

# MEMORANDUM OF AGREEMENT

The undersigned representatives of the parties do hereby agree:

- i. to the terms of the Memorandum as constituting full and final settlement of all matters under discussion for the renewal of the Agreement between the parties; and
- ii. that this Memorandum consists of the language of the previous agreement;
- iii. that the following amendments take effect upon ratification of the terms of the Memorandum unless specified otherwise in the Memorandum; and
- iv. to recommend acceptance of this Memorandum to their respective principals.

## 1. Wages

The hourly wage rate for all staff and contract employees actively on the payroll at the date of ratification will be adjusted on the effective date as indicated below:

|                  |      |
|------------------|------|
| October 28, 2013 | 0%   |
| October 28, 2014 | 0%   |
| October 28, 2015 | 1.5% |
| October 28, 2016 | 1.5% |
| October 28, 2017 | 1%   |
| October 28, 2018 | 1%   |

Employees whose annual salary exceeds the maximum of the current classification shall receive the adjustment.

## 2. Defined Contribution Plan

i Employer contributions for CMG employees who are members of the DC provisions of the Staff Pension Plan and who are actively on the payroll at the date of ratification will be adjusted to the following level on the first pay period following October 28<sup>th</sup> of the year indicated as follows:

|   |                                |
|---|--------------------------------|
| October 28, 2016 (1 <sup>st</sup> pay period following) | – 4% of earnings (from 3%)     |
| October 28, 2017 (1 <sup>st</sup> pay period following) | – 4.5% of earnings (from 4%)   |
| October 28, 2018 (1 <sup>st</sup> pay period following) | – 5.0% of earnings (from 4.5%) |

ii Minimum employee contributions for CMG employees who are members of the DC provisions of the Staff Pension Plan and who are actively on the payroll at the date of ratification will be adjusted to the following level on the first pay period following October 28<sup>th</sup> of the year indicated as follows:

|   |                              |
|---|------------------------------|
| October 28, 2018 (1 <sup>st</sup> pay period following) | – 3.0% of earnings (from 2%) |
|---|------------------------------|

Combined employer and employee contributions are not to exceed the Income Tax Act contribution limits. All calculations to be in accordance with the Pension Plan provisions.

## 3. Term (Article 41): October 28, 2013 to October 27, 2019

### Amendments

#### Letters of Agreement

1. LOA #9 - Job Descriptions
2. LOA #2 - Joint Labour Management Committee
3. LOA #4 -Employee Status
4. LOA #7 - Tripartite Process
5. LOU - Union Volunteer Advisor, Harassment
6. LOA - Promotions & Transfers

7. LOA - Live Stage Performance Fees/Procedures for TVOKids
8. LOA – External Secondments
9. LOA - Host Producers – TVO Kids
10. LOA – Instructional Designers

All other LOA's are renewed as is

- LOA #1 – Partial Shutdown
- LOA #3 – Respecting Outside Activities/Conflict of Interest (Article 38)
- LOA #5 – Re: Hours of Work and Overtime – Article 15
- LOA #8 – Notification of Change

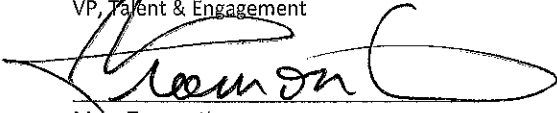
Article Changes

- |                             |   |
|-----------------------------|---|
| 1. Art 31.1                 | Negotiating Committee                   |
| 2. Art 2.1                  | Recognition & Relationship              |
| 3. Art 1.1                  | Intent                                  |
| 4. Art 15.8.7.1             | Vacation Purchase Plan                  |
| 5. Art 4 .2, 4.4.6.4.4.10.1 | Jurisdiction                            |
| 6. Art 9.2.4                | Harassment                              |
| 7. Art 38.2, 38.3, 38.4     | Outside Activities/Conflict of Interest |
| 8. Art 9.2.3                | Harassment                              |
| 9. Art 11.4                 | Probation Period                        |
| 10. Art 15.7                | Hours of Work                           |
| 11. Art 11.6                | Vacancies                               |

Duly executed in Toronto, Ontario by the parties this 12 day of February, 2016.


FOR THE AUTHORITY:

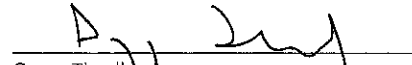
  
 Clara J. Arnold  
 VP, Talent & Engagement

  
 Mara Tramontin  
 Director, Program Business Management

  
 John Ferri  
 VP, Current Affairs & Documentaries

FOR CMG:

  
 Terri Monture  
 CMG Staff Representative

  
 Gregg Thurlbeck  
 President, CMG Local

  
 David Hawkins  
 Vice President, CMG Local

  
 Liane Kotler  
 Negotiating Committee Member, CMG Local

  
 Christine Lee  
 Negotiating Committee Member, CMG Local

  
 Mike Fitzgerald  
 Negotiating Committee Member, CMG Local

LOA Re - Instructional Designers - The parties agree to the grid below.

Classification Wage Group

|   | Step 0<br>Start | Step 1<br>(12 months) | Step 2<br>(24 months) | Step 3<br>36 months | Step 4<br>48 months | Step 5<br>60 months |
|---|-----------------|-----------------------|-----------------------|---------------------|---------------------|---------------------|
| 10/1/2012   | 69,303.40       | 71,749.40             | 74,195.40             | 76,641.40           | 79,087.40           | 81,533.40           |
| Employees to move onto the grid at date of ratification and will move to the next step on their next anniversary date starting in 2017: |                 |                       |                       |                     |                     |                     |
| Laurie Doroshenko - to Step 3   |                 |                       |                       |                     |                     |                     |
| Fariba Adibi - to Step 3  |                 |                       |                       |                     |                     |                     |
| Erinn Mulhern-Gilbert - to Step 3   |                 |                       |                       |                     |                     |                     |
| Aaron Reichert - to Step 5  |                 |                       |                       |                     |                     |                     |
| Luke Henderson - to Step 3  |                 |                       |                       |                     |                     |                     |

Pension: As a result of the OLRB decision of March 2015, CMG assumed jurisdiction for the Instructional Designers. Given the on-going collective bargaining between TVO and CMG, TVO left the Instructional Designers in the Defined Benefit Pension Plan on an entirely without prejudice basis. It is TVO's position that the IDs are not properly in the DB Plan and should be in the CMG Defined Contribution Pension Plan. CMG disagrees with TVO's position and indicated it's intent to arbitrate the matter.

For the company:

*L.V. Quach*

For the union:

*John D. Martore*

Date:

Feb. 5, 2016

**Letter of Agreement # X**

**Between**

**TVO and CMG**

**Re -- Host Producers -TVOKids**

The parties agree that Host Producers in TVOKids may be engaged as temporary part time employees under Article 7.5. The provisions of 7.5 (a), (b) and (c) will apply.

TVOKids Host Producers who have completed at least 3 years continuous service on contract, will be eligible to receive 3 weeks' severance pay per year of service, to a maximum of 18 months, prorated for partial years at the end of the contract period or in the event TVO terminates the employment contract prior to its end date. Employees who voluntarily resign their employment are not eligible to receive this severance.

Host Producers engaged on an "as needed" basis will receive payment as prescribed under the Employment Standards Act and are not eligible to receive this severance.

Dated Nov. 15, 2015

C. J. Auld  
For the Authority

Luci Plante  
CMG

Letter of Agreement # X

Between

TVO and CMG

Re – External Secondments

Further to TVO's objective to meet its educational strategy the parties agree that educators can be engaged on an external secondment basis. TVO agrees to advise the Union of individuals engaged on this basis. Monthly dues will be provided to the CMG by the Authority at the starting level wage of an Instructional Designer.

Dated Nov 15, 2015



For the Company

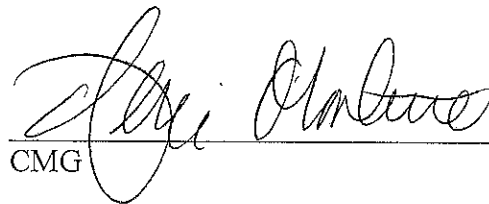
  
CMG

11.6 If a vacancy has not been filled on the foregoing basis, the Authority may fill the job in question at its discretion.

Employees whose applications are received by the Authority after the expiration of the internal posting period as set out in 11.2 and before the expiration of the external posting deadline will be considered as external applicants and the provisions of 11.5 articles will not apply.

Dated the 11<sup>th</sup> day of Nov, 2015

  
\_\_\_\_\_  
For the Authority

  
\_\_\_\_\_  
CMG

15.7 It is understood that the provisions of this article shall be applied in a fair and reasonable manner to enhance and make the workplace more effective.

Dated the 11 day of Nov, 2015

C. V. Amsel  
For the Authority

Ayvi Omtane  
CMG

11.4 **Probation Period**

- a) The probation period shall be 9 months, with an option for a further 3 month extension. Probationary time shall be time worked.
- b) The Authority may dismiss a probationary employee for any reason provided it does not act in bad faith and this shall constitute a lesser standard for the purpose of the Ontario Labour Relations Act. (See grievance procedure for further language).

Dated the 16<sup>th</sup> day of Sept., 2015

C. v. Ansd .  
For the Authority

Luci Stature  
For the Union



9.2.3 Employees may register complaints about harassment in complete confidence with assurance of prompt action and without fear of reprisal. All harassment will be treated seriously. The procedure for handling complaints will be as set out in the Authority's Non-Discrimination and Harassment Policy, HR570.

---

Dated the 16<sup>th</sup> day of Sept., 2015

C. V. Auld.  
For the Authority

Levi Monture  
For the Union

ARTICLE 38

OUTSIDE ACTIVITIES/CONFLICT OF INTEREST

See Letter of Agreement #3 re: Outside Activities/Conflict of Interest attached.

38.2 The Public Service of Ontario Act – TVO Ethical Framework is appended to this agreement.

38.3 All new employees shall be required to complete a Conflict of Interest Declaration form at the time of hire and thereafter as set out in the PSOA – TVO Ethical Framework.

38.4 In no case shall any employee incapacitated as a result of an industrial accident which is covered by Workers' Compensation, while performing paid employment for another employer, be covered by the Authority's Salary Continuance or Long Term Disability Benefits.

Dated the 16<sup>th</sup> day of Sept., 2015

C. v. Ansel  
For the Authority

Heidi Monture  
For the Union

LETTER OF AGREEMENT

BETWEEN

THE ONTARIO EDUCATIONAL COMMUNICATIONS AUTHORITY ("TVO")  
AND  
CANADIAN MEDIA GUILD ("CMG")

RE: Live Stage Performance Fees/Procedures for TVOKids

The following outlines the procedures and pay with regard to live stage performances\*\* performed by the TVOKids Host/Producers.

1. It is understood that live stage performances will be scheduled by management and may occur on a weekday or on weekends. Efforts will be made to accommodate individual preferences by assigning stage performances on a mutually agreeable basis. In the event that mutual agreement cannot be reached, management will determine the assignment.
2. Each Host/Producer assigned to do a live stage performance will receive a flat rate per day regardless of the day of the week that the performance is scheduled. The flat rate will be calculated as follows:
  - Two times the employee's daily rate as a Host/Producer if their daily rate is less than the top of the scale for the Host/Producer classification. The minimum payment will be \$500 per day.
  - Two times the top of scale if the employee's daily rate as a Host/Producer is greater than the top of the scale for a Host/Producer.
  - If the employee is required to work on a statutory holiday, a \$200 per day top-up fee shall apply

This flat rate constitutes the full remuneration for live stage performances regardless of the number of hours worked on the day of the stage performance.

3. Where a stage performance falls on a regularly scheduled day the Host/Producer will receive their basic pay for the day plus an additional payment to total the flat rate payment as calculated in paragraph 2 above. Such days are to be coded on the timesheet as SP (stage performance).

4. It is understood that the live stage performance fee does not apply to public appearances which are considered part of the normal duties and responsibilities of the Host/Producers.
5. Fees paid for live stage performances will be considered taxable income in accordance with Revenue Canada regulations.

**\*\* Definition**

A Live Stage Performance is a public appearance that is a planned performance character before a live audience, involving all or some scripted material, ad lib, singing, dancing, or other performance activities. This would include Word on the Street, Don't Sit Still Tour. Acting as a master of ceremonies, narrator or interviewer is not considered a live stage performance.

*L. v. Crowl*

For the Authority

*Ali Omture*

CMG

Letter of Agreement # X

Between

TVO and CMG

Re – Promotions or Transfers – Article 11.5

Applicants who are not selected by the Authority to proceed to a full interview will be offered the opportunity to meet with the Authority to receive feedback on their application and provide clarification. This will not be subject to the grievance procedure and will not delay or in any way hinder the recruitment process for the posted position.

Dated Sept. 16, 2015

C. i. Onda

For the Authority

Asui Omturo  
CMG

Jan 11. Sept. 16. 2015  
3:10 pm.

Letter of Agreement # X

Between

TVO and CMG

Re – Union Volunteer Advisor, Harassment

The parties recognize their mutual obligations in supporting a workplace that provides for equal rights and opportunities without discrimination and one that is free of harassment.

TVO has important policies with respect to non-discrimination and harassment flowing from obligations under the Ontario Human Rights Code and the Occupational Health and Safety Act.

Policy HR 570 – Non Discrimination & Harassment

Policy HR 565 – Workplace Violence & Harassment Prevention Policy

The policies, as amended from time to time, are available on the TVO intranet. Both the CMG and TVO will encourage Employees to review the policies on a regular basis, and to know and understand their rights and obligations under the Policies, the Ontario Human Rights Code and the Occupational Health and Safety Act.

To meet its obligations, and provide support to members of the bargaining unit, the CMG National has initiated a program to train volunteers on discrimination and harassment under applicable legislation. The CMG shall advise TVO in writing of the names of those individuals who have completed sufficient training to be designated discrimination and harassment volunteers ("Union Volunteers") and shall describe the training that each Union Volunteer has received. There shall be no more than four (4) Union Volunteers designated at any one time in the bargaining unit.

An employee who believes he/she has been the subject of harassment contrary to the Ontario Human Rights Code or the Occupational Health and Safety Act may request a trained Union Volunteer to advise them. Requests for leave by a Union Volunteer will be administered in accordance with Article 25, Union Leave. CMG agrees that TVO's obligations to allow union representation are satisfied in instances where an employee has a trained Union Volunteer or a Union steward at a grievance or investigative meeting.

Dated Sept. 16., 2015

C. J. Ansel

For the Authority

Heidi Omture

For the Union

CMG counter-proposal September 16, 2015

to U. Sept. 16, 2015  
3:10 pm

9.2.4 An employee who believes he/she has been the subject of harassment contrary to the Ontario Human Rights Code may file a grievance in accordance with the grievance procedure or, in the alternative, file a complaint in accordance with the Authority's Non-Discrimination and Harassment Policy, HR570.

Once the grievance procedure or the Policy on Non-Discrimination and Harassment has been invoked, the complainant shall be precluded from utilizing the alternate appeal procedure. However, if the Policy is invoked and the complaint is not settled on the basis of the answer provided under the Policy, the complaint may be put in the form of a grievance and the grievance shall be submitted by the Union to final and binding arbitration in accordance with the grievance procedure. In such cases, the arbitrator shall exercise only those powers listed in the grievance procedure of this Agreement.

The Arbitrator shall not have the power to change, modify, extend or amend the provisions of the Authority's Policy on Non-Discrimination and Harassment. It is understood that interpretation of such Policy shall be in accordance with the Code.

Dated the 16<sup>th</sup> day of Sept., 2015

C. v. Auld.  
For the Authority

[Signature]  
For the Union

ARTICLE 4

JURISDICTION

4.2 The Union agrees that the Authority shall not be required to alter existing practices pursuant to Article 3 - Management Rights. The Union recognizes that the Director of Curriculum, Executive Producer, Executive in Charge of Production, Series Producer, Manager Homework Help, or equivalents, are an integral part of a production or operational team and that all existing practices relating to their involvement in the production process or operations shall continue.

4.4.6 At the commencement of work, a new employee will be provided up to two (2) weeks of supervised on-the-job orientation and/or training necessary for the performance of his/her job.

An employee who has been promoted to a higher classification, or who returns to employment from an absence of one (1) year or greater, shall be provided up to one (1) week of on-the-job orientation and/or other training necessary for the performance of his/her job.

Appropriate orientation or training as described above will be determined by the Authority.

4.4.10.1 Where training is not a normal function of their job and an employee is assigned as above he/she shall be entitled to a training premium of \$25.00 dollars per day in addition to normal pay.

Dated the 16<sup>th</sup> day of Sept., 2015

C. J. Arnold  
For the Authority

Louis Montare  
For the Union



## 15.8.7 Vacation Purchase Plan (VPP)

15.8.7.1 The Vacation Purchase Plan allows regular full-time employees to purchase additional vacation time (Article 20).

- Employees may purchase up to two five (5) day blocks of vacation for a maximum of (10) days, in addition to their annual vacation entitlement.
- Employees will pay for this extra vacation time through payroll deductions taken equally from their paychecks throughout the calendar year prior to the vacation time being used.
- The cost of the five (5) day vacation block (purchase rate) is determined by dividing the employee's full-time annual base pay, at the beginning of the calendar year when it is requested, by fifty-two (52) weeks.
- The additional vacation becomes available for use at the beginning of the calendar year after it has been fully paid.
- Purchased vacation hours not used will not be carried into the next calendar year. Any unused vacation time under the program will be reimbursed to the employee at the original rate the employee paid for the allocation.
- Employees must submit an application for the VPP at least twelve (12) months prior to the start of the calendar year in which it is to be taken. Applications at any other time of the year will not be accepted.

Dated Sept. 9, 2015

R. J. Auld  
For the Company

Ann Omtone  
CMG

**Letter of Agreement # X**

**Between**

**TVO and CMG**

**Re - Tripartite Process**

CMG agrees to participate in a tripartite process with representatives of TVO and UNIFOR to discuss and address, and, where possible, resolve issues related to bargaining unit jurisdiction or other issues where the efficient use of technology creates an overlap of traditional jurisdictions.

Consistent with Article 1 – Intent, it is agreed that it is in best interest of all parties to address these issues in good faith with a view to the long term best interests of TVO and its employees and to seek mutually agreeable solutions in an open and cooperative manner in the spirit of the collective agreement.

It is understood that this agreement is contingent upon the participation of UNIFOR, local 72M and that TVO will be seeking such participation.

Dated Sept. 9, 2015

C. J. Amos  
For the Company

Heidi Omture  
CMG

## ARTICLE 1

### INTENT

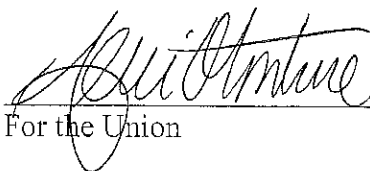
1.1 It is the purpose of this Agreement to recognize a common interest between the Authority and the Union in the production of English programs and learning materials in the educational and broadcasting fields, which the parties acknowledge to be different in some respects from general commercial broadcasting. Further, the parties recognize a common interest to adapt to changes in technology, developments in the broadcasting and education industries and platforms, evolution of the workplace landscape and the evolving roles of employees within that landscape, in ways that seek economy and efficiency in the performance of job functions. This includes supporting a multi-skilled workforce as well as a blend of multi-skilled and specialist jobs.

The Authority and the Union, with the utmost cooperation and friendly spirit, and consistent with the rights of the parties, set forth working conditions covering rates of pay, hours of work and conditions of employment to be observed between the parties and to provide a procedure for prompt and equitable adjustment of grievances. These conditions and procedures are established in order that there shall be no impeding of work or interference in the activities of the Authority in general, and that there shall be no work stoppages, strikes, slowdowns or lockouts, as defined by the Labour Relations Act of Ontario, for as long as this Agreement continues to operate.

Dated the 30<sup>th</sup> day of July, 2015



For the Authority



For the Union

ARTICLE 2

RECOGNITION & RELATIONSHIP

2.1 The OECA recognizes CMG as the sole and exclusive bargaining agent of full-time employees of OECA in and/or based in the City of Toronto whose core functions are the preparation, creative development, production, direction, and completion of:

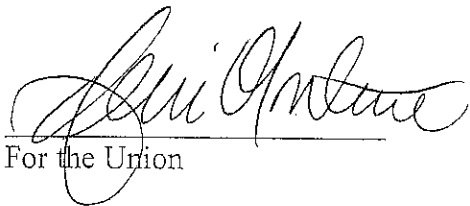
1. programs for broadcast on television and/or the internet;
2. educational programs, products and services;

~~Including the performance of duties or use of tools or equipment that are necessarily incidental to the performance of such core functions, including digital media producers and instructional designers, save and except supervisors, persons above the rank of supervisor, web specialists and individuals and positions who are represented by UNIFOR, Local72M and NABET700/UNIFOR, (subject to the decision of the Ontario Labour Relations Board dated March 23, 2015), the ACTRA Performers Guild (ACTRA), the American Federation of Musicians (AfM), and The Writers Guild of Canada (WGC).~~

Dated the 30<sup>th</sup> day of July, 2015.



For the Authority



For the Union

## Letter of Agreement #4

### Employee Status

#### Objectives

- To clearly define the method of engagement and employment for members of the bargaining unit.
- To establish an understanding with regard to the engagement of employees that creates a balance between the rights of employees and the needs of the organization in the areas of cost and production.

#### Types of Positions:

There are three basic types of positions that reflect the nature of the work assignments in relation to the regular business of the Authority.

#### Core Positions

- Perform the regular and ongoing work that forms the regular business of the Authority.
- There are an established number of core positions in the organization.

#### Temporary Positions

- Temporary positions are used to backfill core positions on a temporary basis in accordance with Article 7.1.

#### Project Positions

- Project positions are used to perform defined tasks or to meet specific operational needs for a defined period of time and are in addition to the core establishment. These are defined in Articles 7.1 and 11.8.
- Project positions can be used to staff new programs, new initiatives or projects.
- Programs will not be considered as "new" if the nature of the change to an existing program is minor, such as only a name change, a slight change in editorial or production style.
- 

Note: Article 7.6 remains in effect.

#### Rights:

##### Core Positions –

- Full time employees in core positions will be on staff and are protected by the various job security provisions in the collective agreement.
- Employees in core positions will be permitted to pursue contract positions and will maintain their permanent status. The resulting vacancy may be backfilled as a temporary position.

##### Temporary Positions –

- Individuals in temporary positions will be paid consistent with the scale of minimums.
- Individuals in temporary positions have no right to permanent employment by virtue of fulfilling a temporary position.

##### Project Positions –

- Individuals in project positions will be paid consistent with the scale of minimums.

- Individuals in project positions have no right to permanent employment by virtue of fulfilling a project position except as noted below.

In the event a "new" program, initiative or project is extended beyond two years, the position will be converted to a permanent core position. The employees on contract who fill these positions will be given the option of remaining in the converted position. For such employees, time served performing their current duties will be credited towards completion of their probationary service as per Article 11.4. In the event a contract employee accepts a core position in a classification he/she has not previously occupied the probationary period will be six (6) months or that provided under Article 11.4 if the length of continuous service is less than 12 months.

The above conversion obligation does not apply for externally funded projects where there is a specific contractual obligation with regard to term and specific project deliverables. If the project continues beyond the initial term the conversion obligation will apply. The Union will be advised of the duration at the start of the project.

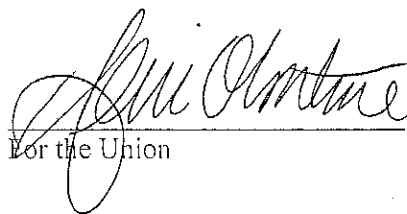
In all cases where an employee is converted to staff the seniority date shall be the length of the continuous service with the Authority (based on the ESA definition of no breaks of longer than thirteen (13) weeks).

This letter will remain in effect for the term of the collective agreement.

Dated this 30<sup>th</sup> day of July, 2015



For the Authority



For the Union

✓ Letter of Agreement #2

**Re: Joint Labour Management Committee**

**Intent**

The parties recognize the need to establish an effective working relationship to facilitate the resolution of issues and agree that certain issues will be addressed during the term of this collective agreement. To that end it is agreed that the following matters will be referred to the Joint Labour-Management Committee for discussion and a mutually agreeable resolution as indicated below. Terms of Article 30 of the Collective Agreement will apply unless otherwise noted below.

**Schedule of Meetings**

The Committee will meet on a quarterly basis as set out in the collective agreement.

**Information Sharing**

As a basis for informed discussion toward the resolution of issues, there will be discussion of Union and Company objectives & priorities. Further, the joint committee will be provided with all relevant information in order to complete its task(s).

**Issues**

i) **Performance Management Process**

It is agreed that a "Performance Management" process will be jointly developed and at a minimum will consist of provisions that ensure the process is open and honest. The process will provide constructive feedback to employees on their performance based on individual goals and objectives mutually agreed to by the employee and their supervisor. The process will permit an opportunity for employees to express their career aspirations.

It is agreed that the process will not be a substitute for discipline or used by either party in any grievance or arbitration proceedings.

Training on the process will be provided to those managers and supervisors responsible for conducting performance reviews. Orientation sessions will be held for employees.

ii) **Training & Development**

The parties agree to work in partnership to discuss and identify training and professional development needs and priorities for CMG members in the context of TVO's business objectives, priorities and financial constraints. The plan will address the skills necessary for an employee to perform his/her job. The plan will be subject to the final approval of the Authority. It is agreed that this process will not preclude the Authority from providing training & development opportunities it deems necessary during the course of the discussions.

iii) **Diversity**

A priority of TVO is to promote diversity to reach a significantly broader market and reflect the changing reality of Ontario society. TVO will present information to the Committee with respect to its activities in this regard and welcomes ideas and suggestions to further its commitment to this objective.

- iv) **Other Issues** The parties agree to full and open discussion with regard to the following items to fully understand the issues from the perspective of both parties. The Committee will be notified of the introduction of any significant technological changes and of anticipated significant changes to work methods related to the technological change as soon as possible but at least 45 days in advance of such change.

- New Work Methods
- Technological Change
- Workload

The discussion will include but not be limited to:

- i) Identification of specific issues.
- ii) Review & discussion of the application of current provisions of the collective agreement (eg. Articles 4.3,2, 4.4, 18, 15 etc).
- iii) Discussion of potential solutions and/or processes to address situations not adequately provided for in the collective agreement.

This letter of Agreement will remain in effect for the duration of the collective agreement and will terminate upon the expiry of the agreement unless mutually agreed otherwise.

Dated this 30<sup>th</sup> day of July, 2015

C. J. Ansd  
For the Authority

Shirley McIntyre  
For the Union



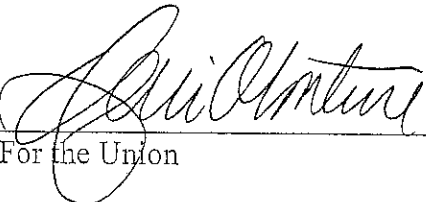
ARTICLE 31

NEGOTIATING COMMITTEE

31.1 The Authority will recognize a Negotiating Committee composed of a Staff Representative of the Union and not more than four (4) bargaining unit employees, appointed or elected by the Union, including the Local Union Chairperson, all of whom have completed one (1) year of continuous service with the Authority.

Dated the 30<sup>th</sup> day of July, 2015

  
For the Authority


  
For the Union


Letter of Agreement #9

JOB DESCRIPTIONS

The parties agree to include the review of job descriptions at the Joint Labour Management Committee and make changes where applicable within 6 months of the ratification of this memorandum.

Dated the 30<sup>th</sup> day of July, 2015

  
\_\_\_\_\_  
For the Union

  
\_\_\_\_\_  
For the Authority