

COLLECTIVE AGREEMENT

Between

15930 Fraser Hwy Limited D.B.A. Fresh St. Market Fleetwood

And

United Food and Commercial Workers, Local 1518

October 1, 2023 to September 30, 2027

Ratified by member vote: **October 25, 2024**



CONTENTS

SECTION 1 – BARGAINING AGENCY	1
SECTION 2 – UNION SHOP	1
SECTION 3 – DEDUCTION OF UNION DUES	2
SECTION 4 – CLERKS WORK CLAUSE	2
SECTION 5 – HOURS OF WORK	2
SECTION 6 – CLASSIFICATION OF EMPLOYEES	7
SECTION 7 – WAGES	8
SECTION 8 – VACATIONS	11
SECTION 9 – HEALTH AND WELFARE	12
SECTION 10 – LEAVES OF ABSENCE	16
SECTION 11 – SCHEDULING HOURS OF WORK	27
SECTION 12 – JOB POSTINGS	28
SECTION 13 – NOTICE OR PAY IN LIEU OF NOTICE	29
SECTION 14 – SENIORITY	29
SECTION 15 – SEVERANCE PAY	31
SECTION 16 – UNION'S RECOGNITION OF MANAGEMENT'S RIGHTS	32
SECTION 17 – GRIEVANCE PROCEDURE	33
SECTION 18 – ARBITRATION	33
SECTION 19 – MISCELLANEOUS	34
SECTION 20 – HEALTH AND SAFETY COMMITTEE	37
SECTION 21 – TIME OFF FOR UNION BUSINESS - UNION REPRESENTATION	37
SECTION 22 – EXPIRATION AND RENEWAL	39
LETTER OF UNDERSTANDING #1 – NEW DEPARTMENTS- ADDITION OF ADL POSITION	40
LETTER OF UNDERSTANDING #2 – TRANSFERS	41
LETTER OF UNDERSTANDING #3 – ASSIGNMENT/PROMOTION TO POSITION COVERED BY SEPARATE AGREEMENT	42
LETTER OF UNDERSTANDING #4 – BRIDGING	43
LETTER OF UNDERSTANDING #5 – REPLACEMENT STORES	44
LETTER OF UNDERSTANDING #6 – MINIMUM WAGE	45
LETTER OF UNDERSTANDING #7– LEAD BOOKKEEPER, LEAD FILE MAINTENANCE CLERK, DAIRY AND RECEIVER PREMIUM	46
LETTER OF UNDERSTANDING #8 – FOOD DEMONSTRATOR	47
LETTER OF UNDERSTANDING #9 – LEAVE OF ABSENCE FOR AN EXCLUDED POSITION	48

MEMORANDUM OF AGREEMENT made this 25th day of October, 2024.

BY AND BETWEEN: **15930 FRASER HWY LIMITED**, a body corporate carrying on business in the Province of British Columbia

(Hereinafter referred to as the "EMPLOYER")

AND: **UNITED FOOD AND COMMERCIAL WORKERS UNION, LOCAL 1518**, chartered by the United Food and Commercial Workers International Union, C.L.C.

(Hereinafter referred to as the "UNION")

WHEREAS: The Employer and the Union desire to establish and maintain conditions which will promote a harmonious relationship between the Employer and the employees covered by the terms of this Agreement and desire to provide methods of fair and amicable adjustment of disputes which may arise between them;

NOW THEREFORE: The Employer and the Union mutually agree as follows:

SECTION 1 – Bargaining Agency

- 1.01 The Employer recognizes the Union as the sole and exclusive collective bargaining agency for all employees of 15930 FRASER HWY LIMITED (dba Fresh St. Market), with respect to rates of pay, wages, hours and all other conditions of employment set out in this Agreement, except and excluding employees working in the Meat Department, Seafood Department and Deli, the Store Leader, Department Leader, and those persons above the rank of Department Leader.

The following positions shall be considered Leader positions: Front-End Leader, Grocery Leader, Produce Leader, Bakery Leader, and Specialty Department(s) Leader(s).

SECTION 2 – Union Shop

- 2.01 The Employer agrees to retain in its employ, within the bargaining unit as outlined in Section 1 of this Agreement, only members of the Union in good standing. The Employer shall be free to hire new employees who are not members of the Union, provided said non-members, whether part- or full-time employees, shall be eligible for membership in the Union and shall make application within ten (10) days after employment and become members within thirty (30) days.
- 2.02 The Employer agrees to provide each new employee at the time of employment with a form letter outlining to the employee **their** responsibility in regard to Union membership and outlining the provisions of Section 6.02 of this Agreement, and to provide the Union in writing with the name and address of each employee to whom they have presented the letter, along with the employee's date of hire. The Employer will have new employees sign the check-off and Union membership application upon successful completion of orientation. The Union shall bear the expense of printing the form, the contents of the letter to be such that it is acceptable to the Employer. The Employer

further agrees to provide the Union once a month with a list containing names of all employees who have terminated their employment during the previous month.

SECTION 3 – Deduction of Union Dues

- 3.01 The Employer agrees to deduct from the wages of each employee, upon proper authorization from the employee affected, such initiation fees, Union dues, fines and assessments as are authorized by regular and proper vote of the membership of the Union. The Employer further agrees to automatically deduct Union dues from the wages of all new employees. The Union will supply an appropriate form to the Employer so those new employees, at the time of hire, will authorize Union dues deductions. This form will be applicable from the time the employee commences employment until such time as the Union submits an official dues checkoff to the Employer. The employee shall, within thirty (30) days after commencement of employment, provide the Employer with a signed authorization for such deductions. Monies deducted during any month shall be forwarded by the Employer to the Secretary-Treasurer of the Union not later than the tenth (10th) day of the following month, accompanied by a written statement of the name and social insurance number of each employee for whom the deductions were made and the amount of each deduction. Dues checkoffs are to be submitted on a monthly or four-week basis showing amount deducted each week, for what purpose and the total amount deducted during the month or four-week period, as well as the Store number of each employee for whom the deductions were made. Union dues deducted by the Employer shall be shown on the employee's T4 slip.

SECTION 4 – Clerks Work Clause

- 4.01 With the exception of excluded personnel listed in Section 1 of this Agreement and Specialist personnel of the Employer all work in the handling and selling of merchandise in the retail stores of the Employer shall be performed only by employees of the bargaining unit who are members of UFCW Local 1518.

The handling/selling/displaying of merchandise is handled by members of the bargaining unit with the exception of:

Large vendors (specifically Canada Bread, Lays, Old Dutch, Coke, Pepsi) will continue their present practice of doing the initial stocking of product and leaving stock on hand. Bargaining unit employees do all their back stock.

Small/boutique vendors will continue their current practice.

It is not the intent of the Employer to utilize excluded personnel to deny hours to bargaining unit members.

SECTION 5 – Hours of Work

- 5.01 The Employer reserves the right to schedule hours of operation, employee hours of work, rest periods, meal periods and overtime work, subject to the provisions set out in this section.

Basic Work Week: The basic work week of a full-time employee shall be forty (40) hours per week consisting of five (5) eight (8) hour days, or alternatively, four (4) ten (10) hour days to be worked as scheduled by the Employer.

Full-time employees shall receive forty (40) hours pay at straight-time rates and shall work four (4) days, thirty-two (32) hours, including work on the statutory holiday, in a week in which one (1) statutory holiday occurs; three (3) days, twenty-four (24) hours, including work on the statutory holiday, in a week in which two (2) statutory holidays occur.

Time worked in excess of forty (40) hours of actual work by part-time employees during a week in which a statutory holiday or statutory holidays occur shall be paid at the rate of time and one-half (1-1/2).

5.02 Sunday shall be considered the first day of work for the basic workweek.

5.03 Posting of Schedules: A weekly work master schedule will be posted on Monday for the workweek beginning Sunday, two (2) weeks in advance. The Employer is required to make reasonable effort to verbally advise individual employees of the changes to the work schedule once it has been posted. The Employer will endeavour to schedule employees' days off together where possible, subject to the operational needs of the store.

An employee's schedule may be changed without notice in the event of absence of other staff due to sickness or accident or in the event of emergencies, such as fire, flood, breakdown of machinery or other instances of *force majeure*. In all other cases, at least twenty-four (24) hours notice of any change must be given or four (4) additional hours pay given in lieu of notice. A student must be notified on the day before of any change to **their** schedule or be given an additional two (2) hours pay if the schedule is changed for a school day and four (4) hours pay if the schedule is changed for a non-school day.

Daily hours of work shall be consecutive with the exception of rest and meal periods. No split shifts shall be worked unless mutually agreed to. Employees shall not work longer than their scheduled work day unless requested to do so by the Employer, in which case additional hours will be paid at the applicable rate of pay.

5.04 Requested Time Off (R.T.O.): Employees, requesting and who are granted R.T.O. prior to the posting of the work schedule, shall not have their hours of work for the week reduced as a result of the granting of the request. It shall be optional for the Employer to reduce the hours for any request made and granted after the posting of the work schedule.

5.05 Statutory Holidays: The following days shall be considered statutory holidays:

New Year's Day	Good Friday	Victoria Day	Canada Day
B.C. Day	Labour Day	National Day for Truth & Reconciliation	Thanksgiving Day
Remembrance Day	Christmas Day	Boxing Day	Family Day

and all other public holidays proclaimed by Federal, Provincial or Municipal governments, provided that all other major grocery stores close on any such holiday proclaimed and, further, that in the case of a statutory holiday proclaimed by a municipality, only those stores of the Employer in that municipality shall be affected by the requirements of this Section.

Employees required to work on a holiday shall be compensated at the rate of one and one-half times (1-1/2x) their regular hourly rate for each hour worked, and full-time employees shall receive four (4) hours minimum pay at the overtime rate for whatever time worked.

Part-time Employees: All part-time employees who have been employed thirty (30) calendar day or more and have worked an average of at least thirty-two (32) hours or more per week on the four (4) weeks preceding the week in which the statutory holiday occurs, shall receive eight (8) hours pay at their regular hourly rate for each holiday.

All part-time employees who have been employed thirty (30) calendar days or more and have worked an average of at least twenty (20) hours a week, but less than thirty-two (32) hours per week in the four (4) weeks preceding the week in which a Statutory Holiday occurs, shall receive six (6) hours pay at their regular hourly rate for each holiday.

All part-time employees who have been employed thirty (30) calendar days or more, and have worked at least ten (10) hours a week, but less than twenty (20) hours per week in the four (4) weeks preceding the week in which a Statutory Holiday occurs, shall receive four (4) hours pay at their regular hourly rate for each holiday.

All part-time employees who have worked less than ten (10) hours per week will receive Statutory Holiday pay as set out in the *Employment Standards Act*.

If an employee is eligible for pay for a statutory holiday while on Workers' Compensation or Weekly Indemnity (W.I.), the maximum amount of pay the employee will receive from such sources for any particular day shall not be more than one hundred percent (100%) of the employee's normal daily pay.

Time worked in excess of forty (40) hours of actual work by part-time employees during a week in which a statutory holiday or statutory holidays occur shall be paid at the rate of time and one half (1½).

By mutual agreement, statutory holidays may be scheduled in the week prior or the week following the week in which the statutory holiday occurs. Further, it is agreed re-scheduled statutory holidays will be scheduled with the employee's day off unless mutually agreed otherwise.

Deemed Time Worked: Paid vacations for full-time employees and statutory holidays for all employees shall be considered as time worked for all purposes of the Collective Agreement.

- 5.06 Meal Periods and Rest Periods: Employees' rest periods and meal periods shall be scheduled, depending on the length of their shift, as follows:

Four (4) hours or more	one (1) paid 15-minute rest period
Six (6) hours or more	two (2) paid 15-minute rest periods
Seven (7) hours or more	two (2) paid 15-minute rest periods and one (1) 30- minute unpaid meal period

An employee's meal period shall not commence earlier than three (3) hours nor later than five (5) hours after the start of an employee's shift. Rest periods shall not begin until one (1) hour after the commencement of an employee's shift or the end of a meal period.

Rest periods shall be taken without loss of pay to the employee.

Employees who work an eight (8) hour shift shall have a meal period to commence not earlier than three (3) hours or later than five (5) hours after commencement of the shift; however, when such employees commence their shift between 12:00 noon and 1:30 p.m., their meal period shall not be scheduled prior to 4:30 p.m. Employees working over five (5) hours but less than eight (8) hours shall be entitled to a thirty (30) minute meal period.

Clerk Cashiers have the option of taking a fifteen (15) minute unpaid rest period either with or separate from an existing fifteen (15) minute paid rest period. This may be taken in lieu of the thirty (30) minute unpaid meal period. The employees will notify Management of their option to ensure efficient scheduling.

Clerk Cashiers working more than a four (4) hour shift but not more than a five (5) hour shift shall have the right to a fifteen (15) minute unpaid rest period either with or separate from the existing fifteen (15) minute paid rest period. The employees will notify Management of their option to ensure efficient scheduling.

Times for Clerk Cashiers' rest periods shall be set out by the Employer on a sheet which shall be available for Clerk Cashiers to review prior to the commencement of their shifts.

The Employer will schedule rest periods for Clerk Cashiers on the checkstand so that no Clerk Cashier shall be scheduled to work more than three (3) consecutive hours. The parties recognize that rest periods may be delayed due to unexpected business fluctuations.

- 5.07 Overtime Pay: All time worked in excess of the basic workweek, as defined in Sections 5.01 and 5.05 and hours worked in excess of eight (8) hours in a day shall be paid at the rate of time and one-half (1½) the regular rate. All hours worked in excess of ten (10) hours in a day and in excess of 48 hours in a regular workweek shall be paid at twice the regular rate. Compensating time off shall not be given in lieu of overtime pay. Employees shall be paid time and one half the regular rate for all hours worked after their fifth (5th) work day in a week.

It is agreed that no one will be paid more than one (1) overtime premium for any overtime hours worked.

When required to work overtime, an employee may decline if the employee has a valid reason. Such refusal shall be accepted provided there is another employee on the shift when overtime is required who is prepared to work the overtime and has the ability to perform the work required.

- 5.08 Interval Between Shifts: There shall be an interval of not less than ten (10) hours between shifts for all employees. An employee who is not allowed a ten (10) hour interval between shifts shall be paid at the rate of time and one half (1½) for time worked prior to the expiry of the ten (10) hour interval.
- 5.09 Minimum Hours: All employees shall be paid their regular hourly rate for each hour worked except where employed for less than four (4) consecutive hours per day, in which event they shall receive a minimum of four (4) hours pay. An employee who is called for work and upon reporting finds that **their** services are not required shall receive two (2) hours pay.
- 5.10 Recording Hours of Work: The Employer shall provide a sign-in form or an electronic time recording process to enable employees to record their hours of work for payroll purposes. Employees shall record their own time at the time they start and finish work and the time they commence and return from meal periods. Employees who fail to record all time worked in the manner required by this subsection shall, upon complaint of the Union, be disciplined as follows:
- 1st violation
 - three (3) days suspension without pay
 - 2nd and subsequent violations
 - one (1) week suspension without pay

Suspensions shall be implemented within forty-five (45) days of notification by the Union unless a longer period is mutually agreed upon between the Union and the Employer or in the event that the requested suspension becomes subject to the grievance procedure.

Any such dispute shall be subject to the grievance and arbitration sections of this Agreement. Any employee terminated for the above reasons shall not be entitled to notice or pay in lieu of notice.

The Employer agrees to assume its full responsibility in seeing that all employees are compensated for all time worked.

- 5.11 Work Loads: If an employee believes the amount of work **they are** required to perform is excessive over what is required from the rest of the staff and it will result in an occupational accident or occupational injury to him or her, the question shall be referred to Section 17 of this Agreement.
- 5.12 **Conflict of Interest [Moved from Section 10.02]: It is agreed that the term “competitor” raised in Section 10.01 (b) ii (d) shall mean any food and/or drug retail establishment. An employee working for a competitor as defined herein will be placed in a conflict of interest with their ongoing employment with the Employer.**

An employee shall avoid any conflict with the interest of the Employer. A conflict of interest includes an obligation in a relationship with any person or organization, which competes or does business with the Employer that, could

affect the employee's judgment in fulfilling their responsibilities to the Employer or which could affect the Employer's business interests.

Violation of this provision may result in termination. Prior to termination, the Employer shall notify the employee of the infraction so the employee can rectify the problem.

- 5.13 [Moved from Section 16.01] The Union agrees that the management of the company, including the right to plan, direct and control the Store operations, the direction of the working force and the termination of employees for just or proper cause, are the sole rights and functions of the Employer. During the first four (4) calendar months of employment, each new employee shall be on probation and will receive a written evaluation within three (3) months of employment.**

SECTION 6 – Classification of Employees

- 6.01 Credit for Previous Experience: New employees shall be classified according to previous comparable experience in a retail store.**

The employer may opt to pay an employee a rate of pay over and above that to which they are otherwise entitled to under this provision. In those cases, the employee shall receive credit for fifty (50%) of the hours, which coincides with the rate they are paid, requiring the employee to complete the remaining hours before advancing to the next wage rate on the wage scale. The employer will notify the union the implementation of the above, and the parties agree that this section must be applied in a consistent manner.

- 6.02 It shall be optional for the Employer to grant credit to those employees who are claiming previous experience if such employees have been out of the industry for two (2) years or more.**

- 6.03 In the event of any disagreement as to credit granted for previous experience, such disagreement shall be considered a grievance and the grievance procedure in this Agreement shall apply. However, if the Employer has:**

- (a) provided the employee with the "New Employee" letter provided for in Section 2.02 of this Agreement not later than two (2) weeks from the date of employment, and**
- (b) given the employee written notification showing credit granted for previous experience within the thirty (30) day period required by this Article; and**
- (c) given the Union written notification showing credit granted for previous experience within the same period,**

then no consideration shall be given to any disagreement pertaining to credit for previous experience if presented later than sixty (60) days after the employee's date of employment.

6.04 Assistant Department Leaders

To enhance the Employer's ability to develop supervisory staff, there shall be a created position of Assistant Department Leader. The Assistant Department Leader shall: be filled by individuals hired or selected on the basis of their merit, qualifications, ability and seniority as determined by Management; shall be required to provide all relief for a Department Leader.

6.05 Define classifications (departments) to allow the Employer and bargaining unit members to work within each defined/designated grouping:

Front End	Grocery	Produce	Bakery
Cashier	General Clerks		Baker
File Maintenance	Dairy		Bakery Clerk
Bookkeeper	Receiving		Coffee Clerk
Floral	Bulk Foods		Cake Decorator
	E-commerce		Café Lead

Maximization of hours occurs within each defined classification; not cross classifications.

Hours of work cannot be claimed outside of your classification **with the exception being seasonal needs after all available hours have been exhausted from the Front End (i.e. Valentine's Day, Easter Day (Good Friday), Mother's Day, Christmas defined as December 23rd and 24th) where support for wrapping in Floral is increased.**

SECTION 7 – Wages

7.01 The Employer agrees to pay all employees covered by the terms of this Agreement not less than the following schedule of wages during such time as this Agreement is in force, effective on dates as shown, provided that if an employee is receiving a wage rate in excess of the rates herein contained, such wage rate shall not be reduced by reason of the signing of this Agreement. There shall be a regular weekly or bi-weekly payday and each employee shall be provided with an itemized statement of earnings and deductions for the pay period covered.

All employees will be paid through direct deposit.

Fresh St. Market Service Specialist Wage Grid

Fresh St. Market Service Specialist Wage Grid					
	June 1	June 1	June 1	June 1	June 1
Hour	2023	2024	2025	2026	2027
Entry	\$16.25	\$18.06	\$18.42	\$18.79	\$19.17
1040	\$16.75	\$18.17	\$18.53	\$18.90	\$19.28
2080	\$17.35	\$18.38	\$18.75	\$19.12	\$19.50
3120	\$17.95	\$18.80	\$19.18	\$19.56	\$19.95
4160	\$18.55	\$19.43	\$19.82	\$20.22	\$20.62

5200	\$18.75	\$19.64	\$20.03	\$20.44	\$20.84
6240	\$19.00	\$19.85	\$20.25	\$20.65	\$21.07
7280	\$19.20	\$20.06	\$20.46	\$20.87	\$21.29
8320	\$19.40	\$20.27	\$20.68	\$21.09	\$21.51
9360	\$19.65	\$20.54	\$20.95	\$21.37	\$21.79
10400	\$19.90	\$20.80	\$21.22	\$21.64	\$22.07
11440	\$20.15	\$21.06	\$21.48	\$21.91	\$22.35
12480	\$20.65	\$21.59	\$22.02	\$22.46	\$22.91
13520	\$21.15	\$22.12	\$22.56	\$23.01	\$23.47
14560	\$22.50	\$23.50	\$24.00	\$24.50	\$25.00

Employees will be placed on the above wage grid on their total hours from date of hire (total hours = career hours + credit for previous experience hours from date of hire).

Average yearly annualized increases:

- **2024 - 3.82%**
- **2025 - 3.84%**
- **2026 - 3.85%**
- **2027 - 3.85%**

Fresh St. Market Assistant Department Leader (ADL) Wage Rate

The starting ADL wage rate will be not less than 8,320 hours (plus **\$2.25** per hour premium) and they will continue to accrue career hours for the purpose of wage increases.

If the employer cannot appoint an ADL, they have the right to recruit and can grant up to 50% credit for previous experience.

If a specialist is at top scale rate, the ADL will be in an off the wage scale and will earn **\$2.25** per hour more than the top rate.

7.02 Jury Duty Pay: A full-time employee summoned to Jury Duty or Witness Duty, where subpoenaed in a court of law, or where subpoenaed to an arbitration hearing or an LRB hearing shall be paid wages amounting to the difference paid them for Jury or Witness service and the amount they would have earned had they worked on such days. Employees on Jury or Witness Duty shall furnish the Employer with such statements of earnings as the courts may supply. This does not apply if the employee is summoned on **their** day(s) off.

Part-time employees, when appearing as a material witness on behalf of the Employer shall be rescheduled or paid for lost hours.

Employees shall return to work within a reasonable period of time. They shall not be required to report if less than two (2) hours of their normal shift remains to be worked. Total hours on Jury Duty or Witness Duty and actual work on the job in the store in one (1) day shall not exceed eight (8) hours for purposes of establishing the basic workday. Any time worked in the store in excess of the combined total of eight (8) hours shall be considered overtime and paid as such under the contract.

Once the work schedule has been posted, the schedule cannot be changed to circumvent this clause.

7.03 Staff Meetings: Staff meetings, whether in the store or off the premises, shall be considered as time worked and paid for accordingly, except meal meetings at which the attendance is voluntary. Where possible, staff meetings will not take place in the staff room. However, if an employee is on break in the staff room and a meeting is being held and is not part of the scheduled meeting, the employee will return to their department and the break will be restarted in full as soon as possible.

7.04 Cash Shortages: No employee may be required to make up cash register shortages unless **they are** given the privilege of checking the money and daily receipts upon starting and completing the work shift, and unless the employee has exclusive access to the cash register during the work shift and unless cash is balanced daily, except as specified below.

No employee may be required to make up register shortages when Management exercises the right to open the register during the employee's work shift, unless the register is opened in the presence of the employee and the employee is given the opportunity to verify all withdrawals and/or deposits.

No employee shall be held responsible for cash shortages unless **they have** exclusive access to **their** cash.

7.05 Learning Prices and Codes: Learning prices and codes shall be included in the employee's daily work schedule and shall be paid for in accordance with the terms of the Collective Agreement.

7.06 An employee relieving a department leader for more than two (2) full shifts in a one (1) week period shall be paid **two dollars (\$2.00)** per hour for such relief work, in addition to the employee's present rate of pay.

7.08 In the event that night stocking becomes necessary, the Parties shall meet to discuss its implementation. If night stocking is implemented, one employee on the night stocking shift shall be designated as Lead Hand and shall be paid a premium of **one dollar (\$1.00)** per hour in addition to their regular rate of pay.

- **No clerk shall be required to work alone on the premises for night stocking.**
- **Night stocking is a scheduled shift commencing at 9:00 p.m. and concluding at 5:30 a.m.**
- **An employee scheduled for night stocking will receive one dollar (\$1.00) per hour worked in addition to their regular hourly rate of pay.**
- **The Lead Hand will receive both the Lead Hand rate of one dollar (\$1.00) per hour and the additional one dollar (\$1.00) per hour night stocking premium in addition to their regular hourly rate of pay.**

SECTION 8 – Vacations

- 8.01 The date for determining an employee's vacation entitlement in a calendar year shall be January 1 of that calendar year. Employees who have completed less than one (1) year of continuous service with the Employer as of January 1 shall have their vacation entitlement pro-rated for that calendar year. Employees with the corresponding continuous years of employment as of January 1 of the calendar year with the Employer as a full-time employee will be entitled to the following paid vacation:

Full-time employees with the corresponding continuous years of employment with the Employer will be entitled to the following paid vacation:

Vacation	Time Off	Vacation Pay
One (1) or more years	2 weeks	2 weeks
Three (3) or more years	3 weeks	3 weeks
Eight (8) or more years	4 weeks	4 weeks
Thirteen (13) or more years	5 weeks	5 weeks
Eighteen (18) or more years	6 weeks	6 weeks
Twenty-three (23) or more years	7 weeks	7 weeks

The Employer will pay all part-time employees their vacation **on each paycheque**.

Part-time employees will be entitled to the following vacation time off, without pay, and vacation pay according to corresponding continuous years of employment completed:

	Vacation Time Off	Vacation Pay
one (1) or more years	2 weeks	4%
three (3) or more years	3 weeks	6%
eight (8) or more years	4 weeks	8%
thirteen (13) or more years	5 weeks	10%
eighteen (18) or more years	6 weeks	12%
twenty-three (23) or more years	7 weeks	14%

A part-time employee who becomes full-time will be credited the number of hours accumulated during the employee's length of service with the Employer as a part-time employee, provided there is no interruption of employment between the employee's part-time and full-time status. The total number of hours worked by the employee will be calculated into full-time hours to determine the employee's full-time service status for future vacation entitlements as outlined above.

The Employer agrees to provide vacation pay on a "total compensation" or normal week's pay, whichever is greater. Total compensation shall mean "all monies received directly from the Employer" (wages, overtime, bonuses, premiums, vacation pay, sick-leave-credit payments, and other items of similar nature).

All time lost (up to thirty-one (31) consecutive days) because of sickness, occupational or non-occupational accident, all time absent on paid full-time vacation, and paid statutory holidays, shall be considered as time worked for the purpose of determining the vacation allowance to which a full-time employee is entitled.

Vacation schedules, once approved by the Employer, shall not be changed except by mutual agreement between the employee and the Employer.

- 8.02 Vacation time off will be scheduled according to the employee's continuous years of employment with the Employer under the terms of this Collective Agreement. Employees must take the vacation time to which they are entitled and cannot receive vacation pay in lieu of vacation time off.
- 8.03 When a statutory holiday occurs during an employee's vacation, an extra day's vacation with pay shall be granted if the holiday is one which the employee would have received had the employee been working. Where an employee receives three (3) or more weeks vacation with pay and a statutory holiday occurs during the employee's paid vacation, an extra day's pay may be given in lieu of an extra day's vacation with pay if, in the opinion of the Employer, an extra day's vacation with pay will interfere with vacation schedules or hamper operations.
- 8.04 Pregnancy Leave shall count for purposes of accumulating time towards vacation entitlement only (see Section 10.04).
- 8.05 Paid vacations for full-time employees and statutory holidays for all employees shall be considered time worked for all purposes of the Collective Agreement.
- 8.06 Employees whose employment is terminated or if they terminate and give two (2) weeks' notice in writing to the Employer, shall receive all earned vacation pay or applicable percentage of earnings, whichever is higher, less any paid vacation taken plus the applicable percentage of earnings for any period since the employee's last anniversary date and date of termination.

SECTION 9 – Health and Welfare

- 9.01 Medical Services Plan / Sick Leave: Upon completion of the probationary period, The Employer agrees to pay 100% of MSP premiums for all full-time employees and dependents. A short-term sick leave plan and MSP benefits will be provided by the Employer to part-time employees who work thirty two (32) hours per week for fourteen consecutive (14) weeks following the completion of the probationary period. Should an employee fail to meet the qualification period, they will receive three (3) consecutive opportunities to ensure they maintain their eligibility.

The first notification letter will be issued at the initial instance of disqualification.

An employee will not be disqualified until such time as they are clearly advised in writing.

- 9.02 Weekly Indemnity Benefit Plan: All employees who are eligible for benefits under Section 9 above shall be eligible to participate in this plan. Weekly Indemnity Benefits shall be payable commencing on:
 - 1. The first (1st) day of hospitalization due to non-occupational accident or sickness, or
 - 2. The fourth (4th) day of absence due to sickness or non-occupational accident.

The benefit period shall be a maximum of twenty-six (26) weeks.

Weekly Indemnity payments shall be in the amount of seventy percent (70%) of an employee's straight-time rate of pay. All matters of eligibility, coverage and benefits shall be as set out in the Plan and as determined by the carrier.

- 9.03 Return to Work After Illness: After absence due to illness or injury, the employee must be returned to **their** job when capable of performing **their** duties.
- 9.04 Return to Work Program: The Company will work on providing employees with a fair and dignified Return to Work Program.
- 9.05 Medical Reports: The Employer agrees to pay the fee for medical reports required by the Employer for Sick Leave or Weekly Indemnity provisions to a maximum of one hundred dollars (\$100.00).
- 9.06 Physical Examinations: Where the Employer requires an employee to take a physical examination, the doctor's fee for such examination shall be paid by the Employer. Such examinations shall be taken during the employee's working hours without loss of pay to the employee, except for examinations, which take place prior to commencement of employment, and during the employee's first four (4) weeks of employment.
- 9.07 Maintenance of Benefits: The Employer agrees to maintain the full cost of Health and Welfare premiums when an employee is absent on Weekly Indemnity or Workers' Compensation claims or on Sick Leave to a maximum of six (6) months.
- 9.08 Qualifications for Extended Health Care and Dental
The employer agrees to pay 100% of EHC and dental premiums for employees based on:

Full-time employees and their dependents once the employee has completed the probationary period. The benefits will be effective the first of the month following the probationary period.

Part-time employees must have completed the probationary period and have worked thirty-two (32) hours per week for fourteen (14) consecutive weeks. An employee must fail to meet the hour requirement for a period of fourteen (14) consecutive weeks from the time they fail to meet it before they are disqualified. The benefits will be effective the first of the month following the qualification period.

Deemed time worked for the purpose of calculating eligibility includes regular, overtime, vacation and statutory hours.

Extended Health Care (EHC) Coverage

Provides supplementary coverage for you and your eligible dependents. All employees must be covered under a provincial health care plan. Coverage limits are typically based on a calendar year. There is no annual deductible. A lifetime Extended Health Care Plan maximum of one (1) million dollars applies to each member of the EHC Plan and their eligible dependents. You will be required to submit your claims for reimbursement via paper/claim form to the insurance carrier until such time as a drug card system is implemented. The EHC benefit premium is paid by your Employer.

	EHC Plan	Reimbursement	Coverage
A.	Prescription Drugs	80% of eligible expenses	<ul style="list-style-type: none"> • Drugs which legally require a prescription and are dispensed by a licensed pharmacist, physician or dentist, including insulin preparations, testing supplies, needles and syringes for diabetics, vitamin B12 for treatment of pernicious anemia, allergy serums when administered by a physician. • Excluded: smoking cessation, fertility, erectile dysfunction drugs. • Mandatory generic: Some drugs no longer have marketing exclusivity and equivalent generic versions are available. If a brand name drug is dispensed, it will be reimbursed at the lowest cost generic equivalent. If a written letter from your doctor is received by the carrier that there is a specific medical requirement that prevents you from taking the generic drug, the brand name may be eligible. • Prior Authorization: High-cost specialty drugs may be eligible. As a first step, your doctor applies to the BC PharmaCare Special Authority Program. Pharmacare will then notify your doctor of their decision.
B.	Professional Services	80% of eligible expenses	<ul style="list-style-type: none"> • Acupuncturist, Chiropractor, Chiropodist/Podiatrist, Physiotherapist, Massage Therapist, Naturopath, Speech Therapist and Osteopath. • \$250 per paramedical practitioner per calendar year.
C.	Vision Care	100% of eligible expenses	<ul style="list-style-type: none"> • Prescription lenses, frames, contact lenses, prescription sunglasses, prescription safety goggles and vision care repairs (eye exams excluded). • \$300 per 24 months
D.	Hospital	80% of eligible expenses	<ul style="list-style-type: none"> • Acute Care accommodation in a semi-private room in a public hospital.
E.	Medical Aids, Equipment	80% of eligible expenses	<ul style="list-style-type: none"> • Orthotics, orthopedic shoes – one pair per person per lifetime.

		<ul style="list-style-type: none"> Hearing Aids - \$500 per person in a 60-month period. Surgical stockings - \$250 per calendar year (above 20 mmHG). Standard durable medical equipment – if available on a rental basis, purchase of these items from a provider may be considered. Pre-authorization is required for expenses in excess of \$5,000.
	Overall Plan Lifetime Maximum	\$1,000,000 for each Member or Dependent.

9.09 Dental Coverage

Provides coverage for employees and their eligible dependents. Coverage limits are typically based on a calendar year. There is no annual deductible. The Dental benefit is paid by your Employer.

Dental Plan	Reimbursement	Coverage
Basic (Diagnostic/Preventive) 2 recall exams per calendar year	80% of eligible expenses	\$2,000 calendar maximum combined with Major.
Major (Restorative)	50% of eligible expenses	
Orthodontic Dependent children ONLY	50% of eligible expenses	\$1,500 Lifetime maximum.

9.10 Dependent Eligibility (Extended Health Care and Dental)

Dependents	<ul style="list-style-type: none"> Your legal spouse or a person who have been living with you in a common-law relationship for at least one full year and who is publically represented as your spouse.
Dependents – Any unmarried child, stepchild, legally adopted child, or legal ward (but not a foster child) who is:	<ul style="list-style-type: none"> Under age 21 and financially dependent upon you or your spouse. Under age 25 and in full-time attendance at a recognized educational institute. Handicapped child of any age who is living with and is financially dependent on you and/or your spouse and is incapable of self-sustaining employment.

- 9.11 Pension Plan: Effective January 6, 2013, the Employer agrees to participate in the UFCW Industry Pension Plan and Trust Fund.

The Employer shall make contributions to the Plan on the basis of the percentage of earnings, set forth below, of each participating employee. The percentage applicable shall be as follows:

<u>Effective Date is pay period following</u>	<u>Percentage</u>
January 5, 2014	four (4%)
January 3, 2016	five (5%)
January 2, 2017	six (6%)

Pay period shall mean the weekly period from Sunday through Saturday used by the Employer for paying earnings to participating employees.

Earnings shall mean the total compensation paid to a participating employee and recorded as earnings (excluding taxable benefits) on the T-4 (or similar tax reporting form should this designation by Revenue Canada be changed in the future) provided to the participating employee each year, excluding any bonuses or incentives.

Contributions, along with a list of employees for whom they have been made and other relevant information, will be remitted by the Employer not later than twenty one (21) days after the close of each of the Employer's four (4) or five (5) week accounting periods.

SECTION 10 – Leaves of Absence

- 10.01 (a) Except as otherwise indicated in the Collective Agreement, applications for leaves of absence without pay will be adjudicated on the basis of merit, compassion, length of service, and the operational needs of the store. Leaves of absence shall not be unreasonably withheld.

To qualify, an employee must:

- i. Have a minimum of one (1) year of service.
- ii. Length of leave will not exceed six (6) weeks.
- iii. Employee will continue to accumulate seniority.
- iv. Written request for leave must be made a minimum of twelve (12) weeks in advance of the requested time off.
- v. Cannot be taken in conjunction with any other leave of absence request.
- vi. Consideration for leave can be applied for every three (3) years.

- (b) Leaves of Absence: Except as otherwise indicated in the Collective Agreement, applications for leaves of absence without pay will be adjudicated on the basis of merit, compassion, length of service and the operational needs of the store. Leaves of absence shall not be unreasonably withheld.

- i) Employees who are granted a leave up to six (6) weeks shall accumulate seniority;

- ii) After four (4) years of continuous service and upon giving three (3) months' notice, all employees shall be entitled to an unpaid leave of absence of the following conditions:
 - (a) The leave of absence shall be for a maximum period of one (1) year.
 - (b) Employees who are granted leave under this provision shall have their seniority frozen for the duration of the approved leave and shall neither earn nor lose seniority. Employees on such Leave of Absence shall neither earn nor lose seniority. For example, an employee with a January 1, 2000 seniority date shall have their seniority date adjusted to January 1, 2001.
 - (c) Employees may return to work earlier than the scheduled end of the leave provided they give their Store Manager one (1) month notice of their early return to work date. Upon their return to work these employees will be scheduled in accordance to their revised seniority date (actual leave).
 - (d) While on this approved leave of absence an employee shall not take employment with any competitor in the food business. (Violation of this provision may result in termination, see Section 10.02)
 - (e) Written application for a leave shall be made to the Store Leader. Written approval of a leave shall be provided to the Union and the employee involved.
 - (f) Seniority shall be the determining factor in scheduling leaves of absence.
 - (g) An employee who is on a leave of absence could be offered minimal part-time work with the Employer without seniority or rights to such work for the duration of the leave.
 - (h) The period of time off will not count towards time worked for vacation entitlement.
- (c) Educational Leave: Employees with four (4) years or more of continuous service with the Employer shall be entitled to an Educational Leave of Absence for up to one (1) year without gain or loss of seniority as of the time the employee leaves.

The following terms and conditions shall apply to such Leaves:

 - A. One (1) employee at any one time shall be eligible for Educational Leave. In stores with more than forty (40) employees, two (2) people will be entitled to Educational Leave.
 - B. Written application for the Leave shall be coordinated through the Human Resources Department. Notification of the person going on Leave shall be provided to the store, Union and employee involved.

- C. Seniority shall be the determining factor in scheduling the Leave.
- D. Such Leave will be granted on a one-time only basis per employee.
- E. The employee must be attending an accredited educational institution. The parties reserve the right to discuss and resolve the application of this in any particular case.
- F. While on Leave the employee shall not take employment with any competitor in the food business. (Violation of this provision may result in termination.)
- G. It is understood a person on Leave could be offered minimal part-time work with the Employer without seniority or rights to such work for the duration of the Leave.
- H. The period of time off will not count towards time worked for vacation entitlement.
- I. One (1) months' notice of return to work must be given to the Employer unless a return date has been established prior to leaving.
- J. During the period of such Leave the employee will be allowed to self-pay their pre-leave benefit status in advance by quarterly installments.

Employees are to have advance notice of the cost of these benefits before going on leave. Individual benefit breakdowns will be provided where possible.

- (d) Vacation Extension – Leave of Absence: Except as otherwise indicated in the Collective Agreement, applications for a leave of absence for the purpose of extending a vacation (without pay) will be adjudicated on the basis of merit, compassion, length of service, and the operational needs of the store. Leaves of absence shall not be unreasonably withheld.

To qualify, an employee must:

- Have a minimum of one (1) year of service.
- Length of leave will not exceed **three (3)** weeks.
- Employee will continue to accumulate seniority.
- Request for leave must be made a minimum of eight (8) weeks in advance of the requested time off.
- Cannot be taken in conjunction with any other leave of absence request.
- Consideration for leave can be applied for every three (3) years.

- (e) Student – Leave of Absence: Except as otherwise indicated in the Collective Agreement, applications for a leave of absence (without pay) by a student will be

adjudicated on the basis of merit, compassion, length of service and the operational needs of the store. Leaves of absence shall not be unreasonably withheld.

To qualify an employee must:

- Have a minimum of six months of service
- Length of leave will not exceed three (3) weeks
- Employee will continue to accumulate seniority
- Written request for leave must be made a minimum of four (4) weeks in advance of the requested time off
- Cannot be taken in conjunction with any other leave of absence request
- Consideration for leave can be applied for every three (3) years.

10.02 Funeral Leave: In the event of death of a brother, sister, mother-in-law, father-in-law, sister-in-law, brother-in-law, grandmother, grandfather, grandchild, or any relative living in the household of the employee, the Employer will grant up to three (3) paid days compassionate Leave of Absence. This leave will be granted to attend the funeral and such time off must be taken at the time of bereavement and/or time of service. The length of such absence shall be at the discretion of the Employer however any decision to extend beyond the times outlined in this section are unpaid and shall not exceed two (2) weeks in total. The term "immediate family" shall mean spouse, parent, child, brother, sister, mother-in-law, father-in-law, sister-in-law, brother-in-law, grandmother, grandfather, grandchild or any relative living in the household of the employee.

In the event of death of spouse, father, mother, or child, the employee shall be entitled to one (1) week's leave of absence with pay at the time of bereavement. It is understood that in the case of a part-time employee, the compensation shall be at the average hours worked during the preceding four (4) weeks.

Employees may split their entitled time off between bereavement and time of service.

An employee's day off will not be altered to circumvent funeral leave benefits.

This leave may be extended for up to five (5) days, with the agreement of the Employer, by using vacation time or unpaid leave in the event of the death of other family members not listed above.

10.03 Request for Leave: A request for pregnancy or parental leave must be made in writing at least four (4) weeks before the proposed start date. However, the courts and the Employment Standards Tribunal have said that failure to give written notice does not affect the employee's entitlement to the leave. Employees are encouraged to tell their employers the date they will be going on leave well in advance and to put it in writing to avoid misunderstandings.

10.04 Pregnancy Leave:

- (1) A pregnant employee is entitled to seventeen (17) consecutive weeks of unpaid pregnancy leave. This leave may start no earlier than thirteen (13) weeks before

the expected birth date, and must end no earlier than six (6) weeks after the birth date unless the employee requests a shorter period.

If pregnancy leave is requested after the birth of a child, the employee is entitled to up to seventeen (17) consecutive weeks of leave beginning on the date of birth. If pregnancy leave is requested after termination of a pregnancy, the employee is entitled to up to six (6) consecutive weeks of leave beginning on the termination date.

- (2) An initial period of leave may be extended by up to six (6) consecutive weeks if an employee is unable to return to work for reasons relating to the birth or termination of a pregnancy.

An employer may request a doctor's or nurse practitioner's note stating the expected or actual birth date or termination date for reasons for requesting additional leave.

- (3) All such requests must be submitted in writing at least two (2) weeks prior to their return to work date. The request must specify the length of the extension and the revised date the employee will be available to return to work. The length of the extension can be modified by mutual consent.
- (4) In addition to the pregnancy leave set out above, the attending physician certifying that the health of the mother or child may be in danger by the mother continuing to work may extend such leave prior to delivery.
- (5) Benefit entitlement for the above leaves shall be as required by the *Employment Standards Act*.
- (6) If an employee asks to return from leave earlier than six (6) weeks after the birth, an employer may require the employee to provide a doctor's or nurse practitioner's certificate stating the employee is able to resume work.

10.05 Parental Leave:

- (1) An employee who requests parental leave under this Section is entitled to:
 - (a) A birth mother who takes pregnancy leave is entitled to sixty-one (61) consecutive weeks of unpaid parental leave. A birth mother must begin her parental leave immediately after her pregnancy leave ends, unless she and the employer agree otherwise.
 - (b) A birth mother who does not take pregnancy leave and other parents are entitled to up to sixty-two (62) consecutive weeks of unpaid parental leave. The leave can begin anytime within seventy-eight (78) weeks of the birth or placement of the child.
 - (c) for a birth father - up to thirty seven (37) weeks of unpaid leave beginning after the child's birth and within fifty two (52) weeks of that event.

- (d) for an adopting parent - up to thirty seven (37) weeks beginning within fifty-two (52) weeks after the child is placed with the parent.
- (2) An initial period of parental leave may be extended up to five (5) consecutive weeks if the child requires an additional period of parental care.

An employer may require an employee to provide a doctor's or nurse practitioner's certificate or other evidence that the employee is entitled to the leave or leave extension.

- (3) The employee is required to give the Employer four (4) weeks advance notice in writing of their intention to take a leave. The Employer may request this notice be accompanied by a medical practitioner's certificate or other evidence of the employee's entitlement to leave.
- (4) Benefit entitlement for these above leaves shall be as required in the *Employment Standards Act*.

10.06 Family Responsibility Leave: An employee is entitled to up to five (5) days of unpaid leave in each employment year to meet responsibilities related to the care, health, or education of any member of the employee's immediate family. "Employment year" means a year beginning on the date the employee commenced employment.

Family Responsibility Leave does not accumulate from year to year.

10.07 Compassionate Care Leave: An employee can take up to twenty-seven (27) weeks of unpaid leave within a fifty-two (52) week period to care for or support a gravely ill family member.

The employee must obtain a medical certificate which states that the family member is gravely ill with a significant risk of death within twenty-six (26) weeks. "Family member" means, in addition to someone who is a member of the employee's immediate family:

In relation to an employee:

- An employee's step-sibling, aunt or uncle, niece or nephew;
- A current or former foster parent, foster child, ward or guardian;
- The spouse of a sibling or step-sibling, child or step-child, grandparent, grandchild, aunt or uncle, niece or nephew, current or former foster child or guardian.

In relation to an employee's spouse:

- A parent or step-parent, sibling or step-sibling, child, grandparent, grandchild, aunt or uncle, niece or nephew;
- A current or former foster parent or ward;
- Anyone who is considered to be like a close relative regardless of whether or not they are related by blood, adoption, marriage or common law partnership.

10.08 Reservist's Leave: An employee who is a reservist is entitled to unpaid leave if the employee is deployed to a Canadian Forces operation outside Canada, is engaged in

pre or post deployment activities either inside or outside Canada, or is deployed inside Canada to assist in dealing with an emergency or its aftermath.

An employee who is a reservist is entitled to twenty (20) days unpaid leave in a calendar year if the employee is engaged in Canadian Forces training activities or travelling to or from training. If an employee participates in more than one (1) training activity, the entitlement is twenty (20) days in total.

The employee must give the employer four (4) weeks' written notice of the date the leave will begin and end. However, in the case of deployment, if the employee receives less than four (4) weeks' notice, **they** must give the employer as much notice as is practicable.

If a deployment is extended, the employee must give the employer notice four (4) weeks before the date the leave was to have ended, or as soon as practicable. If a training activity is extended, the employee must give the employer notice four (4) weeks before the date the leave was to have ended. If the employee proposes to return to work earlier than originally specified, the employee must give the employer at least one weeks' notice.

- 10.09 Leave Respecting Disappearance of Child: If an employee's child disappears in circumstances where it is likely that the disappearance is the result of a crime, the employee is entitled to up to fifty-two (52) weeks of leave. The employee may take leave in different units of time with the employer's consent.

The leave ends fourteen (14) days after the child is found alive, the date the child is found dead (in which case the employee is entitled to leave respecting the death of a child), at the end of the fifty-two (52) weeks off, or if the employee has taken time off in different units, the last day of the last unit of time.

The leave ends if it becomes probable that the child's disappearance was not the result of a crime or the employee is charged with a crime in relation to the child's disappearance.

- 10.10 Leave Respecting Death of Child: If an employee's child dies, the employee is entitled to up to one hundred and four (104) weeks of leave. The employee may take leave in different units of time with the employer's consent.

The leave ends at the end of the one hundred and four (104) weeks off, or if the employee has taken time off in different units, the last day of the last unit of time.

The leave ends if the employee is charged with a crime in relation to the child's death.

- 10.11 Employment Considered Continuous: If an employee is on any of the leaves referred to in this collective agreement or is on jury duty, employment is considered continuous for the purposes of calculating annual vacation and termination entitlements, as well as for pension, medical or other plans of benefit to the employee.

With the exception of reservists' leave, an employer must continue to make payments to any such plans unless the employee chooses not to continue with his or her share of the cost of the plan.

The employee is entitled to all increases in wages and benefits that the employee would have received if not on leave.

10.12 Condition of Employment to Remain the Same During a Leave: An employer may not terminate an employee, or change a condition of employment, because of a leave or jury duty without the employee's written consent.

10.13 Return to Work: When the leave or jury duty ends, an employee must be returned to his or her former position or to a comparable position. It is the employer's responsibility to contact the employee to make arrangements for the employee's return to work.

10.14 Illness or Injury Leave:

After 90 days of employment, employees can take up to 5 paid days and 3 unpaid days of job- protected leave per calendar year. This leave is employee-initiated, and employees decide whether they are requesting paid or unpaid leave. To ensure effective communication between employees and employers, employees are encouraged to specify whether they prefer to take unpaid or paid leave. Employers are encouraged to clarify the type of leave if there is any doubt. The Act is benefits conferring legislation and requires an employer to ensure all wages are paid within 8 days of each pay period. Employers may find it advisable, if unsure of their employee's decision, to record and pay the time off as paid sick leave. Employers should ensure their payroll and employment records comply with the Act. Records should include the leave taken, if the leave was paid or not and the amount of wages paid.

Calendar year:

Calendar year means a period of 12 consecutive months beginning on January 1. Eligible employees who start employment part way through the calendar year are entitled to the full 5 paid days and 3 unpaid days despite not being employed for the full calendar year. Illness or injury leave cannot be prorated for employees who start after January 1.

Illness or injury leave does not carry over from year to year if it is not used.

Illness or Injury Leave on a Statutory Holiday:

Paid sick leave and statutory holiday pay are separate entitlements. If an employee qualifies for statutory holiday pay and is scheduled to work on the statutory holiday but takes paid sick leave, they would be entitled to an average day's pay for both the statutory holiday and the paid sick leave.

Illness or Injury Leave and Vacation Pay:

Vacation pay must be paid on an employee's total wages including the paid sick leave required by this Act. Paid sick leave is money required to be paid under this Act. (See definition of "wages" in section 1 of the Act)

10.15 Leave Respecting Domestic or Sexual Violence:

a) Definitions

In this provision:

- i) "child" means a person under nineteen (19) years of age;**

ii) "domestic or sexual violence" includes, with or without an intent to harm an intimate partner or family member,

(1) physical abuse by an intimate partner or by a family member, including forced confinement or deprivation of the necessities of life, but not including the use of reasonable force to protect oneself or others from harm,

(2) sexual abuse by any person,

(3) attempts to commit:

(a) physical abuse by an intimate partner or by a family member, or

(b) sexual abuse by any person, and

(c) psychological or emotional abuse by an intimate partner or by a family member, including:

(i) intimidation, harassment, coercion or threats, including threats respecting other persons, pets or property;

(ii) unreasonable restrictions on, or prevention of, financial or personal autonomy,

(iii) stalking or following, and

(iv) intentional damage to property;

iii) "eligible person" means, with respect to an employee,

(1) a child who is under the day-to-day care and control of the employee by way of agreement or court order or because the employee is the child's parent or guardian,

(2) a person who

(a) is nineteen (19) years of age or older,

(b) is unable, because of illness, disability or another reason, to obtain the necessities of life or withdraw from the charge of the person's parent or former guardian, and

(c) is under the day-to-day care and control of the employee, who is the person's parent or former guardian, and

(d) a prescribed person;

iv) "family member" means any of the following:

(1) with respect to a person,

(a) the spouse, child, parent, guardian, sibling, grandchild or grandparent of the person, or

(b) an individual who lives with the person as a member of the person's family;

(2) any other individual who is a member of a prescribed class;

v) "intimate partner" means, with respect to a person, any of the following:

(1) an individual who is or was a spouse, dating partner or sexual partner of the person;

(2) an individual who is or was in a relationship with the person that is similar to a relationship described above.

- vi) In addition to experiencing domestic or sexual violence in the circumstances described in the definition of "domestic or sexual violence" above, a child who is an employee or eligible person also experiences domestic or sexual violence if the child is exposed, directly or indirectly, to domestic or sexual violence experienced by any of the following individuals:
 - (1) an intimate partner of the child;
 - (2) a family member of the child.
- b) If an employee or eligible person experiences domestic or sexual violence, the employee may request leave for one or more of the following purposes:
 - i) to seek medical attention for the employee or eligible person in respect of a physical or psychological injury or disability caused by the domestic or sexual violence;
 - ii) to obtain for the employee or eligible person victim services or other social services relating to domestic or sexual violence;
 - iii) to obtain for the employee or eligible person psychological or other professional counselling services in respect of a psychological or emotional condition caused by the domestic or sexual violence;
 - iv) to temporarily or permanently relocate the employee or eligible person or both the employee and eligible person;
 - v) to seek legal or law enforcement assistance for the employee or eligible person, including preparing for or participating in any civil or criminal legal proceeding related to the domestic or sexual violence;
 - vi) any prescribed purpose.
- c) If an employee requests leave under this provision, the employee is entitled during each calendar year to:
 - i) up to five (5) days of paid leave,
 - ii) up to five (5) days of unpaid leave, and
 - iii) up to fifteen (15) weeks of additional unpaid leave.
- d) A leave under (c) (i) and (c) (ii) may be taken by the employee in a fraction or in one or more units of time.
- e) A leave under 9 (c) (iii) may be taken by the employee in:
 - i) a fraction of a day,
 - ii) one unit of time, or

- iii) more than one unit of time, with the employer's consent.
- f) An employee is not entitled to leave under this section respecting an eligible person if the employee commits the domestic or sexual violence against the eligible person.
- g) If requested by the employer, the employee must, as soon as practicable, provide to the employer reasonably sufficient proof in the circumstances that the employee is entitled to the leave.
- h) The Employer agrees that requests for sick leave, vacation, and any other paid leaves of absence submitted by employees in order for them to deal with issues related to domestic violence shall not be unreasonably denied.
- i) The Employer further agrees that requests for unpaid leaves of absence submitted by employees in order to deal with issues related to domestic violence shall not be unreasonably denied.

Critical Illness or Injury Leave

- a) An employee who requests Critical Illness or Injury Leave is entitled to an unpaid leave to provide care or support to a family member if a medical practitioner or nurse practitioner issues a certificate that must:
 - i) state that the baseline state of health of the family member has significantly changed and the life of the family member is at risk as a result of an illness or injury;
 - ii) state that the care or support required by the family member can be met by one or more persons who are not medical professionals; and
 - iii) set out the period for which the family member requires care or support.
- b) Critical Illness Leave shall be up to thirty-six (36) weeks of unpaid leave to provide care or support to a family member who is under nineteen (19) years of age at the start of the leave and/or up to sixteen (16) weeks of unpaid leave to provide care or support to a family member who is nineteen (19) years of age or older.
- c) If a medical certificate sets out a period for which a family member of an employee requires care or support that is less than the maximum number of weeks specified above, the employee:
 - i) is entitled to take the leave only up to the number of weeks indicated in the certificate; and
 - ii) may, respecting the leave, obtain one or more additional certificates, but the employee's entitlement to the leave does not exceed the maximum number of weeks specified above.
- d) The employee must give the employer a copy of the certificate as soon as practicable.

- e) **An employee may begin a leave under this section respecting a family member no earlier than the earlier of the following:**
 - i) **the first day of the week in which the certificate is issued;**
 - ii) **the first day of the week in which the baseline state of health of the family member significantly changes and the life of the family member is at risk as a result of an illness or injury.**
- f) **A leave under this provision ends on the last day of the week in which the earlier of the following occurs:**
 - i) **the family member in respect of whom the leave is taken dies; or**
 - ii) **the expiration of fifty-two (52) weeks from the date the leave began.**
- g) **A leave taken under this provision must be taken in units of one or more weeks.**
- h) **If an employee takes a leave under this provision and, at the time referred to above, the life of the family member remains at risk as a result of the illness or injury, the employee may take a further leave after obtaining a new certificate.**

SECTION 11 – Scheduling Hours of Work

- 11.01 The parties have a shared interest in providing an opportunity for employees to maximize their hours of work. The Union and the Employer agree that the purpose of seniority is to allow employees to achieve a maximization of hours of work up to forty (40) hours per week. The Employer shall identify and schedule the longest shifts for the efficient operation of the store. The allocation of hours/shifts shall be assigned to employees by seniority.

The Employer will maximize the number of hours scheduled for employees in accordance with their seniority and the Collective Agreement, provided they are available, can perform the work and have not restricted their availability.

The foregoing does not imply an obligation to schedule more hours in any classification than the Employer has determined are operationally necessary.

- 11.02 In the event that an employee is to be called in to work hours that **they were** not scheduled to work, any employee may be called in provided that at the end of the particular week, the total number of hours worked that week is consistent with part-time employees' seniority and availability.

The scheduling of hours of work and the calling in of employees to work will be consistent with Section 11.01 and the seniority provisions of the collective agreement.

- 11.03 Part-time employees shall declare their availability four (4) times per year.

- 1) The first Sunday in September (with a two (2) week leeway either way)
- 2) Three (3) other times in the calendar year.

Part-time employees shall be required to work according to their most recent Declaration of Availability. Employees cannot use an availability change to limit or further their availability between November 15 and the end of the year. An employee shall not be allowed to use an availability change until a minimum period of eight (8) weeks has elapsed since their last availability change unless it is to increase the employee's current availability, or it is to return to school in the case of a student, or if management determines otherwise.

Part-time employees shall not exercise an availability change until the completion of their probationary period, except in cases where they are increasing their availability or are returning to school.

- 11.04 The Employer will make Declaration of Availability forms available to each part-time employee.

Copies of all Declaration of Availability forms shall be forwarded to the Union.

- 11.05 All schedules will reflect the Employee's date of hire, status (full-time, part-time, or student), hour restrictions, availability, and requested time off (RTO), along with other granted time off as outlined in the collective agreement.
- 11.06 No employee shall be required to work more than six (6) consecutive days. It is understood that there will not be any "available hours" claim, involving the seventh (7th) or subsequent consecutive days of work.

SECTION 12 – Job Postings

- 12.01 Job Posting: All vacancies at the store will be posted on the staff bulletin board for a minimum of seven (7) days. A copy of the posting will be forwarded to the Union. All employees are eligible to apply for the job vacancy posting.

Each posting will contain:

- The classification
- The closing date of the posting
- The effective date of the position

The position shall be filled by employees on the basis of seniority and ability to perform the normal requirements of the job.

A training and trial period of up to two hundred (200) hours is assigned to demonstrate their ability to perform the work in a satisfactory manner. Ability to do the job means ability to competently perform the normal requirements of the job following an appropriate familiarization period or an appropriate training and trial period. The Employer may not curtail the training or trial period without just cause before it has run its normal course.

However, in the event the Employer decides, or the employee is not able to, or does not wish to, complete the training or trial period, the employee shall be returned to their

former position and wage rate, without loss of seniority. Any other employee that has been promoted or transferred as a result of the posting shall similarly be returned to their former position.

The name of the successful applicant, along with their seniority date, will be posted within fifteen (15) days of the original posting. The company will forward a copy to the union.

SECTION 13 – Notice or Pay in Lieu of Notice

- 13.01 Commencing after **three (3)** months from date of employment, ~~full-time~~ employees when terminated by the Employer, unless guilty of rank insubordination, dishonesty, drunkenness, obvious disloyalty or absence without Leave unless having a bona fide reason for such absence, shall receive notice in writing or pay in lieu of notice as follows:
- After **three (3)** months and up to **one (1)** years of continuous service
 - one (1) weeks notice in writing or one (1) weeks wages in lieu thereof.
 - From **one (1)** years up to **three (3)** years continuous service
 - two (2) weeks notice in writing or two (2) weeks wages in lieu thereof.
 - From **three (3)** years up to eight (8) years continuous service
 - three (3) weeks notice in writing or three (3) weeks wages in lieu thereof, **plus one week of notice/pay after each additional year to a max of 8 weeks.**
- 13.02 This Section shall not invalidate an employee's right to process **their** termination and to be reinstated as set out in Section 17, providing the employee has been employed by the Employer four (4) calendar months or more.
- 13.03 The Employer agrees to give full-time employees one (1) week's notice in writing prior to layoff. Such notice shall not be required in cases of layoffs due to fire, flood or other cases of *force majeure*.
- 13.04 Full-time employees reduced to part-time who terminate or are terminated within three (3) months of the date of their reduction to part-time shall be given whatever pay in lieu of notice they were entitled to immediately prior to the date of their reduction to part-time, unless terminated for and guilty of rank insubordination, dishonesty, drunkenness, obvious disloyalty or absence without Leave except where the employee has a bona fide reason for such absence.
- 13.05 A copy of notice of dismissal or layoff of full-time employees who have been employed more than four (4) calendar months shall be forwarded to the Union office at the date of giving such notice to the employee concerned.

SECTION 14 – Seniority

- 14.01 Seniority for employees shall mean length of continuous service within the respective classification and department with this Employer in British Columbia. Paid time off will be considered as hours worked. For clarification, continuous service shall include all leaves

of absence from work pursuant to the Collective Agreement (i.e., vacations, accident, illness, and all approved leaves of absence).

Seniority lists of all employees shall be forwarded to the Union office twice per year.

The Employer agrees to forward an annual list of all employees' names and addresses to the Union office in addition to seniority lists, once per year.

Seniority will be lost if an employee:

- Voluntarily leaves the employ of the Employer; or
- Is discharged; or
- Is absent without approved leave for a period of more than three (3) working days; or
- Fails to report to work within three (3) working days of being recalled from a layoff as per Section 14.03 below.

14.02 Status Definition

Full Time (FT) status is based on a forty (40) hour workweek.

To qualify for FT status; based on seniority; the employee must work an average of thirty-six (36) hours per week for thirteen (13) consecutive weeks.

Any employee working less than thirty-six (36) hours per week is considered Part Time (PT).

Student status (ST) is defined as any employee regularly attending high school, post-secondary or any other educational institution requiring attendance at scheduled classes.

Students who wish to maximize their hours during Winter, Spring and Summer break may temporarily lift their restriction during these time periods.

Exceptions to qualifying for FT are when an employee is covering a leave of absence and students who lift their restrictions.

The foregoing does not imply an obligation to schedule more hours in any classification than the Employer has determined are operationally necessary.

14.03 Layoff and Recall: Seniority as defined in Section 14.01 above, shall govern in cases of layoffs and recall, provided the employee has the ability to perform the work required. Where required by the Employer, Assistant department supervisors are exempt from the layoff provisions of this Section.

Employees laid off in accordance with the above provisions shall be recalled to work in order of length of service with the Employer, provided no more than six (6) months has elapsed since the last day worked by the employee, for employees with one (1) year or more of service, no more than twelve (12) months has elapsed since the last day worked by the employee.

If an employee, when contacted, for proper and sufficient reason is not immediately available to commence work, the next employee on the list can be hired temporarily. If the contacted employee cannot report for work until three (3) working days later, the employee shall exchange seniority with the next employee on the list who is immediately available for employment, until the employee is recalled, at which time the employee shall resume their original seniority status. If the employee does not report in one (1) calendar week from date of recall without proper or sufficient reason, the employee shall be dropped from the seniority list.

The employee shall keep the Employer informed of their current address and telephone number. If the Employer is unable to contact the employee within five (5) working days, or if the employee is contacted and refuses the employment without proper and sufficient reason by the end of the five (5) day period, the employee will be dropped from the seniority list.

Employees rehired in accordance with this Section shall retain their previous length of service for the purposes of this Section and Section 13.

14.04 Transfer Between Departments

Where a vacancy exists, part-time employees with required availability who have worked in excess of one (1) years service in a department may be granted a transfer to another department. The employer will be fair and reasonable in considering requests for a transfer. Requests shall be considered on the basis of seniority and ability are relatively equal among employees requesting a transfer.

Employees granted a transfer will be on probation for up to two hundred (200) hours to demonstrate their ability to perform the work in a satisfactory manner. In the event they are unable to perform satisfactorily in the new position, they shall be returned to their previous position and rate of pay. Employees granted a transfer will maintain their rate and seniority.

The transferred employee will not displace an existing employee within the department. Should there be an instance where hours are impacted, the Employer and the union shall meet to discuss a resolve.

There may be occasions where the one (1) year service requirement may be waived at the discretion of the employer should it suit the needs of the business.

14.05 Transfer of Seniority: Seniority is only applied within a store except in the case of store closure where full-time employees shall be able to exercise their seniority in other Fresh St. Market stores of the Employer or if employees are transferred to staff a new store at opening.

SECTION 15 – Severance Pay

15.01 In the event there is a permanent closure or sale or transfer of ownership of the store or part thereof, causing a regular full-time employee to lose **their** employment, the Employer hereby agrees to pay such employee severance pay at **their** regular rate of pay according to the following schedule:

Full-Time Consecutive Service
Up to two (2) years

Severance Pay
One (1) week

Over two (2) years

One (1) week's pay for every year of full-time service to a maximum of twenty (20) weeks

Should a full-time employee go to part-time and later lose **their** employment due to the circumstances set out in Section 15, then such employee shall be entitled to severance pay under this Section according to **their** years of full-time consecutive service only.

This Clause does not apply to a temporary layoff, full-time employees who accept other full-time or part-time employment with the Employer, or to regular full-time employees who lose employment and are reinstated within thirty (30) days to a full-time status.

Employees who are laid off as the result of store closure(s) can elect to receive their severance pay at any time up to the expiry of their recall period. If an employee is recalled or commences work within the recall period, then a new recall period shall commence from the date of a subsequent layoff.

Employees who qualify shall not be entitled to the benefits contained in Section 13.01 of this Agreement.

SECTION 16 – Union's Recognition of Management's Rights

- 16.01 Employees who have restricted their availability or restrict their availability any time during the first 4 months, shall have their probationary period extended by two (2) months and any employee who is on an absence due to medical reasons by the length of the medical absence. The decision whether to retain or not to retain the employee's services shall be the sole right of the Employer and any termination occurring during that period shall not be subject to Sections 15 and 16 of this Agreement. It is agreed that this paragraph will not apply if it can be shown that an employee has been terminated for any lawful Union activity, in accordance with Section 19.08.
- 16.02 Those matters requiring judgment as to competency of employees are also agreed to be the sole right and function of management, subject however, to discharge of employees on grounds of alleged incompetence being processed under Sections 15 and 16 of this Collective Agreement, providing that such employees have been employed by the Employer beyond the probationary period outlined above. The Parties agree that the foregoing enumeration of management's rights shall not be deemed to exclude other recognized functions of management not specifically covered in this Agreement. The Employer, therefore, retains all rights not otherwise specifically covered in this Agreement.
- 16.03 The exercise of the foregoing shall not alter any of the specific provisions of this Agreement.

SECTION 17 – Grievance Procedure

- 17.01 Any complaint, disagreement or difference of opinion between the parties hereto concerning the interpretation, application, operation or any alleged violation of the terms and provisions of this Agreement shall be considered a grievance.
- 17.02 Grievances shall be submitted within 30 days of the event giving rise to the grievance and must be presented in writing and shall clearly set forth the grievance and the contentions of the aggrieved party, following which the Union representative or representatives and the Employer representative or representatives shall meet and in good faith shall earnestly endeavor to settle the grievance submitted. If a satisfactory settlement cannot be reached or if the party on whom the grievance has been served fails to meet the other party within fourteen (14) days of receiving the written grievance, either party may, by written notice served upon the other, require submission of the grievance to a Board of Arbitration, such Board to be established in the manner provided in Section 18 of this Agreement.
- 17.03 Grievances involving the dismissal or layoff of an employee must be submitted to the Employer within ten (10) working days from the date of dismissal or layoff to be waived by the aggrieved party, provided notice has been given as required under Section 13.05.
- 17.04 Any employee alleging wrongful dismissal may place **their** allegation before the Union representative and, if the Union representative considers that the objection of the employee has merit, the dismissal shall become a grievance and be subject to the grievance procedure as established by this Agreement.
- 17.05 Employer agrees to reply in writing as to the disposition of all grievances submitted by the Union.

SECTION 18 – Arbitration

- 18.01 The Board of Arbitration shall be composed of a single arbitrator. (The parties may, by mutual consent, agree upon a three (3) person board of arbitration)
- 18.02 Within thirty (30) days of appointment, the Arbitrator shall hear the matter in dispute and shall render a decision within fourteen (14) days of completing the hearing. It is understood and agreed that the time limits as set forth herein may be altered by mutual agreement between the Employer and the Union.
- 18.03 Grievances submitted to the Arbitrator shall be in writing and shall clearly specify the nature of the issue.
- 18.04 In reaching its decision, the Arbitrator shall be governed by the provisions of this Agreement. The Arbitrator shall not be vested with the power to change, modify or alter this Agreement in any of its parts, but may, however, interpret its provisions.
- 18.05 The findings and decision of the Arbitrator shall be binding and enforceable on the parties.

18.06 Expedited Arbitration: Expedited Arbitration may be proposed by the Union or the Employer within forty-five (45) days after the grievance has been filed as per Section 17.01. Within seven (7) days of referral to Expedited Arbitration, either party must respond as to their decision to proceed to Expedited Arbitration or Arbitration under Section 18.01.

18.07 Troubleshooter

Ken Saunders, Chris Sullivan, Mark Brown, Irene Holden or any other individual agreed by the parties, shall be scheduled on a rotating basis to conduct expedited hearings on the following basis:

- a) Either party may refer grievances to this process upon providing the other party with three (3) weeks notice of a grievance being referred. Both parties must agree before a grievance is placed on the troubleshooter agenda.
- b) Only grievances where the parties have shared all relevant information regarding the grievance and all reliance documents and facts have been exchanged shall be referred. The parties agree that disclosure of information and documents will take place in a timely manner.
- c) New evidence, including facts or documents, may be introduced after the referral is made only where disclosure of this new evidence was not possible prior to the referral. In such cases, the party that is introducing the new evidence shall provide immediate disclosure to the other party. Upon request of the party in receipt of this new evidence, the process may be adjourned to allow a fair opportunity for analysis and reply.
- d) Decisions of the troubleshooter shall be in writing but shall be without prejudice, non-precedent setting and shall be publicized.
- e) Legal counsel shall not be used by either party.
- f) The parties shall develop other procedures or guidelines as necessary.

SECTION 19 – Miscellaneous

19.01 Union Decal: The Employer agrees to display the official Union decal of the United Food and Commercial Workers International Union in a location where it can be seen by customers.

19.02 Wearing Apparel:

The Employer may develop a dress standard for employees, including hairnets and hats. The dress standard will include personal appearance standards, as well as, style and colour of pants and shirts.

The Company will post a policy on Wearing Apparel, dress code and protective clothing following these principles:

1. The Company will provide and launder any supplied aprons or smocks as required.
 2. The Company will provide uniforms as required but will only launder uniforms for Bakery Clerks.
 3. Should an employee receive a coverall, the employee will be responsible for laundering.
- 19.03 Tools and Equipment: All tools and equipment which are required to be used by the employees shall be supplied and kept in repair by the Employer at no cost to the employee. These items must be kept on the premises.
- 19.04 Charitable Donations: Employee donations to charity funds shall be on a strictly voluntary basis
- 19.05 Time Off to Vote: The Employer agrees that it will fully comply with any law requiring that employees be given time off to vote.
- 19.06 Polygraph Tests: The Employer agrees that polygraph or similar lie detector tests will not be used.
- 19.07 Information: If the Union requires information regarding accumulated hours of work for the purpose of establishing the pay rate of an employee, the Employer agrees to co-operate to supply such information back to a period of two (2) years or such longer time as may be required to establish **their** proper rate of pay.
- In any grievance regarding hours worked by an employee and the amount paid to an employee, the Employer shall promptly supply such information in respect to the two (2) pay periods immediately prior to the request. If information for a longer period is required, the normal process of the grievance procedure shall apply.
- The Union shall not use the foregoing provision to request information that does not pertain to a specific grievance of an employee.
- 19.08 Intimidation: No employee shall be discharged or discriminated against for any lawful Union activity, or for serving on a Union committee outside of business hours, or for reporting to the Union the violation of any provision of this Agreement.
- If an employee walks off the job and alleges management has deliberately coerced or intimidated him or her into doing so, the matter shall be considered under the grievance procedure and, if such allegations are proved to be true, then the employee shall be considered not to have resigned. Such grievances must be filed no later than five (5) days after the incident that gave rise to the situation.
- This is not to be construed to restrict management personnel from reprimanding an employee as required to maintain the proper operation of the Store.
- 19.09 Picket Lines: The Employer agrees that in the event of a legal picket line of another trade Union being in existence at any of the Employer's Stores covered by this Agreement, the Employer will in no way require or force members to report to work

behind such a picket line. Nor will the Employer discipline or in any way discriminate against an employee who refuses to report to work while a legal picket line exists at his or her place of work.

- 19.10 Employee's Personnel File: A copy of formal discipline report to be entered on an employee's file will be given to the employee. The employee will be required to sign management's copy. Such signature will indicate receipt of formal reprimand only. Subject to giving the Employer advance notice, employees shall have access to their personnel file.
- 19.11 Discipline Interviews: Where an employee attends an interview with management for the purpose of receiving a formal discipline report or for a security interview, the employee shall have the right to a witness of his or her choice. If during any other private corrective interview with management it is determined that there will be a discipline report on the employee's record or the employee feels there is a violation of Section 19.08, the interview may be temporarily suspended so that the employee may call in a witness of **their** choice. Any witness used by the employee in the above situations will be another employee working in the Store at the time the interview is being held. It is understood the witness is an observer and not a participant.
- 19.12 Harassment and Discrimination: Both the Employer and the Union endorse the principles outlined under the B.C. *Human Rights Act*.

The Employer and the Union recognize the rights of employees to work in an environment free from harassment, including sexual harassment, and discrimination. Where an employee alleges that harassment or discrimination has occurred on the job the employee shall have the right to grieve under the Collective Agreement. Where the Employer or the Union has received an allegation of harassment or discrimination, it will be investigated on a priority basis in accordance with this joint commitment.

The Employer and the Union agree that all employees should work in an environment that fosters mutual respect and professionalism. The parties agree that inappropriate behaviour in the workplace does not promote the Company's business, employee well-being or productivity. All employees are responsible for contributing to such an environment and are expected to treat others with courtesy and respect.

- 19.13 Bulletin Boards: Bulletin boards will be supplied by the Union and will be placed in the store as mutually agreed. It is understood that these bulletin boards are the property of the Union and shall be for their exclusive use.

A person authorized by the Union may post bulletins authorized by the Union.

Any other bulletins may only be posted by mutual agreement between the Union and designated Management

- 19.14 Lockers: The Employer shall provide secure lockers for use of each store employee during their shift.

SECTION 20 – Health and Safety Committee

- 20.01 Health and Safety Committee: The Employer agrees to maintain a Health and Safety Committee in each store. The Committee shall function in accordance with the Workers' Compensation Board Health and Safety Regulations.

A member of the bargaining unit shall be elected by Bargaining Unit members in the store or shall be appointed by the Union to the Health and Safety Committee.

- 20.02 The Employer has the primary responsibility for ensuring that safe conditions prevail within the workplace, to take appropriate and effective measures, both preventive and corrective, to protect the health and safety of employees.

This will include, but is not limited to, providing the Union with the details of the Employer's Health & Safety Program. The Union will be provided with applicable incident reports and recommendations flowing from any incident.

All safety clothing and protective equipment (excluding safety footwear) required for the protection of employees, or as required by the Employer, or as per WCB orders on the Employer, shall be provided for and maintained by the Employer. The Employer will provide a selection of rubber safety boots for use by employees.

SECTION 21 – Time Off for Union Business - Union Representation

- 21.01 The Employer agrees that employees chosen to attend to Union business in connection with conventions, conferences, seminars or Union negotiations shall be given time off up to seven (7) days according to the following formula:

- (a) Not more than **two (2)** employee from any one Store.

The Union shall notify the Employer at least two (2) weeks in advance of the commencement of all such leaves of absence.

- 21.02 Upon at least two (2) weeks notice, the Employer shall grant a leave of absence, for purposes of Union business, to one (1) employee on the following basis:

- (a) Up to six (6) months leave of absence without review and a further six (6) months by mutual agreement.

- 21.03 Provincial Conferences: In the event the Union should call a Provincial Conference, time off for Union business shall be granted according to the following formula:

- (a) **Two (2)** employee from each Store of the Employer shall be granted time off.
(b) Fifty (50) or more employees in the store – two (2) employees shall be granted time off.

The Employer shall be given at least three (3) weeks' notice of such conference.

- 21.04 The Employer will bill the Union and the Union will reimburse the Employer for wages and benefits paid to the employee during leaves set out in 21.01, 21.02 and 21.03.

- 21.05 Visits of Union Representatives: Duly authorized representatives of the Union shall be entitled to visit the Store for the purpose of observing working conditions, interviewing members and unsigned employees and to ensure that the terms of the Collective Agreement are being implemented.

The interview of an employee by a Union Representative shall be permitted after notifying the Store Leader, or whoever is in charge, and shall be:

- (a) Carried on in a place in the store designated by Management;
- (b) Held whenever possible during the lunch period; however, if this not practical;
- (b) During regular working hours. Time taken for such an interview in excess of five (5) minutes shall not be on Employer time, unless with the approval of Management;
- (c) Held at such times as will not interfere with service to the public;

Union Representatives shall be permitted to check employee time records including work schedules.

- 21.06 Shop Stewards Recognition: It is recognized that Shop Stewards may be elected or appointed by the Union from time to time and the Employer will be kept informed by the Union of such appointments or elections.

The Employer agrees to recognize Shop Stewards and alternate Shop Stewards for the purposes of overseeing the terms of the Collective Bargaining Agreement being implemented and for the purposes of presenting complaints and grievances to the designated management of the store.

The Employer agrees to recognize Shop Stewards and alternate Shop Stewards in the Store.

Shop Stewards may introduce new members to the Union on their own time to present membership cards for signature.

The Shop Steward and, in the absence of the Shop Steward, another member of the Bargaining Unit of the employee's choice shall be present when a member of the Bargaining Unit:

- (i) Is given a reprimand which is to be entered on the employee's personnel file.
- (ii) Is suspended or discharged.

- 21.07 It is agreed that Joint Labour Management meetings will be held on a regular basis, at least once per quarter, involving an equal number of management and employee representatives. The purpose of these meetings is to promote a harmonious relationship between management and employees at the store.

SECTION 22 – Expiration and Renewal

22.01 This Agreement shall be for the period from and including October 1, 2023 to and including September 30, 2027 and from year to year thereafter, subject to the right of either Party to the Agreement, within four (4) months immediately preceding September 30, 2027 or any subsequent anniversary date thereafter to:

- (a) Terminate this Agreement, in writing, effective September 30, 2027 or any subsequent anniversary thereof,
- (b) Require the other party to this Agreement, in writing, to commence collective bargaining to conclude a revision or renewal of this Agreement.

Should either party give notice pursuant to (b) above, this Agreement shall thereafter continue in full force and effect and neither Party shall make any change in the terms of the said Agreement, or increase or decrease the rate of pay of any employee for whom collective bargaining is being conducted, or alter any other term or condition of employment until:

- (i) The Union gives notice of strike in compliance with the *Labour Relations Code* of British Columbia, or
- (ii) The Employer gives notice of lockout in compliance with the *Labour Relations Code* of British Columbia.

The operation of Section 50 (2) and 50 (3) of the *Labour Relations Code* of British Columbia is hereby excluded.

Signed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour Relations

LETTER OF UNDERSTANDING #1 – New Departments- Addition of ADL Position

From time to time, the Employer may establish new departments according to the following criteria:

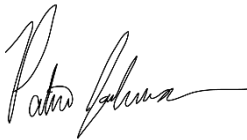
1. a new group of products or commodities are to be sold or services offered;
2. the preexisting mix of products or commodities is substantially altered to the extent that merchandising and staff requirements are substantially altered.

When a new department is established, the Department Leader for that Department will be added to the exclusions under Article 1. To enhance the Employer's ability to develop leadership staff, there shall be created the position of Assistant Department Leader. The Assistant Department Leader shall: be filled by individuals hired or selected on the basis of their merit, qualifications, ability and seniority as determined by Management; shall be required to provide all relief for a Department Leader; and, when not relieving, shall receive hours equal to but not more than the senior employee in the Department.

The rate shall be **two dollars and twenty-five cents (\$2.25)** per hour over the top in the Department.

Renewed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour
Relations

LETTER OF UNDERSTANDING #2 – Transfers

In the event that the Employer operates two or more Fresh St. Market stores in the same town, the parties shall meet to determine if there is mutual benefit to creating a multi-store bargaining unit.

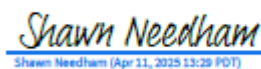
Renewed this 11th day of April, 2025.

For the Union

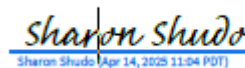


Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour
Relations

LETTER OF UNDERSTANDING #3 – Assignment/Promotion to Position Covered by Separate Agreement

Any promotion or assignment of a UFCW Local 1518 member to a position covered by a separate agreement shall be considered a leave of absence without gain or loss of seniority for a period not to exceed twelve (12) months.

Renewed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour Relations

LETTER OF UNDERSTANDING #4 – Bridging

In the event an employee from another bargaining unit of the employer is offered and accepts employment with this employer, that employee shall have the option to remain covered by the terms and conditions of **their** previous collective agreement insofar as wages, benefits and seniority within a department. All other terms and conditions of this agreement shall apply to that employee.

Renewed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour
Relations

LETTER OF UNDERSTANDING #5 – Replacement Stores

The Employer and the Union agree that should an opportunity arise to replace or remodel an existing store, the parties shall meet to discuss the application of the terms and conditions of this Agreement in that new or remodeled location and to review associated employee opportunities.

Renewed this 11th day of April, 2025.

For the Union

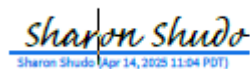


Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour
Relations

LETTER OF UNDERSTANDING #6 – Minimum Wage

If the minimum wage increases above entry level, a new hire will be placed on the wage grid at equal or above the minimum wage. Career hours for step increases will accrue at each one thousand and forty (1040) hours until top wage is earned. In the event that minimum wage falls within (.40) cents of the entry level wage-rate, the parties agree to meet and discuss any impact to the scale.

Agreed to this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour
Relations

LETTER OF UNDERSTANDING #7– Lead Bookkeeper, Lead File Maintenance Clerk, Dairy and Receiver Premium

The Lead Bookkeeper, Lead File Maintenance, Dairy and Receiver Clerks are full-time positions and the basic work week is 40 hours. The Lead Bookkeeper, Lead File Maintenance, Dairy and Receiver Clerks shall be paid an hourly premium of \$2.00 per hour. However, the employee's wage rate plus the premium shall not exceed the top rates of the wage scales.

An employee trained as the back-up Bookkeeper or File Maintenance Clerk when relieving the Lead Bookkeeper and Lead File Maintenance Clerk shall be paid an hourly premium of \$2.00 per hour for the scheduled Bookkeeper or File Maintenance hours.

Renewed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour Relations

LETTER OF UNDERSTANDING #8 – Food Demonstrator

The parties acknowledge that the Company will utilize from time to time, as it requires, in-store demos. The parties acknowledge that such demos are not covered by the Collective Agreement. However, the parties agree that from time to time and as needed the Company may request and require an employee to operate an in-store demo.

- These hours are assigned by the Employer to an employee at the Employer's discretion and these hours are not claimable by any employee.
- The employee assigned to this role shall continue to accrue seniority within their current classification.
- This agreement shall be in place for a period of no less than 60 days effective with the date an employee is first assigned to this role.

Either party can terminate this agreement with 30 days' notice.

Renewed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour Relations

LETTER OF UNDERSTANDING #9 – Leave of Absence for an Excluded Position

An employee may be granted a temporary LOA for an excluded position at 15930 Fraser Hwy Limited dba Fresh St. Market #9 for a maximum of 12 months. During the LOA the employee will accrue seniority for the length of the LOA and 100% of career hours earned while on leave will be applied to the employee's career hours as at the time when the LOA occurred.

An additional six (6) months extension may be granted if related to maternity/parental leave.

Renewed this 11th day of April, 2025.

For the Union



Patrick Johnson
President

For the Employer


Shawn Needham (Apr 11, 2025 13:29 PDT)

Shawn Needham
Vice President, Human Resources


Sharon Shudo (Apr 14, 2025 11:04 PDT)

Sharon Shudo
Director, Employee & Labour
Relations

INDEX

A

ADL Position	40
Arbitration	6
Arbitration	33
Assistant Department Leader (Adl) Wage Rate	9
Assistant Department Leaders	7
Availability, Part-Time Employees	27

B

Bargaining Agency	1
Basic Work Week	3
Board Of Arbitration	33
Bridging	43
Bulletin Boards	36

C

Cash Shortages	10
Charitable Donations	35
Clerks Work Clause	2
Conflict Of Interest	6
Credit For Previous Experience	7

D

Declaration Of Availability Forms	28
Deemed Time Worked	4
Discipline Interview	35
Discrimination	36

E

Educational Leave	17
Excluded Position	48
Expedited Arbitration	33
Expiration And Renewal	38

F

Food Demonstrator	47
Funeral Leave	19

G

Grievance Procedure	32
---------------------------	----

Grievances	32
------------------	----

H

Harassment	36
Health And Safety Committee	36
Health And Welfare	12
Hours Of Work	2

I

Interval Between Shifts	6
Intimidation	35

J

Job Posting	28
Joint Labour Management Meetings	38
Jury Duty	9

L

Layoff And Recall	30
Lead Bookkeeper Premium	46
Lead File Maintenance Clerk Premium	46
Learning Prices And Codes	10
Leaves Of Absence	16
Lockers	36

M

Maintenance Of Benefits	13
Management's Rights	32
Maternity Leave	See Pregnancy Leave
Meal Periods	4
Medical Reports	13
Medical Services Plan	12
Minimum Hours	6
Minimum Wage Increase	45

N

New Departments	40
Night Stocking	10
Notice Or Pay In Lieu Of Notice	29

O

Overtime Pay	5
--------------------	---

P

Parental Leave	20
Pension Plan	15
Personnel File	35
Physical Examinations	13
Picket Lines	35
Polygraph Tests	35
Posting Of Schedules	3
Pregnancy Leave	19
Probation	7
Promotion Or Assignment Ufcw Local 1518	42
Provincial Conference	37

R

R.T.O.	3
Recording Hours Of Work	6
Replacement Stores	44
Requested Time Off	3
Rest Periods	4
Return To Work After Illness	13
Return To Work Program	13

S

Scheduling Hours Of Work	27
Seniority	29
Seniority Lists	29
Severance	31
Shop Stewards	38
Shop Stewards Recognition	38
Sick Leave	12
Single Arbitrator	33
Specialist Wage Grid	8
Staff Meetings	10
Status Definition	30

Statutory Holidays	3
Store Manager	17

T

Time Off To Vote	35
Tools And Equipment	34
Transfer Between Departments	31
Transfer Of Seniority	31
Transfers	41
Troubleshooter	33

U

Union Business	37
Union Decal	34
Union Dues	2
Union Shop	1

V

Vacancies	28
Vacation Entitlement	11
Vacation Pay	11
Vacations	10
Visits Of Union Representatives	37

W

Wages	8
Wearing Apparel	34
Weekly Indemnity Benefit Plan	12
Witness Duty	9
Work Loads	6

Y

Yearly Annualized Increases	9
-----------------------------------	---