

Collective Agreement

Between

**Ontario Public Service Employees Union /
Syndicat des employés de la fonction publique de l'Ontario
On behalf of its Local 422**

And

**The Corporation of the County of Lennox and Addington
Paramedics**

DURATION: January 1, 2021 – December 31, 2024



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ARTICLE 1 - RECOGNITION

- 1.01 The Employer recognizes the Union as the exclusive bargaining agent for all Paramedics employed by the County save and except Superintendents and persons above the rank of Superintendent.

ARTICLE 2 - RELATIONSHIP

- 2.01 (a) No Discrimination
Each of the parties hereto agree that there will be no discrimination, interference, restraint, or coercion exercised or practiced upon any employees because of membership or non-membership in the Union, or because of activity or lack of activity in the Union. Both parties agree to abide by the provisions of the Ontario Human Rights Code.
- (b) Accommodation
Employees who request workplace accommodation will be given the option to have Union representation at meetings where a return to work (RTW) accommodation is developed and/or modified. If the Employee elects to have Union representation, they shall make the arrangements and in any event the meeting shall not be unduly delayed by unavailability of a Steward.
- 2.02 (a) No Strike or Lockout
Both parties agree that there will be no strike or lockout during term of agreement pursuant to the *Labour Relations Act, Ontario*, as amended.
- (b) The Union further agrees that neither it nor its officers, representatives, officials, agents or members shall engage in union activities on the Employer's premises other than established Joint Employer – Employee Committees, local negotiations, grievance procedures or other matters pertinent to the administration of this agreement.
- 2.03 Bargaining Unit Work
(a) The Employer agrees that all things being equal, work falling within the jurisdiction of the classifications hereinafter set out will be

performed by those in the bargaining unit except in cases of experimentation and instruction, extraordinary emergency, or unavailability of bargaining unit employees.

- (b) Notwithstanding the above clause, Superintendents and persons above the rank of Superintendent shall not perform bargaining unit work if it results in lay off or reduction of hours of bargaining unit members.
- (c) Notwithstanding 2.03(a) the parties agree that Superintendents and those above the rank of Superintendent may do work that falls within the jurisdiction of the classifications covered by this Agreement:
 - i) When in the role of first response. (i.e. staff not available at time of call, closest vehicle to the location of event/incident);
 - ii) When assisting a crew;
 - iii) When they come upon the event/incident in course of travel; or
 - iv) When advanced level care is or may be required and it is otherwise not available.
- (d) For clarity, “extraordinary emergencies” shall include at least unforeseen incident(s) that taxes the emergency resources of the community or when a trained paramedic must comply with the ethical obligation imposed on any trained paramedic in Ontario to provide immediate and on-going patient care.

2.04 The Union agrees to inform the Employer, in writing, of the names of Stewards and of their appointment and the effective date(s).

2.05 Definitions:

“Union Steward” – An employee elected or appointed by the members of the bargaining unit to be a Union Steward and shall include those elected to the Executive of the Local.

“Representative” – A representative shall be defined as a Union Steward or employee of the Ontario Public Service Employees Union.

“Full-time employee” shall mean an employee with the required qualification as a paramedic who is regularly scheduled to work eighty (80) hours over a two (2) week period for employees who work eight (8) hour shifts, or eighty-four (84) hours over a two (2) week period for employees who work twelve (12) hour shifts.

“Part-time employee” refers to an employee with the required qualification as a paramedic and is eligible to work up to 84 hours over a two week period, and whose name appears on the part-time seniority list and are not classified as a full-time employee.

ARTICLE 3 - MANAGEMENT

3.01 Subject to the right of any employee to lodge a grievance in accordance with Article 6, the Union agrees to co-operate with the Employer at all times to maintain discipline and to maintain the highest possible standard of service and efficiency and the Union acknowledges the rights of the Employer as follows:

- (a) To direct the operation of the Paramedic Service in the best interest of the clients, the community and the employees, both within and without the bargaining unit.
- (b) To formulate policies, rules and regulations which are not inconsistent with the provisions of the Agreement.
- (c) To manage the Paramedic Service in all respects in accordance with its obligations, to determine the kinds and locations of machines and equipment to be used, the allocation and number of employees required from time to time, the standards of performance for all employees and all other matters concerning the Employer's operations, not otherwise specifically dealt with elsewhere in this agreement.
- (d) The Employer shall not exercise their right arbitrarily, discriminatory or in a bad faith manner consistent with the terms of this agreement.

ARTICLE 4 - CHECK-OFF

- 4.01 The Employer will deduct from every employee in the bargaining unit an amount equivalent to such dues which are uniformly levied upon all members in accordance with the Constitution and/or By-laws of the Union starting on the first day of employment. The amounts so deducted will be remitted by the Employer to the Director of Finance of the Union before the fifteenth (15th) day of the month following the month in which such deductions were made, unless otherwise required by law. The remittance shall be accompanied by a list of the employees from whom the deductions were made.
- 4.02 The Union will save the Employer harmless from any and all claims against it for the deductions and remittances made as set out above.
- 4.03 T-4 slips prepared for employees shall have included a statement of union dues deducted for the appropriate taxation year.

ARTICLE 5 - UNION REPRESENTATION

- 5.01 Negotiating Committee
- (a) The Employer will recognize a negotiating committee comprised of up to three (3) members of the bargaining unit who are employees of the Employer, plus an outside counsel or employee of the Ontario Public Service Employees Union, whose duties shall consist of negotiating the renewal or modification of the terms of this Agreement with representative(s) of the Employer.
 - (b) The Union acknowledges that the members of the Union negotiating committee should perform their regular duties and that such committee activities should be carried on outside the regular working hours of the members thereof. Permission from the head of the department or their designate is required for members to leave their duties.
 - (c) The Employer agrees that each member of the said negotiating

Committee shall receive their regular pay for all regularly scheduled working hours lost due to attendance at negotiating meetings with representatives of the Employer up to, but not including arbitration.

- (d) For employees scheduled the midnight shift on the day of bargaining will be replaced as bargaining time. Additional time off will be granted for staff scheduled for the midnight shift prior to scheduled negotiations days with the Employer.

5.02 The Local shall have the right to have the assistance of a representative of the Ontario Public Service Employees Union when meeting with the Employer.

5.03 Investigation and Discipline Meetings

- (a) When:

- i) The Employer requires a meeting with an employee for the purpose of an investigation regarding the employee's conduct or performance where the employee may be subject to some disciplinary action; or
- ii) The Employer intends to impose disciplinary action, the employee shall be advised by the Employer of their right to Union representation and the employee shall make the arrangements to secure such representation if they desire such representation.

The meeting shall take place within five (5) consecutive calendar days of the request to meet, unless the parties mutually agree to extend this time period.

- (b) Such an employee shall be advised as to the nature of the complaint and shall be given prior notice that they are to appear in order that they may contact a Union Steward or Representative, if they so desire.

The Union and the employee shall be provided with a copy of any written discipline except for performance appraisals which are not discipline.

5.04 A Union Steward shall be entitled to sixty (60) minutes during the orientation period to meet with new employees.

5.05 Any Union Steward, Committee member or alternate member of any Committee shall not leave their regular duties without first obtaining permission from their immediate Superintendent. The Employer's permission shall not be exercised unreasonably.

5.06 Employer/Employee Relation Committee

The Employer and the Union agree that a joint EERC will continue to exist for the purpose of discussing matters of interest which are applicable to the workplace, including matters which may not necessarily be covered by the terms of any existing Agreements. The Committee will not discuss grievances.

The EERC Committee will have two (2) employees to represent the workers as decided upon by the Union and two members of the employer as decided by the employer. Both parties agree to notify the other party of proposed agenda items one (1) week in advance of the meeting date. The co-chairs agree to notify the other party within one week of new appointments to the committee.

The Committee shall meet quarterly unless agreed upon otherwise by the parties. The time, date and location of the meeting are subject to mutual agreement of the parties.

The committee shall not have the power to alter, amend or modify the specific terms of this Agreement.

Those full-time employees who attend the meeting will be paid a minimum of four (4) hours at one and one-half times the employee's regular rate when off duty. Those part-time employees who attend the meeting will be paid a minimum of four (4) hours at straight time the employee's regular rate of pay when off duty.

5.07 The highest ranking Local Executive Committee (LEC) member covered by

the terms of this Collective Agreement will be recognized as an alternate member of any Committee that is established under the terms of this Collective Agreement, for the purposes of replacing a member to the Committee that is unable to attend the meeting. In such cases, the LEC member will be entitled to the same compensation as the representative would have been if applicable unless the LEC member is attending the meeting on paid time. In any event the attendance of the LEC member shall not result in any additional cost to the employer than what would have occurred had the LEC member not attended. Should the LEC member require time away from work in order to attend a meeting of the Committee, they shall first obtain approval from their Superintendent at least five (5) calendar days (excluding Saturdays, Sundays and Paid Holidays) in advance of the meeting.

5.08 Correspondence

All correspondence, excluding grievances as discussed below, between the parties, arising out of this Agreement or incidental thereto, shall pass to and from the Chief of Paramedic Services and the President and the Secretary of the Union with a copy to Human Resources.

5.09 Health and Safety

The parties agree that the Employer, the Union and the employees will comply with the provisions of the Occupational Health and Safety Act, as amended, and the regulations there under and also agree the union shall have up to four (4) representatives (the union will endeavour to elect one (1) representative per base), who are employees of the Employer and appointed by the membership, on the Joint Health and Safety Committee.

ARTICLE 6 - GRIEVANCE PROCEDURE

6.01 A grievance under this agreement shall be defined as a difference or dispute concerning the interpretation, application, administration, or alleged violation of this agreement, provided it is received by a member of the Emergency Services Management Team or at the Emergency Services

Office of Administration as a grievance in writing within fifteen (15) days of the alleged circumstances which gave rise thereto, unless for reasons beyond the control of the grievor they did not become aware of the alleged circumstances. The onus is on the grievor to substantiate their reasons for not becoming aware of the alleged circumstances.

- 6.02 It is the mutual desire of the parties that complaints and grievances will be adjusted as quickly as possible. An employee who considers they have a complaint or grievance shall follow the Grievance Procedure as follows:

They shall first discuss the matter with their immediate Superintendent who shall have the opportunity to adjust the complaint. The superintendent shall provide their decision within ten (10) days of receiving the complaint. Failing settlement at this stage, the employee may proceed to "Ste" 1".

6.03 Step 1

The employee or their representative may, within the time limit established in 6.01, present their grievance in writing to a member of the Emergency Services Management Team, or Emergency Services Office of Administration. The Chief, Emergency Services, or designate, shall meet with the employee to discuss the matter within ten (10) days. The decision at this step shall be rendered in writing within fifteen (15) days following the meeting.

6.04 Step 2

Failing settlement being reached at Step 1, the employee or their Representative may, within fifteen (15) days following receipt of the decision at Step 1, transmit the grievance in writing to the Director, Human Resources or designate. A meeting will be arranged within fifteen (15) days after receipt by the Director, Human Resources or designate, to discuss the grievance. The decision at this step shall be rendered in writing within fifteen (15) days following the meeting.

6.05 Group Grievance

Where a number of employees have identical grievances and each

employee would be entitled to grieve separately, they may present a group grievance in writing identifying each employee who is grieving within fifteen (15) days after the circumstances giving rise to the grievance. The grievance shall be treated as being initiated at Step 2 and the applicable provision of this Article shall apply with respect to processing the grievance.

6.06 It is understood that the Employer may bring forward at any meeting held with the Union Committee any complaint with respect to the conduct of any employee of the bargaining unit and that if such complaint is not settled to the mutual satisfaction of the conferring parties, it may be treated as a grievance and referred directly to arbitration in the same way as a grievance of an employee.

6.07 Any employee of the bargaining unit may be accompanied by a Union Steward or Representative as appointed by the Union during any step of the Grievance Procedure. The Grievor(s) is required to attend meetings (in person or via technological methods as necessary) in which the parties meet for the purpose of attempting to resolve the grievance, including mediation and/or arbitration, unless unable to attend due to illness or injury.

6.08 A claim by an employee covered by this agreement, who has completed the probationary period, that they have been disciplined or discharged without just cause shall be treated as a grievance if a written statement of such grievance is lodged by the employee with their Superintendent or designate within fifteen (15) days after the employee has been disciplined or discharged. Such grievance will be taken up in accordance with the provisions of Step 2 of the Grievance Procedure.

Such special grievance may be settled by confirming the Employer's action in disciplining or dismissing the employee or by reinstating the employee with full compensation for the time lost, or by other arrangement, which is just and equitable in the opinion of the conferring parties.

6.09 At any stage of the Grievance Procedure the time limits may be extended in writing by mutual agreement of the parties.

- 6.10 For the purposes of this Articles 6, 7 and 8 the word “written” shall include electronic delivery by scan and email.
- 6.11 For the purposes of this Articles 6, 7 and 8 the words “calendar days” shall exclude Saturdays, Sundays, Paid Holidays, as per Article 13 of this Agreement and other Holidays that are observed by the employer.

ARTICLE 7 - POLICY GRIEVANCE

- 7.01 Both parties shall have the right to file a grievance based on a difference arising directly out of the agreement concerning an alleged violation, interpretation, application or administration of the agreement. Such grievance shall be presented in writing by a senior member of either party to the Chief of Emergency Services, or designate or the President of Ontario Public Service Employees Union Local 422 within fifteen (15) days following the occurrence or origination of the circumstances giving rise to the grievance becoming known commencing at Step 2 of the grievance procedure outlined in Article 6.04.

ARTICLE 8 - ARBITRATION

- 8.01 Failing settlement under the Grievance Procedure of any difference between the parties arising from the interpretation, application, administration or alleged violation of this agreement, including any questions as to whether a matter is arbitrable, either party may, within, thirty (30) days following the reply in the final step of the Grievance Procedure, submit such grievance to arbitration by a single arbitrator as set out in the relevant sections of the *Labour Relations Act, Ontario*, as amended.
- 8.02 The parties agree to use a single arbitrator and agree to share the fees and expenses equally.

The time limits set out in both the grievance and arbitration procedures herein are mandatory and failure to comply strictly with such limits except by the written agreement of the parties, shall result in the grievance being deemed to have been abandoned subject only to the provisions of Section

48(16) of *The Labour Relations Act*, as amended from time to time. Such time limits shall exclude Saturdays, Sundays and paid holidays.

- 8.03 Employees whose attendance is required at an arbitration hearing shall receive permission to be absent from work. The parties agree to cooperate in minimizing the time away from work for this purpose.

ARTICLE 9 - PROBATIONARY PERIOD

- 9.01 An employee shall be a probationer until having worked a total of seven hundred and twenty (720) hours. A probationer shall enjoy all of the rights and privileges prescribed in this agreement except that they shall not have access to the grievance or arbitration provisions of the agreement in the event that they are discharged or disciplined.
- 9.02 An employee who has successfully completed the probationary period shall not be required to repeat the probationary period when transferring from part-time to full-time or from full-time to part-time.
- 9.03 A probationary part-time employee who is transferring to full-time status shall be credited with all hours worked towards completing the full-time probationary period.
- 9.04 The probationary period may be extended by mutual consent of OPSEU and the Employer. This consent may occur after a meeting of the parties and the affected employee and this extension shall be reviewed within thirty (30) days by the parties.

ARTICLE 10 - SENIORITY

- 10.01 (a) Seniority for the purpose of this Agreement is defined as the latest date of employment in the Bargaining Unit. Seniority shall be retained in the event of being transferred from full-time to part-time or vice versa.
- In the event a part-time employee is awarded full-time employment status, their seniority date shall be their date of hire as a full-time employee adjusted by backdating the full-time hire date by the

number of hours worked since most recent date of hire as a part-time employee.

A full-time employee may elect, at any time, to request to move to part-time status. Granting of such requests will be at the sole discretion of the Employer, not be unreasonably denied. In the case of an employee whose status has changed from full-time to part-time, credit for seniority shall be determined by converting years and part years to hours worked using a formula of one year is equal to 2184 hours.

- (b) Whenever a part time employee is absent due to workplace injury approved by the workplace safety insurance board or whenever a part time employee takes maternity and/or parental leave, or any other leave provision in accordance with the *Employment Standards Act*, seniority shall be earned during the statutory leave period by applying the average number of hours worked per week during the fifty-four (54) week period prior to commencement of leave, for each week of leave.

Weeks, where the employer has accepted an employee's request for accommodation, inclusive of a reduction of hours due to a disability, shall be excluded from the average hours worked calculation.

- (c) A part-time Employee shall not accrue more than 2184 hours of seniority in one year.

10.02 The term "worked" used in the context of seniority shall be construed so as to include all straight-time paid hours worked; and additionally, all hours in respect of time which otherwise would have been worked;

- (a) for which an employee is compensated by the Employer, by the Union (or its Local) or;
- (b) on a leave pursuant to legislation.

10.03 An employee shall lose all seniority and shall be deemed to have terminated their employment if they:

- (a) Voluntarily leaves the employ of the Employer or is retired;
- (b) Is discharged and is not reinstated through the Grievance or Arbitration Procedure;
- (c) Is laid off for a period of more than eighteen (18) consecutive months;
- (d) Is absent from scheduled work without permission for three (3) consecutive working days unless for satisfactory reasons and has failed, without just cause, to notify the Employer during the three (3) day period;
- (e) Fails to return to work on termination of an authorized leave of absence or utilizes a leave of absence for purposes other than those for which the leave of absence was granted;
- (f) Part-time only - refuses to accept work on three (3) consecutive occasions upon which the Employer advises the part-time employee work is available at the base at which the part-time employee has indicated their availability, unless the part-time employee is on an approved leave of absence, or extenuating circumstances exist which the employer accepts. The Employer's judgement shall not be exercised unreasonably;
- (g) An employee who leaves the bargaining unit for a period of more than six (6) consecutive months, on other than an approved leave of absence (e.g. LTD, WSIB or Union leave or absence) shall lose their seniority;
- (h) Absence from work due to illness or injury for more than twenty four (24) months. This shall not be applied if in contravention of the Human Rights Code.

10.04 Layoff and Recall:

When employee layoffs are necessary within the department, employees shall be laid off in reverse order of seniority from date of hire within the department except in those cases where the employee or employees with more seniority do not have the qualifications to perform the available work, except that part-time employees shall be laid off before full-time employees.

The Employer shall deliver to any employee being laid off under the provisions of Article 10.03 three (3) months prior written notice.

- 10.05 When vacancies occur in the service within a twenty-four (24) month period following a layoff, the Employer shall re-call in the order of seniority those who were laid off from the service provided that such employees are qualified and willing to perform the job requirements. Employees re-engaged under this provision shall be credited with their seniority up to the date of layoff and not accumulate seniority during the period of layoff.
- In the event that a layoff results in an employee's certification to lapse, that employee will have an opportunity to re-activate with the Regional Paramedic Program for Eastern Ontario. The Employer will pay the Employee their regular hourly rate for actual time spent at certification to a maximum of one day's pay.
- 10.06 An employee entitled to be recalled shall be notified by registered mail to their last known address on record with the Employer and shall have seven (7) days from receipt of the registered letter to indicate whether they will return to their job.
- 10.07 An employee who fails to notify the Employer of their intention to return to work or, having provided such notification, fails to return to work within ten (10) days after their receipt of notice, shall be deemed to have terminated their employment with the Employer. This notice period may be extended by mutual agreement.
- 10.08 It shall be the duty of the employee to notify the Employer promptly of any change of address. If an employee fails to do this, the Employer will not be responsible for failure of a notice sent by registered mail to reach such employee.
- 10.09
- (a) Laid-off, full-time employees shall be offered any hours before any part-time employees, up to the normal weekly hours of work, and available hours shall be offered to full-time employees in order of seniority.
 - (b) It is understood that this provision will not return a laid-off full-time employee to full-time status, and that the laid-off full-time employee retains recall rights as per the collective agreement.

- (c) This provision shall cease to apply to any laid-off full-time employees who refuse to accept work on three consecutive occasions, unless extenuating circumstances exist which are accepted by the employer. The employer's judgement shall not be exercised unreasonably. Refusals to work shall not affect an employee's right to be recalled to full-time employment.

ARTICLE 11 - JOB POSTING

11.01 When a new position is created or an existing position becomes vacant within the bargaining unit, which the employer intends to fill, the Employer shall post the vacancy within fifteen (15) calendar days subject to administrative approval being granted. Positions will be circulated electronically to all employees for fifteen (15) days and the posting will include qualifications and summary of duties and salary. Members of the bargaining unit may apply for such openings during the posting period by submitting an Expression of Interest.

Prior to filling a (temporary) full-time vacancy, the vacant full-time position and any subsequent vacant schedule due to line changes shall be made available to existing full-time employees on a seniority basis for fourteen (14) days as follows:

- (a) Qualified ACPs are eligible to bid on ACP designated spots.
- (b) Qualified PCPs are eligible to bid on PCP designated spots.

Where a full-time employee successfully bids into a temporary position, they will retain all rights of a full-time employee under this collective agreement including the right to return to their former position upon conclusion of the temporary position.

A full-time employee who has been awarded a temporary position shall not be entitled to bid on a subsequent temporary position that commences prior to the expiration of their current temporary position.

11.02 Where vacancies are filled within the bargaining unit part-time employees

shall have the first opportunity to submit an Expression of Interest. Appointment will be made to the applicant with the greatest seniority, and having the required qualifications and willingness to perform the job.

A part-time employee who applies and is awarded a temporary full-time position may bank overtime hours up to a maximum of one hundred and twenty-six (126) hours to be used by the part-time employee for time off with pay provided the scheduling is in accordance with the collective agreement. Seniority will not accumulate on this overtime lieu paid, however seniority will accumulate on this overtime lieu time taken. Any remaining banked hours shall be paid out no later than at the end of the temporary assignment, as such this bank would not be subject to the March 31st payout.

A part-time employee in a temporary full-time position for greater than six (6) months, will be entitled to unpaid vacation based on the vacation schedule, prorated based on full months in temporary full-time position in the vacation year.

A part-time employee who has been awarded a temporary position shall not be entitled to bid on a subsequent temporary position that commences prior to the expiration of their current temporary position.

Acceptance of a temporary position by a part-time employee does not prohibit an employee from applying for a permanent full time position.

Should there be no qualified internal applicants, the vacancy will be posted externally.

- 11.03 An applicant selected on this basis will be given an opportunity of fulfilling the duties of the new position during a trial period, which may not exceed three (3) months. If the employee fails to meet the requirements for the job during the said period, or if the employee wishes to relinquish the promotion, they will be returned to their former position without loss of seniority or benefits based on the length of service. The Employer may revert back to the original candidate list to fill the position.

- 11.04 Notice of the successful applicant will be posted electronically to all employees within thirty (30) days after the selection has been made.
- 11.05 When the Employer provides consolidation hours or orientation to new ACP Paramedics, it is understood that while the Employer may need to change employees' schedules to accommodate this consolidation or orientation, the Employer will schedule them in a vacant line to be partnered with an ACP. If none is available, then the Employer will endeavour to move the junior employee(s) where operationally feasible. If not operationally feasible, the Employer will notify the Union.

ARTICLE 12 - OVERTIME

- 12.01 For all authorized hours worked in excess of the employee's normal hours per day or normal hours per two (2) week period set forth in Article 20 "Hours of Work" the employee shall be paid one and one-half (1 ½) times their regular hourly rate. Overtime will be rounded up to the next half (1/2) hour.
- 12.02 Overtime shall not collectively be refused by employees covered by this agreement. An employee may refuse to work overtime if there is another qualified employee willing to substitute with prior knowledge and approval of the Deputy Chief of Emergency Services or their designate.
- 12.03 When overtime is necessary, it is agreed that such work will be spread as evenly as possible among the members of the bargaining unit qualified to do the work required. It is understood that overtime shall be offered by seniority on a rotational basis.
- The Employer agrees that refusal to work overtime to cover absences of scheduled employees shall not be cause for discipline by the Employer for the employee who refused to stay and work overtime.
- 12.04 Where an employee has worked and accumulated approved overtime hours (other than premium pay for working a paid Holiday pursuant to Article 13.03) they may choose whether to be paid for the overtime or to bank such overtime at the equivalent straight time rate. In no cases shall the number

of straight time hours in this overtime bank exceed one hundred and twenty six (126) hours. When an employee wishes to use banked hours for time off work, the time off must be mutually agreeable to the Employer and the employee. On March 31st of the next year all hours remaining in the bank shall be paid out to the employee at the regular straight time rate at which it was earned.

- 12.05 Where an employee, through circumstances beyond their control, is unable to return to their home base, they shall receive overtime rates for an additional three (3) hours in excess of their normal shift hours plus paid hotel accommodation and meal allowance.
- 12.06 It is understood and agreed that there will be no duplication of premiums under this agreement or pyramiding of overtime.
- 12.07 When overtime is incurred such that the eight (8) hours of time off between shifts is reduced below eight (8) hours, the employee will be given time off with pay to the extent necessary to allow for eight (8) hours of time off between shifts.
- 12.08 For the purposes of this article all full-time employees will be assumed to be willing to work overtime except where the employee indicates they do not want to be called for overtime by submitting, in writing to the Employer, their indication that they waive their right to be called for overtime. This will not apply in situations where other staff are otherwise not available.

ARTICLE 13 - PAID HOLIDAYS

- 13.01 The following shall be recognized as paid holidays:
- New Year's Day
 - Family Day (3rd Monday of February)
 - Good Friday
 - Easter Monday
 - Victoria Day
 - Canada Day
 - Civic Holiday
 - Labour Day
 - National Day for Truth and Reconciliation
 - Thanksgiving Day
 - Christmas Day
 - Boxing Day

- 13.02 Where any of the above holidays fall, or is observed by the Employer, on a full-time employee's regularly scheduled day off, they will receive payment at their regular straight-time hourly rate of pay for the shift or an additional day off in lieu thereof at a time mutually agreed upon. Such payment shall not count as hours worked for the purpose of calculating overtime. Such lieu days banked in one calendar year must be taken by March 31 of the following year or they will be paid out at the regular straight time rate at which they were earned. On written request to the Employer, an employee may cash out either paid holidays or overtime up to three times per year. When a full-time employee is to use lieu time for time worked, the time off must be mutually agreeable to the Employer and the employee.
- 13.03 At the option of a full-time employee, compensation for time worked on a paid holiday, as defined in Article 13.01, or on a day observed by the Employer in lieu thereof, shall be:
- (a) Time and one-half (1-1/2) the employee's regular hourly rate plus a day off in lieu thereof (such lieu days shall be taken by March 31 of the following year or they will be paid out at the regular straight time rate at which they were earned); or
 - (b) Two and one-half (2-1/2) times the employee's regular hourly rate with no day off.
- 13.04 Part-time employees shall receive time and one half the employees' regular straight-time rate for all hours worked on a paid holiday.
- 13.05 Paramedics absent from work without pay from the County shall not be eligible for Paid Holiday credits for Paid Holidays that fall during the employee's absence.
- 13.06 Payment for working Overtime on a Holiday:
Where an employee works authorized overtime on a recognized paid holiday, such employee shall receive an additional ½ their regular straight time hourly rate for the overtime hours worked.

ARTICLE 14 - PREGNANCY AND PARENTAL/ADOPTION LEAVE

- 14.01 (a) Pregnancy and Parental/Adoption leave will be granted in accordance with the provisions of the *Employment Standards Act, 2000* and other related statutes, except where amended in this article. Such leaves shall not normally exceed a total of fifty-two (52) weeks.
- (b) The employee shall give written notification at least two (2) weeks in advance of the date of commencement of such leave and the expected date of return.
- (c) The employee shall reconfirm their intention to return to work on the date originally approved by the Employer at least two (2) weeks in advance thereof.
- 14.02 An employee who is on pregnancy leave as provided under this agreement who has applied for and is in receipt of Employment Insurance pregnancy benefits pursuant to provisions of the *Employment Insurance Act*, shall be paid a supplemental unemployment benefit. That benefit will be equivalent to the difference between eighty-four (84)% of the employee's regular weekly earnings and the sum of the employee's weekly employment insurance benefits and any other earnings. Such payment shall commence following the completion of the one week employment insurance waiting period, and receipt by the Employer of the employee's employment insurance cheque stub as proof that they are in receipt of employment insurance pregnancy benefits, and shall continue while the employee is in receipt of such benefits for a maximum period of fifteen (15) weeks.
- 14.03 Any employee who is on parental/adoption leave as provided under this Agreement who has applied for and is in receipt of employment insurance parental/adoption benefits pursuant to the provisions of the *Employment Insurance Act* shall be paid a supplemental employment benefit. That benefit will be equivalent to the difference between eighty-four (84)% of their regular weekly earnings and the sum of their weekly employment insurance benefits based on the standard parental benefit rate regardless of whether the employee selects the standard or extended parental leave and any other

earnings. Such payment shall be subject to the same requirements as pregnancy leave above and shall continue while the employee is in receipt of such benefits for a maximum period of ten (10) weeks. The total supplemental employment benefit will not increase to offset the lower EI benefits for employees who wish to extend their EI benefits during an extended parental leave.

- 14.04 The employee does not have any vested right except to receive payments for the covered employment period. The plan provides that payment in respect of guaranteed annual remuneration or in respect of deferred remuneration or severance pay benefits are not reduced or increased by payments received under the plan.
- 14.05 It is understood that credits for service and seniority shall accumulate for a period of pregnancy and parental/adoption leave as provided for under the *Employment Standards Act*.
- 14.06 The Employer will continue to pay its share of the premiums of the subsidized employee benefits, including pension, while an employees is on pregnancy and or parental leave for the following time periods subject to the employee paying their share of the benefit premiums.
- | | |
|------------------------------|----------------|
| Pregnancy leave only | Up to 17 weeks |
| Parental/adoption leave only | Up to 63 weeks |
| Pregnancy and parental leave | Up to 78 weeks |
- 14.07 The employee's regular weekly earnings shall be determined by multiplying their regular hourly rate on their last day worked prior to the commencement of the leave times their normal weekly hours which shall be determined by the average number of hours an employee worked during the Employment Insurance benefit determination period.

ARTICLE 15 - JURY AND WITNESS DUTY

- 15.01 (a) Except for situations involving a matter arising out of this collective agreement, an employee serving as a juror or as a subpoenaed

witness in a case related to employment with the Employer will receive the difference between their jury or witness pay and their regular pay for the time lost while serving in this capacity. An employee serving as a witness as described above on off-duty hours shall receive a minimum of three (3) hours pay. Expenses will be reimbursed according to current Employer policy.

When jury/witness duty ends three (3) or more hours prior to the end of the employees shift, they shall return to duty for the remainder of the shift, otherwise shall not qualify for the difference between their jury or witness pay and their regular pay under this Article.

- (b) If the duty is employment related, it is understood that an employee is not required to report to work within eleven (11) hours prior to or following jury or witness duty as outlined above. It is understood that such employees shall suffer no loss of pay or benefits.

Note: If the duty is not employment related it is understood that an employee is not required to report to work within eight (8) hours prior to or following jury or witness duty as outlined above. It is understood that such employees shall suffer no loss of pay or benefits.

ARTICLE 16 - BEREAVEMENT LEAVE

- 16.01 (a) A full-time employee who suffers the loss of a spouse (which will include a partner of the same sex), son or daughter, shall be granted seven (7) consecutive calendar days (a part-time employee shall receive seven (7) consecutive calendar days) leave of absence without loss of wages or benefits to make arrangements and attend the funeral.

Full-time and part-time employees shall be entitled to regular pay for any scheduled working days lost during the seven (7) consecutive calendar day period to a maximum of five (5) days.

- (b) A full-time employee who suffers the loss of an immediate relative, other than one set out in Article 16.01 (a) above, shall be granted five (5) consecutive calendar days (a part-time employee shall receive five (5) consecutive calendar days) leave of absence without loss of wages or benefits to make arrangements and attend the funeral. An

immediate relative shall mean: parent, step-parent, sibling, parent-in-law, sibling-in-law, employee's grandparents, grandparent of spouse, grandchildren, or such other person as may have been a member of the employee's household at the time of death, i.e. guardian or ward.

Full-time and part-time employees shall be entitled to regular pay for any scheduled working days lost during the five (5) consecutive calendar day period to a maximum of three (3) days.

- (c) In the case of the death of an aunt, uncle, niece or nephew, an employee shall be granted one day leave of absence without loss of wages or benefits to make arrangements and/or attend the funeral.
- (d) When an employee's vacation is interrupted due to bereavement leave entitlement under this Article, the portion of the employee's vacation that is eligible for bereavement leave will not be counted against the employee's vacation credits.
- (e) Bereavement leave is considered to start no later than the day of funeral, unless prior approval is granted by the employer for the leave to start later.

16.02 Any additional time off under this Article to deal with special circumstances shall be at the discretion of the Employer, which shall not be unreasonably withheld.

16.03 One day of allotted bereavement leave entitlement may be retained for a planned future bereavement ceremony.

ARTICLE 17 - BULLETIN BOARDS

17.01 The Employer shall provide space on bulletin boards upon which the Union shall have the right to post notices of meetings and such other notices as may be of interest to the employees.

ARTICLE 18 - UNIFORMS

- 18.01 (a) The Employer will provide each paramedic with a complete uniform upon hiring and provide replacement items when required.

Whenever an employee leaves the service, they shall return all equipment/clothing etc. to the Employer.

- (b) The Employer shall provide each full-time Paramedic with a dress uniform.

- 18.02 The Employer shall issue each full-time employee with \$225 in January of each year for the purpose of purchasing black uniform work boots. These work boots must meet the safety standards including but not restricted to, steel toe, safety steel in-sole lining, and slip resistant sole.

The Employer shall issue each part-time employee with \$125 in January of each year for the purpose of purchasing black uniform work boots. These work boots must meet the safety standards including but not restricted to, steel toe, safety steel in-sole lining, and slip resistant sole. Part time employees who worked 1530 hours or more in the previous calendar year will entitled to full time boot allowance as per above.

The style/type of the uniform boot must be approved by the Superintendent.

- 18.03 The issue will be personal issue for all items. It is understood that used items may be provided for part-time staff and that for full-time staff, used items may be provided while new issue is being purchased. This is intended to cover new full-time employees and current employees who require an item immediately.

Any items of uniform where there is a significant style change shall be issued to all employees.

The employee must notify the Employer immediately upon losing any item.

These items shall be repaired or replaced at the discretion of the Employer, which discretion shall not be exercised unreasonably. Once a replacement item is approved for distribution to the employee, it shall be provided within

one month or as soon as possible thereafter in the event it has to be ordered, as availability and time of delivery is beyond the Employer's control.

Items replaced shall be returned to the Employer unless the employee has notified the Employer that the item has been lost.

Employees shall wear only L & A County issued full uniforms while on duty.

An employee who is leaving the service for any reason is required to return their uniform to the Employer promptly. The Employer may deduct the replacement cost of the uniform if it is not returned to the Employer by the time the employee's final cheque is due.

- 18.04 The Employer shall reimburse employees, with receipts, for dry cleaning of uniform items that are soiled. Receipts must explicitly state uniform items were dry cleaned unless the provider cannot provide itemized receipts. Approval will not be unreasonably withheld.

ARTICLE 19 - LEAVE OF ABSENCE

- 19.01 Leave of absence without pay and benefits, and without loss of seniority or occupational classification may be granted to an employee requesting such leave for personal or other reasons in accordance with current Employer policy.

An employee who is on a personal leave of absence can purchase benefits, with the exception of weekly Indemnity and Long Term Disability, for up to six months, as long as the employee pays both the employee and employer's share of the cost.

- 19.02 (a) Leaves of absence for the purpose of training or continuing education as it relates to the Employer's operation, when authorized by the Employer, shall be paid for by the Employer including tuition fees. Additional expenses may be paid in accordance with the existing education policy of the County.

- (b) Leave of absence of up to one (1) year without pay and without benefits and without loss of seniority may be granted to an employee requesting such leave for purposes of pursuing educational opportunities. Any costs and/or time associated with reintegration into the workplace will be the employee's responsibility at no cost to the Employer. The Union will be involved in the employee's return to work process.
- (c) Employees may request to change their employment status from full-time to part-time for up to one (1) year in order to pursue educational opportunities. Employees may be required to provide proof of enrolment to support their request. In the event the employee's employment status is changed to part-time, the employee will become eligible for the terms under this Collective Agreement applicable to part-time employees and not terms applicable to full-time employee.

- 19.03
- (a) Upon seven (7) days advance notification to the Employer, the Employer will grant leave of absence without pay and without benefits to a maximum of two (2) employees from Local 422 selected by the Union to attend conferences, seminars, and training courses. Leaves for these purposes will not exceed an aggregate of forty (40) days per calendar year.
 - (b) Subject to the Employer's operational requirements, the Employer may grant leave of absence to employees without pay and without benefits to allow them to attend to local business of the Union that is not addressed otherwise by this Agreement. Requests for such leave must be made in writing to the Employer at least seven (7) consecutive calendar days in advance of the date of leave.
 - (c) The Employer agrees to maintain the employee's wages and benefits when on approved leave under Article 19.03(a) and 19.03(b) and the Union agrees the cost of such wages and benefits shall be

reimbursed to the Employer based on actual wages and actual cost of benefits.

- (d) No leave shall be taken without the prior approval of the Employer. Granting of such leave is based on operational needs of the Employer, but it is understood that it will not be unreasonably denied.

19.04 Upon request by the Union at least seven (7) days in advance, leave of absence with no loss of pay or benefits shall be granted to an employee elected as an Executive Board Member or an Executive Officer of the Provincial Union. The Provincial Union will reimburse the Employer for actual cost of all benefits and salary paid to the member elected to a position as described above.

No leave shall be taken without the prior approval of the Employer.

19.05 Time spent in approved mandatory and/or CME training will be compensated as follows:

- (a) Wherever possible, such training shall take place on the employee's regularly scheduled hours, in which case the employee will be replaced if possible;
- (b) If such training is required to take place on the employee's day off, then they will be compensated at the rate of time and one half for all time spent at such training;
- (c) When such training days are available either on the employee's day off or during their regularly scheduled hours, the employee has the option, subject to class size, of attending such training as per clause (a); or attending on their off day at straight time.

19.06 Secondments:

With the approval of the Employer, employees will be permitted to participate in secondments to other municipal or government agencies. The Employer will notify the Union prior to approving any secondments. Initial

secondment agreements will be for a period up to but not exceeding twelve (12) months. Extensions of secondments will only be granted with the consent of the Employer, the employee and the Union.

During the period of a secondment whereby the employee continues to be paid by the Employer, the employee will continue to pay union dues and accrue seniority within the bargaining unit.

The parties will meet to discuss the terms of each individual secondment as they arise.

19.07 De-Activation

The following provisions shall apply to a paramedic who has been deactivated by the Base Hospital.

Administrative Deactivation

- (a) A paramedic who has been deactivated by the Base Hospital for administrative reasons shall be required to complete the requirements that are identified in their Return to Clinical Practice Education Plan, or other such plan.

Employees, who are off on an approved non-statutory, statutory or non-occupational illness or injury leave of absence, shall have this completed before their anticipated return to work date.

Should the employee be unable to successfully complete the required Return to Clinical Practice Education Plan, or other such plan, the employee will be placed on a leave of absence without pay for a maximum period of three (3) months during which time the employee must obtain reactivation. Full-time employees may, at their election draw upon any credit from a bank to maintain their pay during the period of deactivation.

If the employee has not obtained reactivation by the end of the aforementioned leave period, the employee will be terminated. If the employee is successful in obtaining this reactivation during the three (3) month period, they will be returned to active duty.

The Employer will pay up to two (2) weeks at straight time at the

applicable rate for remedial training at the earliest convenience arranged by the Base Hospital, during which time such employee is expected to obtain reactivation as a paramedic to their previous occupation level.

Non-Administrative Deactivation

- (b) A paramedic who has been deactivated by the Base Hospital for non-administrative reasons, shall be placed on a leave of absence without pay. Full-time employees may, at their election draw upon any credit from a bank to maintain their pay during the period of deactivation. The employee shall complete the requirements that are identified in their Return to Clinical Practice Education Plan, or other such plan.

An employee who is unable to successfully complete the required Return to Clinical Practice Education Plan, or other such plan, and become certified within three (3) months of their deactivation date, shall have their employment terminated. If the employee is able to successfully complete the required Return to Clinical Practice Education Plan, or other such plan, and become certified, they will be returned to active duty.

The Employer will pay up to two (2) weeks at straight time at the applicable rate for remedial training at the earliest convenience arranged by the Base Hospital, during which time such employee is expected to obtain reactivation as a paramedic to their previous occupation level.

- (c) An ACP who is deactivated by base hospital, but retains certification as a PCP will be allowed to work and will be paid as a PCP, on a temporary basis, for a maximum period of three (3) months, while endeavoring to obtain reactivation. If the employee is successful in obtaining the required re-certification by the end of the three (3) month period, they will return to an ACP status. If the employee has not obtained reactivation by the end of the three-month period, they will become a PCP on a permanent basis provided there is a vacancy within the classification or, if there is no such vacancy, a part-time employee.

19.08 De-Certification

It is understood that de-certification is intended to be a permanent loss of certificate to practice as a paramedic. A paramedic who is decertified shall be placed on leave of absence without pay or at their election may draw from any credits in their bank to maintain their pay during period of the decertification. The decertified paramedic will, within six (6) weeks, notify the Employer in writing of their intent to challenge the decertification. In the event the Employer receives this notification within the allotted time period, the employee will continue their leave without pay and without benefits until the termination of the challenge process. In the event that the paramedic is successful in their challenge and obtains recertification, they will return to active duty at the appropriate level of certification as outlined in the deactivation language above. Should the decertified paramedic fail to notify the employer in writing of their intent to challenge, or the paramedic's challenge is unsuccessful, the paramedic's employment will be terminated.

19.09 Employees covered by this Agreement shall be eligible for Reservist Leave in accordance with the *Employment Standards Act, 2000*. Reservists Leave shall be without pay and without benefits. Employees shall accrue seniority during Reservist Leave.

ARTICLE 20 - HOURS OF WORK

20.01 The normal hours of work for full-time employees consist of eighty (80) hours over a two (2) week period for employees who work eight (8) hour shifts, or eighty-four (84) hours over a two (2) week period for employees who work twelve (12) hour shifts, utilizing a shift rotation to maintain adequate vehicle coverage. Any proposed changes to the existing schedule will first be discussed with the Union.

20.02 The Employer does not guarantee any hours of work per day, or days per week with respect to any employee covered by this Agreement.

20.03 The minimum hours that an employee may be scheduled to work shall be one half (½) of any regularly scheduled shift.

20.04 When an individual wishes to enter into a job sharing arrangement they shall make such a request to the Employer and the Union.

The Employer retains the right to determine whether or not it will agree to a specific job sharing arrangement but if it does it will abide by terms and conditions agreed by the parties

20.05 When the Employer initiates a request for one or more employees to volunteer for activities, which would not attract compensation under this agreement, the Employer will post such an opportunity in those cases when the Employer has more than twenty-four (24) hours notice in advance of the activity. Otherwise the opportunity will be awarded on a first come basis.

20.06 An unscheduled employee who is called within two (2) hours prior to shift start time shall be paid for the entire shift provided they report to work within a reasonable time based on location of residence, to a maximum of three (3) hours from time of being called. Otherwise the employee shall be paid for actual hours worked.

In the event an employee goes absent during their scheduled shift and a replacement employee is required, unless the Employer elects to down staff, the Employer shall first call part-time employees in order of seniority and closest residence proximity to the base where the employee is required. Should no part-time employee be available the Employer will next call full-time employees based on same criteria. The employee that accepts the call-in shall be paid from time they accept the shift provided they report for duty within a reasonable time of accepting the shift based on location of residence. Otherwise the employee shall be paid for actual hours worked.

20.07 The Employer shall give an employee a period of at least eight (8) hours free from performing work in each day.

ARTICLE 21 - SCHEDULING

21.01 Employee schedules shall be posted via computer to each employee to access at any time.

21.02 Schedules shall be posted four (4) weeks in advance (excluding the week currently being worked) and shall include regular days off as well as days of work.

21.03 An employee may be permitted to exchange their scheduled hours of work with another employee provided the employee finds their own replacement and the request is submitted via scheduling system. All shift exchanges and Base exchanges will not result in the requirement of any premium payment by the Employer.

Shift exchanges and Base exchanges shall be within the same pay period.

21.04 Part-Time Paramedics

(a) Part-time employees shall provide and maintain their availability for a minimum of five (5) shifts per calendar month which shall include a minimum of three (3) weekend shifts per month. Weekends are comprised of Friday night, Saturday and Sunday. Availability for different shifts on the same calendar day shall constitute one (1) shift of availability.

Part-time employees shall be available to work at any base.

All part-time employees shall provide availability for a minimum of four (4) Paid Holidays, pursuant to Article 13, per calendar year.

(b) Except for leaves provided for under the terms of the Collective Agreement or under applicable legislation, a part-time paramedic will maintain their availability throughout the calendar year.

(c) Part-time paramedics must indicate availability and non-availability using the scheduling system as follows: by February 1st for the April to September period; by August 1st for the October to December period; and by November 1st for the January to March period.

Such availability shall be frozen for the duration of the month in which the employer is scheduling shifts as follows:

February 1st to March 1st for the April to September period;

August 1st to September 1st for the October to December period; and
November 1st to December 1st for the January to March period.

Shifts offered within the above time frames cannot be refused. These shifts may be exchanged. Any shift offered outside of these time frames would be offered and accepted or refused by employee, subject to the provisions of the collective agreement.

- (d) Employees may update their availability using scheduling system. Whenever an employee changes their availability, the employee must maintain at least minimum availability in accordance with Article 21.04 (a) above. Additions to availability can occur at any time and shall be completed by the employee using the scheduling system. Removal of availability shall be by way of the employee using the scheduling system at least forty eight (48) hours in advance of the dates in question. Failure to remove availability within the time required stated above the employee is available and responsible for the shift assigned.
- (e) Refusal is defined as a part-time paramedic turning down a shift in which they have indicated they are available, or a phone call was made and no response back from the part-time staff. A part-time paramedic who does not reply to a message within six (6) hours of the time of the call will be deemed to have refused the shift, even though the shift has been given to another paramedic.
- (f) Part-time paramedics shall have the option of accepting or declining shifts once they have accumulated eighty-four (84) hours in a pay period.
- (g) A part-time paramedic shall not refuse more than two (2) shifts for which they have indicated their availability in a calendar month unless there is a reason acceptable to the employer. Acceptance will not be unreasonably denied. An employee may be required to produce a certificate from a duly qualified medical practitioner should illness be given as the reason for the refusal in accordance with the *Employment Standards Act*.

- 21.05 The Employer will assign available shifts evenly to part-time staff to a maximum of three (3) full shifts for each pay period according to their submitted availability based on seniority. Once all part-time staff have been scheduled with three (3) shifts, the remainder will be assigned by seniority.
- 21.06 (a) When scheduling part-time staff, shifts will be assigned based on their submitted availability using the scheduling system. The Employer will send an email to the County email account of the employee and place a telephone call to the employee's primary contact number notifying them that shifts have been assigned.
- (b) When a part-time employee is called to work under short notice call and cannot report to work within one (1) hour of being called or by the start of the shift, the shift shall be offered to the next employee on the availability list, and so on. Those that report under these provisions within three (3) hours of the start of the shift shall be paid for the entire shift.
- When a part-time employee reports for duty after the sixth (6th) hour of a shift, they shall be paid for a minimum of six (6) hours provided they report within one (1) hour of the time of the call.
- (c) In the event an emergency is declared by the Head of a Local Municipality within the County of Lennox and Addington, or by the Warden of the County, or by the Province of Ontario or Government of Canada, employees covered by this Agreement are required to report for duty at the request of the County.
- 21.07 For the purpose of this article "calendar days" shall exclude Saturdays, Sundays, Paid Holidays in accordance with Article 13 of this Agreement, and other holidays that are observed by the Employer.
- 21.08 Service Training
Full-time employees will be scheduled to attend required service training days. Part-time employees will be required to provide availability for, and attend service training day(s) that is offered by the Employer.

The Employer shall schedule a minimum of six (6) days per year for Service Training, in which the employee is required to attend one day of training.

21.09 CME Training

Full-time employees shall be scheduled by the Employer to attend required CME training. Part-time employees who have their annual certification through the Employer are required to provide availability for, and attend, CME training on days offered by the Employer.

21.10 Where JBS is used throughout this Agreement it is in reference to any scheduling software, and its successor software, that is being utilized by the Employer.

21.11 Whenever an employee who has been absent from work is approved to return to regular duty, shall return to the rotation they were on prior to commencement of absence, and any employee who is working on a temporary basis in replacement of the absent employee shall be returned to their regular full-time rotation or to part-time eligibility, whichever may be applicable.

ARTICLE 22 - PREMIUMS AND ALLOWANCES

22.01 Shift Premium

- (a) An employee shall receive a shift premium of one dollar (\$1.00) for all hours worked on a shift where 50% or more of the hours worked fall between 1900 and 0700 hours.
- (b) An employee shall receive a weekend premium of one dollar (\$1.00) for all hours worked on a shift where 50% or more of the hours worked fall between 1900 Friday and 0700 Monday.
- (c) These premiums in a) and b) cannot be stacked.
- (d) An employee shall receive a premium of \$1.50 per hour while precepting a student from an approved Paramedic program.

22.02 Meal Allowance

The County will make every reasonable effort to ensure a thirty (30) minute

meal break will take place at approximately the mid-point of the shift. The meal break is subject to operational requirements. The meal break period will be from 11:45 to 13:45 for day shifts and 23:45 to 01:45 for night shift.

Where it is not possible for the crew to return to their base for a thirty (30) minute break to access their lunch within the designated time period, the employee will be reimbursed \$15.00 for a meal.

A meal allowance is payable for meetings, conferences, seminars and training sessions, unless a meal is provided. The allowance payable, with receipts, will be up to twelve dollars (\$12.00) for breakfast, eighteen dollars (\$18.00) for lunch and twenty-five dollars (\$25.00) for dinner when authorized by the Employer. The Employer shall endeavour to pay these allowances by the second pay period after the claim is submitted to the Employer.

22.03 When a shift overrun of greater than two (2) hours occurs, the employee will be reimbursed \$15.00 for a meal.

22.04 Reporting Pay

An employee who reports for work as scheduled, unless notified not to do so no less than one (1) hour prior to the start of the shift, shall be paid for a minimum of four (4) hours.

22.05 Standby

In the event of an emergency the Employer will pay a standby premium of two dollars and fifty cents (\$2.50) per hour for each hour that an employee is required to be on standby.

22.06 Paramedic Team Lead:

When a Paramedic Team Lead is required, the parties agree that the Employer may, at its sole discretion, appoint a member of the bargaining unit who is on duty and willing to accept the role for a shift. During the shift the employee shall remain a Union member, pay Union dues and accumulate seniority but may be removed from regular duties as a paramedic for that shift at the Employers sole discretion.

Whenever appointed Paramedic Team Lead, the employee shall be paid a premium of two dollars (\$2.00) per hour above the employee's regular hourly rate for each hour of being appointed Paramedic Team Lead.

The Employer agrees that it will post information about the availability of and duties of the Paramedic Team Lead so that full-time employees may express their interest in such appointment when the Employer declares a need.

Employees who are appointed to, and participate in the PTL program can rescind their participation in the program with 2 weeks written notice to the Deputy Chief.

ARTICLE 23 - CALL BACK

23.01 A full-time employee who is called back to work, shall be paid a minimum of no less than four (4) hours pay at one and one-half (1½) times the employee's regular hourly rate.

This provision shall apply to a part-time employee who is called back to work within 10 hours of their previous shift.

ARTICLE 24 - SALARIES

24.01 Salaries shall be paid as described under Appendix A.

ARTICLE 25 - VACATION

25.01 Each full-time employee shall be entitled to receive an annual vacation with pay in accordance with their years of employment as follows:

(a) During their first calendar year of full-time employment:
New hires: eighty-four (84) hours divided by twenty-six (26) X number of full pay periods of anticipated employment in year of hire (EX. Hired June 10, 2023: $84/26 \times 14 = 45.23$ hours);

Part-time employees that are awarded full-time:

Vacation entitlement as a Part-time divided by twenty-six (26) X number of full pay periods of anticipated employment (Ex. $126/26 \times 14 = 67.85$ hours).

- (b) In the calendar year of the first (1st) anniversary and each consecutive year thereafter:
Eighty-four hours (Two (2) weeks).
- (c) In the calendar year of the second (2nd) anniversary and each consecutive year thereafter:
One hundred and twenty-six hours (Three (3) weeks).
- (d) In the calendar year of the sixth (6th) anniversary and each consecutive year thereafter:
One hundred and sixty-eight hours (Four (4) weeks).
- (e) In the calendar year of the fifteenth (15th) anniversary and each consecutive year thereafter:
Two hundred and ten hours (Five (5) weeks).
- (f) In the calendar year of the twenty-second (22nd) anniversary and each consecutive year thereafter:
Two hundred and fifty-two hours (Six (6) weeks).

- 25.02
- (a) Each full-time employee will be credited with their vacation entitlement at the beginning of the vacation year. The vacation year shall run from the first day of the first pay commencing the payroll year and ending the last day of the last pay of the same year.
 - (b) Employees who resign, retire, die or otherwise leave the employment of the Employer shall have their vacation entitlement pro-rated in accordance with the time worked in the vacation year of leaving. Adjustments shall be made as necessary to the employee's final pay cheque.

25.03 Continuous service shall mean service uninterrupted by a termination of employment from most recent date of hire as a part-time employee.

25.04 Vacation pay will be granted annually as follows for part-time employees:

- (a) During first year of employment – 4% up to 2184 hrs
- (b) 1st anniversary and years after – 4% after 2184 hrs

- (c) 2nd anniversary and years after – 6% after 4368 hrs
- (d) 6th anniversary and years after – 8% after 13,104 hrs
- (e) 15th anniversary and years after – 10% after 32,760 hrs
- (f) 22nd anniversary and years after – 12% after 48,048 hrs

25.05 An employee who has more than five (5) years of continuous employment with the County will receive six percent (6%) of bi-weekly earnings, regardless of their years of full-time equivalent service.

Vacation pay shall be paid to each part-time employee with each bi-weekly pay cheque.

25.06 (a) For scheduling purposes, employees are required to submit under the scheduling system their vacation February 1st of each year for the April to September period of that year, by August 1st for the October to December period, and by November 1st for the January to March period. In scheduling vacations, consideration will be given to the employee's preference. The scheduling of vacation will be done on the basis of the efficient operation of the department. Requests for vacation shall not be unreasonably denied. Where employees have submitted their preference by the deadline for the applicable period and the preference of employees in a department conflict as to the time period, then seniority as defined in Article 10 shall govern.

(b) The Employer shall notify an employee who has complied with the provisions of Article 25.06 (a) whether their vacation has been granted, by March 1st, September 1st, and December 1st reflective of the 25.06 (a) deadlines.

(c) Employees will automatically carry over any unused vacation to a maximum of one (1) week into the next vacation year.

In the event the week of carryover is not used it shall be paid out to the employee and not carried into the following vacation year

(d) Vacation requests submitted after the deadline for the applicable

period shall be dealt with on a first come first serve basis. In the event requests for weeks of vacation during this timeframe are received on same day from more than one employee for the same vacation period(s), they shall be dealt with in order of seniority.

- 25.07
- (a) Where an employee's scheduled vacation is interrupted due to serious illness or injury which commenced prior to and continues into the scheduled vacation period, the period of such illness shall be considered sick leave.
 - (b) Where an employee's scheduled vacation is interrupted due to serious illness or injury requiring the employee to be treated as an inpatient in hospital, the period of such hospitalization shall be considered sick leave.
 - (c) The portion of the employee's vacation which is deemed to be sick leave under the provision will not be counted against the employee's vacation credit.
 - (d) An employee may submit a request to withdraw an approved time off request (i.e. vacation, lieu or stat) at least seventy-two (72) hours in advance of the leave period in question. Failure to make a request within the time required means the employee is scheduled off for the date(s) in question.
- 25.08
- Prior to a full-time employee being denied a vacation request, the employer shall first offer the shift(s) to the part-time list. If no one accepts the shift, the full-time employee may obtain another full-time employee to work the shift at straight time hourly rate of pay, provided there is no violation of the *Employment Standards Act* or Excess Weekly Hours of Work as may be approved by the Ministry of Labour.
- 25.09
- Vacation entitlement for full-time employees shall be reduced on a pro-rata basis in proportion to any absence from work without pay for periods of two (2) weeks or more at any one time, excluding absence due to pregnancy, adoption or parental leave.

ARTICLE 26 - BENEFITS AND INSURANCE

26.01 The Employer agrees to pay one hundred percent (100%) of the cost of the premiums for the following benefits for each full-time employee:

- (a) Semi private hospital coverage
- (b) Vision care - Three hundred and seventy five dollars (\$375.00) effective first day of the month following ratification per person every twenty-four (24) months for the purposes of prescription eye wear including laser surgery, repairs to existing prescription glasses, and eye examinations. Dependents eighteen (18) years of age and under are not eligible for eye examination under this Article. Effective January 1, 2020 the entitlement will increase to \$400.00 per person every twenty-four (24) months

26.02 The Employer agrees to pay eighty-five percent (85%) of the cost of the premiums for the following benefits for each full-time employee to age seventy (70) with the exception of the Weekly Indemnity Plan and the Long Term Disability Plan which shall terminate on the employee's sixty fifth (65th) birthdate:

- (a) Extended Health Care Plan will include,
 - i) Services of a registered massage therapist (medical referral required) up to a \$500.00 maximum per calendar year. Increase to \$600 effective January 1, 2019. Increase to \$650.00 effective January 1, 2020.
 - ii) Services of a Registered Physiotherapist for the difference between the OHIP rate and the fee of the Physiotherapist up to a \$500.00. Increase to \$600 effective January 1, 2019. Increase to \$650.00 effective January 1, 2020 maximum per calendar year.
 - iii) Services of a Registered Chiropractor for the difference between the OHIP rate and the fee of the Chiropractor up to a \$500.00 maximum per calendar year. Increase to \$600 effective January 1, 2019. Increase to \$650.00 effective January 1, 2020.

- iv) Smoking Cessation Drugs and Supplies under the EHC Plan to a maximum of \$500.00 lifetime.
- v) Psychologist, Social Worker, Counsellor, and Psychotherapist shall be a combined maximum two thousand dollars (\$2000.00).
- (b) Group Life Insurance with coverage of twice the annual salary rounded to the nearest one thousand (\$1,000) dollars.
- (c) Dental Plan. - The dental plan will include major restorative services at 50% co-insurance to \$2,000 per lifetime and orthodontic coverage for dependent children at 50% co-insurance to \$2,000 per lifetime.
- (d) Weekly Indemnity Plan
- (e) Long Term Disability Plan
- (f) The employer will provide EAP services to all Employees

- 26.03 The Employer agrees to pay the Employer's share established at the time of retirement, of Extended Health Care, Dental, Vision, Semi-Private and Life Insurance to the age of sixty-five (65) years for all full-time employees who are eligible and take early retirement under the OMERS pension plan.
- 26.04 The Employer shall have the right to select the benefit carrier of its choice in respect of any of the above benefits provided that in the event that any carrier is changed an equivalent level of each benefit will be maintained.
- 26.05 Employees shall be provided with a booklet explaining the various insured benefits. It is acknowledged that entitlement to such benefits is subject to the terms and conditions set out in the plan documents, a copy of which will be provided to OPSEU.
- 26.06 Employees who are absent on an approved unpaid leave of absence (except pregnancy/parental leave) which exceed thirty (30) consecutive calendar days shall be responsible for full payment of benefit premiums for the period of absence in excess of thirty (30) days.

- 26.07 Part-time employees shall receive fourteen percent (14%) of their straight time hourly rate for all straight time hours worked in lieu of benefits, pension and paid holidays.
- 26.08 Full-time employees that continue to be employed as part-time staff after retirement and are entitled to benefits as per 26.03 are not entitled to 14% in lieu of benefits under Article 26.07 but will be entitled to 4% in lieu of paid holidays.

ARTICLE 27 - SICK LEAVE

- 27.01 A full-time employee who suffers a disability due to a non-occupational accident or illness shall be paid one hundred percent (100%) of their regular wages by the County for all working days during the first seven (7) calendar days of each absence up to a maximum of eight (8) days per calendar year and thereafter, any absence during the first seven (7) calendar days shall be paid at seventy five percent (75%) of their wages. An employee's working day for the purposes of this clause shall be the employee's usual shift (i.e. either eight (8) or twelve (12) hours).
- 27.02 The Employer shall provide a Weekly Indemnity Plan for full-time employees which provides benefits of seventy-five percent (75%) of the employee's basic weekly earnings commencing on the eighth (8th) day of each absence due to illness or non-occupational accident.
- 27.03 The Employer shall pay eighty-five percent (85%) of the monthly premium for the insurer to provide a Long Term Disability Plan for full-time employees which provides benefits of sixty-six and two thirds percent (66-2/3%) of the employees monthly rate of earned income less, if applicable, the disability pension to which the insurable person is entitled under the Canada/Quebec Pension Plan and OMERS including benefits for dependent children under eighteen (18) years of age. The LTD benefit commences after the twenty-sixth (26th) week of disability.
- 27.04 The Employer will continue to pay its share of benefits premium contributions to a maximum of one (1) years' absence for a full-time

employee on Worker's Compensation and sick leave. Thereafter a full-time employee will have the option to continue receiving benefits provided the employee pays one hundred percent (100%) of the cost of the premiums.

27.05 An employee who is absent for more than three (3) consecutive working days may be asked to submit a certificate from a duly qualified medical practitioner within seven (7) days from the commencement of such absence stating they are unable to carry out their duties, nature of illness/injury, and indicating the probable duration of the illness and where appropriate, the restrictions applicable to the employee's return to work. An employee may be required to submit a certificate in the case of an absence of less than three (3) working days.

27.06 In any case of prolonged illness, the employee shall submit such periodic reports on their condition as the Employer or benefit carrier may require.

Medical Certificates

Where required by legislation or the Employer, the Employer shall pay the cost of obtaining doctors' letters and medical certificates required in the performance of their duties, to a maximum of \$75.00 with receipts.

This article does not apply to expenses covered in Letter of Agreement #1.

27.07 When an employee is unable to report to work because of illness they shall call in at least two (2) hours prior to their shift, unless an unforeseen event prevents the employee from doing so, to inform their Superintendent that they will not be at work and state the nature of the illness, if potentially contagious and the probable length of absence.

In the event the illness prolongs absence to second or more shifts, the employee is required to provide notice at least six (6) hours prior to start of the returning shift that they are unable to return to work and the expected date of return, otherwise they are assumed to be returning to work.

27.08 WSIB Claim—Continued Pay

Where an employee is absent by reason of an injury or an occupational

disease for which a claim is made under the Workplace Safety and Insurance Act, the employee shall receive, upon request to the employer, advancement equal to eighty percent (80%) of their weekly net pay for a maximum period of twenty (20) calendar days. If an award is made, the employee is required to reimburse the Employer the full amount of any payments received during the waiting period.

27.09 WSIB Claim – If not awarded

If an award is not made, any payments made under the foregoing provisions in excess of that to which the employee is entitled under the short term sickness plan shall be an amount owed by the employee. Any payments made under the foregoing provisions in excess of that to which the employee is entitled under the Short Term Sickness Plan shall be an amount owing by the employee to the Employer. The employee will be required to provide all necessary medical evidence for submission under the Short Term Sickness Plan in order to qualify for benefits.

27.10 WSIB Claim – Continuing Employee Benefits Subsidies

Where an employee receives an award under the Workplace Safety and Insurance Act, the Employer and the employee agree to pay their share of premium costs for insured benefits provided in the Collective Agreement for up to twelve (12) months and shall maintain participation in the pension plan in accordance with the *OMERS Act and Regulations*. The employee shall continue to accumulate vacation credits and seniority during the period covered by the award for a period up to twelve (12) months.

27.11 Paramedics who are under quarantine by order of the local Medical Officer of Health and not permitted to work as a result of an exposure during the normal performance of their duties for the County will be paid at their regular wage rate for a maximum of thirty (30) days. Any monies paid by WSIB or STD as a result of time lost during the quarantine shall be assigned to the County.

ARTICLE 28 - PENSION

- 28.01 Every full-time employee shall, as a condition of employment, become a member of the Ontario Municipal Employees Retirement System (OMERS).
- 28.02 A part-time employee who exercises their option to enroll in OMERS shall become and remain a member of OMERS. The employer's contribution towards each employee's pension shall be deducted from the percentage in lieu of benefits payable to the part-time employee.

ARTICLE 29 - GENERAL

- 29.01 Annual Listing
The Employer shall maintain a seniority list showing the date upon which each employee's service commenced. An up-to-date listing will be distributed electronically each January and July to all employees. Where two employees have identical seniority dates, the tie breaker will be the date the employee accepts their employment offer.
- An employee who alleges an error shall be required to provide written notice within thirty (30) days, failing which the list shall be deemed accurate.
- This shall not be applied in contravention of the Human Rights Code or the Municipal Freedom of Information Act.
- 29.02 Letters of Coaching (Non-Disciplinary) Letters of Reprimand (Disciplinary)
An employee shall be allowed to view their employee file at any time with forty-eight (48) hours notice subject to the availability of staff of the Human Resources Department, but at any rate no longer than seven (7) calendar days.
- Any letter of coaching shall remain on the employee's file for a period of eighteen (18) months.
- Any letter of reprimand, suspension or other sanction will be removed from the record of an employee eighteen (18) months following the receipt of such letter provided the employee's record has been discipline free for such eighteen (18) month period.

29.03 Temporary Assignment Outside Bargaining Unit

Any employee who is temporarily assigned to a position outside the bargaining unit will be required to sign a commitment of confidentiality regarding information obtained while in that position. Seniority will not accumulate during the time the employee is assigned to a position outside of the bargaining unit. The temporary assignment shall not exceed six (6) months unless agreed to by the parties to this Agreement.

29.04 The employer shall recognize prior continuous service as a Paramedic with another Ontario Ambulance Service for the purposes of placement on the salary grid and the calculation of annual vacation entitlement for newly hired full-time employees, provided the individual has been continuously employed as a Paramedic. Proof of prior continuous service must be provided within sixty (60) days from date of hire. Having established the recent related prior service, the Employer will credit a new employee with one annual service increment for each year of service, (part-time employees will be credited with an annual service increment for every 2184 hours).

ARTICLE 30 - COST OF PRINTING

30.01 The parties agree to share, equally, the cost of printing a sufficient number of collective agreements to accommodate the requirements of both parties.

ARTICLE 31 - MERGER, TRANSFER OR AMALGAMATION

31.01 So far as it is in the Employer's control, where the Employer merges, transfers its jurisdiction, or amalgamates with any other body, the Employer will make reasonable efforts to ensure that:

- (a) The employee's seniority rights, vacation credits, conditions of employment, wage rates and all other benefits shall be recognized by the new employer, and
- (b) No employee shall suffer a loss of employment as a result of such merger, transfer or amalgamation.

31.02 In the event the County plans significant changes in the delivery of its Land Paramedic Services, the County shall provide notice to representative of

Local 422 and meet with them for the purpose of communicating the changes, including a service delivery adjustment plan if one is required.

ARTICLE 32 - SEVERANCE

32.01 The Employer Agrees to provide severance in accordance with the *Employment Standards Act, 2000*.

Notwithstanding the previous sentence, and for the purposes of indefinite lay-off, employees shall become eligible for severance pay after one (1) year of service.

The Employers liability for severance for all employees hired directly from Volunteer status on November 14, 2009 commences at zero (0) as of October 1, 2003, or date of hire in those cases when date of hire is more recent than October 31, 2003.

ARTICLE 33 - DURATION AND TERMINATION

33.01 This agreement shall take effect January 1, 2021, and shall continue in full force and effect until December 31, 2024 and shall continue automatically thereafter for annual periods of one (1) year each unless either party notifies the other in writing within the period from ninety (90) days to sixty (60) days preceding the expiry date of this agreement that it desires to amend or terminate this agreement.

33.02 In the event of such notification, the other party shall reply within fifteen (15) days of receipt of notice.

Signed at Napanee, Ontario this 19 day of November 2025.

For the Employer

Signed by:

Rob Burns

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DocuSigned by:

Trina McGarvey

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For the Union

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[Signature]

Signed by:

Randy Snider

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Andrew Ruszczyk

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APPENDIX “A” Salaries

PCP	Year 0	Year 1	Year 2
Right now	36.12	37.24	39.49
Jan 1 2021	36.84	37.99	40.28
Jan 1 2022	37.58	38.75	41.09
Jan 1 2023	38.71	39.91	42.32
Jan 1 2024	39.87	41.11	43.59

ACP	Year 0	Year 1	Year 2
Right now	39.65	40.89	43.36
Jan 1 2021	40.45	41.70	44.23
Jan 1 2022	41.26	42.54	45.11
Jan 1 2023	42.49	43.82	46.47
Jan 1 2024	43.77	45.13	47.86

NOTE: Part-time employees shall be placed at the start rate and shall move through the grid based on two thousand one hundred and eighty-four (2184) hours of work with the County being equal to one year of service.

NOTE: A part-time employee is defined for the purpose of this appendix to be an employee who does not regularly work in excess of twenty-four (24) hours per week.

NOTE: The service delivery model will allow for up to 50% of full-time certified at the ACP level. No maximum number of part-time employees may be certified as ACP. Desired number of ACP certified employees shall be arrived at through attrition and/or training.

NOTE: The ACP rate of pay shall upon the employee being certified as ACP by RPPEO and being equipped with medications, equipment and supplies to practice at ACP level.

LETTER OF AGREEMENT #1

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

Without Precedent or Prejudice

RE: Employment Expenses for staff

1. The County shall pay for all expenses incurred by an employee for purposes of employment as determined by the employer.
2. This list includes, but is not limited to, the following:
 - i) Medical physicals
 - ii) Criminal record searches
 - iii) Class F Written tests for motor vehicle license
 - iii) F-class driver's license physical
 - iv) Tamiflu (or other recognized and prescribed anti-flu medication) with documentation, with a Doctors signature that such immunization is medically contraindicated and when not covered by the employee's Extended Health Care plan.
 - v) CPR recertification
3. If, during the course of this agreement, another item/expense is raised for reimbursement, the item will be raised for discussion and resolution at EERC.
4. If no agreement can be reached, the item will be subject to negotiation during the next round of negotiations between the parties.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: Rob Burns

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DocuSigned by: Trina McGarvey

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For the Union

DocuSigned by: Randy Snider

Signed by: Randy Snider

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LETTER OF AGREEMENT #2

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION

And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

RE: Base Assignments & Schedule Change – Full-Time Staff

The Parties agree to the following:

1. The existing schedule will be maintained at all bases until such time that a new schedule is required.
2. The schedule will be maintained with permanent base assignments at:
 - a. Loyalist Base
 - b. Stone Mills Base
 - c. Northbrook Base.
 - d. Denbigh Base
 - e. Napanee Base
3. The Employer may change an employee's base assignment from their permanent base from time to time as required to support maintenance of quality service and/or employee competence (in accordance with RPPEO requirements). The Employer agrees to notify the Union if they exercise this right.
4. Whereas the Union or Employer has expressed an interest in a scheduling change; and,

Whereas the Union agrees that establishing the schedule and determining the allocation and number of employees require is a right of the employer; and,

Whereas the Employer is willing to explore changes to the existing schedule,

The following process will take place:

1. The Employer will meet with representatives from The Union to review the existing schedule and discuss alternate schedules.
2. The requirements for any new schedule shall be established by the employer.

3. The Union may notify The Employer that they wish to meet to discuss future changes to the schedule.
4. The Employer shall retain the right to change the schedule and if doing so shall provide advance notice to The Union and meet to advise of the reasons and discuss options available.
5. It is understood that should the service delivery model change that a new schedule will be required and that the parties will meet to review and discuss the various options available.
6. When a new schedule is required at any base, those employees who are currently working at that base shall be allowed to bid for positions based on their level of certification.
7. Following the positions being filled as outlined in #6 above, remaining positions shall be opened up to employees working at other bases to bid for based on their level of certification.
8. Any future additional bases resulted from an expansion of the service shall be considered a stand-alone base.
9. For all positions seniority shall govern.

This agreement is entered into without prejudice and without precedence to any other matter now or in the future, except to enforce the terms of this Agreement itself.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: Rob Burns

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DocuSigned by: Trina McGarvey

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For the Union

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Signed by: Randy Snider

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LETTER OF AGREEMENT #3

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

RE: ACP Vacancy

1. The parties agree that, in the event that the employer declares a full-time vacancy in the Advanced Care Paramedic classification, the position shall be awarded to the most senior candidate in the following priority order:
 - 1st Priority – Internal candidate who is fully certified as an Advanced Care Paramedic and capable of independent practice as an Advanced Care Paramedic.
 - 2nd Priority - Internal candidate who has successfully completed an Advanced Care Paramedic Program from a recognized educational institution
 - 3rd Priority – Internal candidate who is enrolled in and currently a student taking an Advanced Care Paramedic Program at a recognized educational institution.
2. Where there are no internal candidates that meet the criteria outlined above, the Advanced Care Paramedic position will be posted externally.
3. The employer agrees to provide candidates that fall under the 2nd and 3rd priority with an offer of employment conditional on the successful completion of the Advanced Paramedic Program and being fully certified for independent practice as an Advanced Care Paramedic within twenty-four (24) months from the date of the offer letter.
4. The candidate would not assume the full-time position until they had successfully completed the Advanced Care Paramedic Program and is fully certified and capable of independent practice.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: Bob Burns _____
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For the Union

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LETTER OF AGREEMENT #4

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

Without Precedent or Prejudice

RE: Scheduling System

Whereas the Parties are desirous for the scheduling system to remain open to the membership of L422 for the purpose of scheduling and availability,

Therefore, the parties agree as follows:

1. The scheduling system will remain open to the membership of L422 for the purpose of scheduling and availability.
2. The information available on the scheduling system is to be treated as strictly confidential and is not to be shared with anyone except as required by law.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: Rob Burns

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For the Union

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Signed by: Randy Snider

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LETTER OF AGREEMENT #5

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

Without Precedent or Prejudice

RE: Paramedic Duties

The parties agree to add paramedic duties as a standing agenda item at EERC.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: _____
Rob Burns
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Trina McGarvey
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For the Union

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Randy Snider
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LETTER OF AGREEMENT #6

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION

And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

RE: Training

The parties shall meet within 60 days of the ratification of this agreement to discuss CME challenges, wages, delivery, & time constraints. The parties will work together to develop an MOU to put in place for the remainder of the collective agreement.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: Rob Burns

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MEMORANDUM OF AGREEMENT #1

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION

And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

Without Precedent or Prejudice

Whereas the parties have previously agreed to the provisions of this Addendum with respect to the Employer IV program; and

Whereas the parties recognize that the Base Hospital program may cease and/or the resources to facilitate the program are not available and therefore this Addendum is of no force and effect and;

Whereas the parties agree that in the event that the Base Hospital program recommences the following provisions will once again become effective;

Therefore the parties agree to the following:

1. Notwithstanding the Employer's right to implement delegated acts, the Employer shall implement and cover the costs of PCP autonomous IV program for up to eight (8) full-time employees in Year 1 and up to eight (8) full-time employees in Year 2. Such opportunity shall be provided in order of seniority. In order to qualify for the program employees must confirm their interest in writing and successfully meet all program prerequisites and successfully complete the program and obtain certification by the RPPEO Medical Director, provided the program remains supported by RPPEO.
2. Any required training time related to completion of the IV program that is over and above the employee's regularly scheduled working hours shall be paid at straight time hourly rate of pay.

3. Participation in the IV program is voluntary; participants may withdraw from the program or skill set at any time.
4. The Employer shall permit up to ten (10) part-time employees' participation in the PCP autonomous IV program in Year 1 and up to ten (10) in Year 2; these employees shall not be entitled to compensation for their time related to their participation (i.e. Participation shall be at no cost to the Employer). Such employees shall be selected in order of seniority provided the employee meets all requirements of program participation. Such participants shall be entitled to attend the facilitated study courses offered by the Employer with respect to the autonomous IV program on their own time without pay and at their own cost.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: Rob Burns
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Trina McGarvey
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For the Union

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Randy Snider
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MEMORANDUM OF AGREEMENT #2

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

The parties agree that the provisions of Article 21.04(a) and (b) are not applicable to the following individuals for the duration of their employment with the Employer:

Marie-Josée Lord
Cheri Robertson
Barry McDade

For these employees, the following shall apply:

- a) The employees shall provide and maintain a minimum of three (3) shifts per calendar month which shall include a minimum of two (2) weekend shifts per month;
- b) The employees shall be allowed to continue their current scheduling preferences with respect to their availability to work in each of the former divisions of operation. These employees shall be entitled to provide the Employer with a written notification of their desire to be removed from this provision on a permanent basis.
- c) The employees shall provide availability for a minimum of four (4) Paid Holidays, pursuant to Article 13, per calendar year.
- d) The employees understand that as a result of the foregoing, they may potentially be disadvantaged when shifts are assigned or call ins occur as a result of their restrictions.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: _____
Rob Burns
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Trina McGarvey
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For the Union

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Randy Snider
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MEMORANDUM OF AGREEMENT #3

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

RE: Vacation entitlements for employees hired prior to January 1, 2004

Notwithstanding the provisions of Article 25.01(a), the following employees will continue to enjoy the following superior vacation entitlement benefit:

Jason Turnbull

Randy Snider

In the calendar year of the fifteenth (15th) anniversary and each consecutive year thereafter:

Two hundred and ten hours (Five (5) weeks)

In the calendar year of the twentieth (20th) anniversary and each consecutive year thereafter:

Two hundred and fifty-two hours (Six (6) weeks)

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: _____
Rob Burns
C44D50D8511A4A6... _____

DocuSigned by: _____
Trina McGarvey
AC56957CCE9D46C... _____

For the Union

DocuSigned by: _____
AS
Signed by: _____
Randy Snider
12F537E64EC8404... _____

DocuSigned by: _____
SBak
D4FC6113DAF94D0... _____

MEMORANDUM OF AGREEMENT #4

Between

ONTARIO PUBLIC SERVICE EMPLOYEES UNION
And it's LOCAL 422 (the "Union")

And

COUNTY OF LENNOX AND ADDINGTON (the "Employer")

RE: Mental Health and Wellness Recognition

It is recognized that due to the nature of work, Employees may experience stress in the course of their duties. It is in both the Employer and Employees' interests to deal with these occurrences in a compassionate and effective way. Employees are encouraged to contact the EAP to follow up. The Employer will continue to remain aware of best practices with respect to initial management of stress and continue to create policies and practices to support this.

Signed at Napanee, Ontario this 19 day of November, 2025

For the Employer

Signed by: _____
Rob Burns
C44D50D8511A4A6... _____
DocuSigned by: _____
Trina McGarvey
AC56957CCE9D46C... _____

For the Union

DocuSigned by: _____
AS
Signed by: _____
Randy Snider
12F537E64EC8404... _____
DocuSigned by: _____
SBak
D4FC6113DAF94D0... _____

