

# **COLLECTIVE AGREEMENT**

**Between**

**AAA Alarm Systems Ltd.**  
(hereinafter referred to as the “Company”)

**- and -**

**Unifor, Local 7**  
(hereinafter referred to as the “Union”)

**November 21, 2022 – November 20, 2025**

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## **ARTICLE 1 - PREAMBLE**

- 1.01 AAA Alarm Systems Ltd., hereinafter shall be referred to as the “Company” and Unifor, hereinafter shall be referred to as the “Union”.

## **ARTICLE 2 – MANAGEMENT RIGHTS**

- 2.01 The Union recognizes that it is the exclusive function of Management to manage the affairs of the business.
- 2.02 All matters concerning the operation of the Company not specifically dealt with in this Agreement shall be reserved to Management and be its exclusive responsibility.
- 2.03 The Union recognizes that in weather-related emergencies that cause excessive alarms, the Company may use leaders to clear low-priority signals. This is not intended to supplement Unifor members performing their regular duties.

The Unifor Local President shall be advised within 48 hours of all such occurrences.

- 2.04 In administering this Agreement, the Company shall act reasonably, fairly and in good faith.

## **ARTICLE 3 – RECOGNITION AND SCOPE**

- 3.01 The Company recognizes the Union as the sole and exclusive Collective Bargaining Agent for all employees of AAA Alarm Systems Ltd., in the City of Winnipeg, Province of Manitoba, employed as Operators and Training Coordinator, covered by Certificate No. MLB-6070, save and except Managers, Supervisors, and those excluded by the Act.
- 3.02 The Company agrees to advise the Union of all newly hired employees in their jurisdiction. The Company further agrees that the Local President or designate shall be provided a maximum of 15 minutes during regular working hours to meet with a new employee(s) during their probationary period. The meeting shall be scheduled by the Company at a time mutually acceptable to the Company and the Union. It is agreed and understood that the purpose of such a meeting shall be for the Local President or designate to introduce themselves and provide the employee with a copy of the Collective Agreement. All arrangements for this purpose shall be made through the **Central Monitoring Station Manager or designate**.

## **ARTICLE 4 – RESPECT IN THE WORKPLACE**

- 4.01 The Company and the Union agree they will not discriminate against any employee covered by this agreement by reason of that employee’s membership or participation in the Union, race, national or ethnic origin, color, religion, age, sex, sexual orientation, marital status, family status, disability and conviction for which a pardon has been granted.

The parties further agree that all employees have the right to be free from all forms of harassment in the workplace.

## **ARTICLE 5 - DEFINITIONS – EMPLOYMENT STATUS**

- 5.01 **Employee:** is any person employed by the Company and covered under the terms of this Agreement.
- 5.02 **Probationary Employee:** is a new Full-time employee engaged for a period of three (3) consecutive months or a new Part-time employee engaged for a period equivalent to the accumulation of three (3) months service to determine their suitability for engagement as a Full-time or Part-time employee. An employee's probationary period can only be extended by mutual consent between the Company and the Union.
- 5.03 **Full-time Employee:** is an employee who has completed the probationary period and works the basic weekly hours of work, normally averaging a minimum of thirty (30) hours per week.
- 5.04 **Part-time Employee:** is an employee who has completed the probationary period and normally works an average of less than thirty (30) hours per week.
- 5.05 **Term Employee:** is an employee who works the basic weekly hours of work and who is:
- (i) Engaged to fill a temporary vacancy in the regular staff; or,
  - (ii) Engaged for a specific project or a limited period, with the definite understanding their employment is to terminate at the completion of the project or at the end of the limited period, or earlier as determined by the Company.

Note: AAA Alarms agrees to notify the Union of Term employment that exceeds one hundred and twenty (120) days.

## **ARTICLE 6 - UNION REPRESENTATION**

- 6.01 The Company recognizes the right of the Union to appoint Shop Stewards as necessary and recognizes the Steward as an official representative of the Union and the employees in their jurisdiction to the extent outlined in this Agreement. The Company agrees to advise the Union of the name, address and personal telephone number and status of newly hired employees. All name, address and/or telephone number changes submitted by employees to the Company and employee status changes will also be forwarded to the local Union. On an annual basis, the employer shall furnish to the Union a listing containing the names of all active and inactive employees, including their mailing address and phone number.
- 6.02 The Company agrees that access to unrestricted areas of its premises shall be allowed to the Local President of the Union for the purpose of conducting business of the Union, provided such privilege does not interfere with operations and prior approval has been received from the Company.

- 6.03 The Company will provide a suitable bulletin board for the convenience of the Union in posting meeting notices. All such notices must be signed by the proper officer of the Union and a copy submitted to the Company before being posted.

## **ARTICLE 7 - GRIEVANCE PROCEDURE**

- 7.01 A grievance shall mean any difference relating to the meaning, application or alleged violation of this Agreement.
- 7.02 When a grievance is submitted in writing, it shall be on a grievance form.
- 7.03 **STEP ONE:** The grievor or the grievor accompanied by a Union Representative shall discuss the grievance with the Central Monitoring Station Manager or designate within ten (10) working days of the date the grievor became aware of, or reasonably should have become aware of, the alleged grievance. The Central Monitoring Station Manager or designate shall have five (5) working days from the date of this discussion in which to reply verbally.
- 7.04 **STEP TWO:** If a settlement is not reached at Step One, the grievance may be submitted in writing by the Union Representative to the **Senior Manager, Customer Operations** within ten (10) working days of the disposition of the matter at Step One. The Company shall, within ten (10) working days, convene a meeting. The **Senior Manager, Customer Operations** or designate shall reply in writing within five (5) working days following the Step Two meeting.
- 7.05 **STEP THREE:** If a satisfactory settlement is not reached at Step Two, the grievance may be submitted to the **Director, Customer Operations** within fifteen (15) working days of the disposition of the matter at Step Two. The Company shall, within ten (10) working days, convene a meeting. The **Director, Customer Operations** or designate shall reply in writing within five (5) working days following the Step Three meeting.
- 7.06 Time limits specified in Steps One through Three may be extended at any time by mutual agreement.
- 7.07 Working days referred to herein are deemed to be Monday through Friday and do not include Statutory Holidays.
- 7.08 Company responses will be given or sent to the Union Representative who initiated the Step.
- 7.09 Grievances relating to a discharge or suspension will commence at Step Two of the Grievance Procedure.
- 7.10 The wages of the grievor and steward, where applicable, will be maintained if the grievance meeting occurs during their respective working hours.
- 7.11 A Union policy grievance is a grievance submitted by the Union. A Union policy grievance shall not deal with matters that may or could have been the subject of a grievance of an employee or group of employees. If the Union has a policy grievance, such grievances shall commence at Step Two.

- 7.12 A Company grievance shall be submitted to the National Representative of the Union.

The aggrieved party within ten (10) working days from the date that the aggrieved party became aware of, or reasonably should have become aware of the alleged grievance, shall submit to the other party the grievance in writing. The grievance, when presented in writing, shall be signed by an authorized representative of the Union or the Company,

and shall contain a summary of circumstances giving rise to the grievance; the provision(s) of the Agreement considered violated and, the particulars of the remedy sought.

## **ARTICLE 8 - ARBITRATION**

- 8.01 A grievance can proceed to arbitration only where the provisions of the grievance process have been exhausted.

- 8.02 A grievance shall proceed to Arbitration if either party makes service upon the other of written notice within fifteen (15) working days of the Step Three grievance response.

- 8.03 The party referring the grievance to arbitration shall refer the matter to a single arbitrator to be selected from the list of individuals below:

Gavin Wood  
Blair Graham  
Diane Jones

- 8.04 In the event that said Arbitrator is not available for the matter in question to be heard, the parties agree to move to the next Arbitrator on the list to act as Chairperson.

- 8.05 Each party shall pay one-half of the fees and expenses of the arbitrator and the costs of their own witnesses and any other related costs.

## **ARTICLE 9 - DEDUCTION OF UNION DUES**

- 9.01 In accordance with the Manitoba Labour Relations Act, the Company agrees to deduct from the salary of individuals covered by this Collective Agreement, whether or not the individual is a member of the Union, bi-weekly dues at the rate authorized by the Local Union. These dues shall be remitted to the Secretary Treasurer for Unifor within three (3) weeks of deduction. The Company shall send a copy of the dues list to the Secretary Treasurer and the Local Union President, which list shall include: the names of all active and inactive members, the amount of dues deducted for each person, the relevant rate of pay and the number of hours upon which union dues were calculated.

- 9.02 The Union shall indemnify and save harmless the Company, from any losses, damages, costs, liabilities or expenses suffered or sustained by the Company as a result of any such deduction or deductions from payrolls.

- 9.03 The Company will notify the Union of those employees covered by this Collective Agreement who have separated from the Company or are on a leave of absence.

## **ARTICLE 10 - UNION LEAVES OF ABSENCE**

- 10.01 Leaves of absence without pay shall be granted to employees for conducting of Union business provided permission is granted by the Company. Notice will be given in writing to the Central Monitoring Station Manager as soon as the employee becomes aware of the need for the leave, but with no less than a minimum of five (5) working days' notice for leaves not in excess of two (2) weeks and no less than a minimum of one (1) month's notice for leaves in excess of one (1) year. (Working days referred to herein are deemed to be Monday through Friday and do not include statutory holidays).
- 10.02 Union leave will not be unreasonably denied. Employees will continue to accrue seniority for such leaves.
- 10.03 The Company will maintain the wages for an Employee on a Union leave for a maximum of two (2) weeks and will invoice the Local Union for any wages paid to the employee while on said leave.
- 10.04 The Company agrees to provide for straight time lost wages for one (1) AAA Alarms employee who is a member of the Union's bargaining committee for the purpose of attending negotiation meetings with the Company up to the expiry date of the Collective Agreement.

The Union may request the release of an additional member for the purpose of attending negotiation meetings with the Company. The approval of this request shall be subject to business requirements and scheduling limitations and shall not be unreasonably withheld. The Union shall be responsible for the wages of the additional approved bargaining committee member.

## **ARTICLE 11 – HOURS OF WORK**

- 11.01 The normal hours of work for the purpose of calculating overtime are forty (40) hours a week and eight (8) hours in a day, except as hereinafter provided.
- 11.02 The parties agree and recognize the right of the Company to schedule work, establish shifts and arrange hours of work for all employees as necessary for the efficient operations of the Company.
- 11.03 The existing Seven Week Rotation – 10 Hour Schedule is attached as Appendix B. The Company must provide a minimum of thirty (30) calendar days notice to the Union and convene a meeting of the Joint Scheduling Committee prior to changing the Schedule.
- 11.04 Employees shall receive a one-half (0.5) hour meal break to be taken at their workstation. They shall also receive: a twenty (20) minute paid break when working a minimum of four (4) and less than eight (8) consecutive hours, one fifteen (15) minute and one twenty (20) minute paid breaks when working a minimum of eight (8) and less than ten (10) consecutive hours and two (2) fifteen



(15) minute and one twenty (20) minute paid breaks when working a minimum of ten (10) or more consecutive hours providing operating requirements permit.

11.05 Employees shall only be permitted to trade shifts or give away all or part of a shift within a bi-weekly pay period with prior approval of the Company provided such trades do not result in overtime.

11.06 Overtime premium shall be 1.5 times the employee's regular hourly rate for time worked.

## **ARTICLE 12 - HEALTH AND SAFETY**

12.01 The Company and the Union agree to co-operate in the promotion of a safe and healthy work environment and to comply with all provisions of the provincial Workplace Safety and Health legislation.

12.02 The Company and the Union will work collaboratively to prevent and correct any situations and any conduct that may compromise employees' health and safety.

12.03 The Company agrees that the Union may select representatives to a Workplace Safety and Health Committee that has been established as per the Workplace Safety and Health Act.

12.04 The Company shall allow each member of the Committee, the Safety and Health representative, or their respective designates, to take educational leave for a period of two (2) normal working days each year without loss of pay or other benefits for the purposes of attending workplace safety and health training seminars, programs or courses of instruction offered by the Workplace Safety and Health Division or approved by the Workplace Safety and Health Committee.

## **ARTICLE 13 - DISCIPLINARY ACTION**

13.01 The Company reserves the right to discipline and discharge employees for just cause. This notwithstanding, Probationary employees have no substantive right protecting them from termination without cause and the Company is free to terminate Probationary employees without cause should it so choose. Grievances challenging the termination of a Probationary employee may be filed, but the arbitrator's jurisdiction with respect to such a grievance is limited to determining whether the Company violated the Probationary employee's substantive rights, and in the event it did, the appropriate remedy.

13.02 The Company agrees, except in the case of verbal discussions, to provide written notification to an employee in the case of a dismissal, suspension or other disciplinary action. Copies of the disciplinary letters shall be provided to the Local President within three (3) days of all cases of dismissal, suspension, or other disciplinary action.

**13.03 All letters or references of a disciplinary nature in an employee's personnel file shall be destroyed after two (2) years providing there have been no further disciplinary letters placed within the employee's personnel file within that two (2) year period.**

13.04 When it is planned to discipline an employee, or to obtain information in the presence of a representative of Management which may result in the employee being disciplined, the employee shall be accompanied by a Union Representative unless the employee objects to Union involvement. In the event the employee does object to having a Union Representative present, their decision will be noted on the disciplinary letter with the employees signature, a copy of which will be provided to the Union.

#### **ARTICLE 14 - JOB POSTINGS, PROMOTIONS & TRANSFERS**

##### 14.01 Full-time Monitoring Centre Operator Vacancies

When an existing full-time Monitoring Centre Operator position becomes vacant or a new full-time Monitoring Centre Operator position is created, the position shall be posted for seven (7) calendar days. The position shall be awarded to the most senior applicant within the bargaining unit who meets the qualifications of the position and has acceptable performance and attendance.

##### 14.02 Temporary Monitoring Centre Operator Vacancies

Temporary Monitoring Centre Operator vacancies shall be posted for seven (7) calendar days and awarded to the senior applicant within the bargaining unit who meets the essential qualifications of the position and has acceptable work performance and attendance.

14.03 If there are no qualified applicants to a posted position, the Company shall be at liberty to fill the vacancy in any manner it considers appropriate.

14.04 A copy of job postings shall be provided to the Local Union President.

#### **ARTICLE 15 - SENIORITY**

15.01 Seniority for Full-time employees shall be defined as the length of continuous service with the Company from the most recent date of hire. Full-time employees shall have a seniority date established upon completion of their probationary period, retroactive to the date of hire.

15.02 Seniority for Part-time employees shall be defined as total regular hours worked from their most recent date of hire converted to years, weeks and days. Part-time employees shall have a seniority date established upon completion of their probationary period, retroactive to the date of hire.

15.03 An employee who changes status will be credited with their accumulated seniority at that date and have their seniority date adjusted accordingly.

15.04 Seniority shall be considered broken and employment shall be deemed to be terminated when an employee:

- a) Resigns or is dismissed.
- b) Has been laid off for a continuous period in excess of six (6) months.
- c) Fails, where there are no exceptional circumstances, to return to work on the completion of an authorized leave of absence.

d) Fails to return to work within one (1) week of the date of recall.

15.05 The Company will maintain a seniority list showing the date upon which each employee's service commenced. A copy of an up-to-date seniority list shall be sent to the Union by September 1<sup>st</sup> of each year.

**ARTICLE 16 - LAYOFF AND RECALL**

16.01 In the event of a layoff, employees shall be laid off in ascending order of classification and employment status seniority, providing that the remaining senior employee(s) in the respective classification and employment status have the ability to satisfactorily perform the required work.

16.02 In the event of a layoff, the Company shall provide the Union two (2) weeks' notice in advance of the affected employees being notified. The Union agrees not to disclose the layoff or any details pertaining to the layoff notice until the affected employees have received individual layoff notice from the Company.

16.03 The Company will provide an employee(s) with two (2) weeks' notice (or pay in lieu of said notice) of layoff in writing and will provide the Union a copy of such notice.

16.04 In the event of a recall, employees shall be given the opportunity of recall in order of classification and employment status seniority in advance of the hiring of new employees into the classification and employment status to which the recall applies.

16.05 Employees are responsible for keeping the Company advised of their current address and telephone number.

**16.06 A permanently laid off and therefore terminated employee shall receive severance pay calculated based on two weeks per completed year of service up to a maximum of 12 weeks.**

**ARTICLE 17 – SICK LEAVE**

17.01 A Full Time employee will have their Annual Paid Sick Leave Benefit, based upon their completed years of service, placed in their Sick Leave Bank as outlined below.

<b><u>Completed Years of Service</u></b>	<b><u>Paid Sick Leave Benefits</u></b>
1	1 day
2	3 days
3	5 days

17.02 Where an employee is on an authorized absence from work due to sickness, they will receive the regular wages (does not include overtime or **overnight** shift premium) they would have been paid for the day(s) they were absent, up to the maximum entitlement of their Paid Sick Leave Bank.

17.03 On an employee's anniversary date, any paid sick leave entitlement that remains in an active employee's Paid Sick Leave Bank, will be paid out in a lump sum amount, less any required statutory deductions.

## **ARTICLE 18 – GENERAL HOLIDAYS**

18.01 Employees shall be entitled to the following general holidays:

New Year's Day	Labour Day
Louis Riel Day	Thanksgiving Day
Good Friday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
Terry Fox Day	Floater Day

18.02 In order to be paid for a general holiday, an employee must work the regularly scheduled shift before and after the holiday or have received approval from the Company to be absent on either of those days.

18.03 If a general holiday falls on an employee's scheduled day off, the Company will advise which work day will be taken off in lieu of the general holiday.

18.04 Holiday pay will be computed at an employee's regular wage rate or, in the case of a Part-time employee, the average wage rate of the 30 days before the general holiday, not including any overtime wages.

18.05 If a general holiday falls on a Monday, employees will be paid the hours in lieu, relating to that holiday, in the pay period in which the general holiday falls. Any hours worked on a general holiday prior to Monday at 9:00 A.M., will be paid on their current pay cheque.

18.06 An employee who is required to and does work on a general holiday shall be paid at one and one-half times their regular hourly rate of pay for all hours worked on a general holiday, and in addition, they shall be paid their regular rate of pay for the hours worked on the holiday.

18.07 Employees shall be entitled to one (1) Floater Day each calendar year. The Floater Day shall be arranged by the Company and the employee in accordance with the requirements of service. The Company reserves the right to deny any dates requested by employees but shall not do so unreasonably.

## **ARTICLE 19 – ANNUAL VACATIONS**

19.01 The vacation year is from May 1<sup>st</sup> to April 30<sup>th</sup> of the following year.

19.02 Full-time and Part-time employees vacation entitlement will depend on the number of years of service completed on May 1<sup>st</sup> of each calendar year in accordance with the below table.

<b><u>Completed Years of Service</u></b>	<b><u>Weeks of Vacation</u></b>
0 – 1 year	2 weeks (4%) (pro-rated)
1 – 4 years	2 weeks (4%)
5 – 12 years	3 weeks (6%)

13 – 20	years	4 weeks (8%)
21 – 30	years	5 weeks (10%)
30+	years	6 weeks (12%)

19.03 Part-time employees shall be given the option to accrue vacation pay or receive vacation pay each pay period.

19.04 All vacation time shall be scheduled and approved by the Company.

19.05 Vacation time will be allocated in accordance with seniority.

19.06 Completed vacation schedules shall be posted by **May 15<sup>th</sup>**.

19.07 Employees shall take their vacation entitlement within the vacation year.

19.08 When a general holiday falls within an employee's vacation time, it is not considered a used vacation day.

19.09 Except for Part-time employees who elect to receive vacation pay each pay period, an employee may not continue to work and take vacation pay in lieu of taking a vacation.

**ARTICLE 20 – OVERNIGHT SHIFT PREMIUM**

20.01 Employees working the Midnight Shift will receive a premium of **\$1.50** an hour.

**ARTICLE 21 – WAGES**

21.01 Employees will be paid every two (2) weeks on Friday for all work performed in the two (2) week period ending the preceding Monday at 9:00 A.M. In the event of a holiday falling on a pay date, payment will be made on the preceding work day.

21.02 Nothing in this Agreement shall be construed to reduce the rate of pay of an employee who, as of the effective date of this Agreement, received a higher rate of pay than that established for that classification.

21.03 Effective November 21, **2022 – 2.0%** General Wage Increase

Effective November 21, **2023 – 2.0%** General Wage Increase

Effective November 21, **2024 – 2.25%** General Wage Increase

21.04 The Wage Progression Schedule for employees covered by this Agreement is set out in Appendix "A" of this Agreement. An employee who is promoted to a higher classification and receives an increment will have their increment date adjusted accordingly.

**ARTICLE 22 - STRIKES AND LOCKOUTS**

22.01 The Union and the Company agree that there will be no strikes or lockouts during the term of the Collective Agreement.

## **ARTICLE 23 - GENERAL CONDITIONS – ENTIRE AGREEMENT**

23.01 The parties agree that the Agreement, as written, constitutes the entire Collective Agreement between the Union and the Company. Only appendices specifically included by reference in the Agreement shall be considered part of the Agreement. Any Letters of Understanding or other undertakings between the parties respecting application of past Collective Agreements shall be null and void unless specifically continued by written agreement between the Union and the Company.

## **ARTICLE 24 - DURATION**

24.01 This Agreement shall become effective on **November 21, 2022** and shall remain in force until **November 20, 2025**, and will remain in force year to year thereafter, unless either party notifies the other not more than ninety (90) days and not less than thirty (30) days prior to the date of expiry, or anniversary of such date, of its intent to modify this Agreement. In the event such notice is given, this Agreement shall continue in full force until a new Collective Agreement is concluded, or until the requirements of the Manitoba Labour Relations Act relating to strike or lockout have been met, whichever occurs first.

**APPENDIX “A” – WAGE PROGRESSION SCHEDULE**

<b>A-1 EFFECTIVE NOVEMBER 21, 2022 - 2%</b>		
<b>Hourly Rate</b>	<b>Monitoring Centre Operator</b>	<b>Training Coordinator</b>
Start	\$16.40	\$17.16
12 months	\$17.30	\$18.07
18 months	\$18.22	\$18.95
24 months	\$19.14	\$19.91
30 months	\$19.71	\$20.50
<b>42 months</b>	<b>\$20.10</b>	-----

<b>A-1 EFFECTIVE NOVEMBER 21, 2023 – 2%</b>		
<b>Hourly Rate</b>	<b>Monitoring Centre Operator</b>	<b>Training Coordinator</b>
Start	\$16.73	\$17.50
12 months	\$17.65	\$18.44
18 months	\$18.58	\$19.33
24 months	\$19.52	\$20.31
30 months	\$20.10	\$20.91
<b>42 months</b>	<b>\$20.50</b>	<b>\$21.33</b>

<b>A-1 EFFECTIVE NOVEMBER 21, 2023 – 2.25%</b>		
<b>Hourly Rate</b>	<b>Monitoring Centre Operator</b>	<b>Training Coordinator</b>
Start	\$17.11	\$17.89
12 months	\$18.04	\$18.85
18 months	\$19.00	\$19.77
24 months	\$19.96	\$20.77
30 months	\$20.55	\$21.38
<b>42 months</b>	<b>\$20.96</b>	<b>\$21.81</b>

- A-2 Part-time employee increments will be based on working nine hundred fifty (950) hours from their last increment.
- A-3 Full-time employees will be eligible to receive their next increment on the first pay period six (6) months after their last increase. In the event that employment is broken by an unpaid leave for any reason, except Union leaves not in excess of two (2) weeks or WCB, the date of the increment will be adjusted to reflect the unpaid leave.
- A-4 An employee may have an increment withheld due to unsatisfactory work performance as determined by the company. In such situations, the employee will be notified in writing not later than one (1) month prior to the date of such increment, and the Union will receive a copy of said notice.
- A-5 An increment shall not normally be withheld longer than six (6) months. If after a period of six (6) months from the date the increment was withheld, the Company considers the employee’s work performance still unsatisfactory, the Company

may deem the employee to be at their maximum wage rate until such time as the Company considers an increment is warranted by improved work performance.

**APPENDIX “B”**

**SEVEN WEEK ROTATION – 10 HOUR SCHEDULE**

In a seven (7) week schedule consisting of ten (10) hour shifts, the normal rotation will be four (4) days on followed by four (4) days off or five (5) days on followed by three (3) or four (4) days off. It is recognized by the parties that this schedule requires some employees to work overtime. Overtime shall only be paid for hours in excess of ten (10) hours per day or forty (40) hours per week.

	(10 Hour Shifts)						
	M	T	W	T	F	S	S
Week 1	W	W	W	W	O	O	O
Week 2	O	W	W	W	W	O	O
Week 3	O	O	W	W	W	W	O
Week 4	O	O	O	W	W	W	W
Week 5	W	O	O	O	W	W	W
Week 6	W	W	O	O	O	W	W
Week 7	W	W	W	O	O	O	W



**Letter of Understanding #1**

**Between**

**AAA Alarm Systems Ltd.  
(hereinafter referred to as the "Company")**

**-and-**

**Unifor  
(hereinafter referred to as the "Union")**

**Re: Shift Selection**

RECOGNIZING that the Company determines when a vacant shift exists;

AND FURTHER RECOGNIZING that, where possible, the Company wishes to provide existing employees with their preference when it comes to "shift selection" within their existing classifications;

AND FURTHER RECOGNIZING that providing the employee has the ability to fill the vacant shift that is available within their existing classification;

IT IS THEREFORE AGREED by the parties that the senior employee who has expressed an interest in filling a vacant shift, should it become available, will be given the opportunity to work that shift and any vacant shift shall be posted for seven (7) calendar days.

**Letter of Understanding #2**

**Between**

**AAA Alarm Systems Ltd.  
(hereinafter referred to as the “Company”)**

**-and-**

**Unifor  
(hereinafter referred to as the “Union”)**

**Re: Personal Leaves**

The Company agrees it will continue to provide Personal Leaves, including Bereavement Leave and Jury Leave during the term of the Collective Agreement, in a no less beneficial form than provided on the signing of the Collective Agreement.

This Letter of Understanding entered into between the parties shall be deemed to be part of the Collective Agreement and shall continue as per the duration provisions of said Agreement.

**Letter of Understanding #3**

**Between**

**AAA Alarm Systems Ltd.**

**(hereinafter referred to as the “Company”)**

**-and-**

**Unifor**

**(hereinafter referred to as the “Union”)**

**Re: Scheduling Committee**

The parties agree to continue the Scheduling Committee and shall meet at the request of either party.

The Scheduling Committee will be comprised of two (2) Union members and two (2) Management members. The two (2) Union members shall be the Local Union President or their designate and one (1) bargaining unit member appointed by the Local Union President.

Scheduling Committee meetings shall take place during working hours.

**Letter of Understanding #4**

**Between**

**AAA Alarm Systems Ltd.  
(hereinafter referred to as the “Company”)**

**-and-**

**Unifor  
(hereinafter referred to as the “Union”)**

**Re: Group Benefit Plan**

During the term of the Collective Agreement the Company agrees that it will continue the Group Benefit Plan.

The Group Benefit Plan document and conditions respecting eligibility to participate and benefit coverage shall govern in all respects. The Company may change benefit coverage, eligibility or other plan conditions, insurance carriers or may self-insure or discontinue self-insurance of any benefit.

The Company will notify the Union of any changes it is considering in the benefit plans and will consult with the Union prior to making any such changes.

The Group Benefit Plan document, policy, and conditions do not form part of the Collective Agreement and this Letter of Understanding is a separate undertaking not forming part of the Collective Agreement.

**Letter of Understanding #5**

**Between**

**AAA Alarm Systems Ltd.  
(hereinafter referred to as the “Company”)**

**-and-**

**Unifor  
(hereinafter referred to as the “Union”)**

**Re: Bilingual (French) Differential – Monitoring Centre Operators**

The parties agree to the following criteria and process associated with the implementation of a bilingual (French) differential:

The bilingual (French) differential shall be set at \$.80/hour and shall apply to qualified Monitoring Centre Operators (“Operators”).

All Operators wishing to qualify for the bilingual (French) differential must pass a French assessment.

Operators who participate in the French assessment and do not pass must wait six (6) months before being retested.

A qualified Operator must take a minimum of one (1) French call per shift to be eligible for the bilingual differential for their entire shift.

The bilingual differential will be paid for all hours worked in a shift where at least one (1) French inbound or outbound call is handled.

Eligible Operators must complete a French Language Differential Time sheet which is subject to verification and approval by their Manager.

**Letter of Understanding #6**

**Between**

**AAA Alarm Systems Ltd.  
(hereinafter referred to as the “Company”)**

**-and-**

**Unifor  
(hereinafter referred to as the “Union”)**

**Re: Paid Education Leave**

The Company agrees to pay into a special fund in the amount of \$500.00 to provide for a Unifor Paid Education Leave (PEL) program.


Such payment will be remitted by January 31<sup>st</sup> of each year into a trust fund established by Unifor. Payments will be sent to the following address:

Unifor Paid Education Leave Program  
c/o Unifor Canada  
115 Gordon Baker Road  
Toronto ON M2H 0A8

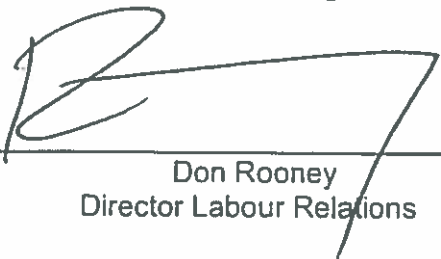
Candidates for PEL shall be selected by the Union to attend. The Union will provide written confirmation to the Company of such selection. Employees on PEL leave of absence will continue to accrue seniority and service.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives on the 12<sup>th</sup> day of December, 2022.

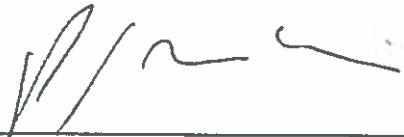
**For AAA Alarm Systems Ltd.**


  
\_\_\_\_\_  
Benoit Desjardins  
Director Customer Operations

*Dawn Burling*  
\_\_\_\_\_  
Dawn Burling  
Manager, Monitoring Station

  
\_\_\_\_\_  
Don Rooney  
Director Labour Relations

**For Unifor**

  
\_\_\_\_\_  
Paul McKie  
National Representative

  
\_\_\_\_\_  
Janet Palin  
Steward

  
\_\_\_\_\_  
Jackie Prynne  
President, Unifor Local 7