.02	15.70	16.39	
	April 1, 2005	12.97	13.54	14.16	14.82	15.47	16.17	16.88	
	April 1, 2006	13.16	13.74	14.37	15.04	15.70	16.41	17.13	
	October 1, 2006	13.36	13.95	14.59	15.27	15.94	16.66	17.39	
	April 1, 2007	13.56	14.16	14.81	15.50	16.18	16.91	17.65	
	October 1, 2007	13.76	14.37	15.03	15.73	16.42	17.16	17.91	
Admin Support Worker III									
April 1, 2004	14.39	15.02	15.70	16.39	17.13	17.92	18.70		
April 1, 2005	14.82	15.47	16.17	16.88	17.64	18.46	19.26		
April 1, 2006	15.04	15.70	16.41	17.13	17.90	18.74	19.55		
October 1, 2006	15.27	15.94	16.66	17.39	18.17	19.02	19.84		
April 1, 2007	15.50	16.18	16.91	17.65	18.44	19.31	20.14		
October 1, 2007	15.73	16.42	17.16	17.91	18.72	19.60	20.44		

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
	Admin Support Worker IV								
	April 1, 2004	15.70	16.39	17.13	17.92	18.70	19.56	20.44	
	April 1, 2005	16.17	16.88	17.64	18.46	19.26	20.15	21.05	
	April 1, 2006	16.41	17.13	17.90	18.74	19.55	20.45	21.37	
	October 1, 2006	16.66	17.39	18.17	19.02	19.84	20.76	21.69	
	April 1, 2007	16.91	17.65	18.44	19.31	20.14	21.07	22.02	
	October 1, 2007	17.16	17.91	18.72	19.60	20.44	21.39	22.35	

D. From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement - Addendum #1 - Local Conditions Applicable to Peace Country Health - Queen Elizabeth II Hospital

1. Clerical	Computer Operator		
	April 1, 2004	15.80	17.45
	April 1, 2005	16.27	17.97
	April 1, 2006	16.51	18.24
	October 1, 2006	16.76	18.51
	April 1, 2007	17.01	18.79
	October 1, 2007	17.27	19.07

2. Food Services	Working Leader		
	April 1, 2004	14.61	16.11
	April 1, 2005	15.05	16.59
	April 1, 2006	15.28	16.84
	October 1, 2006	15.51	17.09
	April 1, 2007	15.74	17.35
	October 1, 2007	15.98	17.61

5. Materials and Supply Management	Working Leader		
	April 1, 2004	15.05	16.59
	April 1, 2005	15.50	17.09
	April 1, 2006	15.73	17.35
	October 1, 2006	15.97	17.61
	April 1, 2007	16.21	17.87
	October 1, 2007	16.45	18.14

	Buyer		
	April 1, 2004	21.42	23.81
	April 1, 2005	22.06	24.52
	April 1, 2006	22.39	24.89
	October 1, 2006	22.73	25.26
	April 1, 2007	23.07	25.64
	October 1, 2007	23.42	26.02

Occupational Group	Classification	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
E. From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement									
2. Food Services	Senior Food Services Worker								
	April 1, 2004	14.25	15.24						
	April 1, 2005	14.68	15.70						
	April 1, 2006	14.90	15.94						
	October 1, 2006	15.12	16.18						
	April 1, 2007	15.35	16.42						
	October 1, 2007	15.58	16.67						
4. Medical Support	Recreation Therapy Assistant								
	April 1, 2004	15.99	16.66	17.32	18.00	18.75	19.38		
	April 1, 2005	16.47	17.16	17.84	18.54	19.31	19.96		
	April 1, 2006	16.72	17.42	18.11	18.82	19.60	20.26		
	October 1, 2006	16.97	17.68	18.38	19.10	19.89	20.56		
	April 1, 2007	17.22	17.95	18.66	19.39	20.19	20.87		
	October 1, 2007	17.48	18.22	18.94	19.68	20.49	21.18		

St. Mary's Hospital, Camrose Supplementary Salary Schedule

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
A. From St. Mary's (Camrose)/AUPE (GSS) Collective Agreement									
1. Clerical	Admitting/Switchboard Clerk								
	April 1, 2004	14.02	14.55	15.10	15.65	16.19	16.76		
	April 1, 2005	14.44	14.99	15.55	16.12	16.68	17.26		
	April 1, 2006	14.66	15.21	15.78	16.36	16.93	17.52		
	October 1, 2006	14.88	15.44	16.02	16.61	17.18	17.78		
	April 1, 2007	15.10	15.67	16.26	16.86	17.44	18.05		
	October 1, 2007	15.33	15.91	16.50	17.11	17.70	18.32		
5. Materials and Supply Management	Buyer								
	April 1, 2004	20.31	22.32						
	April 1, 2005	20.92	22.99						
	April 1, 2006	21.23	23.33						
	October 1, 2006	21.55	23.68						
	April 1, 2007	21.87	24.04						
	October 1, 2007	22.20	24.40						

Lamont Health Care Centre Supplementary Salary Schedule

Occupational Group	<u>Classification</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	
A. From Previous Multi-Employer/AUPE (GSS) Facility Collective Agreement										
3. Cleaning	Housekeeping/Laundry Aide									
	April 1, 2004	11.83	12.94	14.11						
	April 1, 2005	12.18	13.33	14.53						
	April 1, 2006	12.36	13.53	14.75						
	October 1, 2006	12.55	13.73	14.97						
	April 1, 2007	12.74	13.94	15.19						
	October 1, 2007	12.93	14.15	15.42						
	Assisted Living Attendant									
	April 1, 2004	12.90	14.11							
	April 1, 2005	13.29	14.53							
	April 1, 2006	13.49	14.75							
	October 1, 2006	13.69	14.97							
	April 1, 2007	13.90	15.19							
	October 1, 2007	14.11	15.42							
	4. Medical Support	CSR Attendant								
		April 1, 2004	12.67	13.33	13.76	14.19	14.63	14.99		
		April 1, 2005	13.05	13.73	14.17	14.62	15.07	15.44		
		April 1, 2006	13.25	13.94	14.38	14.84	15.30	15.67		
		October 1, 2006	13.45	14.15	14.60	15.06	15.53	15.91		
April 1, 2007		13.65	14.36	14.82	15.29	15.76	16.15			
October 1, 2007		13.85	14.58	15.04	15.52	16.00	16.39			
Physio/RT/Recreation Attendant (without course)										
April 1, 2004		12.43	13.08	13.50	13.92	14.36	14.71			
April 1, 2005		12.80	13.47	13.91	14.34	14.79	15.15			
April 1, 2006		12.99	13.67	14.12	14.56	15.01	15.38			
October 1, 2006		13.18	13.88	14.33	14.78	15.24	15.61			
April 1, 2007		13.38	14.09	14.54	15.00	15.47	15.84			
October 1, 2007		13.58	14.30	14.76	15.23	15.70	16.08			
Physio/RT/Recreation Attendant (with course)										
April 1, 2004		12.80	13.20	13.76	14.17	14.71	15.15			
April 1, 2005		13.18	13.60	14.17	14.60	15.15	15.60			
April 1, 2006		13.38	13.80	14.38	14.82	15.38	15.83			
October 1, 2006		13.58	14.01	14.60	15.04	15.61	16.07			
April 1, 2007	13.78	14.22	14.82	15.27	15.84	16.31				
October 1, 2007	13.99	14.43	15.04	15.50	16.08	16.55				

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: INCREASING FTES

1. Notwithstanding Article 12: Job Postings, Transfers and Promotions, where full-time equivalences [FTE(s)] of zero point four (0.4) or less are available, the Employer may offer to increase Employee(s') FTE(s). At the Employer's discretion, the available FTE(s) may be offered in whole or in part to Employees in the classification in a department at a Site.
2. The Employer shall advise the Union of such an offer.
3. Seniority shall be the determining factor by which Employees at a Site are eligible to have their FTEs increased, unless such increase results in a scheduling violation under Article 14: Hours of Work. Where a scheduling violation would result, the Employer may offer such increase to remaining employee(s) in the classification, in order of seniority.
4. Such an increase shall be confirmed in writing to the Employee, and a copy shall be provided to the Union.
5. This Letter of Understanding shall expire the day before the expiry date of this Collective Agreement. If this Letter of Understanding expires and is not renewed, any changes to an Employee's FTE which have resulted from the application of this Letter of Understanding shall remain in effect subject to the terms of this Collective Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: MAINTENANCE PREMIUM PAY

The Parties agree as follows:

1. Certain Employees in the Maintenance Department are assigned additional responsibilities as in-scope supervisors for more than one (1) department. A maintenance Employee who is assigned these additional responsibilities shall be paid a premium of seventy cents (\$.70) per hour. This premium shall not form part of the Employee's Basic Rate of Pay.
2. The premium shall not be paid when an Employee is:
 - (a) on a leave of absence which is in excess of thirty (30) calendar days; or
 - (b) absent while in receipt of disability insurance or Workers' Compensation benefits which is in excess of thirty (30) calendar days.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: JOINT COMMITTEE

The Parties recognize the value of joint discussions related to the ongoing administration of the Collective Agreement. Accordingly, the Parties agree as follows:

1. Within ninety (90) days of the ratification of this Collective Agreement, the Parties shall establish a Multi-Employer/AUPE (General Support Services) Joint Committee (Joint Committee).
2. The Joint Committee will be comprised of Employer and Union Representatives.
3. The Parties will meet quarterly, or as otherwise mutually agreed, to discuss issues arising out of the administration of the Collective Agreement.
4. The Joint Committee's purpose will be to:
 - (a) exchange information;
 - (b) engage in discussion;
 - (c) make recommendations regarding the ongoing administration of the Collective Agreement.
5. The topics discussed by the Joint Committee may include, but shall not be limited to:
 - (a) Medical Transcriptionist/Transcriptionist/Medical Typist classifications;
 - (b) other issues of mutual interest to the Parties.

6. The Joint Committee shall establish terms of reference outlining the Joint Committee's purpose, its key functions, Joint Committee membership, and the reporting relationships for each of the Parties.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: EMPLOYMENT IN MULTIPLE POSITIONS

The Parties agree that this Letter of Understanding applies to Employees who hold more than one (1) position within the bargaining unit as of the date of ratification of this Collective Agreement or to Employees who subsequently attain more than one (1) position within the bargaining unit.

1. An Employee is responsible for notifying her supervisor that she is employed in multiple positions with the Employer.
2.
 - (a) Employees shall not be employed within the bargaining unit in greater than full-time capacity. Employees currently employed in greater than a full-time capacity shall be given three (3) month's notice of this requirement. In extenuating circumstances, the three (3) month's notice may be extended.
 - (b) Notwithstanding the above, an Employee who holds a part-time position(s) may work additional shifts, however, it is intended that the total hours will not normally exceed full-time hours, and in any case shall not contravene this Collective Agreement.
3. Subject to the Employer's operational ability to do so, the Employer agrees to combine the regular hours of work of multiple positions held by an Employee for the purpose of benefit eligibility, vacation, sick leave, named holidays, increments, placement on the Salary Schedule(s) and seniority, provided that the following conditions are met:
 - (a) the total hours of the positions do not exceed full-time employment as defined in this Collective Agreement; and
 - (b) the regular hours of work to be combined are associated with regular part-time positions; and
 - (c) the positions are in the same classification and certificate and their schedules can be made Collective Agreement-compliant, or the Employer and Employee mutually agree to waive the scheduling provision of Article 14: Hours of Work, in the Collective Agreement.

4. Where the regular hours of work of multiple positions cannot be combined in accordance with clause 3 above because they are in different classifications, they may be combined for the purposes of determining benefit eligibility only.
5. An Employee who holds multiple positions would have her salary adjusted to the highest increment level achieved in any of the positions currently held, providing that the positions are the same classification. The time period for any further increment advancement would include any regular hours already worked and not credited towards the next increment level.
6. An Employee who holds multiple positions would have the earliest "seniority date" recognized for the purpose of Article 10: Seniority.
7. Probation and trial periods will apply to each component of the multiple positions. Probation is completed upon the successful completion of the first probationary period, with probation in second and subsequent positions reverting to a trial period within the provisions of the Collective Agreement except that there shall be no obligation on the Employer's behalf to reinstate the Employee in her former position.
8. Layoff and recall provisions shall apply individually to each position.
9. An Employee who holds multiple positions, and who fails to report for work as scheduled due to a conflict in schedules, may be required to relinquish one (1) of the positions.
10. (a) An Employee who accepts multiple positions acknowledges the Employer's requirement to manage shift scheduling based on operational need. If a schedule changes as a result of operational requirements, then an Employee may be required to resign one (1) or more of their positions. Should an Employee be required to resign from a position(s) under these circumstances, she shall be given twenty-eight (28) days notice of such requirement or such lesser time as may be agreed between the Employer and the Union.

(b) The Employer reserves the right to deny or terminate multiple position situations based on operational requirements or health and safety factors, subject to all provisions of the Collective Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: IMPLEMENTATION OF SUPPLEMENTARY HEALTH CARE
DIRECT BILLING CARDS

The Parties agree that:

1. On the first (1st) day of the month following ninety (90) days after the date of ratification of this Collective Agreement, Direct Billing Cards shall be provided to those Employees who do not currently have a Direct Billing Card.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: OFF-SCHEDULE WAGE RATES

1. Should the Employer experience difficulty recruiting Employees due to marketplace rates of pay, the Employer’s Chief Executive Officer may set Site- and classification-specific off-schedule pay scales above those contained in the Salary Schedule(s) of this Collective Agreement (Salary Schedule). The off-schedule classification pay scale shall apply to all incumbents in an affected classification(s) at an affected Site(s).
2. The Union will be notified of off-schedule changes made in clause 1 above. Such notice shall include the affected Site(s) and classification(s), and the off-schedule classification pay scale(s).
3. Affected Employees shall be placed on the step of the pay scale, if applicable, that matches an Employee’s step on the day before off-schedule pay scale implementation. Increments under the off-schedule pay scale, if applicable, will be earned at the rate set out in Article 16.02. Affected Employees shall port their hours-towards-next-increment bank to the applicable step under the off-schedule pay scale.
4. The Employer may cancel off-schedule wage rates by providing affected Employees with three (3) months’ notice, in writing, of cancellation of the off-schedule rates, following which, affected Employees will be returned to their applicable Basic Rate of Pay in the Salary Schedule(s).

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: SEVERANCE

1. Severance will be offered in the event work performed by an Employee in the bargaining unit is contracted out and results in the permanent reduction in the number of Regular Employees in the bargaining unit.
2. The Employer will offer the following severance to eligible Regular Employees, as defined in clause 3 of this Letter of Understanding:
 - (a) A Regular Full-time Employee shall be eligible for severance pay in the amount of two (2) weeks' full-time pay at their Basic Rate of Pay for each full year of continuous employment to a maximum of forty (40) weeks pay.
 - (b) A Regular Part-time Employee shall be eligible for severance pay in the amount of two (2) weeks' full-time pay at their Basic Rate of Pay for each full period of one thousand eight hundred and thirteen point five zero (1,813.50) hours worked at the Basic Rate of Pay to a maximum of forty (40) weeks pay.
 - (c) For purposes of severance, continuous employment will be calculated from the last date of hire recognized with the Employee's current Employer.
3. A Regular Employee who has been laid off in accordance with Article 33.07, and for whom no alternate employment is available, shall have the option to select either:
 - (a) layoff with recall rights as specified in Article 33.07 of the Collective Agreement;
or
 - (b) severance in accordance with this Letter of Understanding.
4. A Regular Employee who accepts severance pay as described above shall have terminated her employment, with no further rights to recall.
5. An Employee who has been terminated for just cause or who has resigned or retired shall not be eligible for severance.

6. A Regular Employee who is laid off in accordance with Article 33.07 shall have fourteen (14) calendar days from the date of layoff to advise the Employer, in writing, that the Employee wishes to take the severance offered by the Employer. Any Employee who does not so advise the Employer of the Employee's decision to accept severance shall be deemed to have selected layoff in accordance with Article 33.07 of this Collective Agreement.

7. (a) Employees who select severance will not be eligible for rehire by any Employer who is a Party to a collective agreement containing this provision, or any Employer or agency funded directly or indirectly by the Employer paying the severance, for the period of the severance (which for the purpose of clarity means the period of time equal to the number of weeks of severance paid to the Employee).

- (b) The Employee may be considered for hire by an Employer referred to in (a) provided they repay the Employer from whom severance was received, the difference, if any, between the time they were unemployed and the length of time for which the severance was paid.

8. Severance pay provided under this Letter of Understanding shall be deemed to be inclusive of any and all legislative requirements for termination notice.

9. This Letter of Understanding shall apply over a period of time beginning the date on which the Parties exchange notice of ratification for this Collective Agreement and ending March 31, 2008, or upon the date of ratification of the next collective agreement, whichever is later.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

PEACE COUNTRY HEALTH

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: ADDITIONAL CERTIFICATIONS FOR TRADESPERSONS

1. Tradespersons who are certified in more than one (1) trade shall be paid at the Basic Rate of Pay for the trade in which it is anticipated the majority of hours are to be worked. Where the Employer determines that there is value to the Employer for the additional certification(s) held by the tradesperson, and the following criteria are met:

- (a) both certifications are a requirement for the work being performed;
- (b) the Employee maintains current certification in both of the applicable trades; and
- (c) the Employee has completed nine hundred and six point seven five (906.75) hours of work at job rate in their current classification;

the Employee shall be eligible for a premium of one dollar (\$1.00) per hour for all hours worked.

2. When a tradesperson is receiving the premium as outlined in clause 1(a) above, the provisions of Article 21.01 shall not apply.

3. This Letter of Understanding shall only apply to tradespersons employed in the following classifications:

- Mechanic/Welder
- Electronics Technician III
- Electrician
- Plumber/Steamfitter
- Instrument Mechanic
- Power Engineer (3rd Class)
- Power Engineer (2nd Class)

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: SICK LEAVE TRANSITION

WHEREAS Employees employed on March 31, 2003 by the Alberta Mental Health Board, at Alberta Hospital Ponoka and at Alberta Mental Health Board Clinics, and who subsequently continued employment with a Health Region Party to this Collective Agreement, were covered by sick leave plan provisions different from Article 28: Sick Leave, under this Collective Agreement.

The Parties agree that:

1. Article 28 shall have no application until the first (1st) of the month following sixty (60) days after the date of the ratification of this Collective Agreement (Effective Date). From the date of ratification until the Effective Date, the respective articles under applicable Employees' Collective Agreements continue to apply.
2. As of the Effective Date, the following transitional provisions will be used to move the applicable Employees from their respective sick leave plan provisions. Regular Full-time Employees shall have a sick leave bank established as follows:
 - (a) Employees with at least one (1) full year of service with the Employer as a Regular Employee: eighteen (18) working days sick leave credit; or
 - (b) Employees with at least two (2) full years of service with the Employer as a Regular Employee: thirty-six (36) working days sick leave credit; or
 - (c) Employees with at least three (3) full years of service with the Employer as a Regular Employee: fifty-four (54) working days sick leave credit; or
 - (d) Employees with at least four (4) full years of service with the Employer as a Regular Employee: seventy-two (72) working days sick leave credit; or
 - (e) Employees with at least five (5) full years of service with the Employer as a Regular Employee: ninety (90) working days sick leave credit; or

- (f) Employees with at least six (6) full years of service with the Employer as a Regular Employee: one hundred and eight (108) working days sick leave credit; or
 - (g) Employees with at least seven (7) full years of service with the Employer as a Regular Employee: one hundred and twenty (120) working days sick leave credit.
3. Employees with less than one (1) full year of service with the Employer as a Regular Employee shall have a sick leave bank established by calculating one point five (1.5) days of sick leave accrual per month of service, to a maximum of eighteen (18) working days sick leave credit.
 4. Regular Part-time Employees shall have a sick leave bank established in accordance with clauses 2 and 3 above, that will be pro-rated based upon their full-time equivalency on the Effective Date.
 5. Accrual and utilization of sick leave shall be administered in accordance with the provisions of Article 28: Sick Leave commencing on the Effective Date.
 6. Employees who are receiving sick leave pay prior to the Effective Date will continue to be compensated in accordance with the previous sick leave provisions until their return to work.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: SENIORITY DATE TRANSITION

WHEREAS prior to the passing of the *Labour Relations (Health Authorities Restructuring) Amendment Act, 2003* (Bill 27) on April 1, 2003, there existed multiple facility, community and mental health General Support Services-related (GSS) bargaining units within the geographical boundaries of a Health Region;

AND WHEREAS after the passing of Bill 27, and the issuance of Labour Relations Board certificates on or about December 1, 2003, a new region-wide GSS bargaining unit was created for each Health Region;

AND WHEREAS the GSS-related collective agreements (Facility GSS, Community Support and Mental Health GSS) in effect on the day prior to the passage of Bill 27 continue to exist until the Parties negotiate a new region-wide collective agreement;

AND WHEREAS the Parties have agreed to the production of a new seniority list for each Health Region;

The Parties hereby agree that:

1. A Regular Employee's seniority on the day before the ratification of this Collective Agreement will remain unchanged, except by operation of this Collective Agreement.
2. The Employer shall post its bargaining unit-specific (as set out in the applicable Labour Relations Board certificate) seniority list (Seniority List), on the first (1st) of the month following ninety (90) days after the date of the ratification of this Collective Agreement.
3. Notwithstanding clause 1 above, where an Employee:
 - (a) was employed with the Employer on November 30, 2003 and had a seniority date established in a pre-Bill 27 Facility GSS, Community Support or Mental Health GSS bargaining unit; and

- (b) between December 1, 2003 and the date of ratification of this Collective Agreement, was the successful candidate on a position under a different GSS-related collective agreement and lost their seniority date from clause 3(a) above;

such Employee may, within forty-five (45) days of the date of ratification, apply to the Employer to have the Employee's seniority, as it existed on November 30, 2003, recognized.

- 4. In the event an Employee does not apply to the Employer under clause 3(b) above within the stated time limits, the seniority date as stated in clause 1 above shall be the Employee's seniority date.
- 5. This Letter of Understanding shall expire one hundred and twenty (120) days from the date of ratification of this Collective Agreement.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

DAVID THOMPSON HEALTH REGION

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: ALBERTA HOSPITAL PONOKA - ON-CALL DUTY/CALL-BACK

The Parties agree that:

1. Article 22 shall be amended for the period from the date of ratification of this Collective Agreement to March 31, 2007, as follows:
 - 22.01 On-call duty shall mean any period during which an Employee is not working but during which the Employee is required by the Employer to be readily available to respond without undue delay to any request to report for work.
 - 22.02 (a) When an Employee is designated to be immediately available to return to work during a period in which he is not on regular duty, he shall be paid the amount of one-half (1/2) hour's pay at his regular rate for each four (4) hours on "on-call duty" or portion thereof on a day that is not a named holiday. For "on-call duty" on a paid holiday, the payment shall be one (1) hour's pay at the regular rate for each four (4) hours on "on-call duty" or portion thereof.
 - (b) When an Employee, while on "on-call duty", is unable to report to work when required, no compensation shall be granted for the total on-call period.
 - (c) An Employee shall not normally be required to be on "on-call duty" on two (2) consecutive weekends or two (2) consecutive paid holidays where other qualified staff are available.
 - 22.03 Regulations in respect of approval or authorization for on-call duty and the procedures which are to be followed by the Employee and the Employer in respect of a duty roster or such other administrative controls as may be deemed necessary or desirable, shall be prescribed by the Employer.
 - 22.04 An Employee will be supplied a communication device by the Employer for the purposes of on-call duty. Such device to be provided at no cost to the Employee.

22.05 **Call-Back**

- (a) An Employee who is called back to work during the on-call period shall be paid, in addition to the payment received for being on-call in accordance with Article 22.02, the hours worked during the on-call period in accordance with the call-back provisions of this Article.
- (b) An Employee who is called back and required to return to work outside of the Employee's regular hours shall be paid for any one (1) call at either:
 - (i) the overtime rate as specified in Article 15; or
 - (ii) four (4) hours at the Basic Rate of Pay; whichever is greater.
- (c) A Regular Employee called back to work in accordance with this Article shall be reimbursed in accordance with Article 24.02.

22.06 **Telephone Consultation**

When an Employee is consulted by telephone and has been:

- (a) assigned to on-call duty and authorized by the Employer to handle job-related matters without returning to the work place, or
- (b) authorized by the Employer to handle job-related matters without returning to the work place;

the Employee shall be paid at the applicable rate for the total accumulated time spent on telephone consultation(s) and corresponding documentation during the on-call period. If the total accumulated time is less than thirty (30) minutes, the Employee shall be compensated at the applicable rate of pay for thirty (30) minutes.

- 2. Effective April 1, 2007, all Employees at Alberta Hospital Ponoka shall be covered by the full provisions of Article 22: On-Call Duty/Call-Back in this Collective Agreement.
- 3. This Letter of Understanding shall expire on April 1, 2007.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: RED-CIRCLED VACATION ACCRUAL RATES

The Parties agree as follows:

1. Vacation entitlements shall be earned based on years of continuous service, as set out in Article 26.
2. Notwithstanding clause 1 above, where, on the day prior to ratification of this Collective Agreement, an Employee earned a vacation entitlement corresponding to her years of service in excess of those outlined in Article 26, such Employee shall continue to earn such vacation entitlement until:
 - (a) her years of continuous service result in a higher vacation entitlement according to Article 26; or
 - (b) March 31, 2008;whichever is sooner.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: HOUSEKEEPING, FOOD SERVICES AND LAUNDRY EMPLOYEES

The Parties agree as follows:

1. Effective April 1, 2004, classifications in:
 - (a) Pay Grades 2 and 3 in the Main Salary Schedule of this Collective Agreement; and
 - (b) Occupational Groups: 2 - Food Services; and 3 - Cleaning, in an Employer's Supplementary Salary Schedule, shall receive the following lump sum payment:

1%	X	Hours paid between April	X	Basic Rate of Pay on March
		1, 2004 and March 31,		31, 2004
		2005		

2. Notwithstanding clause 1 above, those Housekeeping, Food Services and Laundry Employees from Alberta Hospital Ponoka who received a one percent (1%) lump sum during the period April 1, 2004 to March 31, 2005, shall be excluded from receiving the lump sum referred to in clause 1.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TRANSITIONAL - PLACEMENT ON THE SALARY SCALE AND RED-CIRCLING FOR RECLASSIFIED EMPLOYEES

The Parties agree that:

1. This Letter of Understanding addresses the transition from a salary appendix or schedule under an expired collective agreement between the Employer and Union and covered by these negotiations (Expired Salary Schedule) to the main salary schedule under this Collective Agreement (Main Salary Schedule).
2. This Letter of Understanding applies to an Employee employed by the Employer on the day before the date of ratification of this Collective Agreement in a classification that is reclassified under this Letter of Understanding (a Reclassified Employee).
3. Attached as Appendix "A" to this Letter of Understanding is a list of classifications under an Expired Salary Schedule and the corresponding classifications to which they are reclassified under the Main Salary Schedule.
4. A Reclassified Employee shall be placed on the step on the Main Salary Schedule for her new classification that is closest to her Basic Rate of Pay on the day before the date of ratification without being less regardless of an Employee's years of service. For an Employee whose pre-ratification Basic Rate of Pay is higher than her new classification's top step, she shall be placed at the top step in the new classification but red-circled in accordance with clause 5 below.
5. A Reclassified Employee who, as a result of the implementation of clause 4 above would have been moved to a lower Basic Rate of Pay, shall have her Basic Rate of Pay as of the day before the date of ratification (Red-circled Rate) maintained until the Basic Rate of Pay for her classification in the Main Salary Schedule matches or exceeds the Red-circled Rate. At that time, the Reclassified Employee's Basic Rate of Pay will follow the Main Salary Schedule for her classification.

6. This Letter of Understanding expires on March 31, 2008 or the date of ratification of the next collective agreement, whichever is later.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

Appendix A

**Re: Transitional - Placement on the Salary Scale and Red-Circling
for Reclassified Employees**

Pre-Ratification Classification Title	Pre-Ratification Collective Agreement	Post-Ratification Classification Title	Pay Grade
Cleaning Porter	AMHB (AHP)/AUPE	Housekeeping Worker	3.2
Food Services Attendant	AMHB (AHP)/AUPE	Food Services Worker	2.1
Food Services Worker I	AMHB (AHP)/AUPE	Food Services Worker	2.1
Food Services Worker II	AMHB (AHP)/AUPE	Food Services Worker	2.1
Messenger/ Junior Clerk	Red Deer Regional Hospital/HSAA (Clerical)	Clerk Junior	1.1
Clerk – Typist III	Red Deer Regional Hospital/HSAA (Clerical)	Clerk III/ Typist III	1.4

AMHB = Alberta Mental Health Board

AHP = Alberta Hospital Ponoka

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and-

ALBERTA UNION OF PROVINCIAL EMPLOYEES

**RE: TRANSITIONAL - PLACEMENT ON THE MAIN SALARY SCHEDULE
AND RED-CIRCLING FOR MATCHING EMPLOYEES**

The Parties agree that:

1. This Letter of Understanding addresses the transition from a salary appendix or schedule under an expired collective agreement between the Employer and Union and covered by these negotiations (Expired Salary Schedule) to the main salary schedule under this Collective Agreement (Main Salary Schedule).
2. This Letter of Understanding applies to an Employee employed by the Employer on the day before the date of ratification of this Collective Agreement, in a classification that matches a classification in the Main Salary Schedule (a Matching Employee). A classification will be considered to match when it has the same title under an Expired Salary Schedule and the Main Salary Schedule. For the purposes of illustration, an Employee employed in the Carpenter classification shall be considered a Matching Employee because the Carpenter classification title is the same under an Expired Salary Schedule and the Main Salary Schedule.
3. A Matching Employee shall be placed on the step on the Main Salary Schedule (April 1, 2004 rates) for her classification that is closest to her Basic Rate of Pay on the day before the date of ratification without being less regardless of an Employee's years of service. For an Employee whose pre-ratification Basic Rate of Pay is higher than the matching Main Salary Schedule classification's top step (April 1, 2004 rates), she shall be placed at the top step in the classification but red-circled in accordance with clause 4 below.
4. A Matching Employee who, as a result of the implementation of clause 3 above would have been moved to a lower Basic Rate of Pay, shall have her Basic Rate of Pay as of the day before the date of ratification (Red-circled Rate) maintained until the Basic Rate of Pay for her classification in the Main Salary Schedule matches or exceeds the Red-circled Rate. At that time, the Matching Employee's Basic Rate of Pay will follow the Main Salary Schedule for her classification.

5. (a) A Matching Employee receiving a Red-circled Rate (a Red-circled Employee) who was employed by the Employer on the date of ratification who does not receive at least a three percent (3%) increase to her Basic Rate of Pay effective April 1, 2004 as a result of the implementation of this Letter of Understanding shall receive a lump sum payment calculated as follows:

3% less % increase in Basic Rate of Pay	X	Regular Hours worked between April 1, 2004 and March 31, 2005	X	Basic Rate of Pay on March 31, 2004
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- (b) A Red-circled Employee who was employed by the Employer on April 1, 2005 and does not receive at least a three percent (3%) increase to her Basic Rate of Pay as a result of the implementation of this Letter of Understanding shall receive a lump sum payment calculated as follows:

3% less % increase in Basic Rate of Pay	X	Regular Hours worked between April 1, 2005 and	X	Basic Rate of Pay on March 31, 2005 March 31, 2006
--	---	--	---	---

Such lump sum will be paid twice annually.

- (c) A Red-circled Employee who is employed by the Employer on April 1, 2006 and does not receive at least a one point five percent (1.5%) increase to her Basic Rate of Pay as a result of the implementation of this Letter of Understanding shall receive a lump sum payment calculated as follows:

1.5% less % increase in Basic Rate of Pay	X	Regular Hours worked between April 1, 2006 and	X	Basic Rate of Pay on March 31, 2006 September 30, 2006
--	---	--	---	---

- (d) A Red-circled Employee who is employed by the Employer on October 1, 2006 and does not receive at least a one point five percent (1.5%) increase to her Basic Rate of Pay as a result of the implementation of this Letter of Understanding shall receive a lump sum payment calculated as follows:

1.5% less % increase in Basic Rate of Pay	X	Regular Hours worked between October 1, 2006 and March 31, 2007	X	Basic Rate of Pay on September 30, 2006
--	---	--	---	---

- (e) A Red-circled Employee who is employed by the Employer on April 1, 2007 and does not receive at least a one point five percent (1.5%) increase to her Basic Rate of Pay as a result of the implementation of this Letter of Understanding shall receive a lump sum payment calculated as follows:

1.5% less % increase in Basic Rate of Pay	X	Regular Hours worked between April 1, 2007 and	X	Basic Rate of Pay on March 31, 2007 September 30, 2007
--	---	--	---	---

(f) A Red-circled Employee who is employed by the Employer on October 1, 2007 and does not receive at least a one point five percent (1.5%) increase to her Basic Rate of Pay as a result of the implementation of this Letter of Understanding shall receive a lump sum payment calculated as follows:

1.5% less % increase in Basic Rate of Pay	X	Regular Hours worked between October 1, 2007 and March 31, 2008	X	Basic Rate of Pay on September 30, 2007
--	---	--	---	---

6. This Letter of Understanding expires on March 31, 2008 or the date of ratification of the next collective agreement, whichever is later.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

LETTER OF UNDERSTANDING

BETWEEN

(EMPLOYER)

- and -

ALBERTA UNION OF PROVINCIAL EMPLOYEES

RE: TRANSITIONAL PROVISIONS

The Parties agree that the following transitional provisions will be implemented prior to the provisions of the Multi-Employer/AUPE General Support Services Collective Agreement becoming fully effective.

1. Article 9: Probationary Period

- (a) An Employee who has commenced and is still under probation on the day prior to ratification of this Collective Agreement shall complete such probation according to the terms of the collective agreement applicable to them on the day prior to ratification.
- (b) All Employees who commence employment on or after the date of ratification of this Collective Agreement shall be subject to the provisions of Article 9: Probationary Period unless otherwise amended.

2. Article 12: Job Postings, Transfers and Promotions

- (a) An Employee who was transferred or promoted under the provisions of a collective agreement other than the Receiving Agreement prior to ratification of this Collective Agreement and who has not yet completed her trial period shall be subject to the trial period outlined of the collective agreement in effect as of the Employee's date of transfer or promotion, until the trial period has been completed.
- (b) Employees transferred or promoted on or after the date of ratification of this Collective Agreement shall be subject to the provisions of Article 12, unless otherwise amended.

3. Article 14: Hours of Work - Hours of Work Scheduling Provisions

- (a) Employees who, on the day before ratification of this Collective Agreement, were covered by scheduling provisions different from those in the Receiving Agreement, shall remain under such pre-ratification scheduling provisions until three (3) months after the first (1st) of the month following ratification of this Collective Agreement (Implementation Date).
- (b) Effective the Implementation Date, all Employees shall be covered by the full provisions of Article 14: Hours of Work under this Collective Agreement.
- (c) Notwithstanding clause 3(a) and (b) above, all Employees shall be covered by the following provisions, effective the date of ratification of this Collective Agreement:
 - 14.02(b);
 - 14.05(b);
 - 14.09(d)(ii); and
 - 14.11

4. Article 14: Hours of Work - Community and Mental Health Hours of Work

- (a) Employees working at a Site/programme/area with normal hours of work that differ from those in Article 14: Hours of Work of this Collective Agreement [i.e., normal hours of work fewer than seven point seven five (7.75) hours a day] shall maintain their current hours of work and any consequential provisions under the terms of their collective agreement in place on the day prior to ratification of this Collective Agreement, until such time as agreed by the Union and the Employer, or March 31, 2006, whichever is earlier.
- (b) Effective April 1, 2006, or such earlier time agreed to by the Employer and the Union, all Employees shall be covered by the full provisions of Article 14: Hours of Work.
- (c) For the purposes of transitioning Employees in clause 4(a) above to Article 14: Hours of Work, in this Collective Agreement:
 - (i) Full-time Employees will maintain their fulltime equivalent (FTE), subject to the operation of this Collective Agreement.
 - (ii) Part-time Employees will maintain their current total regularly scheduled hours, subject to the operation of this Collective Agreement, but will have a reduced FTE. Notwithstanding the above, the Employer may, at its sole discretion, increase a Part-time Employee's total regularly scheduled hours to maintain such Part-time Employee's FTE.

5. Article 27: Employee Benefit Plans - Alberta Mental Health Board Collective Agreements

- (a) Employees covered by the provisions of a collective agreement between the Alberta Mental Health Board and the Alberta Union of Provincial Employees (AMHB Collective Agreement) shall, on a transitional basis, continue under the Employee Benefits Plans and cost-share structure of their respective AMHB Collective Agreement.
- (b) On January 1, 2006, such Employees will cease being covered by the AMHB Employee Benefits Plans and cost-share structure, and commence benefit entitlement and cost-sharing under Article 27: Employee Benefits Plan in this Collective Agreement.

6. Article 27: Employee Benefit Plans - Illness or Disability

- (a) Employees not actively at work due to illness or disability on the date of ratification of this Collective Agreement will continue to be covered by the benefit provisions in their previous collective agreement until such time that they return to active employment with the Employer. Benefit coverage under this Collective Agreement will commence upon their return to work subject to enrolment requirements.

7. Article 29: Workers' Compensation

- (a) Employees who have made application for, or are in receipt of, WCB payments prior to the date of ratification of this Collective Agreement shall remain under the provisions of the collective agreement that applied to them at that time, for the duration of their claim.

ON BEHALF OF THE EMPLOYER

ON BEHALF OF THE UNION

DATE: _____

DATE: _____

Employers

This Collective Agreement applies to the following: (the names that appear below in no way alter or affect the application, jurisdiction, description or legal name that appears in the Alberta Labour Relations Board certificates defining bargaining units)

David Thompson Health Region

- All employees when employed in general support services except employees at Bentley Care Centre, Coronation Hospital and Care Centre, Consort Hospital and Care Centre, Rimbey Hospital and Care Centre, Eckville Community Health Centre, Elnora Community Health Centre, Lacombe Community Health Centre, Olds Community Health Centre, Ponoka Community Health Centre, Red Deer 49th Street Community Health Centre, Red Deer Bremner Avenue Community Health Centre, Rimbey Community Health Centre, Rocky Mountain House Community Health Centre, Sylvan Lake Community Health Centre and Sundre Community Health Centre

East Central Health

- All employees when employed in general support services except employees in Galahad Continuing Care Centre, Hardisty Health Centre, Mannville Continuing Care Centre, Tofield Health Centre, Two Hills Health Centre, and Viking Health Centre
- *All employees when employed in general support services - Lamont Health Care Centre*
- *All employees when employed in general support services - St. Mary's Hospital, Camrose*
- *All employees when employed in general support services - St. Joseph's General Hospital*
- *All employees when employed in general support services at Killam Health Care Centre - Killam General Hospital*

Aspen Regional Health

- All employees when employed in general support services

Peace Country Health

- All employees when employed in general support services

Bargaining Units

This Collective Agreement applies to the following: (the names that appear below in no way alter or affect the application, jurisdiction, description or legal name that appears in the Alberta Labour Relations Board certificates defining bargaining units)

- Local 47, Chapter 17 (St. Mary's Hospital, Camrose)
- Local 56
- Local 57