ORIGINAL

The Corporation of the Town of Innisfil

By-Law No. 065-24

A By-Law of The Corporation of the Town of Innisfil to authorize the ratification of a Collective Agreement with the Innisfil Professional Fire Fighters Association Local 3804, covering certain employees of the Town of Innisfil and to repeal all formerly applicable by-laws.

Whereas the Council of The Corporation of the Town of Innisfil deems it necessary and expedient to ratify a collective agreement with the Innisfil Professional Fire Fighters Association Local 3804 covering certain employees of the Town of Innisfil.

Now therefore the Council of The Corporation of the Town of Innisfil enacts as follows:

1. The Mayor and Clerk are hereby authorized to ratify and execute on behalf of The Corporation of the Town of Innisfil the Agreement in substantially the form attached to this by-law, dated the August 14, 2024, between The Corporation of the Town of Innisfil and the Innisfil Professional Fire Fighters Association Local 3804, covering certain employees in the Town of Innisfil, for the period of January 1, 2021 to December 31, 2026 inclusive.

2. The attached Schedule "A", being the collective agreement, forms part of this by-law as to form and substance.

3. This by-law shall come into force and have effect the day it is adopted by Council.

Passed this 14th day of August 2024

Lynn Dollin, Mayor

Patty Thoma, Clerk

Schedule 'A'

to By-law 065-24

Agreement

Between:

The Corporation of the Town of Innisfil
Hereinafter referred to as the "Town"
of the first part

- and -

The Innisfil Professional Fire Fighters Association
International Association of Fire Firefighters #3804
Hereafter referred to as the "Association"
of the second part

Effective January 1, 2021, to December 31, 2026

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Article 1 – Purpose

1.01 **Whereas** it is the desire of both parties to this agreement to establish, maintain and promote harmonious relationships between the Association, the Town and its employees: to establish and maintain mutually satisfactory salaries and other remuneration, working conditions and benefits: and to provide for the prompt and amicable settlement of any differences relating to this agreement that may arise between the Town and the Association or between the Town and its employees:

And whereas the parties have agreed to enter into a collective agreement upon the terms hereinafter set forth:

Now therefore this agreement witnesseth:

Article 2 – Recognition and Scope

2.01 The provisions of this agreement shall apply to all employees of the Innisfil Fire and Rescue Services as defined in Article 3.01.

2.02 The Town recognizes the Association (through its duly accredited Negotiating Committee) as the exclusive bargaining agent for all employees covered by this agreement. The Association agrees to deal exclusively with the Fire Chief and the Town's appointed negotiating committee regarding the terms and conditions of this agreement.

2.03 The Town agrees to allow the Association one (1) hour to acquaint new employees with the Association and this collective agreement on the new employee's first date of employment.

2.04 The Town will supply the Association with one (1) copy of the current collective agreement for each member of the Association. The Association shall be responsible for distributing copies of the collective agreement to its members.

Article 3 – Definitions

3.01 **Employee** shall mean a full-time fire fighter within the meaning of the Fire Protection and Prevention Act, 1997 employed by the Town except Fire Chief and up to two (2) Deputy Fire Chiefs. This definition does not prevent the assignment of "first response" calls or other emergency related duties.

3.02 **Probationer** shall mean an employee who has worked less than one full year from the date of hire with Innisfil Fire & Rescue Services inclusive of sick, vacation, lieu or related banks or is an employee who has not successfully exited their probationary period. A probationary employee who takes a leave of absence such as short-term disability, long-term disability, approved WSIB claim, or any leave approved under the Employment Standards Act or Corporate approved leave and/or secondment, will have the equivalent time of the leave of absence added on to the probationary period. During the probationary period an employee shall be entitled to all rights and benefits within the parameters of this agreement and the Fire Prevention and Protection Act except discipline and dismissal which shall be at the sole discretion of the Fire Chief or their designate and such discipline and/or dismissal shall not be the subject of a grievance nor reviewed at arbitration under Articles 25 or 26 of this agreement.

Article 4 – Association Security

4.01 The Town agrees to deduct from the wages of all employees such Association dues as may from time to time be authorized by the Association and shall forward the same once monthly to the Treasurer of the Association. As a condition of employment all employees shall authorize such deduction of Association dues in the form attached hereto as Appendix “B”. The Association shall hold the Town harmless with respect to all dues so deducted and remitted, and with respect to any liability which the Town might incur as a result of such deduction and remittance, providing the Town has not been negligent with respect to handling of such dues.

4.02 The Treasurer of the Association shall notify the Town Treasurer at least thirty (30) calendar days prior to any change in Association dues or assessments.

Article 5 – No Discrimination

5.01 The Town shall not discriminate against any employee because of their membership or lawful activity in the Association or any lawful organization affiliated therewith.

The Association shall not discriminate against any employee who has engaged in reasonable dissent with the Association.

The Association shall not discriminate against any employee because of their membership or lack thereof in the Association or any decision to work as a volunteer firefighter or in any other manner of emergency services.

5.02 The Association agrees that there will be no Association activity during working hours and no meetings on Town premises except with permission of the Fire Chief.

Article 6 – Hours of Work and Overtime

6.01 **Hours of Work**

(a) Suppression Division employees shall work an average of forty-two (42) hours per week on a twenty-four (24) hour shift schedule, that is mutually agreed upon by the Fire Chief and the Association.

The details of the twenty-four (24) hour shift schedule shall be set out in Appendix 'C'.

(i) Shifts will be scheduled to commence at 07:00 hours through 07:00 hours the next calendar day.

(ii) Shifts may be split into increments of twelve (12) hours, the day portion shall be defined as the period from 07:00 hours to 19:00 hours and the night portion shall be defined as the period from 19:00 hours to 07:00 hours the next calendar day.

(iii) Employees shall work no more than a maximum of thirty-six (36) consecutive hours.

(iv) Employees shall work no more than a maximum of thirty-six (36) consecutive hours and shall have a minimum twenty-four (24) hours off duty prior to returning to duty. Employees may work a maximum of four (4) hours shift change before or past their shift on the "24 on – 24 off – 24 on" shift ("Back to Back Tour"). This shall not limit the rights of the Fire Chief under the Fire Protection and Prevention Act.

If the Fire Chief or designate requests that an employee work longer than thirty-six (36) consecutive hours, have less than twenty-four (24) hours off duty before returning to duty, or work more than four (4) hours past or before their Back to Back Tour to cover staff shortages, the parties may meet to discuss amending the maximum consecutive hour provision for shift exchanges. This shall not limit the rights of the Fire Chief under the Fire Protection and Prevention

Act.

(b) Fire Prevention Division and Training Division employees; shall work an average of forty-two (42) hours per week, in accordance with the following repeating schedule: a day shift of ten and one-half (10.5) hours per day, for four (4) consecutive days, Monday to Friday.

The schedule of the Fire Prevention Division and Training Division employees may be altered by the Chief to meet the exigencies of the service, provided there is thirty (30) days advanced notice, unless otherwise mutually agreed.

6.02 It is understood that nothing in the above schedule of hours of work will prevent the Fire Chief or Deputy Chief from granting the request of two (2) members of the bargaining unit to change shifts.

Any change granted shall be on the condition that the change shall not increase the costs of the Town.

6.03 **Overtime**

(a) When an employee is required to work beyond their normal work shift or work week, except in the case of recall, they shall be paid at one and one-half (1.5x) times their normal rate for each hour or part thereof of overtime worked.

(b) When overtime is worked by an employee, they shall be paid for that overtime in the following pay period.

(c) When an employee is required to attend court or an inquest outside of their regularly scheduled shift(s), they shall be paid a call back minimum of three (3) hours as defined in (d).

(d) If an employee is called back to work, they will be paid at one and one-half (1.5x) times their normal rate, and will be paid for a minimum of three (3) hours at one and one-half (1.5x) times. In the event such a call back occurs less than three (3) hours prior to the commencement of the employee's regularly scheduled shift, the employee shall not be eligible for this minimum payment and shall be paid one and one-half (1.5x) times their normal hourly rate for the period between the time they were called back and the commencement of their regularly scheduled shift. For the purpose of this article, a call back is defined as a request to return to work with less than twenty-four (24) hours notice.

6.04 An employee may elect to accumulate up to seventy-two (72) hours of banked overtime at one and one-half (1.5x) times, or maximum one hundred and eight

(108) hours at regular time, each calendar year to be taken as paid time off duty in lieu of the overtime payment earned. Use of banked overtime shall not create an overtime situation. If banked overtime has not been booked by for use by December 31st of the calendar year in which it was earned, such remaining banked overtime will be paid out in the first pay of the following calendar year at the rate earned as of December 31st.

The banked overtime is able to be used and replenished subject to the terms described herein, and are able to be used in hourly increments.

6.05 On-call, qualified day employees will receive one (1) shift of paid lieu time for every two (2) weeks being designated on-call. This shift is to be taken off during their regularly scheduled time in the two (2) weeks immediately following being on-call. Unless previously approved by the Fire Chief or designate, the on-call paid lieu time is not to be banked, paid out or taken during another work week at any time. The on-call rotation schedule will be determined by the Fire Chief prior to November 15th for the following year. The shift of paid lieu time off is to be booked prior to December 1st for the following year and is subject to maintaining operational needs.

Article 7 – Vacations

7.01 Every employee assigned to the Suppression Division shall be entitled to vacation with pay in each calendar year, in accordance with the following schedule:

On Completion of:	Suppression Division Vacation Entitlement:
One (1) year of service	Four (4) shifts (Two (2) weeks)
Four (4) years of service	Six (6) shifts (Three (3) weeks)
Nine (9) years of service	Eight (8) shifts (Four (4) weeks)
Sixteen (16) years of service	Ten 10 shifts (Five (5) weeks)
Twenty-three (23) years of service	Ten and one-half (10.5) shifts (Five (5) weeks plus twelve (12) hours)
Twenty-four (24) years of service	Eleven (11) shifts (Five (5) weeks plus twenty-four (24) hours)

Twenty-five (25) years of service	Eleven and one-half (11.5) shifts (Five (5) weeks plus thirty-six (36) hours)
Twenty-six (26) years of service	Twelve (12) shifts (Six (6) weeks)
Twenty-seven (27) years of service	Twelve (12) shifts (Six (6) weeks)
Twenty-eight (28) years of service	Fourteen (14) shifts (Seven (7) weeks)

(a) On completion of their first six (6) months of service, new employees may use in advance, two (2) shifts of the four (4) shifts vacation to which they become entitled after one (1) year of service.

(b) Effective January 1, 2025, vacation weeks will be taken as blocks with each block consisting of two (2) twenty-four (24) hour shifts except for the week when the Tuesday is worked. The Tuesday, when booked as vacation, is considered a block consisting of one (1) twenty-four (24) hour shift of the employee's vacation entitlement.

(i) When a Tuesday is booked as a vacation block the remaining twenty-four (24) hours shall be selected after all vacation selections are complete.

(c) Effective January 1, 2025, every employee with eight (8) or more shifts vacation must take one (1) of their blocks as the Tuesday week.

7.02 Every employee assigned to the Fire Prevention Division or Training Division, shall be entitled to vacation with pay in each calendar year, in accordance with the following schedule:

On Completion of:	**Training Division & Fire Prevention Division Vacation Entitlement:**
One (1) year of service	84 hours
Four (4) years of service	126 hours
Nine (9) years of service	168 hours

Sixteen (16) years of service	210 hours
Twenty-three (23) years of service	220 hours
Twenty-four (24) years of service	230 hours
Twenty-five (25) years of service	240 hours
Twenty-six (26) years of service	252 hours
Twenty-seven (27) years of service	252 hours
Twenty-eight (28) years of service	294 hours

(a) On completion of their first six (6) months of service, new employees may use in advance, forty-eight (48) hours of the eighty-four (84) hours vacation to which they become entitled after one (1) year of service.

7.03 Vacation will not be cumulative for any employee and the preference in vacation shall be in accordance with length of continuous full-time service with Innisfil Fire and Rescue Services and as per the schedule agreed upon and approved by the Fire Chief.

7.04 All employees shall submit their proposed vacations not later than December 1st in each year for the following year. The vacation schedule shall be established by December 31st of each year for the following year, at the discretion of the Fire Chief.

7.05 Upon resignation or retirement from Innisfil Fire and Rescue Services, an employee shall be entitled to any earned vacation for which the employee has not already been paid under the provisions of this agreement and would include a pro-rated vacation payment for service from the employee's last employment anniversary date prior to resignation or retirement to the date of resignation or retirement. On the death of an employee, their estate shall be entitled to the same payment as per retirement or resignation under this provision.

Article 8 – Recognized Holidays

8.01 Effective January 1, 2024, in lieu of the recognized holidays set forth in Article 8.02, Suppression Division employees shall be given thirteen (13) lieu days with the following conditions:

(a) The Fire Chief shall have discretion to grant and subsequently cancel lieu days. Such right to cancel shall not be exercised in an unreasonable manner.

(b) The lieu time off will not create an overtime situation. Any booked lieu time may be changed, and such change shall not be unreasonably denied.

(c) For the purpose of this article, lieu days are defined as paid time off that the employee is not required to attend work. For Suppression Division employees, one (1) lieu day equals twelve (12) hours of the twenty-four (24) hour shift. Thirteen (13) paid lieu days must be booked off per year as the mandatory lieu requirement.

(d) In the event that a Suppression Division employee terminates employment with Innisfil Fire and Rescue Services and any outstanding lieu days remain owing to that employee, such days shall be calculated as twelve (12) hours each.

(e) Suppression Division employees shall submit their proposed lieu time not later than December 1st in each year for the following year. The lieu time schedule shall be established by December 31st of each year for the following year, at the discretion of the Fire Chief.

(f) In addition to these days, any day that has been declared a statutory holiday by the Federal or Provincial Government shall become a recognized holiday under Article 8.01.

8.02 Effective January 1, 2024, all Fire Prevention Division and Training Division employees shall receive the following holidays as paid shifts off with the following conditions:

Recognized Holidays		
New Years Day	Canada Day	Float Holiday
Good Friday	Civic Holiday	Christmas Day

Easter Monday	Labour Day	Boxing Day
Victoria Day	Thanksgiving Day	Family Day
National Day of Truth and Reconciliation		

(a) Paid shifts off shall be taken on the actual date of the holiday. When the holiday falls on a regularly scheduled shift off, the member shall receive the next regularly scheduled shift off unless mutually agreed upon by the Fire Chief and the member in consultation with the Association.

(b) In the event that any employee who is a member of the Fire Prevention Division or Training Division terminates employment with Innisfil Fire and Rescue Services, any remaining lieu days shall be calculated on the basis of their normal daily scheduled hours of work.

(c) In addition to these days, any day that has been declared a statutory holiday by the Provincial or Federal Government shall become a recognized holiday under Article 8.02.

Article 9 – Accident, Sickness, Personal Emergency, Term & Life Insurance

9.01 An employee shall be eligible for the following leaves of absence with pay in any calendar year:

(a) Four (4) sick days for incidental illness where the employee is not hospitalized.

(i) Effective January 1, 2025, two (2) additional sick days for incidental illness where the employee is not hospitalized.

(b) Two (2) days to be used for personal emergencies for use as follows:

(i) Effective January 1, 2026, one (1) additional day for personal emergencies to use as follows:

- Personal illness, injury or medical emergency
- Illness, injury, medical emergency or urgent matter relating to the following family members:
    - spouse (includes both married and unmarried couples,

of the same or opposite genders)

- parent, step-parent, foster parent, child, step-child, foster child, grandparent, step-grandparent, grandchild or step-grandchild of the employee or the employee's spouse
- spouse of the employee's child
- brother or sister of the employee
- relative of the employee who is dependent on the employee for care or assistance

(c) For a Suppression Division employee one (1) sick day or (1) personal emergency day equals twelve (12) hours. An employee may book in twelve (12) hour increments or the full twenty-four (24) hour period; however, if an employee leaves work under Article 9.01, such worked hours will be pro-rated for those hours worked.

(d) For a Fire Prevention Division or Training Division employee one (1) sick day or (1) personal emergency day equals ten and one-half (10.5) hours; however, if an employee leaves work under Article 9.01, such worked hours will be pro-rated for those hours worked.

A probationary employee shall be entitled to leave of absence with pay at the rate of two (2) days after the first week of employment. An employee who has successfully completed their probationary period during the calendar year shall be entitled to leave of absence with pay at the rate of one-half day per month (to a maximum of four (4) days) for the remainder of the calendar year effective with the month in which probation is successfully completed.

These leaves of absence are not cumulative from year to year except as specified under Article 9.03.

9.02 Subject to the requirements of the Employment Standards Act, at the request of the Chief or their designate, employees shall provide a doctor's certificate, or documentation reasonable in the circumstances, for each absence from work where such absence is deemed a leave under Article 9.01 (a) or (b).

9.03 An employee shall be entitled to a weekly indemnity payment where a leave of absence occurs due to sickness or accident equal to a sum of money equivalent to seventy five percent (75%) of the gross salary of the employee at the time of the occurrence, excluding sickness or accident benefits which are payable under the provisions of the Workers' Safety and Insurance Act. Benefits paid under the provisions of this subsection shall extend for a period of seventeen (17) weeks and will be payable from the first day of the accident

and hospitalized sickness and from the fourth day of sickness where the employee is not hospitalized. The Town's obligation under this provision shall be to provide an insurance plan reflecting the benefit level set out in this provision and to pay one hundred percent (100%) of the premium cost for such plan.

Each year an employee may carryover unused sick time hours to a maximum of one hundred and seventy-eight (178) hours only to be utilized towards Short Term Disability top up payments at the rate of up to twenty-five percent (25%) of gross salary. Carryover of unused sick time may not be used for any other purposes and has no monetary value upon termination or retirement from the Town.

Thereafter employees may utilize other available current year banks to top up earnings to one hundred percent (100%). Entitlement to these leaves shall be reduced on an hourly basis accordingly.

9.04 An employee shall be entitled to a long term disability payment which shall commence for those eligible, following the expiration of the weekly indemnity payment, and shall be equivalent to seventy-five percent (75%) of the gross salary of the employee at the time of the original occurrence, subject to a maximum of eighty five percent (85%) of earnings from all sources. This payment is further restricted to a maximum of $10,000.00 per month and is payable to the employee's normal retirement date or death, whichever comes first. The Town's obligation under this provision shall be to provide an insurance plan reflecting the benefit level set out in this provision and to pay 100% of the premium cost for such plan.

9.05 The Town may negotiate the terms and conditions and/or select alternate plan carriers for any of the above benefits, provided however that the benefits and coverage are not reduced. In the event that any benefits are reduced both parties must agree to the changes prior to said changes being made. The Town agrees to provide a copy of the Benefit Plan Design Overview or equivalent document which provides the complete list of benefits to the Association upon change in carrier and upon request during contract negotiations.

9.06 The benefits provided under this article will be governed by and subject to all the terms and conditions of the insurance contracts entered into by the Town with the insuring agency.

9.07 In the event that an employee or a probationary employee is off work under the provisions of Articles 9.03 and 9.04, the Town will continue to pay for one hundred percent (100%) of the cost of the premium, if any, of the benefits provided by these sections.

Article 10 – Pension

10.01 The Town shall continue to share equally with the employees in the contributions toward the employee's existing pension plan under the Ontario Municipal Employees' Retirement System.

10.02 The Town and the Association confirms that all employees will be retired at the end of the month in which they obtain their sixtieth (60^{th}) birthday.

Article 11 – Hospital/Medical Benefits/Life Insurance

11.01 The Town agrees to pay one hundred percent (100%) of the premium cost necessary to provide the following insurance benefit plans:

(a) Hospital-medical insurance (extended health plan including drug benefits and vision care, such benefit will provide coverage of up to, upon ratification, five hundred dollars ($500) per employee and dependent in a twenty-four (24) month period for the purchase of corrective prescription lenses and/or corrective prescription contact lenses and frames) and the cost of one eye examination for each employee and each dependent in a twenty-four (24) month period. Effective January 1, 2025, there will be an adjustment to six hundred dollars ($600) per employee and dependent in a twenty-four (24) month period for the purchase of corrective prescription lenses and/or corrective prescription contact lenses and frames and the cost of one eye examination for each employee and each dependent in a twenty-four (24) month period.

(b) Dental plan (ODA fee schedule at a level one year below the current year) including dentures on a 50% co-insurance basis subject to a maximum of, upon ratification, fifteen hundred dollars ($1,500) per person per year. Effective January 1, 2025, dental plan (ODA fee schedule at a level one year below the current year) including dentures on a 50% co-insurance basis subject to a maximum of eighteen hundred dollars ($1,800) per person per year. Effective January 1, 2026, dental plan (ODA fee schedule at a level one year below the current year) including dentures on a 50% co-insurance basis subject to a maximum of twenty-five hundred dollars ($2,500) per person per year. In addition, coverage shall also be provided for orthodontics on a 50% co-insurance basis subject to a maximum, upon ratification, of twenty-five hundred dollars ($2,500) lifetime coverage per dependent child under the age of 18 years. Effective January 1, 2025, coverage shall also be provided for orthodontics on a 50% co-insurance basis subject to a maximum of twenty-seven hundred and fifty dollars ($2,750) lifetime coverage per dependent child under the age of 18 years. Effective January 1, 2026,

coverage shall also be provided for orthodontics on a 50% co-insurance basis subject to a maximum of three thousand dollars ($3,000) lifetime coverage per dependent child under the age of 18 years.

(c) Life insurance and accidental death and dismemberment (2 times salary).

11.02 The Town will continue to provide the Hospital and Medical Benefits set out in Articles 11.01(a) and 11.01(b) to a firefighter who retires from Innisfil Fire and Services under the terms of the OMERS pension plan, provided that they are not receiving similar benefits under a government or other program, from the date of retirement to age sixty-five (65). The Town will pay 100% of the cost of the premiums for these benefits.

In the event of the death of a retiree or the death of an active employee in and arising out of the course of employment, their surviving spouse and any eligible dependents shall continue to receive benefits under Article 11.01 (a) and (b) until the earlier of:

1. The last day of the month that the employee or retiree would have turned 65; or

2. The spouse remarries; or

3. The spouse gains similar benefits from another source.

The Town will pay 100% of the cost of the premiums for the continued benefits.

11.03 The Town agrees to continue coverage under the Employee Assistance Program (EAP) to all employees until they reach the age of sixty-five (65).

11.04 **Post 65 Health Care Spending Account (HCSA):** Effective upon ratification, the Town shall provide an annual "Post 65 HCSA" of two thousand dollars ($2,000) per calendar year for retirees between the ages of sixty-five (65) and seventy-five (75) who retire on or after January 1, 2024. Effective January 1, 2025, the annual "Post 65 HCSA" will increase to twenty-five hundred dollars ($2,500) per calendar year for retirees between the ages of sixty-five (65) and seventy-five (75) who retire on or after January 1, 2024. The following conditions apply:

(i) The HCSA will commence on the 1st of the month following the retiree's 65th birthday and will end the day prior to their 75th birthday.

(ii) The HCSA will be applicable to the eligible retired employee and spouse only to a combined maximum of two thousand dollars ($2,000) per calendar year. The HCSA will be pro-rated for the first

year from the retiree's 65th birthday until the end of the calendar year. The HCSA will be pro-rated for the retiree's last year prior to the day of their 75th birthday.

(iii) In order to be eligible for the HCSA, a retiree must meet the following criteria:

- The employee must be eligible to receive an unreduced pension at the time of retirement in accordance with the terms of OMERS;
- The employee must be in receipt of an unreduced pension from OMERS;
- The employee must have had at least ten (10) years of continuous employment as a full-time employee of Innisfil Fire and Rescue Services immediately prior to their time of retirement.

(iv) Claims for reimbursement must be made first through the Ontario Health Insurance Plan (OHIP) and the Ontario Drug Plan (ODP) and other public and provincial and federal insurance as may be applicable. Reimbursement will be provided for medical or dental expenses to the extent that these expenses exceed coverage available from OHIP and ODP and other applicable public and provincial and federal insurance plans and are permitted by the Canada Revenue Agency (CRA).

(v) The HCSA will be non-cumulative. There is no redeemable cash value. In the event that the eligible retired employee (and spouse when applicable) does not exhaust the maximum entitlement for the year, the balance cannot be carried over to the next year.

(vi) There are no survivor benefits, if applicable, if the retired employee dies.

(vii) Coverage shall be terminated should the retired employee receive extended health and dental benefits from another employer.

(viii) Details of coverage will be in accordance with the terms and policies of the benefit carrier.

11.05 The AD&D benefit will include a death benefit, equal to two (2) times the active employee's annual salary payable in the event of a line of duty death due to occupational disease as determined by the Workplace Safety and Insurance Board (WSIB).

There shall be no duplication of entitlement under the existing AD&D coverage.

The benefit provided will be governed by and subject to all the terms and conditions of the insurance contract entered into the Town with the insuring agency.

11.06 The benefits provided under this article will be governed by and subject to all the terms and conditions of the insurance contracts entered into the Town with the insuring agency.

11.07 The Town may negotiate the terms and conditions and/or select alternate plan carriers for any of the above benefits, provided however that the benefits and coverage are not reduced. In the event that any of the benefits are reduced, both parties must agree to the changes prior to the said changes being made.

Article 12 – Medicals

12.01 The parties agree that all employees must undergo a full annual medical examination and the employee must provide to the Town a medical certificate/medical form as determined by the Town from their physician certifying that the employee is capable of performing the full duties of their position. The full cost of both the medical certificate/medical form as determined by the Town and examination will be paid by the Town upon submission of a receipt. Employees will be provided two (2) hours at one and one half (1.5x) times to obtain the medical examination and medical certificate/medical form. No mileage will be paid.

12.02 If the employee's physician or a fitness assessor determines that the employee is not able to perform all of the duties of their position, the employee's restrictions shall be identified and detailed promptly in the prescribed form and the Town will attempt to accommodate the employee.

12.03 The Town will reimburse each employee that is required to maintain a DZ licence to a maximum of $150 to cover the cost of the medical examination to complete a Ministry of Transportation of Ontario medical report at the age-based frequency required by the Ministry of Transportation in Ontario. The employee will be required to produce evidence of payment. The requirement to provide a medical certificate (per 12.01) may be waived at the discretion of the Fire Chief (or designate) within the year that the DZ medical examination is required.

Article 13 – Fitness Tests

13.01 Effective January 1, 2010, all firefighters must maintain a minimum fitness standard. The standard with which each firefighter will be tested, at the discretion of the Chief, but not more than annually, will meet bona fide occupational requirements and reflect duties and responsibilities of the position of Fire Fighter and the Fire Prevention.

The Town shall forge a joint committee with the Association to participate in the implementation of the fitness standard.

Employees must be medically fit to undergo the fitness test. An employee may present a medical report to exempt them from a test provided that the employee must be tested as soon after they have a clear medical report from their respective doctor. The Town will accommodate an unfit employee as soon as possible to assist in the return to medical fitness.

Testing will be at the Town's expense.

If no agreement is made on the test the Town will implement the "Canadian Standardized Test of Fitness".

Article 14 – Salaries

14.01 The salaries to be paid under this agreement shall be those set out in Appendix 'D' attached.

14.02 Employees will be paid every two (2) weeks.

14.03 Employees will advance to the next step on the salary grid on their anniversary date in each year to the maximum step based on satisfactory performance being achieved as determined by the Chief.

14.04 The employees will take their classification exams practical and/or written within thirty (30) days of their anniversary date subject to the requirements of Innisfil Fire and Rescue Services.

14.05 Acting Captains to be paid at Captain's rate for each shift or part thereof when filling in for Captain.

14.06 Employees who have not yet achieved 1st Class rank while performing the duties of Acting Captain shall receive their regular rate of pay in addition to the difference between first class and Captain rate.

14.07 The Chief or designate reserves the right to place a successful experienced firefighter or fire inspector applicant at any monetary level within these two (2) ranks upon hiring, based on years of experience, and subject to the full terms

and conditions of a 'probationer' identified under Article 3 and seniority will be in accordance with Article 15.

Article 15 – Seniority

15.01 Seniority shall mean the length of continuous service as a permanent full-time employee with the Town of Innisfil, Fire and Rescue Services since the last date of hire.

New permanent full-time employees with the same date of hire shall be assigned to the seniority list based on their hiring process ranking, as determined by the Town.

Seniority shall be lost when the employee:

(i) Resigns

(ii) Retires

(iii) Is discharged and not reinstated under the terms of this Agreement

(iv) Utilizes any approved leave of absence for purposes other than for which the leave was granted, or fails to return to work after expiration of a leave of absence without providing reason satisfactory to the Town.

15.02 The Town will provide the Association with a copy of the current seniority list listing the seniority order, the employee's name, the employee's last date of hire and seniority date.

Article 16 – Suppression Officer Promotion

16.01 An Acting Captain promotional process will be completed to establish the list for promotion to Captain.

The promotional process will consist of four (4) parts as listed below with the corresponding weighting for each step in the process. Candidates must successfully complete, in order, each step in the process. No re-examination will be permitted.

(i) Written Exam 25%

(ii) Interview 25%

(iii) Practical Assessment 40%

(iv) Seniority 10%. Seniority will be granted as follows; 0.5% per year of seniority with IFRS up to a maximum of 10%.

Successful completion of the promotional process will rank the candidates in order for promotion for any vacant Captain's position. This ranked list will be valid for three (3) years and then expire upon completion of the next promotional process or earlier based on the operational needs of IFRS.

A candidate will be considered eligible to participate in the promotional process after completing five (5) years as a first class firefighter with IFRS and completed all firefighter classification steps within the calendar year of the promotional process.

The association president or designate may sit in on the promotional process.

Each subsequent promotional process will have a similar complexity in each part.

Article 17 – Service Recognition Pay

An employee, subject to meeting the conditions as expressed below, shall receive a Service Recognition Pay, as follows:

17.01 When an employee has completed eight (8) years of full-time service with the Town, they shall upon the commencement of the next full pay period be entitled to an annual service recognition pay of 3% of the rate of the first class firefighter which shall be payable bi-weekly in accordance with the normal pay practices.

17.02 When an employee who has completed seventeen (17) years of full-time service with the Town shall be entitled on the same basis to an annual service recognition pay of 6% of the first class firefighter rate.

17.03 When an employee who has completed twenty-three (23) years of full-time service with the Town shall be entitled on the same basis to an annual service recognition pay of 9% of the first class firefighter rate.

17.04 The service recognition pay will be paid for time worked and for days away from work without loss of pay as lieu days or vacation. However, it will not be paid on any vacation pay out under Article 7.05.

17.05 The service recognition pay will also be paid on a basis for each hour worked as overtime.

17.06 The service recognition pay shall form part of compensation for the purpose of calculating OMERS contributions in accordance with OMERS regulations.

17.07 The service recognition pay shall be used to calculate payments to an employee for short-term disability (STD), long-term disability (LTD), and Workplace Safety and Insurance Board (WSIB).

17.08 Must have eligibility criteria:

(i) The employee must be free of any serious discipline in the previous (12) months. Serious discipline means any behaviour, action or omission that results in an employee receiving a two-day suspension or greater.

(ii) An employee must obtain and maintain their certifications in CPR, Defibrillation, and First Aid as well as their valid driver's license. A Suppression Division employee must obtain and maintain all of the above and a DZ license.

(iii) An employee must maintain job specific Provincial Certification once achieved.

(iv) An employee must renounce and/or return to the Town the full value of the service pay, if any, received as a result of the application of the Policy to Recognize Long Service and/or Retirement of Employees.

An employee with more than eight (8) years, seventeen (17) years and twenty-three (23) years of service who fails to meet the criteria above will be reduced one level of Service Recognition Pay for the period of one (1) year from the date. During that year, if an employee fails to meet the criteria above another reduction will occur from the additional date for an additional year. Service recognition pay will be earned back one step at a time and will take a minimum of twelve (12) months per step.

Article 18 – Leave of Absence

18.01 An employee may be granted leave without pay and without loss of service on approval from the Chief or their designate. Requests in writing, outlining all pertinent details of the purpose of the leave without pay shall be submitted to the Chief or their designate at least two weeks before the requested leave, unless the request arises from an emergency.

An employee on unpaid leave of absence shall not accrue vacation entitlement.

18.02 Employees who may, from time to time be duly authorized and designated by the Association to attend to Association seminars, district meetings and conventions may make written request for paid leave of absence to attend such functions. Such requests should be submitted to the Fire Chief or designate and shall not be unreasonably denied, provided the Association has made reasonable efforts to

designate employees for attendance that are not scheduled to work during those events.

(a) The total number of days granted for all paid leave of absence under this article shall not exceed eight (8) per year for the entire bargaining unit. Days spent by Association members attending Health and Safety Training and Seminars will not count towards this paid leave of absence.

(b) The Association will make reasonable efforts to avoid scheduling bargaining meetings with the Town during a regularly scheduled shift of an Association bargaining committee member. The Chief may release from duty up to one association bargaining committee member with pay for the sole purpose of attending bargaining meetings with the Town. Such release shall not impact minimum staffing levels.

18.03 All employees shall receive paid bereavement leave of five (5) consecutive days off in the event of a death of a spouse, child or parent; three (3) consecutive days off in the event of a death of a grandparent, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law or grandchildren.

An employee may reserve one (1) working shift of paid bereavement leave from the above entitlement to attend a celebration of life ceremony, memorial service or internment, to be taken no later than nine (9) months from the time of death. This time off must coincide directly with the employee's working hours and the scheduled event and is not intended to be used for any other purpose.

(a) For Suppression Division employees, bereavement leave will be understood to be two and one-half (2.5) shifts or one and one-half (1.5) shifts respectively, of a twenty-four (24) hour shift.

18.04 **Pregnancy and Parental Leave**

(a) Pregnancy and parental leave shall be in accordance with the pregnancy and parental leave as set out by the Employment Standards Act. An employee shall give the Chief or Deputy as much advance written notice as possible, but not less than two weeks. In case of Pregnancy Leave notice must include the estimated delivery date.

Effective upon ratification:

(b) Employees with twelve (12) months service in this bargaining unit who qualify for Pregnancy or Parental Leave under the Employment Standards Act and are eligible to receive Employment Insurance benefits, shall be entitled to a supplementary employment benefit for up to a maximum of fifteen (15) weeks for pregnancy leave and ten (10)

weeks for parental leave, or until the employee returns to work from the pregnancy or parental leave, whichever occurs first.

(c) The supplemental employment benefit will be equal to the difference between 75% of the employee's normal, regular weekly earnings, and the sum of the employee's weekly Employment Insurance ("EI") benefit. Such payments will commence on the first pay period following completion of the prevailing waiting period and receipt by the Town of the employee's Employment Insurance stub as proof the employee is in receipt of Employment Insurance pregnancy and/or parental leave benefits. For clarity, Firefighters on pregnancy/parental leave and who are in receipt of EI benefits for such, shall receive the difference between:

(i) seventy-five (75%) of their regular weekly earnings; and

(ii) the weekly EI benefit that is payable or would be payable to the member without regard to any election by the member to receive a lower EI benefit spread over a longer period of time as may be permitted under the Employment Insurance Act.

For clarification purposes the total top-up provision will be capped based on compensation that a Firefighter would earn on the twelve (12) month EI pregnancy/parental leave.

(d) While on pregnancy and/or parental leave an employee shall continue to accumulate seniority and credit for service for the purpose of salary and vacation entitlement. The Town shall continue to pay premiums for extended health and dental, long-term disability, accidental death and dismemberment and group life insurance coverage.

Article 19 – Training and Education

19.01

(a) Where an employee requests permission from the Town to attend an educational or training course related to the activities of their employment, and the Fire Chief feels that the employee's attendance at such a course would be of benefit to the employee and the Town, the Fire Chief may authorize attendance at such course.

Where a Suppression Division employee accumulates an education day as described in this article, it is understood that such day constitutes twelve (12) hours of time off.

Unless the Fire Chief agrees to pay the cost in advance, the employee will

be reimbursed the cost of registration and textbooks for such course, provided the course is completed successfully in accordance with Town's policy.

(b) Where an employee attends an authorized course, that is not contemplated under Article 19.01(a) during their scheduled day(s) off, they shall be credited with an education day which shall be used in the same manner as a lieu day, as follows:

(i) For Suppression Division employees, an education day as described in this Article 19.01 (c), it is understood that such day constitutes twelve (12) hours of time off for a complete day course, or six (6) hours for a half day course.

(ii) For Fire Prevention and Training Division employees, an education day as described in this Article 19.01 (c), it is understood that such day constitutes ten and one-half (10.5) hours of time off for a complete day course, or five and one-quarter (5.25) hours for a half day course.

The Fire Chief shall have the ability to schedule an employee's hours of work to accommodate training requests, provided such change corresponds directly to the days or shifts affected by such educational days.

(c) Training will be conducted between Monday and Friday not to exceed 10.5 hours per day unless mutually agreed to by the employee. A day of training will begin in Innisfil and end in Innisfil. Any training requiring overnight stays shall be agreed to by the employee.

(d) Any asynchronous learning will be completed while on shift. Any compensation or overtime associated with asynchronous course work not completed on shift must be pre-approved by the Chief or designate.

19.02

(a) The Fire Chief may schedule an employee covered by Article 6.01 out of the twenty-four (24) hour shift rotation for the purpose of receiving or providing training to a maximum of two (2), one (1) week periods (i.e. a week period is Monday through to and including Sunday) per calendar year.

For the purpose of this clause, removing an employee out of the twenty-four (24) hour shift to receive or provide training shall be referred to as being scheduled-out. Any additional time beyond the two (2), one (1) week periods will be with the mutual consent of the employee, and the

Fire Chief.

(b) During the scheduled-out period(s), any training that requires an employee to exceed forty-two (42) hours per week shall result in the employee being paid at the overtime rate for any hours beyond the forty-two (42). If the scheduled-out period falls on a week where the employee would only be working one twenty-four (24) hour shift (i.e. the Tuesday shift), then overtime shall be paid at one and one-half (1.5x) times for those hours which exceed the regularly scheduled twenty-four (24) hours of work for that week. The Fire Chief may utilize overtime instead of scheduling the employee out of the twenty-four (24) hour shift rotation.

(c) The Fire Chief must provide the employee with a minimum of sixty (60) days written notice of being scheduled-out or, if agreed to by the employee, this notice may be shorter.

(d) Training scheduled before the vacation selection process as outlined in Article 7 and Article 8 shall not conflict with an employee selected vacation, or lieu choices, and the training must be rescheduled or cancelled. No employee shall be required to be scheduled-out of the twenty-four (24) hour shift rotation in any week if they have previously scheduled time off on vacation, or lieu (including banked time), including their days off prior to and after their scheduled vacation, or lieu unless agreed upon by the employee.

(e) Training will be conducted between Monday and Friday not to exceed 10.5 hours per day unless mutually agreed to by the employee. A day of training will begin in Innisfil and end in Innisfil. Any training requiring overnight stays shall be agreed to by the employee.

(f) An employee scheduled-out of the twenty-four (24) hour shift to facilitate training and who is scheduled to work the immediately preceding twenty- four (24) hour shift, and who will be attending a three (3) day or less course during their scheduled-out period, shall be granted leave of absence at 19:00 hours without loss of pay, seniority or benefits for that shift.

(g) An employee scheduled-out of the twenty-four (24) hour shift to facilitate training, and who is scheduled to work the immediately preceding twenty-four (24) hour shift, and who will be attending a four (4) day or more course during their scheduled-out period, shall be granted leave of absence without loss of pay, seniority or benefits for that shift.

(h) When warranted, additional leave to facilitate training may be granted at the sole discretion of the Fire Chief.

Article 20 – Use of Volunteers

20.01 The Association recognizes the continuing needs of the Town as it relates to the use of volunteer firefighters.

The Town recognizes the concerns of full-time firefighters covered by this agreement as these relate to protection from layoff.

In light of these concerns the parties agree as follows:

(a) The Association and its members recognize and respect the continuing use of volunteer firefighters and shall not interfere with the selection, hiring or employment by the Town, of any firefighter who chooses to work as a volunteer firefighter.

(b) The Town agrees that no full-time firefighters employed by the Town as of the date of this agreement and as per Article 15 – Seniority shall be laid off as a result of the Town assigning full-time firefighter duties to volunteers.

(c) Except in the case of an emergency, and to the extent of the current practice as it relates to volunteer firefighters, and to the extent and to the degree agreed upon by the parties from time to time, no work customarily performed by a firefighter covered by this agreement shall be performed by another employee or by a person who is not an employee.

Article 21 – Indemnification

21.01 The Town agrees to continue to pay one hundred percent (100%) of the cost of its liability insurance policy or equivalent coverage to indemnify employees charged criminally or civilly for actions taken while in the performance of their duties as an employee of the Town. As of January 1, 2005 the Town has a By-Law to provide indemnification for members of Council and employees with respect to certain actions or proceedings arising from their duties. All coverage under this Article shall be in accordance with the By-Law in effect at the time charges are filed.

Article 22 – Technological Change

22.01 Recognizing the need for introducing from time to time technological changes and having concern for the impact on such changes on its employees, the

Town undertakes to advise and discuss with the Association at least sixty (60) days prior to the introduction thereof technological changes which the Town decides to introduce. The Town will consider and discuss with the Association ways and means including retraining or lessening the impact such technological change has on its employees.

Article 23 – Travel Expense

23.01 Each employee while attending an in-person training course pre-approved by the Fire Chief or designate shall receive mileage as per Town policy from the employee's home address or assigned station (whichever is shorter) to the location of the training and return, less the amount of any travel allowance received from any other source(s). Where two (2) or more employees travel together for attendance at the same time, only one (1) is to be paid the mileage expense allowance.

When a Town vehicle is available, employees, where practical, shall be expected to use the same. Should an employee refuse the use of a Town vehicle for travel as offered by the Fire Chief or designate, the mileage rate will not apply.

23.02 All employees designated by the Fire Chief and approved by the Fire Chief to use their own vehicles in the performance of their duties, shall be paid the appropriate rate as approved by the Town for the use of private vehicles.

Article 24 – Uniforms

24.01 Effective January 1, 2025, all employees shall be supplied with uniforms as stated in Appendix "A". Such items will be replaced (upon return) on an as needed basis as determined by the Fire Chief or designate.

24.02 A cleaning allowance paid by the Town will be provided as follows:

(a) Dress uniform once a year or at the discretion of the Fire Chief.

(b) Parka once a year.

(c) Coveralls at the sole discretion of the Fire Chief.

Article 25 – Grievance Procedure

25.01 For the purpose of this agreement, a grievance shall mean any difference concerning the interpretation, application, administration or alleged violation of

the provisions of this agreement.

Before resorting to the formal grievance procedure, the complaint which may lead to a formal grievance may be discussed with the Chief or their designate or, alternately, the Association President or designate in an effort to resolve the complaint. Failing resolution within seven (7) working days of the initial discussion, the formal grievance procedure may be initiated.

Stage 1 - When a grievance occurs, the aggrieved employee shall first contact the Grievance Committee by submitting the grievance in duplicate and in writing signed by the grievor. If the grievance is accepted by the Grievance Committee, one copy of the grievance shall be forwarded to the Fire Chief and People & Talent within ten (10) working days of the alleged grievance.

Stage 2 - Within ten (10) working days after notification of the grievance is received by the Fire Chief and People & Talent, the aggrieved employee, represented and accompanied by the Grievance Committee and all parties concerned, shall meet with the Chief and/or their designate and People & Talent to have the grievance heard. A decision and reason therefore shall be rendered by the Fire Chief or their designate in writing within ten (10) further working days after this meeting.

Stage 3 - Failing settlement through the foregoing procedure, the Grievance Committee, may submit the grievance in writing to the Chief Administrative Officer within ten (10) working days. A grievance meeting will occur within ten (10) working days of the written grievance being received, attended by the Chief Administrative Officer, the Fire Chief or designate, People & Talent and the Grievance Committee. The Chief Administrative Officer shall render a decision in writing and reason therefore within a further ten (10) working days of such meeting.

Stage 4 - Failing settlement through the procedures set out in Stages 1, 2 and 3 above, then the matter may be submitted to arbitration pursuant to Article 26.01 hereof. The Grievance Committee will notify the Fire Chief in writing of the intent to proceed to arbitration within thirty (30) working days of receipt of the third stage response from the Chief Administrative Officer. The failure of an employee to process their grievance within the time limitations set out above shall result in the grievance being abandoned and not eligible for arbitration unless those time limitations have been extended under provision 25.03 below.

25.02 Notwithstanding the above, in the event of any difference concerning the interpretation, application, administration or alleged violation of the provisions of this agreement, the Association may grieve using the same provisions as outlined in Article 25.01 provided that the difference is not one which an individual employee could have grieved.

25.03 All times set out under Article 25.01 may be extended by mutual agreement in writing by the parties to this agreement.

25.04 Normal working days shall mean Monday to Friday inclusive, but does not include statutory holidays.

25.05 The Association agrees to supply the Fire Chief with the names of the members of the Grievance Committee after their election each year.

Article 26 – Arbitration

26.01 In the event of any controversy concerning the interpretation or administration of this agreement and in the event that a satisfactory adjustment cannot be reached between the parties hereto, the matter in dispute shall be submitted to a board of arbitration appointed in the manner set out in the Fire Protection and Prevention Act, 1997 and all relevant amendments thereto.

26.02 The Arbitration Board or single arbitrator shall not be empowered to make any decision inconsistent with the provisions of this agreement, except for the arbitrations under section 53 of the Fire Protection and Prevention Act, 1997.

Article 27 – Amalgamations and Mergers

27.01 In the event the Town merges or amalgamates with any other body, the Town undertakes to make best efforts to ensure that:

(a) Employees shall be credited with all seniority rights with the new employer.

(b) All articles relating to vacation with pay, lieu time, sick leave (including short term and long term disability), bereavement and all other benefits (including pension and hospital/medical/life insurance benefits) shall be recognized by the new employer subject to the provisions of any labour contract in effect.

(c) Employees will not suffer a reduction in wages.

The foregoing is subject to the applicable provisions of the Provincial legislation.

Article 28 – Management Rights

28.01 All employees shall promptly and respectfully conform to and obey all the bylaws and regulations in force from time to time which are applicable to such employees and insofar as they do not conflict with the terms of this agreement and Fire Protection and Prevention Act, 1997 or any extension or renewal thereof. Current versions of which will be made available electronically or via hard copy.

28.02 Rule changes or new rules, referred to above, shall be discussed with the Association before becoming effective.

28.03 The Town through the Chief, shall be empowered to maintain order and efficiency and direct the working force including the right to hire, suspend, discharge, discipline, layoff, recall, transfer, promote or demote employees subject only to the limitations expressed in this agreement and the Fire Protection and Prevention Act, 1997.

28.04 The record of any discipline action, other than violations of the Human Rights Code and/or the Occupational Health & Safety Act; shall not be referred to or used against an employee at any time after twenty-four (24) months following such action, provided no other disciplinary action has been taken against the employee within the last twenty-four (24) month period.

28.05

(a) Any employee may be suspended, discharged, or disciplined subject to the right of appeal through the grievance procedure, for just cause. Any suspension, discharge or discipline shall be subject to the provisions of this agreement and the Fire Protection and Prevention Act, 1997.

In any discharge or discipline grievance, the arbitrator shall have the power to substitute a lesser penalty if in their opinion it is just and equitable to do so.

(b) An employee may have an Association representative accompany them at a formal meeting where disciplinary action including suspension or discharge will be discussed or imposed. The Association will be supplied with a copy of any written disciplinary action concerning any member of the Association.

28.06 The management of the Innisfil Fire and Rescue Services shall be under the direction of the Fire Chief or their designate.

Article 29 – Duration of Agreement

29.01 This Agreement shall be in effect from January 1, 2021 to December 31, 2026. Either party may give notice to the other party, in writing, of its desire to revise or amend the Agreement, such notice and amendment to be given not later than thirty (30) days and not more than sixty (60) days prior to the termination date. Thereafter, the parties shall meet and bargain in good faith pursuant to the terms of the Fire Protection and Prevention Act.

29.02 Within a period of thirty (30) days prior to the expiration date in any year, either party may, on ten (10) days notice in writing, require the other party to enter into negotiations for the renewal or revision of the agreement and both parties shall thereupon enter into such negotiations in good faith and make every reasonable effort to consummate a revised or new agreement.

In witness thereof whereas the Town has caused its corporate seal to be affixed under the hands of its Mayor and Clerk, and the Association has caused this agreement to be executed by its proper officers hereunto duly authorized.

Dated at Innisfil this 14th day of August, 2024.

On Behalf of the Corporation	**On Behalf of the Innisfil Professional Fire Fighters Association**
Lynn Dollin, Mayor	Mike Barnard, President
Patty Thoma, Clerk	Mike Arnold, Secretary

Appendix 'A'

Uniforms

(a) A Suppression Division probationary employee on commencement of recruit training shall be issued:

3 station wear shirts

5 t-shirts

1 pair safety boots from the approved safety footwear list (minimum 4) selected by the Fire Chief or designate

3 pairs of station wear pants

1 station wear badge

1 sweater

1 duty belt

1 3-in-1 (or equivalent) jacket

2 epaulettes (sets)

1 PPE gear bag

1 ball cap

1 winter hat

1 pair of polarized safety glasses

Training Division or Prevention Division probationary employees shall be issued:

5 station wear shirts

5 t-shirts

1 pair safety boots from the approved safety footwear list (minimum 4) selected by the Fire Chief or designate

5 pairs of station wear pants

1 station wear badge

1 sweater

1 name badge

1 duty belt

1 3-in-1 (or equivalent) jacket

2 epaulettes (sets)

1 PPE gear bag

1 ball cap

1 winter hat

1 pair of polarized safety glasses

(b) Upon completion of Probation, the employee will be issued:

1 dress uniform

1 dress cap and badge

1 pair of dress gloves

1 web belt with appropriate colour for rank and buckle

1 appropriate rank insignia

1 name badge

1 tie

(c) The Fire Chief or designate will ensure an appropriately stocked boot shine kit will be available and maintained in each fire station.

(d) Each employee will receive one pair of safety shoes or boots from the approved safety footwear list each calendar year.

(e) A minimal supply of each size uniform will be maintained in stock.

One pair of coveralls will be assigned each year to those regularly assigned mechanical duties.

Dress uniforms will be replaced at the discretion of the Chief.

(f) All clothing referred to above must have the approval of the Chief.

Appendix 'B'

Authorization for Deduction of Association Dues

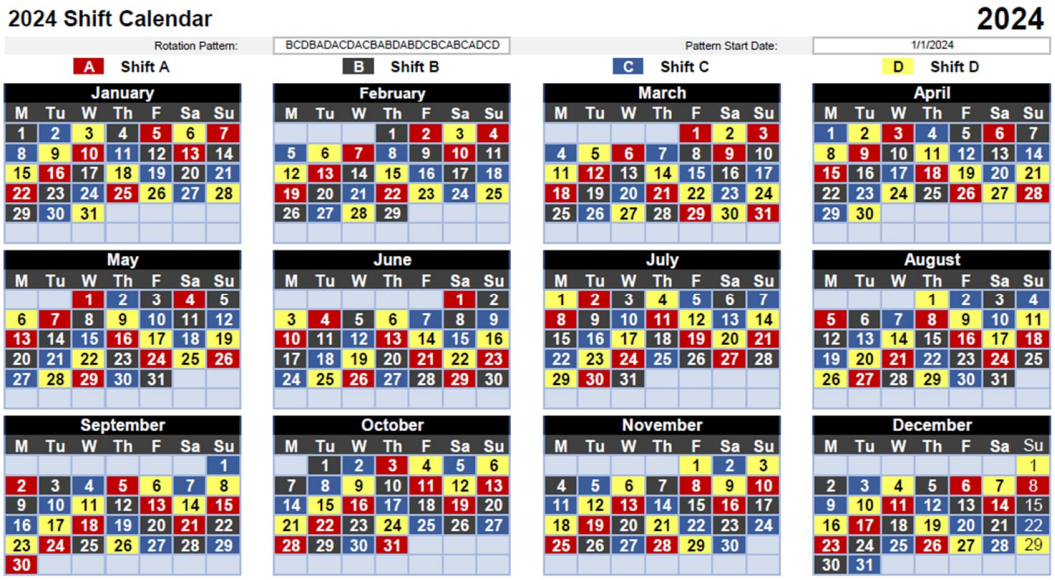
I, _____ hereby authorize The Corporation of the Town of Innisfil to deduct from the pay due me each calendar month the sum of the monthly dues as certified by the Innisfil Professional Fire Fighters Association, and pay the said sum to the Treasurer of the said Association.

_____ _____

Date Signed

Appendix 'C'

Sample Shift Schedule



2024 Shift Calendar

2024

Rotation Pattern: BCDBADACDACBABDABDCBCABCADCD

Pattern Start Date: 1/1/2024

A Shift A | B Shift B | C Shift C | D Shift D

January

M	Tu	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

M	Tu	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March

M	Tu	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April

M	Tu	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May

M	Tu	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June

M	Tu	W	Th	F	Sa	Su
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July

M	Tu	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

M	Tu	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

M	Tu	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October

M	Tu	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

M	Tu	W	Th	F	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December

M	Tu	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Appendix 'D'

Salary Grid

Description	Effective Jan 1, 2021			
	Service Pay Rate	Percentage of 1st Class	Yearly Salary	Hourly Rate
Captain/FPO/Training Officer				
24+ Years of Service	9%	116%	$130,045	**$59.54**
18 - 23 Years of Service	6%		$126,924	**$58.12**
9-17 Years of Service	3%		$123,803	**$56.69**
Base Rate			$120,682	**$55.26**
1st Class/ Fire Inspector 1st Class		100%		
24+ Years of Service	9%		$113,400	**$51.92**
18 - 23 Years of Service	6%		$110,279	**$50.49**
9-17 Years of Service	3%		$107,158	**$49.07**
Base Rate			$104,036	**$47.64**
2nd Class/ Fire Inspector 2nd Class		90.00%	$93,633	**$42.87**
3rd Class/ Fire Inspector 3rd Class		80.00%	$83,229	**$38.11**
4th Class/ Fire Inspector 4th Class		75.00%	$78,027	**$35.73**
Probation/ Fire Inspector Probation - 12 Months		65.00%	$67,624	**$30.96**

Description	Effective Jan 1, 2022			
	Service Pay Rate	Percentage of 1st Class	Yearly Salary	Hourly Rate
Captain/FPO/Training Officer				
24+ Years of Service	9%	116%	$132,660	**$60.74**
18 - 23 Years of Service	6%		$129,476	**$59.28**
9-17 Years of Service	3%		$126,292	**$57.83**
Base Rate			$123,108	**$56.37**
1st Class/ Fire Inspector 1st Class		100%		
24+ Years of Service	9%		$115,680	**$52.97**
18 - 23 Years of Service	6%		$112,496	**$51.51**
9-17 Years of Service	3%		$109,312	**$50.05**
Base Rate			$106,128	**$48.59**
2nd Class/ Fire Inspector 2nd Class		90.00%	$95,516	**$43.73**
3rd Class/ Fire Inspector 3rd Class		80.00%	$84,903	**$38.88**
4th Class/ Fire Inspector 4th Class		75.00%	$79,596	**$36.45**
Probation/ Fire Inspector Probation - 12 Months		65.00%	$68,984	**$31.59**

Description	Effective Jan 1, 2023			
	Service Pay Rate	Percentage of 1st Class	Yearly Salary	Hourly Rate
Captain/FPO/Training Officer		116%		
24+ Years of Service	9%		$136,070	**$62.30**
18 - 23 Years of Service	6%		$132,804	**$60.81**
9-17 Years of Service	3%		$129,539	**$59.31**
Base Rate			$126,273	**$57.82**
1st Class/ Fire Inspector 1st Class		100%		
24+ Years of Service	9%		$118,654	**$54.33**
18 - 23 Years of Service	6%		$115,388	**$52.83**
9-17 Years of Service	3%		$112,122	**$51.34**
Base Rate			$108,856	**$49.84**
2nd Class/ Fire Inspector 2nd Class		90.00%	$97,971	**$44.86**
3rd Class/ Fire Inspector 3rd Class		80.00%	$87,085	**$39.87**
4th Class/ Fire Inspector 4th Class		75.00%	$81,642	**$37.38**
Probation/ Fire Inspector Probation - 12 Months		65.00%	$70,757	**$32.40**

Description	Effective Jan 1, 2024			
	Service Pay Rate	Percentage of 1st Class	Yearly Salary	Hourly Rate
Captain/FPO/Training Officer		118%		
24+ Years of Service	9%		$142,326	**$65.17**
18 - 23 Years of Service	6%		$138,964	**$63.63**
9-17 Years of Service	3%		$135,602	**$62.09**
Base Rate			$132,240	**$60.55**
1st Class/ Fire Inspector 1st Class		100%		
24+ Years of Service	9%		$122,155	**$55.93**
18 - 23 Years of Service	6%		$118,793	**$54.39**
9-17 Years of Service	3%		$115,431	**$52.85**
Base Rate			$112,068	**$51.31**
2nd Class/ Fire Inspector 2nd Class		90.00%	$100,862	**$46.18**
3rd Class/ Fire Inspector 3rd Class		80.00%	$89,655	**$41.05**
4th Class/ Fire Inspector 4th Class		75.00%	$84,051	**$38.48**
Probation/ Fire Inspector Probation - 12 Months		65.00%	$72,845	**$33.35**

Description	Effective Jan 1, 2025			
	Service Pay Rate	Percentage of 1st Class	Yearly Salary	Hourly Rate
Captain/FPO/Training Officer		119%		
24+ Years of Service	9%		$147,680	**$67.62**
18 - 23 Years of Service	6%		$144,219	**$66.03**
9-17 Years of Service	3%		$140,757	**$64.45**
Base Rate			$137,296	**$62.86**
1st Class/ Fire Inspector 1st Class		100%		
24+ Years of Service	9%		$125,759	**$57.58**
18 - 23 Years of Service	6%		$122,298	**$56.00**
9-17 Years of Service	3%		$118,837	**$54.41**
Base Rate			$115,375	**$52.83**
2nd Class/ Fire Inspector 2nd Class		90.00%	$103,838	**$47.54**
3rd Class/ Fire Inspector 3rd Class		80.00%	$92,300	**$42.26**
4th Class/ Fire Inspector 4th Class		75.00%	$86,532	**$39.62**
Probation/ Fire Inspector Probation - 12 Months		65.00%	$74,994	**$34.34**

Description	Effective Jan 1, 2026			
	Service Pay Rate	Percentage of 1st Class	Yearly Salary	Hourly Rate
Captain/FPO/Training Officer		119%		
24+ Years of Service	9%		$152,037	**$69.61**
18 - 23 Years of Service	6%		$148,474	**$67.98**
9-17 Years of Service	3%		$144,910	**$66.35**
Base Rate			$141,347	**$64.72**
1st Class/ Fire Inspector 1st Class		100%		
24+ Years of Service	9%		$129,470	**$59.28**
18 - 23 Years of Service	6%		$125,906	**$57.65**
9-17 Years of Service	3%		$122,343	**$56.02**
Base Rate			$118,779	**$54.39**
2nd Class/ Fire Inspector 2nd Class		90.00%	$106,902	**$48.95**
3rd Class/ Fire Inspector 3rd Class		80.00%	$95,024	**$43.51**
4th Class/ Fire Inspector 4th Class		75.00%	$89,085	**$40.79**
Probation/ Fire Inspector Probation - 12 Months		65.00%	$77,207	**$35.35**

Letter of Understanding
Current Seniority List

Between:

The Corporation of the Town of Innisfil
("Town")

And

The Innisfil Professional Fire Fighters Association and
International Association of Fire Fighters #3804
(collectively, the "Association")

Without Prejudice and Precedent

Whereas a seniority clause has been negotiated between the parties;

And Whereas the parties have collectively established a seniority list of current employees;

Now Therefore, the parties agree on a without prejudice and precedent basis that the current seniority list will come into effect as of the date of the signing of the Collective Agreement and not retroactively;

And Therefore, upon ratification the Town will provide the Association with a copy of the current seniority list listing the seniority order, the employee's name, the employee's last date of hire and seniority date;

And Therefore, this letter of understanding will expire with the expiration of the Collective Agreement.

For the Town

_____

_____

For the Association

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