

Collective Agreement

between

**Ontario Public Service Employees Union
on behalf of its Local 550**

and

**The Salvation Army
P.L.U.S. Program**

DURATION: April 1, 2023 to March 31, 2026



Sector 5
5-550-5390-20260331-5

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ARTICLE 1 – PURPOSE

- 1.01** The general purpose of this Agreement is to establish and maintain collective bargaining relations between the Employer and its employees, to provide a mechanism for the prompt and equitable disposition of grievances, and to establish and maintain mutually satisfactory working conditions, hours of work and wages for all employees who are subject to the provisions of this Agreement, all as set forth in this agreement. It is further recognized that these rights shall not be exercised in a manner which will infringe upon the wellbeing of the clients attending the Program.

ARTICLE 2 – RECOGNITION

- 2.01** The Employer recognizes the Ontario Public Service Employees Union as the exclusive bargaining agent of all employees of The Salvation Army P.L.U.S. Program, in Toronto, save and except supervisors and those above the rank of supervisors and students on placement.
- 2.02** “Employee” as used in this Collective Agreement shall mean those persons described in the bargaining unit set forth in Article 2.01.
- 2.03 a)** A “permanent full-time employee” is an employee who is permanently scheduled to work twenty-five (25) hours or more per week, exclusive of overtime.
- A “temporary full-time employee” is an employee who is regularly scheduled to work twenty-five (25) hours or more per week, for a specified and limited period of time not to exceed twelve (12) months. Upon mutual agreement of the parties, this may be extended for an additional period of up to six (6) months. For clarity, a temporary full-time employee is not entitled to participate in the Employer’s group health or RRSP plans.
- b)** A “permanent part-time employee” is an employee who is permanently scheduled to work on a regular basis up to twenty-four (24) hours per week. Permanent part-time employees are entitled to certain benefits as set out in this collective agreement on a pro-rata basis (this includes sick leave, vacation leave, health plan subject to certain restrictions/requirements of the insurer, and R.R.S.P.).
- A “temporary part-time employee” is an employee who is regularly scheduled to work up to twenty-four (24) hours or less per week, for a specified and limited period of time not to exceed twelve (12) months. Upon mutual agreement of the parties, this may be extended for an additional period of up to six (6) months.
- c)** A “casual/relief employee” is an employee who is not regularly scheduled to work and is called in on an “as needed basis”

For greater certainty, casual/relief employees are not entitled to any health benefits under this Collective Agreement unless otherwise specified.

- 2.04** It is understood that where “spouse” is used in this Agreement, common-law and same-sex partners are included in the term.

ARTICLE 3 – NO DISCRIMINATION

- 3.01** The Employer agrees that there will be no intimidation, discrimination, interference, restraint or coercion exercised or practiced by the parties or their representatives because of membership or lack thereof in the Union.
- 3.02** The Employer, employees and the Union agree to conduct their affairs in accordance with the *Ontario Human Rights Code* and agree that there shall be no discrimination, restraint, intimidation, harassment or coercion practiced or permitted by the Employer or the Union or any of their representatives against any employee because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, record of offences, marital status, family status, disability or any other enumerated ground that may be included under the *Ontario Human Rights Code*.

Bullying

- 3.03** The parties agree that they will not tolerate, ignore or condone any type of improper comment or conduct that a person knows or ought to know would be unwelcome, offensive, or embarrassing. Including but not limited to: derogatory remarks, name calling, threats or other forms of intimidation, bullying, inappropriate jokes, innuendoes and teasing, insulting gestures, practical jokes, hate literature, actions which invade personal privacy, spreading rumors that damage one’s reputation, arbitrarily refusing to work with another and inappropriate use of authority.
- 3.04** The Employer must forthwith investigate reports of workplace bullying or psychological harassment – attempted, threatened or actual conduct of a person that causes or is likely to cause injury and includes any threatening statement or behavior that gives a worker reasonable cause to believe that the employee or another worker is at risk of injury – prepare a report in writing and make direct and proactive recommendations to address the current situation as well as prevent a recurrence of the incident if proven. A copy of this report is to be provided to affected workers.
- 3.05** Such a report must be provided as soon as possible and no later than sixty (60) working days from when the incident was reported.
- 3.06** The Employer shall provide all staff (Union and non-union) with training on Harassment and Discrimination and Conflict Resolution.

Violence in the Workplace

3.07 The Employer shall take necessary measures to protect employees from violence at work in accordance with The Salvation Army's policies and procedures.

Training will be provided to employees on the causes of aggression, the factors that precipitate aggression, recognition of warnings signs, prevention of escalation, and the control and diffusion of aggressive situations.

ARTICLE 4 – STRIKE OR LOCKOUT

4.01 In view of the orderly procedure established by this Agreement for the settling of disputes and the handling of grievances, the Union agrees that during the life of this Agreement, there will be no strike, picketing, slow-down or stoppage of work, either complete or partial and the Employer agrees there will be no lockout.

4.02 The Union agrees that it will not involve any employee who is not subject to this Collective Agreement as defined in Article 2.01, either directly or indirectly in any dispute which may arise between the Employer and the Union.

ARTICLE 5 – MANAGEMENT RIGHTS

5.01 The Union acknowledges and recognizes that the management of the program and the direction of the work force are fixed exclusively in the Employer and as may from time to time be altered by the Ministry and without restricting the generality of the foregoing, the Union acknowledges that it is the exclusive function of the Employer to:

- a)** maintain order, discipline and efficiency;
- b)** hire, discharge, direct, transfer, classify, promote, demote, layoff, recall, suspend, or otherwise discipline employees provided that a claim of discriminatory classification promotion, demotion, layoff or transfer or a claim that an employee who has been discharged or disciplined without just cause may be subject to a grievance and dealt with as hereinafter provided;
- c)** make, enforce, and alter from time-to-time reasonable rules and regulations to be observed by the employees and which shall not be inconsistent with the provisions of this Agreement.
- d)** determine the nature and kind of business conducted by the Employer, the methods and techniques of work, the content of jobs, the schedules of production, the number of employees to be employed, the extension, limitations, curtailment or cessation of operations, or any part thereof and to determine and exercise all other functions and prerogatives which shall remain solely with the Employer except as specifically limited by the express provisions of this Collective Agreement.

ARTICLE 6 – CHECK-OFF UNION DUES

- 6.01** The Employer, as a condition of employment, or continued employment of its employees in the bargaining unit, agrees to deduct from all employees, from day one of employment, the amount of monthly Union dues duly authorized by the constitution of the Union for Union dues, and to remit the amount so deducted from the employee's earnings, of such employee to the Accounting Department at 100 Lesmill Road, North York, Ontario, M3B 3P8, by the fifteenth (15th) of the following month. Such dues shall be remitted electronically to an account named by the Union. The amount of Union dues shall be as specified from time to time to the Employer by the Secretary-Treasurer of the Union.
- 6.02** The Employer will present a copy of this Agreement to all new employees who are eligible for membership in the bargaining unit.
- 6.03** In remitting such dues, the Employer shall provide a list of employees and their Social Insurance Numbers from whom deductions are being made including additions and deletions from the preceding month.
- The Employer agrees to include the annual total of dues deducted on each employee's T-4 slip.
- 6.04** The Employer and the Union agree to share equally any and all costs associated with the preparation and printing of the Collective Agreement that exists between the parties. Approval must be obtained by the other party prior to printing.

ARTICLE 7 – EMPLOYEE REPRESENTATION

7.01 Employee Representatives

The Union will keep the Employer informed of its Executive body and Committees and Stewards:

- Occupational Joint Health and Safety Committee
- Employee/Employer Relations Committee (EERC)

- 7.02** For purposes of this Article, the name and position of each of the committee members, from time to time selected, shall be given to the Employer in writing.
- 7.03** A Steward shall be given up to twenty (20) minutes at a time designated by the supervisor to meet with a new employee. Such time off shall be without loss of pay. Such meeting will take place on premises within the first two (2) weeks of the commencement of the new employee's employment.
- 7.04 Negotiating Committee**
- a) The Employer acknowledges the right of the employees to select a Negotiating Committee of one (1) representative from the Bargaining Unit and will recognize him/her and the Ontario Public Service Employees Union representative for contract negotiating purposes.

- b) The Employer will pay one (1) member of the Negotiating Committee for time spent in negotiations which the employee would otherwise have been scheduled to work. It is understood that such payments will be for:
- actual hours spent in negotiations
 - up to a maximum of seven (7) hours a day
 - up to a maximum of four (4) days or up to but not including conciliation.

7.05 Employee/Employer Relations Committee (EERC)

Both parties agree to establish an Employee/Employer Relations Committee (EERC) consisting of two (2) Union representatives and two (2) Management representatives, with the capacity of either party to bring in an additional resource person from the Union or the Employer. The Chairperson at the first meeting shall be the Employer and thereafter shall alternate between the Union and the Employer. The Chairperson shall appoint a secretary who shall keep the minutes of the meeting. The Committee will meet bi-monthly or more frequently if necessary by mutual agreement for a maximum period of one (1) hour or a longer period if mutually agreed upon between the parties. The Committee will provide a forum for ongoing communication and the joint consideration of various concerns which arise from day-to-day activities of the employees represented by the Union. All such meetings will be held during working hours. Time spent at such meetings will be paid time.

7.06 The Union will provide the Employer with the name of an alternative Union Steward who will be recognized in the absence of the Union Steward in Article 7.

7.07 Correspondence between Management and the Steward will be copied to the OPSEU Toronto Regional Office by the Employer.

7.08 Job Security

There shall be no contracting out of any services performed by bargaining unit members.

7.09 The Union and the Employer agree to establish a process to encourage input from employees on how the delivery of the services they provide can be improved and delivered in a more effective and efficient manner.

ARTICLE 8 – GRIEVANCE PROCEDURE

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

8.02 Complaint

An employee who has a complaint shall first discuss it with the employee's immediate supervisor. Such a complaint shall be brought to the attention of the immediate supervisor within twenty (20) working days of the incident becoming known to the grievor. The immediate supervisor's decision shall be given verbally within ten (10) working days.

Step 1

Should the employee be dissatisfied with the immediate supervisor's disposition of the complaint, the employee may refer the matter on a written grievance form to the employee's supervisor. This shall constitute a formal grievance at Step 1 and shall be filed within ten (10) working days of receipt of the verbal reply. The grievance shall contain a statement of the facts relied upon, indicate the relief sought, the section of the Collective Agreement alleged to be violated, and to be signed and dated by the employee. The supervisor shall answer the grievance in writing within ten (10) working days.

Step 2

Failing settlement of the grievance at Step 1, the employee may within ten (10) working days of receiving the response of the Supervisor refer the matter to the Executive Director or Designate who shall meet with the grievor and the Shop Steward within ten (10) working days.

The Executive Director or Designate shall answer the grievance in writing within ten (10) working days after said meeting.

- 8.03** The employee may be assisted and/or accompanied by the employee's Steward if the employee so desires at any step of the grievance process.
- 8.04** All time limits specified may be extended by mutual written agreement. However such an extension shall not be unreasonably withheld.
- 8.05** Where it appears that two (2) or more employees have the same grievance, the Union shall process the grievances as one (1) grievance subject to all applicable provisions under the Grievance Procedure.
- 8.06** A Staff Representative of the Ontario Public Service Employees Union may be present at any meetings of the parties.
- 8.07** If at any step of the Grievance Procedure the grievance has not been processed by the Employer within the time limits as prescribed, the grievance shall be advanced to the next step. Time limits may be extended by mutual agreement of the parties, in writing.

- 8.08** A Steward shall be allowed reasonable time without loss of pay during working hours to investigate grievances. Such time off shall be subject to the Steward having obtained permission from the employee's immediate supervisor. Such permission shall not be unreasonably withheld. However, a time limitation may be imposed.
- 8.09** If a request for arbitration is not received within ten (10) working days the grievance shall be deemed to have been abandoned.

ARTICLE 9 – POLICY GRIEVANCE

- 9.01** A Union policy grievance, which is defined as an alleged violation of this agreement concerning all or a substantial number of the employees in the bargaining unit, in regard to which an individual employee could not grieve, may be lodged by the Union in writing to the Supervisor at Step No. 2 of the Grievance Procedure at any time within twenty (20) full working days after the circumstances giving rise to the grievance occurred or originated and if it is not satisfactorily settled it may be referred to arbitration in the same manner and to the same extent as the grievance of an employee.
- 9.02** Should any difference arise between the Employer and the Union as to the interpretation or alleged violation of the provisions of this Agreement it may be presented by either party to the other party as a policy grievance.
- 9.03** The policy grievance shall be filed in writing with the Executive Director or Designate (or to the Staff Representative if filed by the Employer) at Step No. 2 of the Grievance Procedure within twenty (20) days after the circumstances giving rise to the grievance occurred or originated.
- 9.04** If the matter is not satisfactorily settled, it may be referred to arbitration as per Article 10 – Arbitration.

ARTICLE 10 – ARBITRATION

- 10.01** Where a difference arises between the parties relating to the interpretation, application or administration of this Agreement, including any question as to whether a matter is arbitrable, or where an allegation is made that this Agreement has been violated the following steps will follow:
- a)** Either of the parties may, after exhausting any Grievance Procedure established by this Agreement, notify the other party in writing within ten (10) working days of its desire to submit the difference or allegation to arbitration.
 - b)** The party requesting Arbitration shall propose the names of three (3) persons to sit as an impartial Arbitrator to hear evidence and argument and determine the grievance.

- c) Within five (5) working days after receiving such notice, the other party shall respond by agreeing to the Arbitrator or proposing an alternative Arbitrator(s).
 - d) If the parties fail to agree upon an Arbitrator within ten (10) working days of the initial notification of submission to Arbitration, either party may apply to the Minister of Labour for the appointment of an Arbitrator.
- 10.02** No person may be appointed as an Arbitrator who has been involved in an attempt to negotiate or settle the grievance.
- 10.03** The Arbitrator shall hear and determine the difference or allegation and shall issue a decision and the decision shall be final and binding upon the parties and upon any Employee affected by it.
- 10.04** Each of the parties hereto will share equally the expense of the Arbitrator.
- 10.05** The Arbitrator shall not have any power to alter, modify or change any of the provisions of this Agreement, or to substitute any new provisions or any existing provisions, nor to give decisions inconsistent with the terms and provisions of this Agreement.
- 10.06** No matter may be submitted to arbitration, which has not been properly carried through all requisite steps of the Grievance Procedure.
- 10.07** Employees who are summoned or subpoenaed and whose attendance is required at arbitration hearings shall receive permission to be absent from work with pay.

ARTICLE 11 – DISCHARGE AND GRIEVANCE

- 11.01** A claim by an employee in writing that the employee has been discharged without just cause shall be treated at Step 2 of the Grievance Procedure within ten (10) working days after the employee ceases working for the Employer.
- 11.02** There shall be no obligation on the Employer to retain the services of a probationary employee discharged during the probationary period.
- A probationary employee shall have no right to lodge a grievance with respect to the employee's discharge. The discharge of a probationary employee may be for cause or for no cause and entirely within the discretion of the Employer.
- 11.03** The employee shall have the right to be represented by the employee's Shop Steward or/and Union Staff Representative at the time of discharge.
- 11.04** A discharged employee shall be advised in writing by the Employer of the reason for the discharge within ten (10) working days of the date of discharge

ARTICLE 12 – BULLETIN BOARDS

12.01 The Employer agrees to permit the Union to post notice of meetings and other Union business and affairs on a bulletin board provided by the Employer for such purposes.

ARTICLE 13 – JOB POSTING

13.01 A notice of any vacancy (exclusive of relief positions) in the bargaining unit or newly created position which would fall within the bargaining unit shall be posted on the Union bulletin board for a period of five (5) working days and shall indicate the number of employees required, the location of, title, qualifications, educational requirements and salary range of the position. Only employees who apply in writing will be considered for the vacant position. Each applicant will be informed of the outcome of the job posting in writing upon request.

13.02 It is agreed and understood that the Employer shall fill all permanent job vacancies from within the bargaining unit before hiring from outside, providing bargaining unit employees have made application in writing and have the necessary qualifications to fill the vacant job classification.

“Temporary” is defined as a period of thirty (30) days or less. However, the Employer may fill a vacancy on a temporary basis for a longer period without posting in the following cases: long-term illness, authorized leave of absence, maternity leave.

13.03 Should suitable applicants from within PLUS Program not apply within the ten (10) working days; the job will be advertised externally.

13.04 Applications shall be considered upon the following factors:

- a) skill, competence, efficiency, education, ability and reliability;
- b) seniority.

Where the qualifications in factor a) are relatively equal, seniority shall govern. In determining relative equality, the Employer shall exercise its discretion in a fair and impartial manner.

13.05 All vacancies coming within the purview of this Collective Agreement will be posted.

13.06 Upon promotion to a higher grade, an employee within the bargaining unit shall be paid in a step at the next rate above the employee’s current salary which shall be no less than twenty dollars (\$20.00) per pay.

13.07 If an employee is absent from work due to vacation, illness or other legitimate leave of absence, the employee will be considered for any vacancy occurring during such absence.

All employees who are absent when a job is posted shall be notified by e-mail or voice mail of said vacancy and will have ten (10) working days to respond.

The employee will also be considered if the employee has indicated the employee's desire in writing prior to taking such leave.

13.08 The Employer shall notify the Union of all new hires and the status of that employment.

ARTICLE 14 – SENIORITY AND PROBATIONARY PERIOD

14.01 a) Seniority shall mean the length of continuous service with the Employer in a position covered by this Agreement. Seniority shall be established upon successful completion of the probationary period, which is sixty-five (65) working days or three (3) months, whichever is greater, of continuous service and shall be effective from the date of employment in a position covered by this Collective Agreement.

b) Upon mutual agreement of the parties, the probationary period may be extended for an additional period of up to sixty-five (65) working days. Management will notify the Union and the employee in writing prior to the expiration of forty-seven (47) days worked that such extension is desired. Such notice will also state the reason for this request.

c) Upon the successful completion of the probationary period, the employee will be credited with the seniority as of the date of hire in the case of permanent full-time and hours worked in the case of permanent part-time.

d) Notwithstanding b), for the purpose of sick pay, Article 16.01 a), and statutory holiday pay, Article 20.01, the entitlement to these benefits arises upon the completion of a permanent full-time employee having worked sixty-five (65) days or three (3) months, whichever is greater, of continuous service.

e) Both regular permanent and temporary part-time employees and casual/relief employees shall be on probation for a period of four hundred and fifty-five (455) hours or three (3) months, whichever is greater, of continuous service.

14.02 Seniority shall terminate, and an employee shall cease to be employed by the Employer when the employee:

a) voluntarily quits the employee's employment or retires;

b) is discharged and is not reinstated through the Grievance Procedure or arbitration;

- c) is off work due to layoff, or a leave of absence (except a Sabbatical Leave as described in Article 18.08) for a period of twelve (12) months;
- d) is absent without leave for two (2) consecutive working days during which time the employee has not contacted the Employer directly when the employee has had an opportunity to do so. It is the responsibility of the employee to provide an explanation to the Employer;
- e) fails to report to the Employer within five (5) working days after being notified by registered mail of a recall and fails to return to work within a time frame mutually agreed upon. If no mutual agreement is reached between the employee and the Employer, then the employee must report to work within a two (2) week period;
- f) fails to return to work upon the conclusion of an authorized leave of absence unless a reason acceptable to the Employer is given;
- g) accepts gainful employment while on leave of absence without first obtaining the consent of the Employer in writing.

14.03 Trial Period

No additional probationary period shall be required if:

- a) an employee accepts another position within the bargaining unit
- b) a relief employee is hired as a permanent full-time or permanent part-time employee in the same position the employee held as a relief employee.

NOTE: If a relief employee is not successful in their trial or probationary period they shall be returned to their previous position and salary as a relief employee.

An employee as described in a) or b) above shall be given a trial period to demonstrate the employee's ability to perform the new task to the satisfaction of the Employer. For permanent and temporary full-time employees the trial period will be two (2) months. For permanent and temporary part-time employees the trial period will be three hundred and twenty-five (325) regular hours.

In case the employee is not satisfactory, the employee shall be returned to the employee's previous position and salary. Anyone holding the employee's previous position shall occupy the same subject to the condition that such position is temporarily held in reserve for the promoted employee for the length of the latter's trial period.

14.04 In January of each year the seniority list shall be updated annually and posted on the bulletin board described in Article 12. A copy shall be supplied to the Union at the same time.

14.05 Employees that are hired into a different position shall retain and carry over all their previous years and/or seniority hours. For permanent part-time, casual and relief hours shall be converted to days.

14.06 Temporary Upgrading

- a) When an employee is temporarily promoted to a higher rated occupational classification or to a position outside the bargaining unit for a period in excess of three (3) days, the employee shall receive an increase in salary of three dollars (\$3.00) per day for each day such assignment remains from the first day. In either case, management has the discretion to increase the amount payable and/or reduce the eligibility period to less than three (3) working days.
- b) Where the employee is temporarily transferred to a position outside the bargaining unit, the employee will still be covered by the Collective Agreement.

14.07 Seniority List

In January of each year the seniority list shall be updated annually and posted on the bulletin board described in Article 2. A copy shall be supplied to the Union at the same time.

The seniority list shall include:

For permanent full-time employees their first day of employment and

For permanent part-time, casual and relief total of all hours worked.

ARTICLE 15 – LAYOFF AND RECALL

15.01 Should it become necessary for the Employer to reduce staff, the Employer will first solicit voluntary layoffs from among the existing staff. Should there be no voluntary layoffs, layoffs shall occur according to seniority (having regard to skill, qualifications, dependability, and the ability to perform the requirement of the position), the person with the least seniority in the bargaining unit being the first to be laid off.

15.02 There shall be a notice period of fifteen (15) working days, where possible, including the day that notice is given, prior to any layoff, during which time the Employer agrees to meet with the Union, if requested, to discuss means of avoiding the layoff.

Recall

15.03 The Employer will recall in order of seniority (the person with the most seniority in the bargaining unit being the first recalled) providing that the employee meets the criteria set out in Article 15.01.

15.04 The employee recalled and reinstated to the employee's former position shall receive the appropriate rate of pay for that position. Any employee recalled and reinstated to any other position will receive the appropriate rate of pay for such position.

15.05 The Employer agrees, in the event of a layoff, that employees so affected may continue medical coverage at no cost to the Employer while on the recall list.

15.06 An employee who is recalled to work shall be credited with the seniority the employee had at the time of layoff.

15.07 Severance

Any employee, regardless of years of service, who is declared surplus and elects to resign instead of exercising bumping and recall rights pursuant to this agreement shall receive severance pay in the amount of one point five (1.5) weeks' pay per year of employment up to a maximum of forty-five (45) weeks of severance pay.

In the case of a wind up of business the amounts shall increase to two (2) weeks' pay per year of employment with the minimum payment being eight (8) weeks' pay. There shall be no cap on the total number of weeks payable.

15.08 Restructuring Language

- a) In the event of amalgamation, merger, reorganization or restructuring of the Employer which may have potential adverse effects upon employees in the bargaining unit; the Employer shall notify the Union of such plans as far as practicable in advance so that the parties can meet to discuss possible ways and means of minimizing the impact including:
 - (i) identifying and proposing alternates to any action that the Employer may be considering.
 - (ii) identifying and seeking ways to address retraining needs of employees.
 - (iii) identifying methods of implementation of such reorganization or restructuring.
- b) Should any agreement be reached between the Union and the Employer concerning layoff and recall, it will take precedence over the terms of layoff and recall in this agreement.

ARTICLE 16 – SICK LEAVE

16.01 a) Employees who have completed the probationary period shall accumulate sick leave credits at the rate of one and a quarter (1¼) days per month of service up to a maximum of one hundred (100) days.

- b) Employees who have completed the probationary period shall be credited with three and three quarter (3¾) days of sick leave.
- c) Sick leave credits used up will be deducted from the total sick leave credits accumulated by the employee.
- d) Sick leave credits may be used:
 - (i) when sickness forces the employee to remain away from work; or
 - (ii) when attending to the illness of a family member, medical and/or dental appointments for the employee or for the employee to accompany family members to aforementioned appointments to a maximum of one hundred and forty (140) hours per year.

Note: For the purposes of this Article “family member” shall be defined the same as per Article 18.03 a) i).

 - (iii) One (1) day of sick leave credits will be deducted from the Sick Leave Credit Bank for each seven (7) hours used in attending medical and /or dental appointments.
- e) An employee on EI sick benefits may continue to participate in the benefit package, provided that the employee pays the full premium for such coverage.
- f) Article 16.01 a), b), and d), apply to regular permanent full-time employees only. Regular permanent part-time employees who have completed the probationary period shall accumulate sick leave credits at the rate of one and one quarter (1¼) days for every one hundred and twenty (120) hours worked up to a maximum of eighty-five (85) days.

16.02 An employee shall not lose accrued sick leave credits nor shall the employee receive payment from the Employer when absent from work due to any injury compensable under the provisions of the *Workplace Safety and Insurance Act*.

16.03 An employee may be required by the Employer to produce proof of illness in the form of a certificate signed by a legally qualified medical practitioner for any absence longer than four (4) working days. Any costs for the certificate will be paid by the Employer. Such certificate shall include prognosis, expected date of return and if any accommodation is required.

If such a certificate is not provided on the request of the Employer, there shall be no payment for the day(s) not worked, and the Employer may resort to further discipline in the future.

Anytime, at the request of the employee, the Employer will notify such employee of the employee’s accumulated sick leave credits in both days and hours.

16.04 During a leave of absence, (except as provided in 18.01, 18.02, 18.03, 18.04, 18.05, and 18.06) or a layoff, sick leave shall not accumulate.

ARTICLE 17 – REGISTERED RETIREMENT SAVINGS PLAN (RRSP) AND HEALTH BENEFITS

17.01 Registered Retirement Savings Plan (RRSP)

- a) The Employer will make contributions to an RRSP on behalf of eligible employees (i.e. regular permanent full-time and regular permanent part-time employees) in accordance with the Group RRSP. The Employer will provide a detailed description of the Group RRSP Plan to all new employees who are eligible for membership in the bargaining unit.
- b) The Salvation Army Employer's Group RRSP shall apply to all eligible employees as follows:
 - (i) All regular permanent full-time and permanent part-time employees who have completed their initial three (3) month probationary period can apply for membership in the Group RRSP plan and receive Employer contributions.
 - (ii) The following basic contribution percentages will apply:
 - On the completion of Employee Probation – four percent (4.00%) of regular paid earnings.
 - On the completion of five (5) years of service - five percent (5.00%) of regular paid earnings.
 - On the completion of ten (10) years of service – six percent (6.00%) of regular paid earnings.
 - (iii) If employees choose to make voluntary contributions, The Salvation Army will match the employee's contributions to a maximum amount as indicated below:
 - On the completion of Employee Probation – Matching of voluntary contributions to a maximum of two percent (2.00%) regular paid earnings.
 - On the completion of ten (10) years of service (commencing 11th year of employment) – Matching of voluntary contributions to a maximum of three percent (3.00 %) regular paid earnings.

NOTE: Contributions to a spousal account will not be matched. It is not necessary for employees to make personal voluntary contributions in order to receive The Salvation Army basic contributions.

17.02 Health Benefits

- a) For regular permanent full-time and permanent part-time employees covered by this Agreement, the Employer agrees to pay one hundred

percent (100%) of the monthly premiums for coverage in the following areas:

- (i) life insurance coverage
 - (ii) accidental death and dismemberment
 - (iii) supplementary health expense
 - (iv) dental coverage.
 - (v) drug card (seven dollars and fifty cents (\$7.50) dispensing fee cap).
- b) The Employer will provide a detailed description of the Benefit Plan to all new eligible employees in the bargaining unit within fifteen (15) working days from date of hire.
- c) The Employer shall reimburse an employee two hundred dollars (\$200.00) in addition to the current vision entitlement under the benefit plan, but where applicable, employees must use any spousal plan first. The employee must show receipt to the Employer. This additional two hundred dollars (\$200.00) applies only to the employee and the employee's spouse. This will be limited to once every twenty-four (24) months.
- d) Effective April 1, 2021, all current employees eligible for benefits shall receive eighty dollars (\$80.00) every twenty-four (24) months towards the cost of an eye exam upon submission of a receipt.
- e) The Employer shall not at any time reduce and/or eliminate any of the current insured benefits or services provided by the carrier.

ARTICLE 18 – LEAVES OF ABSENCE

18.01 Compassionate Leave/Personal Leave

An employee will be allowed up to four (4) days per year with pay and without loss of seniority in order to attend to the illness of a member of the immediate family as defined in Article 18.03.

18.02 Educational Leave

The Employer may grant up to ten (10) days per year without loss of pay for an employee to attend a course which is job related.

Such request shall be made in writing at least one (1) month before the said course is to begin.

Available courses, seminars and conferences will be posted. Equal opportunity to attend will be given to employees who may benefit from such job related courses, seminars or conferences and such cost shall be paid by the Employer to a maximum of four hundred dollars (\$400.00) per calendar year per employee.

18.03 Bereavement Leave

- a) (i) When a death occurs in the immediate family of an employee, the employee shall be granted four (4) working days leave of absence from the employee's employment without loss of pay, and without loss of seniority, providing said employee uses said time for the purposes of arranging for and/or attending the funeral of the deceased relative. Immediate family in this section is defined as mother, step mother, father, step father, brother, step brother, sister, step sister, spouse, son, daughter and step child.
- (ii) When a death occurs in the immediate family of an employee, the employee shall be granted three (3) working days leave of absence from the employee's employment without loss of pay, and without loss of seniority, providing said employee uses said time for the purposes of arranging for and/or attending the funeral of the deceased relative. Immediate family in this section is defined as mother-in-law, father-in-law, grandparents, grandchildren and significant other. Significant other is a person with whom the employee had a close emotional relationship.
- b) One (1) working day with pay and without loss of seniority shall be given to attend the funeral of an aunt, uncle, brother-in-law and sister-in-law.
- c) An employee shall be allowed up to two (2) working days' leave of absence with pay and without loss of seniority where out of town travel is involved in excess of three hundred (300) miles and where the employee was otherwise scheduled to work.

18.04 Leave for Union Activities

The Employer shall grant a leave of absence without loss of pay or loss of seniority to one (1) employee at a time to attend Union conventions or educational sessions. Such leave must be applied for in writing no later than fifteen (15) working days in advance or sooner if the employee has notice.

Such leave shall not be for more than the aggregate of ten (10) working days per year. In calculating the ten (10) working days, the leave of absence for Union activities of all employees shall be counted.

The Union will reimburse the Employer for salaries paid to members granted leave under this article.

Union Leave Executive Board

- a) A leave of absence with no loss of pay and with no loss of credits shall be granted to not more than one (1) employee elected as Executive Board member and/or Executive Officer of the Union, for the purpose of conducting the internal business affairs of the Union.

- b) The Union will confirm in writing and strive to provide at least six (6) weeks' notice to the Employer (unless impossible in which case reasonable notice is to be given) but no less than three (3) weeks' notice will be given to the Employer.
- c) During the term of such leave of absence, the Union will reimburse the Employer for the salary paid to the employee on such leave of absence and contribute the Employer's share of contributions to the Pension Fund and the Canada Pension Plan and any other Health and Welfare Plan payable by both the Employer and the employee. The Union will make the Employer's contribution for Employment Insurance (EI).

In effect, the Union will make the Employer whole and the Employer shall not suffer any financial hardship as a result of the granting of such leave.

18.05 Jury Duty – Witness Duty

The Employer shall pay an employee who is required to serve as a juror or is subpoenaed as a crown witness in any court the difference between the employee's normal earnings and the payment the employee receives for jury service or as a crown witness. The employee will present proof of service and the amount received.

18.06 General Leave

At the request of the employee, the Employer may grant a leave of absence of up to fifty (50) working days without pay and without loss of seniority or benefits for good and sufficient reason. Due consideration for such leave of absence will be subject to the efficient operation of the Program.

- 18.07** The above provisions apply on a pro-rated basis to regular permanent part-time or casual/relief employees.

18.08 Sabbatical Leave

The Employer may grant a sabbatical leave without pay, benefits or accumulation of seniority for a period of one (1) year at its sole discretion to an employee with four (4) years of service or more for educational, job-related reasons, travel or personal reasons.

Such leave for travel or personal reasons cannot be taken more than once in each eight (8) year term of employment.

18.09 Discretionary Days

Each employee shall be entitled to three (3) discretionary days with pay per year. Notice to be provided by the employee twenty-four (24) hours in advance whenever possible, discretionary days may be carried over until March 31st of the following year.

18.10 Emergency Leave

Employees have a right to take up to ten (10) days of which the first two (2) shall be paid, of time off work every calendar year because of illness, injury, certain emergencies or other matters as stipulated in the *Ontario Employment Standards Act, 2000*.

If an employee takes only part of a day as Emergency Leave, it can count as a full day of leave.

An employee must inform the Employer that the employee shall be taking an Emergency Leave of absence. If an employee has to begin an Emergency Leave before notifying the Employer, the employee must inform the Employer as soon as possible.

An Employer is allowed to ask an employee to provide proof that the employee is eligible for an emergency leave of absence.

18.11 Family Medical Leave (Ontario)

- a) The Employer shall grant Family Medical Leave to permanent full-time, permanent part-time employees who will be providing care or support to a family member who has a serious medical condition and is in significant risk of dying.
 - (i) Family Medical Leave is unpaid leave for a period of twenty-eight (28) weeks in a fifty-two (52) week period.
 - (ii) Family Medical Leave can last up to twenty-eight (28) weeks and must be taken in full week periods, not in days.
 - (iii) The employee may not remain on a leave after the week in which the family member's death occurs, or in any event, after the period referred to in the medical certificate.
- b) Under the *Employment Insurance Act*, twenty-six (26) weeks of employment insurance benefits called "compassionate care benefits" shall be paid to E.I. eligible employees who have to be away from work temporarily to provide care to a family member who has a serious medical condition with a significant risk of death within twenty-six (26) weeks and who requires care and support from one or more family members.
- c) A "family member" includes employee's spouse (includes common law or same sex spouse); a parent, step-parent or foster parent of the employee; a child, step-child or foster child of the employee or employee's spouse, now extended to include other members of the family, contact Employment Insurance for further details.
- d) An employee who intends to take a Family Medical Leave shall:

- (i) Provide written notice to the Employer. An employee, who must begin the leave before providing written notice, is required to provide the written notice as soon as possible after commencing the leave.
 - (ii) The employee must provide a certificate from a qualified health practitioner confirming that a family member has a serious medical condition and is in significant risk of dying within a period of twenty-six (26) weeks.
- e) The Employer shall:
 - (i) Continue to pay the Employer's share of the premiums to certain benefits (i.e. RRSP, life and extended health insurance plans, accidental death plans and dental plans) that were provided to the employee before the leave;
 - (ii) Include the period of the leave in calculating the length of the employee's employment for seniority and other purposes;
 - (iii) Reinstatement the employee to the same position after the leave or to a comparable position if the employee's position no longer exists.
 - (iv) An employee returning from Family Medical Leave shall be paid at the same step in the salary scale attained prior to going on such leave of absence. Should an anniversary increment fall during such leave of absence, the employee shall receive an anniversary increment upon return to employment.
- f) There is no limit on the number of Family Medical Leaves an employee may take and there is no specified period of time that an employee must work between successive leaves.
- g) Employees are entitled to take more than one leave in respect of the same family member if a health practitioner issues another certificate (whether the employee would be eligible for any further E.I. benefits would be a matter to be determined by the Federal Employment Insurance Commission).
- h) An employee may be entitled to both Emergency Leave and Family Medical Leave. They are separate leaves and the right to each leave is independent of any right an employee may have to the other leave. An employee who qualifies for both leaves would have full entitlement to each leave.

18.12 Domestic or Sexual Violence Leave

An employee may request a leave of absence for up to ten (10) days per calendar year, not to be pro-rated. An employee may also take up to fifteen (15) weeks of leave.

The first five (5) days taken in a calendar year shall be paid, whether part of the ten (10) day or the fifteen (15) week entitlement.

Eligibility and entitlement shall be in accordance with the *Employment Standards Act*.

ARTICLE 19 – PREGNANCY/PARENTAL LEAVE

19.01 Pregnancy leave and parental leave shall be governed as per the *Employment Standards Act* as amended from time to time.

19.02 Paternity Leave

The Employer agrees to grant up to three (3) days' leave of absence with pay and without the loss of seniority to fathers for the purposes of paternity leave. Such leave shall be arranged in consultation with the supervisor.

ARTICLE 20 – ANNUAL VACATION

20.01 Employees will be entitled to annual vacation and vacation pay based on length of continuous service as set out below.

20.02 Vacations can only be taken once they have been earned.

- 20.03 a)** Employees with less than one (1) year's seniority shall be entitled to two (2) weeks' vacation at the completion of twelve (12) months service.
- b)** Employees with less than one (1) year's seniority shall be entitled to take vacation after six (6) months of continuous service. At such a time the employee will be eligible to take a five (5) day vacation at four percent (4%) income.
- c)** Should the employee leave before completing one (1) full year, the employee's vacation entitlement shall be four percent (4%) of income.
- d)** All permanent full-time employees who have completed one (1) year of continuous service shall then commence earning vacation credits at the rate of one and one-quarter (1¼) days per month.
- e)** All permanent full-time employees who have completed fourteen (14) years of continuous service shall then commence earning vacation credits at the rate of one point sixty-seven (1.67) days per month.
- f)** All permanent full-time employees who have completed nineteen (19) years of continuous service shall then commence earning vacation credits at a rate of one point eighty-eight (1.88) days per month
- g)** All permanent full-time employees who have completed twenty-four (24) years of continuous service shall then commence earning vacation credits at a rate of two point zero eight (2.08) days per month.
- h)** Yearly vacation credits will be assigned to each employee's vacation bank at the beginning of the year in which such credits will be earned.

20.04 Regular permanent part-time employees will be eligible for vacation entitlement as follows:

- less than four hundred and fifty-five (455) hours worked - four percent (4%) of earnings;
- more than four hundred and fifty-six (456) hours or five (5) years whichever comes first, up to three (3) weeks at six percent (6%) of earnings;

20.05 Temporary and Casual/Relief employees will be eligible for vacation entitlement as follows:

- less than four hundred and fifty-five (455) hours worked – four percent (4%) of earnings;
- more than four hundred and fifty-five (455) hours or five (5) completed years, whichever comes first – six percent (6%) of earnings.

20.06 An employee shall be entitled to receive the employee's vacation in an unbroken period, unless this would seriously affect the efficient operation of the Program or unless otherwise mutually agreed upon between the employee and the Employer.

20.07 After one year of service, vacation may be taken within the anniversary year.

Employees may request vacation carry-over of two (2) weeks accumulated vacation into the next anniversary year. Any such carry-over will be at the employee's rate of pay at the time the vacation was earned.

20.08 Selection of vacation periods shall be on the basis of an employee's seniority provided that such senior employee has submitted the employee's choice of vacation in writing prior to March 31st. Where such request is not made by March 31st, then the employee must provide at least three (3) weeks' notice prior to the commencement of the desired vacation date and mutually agreed with the Director or designate. Such a request shall not be unreasonably denied.

If applicable for the purpose of Article 20.09 requests for the five (5) paid vacation days shall be made by December 10th of the applicable year.

20.09 When a paid holiday, as defined in the Agreement, falls within an employee's vacation period, an extra day shall be added to the employee's vacation or may be taken as time off at some other mutually agreed time.

20.10 If the Program remains open during the Christmas break, any regular permanent full-time and permanent part-time employee who has completed the employee's probationary period and who is required to work will be entitled to add any days worked to their paid vacation credits in accordance with Articles 20.05 and 20.07.

20.11 Vacation Leave Conversion

An employee who becomes ill such that they require hospitalization or complete bed rest while on vacation may substitute that period of hospitalization or complete

bed rest while ill with sick leave credits if the employee produces a certificate from a registered medical doctor stating the period during which the employee was incapacitated. When such substitution occurs, the employee shall have the employee's vacation days credited to the employee's vacation leave accumulation.

ARTICLE 21 – HOLIDAYS

21.01 Permanent Full-Time Employees Only

The following holidays, regardless of when they fall, will be granted with pay to all permanent full-time employees who have completed their probationary period:

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

There will be two (2) float holidays, one of which will be Easter Monday and may be taken after it has occurred. And the other one will be available after the first day of January.

21.02 In order to be entitled to payment for a holiday, an employee must have worked the full scheduled working day immediately preceding and the full scheduled working day following a holiday, unless such absence is authorized by the Employer, or a medical certificate issued by a qualified physician is presented to the Employer.

21.03 Where a statutory holiday falls on a Saturday or Sunday, the holiday will be observed on Friday or Monday in keeping with the general practice in the community.

21.04 Regular Permanent Part-Time Employees/Casual Relief Staff

Regular permanent part-time employees shall be entitled to the statutory holidays as set out in Article 21.01. Casual/relief staff is only entitled to the statutory holidays set out in the *Employment Standards Act* and in accordance with the provisions of the *Employment Standards Act*.

ARTICLE 22 – HOURS OF WORK

22.01 The normal work week shall consist of up to a maximum of thirty-five (35) hours per week.

Employees scheduled to work between thirty-five (35) hours per week to forty (40) hours per week shall be paid at their regular hourly rate of pay.

22.02 Regular permanent part-time employees may be scheduled up to twenty-four (24) hours per week. Casual/relief employees are called in on an as needed basis.

ARTICLE 23 – OVERTIME

23.01 Time and one-half (1½) times the employee's regular hourly rate of pay shall be paid for all overtime after forty (40) hours.

ARTICLE 24 – OCCUPATIONAL CLASSIFICATION AND WAGE RATES

24.01 Occupational classifications and wage rates are set out in Appendix "A" which is attached hereto and forms part of this Agreement.

24.02 The Employer shall have the right to establish new or change occupational classifications and to establish the job title and wage rate assigned thereto. In the event that the Union disagrees with the wage rate, the Union may submit the matter to the Grievance Procedure at Step 2.

24.03 Upon notification by the Employer, if no formal protest is lodged in writing by the Union within one (1) month of the date such notice having been received; the wage rate shall not be subject to a grievance.

ARTICLE 25 – REST PERIODS

25.01 Employees are entitled to take two (2) fifteen (15) minute paid rest periods during a full shift. These breaks can be taken away from the workplace, provided that permission to leave the workplace is granted and two (2) staff remain on the premises. Permission to leave the premises will not be unreasonably withheld.

ARTICLE 26 – KILOMETRAGE RATES

26.01 Kilometric rates shall be paid to employees using their own cars at the request of the Employer. Employees shall receive forty cents (\$0.40) per kilometre for all kilometres travelled with a minimum of two dollars (\$2.00) per return trip plus parking costs, or cab fare shall be paid when required.

ARTICLE 27 – PERSONNEL FILES

27.01 Upon written request from the employee, the employee may examine the employee's personnel file within five (5) working days.

The file may be examined only in the presence of the Director or designate. The employee may request the presence of the Shop Steward or Staff Representative.

27.02 The Employer shall provide the employee with a copy of any written warning or adverse report affecting the employee. This warning or report will advise the employee that the employee may seek Union assistance in this matter. The copy to the personnel file will be signed by the employee affected or if the employee refuses to sign, the Manager will make notation of the refusal and provide a copy

to the employee and the Union Steward. Any reply by the employee to such written warning or adverse report shall become part of the employee's record. The record of any disciplinary action shall not be referred to or used against an employee providing the employee has been discipline free for twelve (12) months.

ARTICLE 28 – JOB CLASSIFICATION AND RE-CLASSIFICATION

28.01 Each employee in the bargaining unit when hired will receive a copy of the employee's job description.

28.02 A copy of the employee's job description will be supplied to any employee and the Union whenever the job description is changed.

28.03 Such changes shall be presented and discussed at the EERC prior to implementation.

ARTICLE 29 – PHYSICAL EXAMINATION

29.01 If an employee is required by the Employer to undergo a physical examination, such medical appointment shall be during working hours with a payment of up to three (3) hours.

ARTICLE 30 – HEALTH AND SAFETY

30.01 a) The Employer shall make reasonable provisions for the health and safety of its workers during their hours of employment.

It is agreed that both the Employer and the Union shall cooperate to the fullest extent possible in the prevention of accidents and in the reasonable promotion of safety and health of all employees.

b) The Employer shall continue to maintain a Joint Health and Safety Committee.

0 Where the Employer requires an employee to wear safety shoes, the Employer shall cover the costs of such safety shoes to an Employer maximum of one hundred dollars (\$100.00) once every two (2) years.

30.03 Accommodations

All injured and disabled workers shall be treated in compliance with *The Ontario Human Rights Code*, *The Occupational Health and Safety Act*, *Workplace Safety and Insurance Act*, the Collective Agreement and other relevant legislation. The parties will endeavor to provide fair and consistent practices to accommodate employees who are ill, injured or permanently disabled.

Where an employee is returning to work after an injury or illness and an accommodation is required, the Employer and the Union shall negotiate a return to work or accommodation protocol.

Employees may be required to provide medical/functional information to continue their accommodation.

This duty includes participation of the Union in the accommodation process inclusive of the monitoring of accommodation plans of employees returning to work who require workplace accommodation.

ARTICLE 31 – RELIEF EMPLOYEES


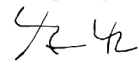
- 31.01** A relief staff employee shall be defined as one who is hired to work occasionally or intermittently for the purpose of staff relief only and defined in Article 2.03 b).
- 31.02** The Employer will keep a current list of all relief. The list shall be updated and posted on the Union board when changes occur.
- 31.03** Relief staff shall be called in for any available shift(s) based on their seniority. Starting from the most senior and working their way down the list on a rotating basis. It is further understood that the next time a shift becomes available calling will commence where left off from the previous call.
- 31.04** In case of emergency, those within forty-eight (48) hours' notice or less, will be booked to the first available staff responding to the Employer. However the Employer will make every effort possible to give as much notice as possible.
- 31.05** The Employer will maintain a logbook with the name(s) of the relief staff contacted, time and response. Each entry must be signed by the manager or designate who made the call.
- 31.06** Relief staff must notify the Employer in writing of their availability. The relief employee has the right to refuse a shift(s) if the employee desires without any penalty from the Employer.
- 31.07** Employment for a relief staff shall be terminated if the employee has not worked for three (3) consecutive calendar months, unless the employee is on an approved leave of absence or has not been called by the Employer or has refused shifts offered on three (3) separate occasions within a three (3) month period.

ARTICLE 32 – TERM OF AGREEMENT

- 32.01** This Agreement shall be effective from April 1, 2023, and shall continue in effect until March 31, 2026, and shall continue automatically thereafter during annual periods of one (1) year each, unless either party notifies the other in writing within ninety (90) days to the expiry date of this Agreement of its desire to amend or terminate this Agreement.
- 32.02** In the event of such notification being given as to amendment of this Agreement, negotiations between the parties shall begin within thirty (30) days following such notification or a time mutually agreed upon by the parties.

DATED AT TORONTO THIS _____ DAY OF _____ 2024.

FOR THE UNION:

DocuSigned by:
 _____
Signed by:
 _____
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Tracy More

FOR THE EMPLOYER:

DocuSigned by:
Josie A. Delprone _____
DocuSigned by:
Karen Dolan _____
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DocuSigned by:
Arthur Mathews _____
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APPENDIX “A” – PAY SCALE

	Year 0 Start Rate	Year 1 Seniority Increment	Year 2 Seniority Increment	Year 3 Seniority Increment	
Position	Effective April 1, 2022 @ Base Rate				NOTES
Life Skills or Assessment Counsellor	\$23.52	\$24.66	\$25.92	\$27.22	
Life Skills Counsellor (Social/Recreational)	\$23.52	\$24.66	\$25.92	\$27.22	
Workfloor Instructor	\$20.50	\$21.35	\$22.25	\$23.21	
*Social/Recreational Coordinator	\$20.86	\$21.90	\$23.00	\$24.13	

* Progression to next year rate is after 1,248 hours worked.

Position	Effective April 1, 2023 @ 5.00%				
Life Skills or Assessment Counsellor	\$24.70	\$25.89	\$27.22	\$28.58	
Life Skills Counsellor (Social/Recreational)	\$24.70	\$25.89	\$27.22	\$28.58	
Workfloor Instructor	\$21.53	\$22.42	\$23.36	\$24.37	
*Social/Recreational Coordinator	\$21.90	\$23.00	\$24.15	\$25.34	

* Progression to next year rate is after 1,248 hours worked.

Position	Effective April 1, 2024 @ 3.00%				
Life Skills or Assessment Counsellor	\$25.44	\$26.67	\$28.03	\$29.44	
Life Skills Counsellor (Social/Recreational)	\$25.44	\$26.67	\$28.03	\$29.44	
Workfloor Instructor	\$22.17	\$23.09	\$24.06	\$25.10	
*Social/Recreational Coordinator	\$22.56	\$23.68	\$24.87	\$26.10	

* Progression to next year rate is after 1,248 hours worked.

Position	Effective April 1, 2025 @ 2.50%				
Life Skills or Assessment Counsellor	\$26.07	\$27.34	\$28.73	\$30.17	
Life Skills Counsellor (Social/Recreational)	\$26.07	\$27.34	\$28.73	\$30.17	
Workfloor Instructor	\$22.73	\$23.67	\$24.66	\$25.73	
*Social/Recreational Coordinator	\$23.12	\$24.28	\$25.50	\$26.75	

* Progression to next year rate is after 1,248 hours worked.

*Progression to next year rate is after 1248 hours worked

General Wage Increase

April 1st, 2023 – 5%

April 1st, 2024 – 3%

April 1st, 2025 – 2.5%

LETTER OF UNDERSTANDING #1 – OPT SELECT PENSION PLAN


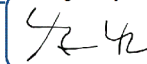
Between
ONTARIO PUBLIC SERVICE EMPLOYEES UNION
LOCAL 550
(the Union)
And
The Salvation Army—PLUS Program
(the Employer)

The Employer agrees to hear a presentation from the OPT Select Pension Plan and to give it serious consideration.


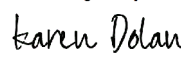
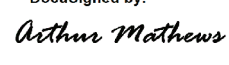
15 July 2024 | 1:10 PM EDT

DATED AT TORONTO THIS _____ DAY OF _____ 2024.

FOR THE UNION:

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Signed by: _____

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FOR THE EMPLOYER:

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LETTER OF UNDERSTANDING #2 – EMPLOYEE ASSISTANCE PROGRAM


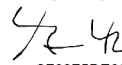
Between
ONTARIO PUBLIC SERVICE EMPLOYEES UNION
LOCAL 550
(the Union)
And
The Salvation Army—PLUS Program
(the Employer)

The Employer agrees to pay for an Employee Assistance Program (EAP) for the employees.

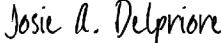


15 July 2024 | 1:10 PM EDT

DATED AT TORONTO THIS _____ DAY OF _____ 2024.

FOR THE UNION:

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Signed by: _____

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FOR THE EMPLOYER:

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DocuSigned by:

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DocuSigned by:

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LETTER OF UNDERSTANDING #3 – WAGE RE-OPENER

Between
ONTARIO PUBLIC SERVICE EMPLOYEES UNION
LOCAL 550
(the Union)
And
The Salvation Army—PLUS Program
(the Employer)

In the event that funding becomes available from the Ministry of Health, LHINS or any other source, the Employer shall notify the Union.


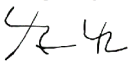
The parties shall meet to discuss the distribution of the funds for the purpose of pay increases, vacation, benefit improvements, etc. for all unionized employees.

Allocation of monies shall be retroactive to the employees to the day they were made available to the Salvation Army P.L.U.S. program.

15 July 2024 | 1:10 PM EDT

DATED AT TORONTO THIS _____ DAY OF _____ 2024.

FOR THE UNION:

DocuSigned by:

Signed by: _____

C76375DE934B473...

FOR THE EMPLOYER:

DocuSigned by:

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DocuSigned by:

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