

WORKING AGREEMENT

between

THE CORPORATION OF THE CITY OF
RICHMOND HILL

- and -

THE RICHMOND HILL PROFESSIONAL
FIRE FIGHTERS ASSOCIATION, LOCAL 1957
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

RICHMOND HILL, ONTARIO

EFFECTIVE

JANUARY 1, 2023

TO

DECEMBER 31, 2025

WORKING AGREEMENT
BETWEEN
THE CORPORATION OF THE CITY OF RICHMOND HILL
AND
THE RICHMOND HILL PROFESSIONAL FIRE FIGHTERS ASSOCIATION
LOCAL 1957, INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

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THIS AGREEMENT effective the 1st day of January 2023.

B E T W E E N:

THE CORPORATION OF THE CITY OF RICHMOND HILL,

hereinafter called the "Corporation"

- and -

THE RICHMOND HILL PROFESSIONAL FIRE
FIGHTERS ASSOCIATION LOCAL 1957,
International Association of Fire Fighters

hereinafter called the "Association"

WHEREAS the parties hereto have agreed to enter into these presents for the purpose of defining, determining and providing for working conditions, remuneration, pensions, employee benefits and duties of the full time Fire Fighters covered by this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSETH:

1. EMPLOYEES COVERED

- 1.01 The provisions of this Agreement shall apply without discrimination to all full time Fire Fighters employed in Richmond Hill Fire & Emergency Services, except the Fire Chief the Deputy Fire Chief(s) and Assistant Deputy Chiefs. (2018)
- 1.02 Each new employee shall be deemed to be a probationer for the first twelve (12) consecutive months of they/there's employment, and the provisions of this Agreement shall only apply to probationers if and when specifically provided for herein.
- 1.03 Notwithstanding those members employed in the Fire Suppression Division, full time term employee shall mean a person employed by the Corporation for a period of time not to exceed 12 months, unless an extension is mutually agreed upon by the Association and the Corporation. A full time term employee will not carry seniority rights during his/her term of employment and is not covered by the terms of this agreement with the following exceptions:

Article 4 - Hours of Work

Article 5.01, 5.02 – Vacations (2018)

Article 6.01, 6.02, 6.03 - Lieu Days

Article 7 - Occupational Illness and Accidents

Article 8 - Cumulative Sick Pay

Article 11.01.01, 11.03, 11.04.01, 11.04.02, 11.04.03, 11.04.04 - Salaries

Article 13.07 - Bereavement Leave

Article 15.02, 15.03 - Dental and Extended Health

Article 16 - Uniforms and Equipment

Article 18 - Liability

Article 20 - Discipline and Devotion to Duty

Article 22 - Departmental Rules

In the event a full time term employee accepts a full time permanent position within the Fire & Emergency Services they/them will be credited with seniority back to the original date of hire. However, if a full time term employee is hired into another division, then the Corporation may require a further probation period of the same length provided for a new hire to assess their suitability to perform the position in the new division. (2018)

It is understood that full time term employees will:

- be first for layoff and will be last for recall;
- have access to the grievance procedure but only as it applies to the interpretation, application or alleged violation of those terms as outlined herein;

2. RECOGNITION

2.01 The Corporation recognizes the Association as bargaining agent for all full time Fire Fighters (as defined by The Fire Protection and Prevention Act, 1997) of Richmond Hill Fire & Emergency Services except the Chief, ~~and~~ Deputy Chief(s) and Assistant Deputy Chiefs (2018).

2.02 The Association agrees to keep the Corporation advised as to the names of officers, executives, and negotiating Committees, upon their election or any change therein.

2.03 All correspondence between the parties arising out of this agreement or incidental hereto shall be copied to the Fire Chief or his/her designate and the Association President or his/her designate.

2.04 The Corporation also acknowledges that the Executive Board and or Association representatives will have two (2) full days during recruit training to meet and discuss all issues relating to the Association and membership. This may include but is not limited to the following (2018):

- The collective agreement
- Local – 1957 constitution
- Introduction of IAFF & OPFFA structure and services
- WSIB information session
- Wellness Fitness information session
- PTSD/mental health services
- Financial planning/assistance

Nothing shall prevent a member(s) of the management team from attending and participating in these scheduled meetings with new recruits.

2.05 The parties agree to attach Richmond Hill Fire & Emergency Services seniority list as appendix “A” to this agreement. The Corporation shall notify the Association of all new hires or resignations. The parties agree that appendix “A” shall be kept up to date for the duration of this working agreement and be amended upon new hires or resignations.

2.06 All employees who are now members of the association shall remain members in good standing of the association, and any new employees shall become members in good standing

of the association within three (3) months of commencing employment, and continued membership in good standing in the association shall be a condition of continued employment. (Employee is defined as firefighter as per article 2.01) (2013)

3. LABOUR-MANAGEMENT COMMITTEE

- 3.01 A Labour-Management Committee shall be established to discuss topics of general interest and overall conditions in the Corporation.

Its purpose will be to provide an outlet for the exchange of ideas between the Corporation and its employees on matters of general interest and it shall, from time to time as it sees fit, make recommendations to Council and/or the Association which will make for a greater degree of co-operation and understanding between the parties concerned.

The Director of Human Resources of the Corporation or the President's designate of the Association shall notify the other party in the event that a meeting of the Labour-Management Committee is desired. The parties shall meet provided an agenda of the subject(s) to be discussed is submitted to the other party at least three (3) working days before the day agreed upon for the meeting.

4. HOURS OF WORK

Definition of a Day's Pay

- i. For employees who work shifts of ten (10) hours and fourteen (14) hours, a day's pay shall be equal to twelve (12) hours or 1/182nd.
- ii. For employees who work five (5) day work week, a day's pay shall be equal to eight point four (8.4) or 1/260th.
- iii. For employees who work a four (4) day work week, a day's pay shall be equal to ten point five (10.5) hours or 1/208th.
- iv. For employees who work the twenty-four (24) hour shift, a day's pay shall be equal to twelve (12) hours or 1/182nd. (2013)

Save and except vacation, which shall be calculated based on 42 hours per week or 8.4 hours per day. (2011)

- a) for an employee in the Fire Suppression Division: an average of forty-two (42) hours per week, over a 28-day cycle working 24 hour shifts beginning at 0700 hours in the following manner:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
24			24			
				24		24
		24			24	
	24					

If necessary for purposes of training, some variance may be approved by the Fire Chief or his designate acting reasonably.

Furthermore, the employer may schedule the employee out of the twenty-four (24) hour rotation for up to three weeks in a calendar year for the purposes of training, as long as 45 days' notice is given. Such training will not interfere with scheduled vacation or lieu days if taken as a complete week. (2013) (2018)

Requests for individual accommodation may be approved by the Fire Chief or designate and submitted to the Association for its consent which shall not be withheld unreasonably.

b) for an employee in the Communications Division: an average of forty-two (42) hours per week. Alarm Room Operators and Communications Officers shall work on a rotation consisting of 10 hour day shifts and 14 hour night shifts commencing at 0700 hours and 1700 hours respectively. (2013) (2019)

If necessary for purposes of training some variance may be approved by the Fire Chief or designate acting reasonably. (2018)

Requests for individual accommodation may be provided by the Fire Chief or designate and submitted to the Association for its consent which shall not be withheld unreasonably.

c) for an employee in the Fire Prevention Division and Training Division (excluding the Prevention Chief and Training Chief): an average of forty-two (42) hours per week, in accordance with one of the following three (3) repeating schedules: as approved by the Fire Chief and/or designate: (2011, 2013)

- Schedule A, starting on Monday, a day shift of ten and a half (10.5) hours per day, 0700 to 1730 for four (4) consecutive days followed by three (3) consecutive days off.
- Schedule B, starting on Tuesday, a day shift of ten and a half (10.5) hours per day, 0700 to 1730 for four (4) consecutive days followed by three (3) consecutive days off.
- Schedule C, a day shift of eight and a half (8.5) hours per day, 0800 to 1630 for Monday through Thursday, 0800 to 1600 on Friday, followed by two (2) consecutive days off.

If necessary for purposes of training some variance may be approved by the Fire Chief or designate acting reasonably. (2011)

Requests for individual accommodation may be provided by the Fire Chief or designate and submitted to the Association for its consent which shall not be withheld unreasonably.

(d) for an employee in the Mechanical Division, the Prevention Chief, and the Training Chief, an average of forty-two (42) hours per week will be worked, based on the following schedule: Monday to Thursday 0800 – 1630, Friday 0800 – 1600. (2019)

If necessary for the purposes of training some variance may be approved by the Fire Chief or his designate acting reasonably. (2013)

Requests for individual accommodation may be provided by the Fire Chief or designate and submitted to the Association for its consent which shall not be withheld unreasonably.

(e) for an employee not covered by Article 4.01 an average of 42 hours per week will apply and the schedule will be agreed upon by the parties.

Disputes may be resolved by telephone conference immediately with an arbitrator (this applies to (a) (b) (c) and (d)).

- (f) Notwithstanding Articles 4 (c), (d), and (e), all hours of work for staff in the Training Division, Fire Prevention Division, and the Mechanical Division will be at the discretion of the Fire Chief (or designate) and will be monitored by each Divisional Chief (Mechanic will be monitored by the Fire Chief or his designate.) It is understood that all flexibility will be by mutual agreement between the firefighter(s) and the Fire Chief, or designate. (2013)

- 4.02 It is understood that nothing in the above hours of work will prevent the Fire Chief or a proper officer as designated by the Fire Chief from granting the request of any two firefighters to change shifts or days off. A firefighter shall not pay another firefighter to work a personal shift exchange. The replacement employee who has agreed to the change which has been approved by the aforesaid officer, shall thereupon assume all the obligations for that particular shift of duty for the employee so replaced (This does not pertain to Union shift subs). Firefighters will be permitted to a maximum of twenty (20) shift exchange per year, unless otherwise approved by the Fire Chief. Partial shift exchange (4 hours or less) will not be included towards a maximum of 20 shift exchange per year. Shift exchange for association business are excluded. (2011) (2018) (2023)

An employee may not arrange a shift exchange whereby the employee would work more than four (4) hours either prior to or at the end of their shift. For an employee in Suppression, they/them may not arrange a shift exchange whereby the employee would work more than twelve (12) hours either prior to or at the end of their shift. (2018)

For employees working the twenty-four (24) hour shift, exchange personnel must have a break of twelve (12) hours minimum between the time exchanged and the commencement of their next twenty-four (24) hour shift. (2013) (2018)

- 4.03 The Association shall be entitled to a maximum of 576 hours paid leave for Association related business as deemed by the President or his designate. The Leave may be granted so long as there is no cost to the Employer.

"No cost" shall mean that the employer does not pay the direct costs of the employee granted the leave. If the employee should incur other costs by way of overtime or replacement, these must be borne by the employer (2019) (2023)

- 4.04 In any case where a Fire Fighter arranges for a substitute to appear in his/her place on a shift, the substitute is responsible for appearing for work duty.

If a substitute does not appear, the shift will be deducted from the pay of the substitute scheduled to work.

In all cases of shift replacement, for the position of Officer and above the substitute shall be of equal or higher rank than the Officer that they/them is replacing, however, designated acting officers may be used to act in the capacity of their designation.

- 4.05 Employees on shift on the day of a Federal, Provincial or Municipal election agree to make arrangements to vote at an advance poll or will arrange a shift exchange for voting on the Election Day. (2013) (2018)

- 4.06 Save and except employees in the Communications Division, all new employees to Richmond Hill Fire & Emergency Services must remain in the position hired with no opportunity of transfer for a period of 3 years past a successful completion of their probationary period (1.02), and further they must have successfully achieved their 1st class status in said position or equivalent (ie. Fire Protection Technologist - year 4) (2024)

5. VACATIONS

- 5.0 Vacation entitlement shall be earned from July 1st of one year to June 30th of the next year and shall be eligible for use by the firefighter from January to December of that next year (i.e. earn from July 1, 2013 to June 30, 2014 but is eligible for use from January 1, 2014 to December 31, 2014.) Any vacation taken by the firefighter in the subsequent year (i.e. 2014) prior to the cessation of their employment which has not yet been earned will be prorated and accounted for through an adjustment of any remaining payments that the firefighter is properly entitled to or through a repayment to the Employer if necessary. (2013) (2018)
- 5.01 All Fire Fighters who have one (1) year or less of continuous service as of July 1st in any year shall be entitled to vacation with pay in the amount of one (1) working day for every month worked up to a maximum of eight (8) working days.
- 5.02 All Fire Fighters with more than one (1) year of continuous service with the Corporation as of July 1st in any year shall be entitled to two (2) weeks/tours of duty with pay. (2013)
- 5.03 Effective January 1, 2020, all Fire Fighters who have three (3) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to three (3) weeks/tours of duty with pay provided that one (1) week/tour of duty is taken prior to June 1st or after September 15th. (2013) (2019)
- 5.04 All Fire Fighters who have ten (10) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of four (4) weeks/tours of duty with pay provided that two (2) weeks/tours of duty are taken prior to June 1st or after September 15th. (2013)
- 5.05 All Fire Fighters who have fifteen (15) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of five (5) weeks/tours of duty with pay provided that two (2) weeks/tours of duty are taken before June 1st or after September 15th. (2013)
- 5.06 All Fire Fighters who have twenty (20) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of five (5) weeks/ tours of duty plus one (1) day, with pay provided that two (2) weeks/tours of duty are taken before June 1st or after September 15th. (2013)
- 5.07 All Fire Fighters who have twenty three (23) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of five (5) weeks/ tours of duty plus two (2) days, with pay provided that two (2) weeks/tours of duty are taken before June 1st or after September 15th. (2013)
- 5.08 All Fire Fighters who have twenty-five (25) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of six (6) weeks/ tours of duty with pay provided that two (2) weeks/tours of duty are taken prior to June 1st or after September 15th. (2013)
- 5.09 All Fire Fighters who have twenty eight (28) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of six (6) weeks/ tours

of duty plus one (1) day, with pay provided that two (2) weeks/tours of duty are taken before June 1st or after September 15th. (2013)

- 5.10 All Fire Fighters who have thirty (30) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of six (6) weeks/ tours of duty plus two (2) days, with pay provided that two (2) weeks/tours of duty are taken before June 1st or after September 15th. (2013)
- 5.11 All Fire Fighters who have thirty (32) years or more of continuous service with the Corporation as of July 1st in any one year shall be entitled to a vacation of seven (7) weeks/ tours of duty, with pay provided that two (2) weeks/tours of duty are taken before June 1st or after September 15th, 2022.
- 5.12 Employees working rotating shifts must take vacations in complete shifts (tour of duty), unless special permission is granted by the Fire Chief. , i.e. "tour of duty". Staff working straight days may take vacations by the week or on a daily basis.
- 5.13 New employees entitled to more or less than one-week vacation in their first year of employment, may utilize lieu days to complete an entire shift subject to article 5.18.

5.14 Selection of Vacation

Communications Division

Each crew will meet, as arranged by the Communications Officer, prior to the vacation selection date to attempt to arrange a mutually acceptable vacation schedule. Should a crew not be able to arrange a mutually acceptable vacation schedule, vacation scheduling will be done on a seniority basis within the crew (senior member will only be permitted to book two weeks' vacation during each of their selections).

Each crew will be permitted to have one employee off when pre-booking vacation/lieu days for the upcoming year.

If an employee submits to change vacation or lieu days, approval will be based on the operational needs of the department. (2013)

Training Division

The Training Division will meet, as arranged by the Training Chief, prior to the vacation selection date, to attempt to arrange a mutually acceptable vacation schedule. Should the division not be able to arrange a mutually acceptable vacation schedule, vacation scheduling will be done on a seniority basis. (2013) (2019)

Only one Officer is permitted to be off when pre-booking vacation/float days for the upcoming year. If an employee submits to change vacation or lieu days, approval will be based on the operational needs of the department.

Fire Prevention Division

The Fire Prevention Division will meet, as arranged by the Prevention Chief, prior to the vacation selection date, to attempt to arrange a mutually acceptable vacation schedule.

Should the division not be able to arrange a mutually acceptable vacation schedule, vacation scheduling will be done on a seniority basis. (2013)(2019)

Each Platoon will be permitted to have one (1) Fire Fighter off when pre-booking vacation/float days for the upcoming year (not including the Officers). If an employee submits to change vacation or lieu days, approval will be based on the operational needs of the department.

One Officer will be permitted to be off when pre-booking vacation/float days for the upcoming year. If an employee submits to change vacation or lieu days, approval will be based on the operational needs of the department. (2011)

Fire Suppression

Effective January 1, **2025**

Vacation Days shall equal 1 credit (12 hours) and must be taken in pairs to complete a full 24-hour period. (2019)

The vacation week shall be as follows. (2019)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Block 1	Monday			Thursday			
Block 2					Friday		Sunday
Block 3			Wednesday			Saturday	
Block 4		Tuesday					

- A week block is Monday through Sunday (2019)
- A week vacation is equal to four (4) credits (2019)
- One (1) day is equal to one (1) twelve (12) hour shift- one (1) vacation credit (2019)
- Example four (4) weeks' vacation shall be equal to sixteen (16) credits (2019)

Each crew will meet, as arranged by the crew Captain, prior to the vacation selection date to attempt a mutually acceptable vacation schedule. Should a crew not be able to arrange a mutually acceptable vacation schedule, vacation scheduling will be done on a seniority basis within the crew (senior member will only be permitted to book two (2) weeks' vacation during each of their selections.)

Each crew will be permitted to have one (1) firefighter off when pre- booking vacation/lieu days for the upcoming year.

- For the purposes of vacation and lieu day selection, the Acting Platoon Chief will select his/her vacation and lieu days with the Platoon Chief, therefore the Acting Platoon Chief is not considered a member of his/her crew for the purposes of selecting vacation/lieu days.

5.15 An employee who is absent on a bona fide illness, when his/her scheduled vacation arrives shall be entitled to substitute vacation for sick leave. A bona fide illness will be confirmed by the employee's medical practitioner in the form of a doctor's note, if requested by the Corporation, which specifies:

- a) that the employee is unable to perform their regular duties and;
- b) specifies the time period the employee was unable to perform their regular duties and;
- c) anticipated date of return to work

The substitution of vacation to sick leave is limited to a maximum of 2 tours of duty. Upon return to work the employee shall be credited with the time to be used at a future date, subject to Article 5.21. It is agreed that this article and its provisions are not applicable to employees who would otherwise be entitled to any compensation through WSIB.

5.16 All vacation time must be submitted for approval by December 1st for the following year. All vacation requests will be confirmed by the Fire Chief or his/her designate by December 31st for the following year. Employees, who fail to submit their vacation requests by December 1st, will be assigned their vacation at the discretion of the Fire Chief or his / her designate and will forfeit the seniority of their vacation scheduling within their own crew. (2013)

5.17 Crew changes, if any, must be posted by October 15th for the following calendar year.

5.18 When a crew change is requested by the Corporation, the scheduling of the employee's vacation and lieu days will be preserved. When a crew change is requested by an employee, the employee must be willing to adjust his/her schedule in relation to the schedule of his/her new crew.

5.19 Employees terminating their service with the employer prior to completing the probationary period will receive payment for vacation credits in accordance with The Employment Standards Act.

5.20 Continuous service as used in this Agreement is defined as all periods of time for which the employee is actually at work or absent by reason of vacation, statutory holidays, bereavement leave and jury duty or periods of sickness or injury not exceeding twelve (12) consecutive calendar months.

5.21 The scheduling of vacation time takes precedence over the scheduling of lieu days.

6. LIEU DAYS

6.01 In lieu of statutory and declared holidays, each full time Fire Fighter shall receive one (1) shift off duty for each statutory or declared holiday.

6.02 Statutory and declared holidays shall mean:

New Years Day	Boxing Day
Family Day	Civic Holiday
Labour Day	Good Friday
Truth and Reconciliation Day	Easter Monday

Thanksgiving Day
Christmas Day

Victoria Day
Canada Day

The Corporation agrees to the addition of two (2) days Floating Holiday in each year. The Floating Holidays will not be classed as Statutory Holidays for premium rates of pay, and will be taken at a time suitable to both parties, in the event that any other day(s) is proclaimed as a legal Holiday by Federal or Provincial authorities, the Floating Holiday will be substituted for that Purpose. (2023)

6.03 An employee who, in the first or last year of employment in a given calendar year, has:

- 0-3 months continuous service will not be entitled to any Floating Holidays during that year;
- 3-6 months continuous service will be entitled to one Floating Holiday during that year.
- More than 6 months continuous service will be entitled to two Floating Holidays during that year.

6.04 The selection of lieu days will be made at the discretion of the Chief or his/her designate using the following system:

1. Twelve (12) lieu days and two (2) floating holidays must be submitted for approval by December 1st for the following year. All lieu day requests will be confirmed by December 31st for the following year.
2. If any employee fails to submit their twelve (12) lieu days and two (2) float days by December 1st, the Fire Chief or their designate may assign any of the thirteen (13) days not submitted.
3. When a Fire Fighter ceases employment the Fire Fighter shall only be entitled to lieu days for those statutory holidays, which have occurred to date.
4. Amendments to this system of days off in lieu of statutory holidays may be made at any time by written agreement between the Fire Chief and the Association.

6.05 Lieu and float time will be scheduled on a seniority basis, within a crew, with a member being permitted to book a maximum of four (4) days off consecutively (for members working the 24 hour shift, this equals 48 hours.) (2013)

6.06 For members working the twenty four (24) hour shift, if a crew does not have sufficient time in a calendar year to book all of their vacation and lieu time, they must consult with the Deputy Fire Chief of Operations, or his designate, to seek further availability. (2013)

6.07 For members working the twenty-four (24) hour shift, one float or lieu day constitutes 12-hours. Lieu and float days must be scheduled in two consecutive twelve hour periods commencing at 0700 hours. Where a situation arises that an employee has a combination of lieu and or float days that total an odd number, they will be permitted to schedule a single 12-hour period off. Such 12 hour period will commence at 0700 or 1900 hours. (2013)

7. OCCUPATIONAL ILLNESS AND ACCIDENTS

- 7.01 Fire Fighters off duty as a result of an accident or occupational illness incurred in the performance of their duties, shall be provided with hospital and medical care as provided by The Workplace Safety Insurance Act.

An employee off duty as a result of an accident or an occupational illness incurred in the performance of his/her duties shall be paid the difference between Workplace Safety Insurance Act rates and the Fire Fighter's normal net rate of pay as adjusted from time to time, such that his/her take-home pay will be neither more nor less than would be the case were they/them in active service. The sick leave bank will not be utilized to provide any form of income for any compensable illness or injury arising from self employment or employment with an employer other than the Corporation.

- 7.02 Any Fire Fighter who, through occupational illness or disability, cannot return to normal duties shall, having regard to his/her qualifications, be considered by the Corporation for alternate employment in an existing available position. Remuneration for the alternate employment shall be the job rate in effect. (2018)
- 7.03 "Occupational illness or accident" shall mean any type of sickness, injury, or illness incurred by a Fire Fighter while performing his/her duties as a Fire Fighter.
- 7.04 An employee shall not receive sick pay when eligible to receive compensation under The Workplace Safety Insurance Act, due to injury sustained while on the payroll of someone other than the Corporation.

8. CUMULATIVE SICK PAY

- 8.01 Each Fire Fighter shall receive sick leave credits at the rate of one and one-half (1-1/2) days for each unbroken month of service with the Corporation only while covered under this Agreement, such credit to be cumulative, however, provided that such credit shall not be payable to the probationer during his/her first six months of probation, but in determining such credit which has accrued to a Fire Fighter, his/her probationary period shall be included in the length of service.
- 8.02 The sick leave credits will be cumulative from the first day of employment. Each Fire Fighter shall receive sick pay at his/her full rate of pay for any time lost by an illness or accident which is not covered by The Workplace Safety Insurance Act, and such lost time shall be deducted from his/her sick leave credits, limited to the total of his/her accumulated amount of sick days. Deductions from his/her accumulative sick leave credits will be for working days only. Any time lost through occupational injury or occupational illness which is covered by The Workplace Safety Insurance Act, shall not be deducted from sick leave credits.
- 8.03 a) The Corporation may require a Functional Abilities Assessment Form (FAAF) appended to this agreement for the following: (2013)
- 1) Any Fire Fighter who on the third (3rd) occurrence of sick time in a calendar year must provide a FAAF for any subsequent absence in the remaining calendar year following notice. (2011, 2013)
 - 2) Any Fire Fighter who has been absent for more than three (3) consecutive working days.

- 3) In cases of extended absence due to illness or injury, after the first thirty (30) consecutive calendar days of absence and after thirty (30) consecutive calendar days thereafter.

Notwithstanding the above, the Association recognizes that the Corporation has the right to require a completed (FAAF), appended to this agreement, for absence. All reasonable costs for a FAAF will be paid by the City, provided that the receipt is submitted by the employee. (2013)

An occurrence is defined as an unbroken period of absence due to illness/injury.

- b) If the physician of the Corporation has any questions respecting the information provided, they/they is hereby authorized to contact the physician of the Fire Fighter to secure any additional information. In the event of a disagreement between the Corporation's physician and the Employee 's physician, the employee shall be referred to a mutually agreed upon independent specialist in the field of medicine for which the Corporation has their concern, from the list below. It is understood that medical information will be treated as confidential between the medical practitioners referred to above. The Corporation will pay the cost of any examinations pursuant to this article.

Employer shall provide the names of (3) practitioners from which the member and their physician shall pick one to perform the assessment. (2023)

- c) All requests for Functional Ability Assessment Forms (FAAF) must be submitted within ten (10) calendar days of the request. If an employee cannot provide a (FAAF) within ten (10) calendar days, they must contact the Fire Chief or his/her designate and provide the anticipated date of when the (FAAF) will be made available. (2013)

- 8.04 For employees who work the twenty-four hour shift, one (1) Sick Day or Dependent Care Day represents twelve (12) hours.

Sick Leave or Dependent Care for a twenty-four (24) hour shift = 2 Sick Days.

Sick Leave or Dependent Care during the first twelve (12) hours = 2 Sick Days deducted unless a return to work is approved by the Fire Chief or their designate.

Sick Leave or Dependent Care during the second twelve (12) hours = 1 Sick Day deducted. (2013)

- 8.05 In the event that a Fire Fighter's employment with the Corporation is terminated after ten (10) years of service with the Corporation by reasons of voluntary resignation, retirement or by death, or should they secure a permanent full-time role in the City of Richmond Hill outside the bargaining unit, (2023) the Corporation shall pay to the said Fire Fighter or his/her estate an amount equal to one-half (1/2) of his/her sick pay credits provided that no fire fighter shall be entitled to receive a grant in excess of six months pay at the time of separation or permanent full-time relocation within the Corporation. (2023)

- 8.06 In order to be eligible for payment of salary under the sick pay scheme during an illness:

A. Suppression and Communications Staff must inform the dispatch centre of their illness at least two (2) hours before the commencement of the shift.

B. Fire Prevention, Training, and Mechanical staff must inform the dispatch centre of their illness prior to the start of their scheduled shift. (2019)

8.07 An unbroken month of service is defined as a calendar month where an employee has not been absent from work for more than seven (7) work days as a result of sickness or injury.

8.08 The Corporation will grant each employee not working a twenty-four-hour shift (24) up to three (3) days per year leave, with the approval of the Fire Chief or designate compensation at their regular rate of pay less legal and authorized deductions, when the employee cannot report to work due to reasons related to dependent care. Dependent care is defined as: (a) a personal illness, injury or medical emergency of a dependent or (b) an urgent matter that concerns a dependent. Dependents are defined as spouse, child or parent. Employees working the twenty-four-hour shift (24) will receive four (4) days per year dependant care leave. (2023)

These days will be drawn from the employee's sick bank and will not be considered as sick leave incident. If the employee is required to attend to a sick dependent, the employee may be required where practicable to produce a certificate signed by a qualified medical practitioner. Unused days are not to be carried over to the next year.

Days taken for the purposes of Dependent Care are inclusive of any leave of absence provision or entitlements for similar or related circumstances under the Employment Standards Act

8.09 The Corporation may grant a temporary leave of absence without loss of pay for emergency situations, not to exceed 24 hours in a calendar year, with a maximum of 4 occurrences. When an emergency has occurred, staff shall notify the Fire Chief or his/her designate stating the reason for emergency leave request. The Corporation requires that all emergency leave hours shall be repaid in the same amount of consecutive hours in which they were taken, as approved by the Fire Chief or their Designate. All emergency leave shall be repaid within four (4) months of the occurrence or have their pay deducted. Any use of this emergency leave shall not be used against an employee for any type of attendance/discipline matters and shall be entirely non-punitive. (2011)(2019)

9. LONG TERM DISABILITY

9.1 The Corporation will provide a Long Term Disability plan for all non-probationary employees, providing income protection benefits of 75% of salary to a maximum benefit level of

- \$8,500 (effective date of ratification)
- \$8,750 January 1, 2025

as per the Group Insurance Policy. "Disability" for the purpose of the plan is to be determined relative to an employee's ability to perform firefighting duties in the initial 24 months of benefit eligibility. (2011) (2013) (2019)

Payments will commence after a qualifying disability period of six (6) months or the exhaustion of accumulated sick leave, whichever is the latter.

The Corporation will keep the Fire Fighter's job available for the first twenty-four (24) months of benefit eligibility.

The Corporation will continue to pay the appropriate premiums for group employee benefits namely Dental, E.H.C, Group Life, Accidental Death and Dismemberment and Long Term Disability for a period of up to twenty-four (24) months from the date the Fire Fighter first becomes disabled or the exhaustion of accumulated sick leave, whichever is the latter. Premiums will be waived for Group Life, Accidental Death and Dismemberment and Long Term Disability after a Fire Fighter has been totally disabled for six (6) months as per the Group Insurance Policy.

10. RETIREE BENEFITS

- 10.1 The corporation agrees to provide retired members who are not eligible for benefits from another employer and who reside in Canada with coverage under the extended healthcare and dental provisions to the same extent and in the same manner that such coverage is provided to the active members of Richmond Hill Fire and Emergency Services.

The said coverages shall be provided by the Corporation to members retiring and in receipt of a pension in accordance with the OMERS Pension Plan.

These coverages shall continue from the date of the member's retirement until the earlier of the date the member attains age 65 or such benefits are provided by the Government of the Province of Ontario.

- 10.2 A post age 65 Retiree Health Care Spending Account (RHCSA) will be provided for existing active full-time firefighters who are enrolled in the existing health benefit plan at age 65, with the following conditions: (2019)

- The RHCSA will be applicable to the eligible retired employees and spouse only (to a combined maximum of \$3,500/year effective January 1, 2024).
- For eligible retired employees from 65 to 75 years old as of January 1, 2018
- The plan will have no retroactivity to those eligible retired employees who have exhausted the exiting health benefit plan and/or have reached age 65 prior to January 1, 2019.
- In addition to the above, those eligible for the plan must be qualified to receive an unreduced pension at the time of retirement in accordance with the terms established by OMERS; and,
- The eligible retired employees must be in receipt of an unreduced pension.
- Member must have worked a minimum of 10 years with the City of Richmond Hill
- Claims for reimbursement must be made first through the Ontario Health Insurance Plan (OHIP), the Ontario Drug Plan (ODP), or other such public or provincial insurance plan as may be applicable. Reimbursement will be provided for medical or dental expenses to the extent those expenses exceed the coverage available from OHIP, ODP or other applicable public insurance plan.
- The RHCSA will be non-cumulative. There is no redeemable cash value. In the event the eligible retired employees (and spouse when applicable) does not exhaust the maximum entitlement for the year, the balance cannot be carried over into the subsequent year.
- There will be no survivor benefits for the spouse, if applicable, if the retiree dies.

11. SALARIES

- 11.01.01 (a) In addition to salary as set out in Appendix B, the Corporation shall pay Recognition of Service Pay based on service with Richmond Hill Fire & Emergency Services, as follows (2013):
- 3% after the completion of 8 years service
 - 6% after the completion of 17 years service
 - 9% after the completion of 23 years service
- b) This service premium shall be included as salary in calculating overtime, vacation, and statutory holiday pay, pension contributions, sick leave pay etc., but shall not be included in calculating salary for purposes of payment of sick leave credits pursuant to Article 8.05. (2013)
- c) Differentials shall be adjusted accordingly across all ranks within the bargaining unit.
- 11.01.02 It is agreed that all changes of salary rates will be effective for complete two (2) week pay periods. In the event that the calendar date agreed to or established for changes falls during the first seven (7) days of a pay period, the increase will be paid for that entire pay period. In the event that the date falls during the last seven (7) days of a pay period, the increase will be effective for the subsequent pay period.
- 11.02.01 The City will make every effort to ensure that, whenever it is known that there will not be a Company Officer on duty at any fire hall that normally has an officer in charge, a Fire Fighter shall be designated, as per Article 12.10.02, by the Fire Chief or his/her designate, to take charge as an officer. The Fire Fighter who is so designated shall be paid at Company Officer's rate for the period during which they/them is in charge. Under normal conditions, only those Fire Fighters who have passed the Company Officer's examination will be eligible to serve as acting Company Officer. (2019)
- The Officer in-house Program will be comprised of, but not be limited to:
- Occupational Health and Safety Training specific to supervisors
 - NFPA 1021 – Level 1 Certification (2023)
- 11.02.02 The City will make every effort to ensure that, whenever it is known that there will not be a Platoon Chief on duty on any shift, a Company Officer shall be designated, as per Article 12.10.02, by the Fire Chief or his/her designate, to act in the capacity of Platoon Chief. The Company Officer who is so designated shall be paid the Platoon Chief's rate for the period during which they/them is acting. Under normal conditions, only those Company Officers who have passed the Platoon Chief's examination will be eligible to act in the capacity of Platoon Chief.
- 11.02.03 Successful candidates who are not designated will be utilized to act as Company Officers/Platoon Chiefs whenever it is known that a Company Officer/Platoon Chief or a designated Acting Company Officer/Acting Platoon Chief will not be on duty. These candidates will be assigned on a day – to – day basis, starting from the first non-designated candidate on the list who is working the shift in question and proceeding down the list to the other candidates who are working the same shift. On the next occasion a non-designated successful candidate is utilized in an acting capacity, it shall start the selection process from the last point reached on the list.
- 11.02.04 The City will make every effort to ensure that, whenever it is known that there will not be a Communications Officer on duty that normally has an officer in charge, an Alarm Room

Operator shall be designated, as per Article 12.10.02, by the Fire Chief or his/her designate, to take charge as an officer. The Alarm Room Operator who is so designated shall be paid at Communications Officer's rate for the period during which they/them is in charge. Undernormal conditions, only those Alarm Room Operators who have passed the Communications Officer's examination and successfully completed the Officer in-house Program will be eligible to serve as acting Communications Officer.

11.03 This Agreement shall be subject to the Mr. Justice Rand formulae: i.e.,

"Whenever 75% of employees covered by this Agreement consent to the union dues being deducted from their salary each pay day, it shall be compulsory for all employees to pay the regular union dues in the same manner as a condition of employment."

11.04.01 Pursuant to the Fire Protection and Prevention Act, 1997, when a Fire Fighter is called back to duty while not on his/her regular shift, they/them shall be entitled to be paid for his/her time worked from the time they/them is called to the time that they/them is no longer required, or until his/her next regular shift begins, whichever occurs first, at one and one-half times his/her regular rate of pay, with the minimum rate to be paid to him to be two hours at one and one-half times his/her regular rate of pay.

11.04.02 When a Fire Fighter is requested and agrees to work on a shift other than his/her regular shift they/them will be paid at the overtime rate of one and one-half times (1.5) his/her regular rate of pay, or elect to bank hours in Lieu of equal time off at straight time. (2011)

11.04.03 When a Fire Fighter is on duty and is required to work beyond the end of his/her regular shift, all of his/her time worked past the end of his/her regular shift will be paid at the overtime rate of one and one-half times (1.5) his/her regular rate of pay, or elect to bank hours in Lieu of equal time off at straight time.

11.04.04 When a Fire Fighter is requested and agrees to work other than his/her regular shift, for training or meeting purposes they/them will be paid at the overtime rate of one and one half times (1.5) his/her regular rate of pay, or elect to bank hours in Lieu of equal time off at straight time.

11.04.05 When a Fire Fighter is required to attend a training course on his/her off-duty time, attendance shall be subject to the following three (3) conditions:

1. The Corporation will provide at least forty-five (45) calendar days notice of the required training: and (2018)
2. No Fire Fighter will be required to attend for training if they/them is scheduled off on Holiday or Lieu Time, (including their days off prior to and after), prior to the notice of required training; and
3. All Fire Fighters will be paid at the rate of one and one half time (1.5) his/her regular rate of pay, or bank hours at straight time in Lieu of equal time off.

11.04.06 All full time Fire Fighters are eligible to be compensated financially, for all authorized overtime, at the overtime rate(s) outlined in Article 11 or to bank hours in lieu of equal time off. Time will be banked at 1.5 times the regular rate of pay. Employees must elect to bank hours or receive overtime pay at the time the hours are earned. The number of hours banked are not to exceed 84 hours per year. Hours included in the employee's bank must be taken by the end of the calendar year or paid out unless otherwise authorized by the Fire Chief or his designate. (2018)

- 11.04.07 The premium rates of pay outlined in Article 11 shall be effective following the signing of an Agreement. The Corporation shall pay these premiums on a bi-weekly basis with the calculation period ending at 6:00 P.M. on the preceding Friday.
- 11.04.08 Mandatory overtime shall exist, at the discretion of Management (or their designate(s)), for the purposes of completing required reports to be submitted prior to the departure of the Officer at the end of their shift. Furthermore, every reasonable effort will be made to ensure appropriate staffing levels. (2013)
- 11.04.09 Should call back be required during an emergency, the Fire Chief or their designate will have the ability to deviate from the existing overtime list(s). This does not include regular staffing coverage. (2013)

11.05 Shift Training Instructors

The Corporation agrees to provide Shift Training Instructors and Technicians: working the 24 hour shift: 24 hours off with pay per discipline per year. Communication division and prevention division will receive 2 shifts off with pay per discipline per year. Should the Shift Training Instructor choose not to book the 24 hours off in the calendar year, the 24 hours shall be paid in the first pay period in December at straight time.

The premium will be paid for the following disciplines:

Trench Rescue, Confined Space Rescue, High Angle/Rope Rescue, Auto Extrication, Hazardous Materials, Ice/Water Rescue, Defib Educators, Firefighter Survival, Blue card, Pump Operations, Fire Prevention (NFPA 1031, 1035, 1033) Communicators Teaching the one-week NFPA 1061/CAD course to recruit Firefighters and First Aid Educators. Technicians who maintain, repair, upgrade, or test components of SCBA, and CAD will be eligible for this compensation.

The selection of Shift Training Instructors or Technicians will be made at the sole discretion of the Fire Chief or his/her designate, and nothing shall prevent the Fire Chief or his/her designate from eliminating or adding disciplines.

To be considered as an STI,

- possess (or be willing to attend and successfully complete) NFPA 1041 Instructor 1 Level 1
- be willing to attend specific NFPA technician level training

12. PROMOTIONS AND SENIORITY

- 12.01 In making recommendations for promotions in the Department, both efficiency and years of service in Richmond Hill Fire & Emergency Services shall be considered.
- 12.02 In determining a full time Fire Fighter's length of service for seniority purposes, computation will begin on the date the full time Fire Fighter entered service with Richmond Hill Fire & Emergency Services.

For new hires starting on the same day, seniority will be determined as follows:

- 1) Any past service with the Corporation, ranked by Corporation start date
- 2) For new members not covered by item 1, seniority will be determined by the highest final exam mark at the end of their recruitment training. (2011)
- 3) If two (2) of the final exam marks are the same, seniority for the new members will be determined by lots. (2018)

Former full time Fire Fighters re-entering the service after continuity of service has been broken for any reason (service in the Canadian Armed Forces during a time of war or national emergency excepted) shall be considered new full time Fire Fighters and seniority shall be computed as of the date of re-entry into the department.

- 12.03 After serving a twelve (12) month probationary period, and upon being successfully examined and recommended by the Fire Chief at twelve (12) month intervals, and not otherwise, each Fire Fighter shall be advanced one (1) classification every twelve (12) months thereafter until they/they has reached the rank of First Class Fire Fighter. Promotion from Probationer to First Class Fire Fighter will normally take a minimum of four (4) years and all moves are at the discretion of the Fire Chief.

After serving a twelve (12) month probationary period, and upon being successfully examined and recommended by the Fire Chief at twelve (12) month intervals, and not otherwise, each Fire Inspector and/or Public Educator shall be advanced one (1) level. All moves are at the discretion of the Fire Chief.

After serving a twelve (12) month probationary period, and upon being successfully examined and recommended by the Fire Chief at twelve (12) month intervals, and not otherwise, each Fire Protection Technologist shall be advanced one (1) level. All moves are at the discretion of the Fire Chief

After serving a twelve (12) month probationary period, and upon being successfully examined and recommended by the Fire Chief at twelve (12) month intervals, and not otherwise, each Alarm Room Operator shall be advanced one (1) level. All moves are at the discretion of the Fire Chief

A successfully completed examination shall be one in which a mark of seventy percent (70%) is attained. If any classification examination is not successfully completed, the candidate must re-write the examination within ninety (90) days. If the examination is not completed successfully the second time, and subject to the employee's past record and work history, they/they may be disciplined. (2018)

- 12.04 At the time when examinations are posted, a list of sources of information will be provided to allow candidates to study and review the material.

- 12.05 In respect of transfers, on a full-time permanent basis, employees shall meet all of the requirements of the respective positions to which they are transferred.

All employees who desire to transfer to fill a vacancy in a division, to which they have not previously held the position of 1st class, will be compensated one classification below their current rank (i.e. Officer - compensated at 1st class, 1st class - compensated at 2nd class, etc.). This rate will be frozen until such time that their new rate surpasses their frozen rate.

All employees are required to write, and successfully complete all classification exams (i.e. 4th, 3rd, 2nd, and 1st class) at the prescribed times outlined in the collective agreement.

Due to the similarities of the positions, the only exception to article 12.05 is when Training Officers desire transfer to the suppression division. Training Officers will be compensated at the 1st class rate at time of transfer.

12.06 All employees who transfer to another position within the bargaining unit must remain in that position for a minimum of two (2) years. (2018)

12.07 Any promotion above First Class shall be recommended to the Fire Chief by a Promotional Board.

All promotions above 1st Class shall be based on the following: Seniority, leadership quality and ability as evidenced by the following: i) written exam; ii) oral presentation iii) practical component and iv) interview of the Candidate, by the Qualifying Board, using the above criteria. (2011)

12.08 Qualifying Boards

A qualifying board consisting of two Deputy Chiefs, and two other Chief Officers from within the Association shall be appointed by the Fire Chief. (2011)

The Qualifying Board shall evaluate each candidates interview, practical component and oral presentation on a consensus basis. (2013)

12.09 Responsibilities of the Qualifying Board

12.09.01 Qualifying Board members shall be responsible for the composition, adjudication, marking, interviewing and assessing of each Candidate by the procedures established in consultation with Human Resources and the Fire Chief.

12.09.02 The Qualifying Board shall, after evaluating each Candidate for positions in the Suppression Division, Prevention Division, Training Division and the Communications Division, place each successful Candidate on a Qualifying List in descending order according to the overall results and date of qualification, as per Article 12.10.04. (2013)

When new Candidates qualify they will be placed on the list using the above criteria below the names of the Candidates already on the list. All promotions and designations shall be made from the top name(s) on the Qualifying List(s), subject to Article 12.17. There shall be one (1) name designated, from the Company Officers Qualifying List, equal to the number of suppression crews. There shall be one (1) name designated, from the Platoon Chiefs Qualifying List, equal to the number of Platoon Chiefs.

12.09.03 The Qualifying Board shall recommend to the Fire Chief the candidate for promotion for positions in the Training and the Fire Prevention Division.

12.09.04 For all positions, all Candidates who are less than five (5) percent away from the highest scoring Candidate shall be considered relatively equal and shall be ranked according to seniority. This process will be repeated until all Candidates are ranked.

12.10 Eligibility

12.10.01 (a) Platoon Chief // Prevention Chief

All Applicants shall have a minimum ten (10) years full-time employment with Richmond Hill Fire & Emergency Services, with three (3) years experience as an Officer in the same division as the promotion and successfully completed Fire Officer II.

Testing for these promotions shall involve:

a written exam - constituting 25% of the total mark

an oral presentation - constituting 25% of the total mark

a practical component - constituting 25% of the total mark and an interview – constituting 25% of the total mark (2013)

12.10.01 (b) Training Chief (NEW)

All Applicants shall have a minimum ten (10) years full-time employment with Richmond Hill Fire & Emergency Services, with three (3) years' experience as a Company Officer or Training Officer and successfully completed Fire Officer II.

12.10.02 Company Officer

All Applicants shall have a minimum of seven (7) years full-time employment with Richmond Hill Fire & Emergency Services with three (3) years experience as Fire Fighter First Class in the same division as the promotion. (2019)

Additionally, all applicants must have requested and successfully completed the following courses :

- Legislation 101
- NFPA 1041 Fire Instructor, Level 1
- NFPA 1021, Fire Officer 1
-

*** Prior to receiving Incident Command training, all other required courses/workbooks must be successfully completed by the applicant ***

All applicable courses will be offered a minimum of once annually. A Firefighter must be at 1st Class to be eligible to apply for any available course.

Testing for these promotions shall involve:

a written exam - constituting 25% of the total mark

an oral presentation - constituting 25% of the total mark

a practical component – constituting 25% of the total mark

and an interview - constituting 25% of the total mark (2013)

12.10.03 Training Officer

All applicants shall have a minimum of seven (7) years full-time employment with Richmond Hill Fire & Emergency Services with three (3) years experience as a Fire Fighter First Class. (2011) (2019)

Additionally, all applicants must have requested and successfully completed the following courses :

- Legislation 101
- NFPA Fire Instructor 1041, Level 1
- NFPA Fire Officer 1021, Level 1
-

All applicable courses will be offered a minimum of once annually. A firefighter must be at 1st Class to be eligible to apply for any available course.

Testing for these promotions shall involve:

a written exam - constituting 25% of the total mark
an oral presentation - constituting 25% of the total mark
a practical component – constituting 25% of the total mark
and an interview - constituting 25% of the total mark (2013)

12.10.04 Fire Prevention Officer

All applicants shall have a minimum of seven (7) years full time employment with Richmond Hill Fire & Emergency Services with three (3) years' experience as a Fire Inspector, 1st Class, or three (3) years' experience as a Plans Examiner, 1st Class. (2019)

Additionally, all applicants must have requested and successfully completed the following courses:

- Legislation 101
- NFPA 1031 Fire Inspector, Level 1
- NFPA 1035 Public Educator, Level 1
- NFPA 1041, Level 1

All applicable courses will be offered a minimum of once annually. A firefighter must be at 1st Class to be eligible to apply for any available course.

Testing for these promotions shall involve:

a written exam - constituting 25% of the total mark
an oral presentation - constituting 25% of the total mark
a practical component – constituting 25% of the total mark
and an interview - constituting 25% of the total mark (2013)

12.10.05 Public Education Officer

All applicants shall have a minimum of seven (7) years full time employment with Richmond Hill Fire & Emergency Services with three (3) years experience as a Public Educator, 1st Class. (2019)

Additionally, all applicants must have requested and successfully completed the following courses:

- Legislation 101
- NFPA 1041 Fire Instructor, Level 1
- NFPA 1035 Public Educator, Level 1
- NFPA 1031 Fire Inspector, Level 1

All applicable courses will be offered a minimum of once annually. A firefighter must be at 1st Class to be eligible to apply for any available course.

Testing for these promotions shall involve:
a written exam - constituting 25% of the total mark
an oral presentation - constituting 25% of the total mark
a practical component – constituting 25% of the total mark
and an interview - constituting 25% of the total mark (2018)

12.10.06 Communications Officer

All applicants shall have a minimum of three (3) years full-time employment with Richmond Hill Fire & Emergency Services as an Alarm Room Operator, year FOUR (4). (2019)

Additionally, all applicants must have requested and successfully completed the following courses/workbooks:

- Legislation 101
- Occupational Health and Safety Training
- NFPA 1041 Fire Instructor, Level 1
- NFPA 1061, Public Safety Telecommunications Personnel Professional Qualifications

All applicable courses will be offered a minimum of once annually. An Alarm Room Operator must be at Year 4 to be eligible to apply for any available course.

Testing for these promotions shall involve:

a written exam - constituting 25% of the total mark
an oral presentation – constituting 25% of the total mark
a practical component – constituting 25% of the total mark
and an interview - constituting 25% of the total mark (2013)

- 12.11 Candidates whose names appear on the Qualifying List(s), but have not performed in an Acting capacity in the classification applied for within three (3) years of placement on the list(s), will be required to attend appropriate components of the Officer in-house Program, as deemed necessary by the Fire Chief or his/her designate.

12.12 Timing of Qualifying Exams

For the Suppression division, exams or testing will be held every three (3) years from the last process, or earlier based on the operational needs of the Fire & Emergency Services. (2013) (2018)

Exams or testing will be held in the second quarter (April, May, June).

For other divisions, exams or testing will be based on the operational needs of the Fire & Emergency Services.

A list of resource material for written exams, oral presentations and practical exams shall be posted at least three (3) months prior to the commencement of this process.

12.13 Failure to Qualify

12.13.01 The minimum total qualifying mark for all positions shall be 70% with not less than a minimum of 65% in any of the categories. (2013)

12.13.02 Candidates who fail to obtain an overall mark of 70%, have the opportunity to schedule an interview with a Deputy Chief and/or the Qualifying Board. All requests for interviews shall be made in writing within thirty (30) days of the posting of the Qualifying List(s). Interviews will be held within thirty (30) days of receipt of written request.

12.13.03 Unsuccessful Candidates not satisfied with the results of the above interview may request in writing a second interview at which they will be entitled to have representation from the Association. Interviews will be held within thirty (30) days of receipt of written request.

12.14 An executive committee member (chosen by the President) may be present as an observer for all oral presentations and practical components during promotional testing and candidates interview. (2011)

12.15 Promotional Board

A Promotional Board shall consist of two Deputy Fire Chiefs, and two Chief Officers from within the Association, The board shall be appointed by the Fire Chief. The board will review qualifying material, current performance, appraisal(s) and conduct interviews. (2019)

12.16 Promotions

The Promotional Board shall submit a list of Candidates in descending order, as per Article 12.10.02, to the Fire Chief after reviewing the above criteria. The list submitted by the Promotional Board shall mirror the qualifying list established by the Qualifying Board unless significant documented changes are noticed with the Candidate(s). Promotions will be made at the discretion of the Fire Chief, which discretion shall be reasonably exercised subject to the above information.

12.17 An executive committee member (chosen by the President) may be present as an observer during the candidate's interview. (2019)

12.18 Temporary Transfers to Positions Outside the Bargaining Unit (NEW)

Employees who volunteer to a temporary transfer to another position within the Corporation, not covered by this Agreement, will continue to receive medical, dental, sick pay, accumulate seniority within the bargaining unit, and all other entitlements associated with this Agreement for the duration of transfer at which time:

- i) The employee agrees to a permanent position outside the bargaining unit and ceases to be a member of the Association or
- ii) The term of transfer, not to exceed one (1) year, has expired at which point the temporary transfer employee will return to the bargaining unit in their substantive position plus any increases or increments that were approved during the temporary transfer period.

The employee when voluntarily agreeing to temporary transfer at a lower rated job will continue to receive their regular rate of pay.

The employee when temporarily transferred in higher rated jobs, shall be paid the Level 1 rate of the role they are temporarily transferred into or the closest level in the respective group's salary schedule that is above their current hourly rate; provided that it is a minimum of 4.5% above their current hourly rate.

The temporarily transferred employee will not engage in discipline or be involved in any confidential labour relations matters concerning the Association or any of its members.

The member will continue to pay their dues to the Association during the term of transfer and the employer will continue to recognize the Association as the sole bargaining agent for the employee as outlined in Article 2 of the collective agreement. The employee may choose to return to their substantive position at any time during the transfer given two weeks notice.

13. LEAVE OF ABSENCE

- 13.01 All requests for leave of absence without pay must be made in writing to the Fire Chief.
- 13.02 The Fire Chief may grant leave of absence without pay and without loss of seniority or occupational classification, for a maximum of 12 months, based on the merits of the individual application and operating needs of the Department.
- 13.03 Requests for leave of absence without pay will not normally be entertained from any one individual more than twice in any calendar year.
- 13.04 Employees will be required to substantiate absences which are not approved by the Fire Chief. Such absences may be subject to disciplinary action.
- 13.05 Any employee who is summoned to serve as a juror or subpoenaed as a witness for the Crown in a case in which they/they has no personal interest, and who would otherwise be on normal working duty for the Corporation, will be granted a leave of absence for such purpose. They/they will be paid his/her full wages at the regular rate less legal and authorized deductions for such service upon submission of a receipt from the Treasurer of the Corporation for the deposit of his/her jury or witness fees.

- 13.06 Leave of Absence without loss of pay and without loss of seniority, for attendance at conventions and seminars relative to the business of the Association will be granted to the Association's representatives, provided that replacements acceptable to the Fire Chief are provided by the Association at no cost to the Corporation. No fire fighter shall absent himself without the prior approval of the Fire Chief.

13.07 Bereavement

- 13.07.01 Firefighters who are bereaved will be permitted the following time off with compensation for the work days lost at their regular rate of pay less legal and authorized deductions:
- (a) Loss of spouse, son, daughter, mother or father - up to five (5) days.
 - (b) Loss of brother or sister - up to three (3) days.
 - (c) Loss of son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law or sister-in-law - up to two (2) days.
 - (d) Loss of either grandparent, niece or nephew, aunt or uncle - up to one (1) day.
 - (e) Firefighters working the twenty-four (24) hour shift who are bereaved for any family member identified in (a) will be entitled up to two 24 hour shifts off. (2019)
 - (f) Firefighters working the twenty-four (24) hour shift who are bereaved for any family member identified in (b), (c), or (d), will be entitled up to one 24 hour shift off. (2019)
 - (g) The Fire Chief may authorize one (1) day (up to 24 hours for firefighters working the 24 hour shift) leave with pay for employees to serve as pall-bearers for relatives or friends. (2013)
- 13.07.02 Documentation may be requested for bereavement. (2013)
- 13.07.03 All bereavement entitlement will be up to and including the day of the funeral. (2013)

13.08 Pregnancy/Parental Leave

Employees may take Pregnancy/Parental leave in accordance with Provincial Legislation with at least two (2) weeks written notice to the Employer. Vacation requests must be submitted in advance of taking pregnancy/parental leave.

The pregnant Fire Fighter, upon submission of a medical practitioner's written recommendation, may be re-assigned to non-direct suppression duties within the Fire & Emergency Services, until pregnancy leave commences.

14. PENSIONS

- 14.01 Each full time Fire Fighter shall join the Ontario Municipal Employees Retirement System Final Average Earnings Plan. They shall also be entitled to the privileges and benefits of any other Pension Plan to which they have subscribed which has been in effect. The mandatory retirement age and normal retirement age for Fire Fighters shall be sixty-five (65) years of age. (2011)
- 14.02 The full time Fire Fighters record of the pension contribution shall be made available for individual approval annually.

- 14.03 The Association shall have the right to representation on any committee making any changes in the existing pension system.

15. GROUP LIFE, EXTENDED HEALTH AND DENTAL

- 15.01 All full time Fire Fighters shall become and remain members of the existing Life Insurance Plan. The Corporation agrees to pay 100% of the premiums for the coverage outlined in the Master Policy, namely:

1. Life Insurance - 2 times employee's salary to the nearest \$500.00.
2. Accidental Death and Dismemberment (AD&D) - 2 times employee's salary to the nearest \$500.00.

- 15.02 Employer agrees to pay 100% of the premiums for Buffet Taylor and Associates Ltd.'s Managed Dental Care plan, or equivalent. The O.D.A. schedule will be maintained at the current O.D.A. minus one year, with adjustments made on January 1st for each calendar year. (The dental care benefits provided under this plan will remain intact unless changed through the collective bargaining process.)

Services/Procedure	Reimbursement	Maximum
A. Diagnostic/Preventative	100%	Nil
B. Minor Restorative	100%	Nil
C. Orthodontic	50%	\$4,000 effective on ratification
D. Periodontic (Minor Restorative)	100%	Nil
E. Denture (Major Restorative)	50%	\$2,000/yr effective on ratification
F. Bridge (Major Restorative)	50%	
G. Crown (Major Restorative)	50%	
H. Endodontic	100%	Nil

- *The maximum lifetime amount payable applies to the eligible expenses incurred under part C for each covered dependent between the ages of 6 and 19.

- **The maximum amount payable applies to the combined eligible expenses incurred in a calendar year under Parts E, F, and G for the employee and for each covered dependent.

15.03 Extended Health Care

The Corporation agrees to pay 100% of the premiums for the following benefits:

- Semi-private hospital coverage;
- Pay Direct Managed Drug Plan - Assure Health Inc.'s National Formulary: The Plan will pay 90% of all eligible drugs, medicines and applicable pharmacy dispensing fees and 70% for the non-National Formulary prescriptions which were previously covered under the former plan. Generic drug substitution unless no generic drugs are available or the physician directs that a generic substitute is not allowed by writing "no substitution" on the prescription. (2018)

Note: For those non-Formulary drugs previously covered under the former plan which become covered at 70%, a request for exception may be made using the Drug Exception Request Application form. Exceptions are determined on the basis that other therapeutic alternatives have been tried and proven ineffective. The differential 20% would then be refundable. In situations requiring a maintenance drug, the Pay Direct Drug card would be coded to allow for that drug at 90% when filling future prescriptions.

Note: A maximum limit of two hundred dollars (\$200) on out-of-pocket coinsurance expense will be borne per calendar year per family/single person unit to meet the coinsurance provision of the drug benefit under the managed health care plan. In the event that out-of-pocket coinsurance expenses reach \$200 in a calendar year, the plan will then pay 100% of drug costs for the remainder of that calendar year.

Note: If a fee is introduced for consultation by any party (e.g., pharmacist, physician, consultant) regarding eligible drugs or medicines, the Corporation agrees to pay 100% of such fee.

- Vision Care Plan in the amount of six hundred (\$600) effective date of ratification per eligible family member every twenty-four (24) months, may be applied to laser surgery (2018) (2019)
 - \$650 effective January 1, 2025
- Chiropractic and massage therapy combined in the amount of \$1,800 each per year.
- All other paramedical coverage at \$550 per year per practitioner (osteopath, podiatrist, chiropodist, naturopath, speech pathologist, acupuncturist). (2019)
- Psychological services \$5,000 per year effective date of ratification,
- PSA testing - 100% coverage

Note: All other medical benefits and services will not change with the exception that the current dollar deductible applicable to supplementary health care benefits will be deleted.

15.04 Survivor Benefits

In the event of a Fire Fighter's death in the line of duty or a work related illness, as recognized by WSIB, a spouse or where there is no spouse, dependent children under the age of 21 or 25 if enrolled and attending an educational institution will receive in addition to any Pension, WSIB, or Canada Pension Plan payments, a supplemental benefit sufficient

to raise the total benefit payable to the spouse or dependent children to the level of the Fire Fighters salary at the date of death.

The Corporation shall pay dental and extended health care benefits (excluding out of country coverage) as outlined under Section 15 of the current working agreement on behalf of the surviving spouse.

This benefit would continue until the earliest of,

The date at which the Fire Fighter would have reached normal retirement age,

1. The remarriage of the surviving spouse
2. The date on which any dependent child reaches the age of 21 or 25 if enrolled and attending an educational institution if no spouse is alive

- 15.05 The Corporation will reimburse each employee for the cost of any medical exams and all other tests required to renew an AZ/DZ license after being employed by the City. The employee is required to provide evidence of payment.

16. UNIFORMS AND EQUIPMENT

- 16.01 All full time Fire Fighters will be supplied with the following articles of new clothing:

(a) Upon employment:

- (i) Choice of one (1) fatigue jacket or one (1) sweater
- (ii) Two (2) pair of fatigue pants
- (iii) Two (2) fatigue shirts
- (iv) One (1) coverall (except ARO's)
- (v) One (1) uniform parka
- (vi) One (1) tie
- (vii) One (1) pair safety shoes or boots
- (viii) Two (2) t-shirts

(b) Upon completion of the probationary period:

- (i) One (1) tunic
- (ii) One (1) pair dress pants
- (iii) One (1) dress shirt
- (iv) One (1) uniform cap
- (v) One (1) pair white gloves

(c) Upon promotion, the Fire & Emergency Services will issue new uniforms/clothing as appropriate to the rank.

All items of clothing will be replaced as required on the recommendation of the Fire Chief.

- 16.02 All full time Fire Fighters on staff will be supplied with fire fighting clothing consisting of:

- (a) Protective clothing as approved by Legislation
- (b) One (1) pair of winter mitts or gloves

All items of fire fighting clothing to be supplied on recommendation of the Fire Chief

- 16.03 All uniforms will be of proper fit within the limitations of the standard sizes available.

All full time Fire Prevention staff will be supplied with the following articles of clothing/equipment:

- (a) steel toed winter boots
- (b) jackets with zip in/zip out lining

All items of clothing will be replaced as required on the recommendation of the Fire Chief.

- 16.04 The Emergency Vehicle Technician will be provided a tool allowance of up to a maximum of \$700 annually for the purchase of tools directly related to their job at the discretion and approval of the Fire Chief. The tool allowance will only be paid once approval is received and proof of payment/receipts are submitted to the Fire Chief.

17. FITNESS

- 17.01 All Fire Fighters must remain fit to enable them to properly execute their duties. Where circumstances have given the Corporation cause to doubt that such is the case the Corporation may require Fire Fighters to submit to an examination from the employee's physician and in such case the said physician shall be authorized by the Fire Fighter to certify to the Corporation's physician whether the Fire Fighter is or is not fit to enable the Fire Fighter to properly execute his/her or her duties.

In the event of a disagreement between the Corporation's physician and the employee's physician the employee shall be referred to a mutually agreed upon independent specialist in the field of medicine for which the Corporation has their concern, from the list below. It is understood that all medical information will be treated as confidential between the medical practitioners referred to above. The Corporation will pay the cost(s) of any examinations pursuant to this article.

Work Able Centres Inc.
Sibley & Associates
CBI Health
Medisys
Morneau Shepell

18. LIABILITY

- 18.01 The Corporation agrees to indemnify all employees of the Fire & Emergency Services covered by this Agreement and save them harmless from any and all damages or claims for damages or injuries or accidents done or caused by them during the performance of their duties, excluding willful and malicious damage. Legal counsel, when required, will be provided by the Corporation.

19. LAYOFF AND RECALL

19.01 *Layoff and Recall*

- a) If there is a staff reduction by the Corporation within the bargaining unit, employees shall be laid off by Division, in reverse order of seniority provided that the remaining employees have the skill, ability and qualifications to perform the work required.

- b) The employee to be laid off from the Division shall have preference for any suitable vacant position available at that time within Richmond Hill Fire & Emergency Services for which he or she is qualified. The Corporation will provide the employee who selects a vacant position with the opportunity to obtain training as may be required to complement existing skills provided the training shall not exceed six (6) months.
- c) If the employee does not take any suitable vacant position, he or she may be laid off immediately or identify the lowest ranked position in another Division for which he or she is immediately qualified, or for which they/them qualifies with a thirty (30) day familiarization, and in which there is an employee with less seniority. He or she may bump from that identified position the most junior employee. This employee shall be laid off from the Corporation.
- d) When an employee to be laid off under clause (c) is above the rank of First Class Fire Fighter, the employee may identify the junior person in another Division holding the same rank for which he or she is immediately qualified, or for which they/them qualifies with a thirty (30) day familiarization period.
- e) If the employee originally laid off from the Division is to be reduced in salary as a result of selecting a suitable vacant position or bumping into a job in another Division, his or her salary earned immediately prior to the layoff shall be maintained for up to thirty (30) months from the date of taking the suitable vacant position or bumping. Thereafter, the employee shall be paid the salary of the position occupied.
- f) An employee reduced in rank due to lay-off, and who held the rank of First Class Fire Fighter or better prior to lay-off, shall not, as a result of this provision, be reduced in rank below First Class Fire Fighter.
- g) Notwithstanding the promotion provisions of this Collective Agreement, an employee demoted as a result of staff reductions shall be the first to be re-promoted to his/her previous position when a vacancy occurs in that specific Division.
- h) Provided that no more than two years have elapsed from the date of lay-off, such employees shall be recalled to work in order of seniority provided they are qualified for the vacancy.

The Corporation will provide the employee with the opportunity to obtain familiarization as may be required to complement existing skills provided the familiarization does not exceed thirty (30) days.

Prior to actually laying off any employee(s), the Director of Human Resources shall provide written notice to the Union at least thirty (30) calendar days prior to the impending layoff(s) and shall, if so requested, meet with the Union within ten (10) calendar days of such request to discuss such layoff(s). (2011)

19.02 Recall

No new applicant for a position represented by the bargaining unit will be considered for employment during a period of layoff until such time as those employees who have been laid-off, and are suitable for re-employment have been recalled and have refused to return to work.

In the event of recall, positions on the work force will be filled in reverse order to the order of layoff. For the purpose of this section, employees of equal seniority will be recalled in order of suitability as determined by previous work assessments and examination results.

- 19.03 Laid-off employees will be notified of the position vacancy by registered letter or delivery to the last address known by the Corporation. Employees will have one week from the date of receipt of the letter to respond. In the event of recall, positions on the work force will be filled in reverse order to the order of layoff, provided that the period of layoff does not exceed twenty-four (24) months.

Employees so returning to duty will retain the same classification as that held prior to layoff providing that not more than twenty-four (24) months has elapsed between the time of layoff and the time of re-hire.

In no instances will a period of layoff be used in calculating years of service with the Corporation.

20. DISCIPLINE AND DEVOTION TO DUTY

- 20.01 Except as, and to the extent specifically modified by this Agreement, all managerial rights and prerogatives are retained by the Corporation and remain exclusively and without limitations within the rights of the Corporation and its management. The Corporation's right shall include:

1. The right to maintain order, discipline, and efficiency; to make, alter, and enforce from time to time, rules and regulations, policies and practices, to be observed by its employees.
2. Hire, discharge, direct, classify, transfer, promote, demote, suspend and lay-off or otherwise discipline any employee, provided that a claim of discriminatory promotion, demotion, classification or transfer, or a claim that an employee has been discharged, disciplined or laid-off without reasonable cause, may be the subject of a grievance and dealt with as provided.
3. Generally to manage its operation and undertakings and without restricting the generality of the foregoing to select, install and require operating of any equipment, plant and machinery which in its uncontrolled discretion deems necessary for the efficient and economical carrying out of its operations and undertakings.
- A. At least ninety (90) days prior to the introduction or implementation of substantial technological change, or substantial changes in mechanization affecting employees, the Corporation shall by written notice, furnish the Association with the full information of the planned change or changes. Such prior notice shall contain relevant information respecting the nature and degree of change; the date or dates on which the Corporation plans to effect the change; the location or locations involved.

- B. Within fifteen (15) days after the foregoing notice has been given, the Corporation shall make disclosure to the Association of the effects of the change or changes on any employee.
- C. If agreement has not been reached within fifteen (15) days after disclosure by the Corporation of the effects of the change or changes on any employee, either party may submit any outstanding issue to a Board of Arbitration which shall be constituted in the manner provided for by the Fire Protection & Prevention Act, 1997 as amended. The time limit provided in The Act shall apply. The Board of Arbitration shall have full remedial powers to deal with any unresolved issue.
- D. No change shall be made in the employment status of any employee consequent upon introduction or implementation of substantial technological change or substantial changes in mechanization, until either the parties have reached agreement through negotiation, or the Board of Arbitration constitutes hereunder has issued its award.
- E. The Alarm Room Operators shall be covered by the Fire Fighters Collective Agreement including Articles 20.01(3) and 20.02. However, should the Vaughan and/or Markham Fire Fighters collective agreements or Associations allow for the implementation of centralized fire dispatch for all or part of York Region, nothing in this Agreement shall be read as preventing Richmond Hill's participation in centralized fire dispatch to the same extent as the other Municipality(ies).

20.02 Contracting Out

Except to the extent and the degree agreed upon by the parties, and except in the case of an emergency, no work customarily performed by an employee covered by this Agreement shall be performed by another employee or by a person who is not an employee of the Corporation.

20.03 Successors Rights

The parties acknowledge that they have both had input into the Administrative/Organizational/Financial Review of Fire and Emergency Services for York Region.

In the event that an amalgamation or consolidation of Fire & Emergency Services in York Region is agreed to by some or all of the municipalities and the existing Richmond Hill Fire & Emergency Services needs to be re-organized as a result, the parties agree that:

The proposed reorganization shall not be construed to be contracting out within the meaning of Article 20.02 of this agreement.

The proposed reorganization will not be construed to be technological change within the meaning of Article 20.01A of this agreement.

There will be equitable treatment of all employees affected by the reorganization, that is to say, employees carrying out essentially the same duties and responsibilities should enjoy essentially the same terms and conditions of employment.

The procedural obligations of this agreement should be met and the intent of those obligations should be respected.

Negotiated changes to terms and conditions of employment should be seen as a primary requirement of a successful reorganization.

In the event of a possible privatization of the Fire service in whole or in part, the above shall not apply.

- 20.04 Any Fire Fighter who feels they/them has a just reason or cause for grievance shall proceed as outlined in Article 21.

21. GRIEVANCE PROCEDURE

- 21.01 The Association shall appoint a Grievance Committee consisting of up to five (5) persons from among the members and shall file the name of the Chairperson annually with the Fire Chief and the Director of Human Resources, shall be notified of any changes made in the grievance Chairperson throughout the year.

The management of the Fire & Emergency Services for the City will, where possible, ensure that in cases where a Fire Fighter may be subject to discipline, a member of the Association's Grievance Committee is notified and is in attendance. There may arise, however, occasions when immediate disciplinary action must take place or when the Associations representative cannot be available on a timely basis. In these situations, management may take whatever steps it deems necessary to ensure that the appropriate discipline of the Fire Fighter is carried out and a member of the Association's Grievance Committee will be advised as quickly as possible thereafter.

- 21.02 Should any complaint or grievance arise, believed contrary to this Agreement, or as a result of any action involving an individual member or members of the Association, the Fire Fighter or Fire Fighters concerned with the presence of a member from the Grievance Committee, may then proceed as follows to receive explanation, clarification, or settlement of the complaint or grievance.

21.03 Stage 1

The Fire Fighter shall take up the matter in writing with the Richmond Hill Professional Fire Fighters Grievance Committee within ten (10) working days after the circumstance giving rise to the complaint have originated or occurred. Said Grievance Committee shall give due consideration to the grievance and after having satisfied themselves that there is just cause for the grievance, shall notify the Fire Chief in writing, copied to the Deputy's, within ten (10) working days and the Fire Chief shall give his/her reply within ten (10) working days and failing settlement:

21.04 Stage 2

The Grievance Committee accompanied by the Fire Fighter or Fire Fighters shall take up the matter within ten (10) working days of the decision of Stage 1 with the Director of Human Resources and the appropriate management representatives, who shall give their reply in writing within ten (10) working days and failing settlement:

21.05 Stage 3

The Grievance Committee accompanied by the Fire Fighter or Fire Fighters shall take up the matter within ten (10) working days of the decision at Stage 2 with the Chief Administrative Officer and appropriate management representatives, who shall give his/her reply in writing within ten (10) working days and failing settlement the matter shall be referred to arbitration by written notice given within a further ten (10) days.

- 21.06 In the event a grievance is withdrawn, the Association will advise the Director of Human Resources and the appropriate management representatives in writing.
- 21.07 In cases of discharge the Fire Fighter may within ten (10) days of receiving notice of such discharge require a hearing of the Committee of the Whole by delivering a notice in writing to that effect to the Clerk. At such hearing the Fire Fighter may be represented by Counsel. Failing settlement the matter may be referred to Arbitration at the option of either party.

21.08 Group Grievance

In case two or more Fire Fighters have an alleged grievance it shall be taken up by the Grievance Committee starting at Stage 2 within ten (10) working days after the circumstances giving rise to the complaint have originated or occurred.

- 21.09 Any unresolved difference arising directly between the Association and the Corporation concerning the interpretation or alleged violation of the terms or provisions of this Agreement may be submitted to either party by the other at Stage 3 within ten (10) working days after the circumstances giving rise to the complaint have originated or occurred.
- 21.10 In determining the time within which any step is to be taken under the foregoing provisions of this Article, Saturdays, Sundays and Statutory Holidays shall be excluded. Any and all time limits fixed by this Article may at any time be extended by agreement in writing between the Corporation and the Association.
- 21.11 At any stage of the grievance procedure including Arbitration the conferring parties may have the assistance of the Fire Fighters concerned and any necessary witnesses, and all reasonable arrangement shall be made to permit the conferring parties to have access to the Department to view disputed operations, and to confer with the necessary witnesses.
- 21.12 In the case of a Fire Fighter being exonerated they/them shall be paid his/her full salary for any time lost, and reinstated forthwith.
- 21.13 A representative of the Ontario Professional Fire Fighters Association, and/or a representative of the International Association of Fire Fighters may attend, in an advisory capacity only, at all meetings held as part of the Grievance Procedure.

21.14 Sunset Clause

All disciplinary notations on a fire fighter's employee file shall not be recognized after a period of two (2) years, save and except where there is a repetition of a major offence within forty-eight (48) months.

This article only applies to discipline imposed after date of ratification. (2011)

22. DEPARTMENTAL RULES

- 22.01 Rules and Regulations of Richmond Hill Fire & Emergency Services shall apply to and be observed by all employees of the Department. All rules and regulations shall be in printed form and shall be posted in a prominent place(s) accessible to all employees, and will be consolidated by the Corporation in pamphlet form from time to time. (Prior to the posting of such Rules and Regulations the Chief shall discuss with the Representatives of the Association the reasons for and intent of each Rule and Regulation).

23. ARBITRATION

- 23.01 In the event of any controversy with respect to any of the matters covered by the Agreement and in the event that a satisfactory adjustment cannot be reached, the matter in dispute shall be submitted to Arbitration as provided under The Fire Protection and Prevention Act, 1997, as amended.
- 23.02 Notwithstanding the foregoing, with the mutual consent in writing of both parties to this Agreement, procedures may be established to settle disputes arising out of the interpretation, application or administration of this Agreement by the use of a single Arbitrator.
- 23.03 The arbitrator may substitute such other penalty for the discharge or discipline as to the arbitrator seems just and reasonable in all the circumstances.
- 23.04 The Parties hereto agree to abide by and comply with the decisions of award of the arbitrators or the majority of them.

24. MODIFIED DUTIES

All employees will be required to work Monday thru Friday (42 hour work week) whenever modified work is deemed necessary, with the exception of:

- a. When a member provides an up to date Functional Abilities Assessment Form (FAAF), which indicates that they are capable of working modified duties while on shift, the FAAF indicates a return to work date on full duties, and the return to full duties work date is not projected to be longer than 4 months from the date of the FAAF. (2019)
- b. Both parties must agree that there is suitable work on shift for the employee to perform, and
- c. If the parties cannot agree to suitable work on the shift, the employee on modified duties will work Monday thru Friday (42 hours per week.) (2013)

25. COVERING DISPATCH

No firefighter will be permitted to perform the duties of dispatch for twenty-four (24) consecutive hours. Therefore, it is understood that should this be necessary, the dispatch duties would need to be split by at least two qualified firefighters. (2013)

26. PROVISIONS

26.01 The provisions of The Fire Protection and Prevention Act, 1997, and any amendments thereto shall apply to this Agreement.

27. DURATION

27.01 Termination

This Agreement shall remain in force and in effect from the 1st day of January 2023 until the 31st day of December 2025 and from year to year thereafter, unless not more than sixty (60) and not less than thirty (30) days of the termination date, either party gives written notice for the termination of the Agreement to the other party. (2013) (2018)(2019) (2024)

27.02 Renewal

In the event that either party desires to change or alter parts of the Agreement, but not terminate the Agreement, such party shall give to the other party, not more than sixty (60) and not less than thirty (30) days prior to the termination date of the Agreement, written notice setting forth details and particulars of the changes, alterations, additions or deletions desired or proposed and both parties shall thereupon negotiate in good faith in respect to the matters to which it is proposed to change or alter. Only those items included in the notice referred to in this subsection shall be negotiable by the parties and all other provisions of this Agreement shall be automatically renewed unless this provision is waived by mutual consent of both parties

IN WITNESS WHEREOF the Corporation has hereunto caused its Corporate Seal to be affixed under the hands of its duly authorized officers and the Association has caused this instrument to be executed by their proper officers hereunto duly authorized, the day and year first above written.

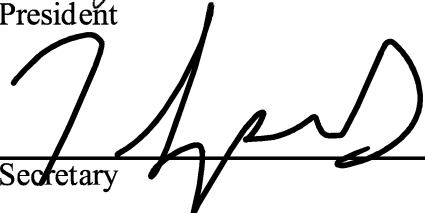
Richmond Hill Professional Fire Fighters Association (RHPFFA) Local 1957 Collective Agreement, January 1, 2023 to December 31, 2025

**THE RICHMOND HILL PROFESSIONAL
FIRE FIGHTERS ASSOCIATION,
LOCAL 1957, INTERNATIONAL
ASSOCIATION OF FIRE FIGHTERS**

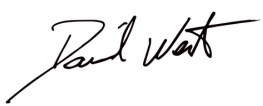
**THE CORPORATION OF
THE CITY OF
RICHMOND HILL**



President



Secretary



Mayor



Clerk

LETTERS OF UNDERSTANDING

Memorandum of Settlement- Fire Services

Renew

LETTER OF UNDERSTANDING

BETWEEN

THE CORPORATION OF THE CITY OF RICHMOND HILL

And

THE RICHMOND HILL PROFESSIONAL
FIRE FIGHTERS ASSOCIATION, LOCAL 1957
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

Re: Operation of the Fire Panel of the Training Tower

The parties agree to enter into this Letter of Understanding, which forms part of the current collective agreement. Consistent with the regular practice, this Letter of Understanding will not continue past the expiration of the current collective agreement unless the terms are specifically renewed.

1. The operation of the fire panel at the training tower is work customarily performed by employees in the bargaining unit within the meaning of article 20.02 of the collective agreement.
2. Notwithstanding paragraph 1, when the training tower is being used by Seneca College, the operation of the fire panel may be performed by another employee or by a person who is not an employee of the Corporation.
3. With the sole exception of Seneca College as set out in paragraph 2, any other municipality, institution or group who use the training tower and the fire panel will be required to have the operation of the fire panel performed by a member in the bargaining unit who will be assigned the work on an overtime basis.
4. Should it not be possible to obtain bargaining unit members on overtime to operate the fire panel, on duty staff can be assigned to operate the fire panel.

SIGNED at Richmond Hill, Ontario this 16 day of APRIL, 2019.



On Behalf of the Corporation of
The City of Richmond Hill



On Behalf of the Richmond Hill
Professional Fire Fighters Association
Local 195

Pregnancy and Parental Leave Benefits

Memorandum of Settlement- Fire Services

(2019)

LETTER OF UNDERSTANDING

BETWEEN

THE CORPORATION OF THE CITY OF RICHMOND HILL

And

THE RICHMOND HILL PROFESSIONAL
FIRE FIGHTERS ASSOCIATION, LOCAL 1957
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

Re: Pregnancy and Parental Leave Benefits

The parties agree that if the Corporation provides pregnancy and parental leave benefits to any employee group, the Fire Association will automatically obtain the same benefit.

SIGNED at Richmond Hill, Ontario, this 16th day of April, 2019.


On Behalf of the Corporation of
The City of Richmond Hill

On Behalf of the Richmond Hill
Professional Fire Fighters Association
Local 1957

FUNCTIONAL ABILITIES ASSESSMENT FORM

Form Revised May 2019	
	EMPLOYEE FUNCTIONAL ABILITIES ASSESSEMENT FORM Any assessment of any significant reduction in functional abilities due to injury (work or non-work related), illness or pregnancy. ☐ Initial Assessment ☐ Reassessment

Section A: Please Print (to be completed by worker)

Last Name:			First Name:			RMS Number:				
Home Address (no., street, apt.):						City/Town:		Postal Code:		
Date of Birth		Date of Injury/Illness		Employer Phone Number:			Employer Fax No:			
DD	MM	YEAR	DD	MM	YEAR	905.883.5444			905.883.0866	
Job Title at time of Accident/Illness/Injury:						Division:		Platoon:		

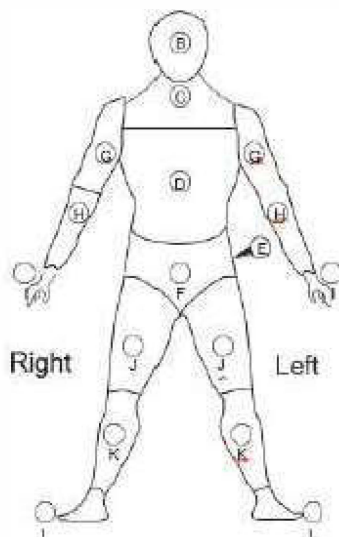
Section B: To be completed by the Health Professional to identify the patient's overall abilities and restrictions. Worker responsible to return completed form to employer.

Date of Assessment: DD MM YEAR		
Nature of Illness/Injury (Check all that apply)		
☐ Work Related ☐ Non Work Related ☐ Injury ☐ Illness ☐ Pregnancy		
Have the worker and Health Professional discussed Return to Work?		If No, will be discussed on: DD MM YEAR
☐ Yes ☐ No ☐ Not applicable		
Ability to Return to Work (Check Only One)		
☐ Patient is capable of returning to work with no restrictions. ☐ Patient is capable of returning to work on Modified Duties (complete sections C and D) ☐ Patient is physically unable to return to work at this time (complete section D)		
Recommendations for hours of work and start date:		
☐ Regular full-time hours ☐ Modified Hours		Start Date: DD MM YEAR
For Information Purposes only) Employer Contact Information:		
Richmond Hill Fire & Emergency Services — Headquarters 1200 Elgin Mills Road East, Richmond Hill, On, L4S1M4		

Section C: Abilities and/or Restrictions

From the date of this assessment, the restrictions in Section C will apply for approximately:	
☐ 1 - 3 days ☐ 4 - 7 days ☐ 8 - 14 days ☐ 15 - 28 days ☐ 2 months ☐ 3 months ☐ 4 months ☐ 5 or more	

Section C: Abilities and/or Restrictions (continued)



- A Systemic or Non-Physical
 B Head (incl. Vision, Hearing, or Speech)
 C Neck
 D Upper Back, Chest, Upper Abdomen
 E Lower Back
 F Lower Abdomen
 G Shoulders and Upper Arm
 H Elbow and Lower Arm
 I Wrist and Hand
 J Hip and Upper Leg
 K Knee and Lower Leg
 L Ankle and Foot

1. Please indicate **Abilities** that apply. Include additional details in Section 3.

Lifting (from Floor to Waist)

☐ Full Abilities ☐ Up to 5 kg ☐ 5-10 kg ☐ Other _____

Lifting (from Waist to Shoulder)

☐ Full Abilities ☐ Up to 5 kg ☐ 5-10 kg ☐ Other _____

Walking

☐ Full Abilities ☐ Up to 100m ☐ 100-200m ☐ Other _____

Standing

☐ Full Abilities ☐ Up to 15 minutes ☐ 15-30 minutes ☐ Other _____

Sitting

☐ Full Abilities ☐ Up to 30 minutes ☐ 30min – 1hr ☐ Other _____

Stair Climbing

☐ Full Abilities ☐ Up to 5 steps ☐ 5-10 steps ☐ Other _____

Ladder Climbing

☐ Full Abilities ☐ 1-3 steps ☐ 4-6 steps ☐ Other _____

Travel to Work

Ability to use public transit

☐ Yes ☐ No

Ability to drive a car

☐ Yes ☐ No

2. Please indicate **Restrictions** that apply. Include additional details in Section 3.

☐ Bending/twisting repetitive Movement of (please specify)

☐ Work at or above shoulder activity

☐ Exposure to vibration

☐ Whole body

☐ Hand/Arm

☐ Environmental exposure to: (e.g. heat, cold, noise, or scents)

☐ Limited Pushing/pulling with:

☐ Left arm

☐ Right arm

☐ Other (please specify)

☐ Limited use of hand(s):

Left

☐ Gripping ☐ Right

☐ Pinching ☐

☐ Other (specify) ☐

☐ Operating motorized

☐ Potential side effects from medications (please specify). Do not include names of medications

3. Additional Comments on Abilities and Restrictions

Section D: Date of Next Appointment and Health Professional Information

Health Professional's Name and Title

Address and Phone Number

Recommended date of next appointment to review Abilities and Restrictions:

Signature

Date

DD MM YEAR

MM DD YEAR

January 1, 2022



**Fire
Classification and Salary Schedule
Effective January 1, 2023 - 3.33% General Increase**

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
SUPPRESSION DIVISION					
Platoon Chief	133%	\$146,822.69	\$150,134.48	\$153,446.27	\$156,758.06
Company Officer	119%	\$131,367.67	\$134,679.46	\$137,991.25	\$141,303.04
1st Class Firefighter	100%	\$110,393.00	\$113,704.79	\$117,016.58	\$120,328.37
2nd Class	90%	\$99,353.70			
3rd Class	80%	\$88,314.40			
4th Class	70%	\$77,275.10			
Probationary 4-12 Months Service	60%	\$66,235.80			
Probationary 0-3 Months Service	55%	\$60,716.15			
TRAINING DIVISION					
Training Chief	133%	\$146,822.69	\$150,134.48	\$153,446.27	\$156,758.06
Training Officer	119%	\$131,367.67	\$134,679.46	\$137,991.25	\$141,303.04
FIRE PREVENTION DIVISION					
Prevention Chief	133%	\$146,822.69	\$150,134.48	\$153,446.27	\$156,758.06
Fire Prevention Officer	119%	\$131,367.67	\$134,679.46	\$137,991.25	\$141,303.04
Fire Inspector	100%	\$110,393.00	\$113,704.79	\$117,016.58	\$120,328.37
2nd Class	90%	\$99,353.70			
3rd Class	80%	\$88,314.40			
4th Class	70%	\$77,275.10			
Probationary 4-12 Months Service	60%	\$66,235.80			
Probationary 0-3 Months Service	55%	\$60,716.15			
Public Education Officer	119%	\$131,367.67	\$134,679.46	\$137,991.25	\$141,303.04
Public Educator	100%	\$110,393.00	\$113,704.79	\$117,016.58	\$120,328.37
2nd Class	90%	\$99,353.70			
3rd Class	80%	\$88,314.40			
4th Class	70%	\$77,275.10			
Probationary 4-12 Months Service	60%	\$66,235.80			
Probationary 0-3 Months Service	55%	\$60,716.15			
Fire Protection Technologist	100%	\$110,393.00	\$113,704.79	\$117,016.58	\$120,328.37
Year 3	95%	\$104,873.35			
Year 2	90%	\$99,353.70			
Year 1	85%	\$93,834.05			
Probationary	80%	\$88,314.40			
Emergency Vehicle Technician	100%	\$110,393.00	\$113,704.79	\$117,016.58	\$120,328.37



Fire
Classification and Salary Schedule
Effective January 1, 2023 - 3.33% General Increase

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
COMMUNICATIONS DIVISION					
Communications Officer	119% (of ARO)	\$118,230.90	\$121,542.69	\$124,854.48	\$128,166.27
Alarm Room Operator	90%	\$99,353.70	\$102,665.49	\$105,977.28	\$109,289.07
37 - 48 Months Service	85%	\$93,834.05			
25 - 36 Months Service	80%	\$88,314.40			
13 - 24 Months Service	75%	\$82,794.75			
4 - 12 Months Service	60%	\$66,235.80			
0 - 3 Months Service	55%	\$60,716.15			



**Fire
Classification and Salary Schedule
Effective January 1, 2024 - 2.95% General Increase**

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
SUPPRESSION DIVISION					
Platoon Chief	133%	\$151,154.50	\$154,564.00	\$157,973.50	\$161,383.00
Company Officer	119%	\$135,243.50	\$138,653.00	\$142,062.50	\$145,472.00
1st Class Firefighter	100%	\$113,650.00	\$117,059.50	\$120,469.00	\$123,878.50
2nd Class	90%	\$102,285.00			
3rd Class	80%	\$90,920.00			
4th Class	70%	\$79,555.00			
Probationary 4-12 Months Service	60%	\$68,190.00			
Probationary 0-3 Months Service	55%	\$62,507.50			
TRAINING DIVISION					
Training Chief	133%	\$151,154.50	\$154,564.00	\$157,973.50	\$161,383.00
Training Officer	119%	\$135,243.50	\$138,653.00	\$142,062.50	\$145,472.00
FIRE PREVENTION DIVISION					
Prevention Chief	133%	\$151,154.50	\$154,564.00	\$157,973.50	\$161,383.00
Fire Prevention Officer	119%	\$135,243.50	\$138,653.00	\$142,062.50	\$145,472.00
Fire Inspector	100%	\$113,650.00	\$117,059.50	\$120,469.00	\$123,878.50
2nd Class	90%	\$102,285.00			
3rd Class	80%	\$90,920.00			
4th Class	70%	\$79,555.00			
Probationary 4-12 Months Service	60%	\$68,190.00			
Probationary 0-3 Months Service	55%	\$62,507.50			
Public Education Officer	119%	\$135,243.50	\$138,653.00	\$142,062.50	\$145,472.00
Public Educator	100%	\$113,650.00	\$117,059.50	\$120,469.00	\$123,878.50
2nd Class	90%	\$102,285.00			
3rd Class	80%	\$90,920.00			
4th Class	70%	\$79,555.00			
Probationary 4-12 Months Service	60%	\$68,190.00			
Probationary 0-3 Months Service	55%	\$62,507.50			
Fire Protection Technologist	100%	\$113,650.00	\$117,059.50	\$120,469.00	\$123,878.50
Year 3	95%	\$107,967.50			
Year 2	90%	\$102,285.00			
Year 1	85%	\$96,602.50			
Probationary	80%	\$90,920.00			
Emergency Vehicle Technician	100%	\$113,650.00	\$117,059.50	\$120,469.00	\$123,878.50



Fire
Classification and Salary Schedule
Effective January 1, 2024 - 2.95% General Increase

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
COMMUNICATIONS DIVISION					
Communications Officer	119% (of ARO)	\$121,719.15	\$125,128.65	\$128,538.15	\$131,947.65
Alarm Room Operator	90%	\$102,285.00	\$105,694.50	\$109,104.00	\$112,513.50
37 - 48 Months Service	85%	\$96,602.50			
25 - 36 Months Service	80%	\$90,920.00			
13 - 24 Months Service	75%	\$85,237.50			
4 - 12 Months Service	60%	\$68,190.00			
0 - 3 Months Service	55%	\$62,507.50			



**Fire
Classification and Salary Schedule
Effective January 1, 2025 - 1.27% General Increase**

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
SUPPRESSION DIVISION					
Platoon Chief	135%	\$155,385.00	\$158,838.00	\$162,291.00	\$165,744.00
Company Officer	120%	\$138,120.00	\$141,573.00	\$145,026.00	\$148,479.00
1st Class Firefighter	100%	\$115,100.00	\$118,553.00	\$122,006.00	\$125,459.00
2nd Class	90%	\$103,590.00			
3rd Class	80%	\$92,080.00			
4th Class	70%	\$80,570.00			
Probationary 4-12 Months Service	60%	\$69,060.00			
Probationary 0-3 Months Service	55%	\$63,305.00			
TRAINING DIVISION					
Training Chief	135%	\$155,385.00	\$158,838.00	\$162,291.00	\$165,744.00
Training Officer	120%	\$138,120.00	\$141,573.00	\$145,026.00	\$148,479.00
FIRE PREVENTION DIVISION					
Prevention Chief	135%	\$155,385.00	\$158,838.00	\$162,291.00	\$165,744.00
Fire Prevention Officer	120%	\$138,120.00	\$141,573.00	\$145,026.00	\$148,479.00
Fire Inspector	100%	\$115,100.00	\$118,553.00	\$122,006.00	\$125,459.00
2nd Class	90%	\$103,590.00			
3rd Class	80%	\$92,080.00			
4th Class	70%	\$80,570.00			
Probationary 4-12 Months Service	60%	\$69,060.00			
Probationary 0-3 Months Service	55%	\$63,305.00			
Public Education Officer	120%	\$138,120.00	\$141,573.00	\$145,026.00	\$148,479.00
Public Educator	100%	\$115,100.00	\$118,553.00	\$122,006.00	\$125,459.00
2nd Class	90%	\$103,590.00			
3rd Class	80%	\$92,080.00			
4th Class	70%	\$80,570.00			
Probationary 4-12 Months Service	60%	\$69,060.00			
Probationary 0-3 Months Service	55%	\$63,305.00			
Fire Protection Technologist	100%	\$115,100.00	\$118,553.00	\$122,006.00	\$125,459.00
Year 3	95%	\$109,345.00			
Year 2	90%	\$103,590.00			
Year 1	85%	\$97,835.00			
Probationary	80%	\$92,080.00			
Emergency Vehicle Technician	100%	\$115,100.00	\$118,553.00	\$122,006.00	\$125,459.00



Fire
Classification and Salary Schedule
Effective January 1, 2025 - 1.27% General Increase

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
COMMUNICATIONS DIVISION					
Communications Officer	120% (of ARO)	\$131,214.00	\$134,667.00	\$138,120.00	\$141,573.00
Alarm Room Operator	95%	\$109,345.00	\$112,798.00	\$116,251.00	\$119,704.00
37 - 48 Months Service	90%	\$103,590.00			
25 - 36 Months Service	80%	\$92,080.00			
13 - 24 Months Service	75%	\$86,325.00			
4 - 12 Months Service	60%	\$69,060.00			
0 - 3 Months Service	55%	\$63,305.00			



Fire
Classification and Salary Schedule
Effective July 1, 2025 - 1.65% General Increase

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
SUPPRESSION DIVISION					
Platoon Chief	135%	\$157,943.25	\$161,453.10	\$164,962.95	\$168,472.80
Company Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
1st Class Firefighter	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
2nd Class	90%	\$105,295.50			
3rd Class	80%	\$93,596.00			
4th Class	70%	\$81,896.50			
Probationary 4-12 Months Service	60%	\$70,197.00			
Probationary 0-3 Months Service	55%	\$64,347.25			
TRAINING DIVISION					
Training Chief	135%	\$157,943.25	\$161,453.10	\$164,962.95	\$168,472.80
Training Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
FIRE PREVENTION DIVISION					
Prevention Chief	135%	\$157,943.25	\$161,453.10	\$164,962.95	\$168,472.80
Fire Prevention Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
Fire Inspector	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
2nd Class	90%	\$105,295.50			
3rd Class	80%	\$93,596.00			
4th Class	70%	\$81,896.50			
Probationary 4-12 Months Service	60%	\$70,197.00			
Probationary 0-3 Months Service	55%	\$64,347.25			
Public Education Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
Public Educator	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
2nd Class	90%	\$105,295.50			
3rd Class	80%	\$93,596.00			
4th Class	70%	\$81,896.50			
Probationary 4-12 Months Service	60%	\$70,197.00			
Probationary 0-3 Months Service	55%	\$64,347.25			
Fire Protection Technologist	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
Year 3	95%	\$111,145.25			
Year 2	90%	\$105,295.50			
Year 1	85%	\$99,445.75			
Probationary	80%	\$93,596.00			
Emergency Vehicle Technician	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55



Fire
Classification and Salary Schedule
Effective July 1, 2025 - 1.65% General Increase

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
COMMUNICATIONS DIVISION					
Communications Officer	120% (of ARO)	\$133,374.30	\$136,884.15	\$140,394.00	\$143,903.85
Alarm Room Operator	95%	\$111,145.25	\$114,655.10	\$118,164.95	\$121,674.80
37 - 48 Months Service	90%	\$105,295.50			
25 - 36 Months Service	80%	\$93,596.00			
13 - 24 Months Service	75%	\$87,746.25			
4 - 12 Months Service	60%	\$70,197.00			
0 - 3 Months Service	55%	\$64,347.25			



**Fire
Classification and Salary Schedule
Effective July 1, 2025 - 1.65% General Increase**

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
SUPPRESSION DIVISION					
Platoon Chief	135%	\$157,943.25	\$161,453.10	\$164,962.95	\$168,472.80
Company Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
1st Class Firefighter	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
2nd Class	90%	\$105,295.50			
3rd Class	80%	\$93,596.00			
4th Class	70%	\$81,896.50			
Probationary 4-12 Months Service	60%	\$70,197.00			
Probationary 0-3 Months Service	55%	\$64,347.25			
TRAINING DIVISION					
Training Chief	135%	\$157,943.25	\$161,453.10	\$164,962.95	\$168,472.80
Training Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
FIRE PREVENTION DIVISION					
Prevention Chief	135%	\$157,943.25	\$161,453.10	\$164,962.95	\$168,472.80
Fire Prevention Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
Fire Inspector	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
2nd Class	90%	\$105,295.50			
3rd Class	80%	\$93,596.00			
4th Class	70%	\$81,896.50			
Probationary 4-12 Months Service	60%	\$70,197.00			
Probationary 0-3 Months Service	55%	\$64,347.25			
Public Education Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
Public Educator	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
2nd Class	90%	\$105,295.50			
3rd Class	80%	\$93,596.00			
4th Class	70%	\$81,896.50			
Probationary 4-12 Months Service	60%	\$70,197.00			
Probationary 0-3 Months Service	55%	\$64,347.25			
Fire Protection Technologist	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
Year 3	95%	\$111,145.25			
Year 2	90%	\$105,295.50			
Year 1	85%	\$99,445.75			
Probationary	80%	\$93,596.00			
Emergency Vehicle Technician	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55



Fire
Classification and Salary Schedule
Effective December 31, 2025

Position	Salary		Recognition Pay		
	% of 1st Class FF	Annual Salary	8-16 Years Service (3%)	17-22 Years Service (6%)	23+ Years Service (9%)
COMMUNICATIONS DIVISION					
Communications Officer	120%	\$140,394.00	\$143,903.85	\$147,413.70	\$150,923.55
Alarm Room Operator	100%	\$116,995.00	\$120,504.85	\$124,014.70	\$127,524.55
37 - 48 Months Service	90%	\$105,295.50			
25 - 36 Months Service	80%	\$93,596.00			
13 - 24 Months Service	75%	\$87,746.25			
4 - 12 Months Service	60%	\$70,197.00			
0 - 3 Months Service	55%	\$64,347.25			

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Wilson, Mark	10-Apr-89	
Wilson, Al	10-Apr-89	
Furzecott, Richard	10-Apr-89	
Joslin, Paul	15-Apr-91	
Hutchings, Kevin	15-Apr-91	
Morris, Paul	15-Apr-91	
Thornhill, Jack	24-Apr-91	
Roper, Mark	4-Jan-94	
Ringhofer, Eric	18-Aug-97	24-Jul-89
Tarquini, Tullio	19-Jan-98	20-Nov-89
Beelik, Chris	6-Apr-99	
Gardner, Deana	6-Apr-99	
Farsalas, George	6-Apr-99	
Roxborough, Stephen	6-Apr-99	
Heasman, Scott	6-Apr-99	
Lawson, Mark	6-Apr-99	
Blyth, Dan	6-Apr-99	
Adams, Glen	3-Aug-99	
Clifford, Barry	3-Aug-99	
Farr, Shawn	3-Aug-99	
Benson, Doug	3-Aug-99	
Voisin, Jeff	3-Aug-99	
Sedore, Christa	3-Aug-99	
MacKay, Keith	3-Aug-99	
Roskar, Kevin	3-Aug-99	
Bryl, David	6-Dec-99	
Smith, Wayne	1-May-00	
Rush, Dan	1-May-00	
Coulter, Greg	1-May-00	
DePeuter, Brian	1-May-00	

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Posa, Angelo	4-Jul-00	
Catoul, John	4-Jul-00	
Panacci, Sebastian	4-Jul-00	
Brozek, Zachary	4-Jul-00	
Pollock, Clint	4-Jul-00	
Downing, Fred	4-Jul-00	
Shiels, Moira	4-Jul-00	
Horton, Greg	4-Jul-00	
Mason, Michael	4-Jul-00	
Wilson, Scott	4-Jul-00	
Somerville, Mark	4-Jul-00	
Kaluza, Mark	6-Nov-00	15-Dec-97
O'Leary, Patrick	6-Nov-00	
St. John, Danie	6-Nov-00	
Kaszper, Darryl	6-Nov-00	
Snell, Aaron	6-Nov-00	
Jedrzejek, Robert	6-Nov-00	
Hofrichter, Derek	6-Nov-00	
Darragh, John	6-Nov-00	
Proulx, Serge	6-Nov-00	
Hinves, Simon	6-Nov-00	
Ferguson, Chad	6-Nov-00	
Kyte, Steven	6-Nov-00	
Sparks, Melissa	27-Nov-00	
Giuliano-Rizza, Linda	23-Jul-01	
Day, Annette	23-Jul-01	
Lee, Kirsten	15-Oct-02	
Sparks, Tim	1-Mar-04	
Stamoulis, George	1-Mar-04	17-Jan-02
Brown, Armanda	1-Apr-04	
Ferrari,Vince	8-Feb-05	
Shillinglaw, John	4-Apr-05	
Stong, Matthew	4-Apr-05	
Zacchigna, Richard	4-Apr-05	
Eason, Steve	4-Apr-05	

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Byrne, Anthony	25-Sep-06	
Stephenson, Brant	25-Sep-06	
Hogan, Peter	25-Sep-06	
Henderson, Dave	20-Aug-07	
Milne, Chris	8-Jan-08	
Cox, Derek	19-Feb-08	
Rennie, Kim	19-May-09	
Muldoon, Eric	14-Sep-09	23-Oct-06
McGill, John	14-Sep-09	
Mollison, Craig	14-Sep-09	
Turtle, Tom	14-Sep-09	
Hartwell, Stacey	14-Sep-09	
Eftekharian-Fard, Sam	12-Oct-10	
Devries, Matthew	12-Oct-10	
Godward, Shanyyn	22-Feb-11	24-Nov-08
Horton, Curtis	22-Aug-11	
Geerlinks, Nathan	22-Aug-11	
Snowball, Robert	22-Aug-11	
Morrone, Mickey	22-Aug-11	
Richardson, Ashley	22-Aug-11	
Smiertka, Miroslaw	7-Nov-11	
Robbins, John	7-Feb-12	27-Jun-11
Brant, Jacob	7-Feb-12	
Faulkner, Bryan	7-May-12	3-Dec-07
Bagg, Sean	7-May-12	
Ng, Anthony	5-Jun-12	
Woolridge, James	5-Jun-12	
Dawson, Kate	5-Jun-12	
Richards, Bryan	5-Jun-12	

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Schultz, Allison	3-Aug-12	
DePass, Byron	13-Aug-12	
Leung, Tommy	19-Feb-13	
Sweeny, Curtis	11-Mar-13	
Ng, Karmen	11-Mar-13	
Lazarus, Shane	9-Sep-13	
Oakley, Chad	9-Sep-13	
Krasnokutsky, John	9-Sep-13	
Forfar, Ryan	9-Sep-13	
Marra, Daniel	12-Jan-15	
Golovatenko, Evgenia	6-Jul-15	
Parmigiano, Mario	17-Aug-15	
Wild, Michael	17-Aug-15	
Salidas, Brandon	17-Aug-15	
Ferguson, Carleigh	8-Sep-15	
Tripp, Vince	8-Sep-15	
McCool, Mike	12-Jan-16	
Schlaich, Ryan	6-Jun-16	
Short, Brett	7-Jun-16	
McNea, Jesse	14-Jun-16	
Giffen, Chantelle	10-Feb-17	
Tang, Terence	10-Jul-17	
Wand, Lindsay	10-Jul-17	
Stafford, Jonathan	10-Jul-17	
Mainguy, Josh	10-Jul-17	
Trinh, Anh	10-Jul-17	
Kelly, Matthew	11-Jul-17	

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Triano, Robert	11-Jul-17	
Totera, Adam	11-Jul-17	
Lillico, Tyler	11-Jul-17	
Hellreich, Zachary	13-Aug-18	
Tryon, Andre	13-Aug-18	
McGibbon, Katelynn	13-Aug-18	
Baile, Brock	14-Aug-18	
Penstone, Gary	14-Aug-18	
Desrocher, Roslyn	14-Aug-18	
Brutto, Matthew	14-Aug-18	
Ryman, Justin	14-Aug-18	
Laverty, Theresa	10-Sep-18	
Milne, Ryan	18-Oct-18	
Edwards, Laura	19-Mar-19	
Searl, Sally	11-Apr-19	
Draper, Sofia	3-May-19	
Keeping, Jeff	27-Jan-20	
Treleaven, Dezember	27-Jan-20	
Cornthwaite, Chelsea	27-Jan-20	
Cassidy, Jared	27-Jan-20	
Mooney, John Paul	27-Jan-20	
Jackson, Warren	27-Jan-20	
Holman, Amanda	28-Jan-20	
Furtado, Adam	28-Jan-20	
Yeo, Justin	28-Jan-20	
McLellan, John	27-Jan-21	
Blaszak, Phillip	27-Jan-21	
Baklinski, Matthew	27-Jan-21	
Holland, Greg	27-Jan-21	
Jenkins, Adam	27-Jan-21	
DeMille, Lee	27-Jan-21	
Ellis, Rob	27-Jan-21	
Benson, Thomas	27-Jan-21	

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Davidson, Michael	22-Feb-21	
Bullock, Allison	20-May-21	
Rowland, Shelby	1-Nov-21	
Gorham, Jon	8-Nov-21	
Crutchley, Travis	8-Nov-21	
Harvey, Brent	8-Nov-21	
Marcangelo, Damian	8-Nov-21	
Timms, Phil	8-Nov-21	
Mills, Dan	8-Nov-21	
Pain, Jacob	8-Nov-21	
Lee, Trevor	8-Nov-21	
Burford, Jake	8-Nov-21	
Kempers, Mariska	8-Nov-21	
Antonacci, Elliott	15-Nov-21	
Scott, Connor	15-Nov-21	
Filipovic, Mike	11-Apr-22	
Sanders, Tyler	11-Apr-22	
Wilkinson, Ian	11-Apr-22	
Izzard, Colin	11-Apr-22	
Hancott, Chris	11-Apr-22	
Grozdanovski, Steven	11-Apr-22	
Berry, Michael	11-Apr-22	
Harris, Mackenzie	11-Apr-22	
Micallef, Charlie	11-Apr-22	
Wright, Brandon	11-Apr-22	
Ferrier, Matthew	11-Apr-22	
Nolte, Andrew	11-Apr-22	
Vardy, Cole	11-Apr-22	
Wigner, Brad	11-Apr-22	
Simpson, Andrew	11-Apr-22	
King, Zach	11-Apr-22	
Saunders, Drew	11-Apr-22	
Smith, Devon	19-Apr-22	
de Haas, James	17-Jul-23	
Hiller, Tenecia	17-Jul-23	
Butler, Craig	17-Jul-23	

FIRE SENIORITY LIST - March 26, 2024

NAME	FD (ASSOC) HIRE DATE	CRH HIRE DATE
Lamport, Cameron	17-Jul-23	
Bumstead, Austin	17-Jul-23	
Chapman, Brayden	17-Jul-23	
O'Grady, Dan	17-Jul-23	
Brochu, Alexis	17-Jul-23	
Babineau, Caleigh	6-Nov-23	
Shi, Xiaohan	27-Nov-23	
Wang, Will	29-Jan-24	15-Nov-21