

COLLECTIVE AGREEMENT

BETWEEN

**DEXTERRA GROUP INC. "DGI"
(Cape Breton University)**

AND

LOCAL 2733

(Effective January 1, 2025 to December 31, 2029)



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ARTICLE 1 - PREAMBLE

- 1.01 The intent and purpose of this Agreement shall be to promote and improve industrial and economic relations in the industry, to establish and maintain discipline and efficiency and to set forth herein the basic agreements covering rates of pay, hours of work and conditions of employment which will render justice to all.
- 1.02 The parties hereto desire to co-operate in establishing and maintaining proper and suitable conditions in the industry which will tend to secure uniform and equitable terms of employment satisfactory to Employer and employees, to provide methods for fair and peaceful adjustments of all disputes which may arise between them and foster goodwill, friendly relations and better understanding between the parties.

ARTICLE 2 – MANAGEMENT RIGHTS

- 2.01 Subject to the terms of this agreement, Management shall retain all rights not specifically taken away by this Agreement, provided that such rights do not conflict with the provisions of this agreement and are exercised in a fair and reasonable manner. The employer shall apply rules and regulations fairly and reasonably.

ARTICLE 3 – SCOPE AND RECOGNITION

- 3.01 The Employer recognizes that the Canadian Union of Public Employees, Local 2733, as the sole and exclusive collective bargaining agent for all permanent full-time, permanent part-time, and casual employees of Dexterra Group Inc. engaged in cleaning services at Cape Breton University, Sydney, Nova Scotia save and except Office/Clerical Staff and all salaried Management Staff.

ARTICLE 4 - UNION SECURITY

- 4.01 The Union agrees that it, its officers, agents, representatives and members will not engage in Union activities on Employer time or at the Cape Breton University (CBU) except as authorized by this Agreement.
- 4.02 All employees of the Employer, shall, as a condition of continuing employment, become and remain members in good standing of the Union, according to the Constitutions and By-Laws of the Union. As a condition of employment, all new employees shall become and remain members in good standing of the Union within thirty (30) days of employment. The Employer shall deduct from every employee any dues, initiation fees, or assessments levied by the Union on its members.

Deductions shall be made from the bi-weekly payroll and shall be forwarded to the National Secretary-Treasurer of the Canadian Union of Public Employees (1375 St. Laurent Blvd., Ottawa, ON K1G 0Z7) by no later than the 15th of the month. Deductions will be accompanied by a list of the names, classifications, and amount of deduction from whose wage deductions have been made. This documentation will be also provided to the Treasurer of the Local Union.

At the request of the Recording Secretary, the Employer will supply the Local Union with names, addresses, phone numbers and personal email addresses of all bargaining unit members that the Employer has in their possession.

- 4.03 The Union shall indemnify the Employer and hold it harmless against any and all suits, claims, demands or other forms of liability that shall arise out of or by reason of any action taken by the Employer for the purpose of complying with any of the provisions of this Article or in reliance on any list, notice or assignment that shall have been furnished to the Employer under any such provisions.

ARTICLE 5 – UNION REPRESENTATION

5.01 Allocation of Stewards

The Union shall inform the Employer the names of the Union Shop Stewards.

5.02 Limitations on Stewards

No steward, officer or other representative of the Union shall exercise or attempt to exercise any authority or control over the functions of Management as set forth in Article 5 hereof.

The Union shall have the right at any time to have the assistance of a representative of the Canadian Union of Public Employees dealing with grievances or negotiating with the Employer. The National Representative shall contact the Dexterra Group Inc. Manager to schedule attendance at the site when operationally convenient.

5.03 Notification to Employer of Union Officers

The Union shall notify the Employer in writing of the names of the officers and the stewards for each department and of any changes that may occur therein from time to time. The Employer shall not be required to recognize a Union officer or steward until the member's name has been certified to the Employer in writing by the Union.

5.04 Time Off for Stewards

The stewards will be afforded such time off, with pay, as may be required to attend meetings with Employer representatives in various steps of the grievance procedure in which they are authorized to act under this Agreement pertaining to discharges or other matters which cannot reasonably be delayed until after working hours.

5.05 The privileges of stewards to leave their work without loss of regular pay to attend to Union business is granted on the following conditions:

- (a) Such business must be between the Union and the Employer. Employees having grievances can discuss these with their stewards during their coffee break or lunch period. The steward's lunch period may be changed on request to accommodate the grievor. In the case of a discharged employee a steward may request permission to discuss the grievance during the member's working hours.
- (b) The time shall be devoted to the prompt handling of necessary Union business.
- (c) The steward concerned shall obtain the permission of the Employer Building Manager concerned before leaving the member's work. Such permission shall not be unreasonably withheld.
- (d) The time away from productive work shall be reported in accordance with the time-keeping methods of the department in which the steward is employed.
- (e) The Employer reserves the right to limit such time if it deems the time so taken to be excessive.

5.06 The Union shall have the right to have the assistance of the National Union Representative in all dealings with the Employer. Permission will be sought before the National Representative visits the workplace.

5.07 Interviewing Opportunity

On commencing employment by Employees covered by this Collective Agreement, the employee's immediate supervisor shall introduce the new employee to the Union Steward or Representative. An officer of the Union shall be given an opportunity to interview each new employee within regular working hours without loss of pay for a maximum of thirty (30) minutes during the first month of employment for the purpose of acquainting the new employee, covered by this agreement, with the benefits and duties of Union membership and responsibilities and obligations to the employer and to the Union.

5.08 No employee shall be required or permitted to make a written or verbal agreement with the Employer or the member's representative which may conflict with the terms of this Agreement.

5.09 Correspondence

All correspondence between the parties, arising out of this Agreement or incidental thereto shall pass to and from the General Manager or the member's designate and the President of the Local, or members designate. The President of the Local Union or members designate will be responsible for providing any copies of such correspondence required, to the National Representative of the Union.

ARTICLE 6 - NO DISCRIMINATION

6.01 The Employer and the Union agree that no employee shall in any manner be discriminated against or coerced or influenced on account of membership or non-membership in any labour organization or by reason of race, colour, creed, ancestry, sex, marital status, religious beliefs, or national origin, in accordance with the Human Rights Act of Nova Scotia and its Regulations.

The Employer and the Union is committed to providing a working environment in which all individuals are treated with respect and dignity. All Employees have the right to freedom from harassment (including bullying) in their workplace at CBU. Harassment constitutes a serious disciplinary infraction and will be subject to disciplinary measures.

For clarity, harassment means engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome. Harassment can be either psychological or physical or it can be a combination of both.

6.02 Workplace Harassment and Discrimination

The parties are committed to a workplace that is free from discrimination and harassment. To that effect, the parties agree to abide by the Nova Scotia Human Rights Act as amended from time to time and the Dexterra Group Inc. Workplace Harassment and Discrimination Policy as posted in the workplace.

Cases of sexual harassment are subject to the grievance procedure and where the alleged harasser is the person who normally deals with any step of the grievance procedure the grievance will automatically be sent forward to the next step.

ARTICLE 7 – NO STRIKES OR LOCKOUTS

- 7.01 In view of the orderly procedure established by this Agreement for settling of disputes and the handling of grievances, the Union agrees that during the lifetime of this Agreement, there will be no strikes, slowdown or stoppage of work, either complete or partial, and the Employer agrees that there will be no lockout.

ARTICLE 8 – DISCIPLINE AND DISCHARGE

- 8.01 An employee who has successfully completed their probationary period may be dismissed or disciplined for just cause. The Employer and Union agree that probationary employees shall not have access to the grievance and arbitration procedures except when there is a perceived violation of Health and Safety, provincial, or federal legislation. Upon completion of the probationary period, will be considered a casual employee.

Right to Have Steward Present - An employee shall have the right to have their Steward present at any discussion with supervisory personnel, which the employee believes might be the basis of disciplinary action. Where a supervisor intends to interview an employee which may result in disciplinary actions, the supervisor shall notify the employee in advance of the purpose of the interview.

The Employer shall also notify the employee of their right to have a Union Steward present at the interview. A Steward or Local Officer may have the right to consult with a C.U.P.E. staff representative and may have them present at any discussion with supervisory personnel which might be the basis of disciplinary action.

(a) If the employee desires Union Representation and a Steward is present, they will be brought in to represent the employee. If the employee desires Union Representation and a Steward is not present, another member of the employee's choosing, in the bargaining unit will be brought in to represent the employee. The availability of a Steward will in no way limit the Employer's ability to impose discipline. The Employer will contact the office of the National Representative of CUPE to ensure proper representation is provided for the employee. The availability of a Union Representative shall in no way limit the Employer's ability to impose discipline.

(b) A copy of all disciplinary letters shall be provided to the Union within five (5) days of the meeting.

- 8.02 When an Employee has twelve (12) months of service with no unsatisfactory documentation on file, the Company agrees that it will not rely upon, use or make reference of any prior disciplinary notices, at any future meetings, unless the discipline is for the same or similar type of offence.

ARTICLE 9 - GRIEVANCE PROCEDURE

9.01 The purpose of this article is to provide an orderly method for the settlement of a dispute or claim violation and the specific remedy sought between the parties over the interpretation, application, or claimed violation of any of the provisions of this Agreement. Such a dispute shall be defined as a grievance under this Agreement and must be presented within seven (7) work days after it arises and be processed in accordance with the following steps, time limits and conditions herein set forth.

STEP 1 The employee shall first take up their grievance with the Manager and if the aggrieved employee requests, the Steward of the member's shift shall be given an opportunity to be present at a time to be fixed by the Building Manager. Such discussion shall be held within seven (7) days.

If the grievance is not settled, it shall within seven (7) days thereafter be set forth in writing indicating the article of collective agreement alleged to have been violated, signed by the employee, and given to the Manager, who shall within seven (7) days after receipt thereof give his written answer to the grievance.

STEP 2 If the grievance is not settled in Step 1, the Union may appeal it by giving a written notice of such appeal within seven (7) days after receipt of the Building Manager's written answer to the Regional Manager, who shall discuss it with the Union's representative at a time to be fixed by the Regional Manager or his designated representative. Such discussion shall be held within seven (7) days.

The Regional Manager or the member's designated representative shall give their written answer to the grievance within seven (7) days after the close of the discussion.

STEP 3 If the grievance is not settled in Step 2, it may be appealed by a written notice of such appeal given by the Union to the Employer within seven (7) days after the receipt of the written answer of the Regional Manager or the member's designated representative to arbitration in accordance with the procedure and conditions in the arbitration clause.

Preventive Mediation

The parties may agree to waive or extend or suspend all time provisions contained in the grievance procedure with respect to the last step referring to arbitration by agreeing to request a conciliation officer from the Nova Scotia Department of Labour. Any discussions by the parties or recommendations of the Mediator shall be made without the prejudice to any further proceedings. Any recommendation made by the Mediator shall not be binding on either party; and either party shall retain the right to proceed to arbitration failing a satisfactory resolution to the grievance through Mediation.

9.02 The parties agree to follow each of the foregoing steps in the processing of the grievance; and if at any step the Employer's representative fails to give his written answer within the time limit therein set forth, the Union may appeal the grievance to the next step at the expiration of such time limit. Similarly, if the Union fails to comply with the time limits therein set forth for their part in the grievance procedure, the grievance will be considered to have been abandoned. Notwithstanding the limitations set forth in this clause, time limits may be extended by mutual agreement in writing.

9.03 Group Grievance

Where two or more employees have identical grievances, the Union may initiate such grievances as a Group Grievance at Step 1, provided such grievance is presented in writing within seven (7) days after the circumstances giving rise to the grievance have occurred. One employee along with a Steward may be selected to present the grievance on behalf of the grievors involved. A Group Grievance shall be processed as one grievance subject to all applicable provisions under the grievance procedure. A grievance presented as a Group Grievance may not at a later time be the subject of an individual grievance.

9.04 Policy Grievance

Should a grievance consisting of an allegation of a general misinterpretation or involving an allegation that a section of the Agreement affecting all employees has been violated by the Employer, the Union may bring forward such a policy grievance at Step 3 of the grievance procedure within three (3) days of the occurrence of the circumstances giving rise to the grievance. However, it is expressly understood that the provisions of this paragraph may not be used by the Union to institute a grievance directly affecting an employee or employees which such employee or employees could themselves institute and the regular grievance procedure shall not be thereby by-passed.

9.05 Management Grievance

If the Employer claims that the Union has violated any provision of this Agreement, it may present such claim to the Union in writing within seven (7) days of the occurrence of the circumstances giving rise to the grievance. If the parties fail to settle it, the Employer may appeal it to arbitration in accordance with the arbitration clause hereinafter set forth.

9.06 Discharge Grievance

An employee with seniority who feels they have been unjustly dismissed may present a grievance and the same shall be entered at the third step of the grievance procedure, provided that the right to grievance shall be deemed to be waived if no grievance has been presented within seven (7) days after the discharge.

9.07 The settlement of the grievance in any case shall not be made retroactive for a period exceeding sixty (60) days prior to the date the grievance was presented in writing.

9.08 Replies to grievances shall be in writing at all stages.

9.09 Timelines

The time limits mentioned in this Article and in the preceding Article may be extended by either party by requesting an extension in writing. This extension is by mutual agreement.

ARTICLE 10 - ARBITRATION

10.01 Wherever an Arbitration Board is referred to in the Agreement, the parties may mutually agree in writing to substitute the arbitration board for a single arbitrator at the time of reference to arbitration and the other provisions referring to Arbitration Board shall appropriately apply.

10.02 The Board of Arbitration shall be composed of one person appointed by the Employer, one person appointed by the Union and a third person to act as Chairman chosen by the other two members of the Board.

10.03 Within five (5) days of the request of either party for a Board, each party shall notify the other of the name of its nominee.

10.04 Should the person chosen by the Employer to act on the Board and the person chosen by the Union fail to agree on a third person, the Minister of Labour of the province of Nova Scotia shall be asked to appoint a third member to act as Chairman.

- 10.05 The decision of a Board of Arbitration, or a majority thereof, constituted in the above manner shall be binding on both parties.
- 10.06 The Board of Arbitration shall not have power to alter or change any of the provisions of this Agreement or to substitute any new provisions for any existing provision, nor to give any decisions inconsistent with the terms and provisions of this Agreement. Provided, however, the Board has the power to substitute for discharge or discipline any other penalty that to the Board of Arbitration seems just and reasonable in the circumstances.
- 10.07 Each of the parties to this Agreement shall bear the fees and expenses of the arbitrator appointed by it, and the parties shall each pay one-half (1/2) of the fees and expenses, if any, of the Chairman.

ARTICLE 11 – DEFINITIONS

- 11.01 A Permanent Full-Time Employee is defined as an employee who is regularly scheduled to work at least forty (40) hours per week, including meal periods, on a regular basis.
- 11.02 A Permanent Part-Time Employee is defined as an employee who is regularly scheduled to work less than forty (40) hours per week on a regular basis and shall be entitled to all the benefits of this agreement on a pro-rata basis.
- 11.03 (a) A Casual Employee is defined as a person who works on a day to day basis as required but does not work on a scheduled basis. The provisions of this Collective Agreement do not apply to casuals employees unless they are assigned as a long term (six months minimum) replacement for a regular employee in which case they shall be entitled to all benefits of this Collective Agreement on a pro rata basis for the period of their assignment. It is understood this employee is entitled to benefits as soon as the Employer deems the assignment to be for a period longer than six (6) months.
- (b) Effective upon signing of this agreement, the parties agree that Casual Employees who are currently employed shall be paid \$1.00 less than the rate of pay identified in Appendix "A" of the Agreement for all hours worked.

When a Casual Employee posts into a temporary position or a permanent part-time or permanent full-time position, they shall receive the rate identified in Appendix "A" of the Collective Agreement for all hours worked provided they have completed their probationary period. If the Employee has not completed their probationary period the rate will remain at \$1.00 less than the rate identified in Appendix "A", until such time that they have successfully completed their probation period.

11.04 Casual and Part-time Employee will be placed on a list by date of hire for the purpose of additional hours and/or overtime opportunities.

11.05 Temporary Vacancies

CUPE and Dexterra have mutually agreed to the following:

1. Temporary vacancies that are expected to last for six (6) months or longer will be posted.
2. Temporary vacancies of less than six (6) months will be filled in the following manner and applicable to permanent part-time and casual employees only unless it is a dayshift position that will be opened to all employees and offered in accordance with seniority:
 - (a) An offer of interest will be put out identifying the length and location of the temporary vacancies;
 - (b) Employees as identified in number 2 above that are interested in accepting the temporary position will make their intentions known to the Employer ASAP;
 - (c) The Employer will fill the temporary vacant position based on seniority from those who have shown interest;
 - (d) At the end of their temporary position, they will return to the permanent position or temporary position that they held before taking on the new temporary position;
 - (e) There will be no trial period when accepting a temporary position.
3. Employees cannot hold more than one (1) permanent position but they may hold a permanent/temporary position with another position as long as it does not exceed forty (40) hours in a normal pay period.
4. Casual employees will only be utilized to fill any vacancies that cannot be filled by a Bargaining Unit Member.

ARTICLE 12 – JOB POSTINGS, PROMOTIONS AND STAFF CHANGES

12.01 When a vacancy or new job opening occurs for a position within the Bargaining Unit, which the employer intends to fill, the Employer will post notices of the opening for a period of seven (7) days and consider such members from within the Bargaining Unit before advertising for applicants from outside the Bargaining Unit.

12.02 Trial Period

The successful Employee shall be placed on a trial period for up to one (1) month; conditional on satisfactory service, such trial promotion shall become permanent after the period of one (1) month. In the event the successful applicant proves unsatisfactory in the position in the aforementioned trial period, or if the employee finds themselves unable to perform the duties of the new classification, the employee shall be returned to their former position without loss of seniority and wage or salary consistent with the classification. Any other employee promoted or transferred because of the re-arrangement of positions shall also be returned to their former position without loss of seniority and wage or salary consistent with that classification. The above trial period may be extended by mutual agreement for a period not to exceed two (2) weeks. If no position is available to return to, the employee may exercise bumping rights.

12.03 For the purpose of this article, vacancy does not include temporary positions made available as a result of employees absent from work due to sickness, maternity leave, leave of absence, annual vacation, etc.

12.04 Methods of Making Appointment

In filling vacancies or making staff changes, transfers, or promotions, appointment shall be made of the senior applicant able to meet the normal requirements of the job. Appointments from within the bargaining unit shall be made within two (2) weeks of posting.

12.05 If an employee is absent from work due to an occupational or non-occupational illness or accident for a period of two (2) years from the date of the accident or the illness commenced, the following shall apply:

The Employer agrees to post the previous temporary position as a permanent position as soon as possible.

Employees that are on leave may have their benefits provided on a 50/50% cost share between the employee and the Employer for a period of one year. The cost for a second year would be granted provided that all costs associated with the benefits would be covered in advance by the employee.

Provided that the Employee returns to the workplace within the two (2) year period, they shall return to their vacated position at the appropriate rate of pay;

The parties agree to the above, notwithstanding any legal rights or obligations either party may have under any applicable legislation

ARTICLE 13 – SENIORITY

13.01 Seniority Defined

Seniority shall be used in determining preference or priority for promotions, transfers, schedules, call-ins, demotions, layoffs, and recall, provided that the senior employee is able to meet the normal requirements of the job. Seniority shall operate on a bargaining-unit-wide basis.

Seniority is defined as the date of hire with the Employee in a permanent position in the bargaining unit.

13.02 An employee shall cease to have seniority rights and the member's employee's status with the Employer shall be terminated for all purposes if they:

- (a) voluntarily leaves the Employer;
- (b) is justifiably discharged subject to grievance procedure;
- (c) is laid off by the Employer for a period exceeding twelve (12) consecutive months;
- (d) fails to report for work within three (3) calendar days after being notified by the Employer by registered mail, following a layoff; fails to inform the Employer within three (3) working days of recall that the member will report for work or if employed elsewhere fails to return within five (5) calendar days of their notification to the Employer that the member intends to return;
- (e) when an employee is promoted outside the bargaining unit;
- (f) fails to return to work upon termination of an authorized leave of absence or utilizes a leave of absence for purposes other than for which the leave of absence was granted;
- (g) if an employee is absent from work for two (2) or more consecutive working days without notification to the Company unless such failure is a result of reasonable circumstances beyond the control of the employee.

13.03 Probation

All newly hired Employees hired after January 9, 2022, in the bargaining unit will be considered on probation for a continuous period of four hundred and eighty (480) hours paid. Dismissal of probationary Employees shall be at the full discretion of the Employer. The probation period may be extended with mutual agreement.

13.04 The Employer shall maintain a current seniority list quarterly beginning 1 January of each year showing a break down of permanent full-time, permanent part-time and casuals. For permanent employees this list will indicate the most recent start date in their permanent positions.

These lists shall be sent to the Secretary-Treasurer and will be posted on the Union bulletin board. The Employees shall have thirty (30) days to challenge the accuracy of the list. After the thirty (30) day period, if there have been no challenges, the list will be deemed accurate. An Employee's name shall not be placed on the seniority list until they have obtained a permanent position.

Service date for all Employees will be the most recent date of hire with the Employer.

13.05 Distribution of Overtime

Overtime shall be given in order of seniority to the employees who are willing and qualified to perform the work that is available.

13.06 Training for Employees

The Employer will provide training to all employees, including new hires, on a regular basis. Employees will be paid their applicable rate of pay during this training. All new hires shall be required to do three (3) paid days of orientation or shadow with a permanent full time staff and will be paid in accordance with the Collective Agreement.

13.07 An up-to-date seniority list will be included in this current Collective Agreement.

ARTICLE 14 – LAYOFF AND RECALL

14.01 Role of Seniority in Layoff

Both parties agree that job security shall increase in proportion of length of service. Therefore, in the event of an hour's reduction or layoff, bargaining unit wide seniority shall prevail.

14.02 Temporary Lay-offs

Upon being notified of impending temporary layoffs, a list will be posted, and Employees will indicate whether or not they wish to be laid off by writing their name on the list. The most senior Employees on the list will be laid off. If there are no volunteers, bargaining unit wide seniority will prevail and Employees will be laid-off in reverse order of their seniority (the least senior person).

14.03 Recall Procedure

Employees who have been laid off shall be recalled in order of seniority, provided the Employee is qualified and capable of doing the job and will be recalled to the designated area, where possible and position they held prior to the lay-off. If the employee is called for work and is not available for three (3) calls in a row such employee shall be put at the bottom of the call in list and is subject to loss of seniority.

14.04 No New Employees

No new Employees shall be hired until those laid off have been given an opportunity of recall.

14.05 Advance Notice of Layoff

The Employer shall notify Employees who are to be laid off at least ten (10) working days prior to the effective date of layoff, except in case of emergency, or act of God. This section does not apply in recalls to work of less than ten (10) days.

14.06 Layoffs and Recalls

An employee recalled to work during layoff or call-in shall be paid for a minimum of four (4) hours at straight time.

14.07 Upon being notified of a temporary layoff, a permanent layoff, or a permanent reduction of hours, or if their position is eliminated an Employee may exercise their bargaining unit wide seniority to bump into a position.

ARTICLE 15 - HOURS OF WORK AND OVERTIME

15.01 The following sections and paragraphs are intended to define the normal hours of work and shall not be construed as a guarantee of hours of work per day or per week, or of days of work per week.

Employees will be required to provide the employer with their availability for additional work over and above their scheduled hours for the week. If an employee refuses an offer of additional work on three (3) separate occasions within a rolling three (3) month period, they will be removed from consideration of additional work for a period of six (6) months.

15.02 The regular work week shall consist of up to forty (40) hours made up of five 8-hour days, Monday through Sunday inclusive.

15.03 Overtime at a rate of time and one-half the employee's individual hourly rate will

be paid for all work performed over eight (8) hours per day or forty (40) hours in any week. At the direction of the Employee, they may request that overtime be banked to a maximum of forty (40) hours to be taken at a time agreeable to both the Employee and Employer.

- 15.04 The Employer shall have the right to schedule overtime when in its discretion same is required. In the case of any individual employee, the Employer will consider any reasonable request to be excused from overtime work on any particular occasion for valid reasons.
- 15.05 The Employer shall make every effort to distribute overtime by seniority from the list compiled at the unit.
- 15.06 In computing overtime, hours compensated for at overtime rates under any provision shall not be counted further for any purpose in determining overtime liability under the same or any other provision.
- 15.07 There will be a meal period of one-half hour duration inclusive of the regular working hours for all employees who work an eight (8) hour shift. It is understood that adequate time will be allotted to allow employees their one-half (1/2) hour lunch break.

15.08 Breaks

There will be a rest period of fifteen minutes' duration in the first half of each shift and a rest period of fifteen minutes' duration in the second half of each eight hour shift. It is understood that adequate time will be given to employees to allow for their 15 minute break.

15.09 Storm Days

In the event Cape Breton University is closed due to a winter storm, the Dexterra Group Inc. Management will contact each employee scheduled to work that day, at least one hour prior to the commencement of their shift, to inform them as to whether a storm day would be declared.

If the Dexterra Group Inc. Management declares a storm day, the employees who were scheduled to work that day shall not incur any loss of regular wages.

Any employee working when a storm day has been declared by the University will have the right to leave the premises after first notifying their supervisor and signing out, and will incur no loss of pay or benefits.

Dexterra Group Inc. Management will write a letter to be posted for all employees to see, which will clarify storm day policy.

An employee that comes into work once the University has been re-opened (i.e. a storm day is no longer being declared) and works the remainder of their scheduled shift will be paid at the member's regular rate of pay for the hours worked and will also accumulate "lieu time" for each of those hours worked. As an example, an employee coming in to work for four (4) hours will be paid four (4) hours regular pay plus will accumulate an additional four (4) hours of "lieu time." The "lieu time" shall be taken in the summer between June 1st and August 31st by mutual agreement.

An employee that is unable to come to work for the remainder of their scheduled shift shall not be paid once the University has been re-opened (i.e. storm day is no longer being declared) but may utilize their vacation and/or personal days. For clarity, the Employee must notify the Employer of their intention to utilize such at the time they inform the Employer of their inability to come into work.

- 15.10 When the University is experiencing a mechanical or electrical shut down, or when there is an emergency which causes a disruption in the physical environment of the workplace, Employees will follow the direction of the Employer. The Employer will allow Employees to go home once it is known the reason for and the expected duration of the shutdown/emergency.

ARTICLE 16 - CALL-IN PAY

- 16.01 When a permanent employee is recalled to work outside their scheduled working hours, the member shall be paid for not less than four (4) hours at the employee's regular hourly rate notwithstanding that they work less than four (4) hours.

ARTICLE 17 - VACATIONS WITH PAY

- 17.01 For the purpose of calculating eligibility, the vacation year will be the period from July 1st to June 30th of the following year.

- 17.02 All employees who have more than one (1) year of service as of June 30th in any given year will be granted two (2) weeks' vacation with pay at 4% of their total wages.

All employees who have more than five (5) years of service as of June 30th in any given year will be granted three (3) weeks' vacation with pay at 6% of their total wages.

All employees who have more than ten (10) years of service as of June 30th in any year will be granted four (4) weeks' vacation with pay at 8% of their total wages.

All employees who have more than twenty-two (20-22) years of service as of June 30th in any year will be granted four (4) weeks' vacation with pay at 8% of their total wages plus three (3) additional paid days.

All employees who have more than twenty-three-twenty-four (23-24) years of service as of June 30th in any year will be granted four (4) weeks' vacation with pay at 8% of their total wages plus five (5) additional paid days.

After 25 years of service as of June 30th in any year, they will be granted four (4) weeks' vacation with pay at 8% of their total wages plus six (6) additional paid days.

17.03 Payment of Vacation Pay shall be made upon written request by the Employee at least four (4) weeks prior to the employee's vacation.

17.04 Compensation – Vacation Entitlement

Employees will continue to accrue vacation credits if they are absent from work due to a compensable injury or any other leave as identified in the Nova Scotia Labour Standards Code.

17.05 Employees will submit vacation requests by May 31st of each year and will be informed if approved by June 15th. Allocations will be made by seniority. Vacation/s will not be unreasonably denied.

All other requests for vacations will be submitted with two (2) weeks' notice on a first come, first served basis.

ARTICLE 18 - PAID HOLIDAYS

18.01 (a) The following holidays shall be observed as paid holidays:

New Year's Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
Civic Holiday	Heritage Day
National Day of Truth and Reconciliation	

Christmas Eve Day if declared as a holiday by the University would therefore be recognized as such by the employer. If services are required members will be called in reverse order of seniority and paid at the regular rate of pay.

(b) Each employee shall receive one personal day with pay each year, the day to be chosen by the employee. The employees shall be paid according to their part-time or full-time status and cannot be paid or carried over to the next year.

18.02 Employees who have been in the employ of the Employer for four hundred and eighty (480) hours of work or more, as referred to in Article 13.03 "Probation", and who are off work due to the observance of one of the above-named holidays, will receive regular hours' pay for their normal hours of work for such holiday not worked, subject to the following conditions:

To be eligible for holiday pay, an employee must work their scheduled working day immediately preceding and immediately following the holiday, unless absent with permission of the Employer. However, employees who provide written medical documentation of illness from a physician on the day of returning to work, will be paid for such holiday.

18.03 An employee who is eligible for holiday pay in accordance with the above conditions, and who performs work on any of the said paid holidays, shall be entitled to receive pay at time and one-half for the work performed on such holiday in addition to their holiday pay.

18.04 An employee on vacation when a holiday is observed will receive an extra day's vacation with pay.

18.05 For the purpose of clarity, work on a paid holiday shall be deemed to be work when a shift is commenced after 12:01 a.m. on the morning of the holiday and before 12:00 p.m. on the evening of the holiday.

18.06 In addition to the aforementioned holidays, the employees shall be granted any holidays officially proclaimed by federal, provincial, or municipal governments.

18.07 The employer will not implement any changes in the scheduling of hours solely to avoid payment of holiday pay on Statutory Holidays.

18.08 If New Year's Day falls on a Thursday, and the University gives permission to its employees to take a holiday on Friday, the employees of Dexterra Group Inc. will be eligible for the same paid holiday on the Friday.

18.09 In order to accommodate the employee's request to have time off between Christmas and New Year's the employer agrees that the work normally performed between Christmas and New Year's will be completed prior to Christmas Eve. The parties agree that any additional hours needed to complete this work will not be considered overtime. Over the Christmas period the employees will be paid their regular wage for the week.

ARTICLE 19 - PAYMENT OF WAGES AND ALLOWANCES

19.01 The Employer agrees to pay and the Union agrees to accept the scales of wages as indicated in Appendix "A" of this Agreement.

19.02 Employees to be paid by Direct Deposit as per Company guidelines.

19.03 Any shortages caused by Employer's error in employee's pay cheques of over fifty (\$50.00) dollars shall be adjusted and paid within four (4) business days.

ARTICLE 20 - LEAVE OF ABSENCE

- 20.01 (a) Leave of absence without pay and without loss of seniority for legitimate reasons may be granted at the discretion of the Employer on written request at least two (2) weeks in advance except in case of emergency. Requests for leave of absence of two (2) weeks or less shall not be unreasonably withheld.
- (b) Requests for leave of absence in excess of two (2) weeks may be granted at the discretion of the employer.
- (c) The Employer reserves the right to limit the number of employees on leave of absence at any one time.
- (d) A personal leave of absence in excess of *twelve (12) months* shall be considered voluntary layoff and upon return shall be applied in the same manner as in Article 14 when a vacancy occurs.
- (e) Use of a leave of absence for the purpose other than that given in requesting the leave will render the employee subject to discipline.

ARTICLE 21 - UNION LEAVE

21.01 Upon request to the Employer, no more than four (4) employees elected to represent the Union at Conventions shall be allowed leave of absence with coverage. Upon request of the Employer, no more than four (4) employees elected or appointed to represent the Union at recognized labour educational courses shall be allowed leave of absence with coverage. Leave of absence without pay will be granted to employees to attend Executive and Committee meetings of CUPE, its affiliated chartered bodies, and any labour organizations with which the Union is affiliated.

It is understood that requests for union Leave shall be submitted to the Company with as much notice as possible.

ARTICLE 22 - COMMITTEES

22.01 The Employer shall recognize a negotiating committee of not more than four (4) union members. The employer shall pay the cost for these four (4) members. The purpose of this committee shall be to negotiate the renewal of a Collective

Agreement with the Employer. The Union shall notify the Employer of the names of the members before they can be recognized. Members of the Negotiating Committee shall not suffer loss of regular earnings for time spent in negotiations up to such time that, in the opinion of the Employer, the negotiations have reached an impasse.

22.02 Labour Management Committee

A Labour Management Committee shall be established consisting of no more than two (2) representatives each from the union and management. The committee shall meet as often as mutually agreed but no less than once per quarter. The function of the committee and matters to be discussed (exclusive of grievances) shall be mutually agreed to by the committee. The production of an agenda will be shared three (3) days in advance of the meeting date so that the parties may research and prepare for the meeting properly. Committee meetings will be held during regular business hours and representatives will suffer no loss in pay.

ARTICLE 23 - MATERNITY, PARENTAL/ADOPTION, COMPASSIONATE LEAVE

23.01 Pregnancy Leave

An employee who is pregnant and who has been employed by the Employer at least nine (9) months immediately preceding the estimated day of her delivery shall be entitled upon application therefore to a leave of absence of at least seventeen (17) weeks.

- (a) This leave of absence may commence at any time during the eleven (11) weeks prior to the estimated date of delivery.
- (b) An employee shall notify the Employer in writing at least two (2) weeks in advance of the day upon which the member intends to commence their leave of absence, indicating their expected date of return, and furnish the Employer with a certificate of a legally qualified medical practitioner stating that they are pregnant and giving the estimated day upon which delivery will occur in his opinion.
- (c) The Employer may require the employee to begin the leave of absence at such time as in its opinion the duties of her position cannot reasonably be performed by a pregnant person or the performance of their work is materially affected by the pregnancy.
- (d) An employee may, if they desire to return to work, shorten the duration of the leave of absence requested upon giving their Employer two (2) weeks' notice of the member's intention to do so and furnishing their Employer with the certificate of a legally qualified medical practitioner stating that they are able to resume their work.
- (e) The employee shall, if requested by the Employer, furnish proof of their fitness to resume their employment following the leave of absence.

An employee intending to resume employment with the Employer is required to advise the Employer in writing two (2) weeks prior to the expiry of the leave of absence for pregnancy. Upon the members return to work following such leave, the employee will be returned to their former position or to work of a comparable nature with no loss of seniority or benefits accrued to the commencement of the maternity leave.

- (f) When persons are hired to replace employees who are on approved pregnancy leave, the period of employment of such persons as temporary employees may not exceed the pregnancy leave. The release or discharge of such persons shall not be subject of a grievance or arbitration.

23.02 It is understood that during pregnancy leave, credit for purposes of vacation, or any other benefits under any provisions of the Collective Agreement shall be suspended. The employee's anniversary date shall be adjusted by the entire period of the absence. In addition, the employee will become responsible for full payment of subsidized employee benefits in which they are participating for the period of the absence.

23.03 Parental Leave

According to existing Labour Code and EI Regulations, an Employee may take unpaid parental leave, without loss of seniority as a result of becoming a parental guardian as a result of the birth or adoption of a child provided that the Employee has completed their probationary period and has at least one (1) year's accumulated service prior to the leave of absence. The Employer may require verification prior to such leave of absence.

Agreed to paid leave up to sixteen (16) hours for employee's paternity leave upon birth of a child.

Agreed by parties that if changes in government regulations, E.I.C. and provincial, which apply to adoption or paternity leave, then these regulations apply to this agreement.

23.04 Adoption Leave

Agreed to sixteen (16) hours paid leave to employee to look after affairs relating to adoption.

23.05 The employee's seniority shall be accrued to the commencement of the member's leave of absence and shall not accumulate during the period of absence. The employee's seniority shall continue to accrue while the employee is on maternity leave for the purposes of lay-off, recall and promotion.

23.06 Compassionate Leave

Employees may be entitled to utilize Compassionate Care Leave under the *Labour Standards Code* of Nova Scotia as amended from time to time.

Compassionate care leave is an unpaid, eight (8) week leave for employees who need to care for a seriously ill family member who has a high risk of dying within 26 weeks. The employee must have worked for at least three (3) months, and must give the employer as much notice as possible before taking the leave. The employer may request an employee to provide a medical certificate, from a medical doctor, stating that the employee's family member is seriously ill. The leave can be broken up into separate periods of no less than one-week blocks.

Employees who take a compassionate care leave may qualify for a six-week compassionate care leave benefit under the federal government's Employment insurance program.

ARTICLE 24 - BEREAVEMENT LEAVE

- 24.01 Upon notification, the Employer will grant the employee five (5) continuous days off without loss of wages following the date of a death in the employee's immediate family to attend or make arrangements for the funeral, as long as one day is the day of the funeral.
- 24.02 For the purpose of this Article immediate family will be defined as parent, spouse, brother, sister, son, daughter, grandchild, legal guardian, partner, common-law spouse (defined as a person with whom the employee cohabits in the same residence for a period of at least twelve (12) months and whom the employee has publicly represented as their spouse).
- 24.03 In the event of a death of the employee's parent-in-law, grandparents, brother-in-law or sister-in-law, the Employer shall grant the employee three (3) continuous days leave of absence without loss of wages following the date of a death, as long as one (1) day includes the day of the funeral.
- 24.04 In the event of a death of the employee's uncle or aunt, niece or nephew the Employer shall grant the employee *two (2) days* leave of absence following the date of death without loss of wages, as long as one (1) day includes the day of the funeral.
- 24.05 Leave of absence for bereavement leave of other than previously stated shall be at the discretion of the employer.
- 24.06 An employee shall be granted *two (2)* additional days of bereavement leave with pay if they must attend a funeral for the immediate family that is to be held outside Cape Breton and additional time is required for reasonable travel to and from the

funeral (400 kilometres), as long as one (1) day includes the day of the funeral.

ARTICLE 25 – LEAVE FOR JURY DUTY

25.01 In the case of an employee who is called for jury service or subpoenaed as a Crown or Defence witness for a case in which the employee is not concerned, the Employer shall pay, for each day of such service, an allowance equal to the difference between the compensation received and the wages the employee would have otherwise received within his normal schedule at his normal rate of pay.

The employee will present proof of service and of compensation received for services rendered when making their claim for such allowance. An employee who is called for jury service or is subpoenaed as a witness, must notify the Building manager immediately.

Compensation under this Article will be limited to thirty (30) calendar days from the first date of appearance.

ARTICLE 26 - SICK LEAVE

26.01 Pay for sick leave is for the sole and only purpose of protecting the employee against loss of income when he is legitimately ill and will be granted on the following basis:

- (a) Up to four hundred and eighty (480) hours, no sick leave.
- (b) After four hundred and eighty (480) hours and in a position, all employees shall be credited with three (3) sick leave credits and shall accumulate sick leave on the basis of one and one-half (1½) days every twenty-two (22) days of work. Unused credits shall accumulate to a maximum of sixty-five (65) days.
- (c) An employee who is eligible for such pay shall be paid for the first day of absence due to illness and every day of sickness thereafter that an employee is entitled to as accumulated sick leave.

26.02 An employee may be eligible for sick pay, subject to 26:01 (c), due to illness if the member is prevented from performing his normal duties by personal sickness or injury for which Workers' Compensation is not payable. To qualify for sick leave, an employee must:

- (a) have sufficient sick leave credits;
- (b) notify the Employer at least three (3) hours, where possible, before the start of the missed shift of their intention to claim sick leave;
- (c) notify the Employer at least one (1) day in advance of their return to work; and
- (d) When calling in sick an employee must inform their supervisor as to the expected date of return to work. If the employee is unable to report for work

on the stated date, then the employee must contact the supervisor again with at least one day's notice to advise as to the new return to work date. An employee who is off on sick leave longer than five (5) shifts must obtain prior to reporting back to work, a Medical certificate of Fitness to Return to Work. Should the absence prolong beyond one (1) week, employees must provide updates as requested by the company. Failure to cooperate will result in denial of benefits.

26.03 Eligible employees absent on sick leave shall receive their classification hourly wage rate for hours lost due to illness to the extent of their sick leave credit accumulation and limited by 26.01 and provided they fulfil the requirements of 26.02.

26.04 Fraudulently applying for and receiving sick leave shall be cause for discipline up to and including dismissal.

26.05 Immediate Family Leave

Employees shall be entitled up to a maximum of three (3) days leave of absence with pay per calendar year to be withdrawn from their sick leave credits to be used for the purposes of providing care in the event of an illness of a spouse, dependent child, parent or person who has the employee as the primary caregiver. It is understood and agreed that the employee shall provide as much notice as is reasonably possible to their supervisor prior to requesting such leave. For clarity, the employee must have sufficient sick leave credits to fund the time off.

ARTICLE 27 - UNIFORMS

27.01 The Employer will supply four (4) raincoats to be used by the employees who are required to work in inclement weather. These raincoats shall not be removed from the premises without permission of the Employer.

The Employer and the Union shall discuss the matter through a Labour Management committee as per Article 22:02 of the Agreement.

27.02 Required uniforms shall be supplied by the Employer inclusive of nonslip safety footwear purchased through company supplier up to a cost of \$150 annually. Full-time and part-time employees will receive three (3) new uniforms during the month of September each year in exchange for a worn uniform. All new employees shall be provided with three (3) uniforms upon hire.

27.03 The laundering and repair of such uniforms will be each employee's responsibility.

27.04 Uniforms shall be returned to the Employer in good repair upon termination of employment. The employee shall be charged for the cost of the uniform if it is not returned to the Employer upon notice of resignation or termination.

ARTICLE 28 - GROUP INSURANCE

28.01 The employer will provide a Group Insurance, Medical and Dental Plan, based on sixty percent (60%) Employer paid and forty percent (40%) Employee paid, the major features of which are:

Single Family

- (a) \$20,000 Life Insurance at a cost of \$1.36 bi-weekly.
- (b) \$10,000 Accidental Death and Dismemberment and Loss of Sight
- (c) Major Medical: Co-pay of \$2.50

It is understood and agreed that all Group Insurance Benefits shall be in accordance with and subject to the terms and conditions of the Group Policy issued to the Employer by the Group Insurance Carrier and which is now in existence.

28.02 As of the signing of this Agreement, all present employees eligible to join the Benefit Plan shall have the option to do so providing they can show proof of alternative health coverage. As a condition of employment, all new employees eligible to join the Plan upon completion of their probationary period shall join the Plan. Only part-time employees guaranteed a minimum of twenty (20) hours per week are eligible for the program.

28.03 Charges for Vision Care as follows:

- Eye examinations performed by a qualified optometrist. The maximum benefit is \$125.00 in any period of 12 consecutive months;
- Lenses, for a required change resulting in a new prescription, and frames for eyeglasses or contact lenses not covered below, subject to a maximum benefit of \$250.00. Per person in any period of 24 consecutive months (24 consecutive months with respect to dependent children under age 19);
- Contact lenses for a required change resulting in a new prescription, prescribed for severe corneal astigmatism, severe corneal scarring, keratinous (conical cornea) or Aphakia, provided visual acuity cannot be improved to at least the 20/40 level by spectacle lenses, subject to a maximum benefit of \$200 in any period of 24 consecutive months.

28.04 Dentures:

- full or partial replacement once every five (5) years;
- repair, realign or rebase once every twelve (12) months;
- 80% coverage to a maximum of \$2,000 per year

28.05 Hearing Aids

Fifteen hundred dollars (\$1500) once every three (3) years

28.06 Notwithstanding article 11.02 and 11.03 relief assignments are not considered for the purpose of determining eligibility.

ARTICLE 29 - OCCUPATIONAL HEALTH & SAFETY

29.01 The parties are committed to a safe workplace. To that effect, the parties agree to abide by the Occupational Health and Safety Act as amended from time to time and the Dexterra Group Inc. Workplace Harassment and Discrimination Policy as posted in the workplace.

29.02 An employee who is a member of an Occupational Health and Safety Committee is entitled to such time off from work as is necessary to attend meetings of the committee and to carry out their functions as a member of the Committee, and such time off shall be deemed to be time worked for which the employee shall be paid by the employer at the applicable rate.

ARTICLE 30 - EMPLOYEE ASSISTANCE PLAN

30.01 Resilience is an Employee and Family Assistance Program that offers confidential counselling with issues including stress, family issues, health issues, challenges with addictions or abuse, bereavement, plus others. For those times when a problem becomes overwhelming and you may not know how to tackle it, help is just a phone call away with Resilience.

Access is easy

- ✓ By Phone – Call 1-866-644-0326. The toll-free line is available 24 hours a day, 7 days a week.
- ✓ Speak to the customer service representative about the assistance you require.
- ✓ To confirm your eligibility, you will be asked to identify the company you work for.
 - Identify yourself as working for Dexterra Group and quote the policy number 0631548
 - Provide your employee number which is the last 6-digits of your Employee ID found on your pay statement.

This information is required to confirm eligibility only. All counselling sessions are confidential. For more information on the many services provided and how to access counselling, read the Employee and Family Assistance Program brochure.

Resilience is available to employees covered under Dexterra Group benefits plans. For any questions, contact the HR Service Centre at hrsc@dexterra.com

ARTICLE 31 - DURATION

31.01 This Agreement shall be in full force and effect from January 01, 2025 until December 31, 2029 and shall remain in full force and effect from year to year thereafter unless one of the parties hereto notifies the other in writing, within a

period of ninety (90) days prior to the end of the Collective Agreement of its intention to revise or amend this Agreement or conclude a new Collective Agreement.

31.02 Severance

The Employer will pay to employees upon retirement 50% of unused Accumulated sick leave credits accumulated with Dexterra Group Inc. upon the date of an Employee's retirement.

31.03 In the event that Dexterra Group Inc. loses the cleaning contract at Cape Breton University (CBU), then Dexterra Group Inc. shall be compelled to fulfil its obligations as specified in this Collective Agreement only until the date of the expired agreement between the Employer and the University.

IN WITNESSETH WHEREOF THE PARTIES HAVE HERETO SIGNED

THIS 2nd DAY OF May, 2025.

FOR THE UNION:

Debbie Dorrance

Kim Myles

Melissa McLeod

Carrie DeGroot

FOR THE EMPLOYER:

Mathew Fortunk

APPENDIX "A"

Amend Appendix "A" as follows:

Hourly Rates

	Jan 1 2025	Jan 1 2026	January 1 2027	January 1 2028	January 1 2029
Permanent Cleaners					
Current	7.3%	3%	3%	3%	3%
	\$ 18.70	\$19.26	\$19.84	\$20.43	\$21.05

Casual Cleaners will be at \$1.00 less than the permanent cleaner wage.

Midnight Shift Premium - \$0.50 per hour

Retro Active to January 1, 2025

Employees must work between the hours of 12:00 a.m. (midnight) and 8:00 a.m. to receive Night Shift Premium Pay.

APPENDIX "C"

BENEFITS PACKAGE

Sun Life Group Policy No. 22390

Benefit Summary

DIVISION: Division 444 – Unit 002 –Cape Breton University – Dexterra

Sun Life Group Policy

1. BASIC LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT

<ul style="list-style-type: none"> • Benefit Amount • Reduction/Termination 	<ul style="list-style-type: none"> • \$20,000 • Coverage reduces 50% at age 65 and terminates at age 70 or earlier retirement
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Claim Secure Group Policy

1. DRUG BENEFIT Yes No **Drug Card******

Unit	002
a) Plan Type	Prescription Drugs
b) Deductible	\$2.50 deductible per prescription
c) Annual Deductible	Nil
d) Per Individual Maximums	Unlimited
e) Benefit Maximum Age	70 or earlier retirement
f) Dependent Age	22
g) Student Age	25
Inclusions: <ul style="list-style-type: none"> • Diabetic supplies, insulin preparations, injectable preparations & allergy serums • \$500 for anti-smoking agents per individual per lifetime; \$2500 for fertility drugs & treatment per individual per lifetime 	

2. MAJOR MEDICAL BENEFIT Yes No

Unit →			002
a) Annual Deductible Applicable			Nil
b) Co-payment			80%
c) Schedule of Benefits			
Psychologist	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Chiropractor	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Podiatrist or Chiropodist	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Speech Therapist	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Physiotherapy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Osteopaths	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Massage Therapy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$500/cal yr **
Private Duty Nursing	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$10,000/cal yr
Medical Equipment	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Covered
Medical Prosthesis	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Covered
Medical Supplies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Covered
Ambulance Services	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Covered
Hearing Aids	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$1500/3 years
Orthotics	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$200 per shoe; \$400 maximum per cal yr
Orthopaedic shoes custom Made	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Included in the above Orthotic maximum
Orthopaedic Modifications	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Included in the above Orthotic maximum
Eye Exams	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Maximum of \$125.00 in any period of 12 consecutive months
d) Benefit Maximum Age			Age 70 or earlier
e) Dependent Age			22
f) Student Age			25
g) Accidental Dental			\$5,000 maximum per accident
h) laboratory tests & X-rays not covered by Provincial Plan			\$500 calendar year maximum per individual
<p>**Note: \$1,500.00 cal yr. max for all Practitioners combined - \$20 per year for X-rays for all Specialists combined – coverage is provided after the Provincial Plan maximum</p>			

3. HOSPITALIZATION BENEFIT Yes No

Unit→	002
a) Semi-Private Room Accommodation	Covered
b) Hospitalization	100%
c) Convalescent Hospital	Semi Private Room Accommodation day for 120 days only
d) Benefit Maximum Age	Age 70 or earlier retirement
e) Dependent Age	22
f) Student Age	25

4. OUT OF COUNTRY COVERAGE Yes No Provider: **ETFS**

Unit→	002
<ul style="list-style-type: none"> • Emergency Out of Country Coverage • Benefit Maximum Age 	<ul style="list-style-type: none"> • 60 days for employees age 65 only • 65 or earlier retirement

5. DENTAL BENEFIT Yes No

Unit→	002
a) Annual Dental Single Deductible	Nil
b) Annual Dental Family Deductible	Nil
c) Recall Frequency 6 months	
d) Fee Guide Year	Current
e) Fee Guide based on Province of Employee Res.	Yes
f) Basic Minor Services	70%
g) Periodontics	50%
h) Annual Maximum	Unlimited
i) Benefit Period: <input checked="" type="checkbox"/> Calendar Yr. <input type="checkbox"/> Policy Yr.	
j) Benefit Maximum Age	Age 70 or earlier retirement
k) Dependent Age	22
l) Student Age	25

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April 2025

Name	Employee #	Seniority	Area
Shauna Babstock	147528	1993-09-05	AC, HOF, Fieldhouse(P)
Amelia Tracey	143338	2000-11-19	A2South 20 (P)
Kim Myles	143347	2001-04-24	Tech (P)
Anita Campbell	143350	2004-07-01	PIT (P)
Denise MacNeil	146942	2006-04-22	CE2 (P)
Stephen MacNeil	147938	2006-11-18	CE3ED (P)
Debbie Simms	254340	2006-11-18	B1 (P)
Michelle Chiasson	382463	2008-09-20	Porter (P)
Karen MacDonald	385978	2008-10-04	SSOB1 (P)
Ray Cameron	376933	2013-03-09	CSEE1/Cwing (P)
Ray MacNeil	612545	2014-05-17	Main Campus Weekends 20 (P)
Lloyd Hill	695437	2019-10-26	SSOB2/CSEE2/4FLT (P)
Carrie O'Brien	77673	2020-04-27	Nursing 20 (P)
Elisha Wall	777372	2021-04-26	Alumni (P)
Cecil Purcell	778372	2021-08-21	CC2 (P)
Melissa MacLeod	778736	2021-08-28	B2/Cafe (P)
Janice MacDonald	778792	2021-09-18	A1 (P)
Tammy McCarthy	778929	2021-10-30	Unimaki/Playhouse (P)
Brenda Syms	779190	2021-04-09	Library (P)
Manjot Singh	781275	2022-06-28	PIT/Cabot Weekends 20 (P)
Shabat Kumar	785405	2023-05-12	Alumni/Dome/Other 20 (P)
Manveer Singh	784844	2023-05-10	Student Union (P)
Shrikant Kala	785578	2023-05-16	Cabot/Library/VG(P)
Marley MacLeod	786191	2023-08-22	Mac Res (P)
Luci Dao	785795	2023-10-16	Mac Res Weekends 16 (P)
Ola Okundaye	781947	2024-05-22	CE3AD (P)
Mitch Ejiogu	786224	2023-08-23	CBLC 20 (P)
Joeron Dalisay	786631	2023-10-07	Cafeteria (P)
Harmanjot Kaur	786641	2023-11-15	Harris Hall (P)
Manpreet Bamra	788794	2024-04-30	Floorcare (P)
Oparah Uchechi	790252	2025/01/08	Dome (P) 20
Casuals			
Amardeep Singh	781865	2022-09-14	
Ashik Augustine	785530	2023-05-18	
Sarthak Arya	788580	2024-04-16	
Ratinder Pal Singh	789367	2024-04-23	

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Gurdeep Singh	788795	2024-05-23	
Harman Hundal	789271	2024-06-25	
Manpreet Singh	788951	2024-05-28	
Manpreet Kaur	786642	2024-10-05	
Bhoomika Mehta	790007	2024-12-11	
Lynda Moreno	790244	2025-01-15	
Navjeet Kaur	790282	2025-01-20	
Ankush Ankush	790281	2025-01-20	
Ginger Guo	790300	2025-01-22	
Dolly Usher	790329	2025-02-03	
Paras Mehan	784678	2023-05-08	
Samuel Nnamdi	790343	2025-02-05	
Karan Khaira	790402	2025-02-24	

