

# **COLLECTIVE AGREEMENT**

Between

**EXTENDICARE CANADA INC.**

And The

**CANADIAN UNION OF PUBLIC  
EMPLOYEES**

**Expiring December 31, 2013**

## Table of Contents

Article 1 – Purpose And Scope.....	3
Article 2 – Term .....	3
Article 3 – Definitions.....	3
Article 4 – Management Rights.....	4
Article 5 – Union Recognition .....	5
Article 6 – Union Membership and Dues Deduction .....	5
Article 7 – Union Representation.....	6
Article 8 – Union-Management Relations.....	6
Article 9 – No Strike Or Lockouts.....	7
Article 10 – No Discrimination.....	7
Article 11 – Grievance Procedure.....	8
Article 12 – Arbitration .....	10
Article 13 – Seniority.....	11
Article 14 – Probation .....	12
Article 15 – Layoff And Recall.....	13
Article 16 – Vacancies and Job Postings.....	15
Article 17 – Hours of Work.....	18
Article 18 – Overtime .....	19
Article 19 – Premiums .....	20
Article 20 – General Holidays.....	22
Article 21 – Vacation.....	24
Article 22 – Income Protection.....	26
Article 23 – Leaves of Absence .....	28
Article 24 – Payment of Wages .....	30
Article 25 – Group Benefit Plans.....	31
Article 26 – Registered Retirement Savings Plan.....	35
Article 27 – Health And Safety.....	37
Article 28 – Discipline .....	37
Article 29 – General Conditions.....	38
Article 30 – Copies of the Collective Agreement.....	39
Signatures .....	40
Schedule “ A – Basic Hourly Rates of Pay .....	41
Bonnyville .....	41
Fort MacLeod.....	44
Leduc.....	46
Lethbridge .....	48
St. Paul.....	50
Viking .....	53
Vulcan.....	56
Schedule “B” – Employer Group Benefit Contributions.....	59
Schedule “C” – Full-time Hours .....	61
Schedule “D” – Vacation Time and Pay Entitlement.....	62
Appendix ‘A’ – Nursing Homes Covered by Collective Agreement.....	64
Addendum – Local Conditions.....	66

LOC – Bonnyville (BV).....	66
LOC – Fort MacLeod (FM).....	68
LOC – Leduc (LD).....	71
LOC – St. Paul (SP).....	75
LOC – Viking (VK).....	77
LOC – Vulcan (VL).....	79
LOU re Waiving of Vacation .....	82
LOU re Maternity and Parental Leave Review.....	83
LOU re Benefit Plan Carrier.....	84
LOU re Local Conditions for CUPE/Lethbridge (LETHBRIDGE ONLY).....	85
LOU re Alberta Health Care Insurance Premium.....	89
LOU re Long Term Disability Plan.....	90
LOU re Licensed Practical Nurse Wage Schedule.....	91
LOU re Transition to the Revised Schedule 'A' (VULCAN ONLY).....	92
LOU re Lump Sum Payment.....	93
LOU re Recognition of Previous Experience.....	95
LOU re Full-time Maintenance – On-call (LEDUC ONLY) .....	96
LOU re Licensed Practical Nurse Professional Development.....	97
LOU re Time Off Between Shifts – Exclusions.....	99
LOU re Contracting Out.....	100
LOU re HCA Assisting with Medication Delivery [Not Attached to the Collective Agreement].....	101

## **Article 1 – Purpose And Scope**

- 1.01 The purpose of the Collective Agreement is to establish an orderly collective bargaining relationship between the Employer and the Employees covered by this Collective Agreement, to provide for the prompt and equitable disposition of grievances, and to establish wages and certain working conditions for Employees of the bargaining unit.
- 1.02 The Collective Agreement shall be applicable to all Employees unless otherwise specified herein.

## **Article 2 – Term**

- 2.01 This Collective Agreement shall be effective from the date of exchange of written notice of ratification through December 31, 2013.
- 2.02 Either party to this Collective Agreement may, within a period of between sixty (60) and one hundred and twenty (120) calendar days immediately preceding the date of expiry of the Collective Agreement, by written notice require the other party to commence collective bargaining. Should such notice not be given by either party, then this Collective Agreement shall continue in full force and effect for each succeeding yearly period until such time as required notice has been given.
- 2.03 This Collective Agreement shall remain in full force and effect until either party to this Collective Agreement is in a legal strike or lockout position or a new Collective Agreement has been executed, whichever is earlier.
- 2.04 At any time during the term of this Collective Agreement, the duly authorized representatives of the parties may, in writing, mutually agree to amend, add to or delete provisions in the Collective Agreement. Such changes shall then become part of this Collective Agreement.

## **Article 3 – Definitions**

- 3.01 “Full-time Employee” shall mean an Employee who is regularly scheduled to work the bi-weekly hours set out at Schedule ‘C’ – Full-time Hours.
- 3.02 “Part-time Employee” shall mean an Employee who is regularly scheduled to work less than the full-time hours set out at clause 3.01.
- 3.03 ‘Casual Employee’ shall mean an Employee who works on a call-in basis and who does not appear on the schedule on a regular and continuing basis except:
- (a) for the purpose of replacement of full-time and part-time Employees, or

- (b) when it is known in advance that a relief assignment is necessary.
- 3.04 “Licensed Practical Nurse” (LPN) shall mean an Employee who is registered as a Licensed Practical Nurse pursuant to the *Health Professions Act* of Alberta.
- 3.05 “Position” shall be defined by the job classification and the regularly scheduled hours averaged over a shift rotation.
- 3.06 “Vacancy” shall mean a position the Employer requires to be filled. The vacancy shall be posted in accordance with the Collective Agreement.
- 3.07 “Union” shall mean Canadian Union of Public Employees (C.U.P.E.).
- 3.08 “Local” shall mean the bargaining unit of a specified facility and which is represented by the Union and referenced in Appendix ‘A’.
- 3.09 “Facility” shall mean the specific nursing home operated by the Employer which is covered by this Collective Agreement and referenced in Appendix ‘A’.
- 3.10 “Regularly Scheduled Hours” shall mean the hours of work as set out on the job posting of the position. Unless otherwise expressed by the Employer, regularly scheduled hours will be presented on a bi-weekly basis.
- 3.11 “Basic Hourly Rate of Pay” shall mean the wage rate set out in Schedule “A” of the Collective Agreement.
- 3.12 Whenever the singular or feminine is used in the Collective Agreement, it shall be considered to include the plural or the masculine as the case may be.

#### **Article 4 – Management Rights**

- 4.01 The Union acknowledges that it is the exclusive function of the Employer to exercise the regular and customary functions of management and without limiting the generality of the foregoing, to:
- (a) Conduct its business in all respects with regard to the care and comfort of the residents, including the right to maintain and improve order, discipline and efficiency, the number of employees required for the Employer’s purposes and the increase or reduction of personnel; and
  - (b) Make, enforce and alter from time to time reasonable rules of employee conduct and procedures and introduce new and improved systems and methods.

### Article 5 – Union Recognition

- 5.01 The Employer recognizes the Union as the sole and exclusive bargaining agent for Employees of the Employer for the facilities listed at Appendix 'A'.
- 5.02 The Employer agrees to inform new Employees of the existence of the Union and that a Collective Agreement setting out terms and working conditions for employment is in effect.
- 5.03 No Employee for whom the Union is the bargaining agent shall be required or permitted to make a written or verbal agreement with the Employer which conflicts with the terms of the Collective Agreement.

### Article 6 – Union Membership and Dues Deduction

- 6.01 The Employer shall deduct Union dues using the Rand Formula for all Employees covered by this Collective Agreement.
- 6.02 Deductions.
- (a) Employees starting employment on or before the 15<sup>th</sup> of any month will have Union dues deducted for that month. Employees starting employment after the 15<sup>th</sup> of any month will have Union dues deducted starting in the following month.
- (b) The Employer agrees to deduct from every Employee Union dues, initiation fees and other assessments levied by the Union. The Union shall advise the Employer in writing of the amount of the Union dues, initiation fees or other assessments at least thirty (30) calendar days in advance of the effective date the deductions are to commence.
- 6.03 Remittance
- The Employer shall forward to the Union designate all Union dues, initiation fees and other assessments deducted from Employees' pay not later than the 15<sup>th</sup> of the month following the month in which deductions were made. The deductions remittance will be accompanied by a list of the names of Employees for whom deductions have been made and the corresponding deduction amount.
- 6.04 The Union shall save harmless the Employer with respect to any and all liability the Employer may incur as a result of deductions made at the request of the Union.

**Article 7 – Union Representation**

- 7.01 (a) The Union shall have the right to appoint Stewards to serve as representatives of Employees in certain matters including the processing of grievances.
- (b) The Union shall notify the Employer in writing of the name of each Steward and the name of the Officers of the Union before the Employer shall be required to recognize them. The Union shall notify the Employer in writing of any changes that occur to this list as such changes arise.
- (c) A Steward or Officer of the Union shall first obtain permission from her supervisor to leave her work area during work and such permission shall not be unreasonably withheld. Such leave from her work area will be without loss of pay and benefits so long as the Employee remains at the Facility.
- 7.02 The Union shall have the right to the assistance of representatives of the C.U.P.E. when dealing or negotiating with the Employer. Such Union Representative(s) shall have access to the Employer's premises in order to investigate or assist in the settlement of a grievance. The Union Representative(s) shall inform the Administrator, or designate, of the Employer that she requires access to the facility. The Employer will not unreasonably withhold permission for such access.
- 7.03 A Steward or Officer of the Union shall be given fifteen (15) minutes off without loss of pay and benefits to greet new Employees and to discuss Union membership with such new Employees at the Employer's general orientation.

**Article 8 – Union-Management Relations****8.01 Union-Management Committee**

- (a) A Union-Management Committee shall be established within each facility consisting of up to three (3) representatives from both the Local (which shall be Employees from within that bargaining unit) and the Employer. The C.U.P.E. National Representative and the Employer's Regional Director, or their respective designate, may also attend the Union-Management Committee meetings.
- (b) The Union-Management Committee may meet at the request of either party to discuss issues of mutual concern. Union-Management Committee meetings will be held during the normal working day.
- (c) Employee representatives cited under clause 8.01(a) shall not suffer any loss of pay while attending a Union-Management Committee meeting during their scheduled hours of work. Should an Employee who is not on

duty with the Employer at the time of the Union-Management Committee meeting choose to attend the meeting, she shall not be compensated by the Employer.

#### 8.02 Collective Bargaining

- (a) The Union Bargaining Committee may consist of up to three (3) Employees from each Local. The Union shall advise the Administrator of the Facility, or designate, in writing of the Local members of the Union Bargaining Committee.
- (b) The Employer will ensure that two (2) members from each Local on the Union Bargaining Committee will suffer no loss of pay and benefits as a result of attendance at collective bargaining of this Collective Agreement up to and including mediation.

#### 8.03 Correspondence

Unless otherwise specified herein, correspondence between the Employer and the Union shall be addressed as follows.

- (a) To the Employer: To the Administrator of the facility with a copy to the Regional Director of the Employer.
- (b) To the Union: To the Secretary of the Local of the facility with a copy to the designated Union Representative from C.U.P.E.

#### 8.04 Union Bulletin Board

The Employer shall provide a bulletin board for the Union, the location of which shall be accessible to all Employees. The Union reserves the right to approve notices placed on the Union bulletin board. The Union agrees to remove material from the Union bulletin board which the Employer considers objectionable.

### **Article 9 – No Strike Or Lockouts**

9.01 It is agreed that there shall be no strike or lockout, as defined under the *Alberta Labour Relations Code*, during the term of the Collective Agreement.

### **Article 10 – No Discrimination**

10.01 The Employer and the Union shall abide by the *Alberta Human Rights Act*. The parties agree that there shall be no discrimination, interference, restriction or coercion experienced or practiced with respect to any Employee by reason of sexual orientation, membership or non-membership or activity in the Union or in respect of any of the listed grounds in the aforementioned Act. For the purposes



of this Article, the parties agree that the defenses of the aforementioned Act shall be applicable.

## **Article II – Grievance Procedure**

### **11.01 Grievance**

- (a) A grievance shall be defined as any difference arising out of the interpretation, application, administration, or alleged violation of the Collective Agreement.
- (b) When a grievance arises, an earnest effort shall be made by the parties to resolve it in the manner and order set out below.

### **11.02 Recognition of Union Stewards**

The Employer acknowledges the rights of the Union and the Stewards to assist an Employee in preparing and presenting her grievance in accordance with the Grievance Procedure.

### **11.03 Grievance Procedure**

#### **(a) Step 1**

An Employee who believes that she has a grievance shall first discuss the matter with her supervisor (with or without her shop steward). "Supervisor" shall mean that person from whom an Employee normally receives her work assignments and who is not a member of the bargaining unit. If the Employee does not have her concern(s) resolved to her satisfaction, the grievance may be advanced to Step 2.

#### **(b) Step 2**

Failing satisfactory settlement of the grievance at Step 1, the grievance may be advanced, in writing, to the Administrator, or designate, within five (5) working days of the incident giving rise to the grievance. The Administrator shall convene a meeting within five (5) working days of receipt of the written grievance and shall render a decision in writing within five (5) working days after the meeting.

#### **(c) Step 3**

Failing satisfactory settlement of the grievance at Step 2, the grievance may be advanced, in writing, to the Regional Director within five (5) working days of receipt of the Administrator's response under Step 2. The Regional Director shall convene a meeting within five (5) working days of

receipt of the written grievance and shall render a decision in writing within five (5) working days after the meeting.

(d) Step 4

Failing satisfactory settlement of the grievance at Step 3, the grievance may be advanced to arbitration, subject to Article 12, within fourteen (14) working days of the date of receipt of the Regional Director's response under Step 3.

- 11.04 (a) For the purpose of this Article, "working days" shall be Monday to Friday inclusive, however, excluding general holidays. Any of the time allowances within this Article may be extended by mutual agreement of the parties.
- (b) Should the Union not advance the grievance(s) to the next step of the grievance procedure within the time allowances herein, the grievance(s) shall be found abandoned. Should the Employer not respond within the time allowances herein, the Union shall be permitted to advance the grievance(s) to the next step.

11.05 Policy and Group Grievance

- (a) A policy grievance shall be defined as any dispute involving a question of application or interpretation of the Collective Agreement. A group grievance is where a group of Employees have a grievance of a similar or like nature.
- (b) It is expressly understood that the provision of this clause may not be used to institute a grievance directly affecting an Employee or Employees which such Employee or Employees could themselves initiate and the regular grievance procedure shall not be thereby bypassed.
- (c) Where a policy grievance arises, the grievance shall be submitted in writing at Step 2 of the grievance procedure.

11.06 Discharge Grievance

A discharge grievance shall be submitted in writing at step 2 of the Grievance Procedure within five (5) working days of the discharge. The Administrator shall convene a grievance meeting within seven (7) working days of receipt of the grievance and shall render a decision in writing within five (5) working days after that meeting. Should the discharge grievance not be resolved, the grievance may be advanced to step 3 of the Grievance Procedure.

## Article 12 – Arbitration

### 12.01 Composition of Board of Arbitration

- (a) Failing a satisfactory settlement being reached in Step 3, either party may refer the grievance to a Board of Arbitration (the “Board”) within fourteen (14) working days of receipt of the Employer’s response at Step 3 of the grievance procedure by giving notice to the other party in writing. Unless both parties agree within seven (7) working days to appointment of a single arbitrator to constitute the Board, the parties shall give notice in writing of their nominee to the Board. The two (2) named members of the Board shall within fifteen (15) working days name a third member of the Board who shall be Chairperson. In the event of failure to agree upon a third person, the Minister of Labour for the Province of Alberta shall be requested to appoint a third person.
- (b) Either party may propose in writing to the other party the use of a sole Arbitrator. The use of a sole Arbitrator shall be subject to mutual agreement of the parties.

### 12.02 Expenses of the Board

Each party shall pay:

- (a) The fees and expenses of the nominee it appoints;
- (b) One-half of the fees and expenses of the Chairperson, or sole Arbitrator; and,
- (c) Its own expenses including pay for witness.

No costs shall be awarded to or against any party.

### 12.03 Amending of Time Limits

For the purpose of this Article, “working days” shall be Monday to Friday inclusive, however, excluding general holidays. Any of the time allowances within this Article may be extended by mutual agreement of the parties.

12.04 Where two (2) or more Employees have the same grievance or the same type of grievance which are proceeding to arbitration they may be submitted to one (1) Board. It is understood that each grievor may have the right to make her own submission.

12.05 The procedure of the Board, or sole Arbitrator, shall be as outlined in the *Alberta Labour Relations Code*.

12.06 Nothing in the Collective Agreement shall prevent the Employer and the Union from mutually agreeing to alternate dispute resolution means for settling a grievance.

### **Article 13 – Seniority**

#### **13.01 Seniority Defined**

- (a) Seniority for all Employees covered by this Collective Agreement shall be calculated on all hours paid and will continue to accrue when:
  - (i) an Employee is on Workers' Compensation Board leave up to twelve (12) months;
  - (ii) an Employee is on approved leave of absence by reason of non-occupational personal illness or injury which renders the Employee unable to work up to six (6) months; and,
  - (iii) an Employee who is on maternity, parental or adoption leave up to twelve (12) months; and,
  - (iv) an Employee who is on an approved leave of absence pursuant to clause 23.01 up to one (1) year.
- (b) Seniority entitlement under clauses 13.01(a)(i) through (iv) will be determined as follows.
  - (i) The Employee's permanent position; and,
  - (ii) For an Employee who is occupying a temporary position, the hours of the temporary position until the temporary position ends during the leave of absence period and thereafter, the Employee's permanent position.

13.02 Seniority shall be accrued on a bargaining unit basis. Seniority shall include all service with the Employer prior to certification of the bargaining unit by the Union.

- 13.03 (a) The Employer shall update and post on the Union bulletin board the seniority list in January and July. Copies of the seniority lists will be provided to the Union at the time of posting.
- (b) An Employee, for her own seniority, or the Union, for all Employee's seniority, must notify the Employer of an alleged error in the seniority list within forty (45) calendar days of the posting of the most recent seniority list, otherwise the seniority will be deemed correct.

#### **13.04 Loss of Seniority**

The seniority and employment of an Employee shall terminate if she:

- (a) resigns or retires;
- (b) is discharged and is not re-instated;
- (c) is confirmed by the Employer to have abused a resident;
- (d) is laid off in excess of twelve (12) months;
- (e) is absent from work for two (2) or more consecutive shifts without notifying the Employer, unless a reason satisfactory to the Employer is provided;
- (f) fails to report for work as scheduled upon the conclusion of a leave of absence, vacation, suspension or layoff;
- (g) fails to report for work as scheduled following the later of the Alberta Workers' Compensation Board (W.C.B.) notification that she is able to return to work, or such other W.C.B. decision rendered by an appeals board;
- (h) is a casual Employee and does not work within thirty (30) consecutive days unless her absence is due to illness or an approved leave of absence; or,
- (i) is promoted to a position outside of the bargaining unit and does not return to her in-scope position within three hundred and sixty-five (365) calendar days from the date of the promotion.

13.05 If an Employee is absent from work for a period not exceeding one (1) year because of illness, accident, or layoff, or for any period because of leave of absence approved by the Employer, she shall maintain her accumulated seniority.

**Article 14 – Probation**

14.01 (a) Full-time and Part-time Employees

A newly hired full-time or part-time Employee shall serve a probationary period from her date of hire as set out in the *Full-time and Part-time Probation* table below. The probationary period may be extended beyond six (6) calendar months for up to an additional three (3) calendar months upon mutual agreement, in writing, between the Employer and the Union.

Full-time and Part-time Probation	
Licensed Practical Nurse,	503.75 hours worked or six (6)

Job Classification	Probationary Period
Health Care Aide, Care Aide, Health Care Aide II, Unit Clerk	months, whichever occurs first
Dietary Aide, Housekeeping Aide, Laundry Aide, Cook (all), Maintenance (all), Recreation Aide (all), Therapy Aide, Physio-Therapy Aide, Occupational Therapy Aide	487.5 hours worked or six (6) months, whichever occurs first

(b) Casual Employees

A newly hired casual Employee shall serve a probationary period from her date of hire of at least the hours worked set out in the *Casual Probation* table below.

Casual Probation	
Job Classification	Probationary Period
Licensed Practical Nurse, Health Care Aide, Care Aide, Health Care Aide II, Unit Clerk	503.75 hours worked
Dietary Aide, Housekeeping Aide, Laundry Aide, Cook (all), Maintenance (all), Recreation Aide (all), Therapy Aide, Physio-Therapy Aide, Occupational Therapy Aide	487.5 hours worked

**14.02** An Employee on probation will be entitled to the provisions of the Collective Agreement unless otherwise stated in the Collective Agreement and subject to the following.

- (a) The Employee on probation shall not accrue seniority during her probationary period. Upon completion of the probationary period, the Employee will be credited with seniority accumulated during the probationary period subject to Article 13.
- (b) The discharge of an Employee on probation shall be at the sole discretion of the Employer. However, the Employee on probation may grieve her discharge up to Step 3 of the Grievance Procedure set out in Article 11.

**Article 15 – Layoff And Recall**

**15.01** A layoff shall be defined as:

- (a) any reduction in the hours of a full-time Employee’s position or

- (b) a reduction in the hours of a part-time Employee's position of 25% or more.

15.02 In the event of a layoff, Employees shall be laid off in the reverse order of their seniority.

15.03 No new Employees shall be hired until those laid off have been given an opportunity for re-call (see clause 15.05) provided the Employee(s) on recall is qualified for the job classification.

15.04 Notice of Layoff

- (a) The Employer shall provide the Union with a minimum of seven (7) days written notice of its intention to layoff Employee(s).

- (b) After consultation with the Union, the Employer shall notify Employees who are to be laid off as follows:

- (i) at least seven (7) days notice, if the Employee's period of employment is greater than three (3) months, but less than two (2) years, or

- (ii) at least fourteen (14) days notice if the Employee's period of employment is two (2) years or more.

If the Employee laid off has not had the opportunity to work the seven (7) or fourteen (14) days as stated, after notice of layoff, the Employee shall be paid in lieu of work for the part of the seven (7) or fourteen (14) days during which work was not made available.

- (c) The notice as addressed in this Article is a minimum period of notice and the Employer will provide as much advance notice of layoff as possible, but is required to pay in lieu of notice for only the period referred to above.

- (d) In the event of an unforeseen event which disrupts or results in the discontinued operations of a facility and which event is beyond the control of the Employer, these notices of layoff provisions shall not be in effect. In that event, layoff will be handled in accordance with the *Employment Standards Code*.

15.05 Employee's Layoff Options

- (a) The Employer shall meet with the Union and the affected Employee(s) to review the available options regarding layoff (see clause 15.05(b)).

- (b) An Employee who is subject to layoff shall have the right to either:

- (i) accept the layoff; or

- (ii) displace an Employee who has the same or fewer posted hours and who has less seniority and providing that the Employee who is originally subject to the layoff is willing, able and qualified following an offered orientation period to perform the work.
- (c) The Employee's decision to choose option (i) or (ii) above shall be given in writing to the Administrator within three (3) days, exclusive of Saturday, Sunday and general holidays, following the notification of layoff. Employees failing to respond within this deadline will be deemed to have accepted the layoff.

#### 15.06 Recall

- (a) Employees shall be recalled in the order of their seniority provided they are willing, able and qualified to do the work.
- (b) The Employer shall send notice of return to work (recall) by registered mail to the Employee's last known address which such notification shall be deemed to be received after the seventh (7<sup>th</sup>) day of mailing. Such notice shall state the position to which the Employee is being recalled, the date and time at which the Employee should report to work.
- (c) An Employee who is recalled to work must return to work within seven (7) days of the deemed notification if unemployed and within fourteen (14) days of the deemed notification if employed elsewhere. Employees failing to respond within this deadline will be deemed to have resigned employment with the Employer.
- (d) It is the sole responsibility of the Employee to maintain her current address with the Employer.

#### 15.07 Grievance of Layoffs and Recalls

Grievances concerning layoffs and recalls shall be initiated at Step 2 of the grievance procedure.

15.08 In the event of a vacancy, Article 16 shall not apply until the recall process has been completed.

15.09 Article 15 shall not apply to probationary or casual Employees.

### **Article 16 – Vacancies and Job Postings**

#### 16.01 Vacancies and Job Postings

- (a) When the Employer creates a new position or determines there is a vacancy, the Employer shall post notice of the position (job posting) in the



facility to which the job posting applies for one (1) calendar week. The job posting shall include the job classification, qualifications, regularly scheduled hours, basic hourly rate of pay, the anticipated start date (which is subject to change), and the application deadline date.

In the event there are no qualified applicants from within the facility, within one (1) calendar week of the conclusion of the original job posting, the Employer shall forward the job posting to all other facilities where it will be posted for one (1) calendar week.

- (b) The Employer shall forward copies of job postings to the Union at the time of posting.
- (c) The Employer will notify the Union when a vacant position will not be filled or when a full-time or part-time position will be changed.
- (d) Qualifications for the position shall be consistent with the responsibilities specified in the job document. The Employer will provide to the Union a copy of the job document for job classifications set out at Schedule "A".

16.02 Applications for job postings shall be made in writing to the Employer.

16.03 (a) Job postings shall be awarded on the basis of qualifications established by the Employer for the position and seniority. Provided the Employee meets the Employer's qualifications, seniority shall then be used in awarding the job posting.

- (b) The Employer will post and notify the Union of the name of the successful applicant within ten (10) calendar days of the application deadline date.

16.04 Trial Period

- (a) General

Job Classification	Trial Period
Licensed Practical Nurse, Health Care Aide, Care Aide, Health Care Aide II, Unit Clerk	170.5 hours worked

Trial Period Hours	
Job Classification	Trial Period
Dietary Aide, Housekeeping Aide, Laundry Aide, Cook (all), Maintenance (all), Recreation Aide (all), Therapy Aide, Physio-Therapy Aide, Occupational Therapy Aide	165 hours worked

(b) Specialized Care Units

For positions located within specialized care units, the trial period shall be the hours worked as set out in the *Trial Period Hours – Specialized Care Units* table below or thirty-three (33) shifts, whichever occurs first. During the trial period, if the Employer finds the Employee to be unsatisfactory in her job performance in the position, or if the Employee requests, the Employee shall be returned to her former permanent position at her previous basic hourly rate of pay and without loss of seniority.

Job Classification	Trial Period
Licensed Practical Nurse, Health Care Aide, Care Aide, Health Care Aide II, Unit Clerk	255.75 hours worked
Dietary Aide, Housekeeping Aide, Laundry Aide, Cook (all), Maintenance (all), Recreation Aide (all), Therapy Aide, Physio-Therapy Aide, Occupational Therapy Aide	247.5 hours worked

16.05 Temporary Vacancy

- (a) A “temporary vacancy” shall mean a vacant position created by an Employee’s absence, paid or unpaid, expected to exceed sixty (60) calendar days. The temporary vacancy will be posted and awarded in accordance with clauses 16.01, 16.02, 16.03, and 16.04.
- (b) Upon the return of the incumbent Employee from her absence, she shall have the right to return to her former position if it still exists. If the position does not exist, the Employee may exercise her rights under the Collective Agreement. In instances where an Employee returns to work prior to the estimated date of return, the Employer shall not be liable for payments to the displaced Employee(s).

- (c) In the event a part-time or casual Employee is the successful applicant for a temporary vacancy, she shall retain her part-time or casual Employee status for the duration of the temporary vacancy.
- (d) An Employee bidding for a temporary vacancy will not be considered for the temporary vacancy if she is not available for the duration of the temporary vacancy.

**Article 17 – Hours of Work**

17.01 The normal hours of work for full-time employees shall be as set out in Schedule 'C' – Full-time Hours exclusive of an unpaid meal period.

- 17.02 (a) There shall be one (1) fifteen (15) minute rest period assigned within each half of a full-time shift as defined in clause 17.01 above.
- (b) There shall be one (1) thirty (30) minute meal period assigned during the day as defined in clause 17.01 above. Employees who wish to leave the Facility at meal periods shall first inform their supervisor.

17.03 Schedules

- (a) The shift commencing closest to midnight shall be considered the first shift of the day.
- (b) The Employer shall endeavour to provide consecutive days off unless otherwise agreed by the Employee.
- (c) Weekend work shall be shared equally among Employees who are required to work weekends unless otherwise mutually agreed by the Employer and the Employee and the Union.
- (d) There shall be no split shifts unless otherwise mutually agreed by the Employer, Employee(s) and the Union.
- (e) The Employer will schedule time off between scheduled full-time shifts or with a changeover of shifts as follows.

Time Off Between Full-time Shifts / Changeover of Shifts	
Full-time Shift (Hours)	Time Off Between Shifts (Hours)
8	15.5
7.75	15.75
7.5	16.0

A shorter period of time between full-time shifts or with a changeover of shifts may be scheduled by mutual consent.

- (9) Shift schedules of at least four (4) weeks in duration shall be posted not less than fourteen (14) calendar days in advance.
- (g) Except for call-in shifts (relief assignments), or for circumstances beyond the Employer's control, or where otherwise mutually agreed between the Employee and the Employer, there will be no changes to an Employee's schedule with less than seven (7) calendar days notice.

17.04 Except in cases of an emergency, an Employee shall not be required to work more than six (6) consecutive calendar days without receiving a day or days off except as mutually agreed between the Employee(s), the Employer and the Union.

17.05 If an Employee reports for work and is told there is no work, she will be guaranteed a minimum of two (2) hours pay at her basic hourly rate of pay whether she is required to remain at work or leave immediately. When an Employee is called in for an emergency shift, she shall receive a minimum of three (3) hours pay at her basic hourly rate of pay.

17.06 Employees who are required to report back to work within the hours identified in clause 17.03(e) after completing their regular scheduled full-time shift shall be paid at the appropriate overtime rate for a minimum of three (3) hours or the actual hours worked, whichever is greater, upon reporting.

17.07 (a) Employees wishing to exchange shifts shall submit the completed shift exchange form to their supervisor for approval not less than five (5) days prior to the exchange of work taking place notwithstanding extenuating circumstances.

- (b) The Employer shall not be responsible or liable for overtime or non-compliance with the Collective Agreement which may arise as a result of the exchange of shift(s).

17.08 A shift shall be deemed to fall entirely within the calendar day in which the majority of hours fall regardless on which calendar day the shift commences.

### **Article 18 – Overtime**

18.01 The Employer shall determine when overtime is necessary and for what period of time it is required.

18.02 All authorized time worked in excess of the daily or bi-weekly full-time hours of the facility and given job classification (overtime) shall be paid as follows:

- (a) On a regular work day: time and one-half (1½X) her basic hourly rate of pay for the first four (4) hours worked and double time (2X) thereafter.
- (b) On a regular scheduled day off: a full-time Employee required to work on her scheduled days off shall be paid the following, unless the Employee is given at least seven (7) calendar days notice of the change of schedule.
  - (i) for the first scheduled day off worked, at one and one-half times (1½X) her basic hourly rate of pay for the first four (4) hours worked and double time (2X) thereafter, and
  - (ii) for the second and subsequent consecutive scheduled days off worked, at double time (2X) her basic hourly rate of pay for the hours worked.

18.03 Where mutually agreed by the Employer and the Employee, the Employee may receive time off in lieu of overtime (banked overtime). For clarity, the Employer will not require an Employee to bank Overtime against her wishes.

Banked overtime shall be credited at the equivalent of the actual time worked adjusted by the applicable overtime rate and taken at a time mutually agreed by the Employer and the Employee. Banked overtime shall be taken within thirty (30) days from the date the overtime was worked.

18.04 There shall be no pyramiding of overtime rates.

## **Article 19 – Premiums**

### 19.01 (a) Charge Premium

When a supervisor or more senior management personnel is not on duty, the Employer may assign an Employee to be in charge of the entire facility and all of its residents. The Employee assigned to be in charge shall be paid a premium of one dollar and fifty cents (\$1.50) per hour for each hour worked with such designated charge duty.

### (b) Responsibility Premium

When an out-of-scope supervisor or more senior management personnel is not on duty, the Employer may assign an Employee to be responsible for the department. When an Employee is assigned such responsibility, she shall be paid a premium of seventy-five cents (\$0.75) per hour for each hour worked with such responsibility assignment.

### 19.02 Weekend Premium

When an Employee works any hours within the fifty-six (56) hour period over Saturday and Sunday, designated by the Employer as the weekend, she shall be paid an additional one dollar and sixty-five cents (\$1.65) per hour for all hours worked within designated period.

Effective July 9, 2010, replace the above paragraph with the following.

- (a) For the job classifications of Licensed Practical Nurse, Health Care Aide, Care Aide, Health Care Aide II, Recreation Aide (all), Unit Clerk, Physio-Therapy Aide and Occupational Therapy Aide only, when an Employee works any hours within the fifty-six (56) hour period over Saturday and Sunday, designated by the Employer as the weekend, she shall be paid an additional two dollars and seventy-five cents (\$2.75) per hour for all hours worked within designated period.
- (b) For all other job classifications, when an Employee works any hours within the fifty-six (56) hour period over Saturday and Sunday, designated by the Employer as the weekend, she shall be paid an additional two dollars and twenty-five cents (\$2.25) per hour for all hours worked within designated period.

Effective January 1, 2011, replace the above paragraph with the following.

- (a) For the job classifications of Licensed Practical Nurse, Health Care Aide, Care Aide Health Care Aide II, Recreation Aide (all), Unit Clerk, Physio-Therapy Aide and Occupational Therapy Aide only, when an Employee works any hours within the fifty-six (56) hour period over Saturday and Sunday, designated by the Employer as the weekend, she shall be paid an additional three dollars and twenty-five cents (\$3.25) per hour for all hours worked within designated period.
- (b) For all other job classifications, when an Employee works any hours within the fifty-six (56) hour period over Saturday and Sunday, designated by the Employer as the weekend, she shall be paid an additional two dollars and twenty-five cents (\$2.25) per hour for all hours worked within designated period.

### 19.03 Shift Premium

A shift differential of one dollar and sixty-five cents (\$1.65) per hour shall be paid to employees for each hour worked where the majority of hours of the shift fall between fifteen hundred (1500) hours and zero seven hundred (0700) hours.

Effective July 9, 2010, replace the above paragraph with the following.

- (a) For the job classifications of Licensed Practical Nurse, Health Care Aide, Care Aide Health Care Aide II, Recreation Aide (all), Unit Clerk, Physio-Therapy Aide and Occupational Therapy Aide only:

- (i) Where the majority of hours of the shift fall between fifteen hundred (1500) hours and twenty-three hundred (2300) hours, a shift differential of two dollars and fifty cents (\$2.50) per hour shall be paid to employees for each hour worked.
  - (ii) Where the majority of hours of the shift fall between twenty-three hundred (2300) hours and zero seven hundred (0700) hours, a shift differential of three dollars (\$3.00) per hour shall be paid to employees for each hour worked.
- (b) For all other job classifications, a shift differential of two dollars and twenty-five cents (\$2.25) per hour shall be paid to employees for each hour worked where the majority of hours of the shift fall between fifteen hundred (1500) hours and zero seven hundred (0700) hours.

Effective January I, 2011, replace the above paragraph with the following.

- (a) For the job classifications of Licensed Practical Nurse, Health Care Aide, Care Aide Health Care Aide II, Recreation Aide (all), Unit Clerk, Physio-Therapy Aide and Occupational Therapy Aide only:
- (i) Where the majority of hours of the shift fall between fifteen hundred (1500) hours and twenty-three hundred (2300) hours, a shift differential of two dollars and fifty cents (\$2.50) per hour shall be paid to employees for each hour worked.
  - (ii) Where the majority of hours of the shift fall between twenty-three hundred (2300) hours and zero seven hundred (0700) hours, a shift differential of four dollars (\$4.00) per hour shall be paid to employees for each hour worked.
- (b) For all other job classifications, a shift differential of two dollars and twenty-five cents (\$2.25) per hour shall be paid to employees for each hour worked where the majority of hours of the shift fall between fifteen hundred (1500) hours and zero seven hundred (0700) hours.

19.04 The premiums set out under Article 19 shall not be considered as part of the Employee's basic hourly rate of pay.

## Article 20 – General Holidays

20.01 (a) The Employer recognizes the following general holidays:

- |                         |                         |
|-------------------------|-------------------------|
| (i) New Year's Day      | (vii) Labour Day        |
| (ii) Alberta Family Day | (viii) Thanksgiving Day |
| (iii) Good Friday       | (ix) Remembrance Day    |
| (iv) Victoria Day       | (x) Christmas Day       |

- |      |               |       |               |
|------|---------------|-------|---------------|
| (v)  | Canada Day    | (xi)  | Boxing Day    |
| (vi) | Civic Holiday | (xii) | Float Holiday |

and any other general holiday proclaimed by the Provincial or Federal government.

(b) The Float Holiday

- (i) Full-time Employees on staff at January 1 shall be entitled to a float holiday to be taken at a time mutually agreed upon within the same calendar year. Employees who successfully bid into a full-time position after January 1 will be eligible for the float holiday after thirty (30) calendar days following the start date of the full-time posting.
- (ii) The Float Holiday shall not be taken during the period December 15<sup>th</sup> and January 15<sup>th</sup>.
- (iii) The Float Holiday shall not be carried over from one calendar year to the next.

20.02 An Employee is not entitled to general holiday pay if she:

- (a) has worked for Extendicare for less than thirty (30) days during the previous twelve (12) months;
- (b) does not work on a general holiday when scheduled to do so, unless the absence is due to illness;
- (c) is absent on a general holiday and in receipt of bereavement pay, sick pay, W.C.B. benefits or jury duty pay;
- (d) is absent from work without the consent of the Administrator on her scheduled shift immediately preceding and/or immediately following a general holiday, unless due to illness; or
- (e) is on leaves of absence in excess of two (2) weeks will not be eligible to receive general holiday pay.

20.03 Employees working on a general holiday will be paid at one and one-half times (1½X) her basic hourly rate of pay for all hours worked on a general holiday.

Effective January 1, 2010, replace the above paragraph with the following.

- (a) Employees working on a general holiday, except for Christmas Day, will be paid at one and one-half times (1½X) her basic hourly rate of pay for all hours worked on a general holiday.



- (b) Employees working Christmas Day will be paid at double-time (2X) her basic hourly rate of pay for all hours worked thereafter on Christmas Day.

#### 20.04 General Holiday Pay

(a) Full-time Employees

- (i) A full-time employee working on a general holiday will receive one (1) additional day off with pay (**holiday-in-lieu**) to be taken within four (4) weeks before or after the general holiday unless otherwise agreed between the Employee and the Employer. Failing agreement, the Employer may schedule the **holiday-in-lieu** or pay the Employee for the **holiday-in-lieu**.
- (ii) If a general holiday falls on a regular day off of a full-time Employee who is entitled to general holiday pay, the Employee shall receive one (1) additional day off with pay (**holiday-in-lieu**) to be taken within four (4) weeks before or after the general holiday unless otherwise agreed between the Employee and the Employer. Failing agreement, the Employer may schedule the **holiday-in-lieu** or pay the Employee for the **holiday-in-lieu**.

(b) Part-time Employees

Part-time Employees entitled to general holiday pay will be paid 4.23% of their paid hours, excluding overtime hours, in each pay period in lieu of general holiday pay.

20.05 If a general holiday falls within a full-time Employee's vacation and the Employee would have been entitled to the general holiday pay if she had not been on vacation, then the Employee shall receive a **holiday-in-lieu** in accordance with clause 20.04(a).

20.06 All Employees are required to be available to work either Christmas Day or New Year's Day each year on an alternating basis.

#### Article 21 – Vacation

- 21.01 (a) Vacation credits will be earned during the vacation year for use in the vacation year immediately following except by mutual agreement between the Employer and the Employee.
- (b) Vacation year defined:
- (i) For Bonnyville, Leduc, St. Paul, Viking – July 1<sup>st</sup> to June 30<sup>th</sup> of the following calendar year.

- (ii) For Fort MacLeod, Lethbridge, Vulcan – January 1<sup>st</sup> to December 31<sup>st</sup> of the same calendar year.

#### 21.02 Discretionary Vacation

For full-time and part-time Employees, a maximum of one (1) week of vacation entitlement may be used on a discretionary basis. The remaining vacation entitlement will be taken in time blocks of no less than one (1) week.

For the purposes of this provision:

- (a) For discretionary vacation, "one (1) week of vacation" shall mean five (5) days.
- (b) For taking vacation in time blocks of no less than one (1) week, for a full-time Employee, one (1) week shall mean five (5) working shifts in a seven (7) consecutive calendar day period and for part-time Employees, one (1) week shall mean seven (7) consecutive calendar days.

#### 21.03 Vacation Scheduling

- (a) Vacation requests shall be subject to operational requirements of the Employer.
- (b) Employees may submit to the Employer in writing their vacation request(s) prior to May 1<sup>st</sup> of the same calendar year. Vacation requests received prior to May 1<sup>st</sup> will be considered on a seniority basis. The Employer shall post the vacation schedule following the May 1<sup>st</sup> deadline not later than May 31<sup>st</sup>.
- (c) For vacation requests submitted to the Employer after May 1<sup>st</sup>, such request(s) shall be submitted in writing at least two (2) weeks in advance of the requested vacation time and will be considered on a first-come, first served basis.
- (d) In order to schedule days off for Employees at either Christmas or New Year's, vacation will not normally be approved for the period from December 15<sup>th</sup> of one year to January 15<sup>th</sup> of the following year.
- (e) The Employer will post Employees' remaining vacation by,
  - (i) For Bonnyville, Leduc, St. Paul, Viking – February 1<sup>st</sup>, and
  - (ii) For Fort MacLeod, Lethbridge, Vulcan – August 1<sup>st</sup>.

If an Employee has not submitted to the Employer a written request for their remaining vacation by,

(iii) For Bonnyville, Leduc, St. Paul, Viking – March 15<sup>th</sup>, and

(iv) For Fort MacLeod, Lethbridge, Vulcan – September 15<sup>th</sup>,

once they have been notified of their remaining vacation, the Employer can unilaterally schedule any remaining vacation time prior to the conclusion of the vacation year.

The foregoing shall not apply to discretionary vacation.

#### 21.04 Vacation Time and Pay Entitlement

- (a) Vacation entitlement is earned vacation time based on the Employee's length of continuous service with the Employer at the conclusion of the preceding vacation year.
- (b) Vacation pay will be based on a percentage of gross earnings, inclusive of the Employee's vacation pay, during the preceding vacation year.
- (c) See Schedule "D" – Vacation Time and Pay Entitlement – for rates of earning of vacation time and pay.
- (d) Casual Employees shall be paid vacation pay on each pay cheque.

21.05 An Employee shall not waive vacation and receive pay in lieu of vacation. However, if an Employee requests in writing four (4) weeks in advance of the start of her approved vacation period, the Employer will pay to the Employee her vacation pay prior to the Employee commencing her vacation.

21.06 In the event an Employee's employment is terminated, she shall be paid unused earned vacation pay.

21.07 An Employee hospitalized during her scheduled vacation shall have the period of hospitalization rescheduled as vacation at a mutually convenient time. Vacation rescheduled for this purpose shall not exceed five (5) working days. The Employee shall provide to the Employer written proof of hospitalization.

### Article 22 – Income Protection

#### 22.01 Income Protection Defined

The Union and the Employer agree that income protection is provided for the sole and only purpose of protecting Employees against loss of income resulting from non-occupational personal illness or injury which renders the Employee unable to perform her regular duties.

#### 22.02 Income Protection Credits

- (a) Employees will earn income protection credits according to the following formula to a maximum of nine hundred (900) hours, or in the case of Licensed Practical Nurses, to a maximum of nine hundred and thirty hours (930).

$$\frac{1.5 \times \text{Hours of a Full-time Shift}}{\text{Full-time Bi-weekly Hours} \times 26/12} \times \text{Hours Worked} = \text{Income Protection Credits Earned}$$

<sup>1</sup> For the job classification in which the hours were worked.

- (b) Full-time and part-time Employees will accumulate income protection credits pursuant to clause 22.02(a) effective their date of hire. Once the full-time or part-time Employee has successfully completed her probationary period, she will be able to access her income protection.

22.03 Once income protection credits are earned they may be used when an Employee cannot perform her regular duties due to non-occupational personal illness or injury. Full-time and part-time Employees will be paid for each hour of absence from their regularly scheduled shifts at her current basic hourly rate of pay to the extent she has accumulated income protection credits. Income protection credits paid will be deducted from the Employee's accumulated income protection credits.

22.04 Proof of Illness

The Employer may require an Employee to provide a certificate from a medical practitioner for any illness verifying that she was unable to carry out her duties due to personal illness or injury.

22.05 Notification of Absence

- (a) Employees who will be absent from scheduled shifts due to personal illness or injury must notify their supervisor as soon as possible and at least one (1) hour prior to the beginning of their scheduled shift in order that a replacement may be arranged or duties redistributed. Employees shall provide the Employer with at least four (4) hours advance notice of absence due to personal illness or injury for the evening and night shifts.
- (b) Employees shall inform the Facility of the expected length of any absence, keep the Facility informed of their personal illness or injury during an absence of unspecified length, and give adequate notice of availability to return to work. An Employee may be sent home without pay should she arrive at work without giving adequate notice of her availability to return to work.
- (c) Prior to returning to work from personal illness or injury, the Employer may require an Employee to provide a certificate from a medical practitioner

confirming the Employee's fitness to return to work and perform her regular duties.

22.06 An Employee will be advised of her accumulated income protection credits in the month of January of each year.

22.07 An Employee who is on an unpaid leave of absence or is laid off and remains on the recall list shall not earn income protection credits during the absence period. Upon her return to work with the Employer at the conclusion of the leave of absence or upon recall from layoff, she shall retain her accumulated income protection credits if any exist at the time of such leave of absence or layoff commenced.

### Article 23 – Leaves of Absence

#### 23.01 Union Leave

- (a) Leave of absence without loss of pay or benefits shall be granted to Local representatives for the purpose of attending Union conventions, seminars, workshops subject to the replacement of the Local representative at no additional cost to the Employer. It is understood that requests for such Union leave must be made to the Employer in writing at least two (2) weeks in advance except in emergency circumstances and that Union shall reimburse the Employer for the costs of the aforementioned pay and benefits. Such Union leave shall not exceed eight (8) working days at anyone time and at no time shall the Union leave be granted to more than two (2) Employees. The Union agrees to reimburse the Employer for the pay and benefits within two (2) weeks of receipt of the Employer's invoice.
- (b) One (1) Employee who is elected for a full-time position with the Union shall be granted a leave of absence without pay and benefits and without loss of seniority for a maximum period of one (1) year. Such leave of absence shall be renewable for a further term upon written request to the Employer. It is agreed that for the purpose of Workers Compensation Board (WCB) coverage, an Employee of such Union leave is deemed to be employed by the Union and not by the Employer. Further, with respect to benefits, such Employee shall have the right to pay the full benefit premiums including the Employer's share of benefit premiums, if any, during the period of the Union leave of absence, all of which is subject to the approval of the benefit plan carrier.

#### 23.02 Maternity and Parental Leave

- (a) Employees who have completed twelve (12) months of continuous employment with the Employer who qualify will be eligible for:
  - (i) Maternity Leave

Upon at least four **(4)** weeks advance written request indicating the anticipated start and return to work dates, a leave of absence without pay and without loss of seniority shall be granted to a maximum of **fifty-two (52)** weeks. Unless otherwise specified within this Collective Agreement, all other matters pertaining to the maternity and parental leave shall be referenced against provincial legislation governing maternity and parental leave.

(ii) Parental Leave

To qualify, the Employee shall be either the father or the adoptive parent of a child. Upon at least four **(4)** weeks advance written request indicating the anticipated start and return to work dates, a leave of absence without pay and without loss of seniority shall be granted to a maximum of **thirty-seven (37)** weeks.

- (b) On return from maternity or parental leave, the Employee will be placed in her former regularly scheduled position, if it still exists. If the position no longer exists, such Employee will have access to the bumping and layoff provisions as applicable within the Collective Agreement.
- (c) Seniority and service will continue to accrue during the approved maternity and parental leave consistent with the Employee's master rotation at the time the said leave commenced.

23.03 Bereavement Leave

- (a) In the event of the death of an immediate family member of the Employee, she shall be granted a leave of absence without loss of pay and benefits of up to three (3) working days. Additional leave of **up to two (2)** working days without loss of pay and benefits for the purpose of travel to and from the funeral – if traveling four hundred and fifty (450) or more kilometers one way – shall be authorized by the Employer for the Employee to attend the funeral. If the Employee requires further time off from work in such cases, she may request a general leave of absence.
- (b) For the purpose of bereavement leave, "immediate family" of an Employee will include spouse (including common-law spouse and same-sex partner), child, parent, brother, sister, grandparents, grandchildren of the Employee, legal guardian, parents-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, and stepchildren of the Employee.
- (c) In the event of the death of another relative or close friend, the Employer may, subject to operational requirements, grant **up to one (1)** working day off without pay and benefits for the Employee attend the funeral services.

23.04 Jury or Court Witness Leave

A leave of absence will be granted to an Employee who serves as a juror or is subpoenaed as a witness to any court. The Employer will pay the Employee the difference between her regular earnings, based on her regularly scheduled hours, and the payment she receives for jury services or as a court witness (excluding payment for travel, meals and accommodation). The Employee shall present proof of service and the amount of pay received. The Employee shall notify the Employer as soon as possible of her selection for jury duty or subpoena as a court witness.

#### 23.05 General Leave of Absence

The Employer may grant a leave of absence without pay and benefits and without loss of seniority for good and sufficient cause, such requests to be submitted in writing to the Employer at least two (2) weeks in advance of the intended start date of the leave of absence. The written request shall identify the start date, end date, and the reason for the leave. Such approval shall not be unjustly withheld.

### Article 24 – Payment of Wages

24.01 (a) The Employer shall pay wages in accordance with Schedule “A” on a bi-weekly basis. Payday shall normally be alternate Wednesdays. If a payday falls on a general holiday, the payday will normally be the day prior to the general holiday.

(b) Direct Deposit

An Employee’s pay will be directly deposited bi-weekly into the Employee’s bank account at a major banking institution of the Employee’s choice. Pay stubs will be available on payday at the facility for each Employee.

#### 24.02 Temporary Work Assignment

When an Employee is temporarily assigned by the Employer to work in a higher paying job classification within the bargaining unit of a full shift or more, the Employee shall be paid at the basic hourly rate of pay of the higher paying job classification next higher than her current basic hourly rate of pay for all hours so worked.

#### 24.03 Recognition of Previous Experience

For newly hired LPNs only, where the Employee has recent related LPN experience satisfactory to the Employer, the Employer will recognize such experience. Recognition of previous experience will be on the basis of one (1) annual increment for each one (1) full year of service up to the maximum of the LPN wage grid. Part-time service shall be recognized on a pro-rata basis with

one (1) year of experience recognized for each 2015 paid hours in the qualifying period.

It shall be the responsibility of the newly hired LPN to provide the Employer reasonable proof of recent related experience in order to be considered for recognition of previous experience. If she fails to do so within one (1) month of her date of hire, she will not be entitled to retroactivity.

#### 24.04 Errors on Pay Cheque

In the event of an error on an Employee's pay, the correction will be made in the pay period following the date on which the underpayment comes to the Employer's attention. If the error resulted in an Employee being underpaid by one (1) days pay or more, the Employer will provide payment for the shortfall within one (1) week from the date it is notified of the error.

If an Employee is overpaid, Extendicare will collect the overpayment after it has arranged a reasonable repayment schedule with the Employee. The minimum bi-weekly re-payment will be fifteen dollars (\$15.00) per pay period.

#### 24.05 Extendicare Service Recognition

An Employee who is hired by the Employer within four (4) months of termination from any previous Extendicare facility shall be employed as a new Employee.

Upon successful completion of her probation period, the Employee shall be credited for service accrued at the previous facility (based upon hours worked) for the purposes of placement on the wage grid. The Employee shall also be credited for years of continuous service completed at the previous facility for the purpose of vacation accrual.

### **Article 25 – Group Benefit Plans**

25.01 Full-time and part-time Employees who have completed their probationary period are eligible to participate in any of the following group benefit plans. For full-time Employees who choose to participate, the Employer agrees to pay the share of the benefit premium for the given benefit plan as set out in Schedule "B". For part-time Employees who choose to participate, the Employer agrees to pay a share of the benefit premium subject to pro-rating provisions as set out in the Collective Agreement and subject to the terms and conditions of the group benefit plans.

Casual Employees shall not be entitled to participate in the group benefit plans.

An Employee's enrollment into a group benefit plan shall be the first day of the month following the month they make the decision to participate in the benefit plan.



- 25.02 Any problems an Employee has with respect to the benefit plan carrier acknowledging or honouring a benefit claim(s) is strictly a matter between the Employee and the benefit plan carrier. Without limiting the generality of the foregoing, the Employer is not the insurer and shall have no liability to honour any benefit claim(s) rejected by the benefit plan carrier.
- 25.03 The Employer reserves the right to change the benefit plan carrier of any group benefit plan. The Employer will notify the Union if it intends to change the benefit plan carrier and the new benefit plan carrier will provide at least the same coverage as the current group benefit plan provides.
- 25.04 Full-time and part-time Employees who have elected to enroll in a particular group benefit plan may withdraw from the group benefit plan at any time. An Employee who has not enrolled in or has previously withdrawn from a group benefit plan may enroll late or re-enroll in a group benefit plan subject to the benefit plan carrier's approval and any conditions imposed by the benefit plan carrier including, but not limited to, limits on coverage for a defined time period.

As part of the conditions for late enrolment or re-enrolment into the group benefit plans, initial benefits shall be limited as follows:

- (a) Life Insurance and AD & D – upon approval by the benefit plan carrier.
- (b) Dental Plan – \$250 maximum benefit per insured person for twelve (12) months from the effective date of coverage.
- (c) Extended Health Care
  - (i) Drugs – \$150 maximum benefit per insured person for twelve (12) months from the effective date of coverage.
  - (ii) Hearing – No benefit for six (6) months from the effective date of coverage.
  - (iii) Vision – No benefit for six (6) months from the effective date of coverage.

#### Exception

If an Employee is requesting coverage for dental or extended health care benefits which were lost under a spouse's plan and the Employee makes such request within thirty-one (31) days from the date the spousal insurance ceases, the foregoing limits will not apply.

#### 25.05 Group Benefit Plans

- (a) Dental Plan

The Employer will pay the benefit premium cost share set out in Schedule "B" for a dental plan for eligible participating full-time Employees providing that such Employee pays the remaining benefit plan premium through payroll deduction.

The dental plan shall provide:

- (i) one hundred percent (100%) coverage of the cost of routine dental care and fifty percent (50%) coverage of the cost of major restorative care to a maximum of \$1,000 per insured per calendar year in the first year of coverage and to a maximum of \$1,500 per insured per calendar year thereafter, and
- (ii) fifty percent (50%) coverage of the cost of orthodontic treatment for Employees, spouses and dependent children to a lifetime maximum per insured of \$1,000.00.

(b) Extended Health Care

The Employer will pay the benefit premium cost share set out in Schedule "B" for an extended health care (EHC) plan for eligible participating full-time Employees providing that such Employee pays the remaining benefit plan premium through payroll deduction.

(c) Vision Care

The Employer will pay the benefit premium cost share set out in Schedule "B" to provide a vision benefit of one hundred and fifty dollar (\$150.00) every two (2) years for eligible participating full-time Employees providing that such Employee pays the remaining benefit plan premium through payroll deduction.

(d) Life Insurance and Accidental Death and Dismemberment (AD&D) Coverage

The Employer will pay the benefit premium cost share set out in Schedule "B" to provide life insurance and accidental death and dismemberment (AD&D) coverage for eligible participating full-time Employees in the amount of one (1) times the Employee's annual earnings to a maximum of \$200,000 which shall terminate at age seventy (70) or upon retirement, whichever occurs first.

25.06 When a casual Employee is a successful applicant for a permanent full or part-time position pursuant to Article 16, the Employer will advise such Employee of their eligibility to participate in any of the aforementioned group benefits subject to the terms and conditions outlined in the Collective Agreement.

25.07 Part-time Employees – Benefit Premium Cost Share

- (a) The Employer’s payment of the benefit premium cost share set out in Schedule “B” for part-time Employees shall be on a pro-rated basis of hours regularly worked by the part-time Employee in relation to the full-time bi-weekly hours for the job classification in which the Employee holds a part-time position as outlined in Schedule “C”.
- (b) The pro-rated Employer payment of the benefit premium cost share as specified in clause 25.07(a) will be updated by the Employer every six (6) months. The part-time Employee’s paid hours during the preceding six (6) months shall be used for the pro-rated calculation for the following six (6) month period. The pro-rated Employer benefit premium cost share will be calculated using the full-time hours for the given job classification and the given facility for the 6-month period.

6-Month Period	Effective Date for Revised Pro-Rated Employer Benefit Premium Cost share
September 1 to February 28 of the following calendar year	April 1
March 1 to August 31 of the same calendar year	October 1

- (c) In the event a part-time Employee obtains a full-time position, the Employer’s payment of the benefit premium cost share for full-time Employees shall commence on the effective date of her full-time position.
- (d) For a casual Employee who obtains a permanent part-time position, the pro-rated Employer benefit premium cost share will be based upon the part-time Employee’s regularly scheduled hours of the position to the conclusion of the first full 6-month period following her commencement in the said position. The pro-rated Employer benefit premium cost share will be revised, as necessary, upon completion of the first full six (6) month period worked by the part-time employee.

**25.08 Pre-Payment of Premiums**

During an Employer-approved leave of absence that is without pay and benefits, the Employer agrees to pay the benefit premium cost share only for the month in which the leave of absence commences. If the Employee wishes to continue her benefit plan participation beyond that first month of the leave of absence, she shall notify the Employer in writing of her decision to continue and shall remit payment of the full monthly benefit plan premiums for all benefit plans she continues to participate in no later than the first day of the month to which the benefit plan premium is due. The Employee shall be wholly responsible for

compliance with the benefit plan carrier requirements for waiver of benefits and/or submission of the full monthly benefit plan premium during the leave of absence.

**Article 26 – Registered Retirement Savings Plan**

**26.01 Registered Retirement Savings Plan (R.R.S.P.)**

The Employer agrees to the following terms and conditions regarding a registered retirement savings plan (the “RRSP”).

(a) **Employee Eligibility:**

Full-time and part-time Employees who have completed their probationary period may elect to enroll in the RRSP. Employee participation in the RRSP shall be on a voluntary basis.

Employees may elect to enroll into the RRSP at any time after the completion of their probationary period. Enrollment into the RRSP will take effect within *two* (2) full pay periods following the receipt of the enrollment documents by Extendicare Benefits Department.

(b) **Employee Contribution:**

Eligible Employees who enroll into the RRSP (the “participating Employees”) will contribute to their individual RRSP an amount per hour worked (the “basic contribution”) as set out in the following table.

Effective Date	Basic Contribution (per hour worked)
January 1, 2008	\$0.55

Effective January 1, 2013, replace the above table with the following.

Effective Date	Option	Basic Contribution (per hour worked)
January 1, 2013	A	\$0.55
	B	\$0.65

Participating Employees shall provide to the Employer written authorization to make deductions pursuant to this Article.

(c) **Employer Contribution:**

For each participating Employee contributing to the RRSP, the Employer shall contribute to the participating Employee’s RRSP a matching amount as set out in (b) above per hour worked. The Employer contribution shall

not apply to additional voluntary contributions made by participating Employees.

(d) Contribution Remittances:

The Employer will remit the required contributions and additional voluntary contributions (the "contribution remittances") to the RRSP. The Employer will include with the contribution remittances an itemized list identifying the following individual information:

- (i) Employee's name
- (ii) Employee's social insurance number
- (iii) Employee's basic contributions
- (iv) Employee's additional voluntary contributions
- (v) Employer's contributions (pursuant to (c) above)

The Employer shall be saved harmless for all contribution remittances so made to the RRSP.

(e) Additional Voluntary Contributions:

- (i) Participating Employees may choose to make additional voluntary contributions (the "AVC") to the RRSP. The Employer shall not match such AVC.
- (ii) Participating Employees who wish to make AVC shall provide to the Employer written authorization for the AVC amount, the start date, and the concluding date (if any) of the AVC. AVC shall be set in a flat dollar amount per pay period.
- (iii) The Employer agrees to deduct through the payroll and remit to the RRSP the participating Employee's AVC.

It is understood and agreed that participating Employees may not make AVC if, as a result, the Employee will be over-contributing pursuant to CCRA regulations regarding RRSP contribution limits. It shall be the responsibility of the participating Employee to know her RRSP contribution limits.

For clarity, Employees wishing to make lump sum payments to their RRSP may do so directly to the Plan Custodian subject to CCRA regulations.

(9) Investment Control, Opting Out, and Withdrawals:

- (i) Participating Employees shall retain investment control in respect of both Employee and Employer contributions to the RRSP.
  - (ii) Participating Employees who have enrolled in the RRSP may choose to opt out of the RRSP at any time.
  - (iii) Participating Employees may make withdrawals from their RRSP subject to the Plan Custodian rules.
- (g) **No Employer Liability:**

The Employer's responsibility shall be limited to remitting the required and additional voluntary contributions as set out in this Article. Further, the Employer shall be fully indemnified by the Union and CUPE, including all legal fees, for the RRSP.

### **Article 27 – Health And Safety**

27.01 Pursuant to the *Occupational Health & Safety Act* of Alberta, the Employer shall maintain an Occupational Health and Safety Committee at each facility with up to two (2) representatives from the bargaining unit.

27.02 The Employer and the Union will co-operate in recognizing and dealing with matters of harassment in the workplace should it arise. The Employer and the Union shall maintain strict confidentiality of all situations alleging harassment.

### **Article 28 – Discipline**

28.01 An Employee who has completed her probationary period may be disciplined or terminated only for just cause. When an Employee is disciplined or terminated, she and the Union shall be given the reasons in writing.

- 28.02 (a) Whenever the Employer deems it necessary to discipline an Employee, the Employee will be notified in advance of the meeting.
- (b) An Employee shall have the right to Union representation at meetings with the Employer of a disciplinary nature.

### **28.03 Disciplinary Record**

Disciplinary records, except in cases of discipline involving third party interaction (including but not limited to a resident, a family member, or an Employee), shall be removed from the Employee's record after a period of twelve (12) months active employment provided she has not received any subsequent discipline.

## **Article 29 – General Conditions**

### **29.01 Access to Personnel File**

An Employee shall have the right, at a mutually agreed time, to have access to and review her personnel file.

### **29.02 Transportation Allowance**

When the Employer requires an Employee to use her automobile on Employer business, the Employee will receive **thirty-five** cents (\$0.35) per kilometer for the distance traveled on such business.

### **29.03 Notice of Termination**

An Employee shall notify the Employer in writing at least two (2) weeks prior to her intended date of termination of employment.

### **29.04 Courses, Seminars, and Conferences**

- (a) When the Employer in the absence of legislated requirements requires an Employee to complete a course, attend a seminar or conference, the Employer will pay the tuition fees and approved expenses. The Employee will suffer no loss of regular pay while in attendance.
- (b) Payment of costs for other courses, seminars or conferences requested by the Employee or Employer which will further the Employee's knowledge and skill as it relates to her position shall be by mutual agreement between the Administrator and the Employee prior to enrollment.

### **29.05 Restrictions on Contracting-Out**

- (a) Should the Employer contract out work presently performed by members ~~of~~ the bargaining unit, Employees so displaced will be allowed to exercise their seniority rights, provided that they are qualified to displace Employees with less seniority.
- (b) The Employer will advise the Union of any pending contracting out as soon as possible.
- (c) The Employer will provide as much advance notification as possible to the Union and the Employees affected.

### **29.06 Time Change**

On the date fixed by proclamation, in accordance with the Daylight Savings Time Act, of conversion to Mountain Standard Time, regular hours of work shall be extended to include the additional one (1) hour with additional payment due at

the regular basic hourly rate of pay. On the date fixed by the said Act for resumption of Daylight Savings Time, the reduction of one (1) hour in the shift involved shall be effected with the appropriate deductions in regular earnings.

#### **29.07 Job Classifications**

If the Employer introduces a new job classification which is properly included within the bargaining unit, the basic hourly rates of pay of the new job classification shall be subject to negotiations between the Employer and the Union. If negotiations fail to produce an agreement within twenty eight (28) calendar days of the Union having been given written notice of the new job classification, then either party may elect to have the basic hourly rates of pay settled by arbitration in accordance with Article 12.

#### **29.08 Job Descriptions**


- (a) The Employer will provide to Employees a copy of the job description for the job classification in which she is employed in. It is agreed and understood that such job descriptions shall not form part of the Collective Agreement, shall not be subject to negotiations, shall not be subject to grievance, and may be changed by the Employer from time to time.
- (b) The Employer will provide a copy of job description(s) to the Union upon request by the Union.

### **Article 30 – Copies of the Collective Agreement**

30.01 The Employer will prepare the Collective Agreement for the parties' signature upon written notice of ratification by the parties. Printing of the Collective Agreement shall be arranged between the parties. The cost of printing the Collective Agreement shall be shared equally by the Union and the Employer.




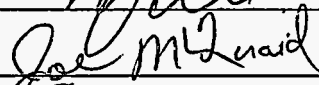
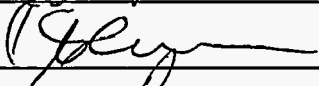

**Sinnatures**



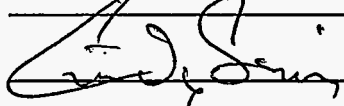
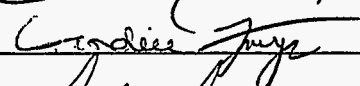

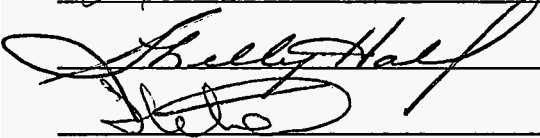

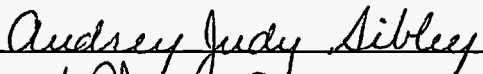
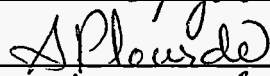
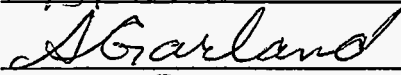

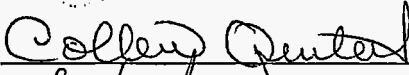
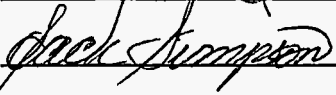
DATED at Edmonton this 17 day of March, 2011 <sup>11</sup>~~10~~ 

ON BEHALF OF THE UNION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ON BEHALF OF THE EMPLOYER:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

**Schedule "A" – Basic Hourly Rates of Pay****Bonnyville**

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	<b>January 1, 2011</b>	<b>January 1, 2012</b>	<b>July 1, 2012</b>	<b>January 1, 2013</b>	<b>July 1, 2013</b>
<b>Dietary Aide*</b>	<b>Start</b>	\$15.40	\$15.71	\$16.03	\$16.35	\$16.51	\$16.51
<b>Laundry Aide*</b>	487.5	\$15.65	\$15.96	\$16.28	\$16.61	\$16.77	\$16.77
<b>Housekeeping Aide*</b>	1950	\$16.02	\$16.34	\$16.67	\$17.00	\$17.17	\$17.17
<i>*For Employees on staff as of July 10, 2007</i>	3900	\$16.61	\$16.94	\$17.28	\$17.63	\$17.80	\$17.80
	5850	\$17.17	\$17.51	\$17.86	\$18.22	\$18.40	\$18.40
	7800	\$17.73	\$18.09	\$18.45	\$18.82	\$19.00	\$19.00
<b>Dietary Aide**</b>	<b>Start</b>	\$14.25	\$14.53	\$14.82	\$15.12	\$15.27	\$15.27
<b>Laundry Aide**</b>	487.5	\$14.54	\$14.83	\$15.13	\$15.43	\$15.59	\$15.59
<b>Housekeeping Aide**</b>	1950	\$14.85	\$15.14	\$15.45	\$15.76	\$15.91	\$15.91
<i>**For Employees hired after July 10, 2007</i>	3900	\$15.41	\$15.72	\$16.04	\$16.36	\$16.52	\$16.52
	5850	\$16.04	\$16.36	\$16.69	\$17.03	\$17.20	\$17.20
	7800	\$16.67	\$17.01	\$17.35	\$17.69	\$17.87	\$17.87
	10075	\$16.93	\$17.27	\$17.61	\$17.96	\$18.14	\$18.14
<b>Care Aide***</b>	<b>Start</b>	\$15.08	\$16.31	\$16.88	\$16.88	\$17.64	\$17.81
<i>***Untrained direct care providers (i.e., Care Aides) hired after July 10, 2007</i>	503.75	\$15.38	\$16.62	\$17.21	\$17.21	\$17.98	\$18.16
	2015	\$15.72	\$17.00	\$17.60	\$17.60	\$18.39	\$18.57
	4030	\$16.28	\$17.60	\$18.22	\$18.22	\$19.04	\$19.23
	6045	\$16.95	\$18.32	\$18.97	\$18.97	\$19.82	\$20.02
	8060	\$17.60	\$19.03	\$19.70	\$19.70	\$20.58	\$20.79
	10075	\$17.88	\$19.33	\$20.00	\$20.00	\$20.90	\$21.11
<b>Health Care Aide****</b>	<b>Start</b>	\$16.02	\$17.32	\$17.93	\$17.93	\$18.74	\$18.92
<i>****For PCA/PSA/ Nursing Aides on staff as of July 10, 2007 and HCA hired after July 10, 2007</i>	503.75	\$16.27	\$17.59	\$18.21	\$18.21	\$19.03	\$19.22
	2015	\$16.66	\$18.02	\$18.65	\$18.65	\$19.49	\$19.68
	4030	\$17.28	\$18.68	\$19.33	\$19.33	\$20.20	\$20.40
	6045	\$17.86	\$19.30	\$19.98	\$19.98	\$20.88	\$21.09
	8060	\$18.44	\$19.94	\$20.64	\$20.64	\$21.57	\$21.78
<b>Recreation Aide</b>	<b>Start</b>	\$15.40	\$16.65	\$17.24	\$17.24	\$17.58	\$17.58
<b>Therapy Aide</b>	487.5	\$15.65	\$16.92	\$17.51	\$17.51	\$17.86	\$17.86
	1950	\$16.02	\$17.32	\$17.93	\$17.93	\$18.29	\$18.29
	3900	\$16.61	\$17.96	\$18.59	\$18.59	\$18.96	\$18.96
	5850	\$17.17	\$18.56	\$19.21	\$19.21	\$19.60	\$19.60
	7800	\$17.73	\$19.17	\$19.85	\$19.85	\$20.24	\$20.24

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	July 1, 2013
Cook	Start	\$15.95	\$16.27	\$16.59	\$16.93	\$17.10	\$17.10
	487.5	\$16.25	\$16.58	\$16.91	\$17.25	\$17.42	\$17.42
	1950	\$16.61	\$16.94	\$17.28	\$17.63	\$17.80	\$17.80
	3900	\$17.17	\$17.51	\$17.86	\$18.22	\$18.40	\$18.40
	5850	\$17.73	\$18.09	\$18.45	\$18.82	\$19.01	\$19.01
	7800	\$18.28	\$18.65	\$19.02	\$19.40	\$19.59	\$19.59
Maintenance I	Start	\$20.20	\$20.61	\$21.02	\$21.44	\$21.65	\$21.65
	1950	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	3900	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	5850	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99
	7800	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43
Maintenance II	Start	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	1950	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	3900	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99
	5850	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43
	7800	\$22.27	\$22.72	\$23.17	\$23.63	\$23.87	\$23.87
Maintenance III	Start	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	1950	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99
	3900	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43
	5850	\$22.27	\$22.72	\$23.17	\$23.63	\$23.87	\$23.87
	7800	\$22.68	\$23.13	\$23.60	\$24.07	\$24.31	\$24.31
Health Care Aide II		January 1, 2010	April 1, 2010	April 1, 2011			
		\$19.55	\$20.43	21.35			
Licensed Practical Nurse	Start	January 1, 2010	April 1, 2010	April 1, 2011			
	2015	\$21.72	\$22.70	\$23.72			
	4030	\$22.66	\$23.68	\$24.75			
	6045	\$23.56	\$24.62	\$25.73			
	8060	\$24.49	\$25.59	\$26.74			
	10075	\$25.41	\$26.55	\$27.74			
	12090	\$26.29	\$27.47	\$28.71			
	14105	\$27.35	\$28.58	\$29.87			
	\$28.44	\$29.72	\$31.06				

**NOTES:**

- (1) For the Health Care Aide and Care Aide job classifications, the January 1, 2013 basic hourly rates of pay are subject to change in the event the Alberta Average Weekly Earnings index for April 1, 2011 exceeds four point five percent (4.5%).

- (2) For the Licensed Practical Nurse job classification, the basic hourly rates of pay beyond April 1, 2011 are subject to the LOU re Licensed Practical Nurse Wage Schedule. The Health Care Aide II job classification basic hourly rate of pay for the same time period will be set once the LPN basic hourly rate of pay (start) is confirmed.

**Fort MacLeod**

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	<b>January 1, 2011</b>	<b>January 1, 2012</b>	<b>July 1, 2012</b>	<b>January 1, 2013</b>	<b>July 1, 2013</b>
Dietary Aide*	Start	\$14.77	\$15.07	\$15.37	\$15.68	\$15.83	\$15.83
Housekeeping Aide*	2080	\$16.33	\$16.65	\$16.99	\$17.33	\$17.50	\$17.50
Laundry Aide*	4160	\$16.95	\$17.29	\$17.63	\$17.98	\$18.16	\$18.16
<i>'For Employees on staff as of October 7, 2007</i>							
Dietary Aide**	Start	\$14.25	\$14.53	\$14.82	\$15.12	\$15.27	\$15.27
Housekeeping Aide**	520	\$14.54	\$14.83	\$15.13	\$15.43	\$15.59	\$15.59
Laundry Aide**	2080	\$14.85	\$15.14	\$15.45	\$15.76	\$15.91	\$15.91
<i>**For Employees hired after October 7, 2007</i>							
	4160	\$15.41	\$15.72	\$16.04	\$16.36	\$16.52	\$16.52
	6240	\$16.04	\$16.36	\$16.69	\$17.03	\$17.20	\$17.20
	8320	\$16.67	\$17.01	\$17.35	\$17.69	\$17.87	\$17.87
	10400	\$16.93	\$17.27	\$17.61	\$17.96	\$18.14	\$18.14
Care Aide***	Start	\$15.08	\$16.31	\$16.88	\$16.88	\$17.64	\$17.81
<i>***Untrained direct care providers (i.e., Care Aides) hired after October 7, 2007</i>							
	520	\$15.38	\$16.62	\$17.21	\$17.21	\$17.98	\$18.16
	2080	\$15.72	\$17.00	\$17.60	\$17.60	\$18.39	\$18.57
	4160	\$16.28	\$17.60	\$18.22	\$18.22	\$19.04	\$19.23
	6240	\$16.95	\$18.32	\$18.97	\$18.97	\$19.82	\$20.02
	8320	\$17.60	\$19.03	\$19.70	\$19.70	\$20.58	\$20.79
	10400	\$17.88	\$19.33	\$20.00	\$20.00	\$20.90	\$21.11
Health Care Aide****	Start	\$15.88	\$17.17	\$17.77	\$17.77	\$18.57	\$18.75
<i>****For Care Aides on staff as of October 7, 2007 and HCA hired after October 7, 2007</i>							
	2080	\$17.71	\$19.15	\$19.82	\$19.82	\$20.71	\$20.92
	4160	\$18.33	\$19.82	\$20.52	\$20.52	\$21.44	\$21.65
Unit Clerk	Start	\$15.27	\$16.51	\$17.08	\$17.08	\$17.43	\$17.43
Recreation Aide	2080	\$17.03	\$18.41	\$19.06	\$19.06	\$19.44	\$19.44
	4160	\$17.63	\$19.06	\$19.73	\$19.73	\$20.12	\$20.12
Cook II	Start	\$15.27	\$15.57	\$15.88	\$16.20	\$16.36	\$16.36
	2080	\$17.26	\$17.61	\$17.96	\$18.32	\$18.50	\$18.50
	4160	\$17.89	\$18.25	\$18.61	\$18.99	\$19.18	\$19.18
Cook I	Start	\$17.13	\$17.47	\$17.82	\$18.17	\$18.36	\$18.36
	2080	\$18.31	\$18.68	\$19.05	\$19.43	\$19.63	\$19.63
	4160	\$18.89	\$19.27	\$19.65	\$20.05	\$20.25	\$20.25

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	January 1, 2013
Maintenance I	Start	\$19.56	\$19.95	\$20.35	\$20.76	\$20.97	\$20.97
	2015	\$19.95	\$20.35	\$20.76	\$21.17	\$21.38	\$21.38
	4030	\$20.36	\$20.77	\$21.18	\$21.61	\$21.82	\$21.82
	6045	\$20.75	\$21.16	\$21.59	\$22.02	\$22.24	\$22.24
	8060	\$21.15	\$21.57	\$22.00	\$22.44	\$22.67	\$22.67
Maintenance II	Start	\$19.95	\$20.35	\$20.76	\$21.17	\$21.38	\$21.38
	2015	\$20.36	\$20.77	\$21.18	\$21.61	\$21.82	\$21.82
	4030	\$20.75	\$21.16	\$21.59	\$22.02	\$22.24	\$22.24
	6045	\$21.15	\$21.57	\$22.00	\$22.44	\$22.67	\$22.67
	8060	\$21.57	\$22.00	\$22.44	\$22.89	\$23.12	\$23.12
Maintenance III	Start	\$20.36	\$20.77	\$21.18	\$21.61	\$21.82	\$21.82
	2015	\$20.75	\$21.16	\$21.59	\$22.02	\$22.24	\$22.24
	4030	\$21.15	\$21.57	\$22.00	\$22.44	\$22.67	\$22.67
	6045	\$21.57	\$22.00	\$22.44	\$22.89	\$23.12	\$23.12
	8060	\$21.96	\$22.39	\$22.84	\$23.30	\$23.53	\$23.53
Orientation for New Employees		\$8.40	\$8.57	\$8.74	\$8.91	\$9.00	\$9.00
Licensed Practical Nurse		January 1, 2010	April 1, 2010	April 1, 2011			
	Start	\$21.72	\$22.70	\$23.72			
	2015	\$22.66	\$23.68	\$24.75			
	4030	\$23.56	\$24.62	\$25.73			
	6045	\$24.49	\$25.59	\$26.74			
	8060	\$25.41	\$26.55	\$27.74			
	10075	\$26.29	\$27.47	\$28.71			
	12090	\$27.35	\$28.58	\$29.87			
14105	\$28.44	\$29.72	\$31.06				

**NOTES:**

- (1) For the Health Care Aide and Care Aide job classifications, the January 1, 2013 basic hourly rates of pay are subject to change in the event the Alberta Average Weekly Earnings index for April 1, 2011 exceeds four point five percent (**4.5%**).
- (2) For the Licensed Practical Nurse job classification, the basic hourly rates of pay beyond April 1, 2011 are subject to the LOU re Licensed Practical Nurse Wage Schedule.

**Leduc**

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	<b>January 1, 2011</b>	<b>January 1, 2012</b>	<b>July 1, 2012</b>	<b>January 1, 2013</b>	<b>July 1, 2013</b>
Dietary Aide	Start	\$14.25	\$14.53	\$14.82	\$15.12	\$15.27	\$15.27
	487.5	\$14.54	\$14.83	\$15.13	\$15.43	\$15.59	\$15.59
	1950	\$14.85	\$15.14	\$15.45	\$15.76	\$15.91	\$15.91
	3900	\$15.40	\$15.71	\$16.02	\$16.34	\$16.51	\$16.51
	5850	\$16.04	\$16.36	\$16.69	\$17.03	\$17.20	\$17.20
	7800	\$16.66	\$17.00	\$17.33	\$17.69	\$17.86	\$17.86
	9750	\$16.93	\$17.27	\$17.61	\$17.96	\$18.14	\$18.14
Recreation Aide	Start	\$14.25	\$15.41	\$15.94	\$15.94	\$16.26	\$16.26
	487.5	\$14.54	\$15.72	\$16.27	\$16.27	\$16.60	\$16.60
	1950	\$14.85	\$16.05	\$16.61	\$16.61	\$16.95	\$16.95
	3900	\$15.40	\$16.65	\$17.24	\$17.24	\$17.58	\$17.58
	5850	\$16.04	\$17.35	\$17.95	\$17.95	\$18.31	\$18.31
	7800	\$16.66	\$18.02	\$18.65	\$18.65	\$19.02	\$19.02
	9750	\$16.94	\$18.31	\$18.95	\$18.95	\$19.33	\$19.33
Care Aide	Start	\$15.08	\$16.31	\$16.88	\$16.88	\$17.64	\$17.81
	503.75	\$15.36	\$16.61	\$17.19	\$17.19	\$17.97	\$18.15
	2015	\$15.71	\$16.99	\$17.58	\$17.58	\$18.38	\$18.56
	4030	\$16.28	\$17.60	\$18.22	\$18.22	\$19.04	\$19.23
	6045	\$16.95	\$18.33	\$18.97	\$18.97	\$19.82	\$20.02
	8060	\$17.60	\$19.03	\$19.70	\$19.70	\$20.58	\$20.79
	10075	\$17.88	\$19.33	\$20.00	\$20.00	\$20.90	\$21.11
Health Care Aide	Start	\$15.74	\$17.01	\$17.61	\$17.61	\$18.40	\$18.59
	503.75	\$16.07	\$17.38	\$17.99	\$17.99	\$18.80	\$18.99
	2015	\$16.47	\$17.81	\$18.43	\$18.43	\$19.26	\$19.45
	4030	\$16.95	\$18.33	\$18.97	\$18.97	\$19.82	\$20.02
	6045	\$17.63	\$19.05	\$19.72	\$19.72	\$20.61	\$20.82
	8060	\$18.21	\$19.69	\$20.38	\$20.38	\$21.30	\$21.51
	10075	\$18.41	\$19.91	\$20.60	\$20.60	\$21.53	\$21.75
Cook	Start	\$14.77	\$15.07	\$15.37	\$15.68	\$15.83	\$15.83
	487.5	\$15.09	\$15.39	\$15.70	\$16.01	\$16.17	\$16.17
	1950	\$15.40	\$15.71	\$16.03	\$16.35	\$16.51	\$16.51
	3900	\$15.98	\$16.30	\$16.63	\$16.96	\$17.13	\$17.13
	5850	\$16.61	\$16.94	\$17.28	\$17.63	\$17.80	\$17.80
	7800	\$17.23	\$17.58	\$17.93	\$18.29	\$18.47	\$18.47
	9750	\$17.48	\$17.83	\$18.19	\$18.55	\$18.74	\$18.74

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	July 1, 2013
Maintenance I	Start	\$19.81	\$20.21	\$20.61	\$21.03	\$21.24	\$21.24
	1950	\$20.22	\$20.63	\$21.04	\$21.46	\$21.68	\$21.68
	3900	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	5850	\$21.05	\$21.47	\$21.90	\$22.34	\$22.56	\$22.56
	7800	\$21.43	\$21.86	\$22.30	\$22.75	\$22.97	\$22.97
	9750	\$21.76	\$22.19	\$22.63	\$23.09	\$23.32	\$23.32
Maintenance II	Start	\$20.22	\$20.63	\$21.04	\$21.46	\$21.68	\$21.68
	1950	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	3900	\$21.05	\$21.47	\$21.90	\$22.34	\$22.56	\$22.56
	5850	\$21.43	\$21.86	\$22.30	\$22.75	\$22.97	\$22.97
	7800	\$21.84	\$22.28	\$22.72	\$23.18	\$23.41	\$23.41
	9750	\$22.17	\$22.61	\$23.06	\$23.52	\$23.76	\$23.76
Maintenance III	Start	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	1950	\$21.05	\$21.47	\$21.90	\$22.34	\$22.56	\$22.56
	3900	\$21.43	\$21.86	\$22.30	\$22.75	\$22.97	\$22.97
	5850	\$21.84	\$22.28	\$22.72	\$23.18	\$23.41	\$23.41
	7800	\$22.25	\$22.70	\$23.15	\$23.62	\$23.85	\$23.85
	9750	\$22.59	\$23.04	\$23.50	\$23.97	\$24.21	\$24.21
Licensed Practical Nurse	Start	January 1, 2010	April 1, 2010	April 1, 2011			
	2015	\$21.72	\$22.70	\$23.72			
	4030	\$22.66	\$23.68	\$24.75			
	6045	\$23.56	\$24.62	\$25.73			
	8060	\$24.49	\$25.59	\$26.74			
	10075	\$25.41	\$26.55	\$27.74			
	12090	\$26.29	\$27.47	\$28.71			
	14105	\$27.35	\$28.58	\$29.87			
	\$28.44	\$29.72	\$31.06				

**NOTES:**

- (1) For the Health Care Aide and Care Aide job classifications, the January 1, 2013 basic hourly rates of pay are subject to change in the event the Alberta Average Weekly Earnings index for April 1, 2011 exceeds four point five percent (**4.5%**).
- (2) For the Licensed Practical Nurse job classification, the basic hourly rates of pay beyond April 1, 2011 are subject to the LOU re Licensed Practical Nurse Wage Schedule.



**Lethbridge**

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>
Dietary Aide*	Start	\$14.73
Laundry Aide*	2112.5	\$16.29
Housekeeping Aide*	4030.0	\$16.93
<i>*For Employees on staff as of July 10, 2007</i>		
Dietary Aide**	Start	\$14.25
Laundry Aide**	503.75	\$14.54
Housekeeping Aide**	2015	\$14.85
<i>**For Employees hired after July 10, 2007</i>	4030	\$15.41
	6045	\$16.04
	8060	\$16.67
	10075	\$16.93
Care Aide***	Start	\$15.08
<i>***Untrained direct care providers (i.e., Care Aides) hired after July 10, 2007</i>	503.75	\$15.38
	2015	\$15.72
	4030	\$16.28
	6045	\$16.95
	8060	\$17.60
	10075	\$17.88
Health Care Aide****	Start	\$15.86
<i>****For PCA/PSA/Nursing Aides on staff as of July 10, 2007 and HCA hired after July 10, 2007</i>	2112.5	\$17.68
	4030.0	\$18.29
Recreation Aide	Start	\$15.25
	2112.5	\$17.00
	4030.0	\$17.59
Unit Clerk	Start	\$15.25
	2112.5	\$17.00
	4030.0	\$17.59
Cook I	Start	\$17.09
	2112.5	\$18.26
	4030.0	\$18.85

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	
Cook II	Start	\$15.25	
	2112.5	\$17.26	
	4030.0	\$17.87	
Maintenance I	Start	\$19.55	
	2015.0	\$19.96	
	4030.0	\$20.36	
	6045.0	\$20.75	
	8060.0	\$21.15	
Maintenance II	Start	\$19.96	
	2015.0	\$20.36	
	4030.0	\$20.75	
	6045.0	\$21.15	
	8060.0	\$21.57	
Maintenance III	Start	\$20.36	
	2015.0	\$20.75	
	4030.0	\$21.15	
	6045.0	\$21.57	
	8060.0	\$21.96	
Licensed Practical Nurse	Start	\$21.72	\$22.70
	2015	\$22.66	\$23.68
	4030	\$23.56	\$24.62
	6045	\$24.49	\$25.59
	8060	\$25.41	\$26.55
	10075	\$26.29	\$27.47
	12090	\$27.35	\$28.58
	14105	\$28.44	\$29.72

**St. Paul**

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	<b>January 1, 2011</b>	<b>January 1, 2012</b>	<b>July 1, 2012</b>	<b>January 1, 2013</b>	<b>July 1, 2013</b>
Dietary Aide*	Start	\$15.40	\$15.71	\$16.03	\$16.35	\$16.51	\$16.51
Laundry Aide*	487.5	\$15.65	\$15.96	\$16.28	\$16.61	\$16.77	\$16.77
Housekeeping Aide*	1950	\$16.02	\$16.34	\$16.67	\$17.00	\$17.17	\$17.17
<i>*For Employees on staff as of July 10, 2007</i>	3900	\$16.61	\$16.94	\$17.28	\$17.63	\$17.80	\$17.80
	5850	\$17.17	\$17.51	\$17.86	\$18.22	\$18.40	\$18.40
	7800	\$17.73	\$18.09	\$18.45	\$18.82	\$19.00	\$19.00
Dietary Aide**	Start	\$14.25	\$14.53	\$14.82	\$15.12	\$15.27	\$15.27
Laundry Aide**	487.5	\$14.54	\$14.83	\$15.13	\$15.43	\$15.59	\$15.59
Housekeeping Aide**	1950	\$14.85	\$15.14	\$15.45	\$15.76	\$15.91	\$15.91
<i>**For Employees hired after July 10, 2007</i>	3900	\$15.41	\$15.72	\$16.04	\$16.36	\$16.52	\$16.52
	5850	\$16.04	\$16.36	\$16.69	\$17.03	\$17.20	\$17.20
	7800	\$16.67	\$17.01	\$17.35	\$17.69	\$17.87	\$17.87
	10075	\$16.93	\$17.27	\$17.61	\$17.96	\$18.14	\$18.14
Care Aide	Start	\$15.08	\$16.31	\$16.88	\$16.88	\$17.64	\$17.81
<i>***Untrained direct care providers (i.e., Care Aides) hired after July 10, 2007</i>	503.75	\$15.38	\$16.62	\$17.21	\$17.21	\$17.98	\$18.16
	2015	\$15.72	\$17.00	\$17.60	\$17.60	\$18.39	\$18.57
	4030	\$16.28	\$17.60	\$18.22	\$18.22	\$19.04	\$19.23
	6045	\$16.95	\$18.32	\$18.97	\$18.97	\$19.82	\$20.02
	8060	\$17.60	\$19.03	\$19.70	\$19.70	\$20.58	\$20.79
	10075	\$17.88	\$19.33	\$20.00	\$20.00	\$20.90	\$21.11
Health Care Aide	Start	\$16.02	\$17.32	\$17.93	\$17.93	\$18.74	\$18.92
<i>****For PCA/PSA/ Nursing Aides on staff as of July 10, 2007 and HCA hired after July 10, 2007</i>	503.75	\$16.27	\$17.59	\$18.21	\$18.21	\$19.03	\$19.22
	2015	\$16.66	\$18.02	\$18.65	\$18.65	\$19.49	\$19.68
	4030	\$17.28	\$18.68	\$19.33	\$19.33	\$20.20	\$20.40
	6045	\$17.86	\$19.30	\$19.98	\$19.98	\$20.88	\$21.09
	8060	\$18.44	\$19.94	\$20.64	\$20.64	\$21.56	\$21.78
Recreation Aide	Start	\$15.40	\$16.65	\$17.24	\$17.24	\$17.58	\$17.58
Therapy Aide	487.5	\$15.65	\$16.92	\$17.51	\$17.51	\$17.86	\$17.86
	1950	\$16.02	\$17.32	\$17.93	\$17.93	\$18.29	\$18.29
	3900	\$16.61	\$17.96	\$18.59	\$18.59	\$18.96	\$18.96
	5850	\$17.17	\$18.56	\$19.21	\$19.21	\$19.60	\$19.60
	7800	\$17.73	\$19.17	\$19.85	\$19.85	\$20.24	\$20.24
Unit Clerk	Start	\$15.40	\$16.65	\$17.24	\$17.24	\$17.58	\$17.58
	503.75	\$15.65	\$16.92	\$17.51	\$17.51	\$17.86	\$17.86
	2015	\$16.02	\$17.32	\$17.93	\$17.93	\$18.29	\$18.29
	4030	\$16.61	\$17.96	\$18.59	\$18.59	\$18.96	\$18.96
	6045	\$17.17	\$18.56	\$19.21	\$19.21	\$19.60	\$19.60
	8060	\$17.73	\$19.17	\$19.85	\$19.85	\$20.24	\$20.24

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	July 1, 2013	
Cook	Start	\$15.95	\$16.27	\$16.59	\$16.93	\$17.10	\$17.10	
	487.5	\$16.25	\$16.58	\$16.91	\$17.25	\$17.42	\$17.42	
	1950	\$16.61	\$16.94	\$17.28	\$17.63	\$17.80	\$17.80	
	3900	\$17.17	\$17.51	\$17.86	\$18.22	\$18.40	\$18.40	
	5850	\$17.73	\$18.09	\$18.45	\$18.82	\$19.01	\$19.01	
	7800	\$18.28	\$18.65	\$19.02	\$19.40	\$19.59	\$19.59	
Maintenance I	Start	\$20.20	\$20.61	\$21.02	\$21.44	\$21.65	\$21.65	
	1950	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11	
	3900	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54	
	5850	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99	
	7800	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43	
	Maintenance II	Start	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
1950		\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54	
3900		\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99	
5850		\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43	
7800		\$22.27	\$22.72	\$23.17	\$23.63	\$23.87	\$23.87	
Maintenance III		Start	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	1950	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99	
	3900	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43	
	5850	\$22.27	\$22.72	\$23.17	\$23.63	\$23.87	\$23.87	
	7800	\$22.68	\$23.13	\$23.60	\$24.07	\$24.31	\$24.31	
	Health Care Aide II		January 1, 2010	April 1, 2010	April 1, 2011			
		\$19.55	\$20.43	21.35				
Licensed Practical Nurse		Start	January 1, 2010	April 1, 2010	April 1, 2011			
		2015	\$21.72	\$22.70	\$23.72			
	4030	\$22.66	\$23.68	\$24.75				
	6045	\$23.56	\$24.62	\$25.73				
	8060	\$24.49	\$25.59	\$26.74				
	10075	\$25.41	\$26.55	\$27.74				
	12090	\$26.29	\$27.47	\$28.71				
	14105	\$27.35	\$28.58	\$29.87				
	\$28.44	\$29.72	\$31.06					

**NOTES:**

- (I) For the Health Care Aide and Care Aide job classifications, the January 1, 2013 basic hourly rates of pay are subject to change in the event the Alberta Average Weekly Earnings index for April 1, 2011 exceeds four point five percent (4.5%).

- (2) For the Licensed Practical Nurse job classification, the basic hourly rates **of** pay beyond April 1, 2011 are subject to the LOU re Licensed Practical Nurse Wage Schedule. The Health Care Aide II job classification basic hourly rate of pay for the same time period will be set once the LPN basic hourly rate of pay (start) is confirmed.

**Viking**

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	<b>January 1, 2011</b>	<b>January 1, 2012</b>	<b>July 1, 2012</b>	<b>January 1, 2013</b>	<b>July 1, 2013</b>
Dietary Aide*	Start	\$14.71	\$15.00	\$15.30	\$15.61	\$15.77	\$15.77
Laundry Aide*	487.5	\$15.09	\$15.39	\$15.70	\$16.01	\$16.17	\$16.17
Housekeeping Aide*	1950	\$15.48	\$15.79	\$16.10	\$16.42	\$16.59	\$16.59
<i>*For Employees on staff as of July 10, 2007</i>	3900	\$16.07	\$16.39	\$16.71	\$17.05	\$17.22	\$17.22
	5850	\$16.71	\$17.04	\$17.38	\$17.73	\$17.91	\$17.91
	7800	\$17.39	\$17.74	\$18.09	\$18.45	\$18.64	\$18.64
	9750	\$17.52	\$17.87	\$18.23	\$18.60	\$18.78	\$18.78
Dietary Aide**	Start	\$14.25	\$14.53	\$14.82	\$15.12	\$15.27	\$15.27
Laundry Aide**	487.5	\$14.54	\$14.83	\$15.13	\$15.43	\$15.59	\$15.59
Housekeeping Aide**	1950	\$14.85	\$15.14	\$15.45	\$15.76	\$15.91	\$15.91
<i>**For Employees hired after July 10, 2007</i>	3900	\$15.41	\$15.72	\$16.04	\$16.36	\$16.52	\$16.52
	5850	\$16.04	\$16.36	\$16.69	\$17.03	\$17.20	\$17.20
	7800	\$16.67	\$17.01	\$17.35	\$17.69	\$17.87	\$17.87
	10075	\$16.93	\$17.27	\$17.61	\$17.96	\$18.14	\$18.14
Care Aide***	Start	\$15.08	\$16.31	\$16.88	\$16.88	\$17.64	\$17.81
<i>***Untrained direct care providers (Le., Care Aides) hired after July 10, 2007</i>	503.75	\$15.38	\$16.62	\$17.21	\$17.21	\$17.98	\$18.16
	2015	\$15.72	\$17.00	\$17.60	\$17.60	\$18.39	\$18.57
	4030	\$16.28	\$17.60	\$18.22	\$18.22	\$19.04	\$19.23
	6045	\$16.95	\$18.32	\$18.97	\$18.97	\$19.82	\$20.02
	8060	\$17.60	\$19.03	\$19.70	\$19.70	\$20.58	\$20.79
	10075	\$17.88	\$19.33	\$20.00	\$20.00	\$20.90	\$21.11
Health Care Aide****	Start	\$15.41	\$16.66	\$17.24	\$17.24	\$18.02	\$18.20
<i>****For PCA/PSA/ Nursing Aides on staff as of July 10, 2007 and HCA hired after July 10, 2007</i>	503.75	\$15.77	\$17.05	\$17.65	\$17.65	\$18.44	\$18.62
	2015	\$16.19	\$17.51	\$18.12	\$18.12	\$18.94	\$19.13
	4030	\$16.82	\$18.18	\$18.82	\$18.82	\$19.66	\$19.86
	6045	\$17.47	\$18.89	\$19.55	\$19.55	\$20.43	\$20.63
	8060	\$18.16	\$19.63	\$20.32	\$20.32	\$21.23	\$21.44
	10075	\$18.30	\$19.79	\$20.48	\$20.48	\$21.40	\$21.62
Recreation Aide	Start	\$14.71	\$15.90	\$16.46	\$16.46	\$16.79	\$16.79
	487.5	\$15.09	\$16.31	\$16.89	\$16.89	\$17.22	\$17.22
	1950	\$15.48	\$16.73	\$17.32	\$17.32	\$17.67	\$17.67
	3900	\$16.07	\$17.37	\$17.98	\$17.98	\$18.34	\$18.34
	5850	\$16.71	\$18.06	\$18.69	\$18.69	\$19.07	\$19.07
	7800	\$17.39	\$18.80	\$19.46	\$19.46	\$19.85	\$19.85
	9750	\$17.52	\$18.95	\$19.61	\$19.61	\$20.00	\$20.00

<b>Job Classification</b>	<b>Step</b>	<b>January 1, 2010</b>	<b>January 1, 2011</b>	<b>January 1, 2012</b>	<b>July 1, 2012</b>	<b>January 1, 2013</b>	<b>July 1, 2013</b>
Unit Clerk	Start	\$14.82	\$16.02	\$16.58	\$16.58	\$16.91	\$16.91
	503.75	\$15.16	\$16.39	\$16.97	\$16.97	\$17.31	\$17.31
	2015	\$15.58	\$16.85	\$17.44	\$17.44	\$17.79	\$17.79
	4030	\$16.17	\$17.48	\$18.09	\$18.09	\$18.46	\$18.46
	6045	\$16.80	\$18.16	\$18.80	\$18.80	\$19.18	\$19.18
	8060	\$17.46	\$18.88	\$19.54	\$19.54	\$19.93	\$19.93
	10075	\$17.60	\$19.03	\$19.70	\$19.70	\$20.09	\$20.09
Occupational Therapy Aide Physio Therapy Aide	Start	\$14.82	\$16.02	\$16.58	\$16.58	\$16.91	\$16.91
	487.5	\$15.16	\$16.39	\$16.97	\$16.97	\$17.31	\$17.31
	1950	\$15.58	\$16.85	\$17.44	\$17.44	\$17.79	\$17.79
	3900	\$16.17	\$17.48	\$18.09	\$18.09	\$18.46	\$18.46
	5850	\$16.80	\$18.16	\$18.80	\$18.80	\$19.18	\$19.18
	7800	\$17.46	\$18.88	\$19.54	\$19.54	\$19.93	\$19.93
	9750	\$17.60	\$19.03	\$19.70	\$19.70	\$20.09	\$20.09
Cook	Start	\$15.39	\$15.70	\$16.02	\$16.34	\$16.50	\$16.50
	487.5	\$15.67	\$15.98	\$16.30	\$16.62	\$16.79	\$16.79
	1950	\$16.07	\$16.39	\$16.71	\$17.05	\$17.22	\$17.22
	3900	\$16.62	\$16.96	\$17.29	\$17.64	\$17.82	\$17.82
	5850	\$17.28	\$17.63	\$17.98	\$18.34	\$18.52	\$18.52
	7800	\$17.93	\$18.29	\$18.66	\$19.03	\$19.22	\$19.22
	9750	\$18.07	\$18.43	\$18.80	\$19.18	\$19.37	\$19.37
Maintenance I	Start	\$20.20	\$20.61	\$21.02	\$21.44	\$21.65	\$21.65
	1950	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	3900	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	5850	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99
	7800	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43
Maintenance II	Start	\$20.63	\$21.05	\$21.47	\$21.90	\$22.11	\$22.11
	1950	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	3900	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99
	5850	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43
	7800	\$22.27	\$22.72	\$23.17	\$23.63	\$23.87	\$23.87
Maintenance III	Start	\$21.03	\$21.45	\$21.88	\$22.32	\$22.54	\$22.54
	1950	\$21.45	\$21.88	\$22.32	\$22.76	\$22.99	\$22.99
	3900	\$21.86	\$22.30	\$22.75	\$23.20	\$23.43	\$23.43
	5850	\$22.27	\$22.72	\$23.17	\$23.63	\$23.87	\$23.87
	7800	\$22.68	\$23.14	\$23.60	\$24.07	\$24.31	\$24.31

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	July 1, 2013
Health Care Aide II		January 1, 2010	April 1, 2010	April 1, 2011			
		\$19.55	\$20.43	21.35			
Licensed Practical Nurse		January 1, 2010	April 1, 2010	April 1, 2011			
	Start	\$21.72	\$22.70	\$23.72			
	2015	\$22.66	\$23.68	\$24.75			
	4030	\$23.56	\$24.62	\$25.73			
	6045	\$24.49	\$25.59	\$26.74			
	8060	\$25.41	\$26.55	\$27.74			
	10075	\$26.29	\$27.47	\$28.71			
	12090	\$27.35	\$28.58	\$29.87			
14105	\$28.44	\$29.72	\$31.06				

**NOTES:**

- (1) For the Health Care Aide and Care Aide job classifications, the January 1, 2013 basic hourly rates of pay are subject to change in the event the Alberta Average Weekly Earnings index for April 1, 2011 exceeds four point five percent (4.5%).
- (2) For the Licensed Practical Nurse job classification, the basic hourly rates of pay beyond April 1, 2011 are subject to the LOU re Licensed Practical Nurse Wage Schedule. The Health Care Aide II job classification basic hourly rate of pay for the same time period will be set once the LPN basic hourly rate of pay (start) is confirmed.



**Vulcan**

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	July 1, 2013
Dietary Aide	Start	\$14.20	\$14.48	\$14.82	\$15.12	\$15.27	\$15.27
Laundry Aide	480	\$14.86	\$15.15	\$15.13	\$15.43	\$15.59	\$15.59
Housekeeping Aide	2112.5	\$16.02	\$16.34	\$15.45	\$15.76	\$15.91	\$15.91
	4225			\$16.04	\$16.36	\$16.52	\$16.52
	6337.5			\$16.69	\$17.03	\$17.20	\$17.20
	8450			\$17.35	\$17.69	\$17.87	\$17.87
	10562.5			\$17.61	\$17.96	\$18.14	\$18.14
	Recreation Aide I	Start	\$14.70	\$15.89	\$15.94	\$15.94	\$16.26
Unit Clerk	480	\$15.34	\$16.59	\$16.27	\$16.27	\$16.60	\$16.60
	2112.5	\$16.73	\$18.08	\$16.61	\$16.61	\$16.95	\$16.95
	4225			\$17.24	\$17.24	\$17.58	\$17.58
	6337.5			\$17.95	\$17.95	\$18.31	\$18.31
	8450			\$18.65	\$18.65	\$19.02	\$19.02
	10562.5			\$18.95	\$18.95	\$19.33	\$19.33
Recreation Aide II	Start	\$14.86	\$16.06	\$16.11	\$16.11	\$16.43	\$16.43
	480	\$15.50	\$16.76	\$16.44	\$16.44	\$16.77	\$16.77
	2112.5	\$16.89	\$18.27	\$16.78	\$16.78	\$17.12	\$17.12
	4225			\$17.40	\$17.40	\$17.75	\$17.75
	6337.5			\$18.11	\$18.11	\$18.47	\$18.47
	8450			\$18.81	\$18.81	\$19.19	\$19.19
10562.5			\$19.11	\$19.11	\$19.49	\$19.49	
Care Aide	Start			\$16.88	\$16.88	\$17.64	\$17.81
	480			\$17.21	\$17.21	\$17.98	\$18.16
	2112.5			\$17.60	\$17.60	\$18.39	\$18.57
	4225			\$18.22	\$18.22	\$19.04	\$19.23
	6337.5			\$18.97	\$18.97	\$19.82	\$20.02
	8450			\$19.70	\$19.70	\$20.58	\$20.79
10562.5			\$20.00	\$20.00	\$20.90	\$21 - ■	
Health Care Aide	Start	\$15.29	\$16.53	\$17.24	\$17.24	\$18.02	\$18.20
	480	\$15.95	\$17.25	\$17.65	\$17.65	\$18.44	\$18.62
	2112.5	\$17.40	\$18.81	\$18.12	\$18.12	\$18.94	\$19.13
	4225			\$18.82	\$18.82	\$19.66	\$19.86
	6337.5			\$19.55	\$19.55	\$20.43	\$20.63
	8450			\$20.32	\$20.32	\$21.23	\$21.44
10562.5			\$20.48	\$20.48	\$21.40	\$21.62	

Job Classification	Step	January 1, 2010	January 1, 2011	January 1, 2012	July 1, 2012	January 1, 2013	July 1, 2013
Cook II	Start	\$14.70	\$14.99	\$15.37	\$15.68	\$15.83	\$15.83
	480	\$15.34	\$15.65	\$15.70	\$16.01	\$16.17	\$16.17
	2112.5	\$16.96	\$17.30	\$16.03	\$16.35	\$16.51	\$16.51
	4225			\$16.62	\$16.96	\$17.13	\$17.13
	6337.5			\$17.28	\$17.63	\$17.80	\$17.80
	8450			\$17.92	\$18.28	\$18.47	\$18.47
	10562.5			\$18.19	\$18.56	\$18.74	\$18.74
	Cook I	Start	\$17.17	\$17.51	\$16.12	\$16.44	\$16.61
480			\$16.45	\$16.78	\$16.95	\$16.95	
2112.5	\$17.94	\$18.30	\$16.78	\$17.11	\$17.28	\$17.28	
4225			\$17.37	\$17.72	\$17.90	\$17.90	
6337.5			\$18.03	\$18.39	\$18.58	\$18.58	
8450			\$18.67	\$19.05	\$19.24	\$19.24	
10562.5			\$18.94	\$19.32	\$19.52	\$19.52	
Maintenance I	Start	\$18.94	\$19.32	\$20.35	\$20.76	\$20.97	\$20.97
	2080	\$19.32	\$19.71	\$20.76	\$21.17	\$21.38	\$21.38
	4160	\$19.73	\$20.12	\$21.18	\$21.61	\$21.82	\$21.82
	6240	\$20.10	\$20.50	\$21.59	\$22.02	\$22.24	\$22.24
	8320	\$20.49	\$20.90	\$22.00	\$22.44	\$22.67	\$22.67
	Maintenance II	Start	\$19.32	\$19.71	\$20.76	\$21.17	\$21.38
2080	\$19.73	\$20.12	\$21.18	\$21.61	\$21.82	\$21.82	
4160	\$20.10	\$20.50	\$21.59	\$22.02	\$22.24	\$22.24	
6240	\$20.49	\$20.90	\$22.00	\$22.44	\$22.67	\$22.67	
8320	\$20.87	\$21.29	\$22.44	\$22.89	\$23.12	\$23.12	
Maintenance III	Start	\$19.73	\$20.12	\$21.18	\$21.61	\$21.82	\$21.82
	2080	\$20.10	\$20.50	\$21.59	\$22.02	\$22.24	\$22.24
	4160	\$20.49	\$20.90	\$22.00	\$22.44	\$22.67	\$22.67
	6240	\$20.87	\$21.29	\$22.44	\$22.89	\$23.12	\$23.12
	8320	\$21.26	\$21.69	\$22.84	\$23.30	\$23.53	\$23.53
	Licensed Practical Nurse	Start	January 1, 2010 \$21.72	April 1, 2010 \$22.70	April 1, 2011 \$23.72		
2015		\$22.66	\$23.68	\$24.75			
4030		\$23.56	\$24.62	\$25.73			
6045		\$24.49	\$25.59	\$26.74			
8060		\$25.41	\$26.55	\$27.74			
10075		\$26.29	\$27.47	\$28.71			
12090		\$27.35	\$28.58	\$29.87			
14105		\$28.44	\$29.72	\$31.06			

**NOTES:**

- (1) For the Health Care Aide and Care Aide job classifications, the January 1, 2013 basic hourly rates of pay are subject to change in the event the Alberta Average Weekly Earnings index for April 1, 2011 exceeds four point five percent (4.5%).
- (2) For the Licensed Practical Nurse job classification, the basic hourly rates of pay beyond April 1, 2011 are subject to the LOU re Licensed Practical Nurse Wage Schedule.
- (3) For the transition to the January 1, 2012 basic hourly rate of pay, see the LOU re Transition to the Revised Schedule " A (Vulcan Only).

**Schedule "B" – Employer Group Benefit Contributions**

- (a) Pursuant to Article 25, the Employer's share of group benefit premiums shall be as set out in the applicable table below.

- (i) For Bonnyville, St. Paul, and Viking

Group Benefit	Employer Contribution based upon a Full-Time Employee
(A.1) Dental Plan – Single Coverage	50% of premium
(A.2) Dental Plan – Family Coverage	50% of premium
(B.1) Extended Health Care – Single Coverage	50% of premium
(B.2) Extended Health Care – Family Coverage	50% of premium
(C.1) Vision Plan – Single Coverage	50% of premium
(C.2) Vision Plan – Family Coverage	50% of premium
(D.1) Life Insurance and AD&D Coverage	100% of premium

- (ii) For Leduc

Group Benefit	Employer Contribution based upon a Full-Time Employee
(A.1) Dental Plan – Single Coverage	50% of premium
(A.2) Dental Plan – Family Coverage	50% of premium
(B.1) Extended Health Care – Single Coverage	\$18.13
(B.2) Extended Health Care – Family Coverage	\$36.22
(C.1) Vision Plan – Single Coverage	\$1.62
(C.2) Vision Plan – Family Coverage	\$3.62
(D.1) Life Insurance and AD&D Coverage	100% of premium

Group Benefit	Employer Contribution based upon a Full-Time Employee
(A.1) Dental Plan – Single Coverage	50% of premium
(A.2) Dental Plan – Family Coverage	50% of premium
(B.1) Extended Health Care – Single Coverage	100% of single premium
(B.2) Extended Health Care – Family Coverage	100% of single premium from B.1
(C.1) Vision Plan – Single Coverage	100% of single premium
(C.2) Vision Plan – Family Coverage	100% of single premium from C.1
(D.1) Life Insurance and AD&D Coverage	100% of premium

- (b) The difference between the full premium for a given group benefit and the Employer's contribution under (a) above for that same benefit shall be paid by the Employee.
- (c) The Employer contributions set out above shall be pro-rated pursuant to Article 25 for part-time Employees.

**Schedule “C” – Full-time Hours**

- (a) The **bi-weekly full-time hours** for a given facility and job classification shall be as follows:

Facility	Job Classification		
	Licensed Practical Nurse	Healthcare Aide, Care Aide, Unit Clerk	All Other Job Classifications
Bonnyville	77.5	77.5	75.0
Fort MacLeod	77.5	80.0	80.0
Leduc	77.5	77.5	75.0
Lethbridge	77.5	77.5	77.5
St. Paul	77.5	77.5	75.0
Viking	77.5	77.5	75.0
Vulcan	77.5	80.0	80.0

- (b) The **daily full-time hours** for a given facility and job classification shall be as follows:

Facility	Job Classification		
	Licensed Practical Nurse	Healthcare Aide, Care Aide, Unit Clerk	All Other Job Classifications
Bonnyville	7.75	7.75	7.50
Fort MacLeod	7.75	8.00	8.00
Leduc	7.75	7.75	7.50
Lethbridge	7.75	7.75	7.75
St. Paul	7.75	7.75	7.50
Viking	7.75	7.75	7.50
Vulcan	7.75	8.00	8.00

**Schedule "D" – Vacation Time and Pay Entitlement**

(a) Annual Vacation

The following vacation time and pay entitlement shall apply to all Employees except where a local condition exists.

<b>Length of Service</b>	<b>Time Entitlement</b>	<b>Vacation Pay</b>
Less than 12 months of service as of the last day of the vacation year	One (1) day per month of service to a maximum of 10 days	4% of gross earnings
More than one (1) year of service as of the last day of the vacation year	2 calendar weeks	4% of gross earnings
More than three (3) years of service as of the last day of the vacation year	3 calendar weeks	6% of gross earnings
More than six (6) years of service as of the last day of the vacation year	4 calendar weeks	8% of gross earnings
More than fourteen (14) years of service as of the last day of the vacation year	5 calendar weeks	10% of gross earnings

Effective the first full vacation year starting on or after January 1, 2012, add to the above table the following.

More than twenty (20) years of service as of the last day of the vacation year	6 calendar weeks	12% of gross earnings
--	------------------	-----------------------

Effective the first full vacation year starting on or after January 1, 2012, add the following.

(b) Supplementary Vacation

(i) Full-time Employees:

Upon reaching her employment anniversary of thirty (30) years of continuous service with the Employer, a full-time Employee shall receive a one-time additional five (5) vacation days (called supplementary vacation).

Supplementary vacation is subject to scheduling consistent with clause 21.03 and is available for use during the vacation year in which the employee receives the supplementary vacation and that vacation year which follows.

Supplementary vacation pay shall be calculated as a percentage of gross earnings consistent with Schedule 'D', part (a) above.

(ii) Part-time Employees:

Upon reaching her employment anniversary of thirty (30) years of continuous service with the Employer, a part-time Employee shall receive additional vacation days (called supplementary vacation) as calculated in hours per the following formula to a maximum of five (5) vacation days.

$$\begin{array}{l} \text{Hours paid at the basic} \\ \text{hourly rate of pay during the} \\ \text{Employee's 30}^{\text{th}} \text{ year of} \\ \text{employment} \end{array} \quad \times \quad 2\% \quad = \quad \begin{array}{l} \text{Supplementary} \\ \text{Vacation Hours} \end{array}$$

Supplementary vacation is subject to scheduling consistent with clause 21.03 and is available for use during the vacation year in which the employee receives the supplementary vacation and that vacation year which follows.

Supplementary vacation pay shall be calculated as a percentage of gross earnings consistent with Schedule 'D', part (a) above for part-time Employees.



## Appendix 'A' – Nursing Homes Covered by Collective Agreement

The following facilities are covered by this Collective Agreement.

### Extendicare Bonnyville

Employees of the facility certified under the Alberta Labour Relations Board Certificates No. 739-91 and 740-91 and represented by C.U.P.E. Local #2639 save and except Registered, Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

### Extendicare Fort MacLeod

Employees of the facility certified under the Alberta Labour Relations Board Certificate No. 151-97 and represented by C.U.P.E. Local #3782 save and except Registered, Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

### Extendicare Leduc

Employees of the facility certified under the Alberta Labour Relations Board Certificate No. 40-2008 and represented by C.U.P.E. Local #4815 save and except Registered, Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

### Extendicare Lethbridge

Employees of the facility certified under the Alberta Labour Relations Board Certificate No. 206-96 and represented by C.U.P.E. Local #408 save and except Registered, Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

### Extendicare St. Paul

Employees of the facility certified under the Alberta Labour Relations Board Certificate No. 146-97 and represented by C.U.P.E. Local #2677 save and except Registered,

Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

Extendicare Viking

Employees of the facility certified under the Alberta Labour Relations Board Certificates No. 149-97 and 150-97 and represented by C.U.P.E. Local #3174 save and except Registered, Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

Extendicare Vulcan

Employees of the facility certified under the Alberta Labour Relations Board Certificate No. 145-97 and represented by C.U.P.E. Local #2335 save and except Registered, Certified Graduate and Registered Psychiatric Nurses, Staff Development personnel, Head Cook, Therapists, Office Coordinator and other Office and Administrative personnel, supervisors and job classifications above the rank of supervisor, and any other exclusions specified by the said Certificate.

## **Addendum – Local Conditions**

### **LOC – Bonnyville (BV)**

#### **Article 5 – Union Recognition**

BV5.04 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. The parties agree that any current practices may be maintained by the Employer and these practices will not be a violation of the Collective Agreement.

#### **Article 17 – Hours of Work**

BV17.09 Extra shifts or hours of work shall be offered to qualified part-time Employees in order of seniority before casual staff provided that it does not result in an overtime payment to part-time Employees unless payment of overtime is unavoidable.

#### **Article 18 – Overtime**

BV18.05 It is understood that part-time Employees may be offered additional shifts. The Employee shall have the option of working the offered shift at straight time or refusing the work. If the situation is such that the Employer requires the Employee to work, overtime rates shall apply.

#### **Article 20 – General Holidays**

BV20.01 *Replace clause 20.01(b) with the following clause.*

- (b) (i) Full-time and part-time Employees on staff at January 1 shall be entitled to a float holiday to be taken at a time mutually agreed upon within the same calendar year. Employees who successfully bid into a full-time or part-time position after January 1 will be eligible for the float holiday after thirty (30) calendar days following the start date of the job posting.
- (ii) The Float Holiday shall not be taken during the period December 15<sup>th</sup> and January 15<sup>th</sup>.
- (iii) The Float Holiday shall not be carried over from one calendar year to the next.

BV20.07 Employees on leaves of absence in excess of two (2) weeks will not be eligible to receive general holiday pay.

Article 22 – Income Protection

BV22.01 *Add to clause 22.01.*

Employees will arrange for medical and dental appointments outside their working hours where possible. **If** this is not possible, then income protection credits may be used for time off for such appointments.

Article 29 – General Conditions

BV29.04 *Add to clause 29.04.*

- (c) Employees required to attend in-service training on their regularly scheduled days off shall receive a minimum of two (2) hours pay at her regular basic hourly rate of pay as described in Schedule “A”.  
Employees required to attend in-service training in conjunction with their regular shift shall receive pay at her regular basic hourly rate of pay for the time so spent in such in-service training.

BV29.09 Lockers and Parking

Accommodations shall be provided for Employees to keep their clothes and valuables; parking and plug-ins shall be provided.

BV29.10 Vacancies ~~of~~ up to two (2) months will be filled by scheduling first part-time Employees and second casual Employees into the vacancies ~~on~~ the basis of qualifications, seniority and Employee availability.

**LOC – Fort MacLeod (FM)****Article 17 – Hours of Work**

FM17.05 *Replace clause 17.05 with the following clause.*

In the event an Employee reports to work as scheduled and is subsequently sent home before she has completed four (4) hours of her scheduled shift, she shall be paid for four (4) hours at her basic hourly rate of pay for the shift.

**Article 18 – Overtime**

FM18.03 *Replace clause 18.03 with the following clause.*

An Employee may receive time off in lieu of overtime (banked overtime). Banked overtime shall be credited at the equivalent of the actual time worked adjusted by the applicable overtime rate and taken at a time mutually agreed by the Employer and the Employee.

The Employer shall not reduce an Employee's regular hours to compensate for any overtime hours worked.

**Article 20 – General Holidays**

FM20.02 *Add to clause 20.02.*

If a full-time or part-time Employee is absent from work because she is sick or is otherwise excused by the Employer from working on a general holiday, she shall still be entitled to a holiday-in-lieu provided she was scheduled to work on the general holiday.

FM20.04 *Add to clause 20.04(b).*

Part-time Employees who are entitled to general holiday pay shall have the option of requesting a holiday-in-lieu as it is defined under clause 24.04(a)(i) and (ii) except payment for the part-time holiday-in-lieu will be that amount calculated under the first paragraph of clause 24.04(b). The part-time holiday-in-lieu shall be taken at a time mutually agreed between the Employee and the Employer within the same timeframes as set out under clause 20.04(a).

FM20.05 *Replace clause 20.05 with the following clause.*

If a general holiday falls within a full-time or part-time Employee's vacation and the Employee would have been entitled to the general holiday pay if she

had not been on vacation, then the Employee shall receive a holiday-in-lieu in accordance with clause 20.04(a) or (b), whichever clause applies to her.

#### Article 22 – Income Protection

FM22.02 (a) *Replace the sentence at clause 22.02(a) with the following sentence,*

Employees will earn income protection credits according to the following formula to a maximum of one thousand and seventy three point five (1073.5) hours.

#### Article 25 – Group Benefits

FM25.07 (a) *Add to clause 25.07(a).*

Part-time Employees who regularly work sixty-two (62) hours or more bi-weekly will be eligible for the full-time Employer benefit premium cost share.

#### Article 29 – General Conditions

FM29.07 *ADD to clause 29.07.*

##### Substantially Changed Job Classification

When the duties in a job classification are substantially changed, the rate of pay shall be subject to negotiations between the Employer and the Union.

FM29.09 Lockers and Parking

Accommodations shall be provided for Employees to keep their clothes and valuables; parking and plug-ins shall be provided.

#### Schedule 'D'

*Replace the table at Schedule 'D' with the following table.*

Length of Service	Time Entitlement	Vacation Pay
Less than 12 months of service as of the last day of the vacation year	One (1) day per month of service to a maximum of 10 days	4% of gross earnings
More than one (1) year of service as of the last day of the vacation year	2 calendar weeks	4% of gross earnings
More than two (2) years of service as of the last day of the vacation year	3 calendar weeks	6% of gross earnings
More than six (6) years of service as of the last day of the vacation year	4 calendar weeks	8% of gross earnings
<del>More than fourteen (14) years of service as of the last day of the vacation year</del>	5 calendar weeks	10% of gross earnings

Effective the first full vacation year starting on or after January 1, 2012, add to the above table the following.

More than twenty (20) years of service as of the last day of the vacation year	6 calendar weeks	12% of gross earnings
--	------------------	-----------------------

**LOC – Leduc (LD)****Article 5 – Union Recognition**

LD5.04 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. The parties agree that any current practices may be maintained by the Employer and these practices will not be a violation of the Collective Agreement.

**Article 13 – Seniority**

LD13.06 An Employee who accepts a temporary position outside of this Collective Agreement shall have their seniority frozen until they receive paid hours in a position covered by this Collective Agreement.

**Article 14 – Probation**

LD14.03 The Employer will on or before the expiration of an Employee's probation period:

- (a) confirm in writing she has completed her probation, or
- (b) terminate the Employee.

LD14.04 An Employee who terminates her employment with the facility and is rehired by the facility within one (1) year:

- (a) in the same job classification, shall not re-serve the probationary period and shall receive the end of probation basic hourly rate of pay upon rehire;
- (b) in a new job classification, shall re-serve the probationary period and shall receive the end of probation basic hourly rate of pay upon rehire, unless the starting basic hourly rate of pay of the new job classification is higher than the Employee's basic hourly rate of pay from her former job classification. In this case, the Employee will be placed at the starting basic hourly rate of pay of the new job classification.

**Article 16 – Job Postings**

LD16.05 (e) In the event a part-time or casual Employee is the successful applicant for a temporary vacancy, she shall retain her part-time or casual employment status for the duration of the temporary vacancy.



However, should a casual Employee be in a temporary vacancy longer than five (5) months, clauses 22.01, 22.02, 22.03 shall apply to her from the effective date of the temporary vacancy. At the time the temporary vacancy ends, and she returns to her casual employment status, her accrued income protection credits shall be frozen and unavailable for utilization for as long as she remains a casual Employee. At such time she becomes as permanent full or part-time Employee with the facility, she shall have access to those accrued income protection credits.

#### Article 17 – Hours of Work

LD17.05 *Replace clause 17.05 with the following clause.*

- (a) In the event of an Employee reports to work as scheduled and is subsequently notified that no work is available, she shall be paid a minimum of three (3) hours at her basic hourly rate of pay whether required to remain at the facility or to leave immediately.
- (b) If an Employee is called one (1) hour or more before she is scheduled to report for work and informed that she is not to report for work, then the provisions of clause LD17.05(a) shall not apply.
- (c) When an Employee is called in to work because of an emergency, she shall be paid a minimum of four (4) hours at her basic hourly rate of pay.

LD17.09 If an Employee is called into work within one (1) hour of the scheduled starting time of the shift and the Employee commences work within one (1) hour of that call, then the Employee will be paid for the entire shift provided she completes the shift for which she was called in.

#### Article 18 – Overtime

LD18.02 **ADD** to clause 18.02.

If an Employee is scheduled for and works a full-time shift on a seventh (7<sup>th</sup>) or more consecutive calendar day, she shall be paid at the rate of one and one-half times (1½X) her basic hourly rate of pay for such hours worked. This provision shall not apply for shifts exchanged by Employees.

The Employer, the Employees and the Union may mutually agree to extend the maximum consecutive calendar days scheduled to seven (7).

#### Article 20 – General Holidays

- LD20.07 If a general holiday falls on a part-time Employee's regular day off, the Employee shall have the option of requesting one (1) additional day off without pay. This clause shall apply to only those part-time Employees who are regularly scheduled to work an average of four (4) shifts per week.
- LD20.08 Employees on leaves of absence in excess of two (2) weeks will not be eligible to receive general holiday pay.

#### Article 25 – Group Benefits

LD25.07 *Add to clause 25.07.*

- (e) If a casual Employee averages at least one-half ( $\frac{1}{2}$ ) of the full-time hours of the applicable job classification per pay period over the defined six (6) month period, she shall be deemed a part-time Employee during the following (6) month period. Subject to the plan carrier requirements and in accordance with Article 25, the Employee may enroll into the group benefit plans during the subsequent six (6) month period. If in the subsequent six (6) months the Employee does not maintain the average of at least one-half ( $\frac{1}{2}$ ) of the full-time hours, she shall revert to her casual employment status. If at any time during the eligible six (6) month period the Employee does not earn sufficient monies to pay her portion of benefit premiums, she will submit payment for same to the Employer immediately.

#### Article 29 – General Conditions

LD29.08 Clothing Allowance

All Employees shall receive a clothing allowance of three dollars (\$3.00) for every monthly full-time hours paid. The uniform allowance shall be paid to the Employees no less than two (2) times per year.

#### Schedule 'D'

*Replace the table at Schedule 'D' with the following table.*

<b>Length of Service</b>	<b>Time Entitlement</b>	<b>Vacation Pay</b>
Less than 12 months of service as of the last day of the vacation year	One (1) day per month of service to a maximum of 10 days	4% of gross earnings
More than one (1) year of service as of the last day of the vacation year	2 calendar weeks	4% of gross earnings
More than three (3) years of service as of the last day of the vacation year	3 calendar weeks	6% of gross earnings
More than six (6) years of service as of the last day of the vacation year	4 calendar weeks	8% of gross earnings
More than twelve (12) years of service as of the last day of the vacation year	5 calendar weeks	10% of gross earnings

Effective the first full vacation year starting on or after January 1, 2012, add to the above table the following.

More than twenty (20) years of service as of the last day of the vacation year	6 calendar weeks	12% of gross earnings
--	------------------	-----------------------

**LOC – St. Paul (SP)****Article 5 – Union Recognition**

SP5.04 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. The parties agree that any current practices may be maintained by the Employer and these practices will not be a violation of the Collective Agreement.

**Article 18 – Overtime**

SP18.05 It is understood that part-time Employees may be offered additional shifts, The Employee shall have the option of working the offered shift at straight time or refusing the work. If the situation is such that the Employer requires the Employee to work, overtime rates shall apply.

**Article 20 – General Holidays**

SP20.01 *Replace clause 20.01(a) and (b) with the following clause.*

The Employer recognizes the following general holidays:

- |                         |                       |
|-------------------------|-----------------------|
| (i) New Year's Day      | (vii) Civic Holiday   |
| (ii) Alberta Family Day | (viii) Labour Day     |
| (iii) Good Friday       | (ix) Thanksgiving Day |
| (iv) Easter Monday      | (x) Remembrance Day   |
| (v) Victoria Day        | (xi) Christmas Day    |
| (vi) Canada Day         | (xii) Boxing Day      |

and any other general holiday proclaimed by the Provincial or Federal government.

SP20.07 Employees on leaves of absence in excess of two (2) weeks will not be eligible to receive general holiday pay.

**Article 22 – Income Protection**

SP22.01 *Add to clause 22.01.*

Employees will arrange for medical and dental appointments outside their working hours where possible. If this is not possible, then income protection credits may be used for time off for such appointments.

Article 29 – General ConditionsSP29.04 **Add** to clause 29.04.

- (c) Employees required to attend in-service training on their regularly scheduled days off shall receive a minimum of two (2) hours pay at her regular basic hourly rate of pay as described in Schedule "A".  
Employees required to attend in-service training in conjunction with their regular shift shall receive pay at her regular basic hourly rate of pay for the time so spent in such in-service training.

SP29.09 Lockers and Parking

Accommodations shall be provided for Employees to keep their clothes and valuables; parking and plug-ins shall be provided.

## LOC – Viking(VK)

### Article 5 – Union Recognition

VK5.04 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. The parties agree that any current practices may be maintained by the Employer and these practices will not be a violation of the Collective Agreement.

### Article 17 – Hours of Work

VK17.07 *Add to clause 17.07.*

- (c) Provided a replacement Employee satisfactory to the Employer is found by the Employer and the proper form is signed by both Employees, an Employee may give away a maximum of three (3) shifts per calendar year.

### Article 18 – Overtime

VK18.03 *Replace clause 18.03 with the following clause.*

Where mutually agreed by the Employer and the Employee, the Employee may receive time off in lieu of overtime (banked overtime). Banked overtime shall be credited at the equivalent of the actual time worked adjusted by the applicable overtime rate and taken at a time mutually agreed by the Employer and the Employee. Banked overtime shall be taken within one-hundred and eighty (180) days from the date the overtime was worked.

### Article 20 – General Holidays

VK20.07 If a general holiday falls on a part-time Employee's regular day off, the Employee shall have the option of requesting one (1) additional day off without pay. This clause shall apply to only those part-time Employees who are regularly scheduled to work an average of four (4) shifts per week.

### Article 22 – Income Protection

VK22.01 *Add to clause 22.01.*

Employees will arrange for medical and dental appointments outside their working hours where possible. If this is not possible, then income protection credits may be used for time *off* for such appointments.

Article 29 – General Conditions

VK29.04 *Add to clause 29.04.*

- (c) Employees required to attend in-service training on their regularly scheduled days *off* shall receive a minimum of two **(2)** hours pay at her regular basic hourly rate ~~of~~ pay as described in Schedule “A”. Employees required to attend in-service training in conjunction with their regular shift shall receive pay at her regular basic hourly rate of pay for the time so spent in such in-service training.

- VK29.09 (a) Vacancies of up to two (2) months will be filled by scheduling first part-time Employees and second casual Employees into the vacancies on the basis of qualifications, seniority and Employee availability.
- (b) Part-time Employees will be called in to work on the basis of seniority, qualifications and Employee availability.

**LOC – Vulcan (VL)****Article 17 – Hours of Work**

VL17.05 *Replace clause 17.05 with the following clause.*

In the event of an Employee reports to work as scheduled and is subsequently sent home before she has completed four (4) hours of her scheduled shift, she shall be paid for four **(4)** hours at her basic hourly rate of pay for the shift.

**Article 18 – Overtime**

VL18.03 *Add to clause 18.03.*

The Employer shall not reduce an Employee's regular hours to compensate for any overtime hours worked.

**Article 20 – General Holidays**

VL20.02 *Add to clause 20.02.*

If a full-time Employee is absent from work because she is sick or is otherwise excused by the Employer from working on a general holiday, she shall still be entitled to a holiday-in-lieu provided she was scheduled to work on the general holiday.

**Article 21 – Vacation**

VL21.08 Employees on vacation will not be called back to work except in emergency situations. If called back to work while on vacation, Employees will have the displaced vacation time rescheduled at a mutually agreeable time.

**Article 22 – Income Protection**

VL22.02 (a) *Replace the sentence at clause 22.02(a) with the following sentence.*

Employees will earn income protection credits according to the following formula to a maximum of one thousand and forty (1040) hours.

**Article 25 – Group Benefits**

VL25.07 (a) *Add to clause 25.07(a).*



Part-time Employees who regularly work greater than thirty (30) hours per week will be eligible for the full-time Employer benefit premium cost share.

#### Article 29 – General Conditions

VL29.07 *ADD to clause 29.07.*

##### Substantially Changed Job Classification

When the duties in a job classification are substantially changed, the basic hourly rate of pay shall be subject to negotiations between the Employer and the Union.

VL29.09 Lockers and Parking

Accommodations shall be provided for Employees to keep their clothes and valuables; parking and plug-ins shall be provided.

#### Schedule 'D'

*Replace the table at Schedule 'D' with the following table.*

Length of Service	Time Entitlement	Vacation Pay
Less than 12 months of service as of the last day of the vacation year	One (1) day per month of service to a maximum of 10 days	4% of gross earnings
More than one (1) year of service as of the last day of the vacation year	2 calendar weeks	4% of gross earnings
More than two (2) years of service as of the last day of the vacation year	3 calendar weeks	6% of gross earnings
More than six (6) years of service as of the last day of the vacation year	4 calendar weeks	8% of gross earnings
More than fourteen (14) years of service as of the last day of the vacation year	5 calendar weeks	10% of gross earnings

Effective the first full vacation year starting on or after January 1, 2012, add to the above table the following.

---

More than twenty (20) years of service as of the last day of the vacation year	6 calendar weeks	12% of gross earnings
--	------------------	-----------------------

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Waiving of Vacation**

For the duration of the Collective Agreement expiring December 31, 2013, while the parties mutually agree that taking of vacation time as per the entitlement under the Collective Agreement is preferable, the Employer and the Union agree, subject to the following, that full-time and part-time employees may forego taking vacation time provided:

- (a) The full-time or part-time employee shall not take less than the minimum vacation time as required under the *Employment Standards Code of Alberta*, or other such legislation for the province of Alberta, in effect at the time.
- (b) Any payment of vacation pay without taking vacation time (i.e., vacation payout) shall not result in entitlement by the employee to payment of overtime on hours worked during the pay period(s) in which she receives her vacation payout.

DATED at Edmonton this 17 day of March, 2010. 17

ON BEHALF OF THE UNION:

Collen Quilley  
Jack Simpson  
[Signature]  
Audrey Judy Sibley  
[Signature]  
Dydele Lawrence  
Codie [Signature]  
[Signature]  
Mairiam Malynor  
Kendra Salska

ON BEHALF OF THE EMPLOYER:

[Signature]  
Joe McQuaid  
[Signature]  
[Signature]

**LETTER OF UNDERSTANDING**

Between


**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

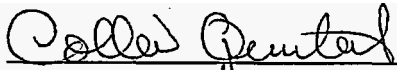


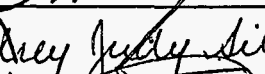



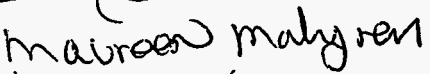

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Maternity and Parental Leave Review**





With one hundred and twenty (120) calendar days of the date of exchange of written notice of ratification of the Collective Agreement expiring December 31, 2013, the Union and the Employer will meet to review clause 23.02 to ensure that it is compliant with applicable Legislation for the Province of Alberta regarding maternity and parental leave. Where non-compliance is identified, the parties will amend clause 23.02 so that it is compliant.

DATED at Edmonton this 17 day of March, 2013. 

ON BEHALF OF THE UNION:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
Audrey Judy Sibley  
  
\_\_\_\_\_  
Lydia Lawrence  
  
\_\_\_\_\_  
Candice [unclear]  
  
\_\_\_\_\_  
Cindy [unclear]  
  
\_\_\_\_\_  
Maureen Mahyren  
  
\_\_\_\_\_  
Kendal [unclear]  
  
\_\_\_\_\_

ON BEHALF OF THE EMPLOYER:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

**LETTER OF UNDERSTANDING**

Between


**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The



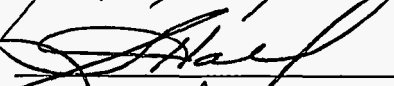

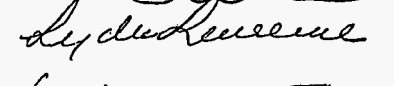
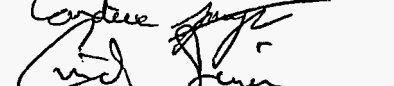
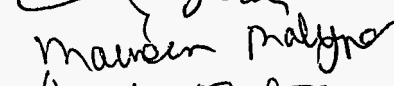

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Benefit Plan Carrier**


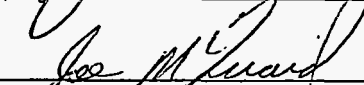
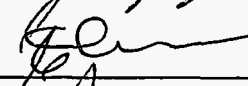

For the term of the Collective Agreement expiring December 31, 2013, at the request of the Union, the parties will meet to discuss options for benefit plan carrier. Nothing in this letter diminishes the Employer's rights under the Collective Agreement including clause 25.03.

DATED at Edmonton this 17 day of \_\_\_\_\_, 2011. 

ON BEHALF OF THE UNION:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

ON BEHALF OF THE EMPLOYER:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")**LOU re Local Conditions for CUPE/Lethbridge (LETHBRIDGE ONLY)**

For the time that Extendicare Lethbridge (the 'facility') continues to operate, the following Local Conditions shall apply to the CUPE bargaining unit at the facility. At such time that the facility ceases to operate, this Letter of Understanding shall cease to be in effect.

**Article 13 – Seniority**

LT13.01 *Replace clause 13.01 with the following clause.*

Seniority shall mean the length of employment with the Employer from the last date of hire. Casual Employees: no seniority shall be credited for time prior to a break in active employment of thirty (30) calendar days or more.

**Article 17 – Hours of Work**

LT17.05 *Replace clause 17.05 with the following clause.*

In the event of an Employee reports to work as scheduled and is subsequently sent home before she has completed four **(4)** hours of her scheduled shift, she shall be paid for four **(4)** hours at her basic hourly rate of pay for the shift.

**Article 18 – Overtime**

LT18.03 *Replace clause 18.03 with the following clause.*

An Employee may receive time off in lieu of overtime (banked overtime). Banked overtime shall be credited at the equivalent of the actual time worked adjusted by the applicable overtime rate and taken at a time mutually agreed by the Employer and the Employee.

The Employer shall not reduce an Employee's regular hours to compensate for any overtime hours worked.

Article 20 – General Holidays

LT20.02 *Add to clause 20.02.*

If a full-time Employee is absent from work because she is sick or is otherwise excused by the Employer from working on a general holiday, she shall still be entitled to a holiday-in-lieu provided she was scheduled to work on the general holiday.

LT20.04 *Add to clause 20.04.*

(c) Casual Employees entitled to general holiday pay will be paid 4.23% of their paid hours, excluding overtime hours, in each pay period in lieu of general holiday pay.

LT20.07 If a part-time Employee works on the General Holiday, the Employee shall have the option of requesting one (1) additional day off without pay.

Article 22 – Income Protection

LT22.02 (a) *Replace the sentence at clause 22.02(a) with the following sentence.*

Employees will earn income protection credits according to the following formula to a maximum of one thousand and forty (1040) hours.

Article 23 – Leaves of Absence

LT23.06 Public Office Leave

For Employees with a minimum of three (3) years employment with the facility, upon written request at least two (2) weeks in advance of the anticipated start date and insofar as the regular operation of the facility permits, the Employer shall permit a leave of absence of up to *two* (2) months without pay and benefits so that the Employee may be a candidate in federal, provincial or municipal election.

Article 25 – Group Benefits

LT25.07 (a) *Add to clause 25.07(a).*

Part-time Employees who regularly work sixty (60) hours or more bi-weekly will be eligible for the full-time Employer benefit premium cost share.

Article 29 – General Conditions

LT29.07 *ADD to clause 29.07.*

Substantially Changed Job Classification

When the duties in a job classification are substantially changed, the rate of pay shall be subject to negotiations between the Employer and the Union.

LT29.09 Lockers and Parking

Accommodations shall be provided for Employees to keep their clothes and valuables; parking and plug-ins shall be provided.

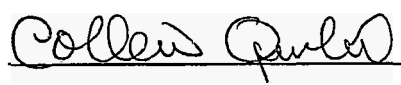
LT29.10 Seniority shall determine shift preference, subject only to ability to perform the job required.

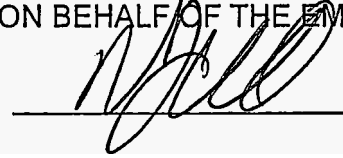
Schedule 'D'

Replace the table at Schedule 'D' with the following table.

Length of Service	Time Entitlement	Vacation Pay
Less than 12 months of service as of the last day of the vacation year	One (1) day per month of service to a maximum of 10 days	4% of gross earnings
More than one (1) year of service as of the last day of the vacation year	2 calendar weeks	4% of gross earnings
More than two (2) years of service as of the last day of the vacation year	3 calendar weeks	6% of gross earnings
More than six (6) years of service as of the last day of the vacation year	4 calendar weeks	8% of gross earnings
<del>More than fourteen (14) years of service as of the last day of the vacation year</del>	5 calendar weeks	10% of gross earnings

DATED at Edmonton this 17 day of March, 2011 <sup>11</sup>~~10~~. 11

ON BEHALF OF THE UNION:  
  
 \_\_\_\_\_

ON BEHALF OF THE EMPLOYER:  
  
 \_\_\_\_\_



*Clark Simpson*

*James Grant*

*Ken*

*Shaef*

Audrey Judy Sibley

*John*

*Lydia Aweens*

*Cordie*

*Andy*

*Maureen Malyn*

*Kendra Wilson*

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Alberta Health Care Insurance Premium**



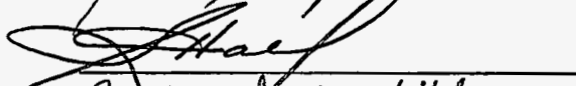
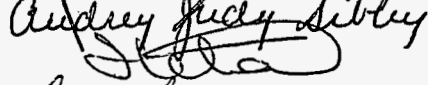
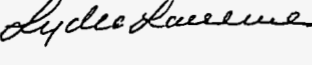

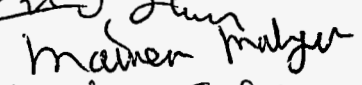

For the term of the Collective Agreement expiring December 31, 2013, if the Government of Alberta re-instates the Alberta Health Care Insurance Premium (AHCIP), the Employers agree to reinstate the premium cost share provisions for the respective Local as was set out in the respective collective agreement expiring December 31, 2009.



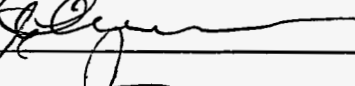

If AHCIP premium cost sharing is resumed under this letter of understanding, Employee eligibility for the premium cost share and the pro-rating for part-time Employees shall be as set out under Article 25 of the Collective Agreement (including local conditions).

DATED at Edmonton this 17 day of March, 2010, 

ON BEHALF OF THE UNION:

ON BEHALF OF THE EMPLOYER:

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Long Term Disability Plan**

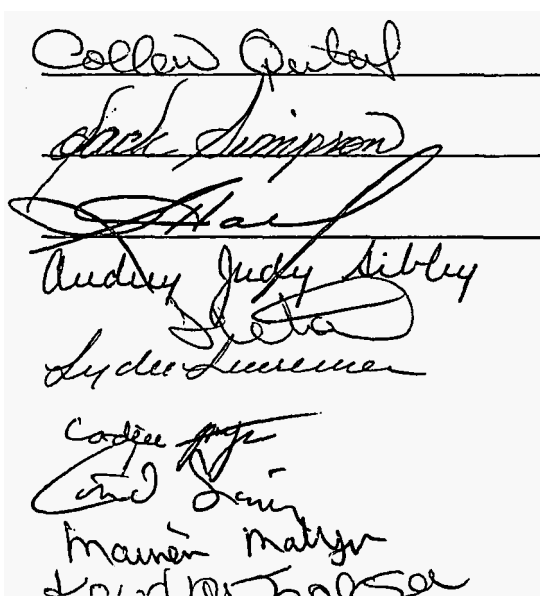
Within sixty (60) calendar days of the July 9, 2010, the Union and the Employer will confirm the terms (i.e., benefits) of a long term disability (LTD) plan. Then within ninety (90) calendar days of confirming the terms, the Employer will arrange for a LTD plan carrier; however, actual implementation of the LTD plan will be subject to confirmation by the Union.

The LTD plan premiums shall be one hundred percent (100%) Employee paid. The Employer will deduct premiums from the Employee's pay and forward same onto the LTD plan carrier.

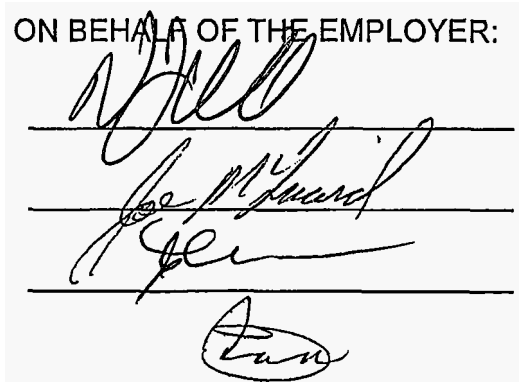
It is understood and agreed that the Employer's only obligation is to deduct and remit LTD plan premiums, that the Employer is not the insurer and bears no liability for decisions of the LTD plan carrier, and any problems with respect to the LTD plan carrier acknowledging or honouring any claim(s) is a matter between the Employee and the LTD plan carrier.

DATED at Edmonton this 17 day of March, 2010. 

ON BEHALF OF THE UNION:



ON BEHALF OF THE EMPLOYER:



**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

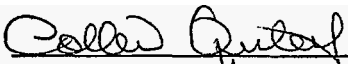
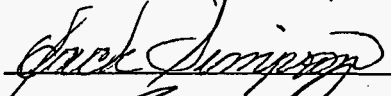

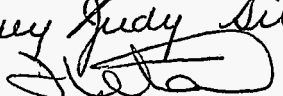

**LOU re Licensed Practical Nurse Wage Schedule**

For the term of the Collective Agreement expiring December 31, 2013, the Licensed Practical Nurse (LPN) basic hourly rate of pay as set out in Schedule "A" will be subject to the following.

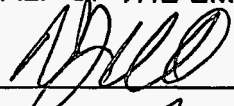
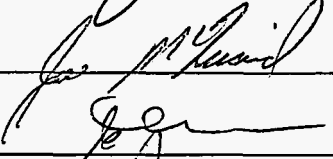
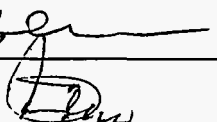
- (a) The Employer will implement the LPN basic hourly rates of pay with the same effective dates as implemented under a Multi-Employer AUPE/Alberta Health Services Auxiliary Nursing collective agreement once that collective agreement has been ratified by the AUPE and the employers represented by Alberta Health Services.
- (b) The basic hourly rates of pay referred to under (a) above will be adjusted to a seven point seven-five (7.75) workday if the AUPE and the HBA Services agree to hours of work different from seven point seven-five (7.75).

DATED at Edmonton this 17 day of March, 2013. 

ON BEHALF OF THE UNION:

  
  
  
 Audrey Judy Sibley  
  
 Lydea Lawrence  
  
 Candie Smith  
 Maren Malyn  
 Kendra Jackson

ON BEHALF OF THE EMPLOYER:

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")


And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Transition to the Revised Schedule 'A' (VULCAN ONLY)**

On the revised Schedule 'A' coming into effect for Extendicare Vulcan on January 1, 2012, Employees will be placed onto the wage scale of their respective job classification according to their accumulated wage progression hours as of the effective date of the revised Schedule 'A'.

In the event an employee, in being placed onto the revised Schedule 'A', would incur a reduction in her basic hourly rate of pay following the application of the applicable wage increases applied on that same effective date, she shall retain her "pre-adjusted basic hourly rate of pay". Then upon the Employee accumulating sufficient wage progression hours at that pre-adjusted basic hourly rate of pay, she shall be placed at the step of the applicable wage scale which results in an increase in her basic hourly rate of pay.

DATED at Edmonton this 17 day of March, 2011 <sup>11</sup> ~~10~~ 

ON BEHALF OF THE UNION:

ON BEHALF OF THE EMPLOYER:

Colleen Guter

Jack Simpson

[Signature]

Audrey Judy Sibley

[Signature]

Lynne Lussence

Caplene Fyfe

Carole Jean

Maureen Malyn

Kendra Jackson

[Signature]

Joe McLeod

[Signature]

[Signature]

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the “Employer”)

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the “Union”)

**LOU re Lump Sum Payment**

1. This Letter of Understanding shall apply to Employees in all job classifications excluding Licensed Practical Nurse, Healthcare Aide, Care Aide, Healthcare Aide II, Recreation Aides (all), Unit Clerk, Physio-Therapy Aide, and Occupational Therapy Aide.

2. July 9, 2010

- (a) Eligible full-time Employees on staff as of July 9, 2010 shall be paid a one-time lump sum of two hundred and fifty dollars (\$250).
- (b) Eligible part-time and casual Employees on staff as of July 9, 2010 shall be paid a one-time lump sum according to the following formula.

$$\begin{array}{r}
 \text{Employee's paid hours in the} \\
 \text{fifty-two (52) week period} \\
 \text{immediately preceding July 1,} \\
 \text{2010} \\
 \hline
 \text{Annual full-time hours for the} \\
 \text{job classification for which the} \\
 \text{Employee has paid hours in the} \\
 \text{given Facility}
 \end{array}
 \times \$250 = \text{Lump Sum} \\
 \text{(Part-time and Casual} \\
 \text{Employees)}$$

3. January 1, 2011

- (a) Eligible full-time Employees on staff as of January 1, 2011 shall be paid a one-time lump sum of two hundred and fifty dollars (\$250).
- (b) Eligible part-time and casual Employees on staff January 1, 2011 shall be paid a one-time lump sum according to the following formula.

$$\frac{\text{Employee's paid hours in the fifty-two (52) week period immediately preceding January 1, 2011}}{\text{Annual full-time hours for the job classification for which the Employee has paid hours in the given Facility}} \times \$250 = \text{Lump Sum (Part-time and Casual Employees)}$$

4. January 1, 2012

- (a) Eligible full-time Employees on staff as of January 1, 2012 shall be paid a one-time lump sum of two hundred and fifty dollars (\$250).
- (b) Eligible part-time and casual Employees on staff as of January 1, 2012 shall be paid a one-time lump sum according to the following formula.

$$\frac{\text{Employee's paid hours in the fifty-two (52) week period immediately preceding January 1, 2012}}{\text{Annual full-time hours for the job classification for which the Employee has paid hours in the given Facility}} \times \$250 = \text{Lump Sum (Part-time and Casual Employees)}$$

DATED at Edmonton this 17 day of March, 201~~0~~<sup>11</sup> (16)

ON BEHALF OF THE UNION:

Colleen Gault  
Jack Simpson  
[Signature]  
Audrey Judy Sibley  
[Signature]  
Lynette Lawrence  
Cordelia Page  
[Signature]  
Maureen Malyn  
Kendrick Jackson

ON BEHALF OF THE EMPLOYER:

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

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

LOU re Recognition of Previous Experience

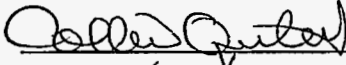
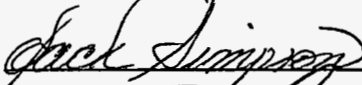
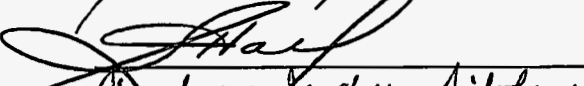

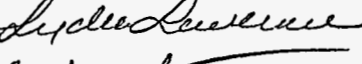

For the term of the Collective Agreement expiring December 31, 2013:

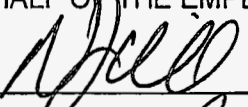
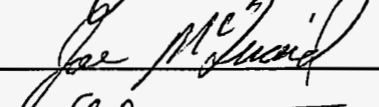
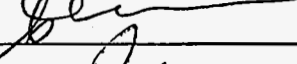

1. For newly hired Healthcare Aides and Care Aides only, where the Employee has recent related experience satisfactory to the Employer, the Employer will recognize such experience provided not more than three (3) years have elapsed since such experience was obtained.
2. Recognition of previous experience will be on the basis of one ~~(1)~~ annual increment for each one (1) full year of service up to the maximum of the Care Aide or HCA wage grid.
3. Part time service shall be recognized on a pro-rata basis with one ~~(1)~~ year of experience recognized for every multiple of paid hours equal to the annual hours for the Healthcare Aide and Care Aide job classification of the given facility in the qualifying period.
4. It shall be the responsibility of each newly hired Healthcare Aide and Care Aide to provide the Employer with reasonable proof of recent related experience in order to be considered for recognition of previous experience. If she fails to do so within one (1) month of her date of hire, she will not be entitled to retroactivity but this will not disqualify her from appropriate placement on the wage grid.

DATED at Edmonton this 17 day of March 2013. 

ON BEHALF OF THE UNION:

ON BEHALF OF THE EMPLOYER:

  
  
  
 Audrey Judy Sibley  
  
  
 Cordia [unclear] Kendra [unclear]  
  
 Maura Mahan



**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Full-time Maintenance – On-call (LEDUC ONLY)**

For the term of the Collective Agreement expiring December 31, 2013, the parties agree to attach this letter of understanding to the current Collective Agreement.

Whereas the Employer has assigned the full-time Maintenance Person shall be on-call twenty-four (24) hours per day, seven (7) days per week except when he is on vacation, for this on-call arrangement, the full-time Maintenance Person shall be compensated as follows.

- 1. He shall be paid for two (2) hours at the applicable overtime rate every bi-weekly pay period.
- 2. He shall be paid at one and one-half times (1½X) his basic hourly rate of pay for a minimum of four (4) hours for each callback on a General Holiday.
- 3. He shall be paid fifty dollars (\$50.00) per month for travel within the City of Leduc.
- 4. He shall be paid a rate of forty-four cents (**\$0.44**) per kilometer for travel outside the City of Leduc.

In the event the Collective Agreement provides a better-than benefit for the payments identified above, the Collective Agreement shall prevail.

DATED at Edmonton this 17 day of March, 201~~0~~<sup>11</sup>. 21

ON BEHALF OF THE UNION:

ON BEHALF OF THE EMPLOYER:

Colleen Quinlan  
David Simpson  
[Signature]  
Audrey Judy Sibley  
[Signature]  
Alycia Kurek  
Colette [Signature]  
[Signature]  
[Signature]

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

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")**LOU re Licensed Practical Nurse Professional Development**

Effective January 1, 2011, the Employer will provide to qualified Employees Licensed Practical Nurses (LPN) Professional Development leave for the sole purpose of professional development of the Employee's nursing (LPN) skills.

1. All full-time Employees required by the Employer to be registered as a Licensed Practical Nurse and who are on staff on January 1 of the given calendar year, upon request, shall be granted a maximum of three (3) professional development days in that same calendar year.
2. All part-time Employees required by the Employer to be registered as a Licensed Practical Nurse and who are on staff on January 1 of the given calendar year, upon request, shall be granted a maximum of two (2) professional development days in that same calendar year.
3. Qualified Employees who are hired after January 1 of the given calendar year or current employees who bid into a permanent full-time position (i.e., achieve a status change from part-time to full-time) shall be entitled to LPN Professional Development leave as follows; it must be noted that a current Employee bidding into a permanent full-time position shall be entitled only to the maximum LPN professional development leave as set out in point #1 above.
  - (a) Hired or status change effective before July 1 of the calendar year, per #1 or #2 above as applicable.
  - (b) Hired or status change after June 30, for a full-time Employee, two (2) professional development days for the balance of the calendar year, and for a part-time Employee, one (1) professional development day for the balance of the calendar year.
4. LPN Professional Development leave shall be paid at the employee's basic hourly rate of pay.

DATED at Edmonton this 17 day of March, 2011 <sup>11</sup>~~10~~ (21)

ON BEHALF OF THE UNION:

Colleen Burtel  
Debra Simpson  
Shelley  
Andrey Judy Sibley  
Shelley  
Lynette Lussier  
Cordelia Payne  
Manon Malgouyres  
Kendal Jackson

ON BEHALF OF THE EMPLOYER:

Will  
Ben  
Jeannine

**LETTER OF UNDERSTANDING**

Between


**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

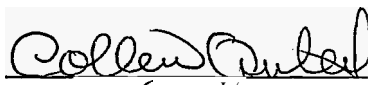

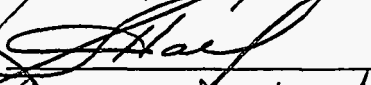
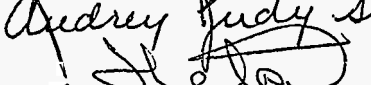


**LOU re Time Off Between Shifts – Exclusions**


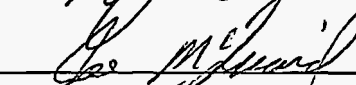
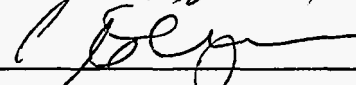

1. Within one hundred and twenty (120) calendar days of July 9, 2010 of the Collective Agreement expiring December 31, 2013, the Union and the Employer will meet to identify position(s) – if any – for which the master rotation does not comply with clause 17.03(e).
2. Positions identified under #1 above shall be excused from the provision of 17.03(e) for as long as the position is occupied by the incumbent as of the date of the review.
3. If and when a position identified under #1 is vacated, prior to the position being posted per the Collective Agreement, the Employer and the Local shall meet to examine the possibility of making changes to the position so that it is compliant with clause 17.03(e). The parties may choose to leave the position excused from clause 17.03(e).

DATED at Edmonton this 17 day of \_\_\_\_\_, 2012. <sup>11</sup> 

ON BEHALF OF THE UNION:

ON BEHALF OF THE EMPLOYER:

  
  
  
 Audrey Judy Sibley  
  
 Lydie Rousseau  
  
  
 Maura Malyn  
 Kendra Jackson

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re Contracting Out**

The Employer agrees not to contract out work of the bargaining unit that would result in the layoff of a full or part-time member of the bargaining unit before December 31, 2013.

DATED at Edmonton this 17 day of March, 2010. (17)

ON BEHALF OF THE UNION:

Colleen Quibell  
Jack Simpson  
Paul  
Audrey Judy Sibley  
Steve  
Sylvie Lawrence  
Carole  
David Sam  
Maura Malyn  
Kendra Jackson

ON BEHALF OF THE EMPLOYER:

Wald  
Joe McLeod  
John  
Paul

**LETTER OF UNDERSTANDING**

Between

**EXTENDICARE CANADA INC.**  
(hereinafter referred to as the "Employer")

And The

**CANADIAN UNION OF PUBLIC EMPLOYEES**  
(hereinafter referred to as the "Union")

**LOU re HCA Assisting with Medication Delivery [Not Attached to the Collective Agreement]**

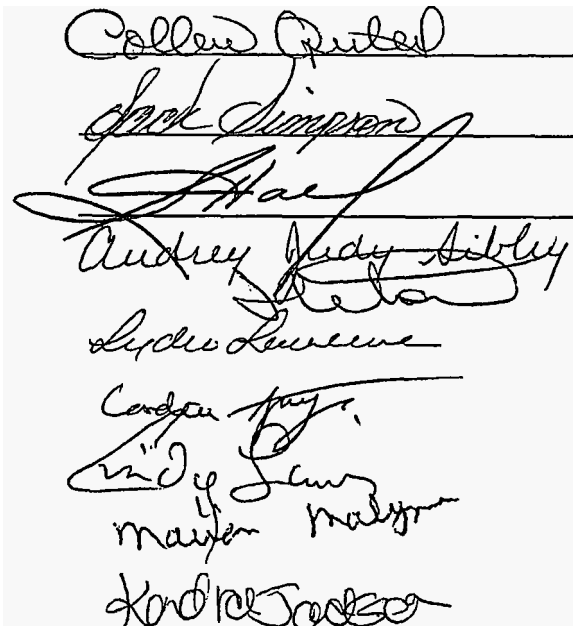
If during the term of the Collective Agreement expiring December 31, 2013 the Employer elects to introduce Healthcare Aides assisting with medication delivery, the Employer will give the Union sixty (60) calendar days written notice of such introduction and within thirty (30) calendar days of that notice, the Employer will meet with the Union to review the Employer's plan for implementation of same.

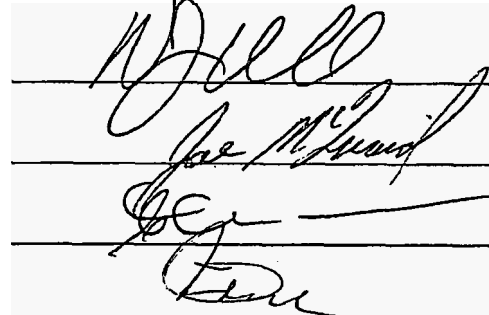
DATED at Edmonton this 17 day of March, 2010.

11  
nd

ON BEHALF OF THE UNION:

ON BEHALF OF THE EMPLOYER:


  
Colleen Quited
   
Jack Simpson
   
[Signature]
   
Audrey Judy Sibley
   
[Signature]
   
Linda Lawrence
   
Candace [Signature]
   
Linda Lewis
   
Marilyn Malynn
   
Kandice Jackson


  
[Signature]
   
Joe McLeod
   
[Signature]
   
[Signature]