

Canadian Postmasters
and
Assistants Association



l'Association canadienne
des maîtres
de poste et adjoints

The Canadian Postmaster



March 2007

The dates and locations for the
Branch Conventions
and the
National Triennial
are located on page 5.

Financial Statement

*A copy of the 2006
Financial Statement is
available upon request.
Please see page 7.*

**2007 is an election year.
Attend your Branch Convention to elect your
Union Representatives, as well as the delegates
who will represent you at the next
National Triennial Convention.
For more information, turn to page 5.**



Canadian Postmasters and Assistants Association (CPAA) is committed to maintaining the security, privacy, and accuracy of members' personal information. Member personal information is only collected, stored, used, and disclosed in a manner that complies with the CPAA Privacy Policy.

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Branch Representatives
A complete listing is in this magazine.

The Canadian Postmaster
is published two times a year by the
Canadian Postmasters and
Assistants Association.

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Agreement No. 40069832

ISSN/0008-4794

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President's Message

Christmas rush is over. January has brought in a tally of our Christmas shopping via our credit card bills and, of course, lots of cold weather, thanks a lot global warming! So what is next? Some people might say "income tax time", but I prefer to think of something more enticing... spring blossoms and warm weather might be a good place to start.



Along with spring comes our Branch Conventions. We have published the dates and locations for all our Branch Conventions, as well as the information for the 2007 National Triennial Convention. Don't forget, this is an election year so if you are interested in working with the union on behalf of your sisters and brothers in CPAA, this is the time to do it. We have an article in this magazine that looks at some of the roles and responsibilities of a union representative. Hopefully this will assist you so that you have an idea of what is involved.

The National Triennial Convention will be held this October, in Edmonton, Alberta, so delegates must be elected at the Branch Conventions. Along with the elected officers, each Branch is entitled to one delegate for each block of 150 members [By-law 10.5 a i)]. The National Triennial Convention is a very interesting three (3) days. Many important decisions are made. The National Officers are elected, budgets and reports are presented as well as any amendments to the By-laws are voted upon.

A new Collective Agreement was ratified and the official signing took place on October 3, 2006. It is our hope that by the time this magazine gets to you that you will have your new Collective Agreement in hand! Don't forget, it is Canada Post's responsibility to send a copy of the Collective Agreement to all the members of the CPAA bargaining unit, including terms.

The saga continues regarding the Health and Safety Representative in CPAA offices, where there is more than one bargaining unit. The Canadian Union of Postal Workers has taken a position that the CPAA members in these offices could not be deemed the Health and Safety Representatives because they are "employers/management" representatives and as such should not represent the "employees". This issue was turned over to Human Resources and Social Development Canada (HRSDC) for interpretation. We were pleased that a decision has been handed down and that CPAA members are considered "employee" representatives. The next step will be to actually determine who shall be the Health and Safety Representative in facilities shared by both CPAA and the Rural and Suburban Mail Carriers (RSMC).

We have a number of interesting articles for you in this magazine. If you have any suggestions for articles that you would like to see published in upcoming editions, please let us know. We are always looking for ways to improve our magazine and your input would be greatly appreciated.

In closing, I look forward to seeing many of you at the Branch Conventions. I hope you will take the time to attend your Branch Convention, enjoy the company of your colleagues, meet new people, learn a little bit about your union and, just maybe, be elected to represent your Branch members as a union officer or a delegate to the National Triennial Convention.

Lestie A. Schous

2007 Branch Triennial Conventions

The following list provides the location and dates of each Branch Convention for 2007. For more information, consult your Branch Newsletter.

Newfoundland & Lab.

Albatross Hotel
114 Trans-Canada Highway
Gander, NL A1V 1W8
May 19, 20 & 21, 2007

Maritime

Park Place Ramada Plaza Hotel
240 Brownlow Ave
Park Place Centre
Dartmouth, NS B3B 1X6
May 25, 26 & 27, 2007

Quebec

Château Mont Ste-Anne
500 Beau-Pré Blvd
Beaupré, QC G0A 1E0
May 18, 19 & 20, 2007

Ontario

Holiday Inn
20 Fairview Rd
Barrie, ON L4N 4P3
May 4, 5 & 6, 2007

Manitoba

Viscount Gort Hotel
1670 Portage Ave
Winnipeg, MB R3J 0C9
May 4, 5 & 6, 2007

Saskatchewan

Travelodge Hotel
4177 Albert Street South
Regina, SK S4S 3R6
June 1, 2 & 3, 2007

Alberta, NWT & NU

Red Deer Lodge
4311 - 49th Ave
Red Deer, AB T4N 5Y7
June 8, 9 & 10, 2007

B.C. & Yukon

Plaza Heritage Hotel
405 Victoria Street
Kamloops, BC V2C 2A9
May 4, 5 & 6, 2007

Notice

National Triennial Convention

October 1, 2 & 3, 2007

Sutton Place Hotel
10235 - 101th Street
Edmonton, AB T5J 3E9
1-780-428-7111

At this meeting, members will receive an activity report from CPAA National Board of Directors; they will discuss and decide on changes to be brought to the By-laws.

Members will also elect the National Executive Officers
for the next three (3) years.

Resolutions and Demands

by Pat E. Fagan

Resolutions are proposals to amend the By-laws.

It will soon be time to start planning to attend your Branch conventions and it is time to consider any changes that you would like to see made to our By-Laws. Any proposal for change must be made through the presentation of a resolution.

The most common way to present a resolution is at your Branch Convention, where a proposed change can be introduced, debated, and voted upon. If passed, the proposed amendment would be sent to the National Secretary-Treasurer who forwards them to the National By-Laws Committee which ensures that the proposed change does not conflict with any other By-Laws or laws. The Committee will also combine any proposed amendments that have the same intent.

An individual member can also submit a resolution to change any By-Law. Such a resolution would have to be submitted and received at National Office at least thirty (30) days prior to the opening of the next National Triennial Convention. It would then be forwarded to the National By-Laws Committee. All resolutions are then presented to the National Board of Directors for discussion and recommendation of concurrence or non-concurrence.

All resolutions received are presented at the next National Triennial Convention. Each one is presented separately as a motion, debated, and then voted upon. All amendments require a two-thirds (2/3) majority vote to be approved. Because we are an incorporated body, all amendments must receive approval from the Minister responsible for the Corporations Directorate, Industry Canada before they come into effect.

Demands are proposals to change the Collective Agreement.

Our current Collective Agreement expires December 31, 2009, and while we will not be going to the table to negotiate a new agreement until 2009, you can still put forward demands for changes to the Collective Agreement at any time. All demands received are put into the negotiations file and are kept until the next negotiating team is appointed and ready to prepare for the next round of bargaining.

Demands for change can be submitted individually to our National Office or you can present your demands at your branch convention. All demands received are submitted to National Office and turned over to the National Negotiating Committee for consideration in the next round of bargaining. Demands can be submitted at any time, up to the deadline set by the next negotiating committee.

PROVISION OF COLLECTIVE AGREEMENT

by Pat E. Fagan



The Association and the Corporation signed a new collective agreement on October 3, 2006. This means that a copy of the new Collective Agreement has to be provided to all members of the CPAA bargaining unit.

The Collective Agreement states in Clause 3.03:

The Corporation will provide each employee with a copy of the Collective Agreement as soon as available from the printer.

The Collective Agreement states in Clause 3.04:

The Corporation agrees to acquaint new employees with the fact that a collective agreement is in effect. On or before the first day of working in his job, the Corporation shall provide the employee with a copy of the Collective Agreement and a list of the branch officers having jurisdiction.

The current Collective Agreement is at the printers and should be available for distribution in the near future. At that time the Corporation will distribute copies to all employees. If you are aware that other employees have received a copy and you haven't, you should contact your Local Area Manager.



Order your 2006 Annual Financial Statement from CPAA

Our 2006 audited financial statement is expected to be available at the beginning of April. In order to receive a copy of this statement, please complete the mailing information below and return it to:

CPAA, 281 Queen Mary, Ottawa ON K1K 1X1

(PLEASE PRINT)

Name

Address

City – Province – Postal Code

Roles and Responsibilities of an Elected Union Representative

by Leslie A. Schous

So you are interested in becoming a Union Representative! That's WONDERFUL! You will find the job very interesting and, at times, extremely challenging, but ultimately, well worth the effort.

Now that you are thinking about this, you would probably like to know a little bit as to what this may entail.

The following is a list of some of the things you should be prepared for:

- Be familiar with the CPAA Collective Agreement, CPAA By-laws, Canada Labour Code and the Human Rights Act. Remember experience is often the best trainer and no one is expected to know it all right away!
- Be prepared to attend the Branch Board Meetings and Conventions, this is an obligation of an elected official.
- Be prepared to report on your activities as a union representative to your fellow Branch Officers and your Branch membership.
- Be prepared to work on various committees or to do duties as per the request of your Branch President.
- Be certain that the position you are putting forth is the position of the Association and not just a personal one.
- Be sure to document your discussions when receiving a call from a member, as this information could be crucial if the issue is presented to the Corporation at consultation or through the grievance process.
- Be prepared to give up some of your free time, as members often call us outside of our Canada Post working hours, for example: in the evenings or on weekends.
- Be prepared to support the decisions made by your Branch Board even if your personal opinion varies.
- Conduct yourself in a professional manner always respecting the confidentiality of our members and the confidence they have placed in you, and,
- Remember to avoid even the appearance of a conflict of interest.

These are only a few things to think about, as it is extremely difficult to identify everything that you may be required to do. Of course, through it all, your fellow Branch Officers and National Officers are only a telephone call away and are always glad to help. It is important to know that being a union representative can be quite demanding; it is not just the good times at conventions, there is a lot of hard work that goes on behind the scenes.

An officer's training program is given to all newly elected or appointed officers. This program was developed a few years ago and has served as a very valuable source of information and advice for new officers. The training focuses on the roles and responsibilities of a union representative and covers such things as:

1. History of CPAA
2. Structure, Membership, Dues
3. National Administration and Policies
4. Branch Officer Activities & Handling Calls
5. Meeting Behaviour
6. Duty of Fair Representation
7. Canada Labour Code, Canadian Human Rights Law, Workers' Compensation Board
8. Collective Bargaining, Grievance Process, **and**, time permitting,
9. A few clauses of the Collective Agreement.

In "election years", the training takes place after all the conventions are completed. The training takes between two (2) and three (3) days, depending on the number of participants, and is held in Ottawa, during the first couple of weeks in July.

For those Officers appointed in the "off years", the training is to be given approximately six (6) weeks after your appointment, that can vary slightly pending other training sessions.

As you can see the role of a union representative is not to be taken lightly, but should you decide to seize that opportunity, you will find it amazingly rewarding, not only for yourself, but in knowing that you have been able to assist many of your co-workers. GOOD LUCK!!

Vacation Entitlements (Article 22)

by Shirley L. Dressler

To determine your vacation entitlements, please refer to the table below:

	Full Time Employees receiving pay for at least 10 days per month earn	Group Postmasters receiving pay for at least 10 days per month earn	Other Employees earn vacation pay	Total vacation entitlements with pay
Employed less than 7 years	one and one-quarter (1 ¼) days per month	three (3) times his regularly scheduled weekly hours per year	equal to 6% of total pay and overtime received during the previous vacation year	3 weeks
Employed 7 years or more, but less than 14 years	one and two thirds (1 2/3) days per month	four (4) times his regularly scheduled weekly hours per year	equal to 8% of total pay and overtime received during the previous vacation year	4 weeks
Employed 14 years or more but less than 21 years	two and one twelfth (2 1/12) days per month	five (5) times his regularly scheduled weekly hours per year	equal to 10% of total pay and overtime received during the previous vacation year	5 weeks
Employed 21 years or more, but less than 28 years	two and one half (2 ½) days per month	six (6) times his regularly scheduled weekly hours per year	equal to 12% of total pay and overtime received during the previous vacation year	6 weeks
Employed for 28 years or more	two and eleven twelfths (2 11/12) days per month	seven (7) times his regularly scheduled weekly hours per year	equal to 14% of total pay and overtime received during the previous vacation year	7 weeks

Vacation entitlements earned in excess of leave taken shall be paid prior to the last Friday of June following the end of the vacation year.

If vacation leave has been taken in excess of vacation entitlements earned, the Corporation has the right to recover the overpayment.

For more details, please refer to Article 22 of our Collective Agreement.

Employee Assistance Program (EAP) Changes

by Leslie A. Schous

Please note that as of January 1, 2007, the new service provider for the Canada Post Employee Assistance Program (EAP) is Shepell.fgi.

Shepell.fgi will be providing the same services as Family Services (FSEAP). Please note that the phone number for Shepell.fgi is different than that of FSEAP, however employees will be redirected if they call the wrong number.

Canada Post sent out a brochure in the January/February issue of the Performance magazine that identifies the provider, as well as the services available.

To access EAP employees may call
the toll free number, 24 hours a day, 7 days a week:

1-866-565-4903 (TTY Service 1-877-338-0275)

or visit

online counselling at: www.warrenshepell.com/ecounselling

online resources at: www.shepellfgi.com



Survey for Group Offices

by Leslie A. Schous

Last June, a survey was sent to group Post Offices requesting information regarding provision of premises, telephones, fire extinguishers, etc.

We had an astonishing return, 88%! Thank you to everyone who took the time to return this survey as this information is very important.

One thing that we noticed was that many Postmasters did not complete the section identified "Group Level". If you require information regarding your Group Post Office classification (Example: Group 1, 2, 3, 4, 5, or 6), please contact a Branch Officer or the National Office for this information.

Pre-Retirement Leave (Clause 22.14)

by Shirley L. Dressler

Full-time and Part-time employees in a grade Office with a regular schedule of 15 hours or more per week, and group Postmasters in a position classified at Level 3 and above are entitled to pre-retirement leave if:

- a) they are 50 years of age and have completed 20 years of continuous service; OR
- b) they are 60 years of age and have completed 5 years of continuous employment.

Pre-retirement leave is a leave in addition to your vacation leave. If you meet the requirements for eligibility and the appropriate criteria (age and years of employment), you are entitled to receive one week of leave each vacation year to a maximum of six (6) weeks from the time of eligibility until your retirement. It is earned in the first qualifying year and in each subsequent year on the employee's anniversary date or his birthday, whichever is later.

This leave must be scheduled in one (1) week blocks separate from your vacation leave. You do not have to take pre-retirement leave in consecutive years. However, from the time of eligibility to retirement you may not exceed six weeks. Once you are eligible for your fifth week, you may elect to take your sixth week of pre-retirement leave during the same year.

If you have taken a week of pre-retirement leave and your employment ends prior to your anniversary or birthday, whichever is later, the Corporation may recover the monies paid for that week.

There is no payment for unused pre-retirement, so if you are entitled, enjoy the extra days.

Recovery of Overpayments

by Shirley L. Dressler

Have you been overpaid? Clause 35.11 provides the process for recovery of an overpayment by an employee.

- If you receive an overpayment in excess of \$50.00 over two or more consecutive pay periods, through no fault of your own, the Corporation must advise you of their intent to recover those overpayments prior to making a recovery.
- If the recovery action will cause you a hardship, inform your local management, so that the recovery can be reduced to a maximum of ten percent (10%) of your pay each pay period until the overpayment has been recovered.
- If your employment ends prior to the full recovery, the outstanding amount may be recovered from your final pay.

CORPORATE ACHIEVEMENT BONUS

Appendix “L”

by Pat E. Fagan

As you are aware, in the last round of negotiations, the Association and the Corporation agreed to a “Corporate Achievement Bonus” plan as part of our compensation package.

The Bonus is set at 3% per fiscal year when corporate targets are met. There is a potential for earning more if the corporation exceeds the targets and less if the corporation does not meet the targets. The targets are set annually by the Board of Directors of the Corporation.

Some points to note about the Corporate Achievement Bonus are:

- The Corporate Achievement Bonus is used to measure the overall performance of the Corporation and is not used to measure individual members or individual post office targets.
- The Bonus payments are based on Corporate performance for the fiscal year: January 1st to December 31st.
- Payment is made in the 2nd quarter of each year.
- Corporate Achievement Bonus payments are made as pensionable lump sum payments.
- All indeterminate full-time and part-time employees are eligible to receive the bonus payment. (Term employees are not eligible)
- An employee must work in an eligible position for more than three (3) months during the year to be eligible for that year.
- Bonus payments for part-time employees are based on their actual hours paid during the fiscal year including extended hours but not overtime or acting pay.
- Bonus payments for full-time employees are based on their indeterminate salary and classification at year end.
- Bonus payments for group postmasters will be based on actual hours paid inclusive of the 1/3 formula.
- In order to be eligible you must be employed by Canada Post at the end of the fiscal year.

ACTING PAY / REPLACEMENT PAY

by Pierre Charbonneau

Clause 40.01 Acting pay shall only be payable when an employee is **acting** in a Postmaster or Senior Assistant position.

Clause 11.08 a) Acting assignment means the assignment of an employee on an acting basis to a Postmaster or Senior Assistant position which is at a higher **classification level** than the position to which he is appointed.

Classification level:

Take a look at the Appendix “A” of the Collective Agreement, on the left of the page, it is indicated CPTA CLASSIFICATION.

The level of classification is listed with the number of points assigned through the Job Evaluation Program.

Example: Level 1 Level 2 etc.
 (Up to 360 points) (361 to 480 points)

By knowing your level of classification, you will know the rate of pay which is assigned to you.

Example:

- 1) Mr. Unlucky starts working for CPC and his level of classification is Level 2, his rate of pay is \$17.60.
- 2) Mr. Lucky has been working for CPC for 10 years and his level of classification is Level 2, his rate of pay is \$21.04.

Acting pay shall be paid at the rate of pay nearest the rate of pay he was receiving immediately prior to the acting assignment that gives him an increase in pay that is not less than the smallest pay increment applicable to the classification level to which he is appointed.

Level 1:

Level 1	ACTING IN					
	Level 2	Level 3	Level 4	Level 5	Level 6B	Level 6A
16.35	17.60	18.40	19.19	19.94	21.01	21.76
16.75	17.60	18.40	19.19	19.94	21.01	21.76
17.19	17.60	18.40	19.19	19.94	21.01	21.76
18.00	18.44	18.40	19.19	19.94	21.01	21.76
18.85	20.11	20.04	19.87	19.94	21.01	21.76
19.79	21.04	20.90	21.93	20.62	21.01	21.76

Look on the left of the grid, it is indicated Level 1 and, below, there are six (6) different rates of pay. Take a look on your pay stub to get your hourly rate. It will match one of the six (6) different rates listed on the left of this grid.

**** Remember** the Group Postmaster have to apply the 1/3 formula:

A Group 2 Postmaster, CPAA Level 1. What should his hourly rate be?

Work survey hours (clause 20.01) = 14 hours at 100% of hourly rate

Available hours (clause 20.01) = 10 hours at 1/3 of hourly rate

\$18.00 is the hourly rate, but if you apply the 1/3 formula:

$$(14 \times \$18.00) + \frac{(10 \times \$18.00)}{3} = \$252.00 + \$60.00 = \$312.00$$

3

\$312.00 is for 24 hours, therefore for one hour:

\$312.00 = **\$13.00** is the hourly rate on the pay stub for the Group 2 Postmaster, LEVEL 1

24

PRESENTLY, IF YOUR hourly rate IS \$18.00 AND YOU ARE ACTING AS POSTMASTER in a **LEVEL 4** position, what would be your hourly rate?

You will receive \$19.19 as your hourly rate in an acting assignment as Postmaster.

If your hourly rate is \$16.75 and you are **ACTING** as Senior Assistant in a **LEVEL 3** position, what would be your hourly rate?

You will receive \$18.40 as your hourly rate in an acting assignment as Senior Assistant.

ALSO, read clause 40.02 or clause 40.05 to know when acting pay shall be payable.

The **following grid** is effective for year 2007.

An update of this grid is done each time there is an increase in the pay rates.

REMUNERATION FOR ACTING ASSIGNMENT Eff.: Jan. 1, 2007

Level 1	ACTING IN					
	Level 2	Level 3	Level 4	Level 5	Level 6B	Level 6A
16.35	17.60	18.40	19.19	19.94	21.01	21.76
16.75	17.60	18.40	19.19	19.94	21.01	21.76
17.19	17.60	18.40	19.19	19.94	21.01	21.76
18.00	18.44	18.40	19.19	19.94	21.01	21.76
18.85	20.11	20.04	19.87	19.94	21.01	21.76
19.79	21.04	20.90	21.93	20.62	21.01	21.76

Level 2	ACTING IN				
	Level 3	Level 4	Level 5	Level 6B	Level 6A
17.60	18.40	19.19	19.94	21.01	21.76
18.00	18.40	19.19	19.94	21.01	21.76
18.44	19.22	19.19	19.94	21.01	21.76
19.24	20.04	20.56	19.94	21.01	21.76
20.11	20.90	21.26	21.31	21.01	21.76
21.04	21.87	21.93	22.00	21.71	21.76

Level 3	ACTING IN			
	Level 4	Level 5	Level 6B	Level 6A
18.40	19.19	19.94	21.01	21.76
18.79	19.87	19.94	21.01	21.76
19.22	20.56	19.94	21.01	21.76
20.04	21.26	20.62	21.71	21.76
20.90	21.93	22.00	21.71	21.76
21.87	22.63	22.81	23.07	22.47

Level 4	ACTING IN		
	Level 5	Level 6B	Level 6A
19.19	19.94	21.01	21.76
19.87	20.62	21.01	21.76
20.56	21.31	21.01	21.76
21.26	22.00	22.38	22.47
21.93	22.81	23.07	23.18
22.63	23.37	23.64	23.89

Level 5	ACTING IN	
	Level 6B	Level 6A
19.94	21.01	21.76
20.62	21.71	21.76
21.31	22.38	22.47
22.00	23.07	23.18
22.81	23.64	23.89
23.37	24.45	24.48

MINIMUM INCREASE	
	(2007/01/01)
Level 2	0.40
Level 3	0.39
Level 4	0.67
Level 5	0.56
Level 6B	0.57
Level 6A	0.59

Level 6B	ACTING IN
	Level 6A
21.01	21.76
21.71	22.47
22.38	23.18
23.07	23.89
23.64	24.48
24.45	25.32

Vacation Leave Scheduling (Article 23)

by Shirley L. Dressler

Vacation leave may be scheduled and taken over the vacation year (April 1 to March 31). Although, not normally taken during the month of December, it will not be unreasonably denied.

Vacation leave is to be scheduled and posted prior to April 1 of each year.

Postmasters have first choice of vacation leave periods. Senior Assistants have second choice of vacation leave periods. Full-time Assistants will then select their vacation leave period in accordance with their length of continuous employment followed by Part-time Assistants who will then select their vacation leave period on the same basis.

Each employee chooses one continuous period of vacation leave consisting of all or part of his vacation leave entitlement. If necessary, after their first selections have been made, employees will continue to choose, in the same order of priority as in the above paragraph, subsequent continuous periods of vacation leave until all remaining vacation leave entitlements are scheduled.

If suitable replacement schedules can be arranged and where practicable, more than one employee may take vacation leave during the same period of time.

By following this process employees are able to ensure the dates they have selected for their vacation. Changes may be made provided they do not conflict with the pre-selected vacation leave chosen by another employee.

You have earned your vacation leave... enjoy it!



In Memoriam

From September 1, 2006 to February 28, 2007



Mr. Dale Breiman
Wonowon, B.C.

Mrs. Huguette Gaucher
Roxton Falls, QC

Mrs. Beatrice Thompson
Cawston, B.C.

Mrs. Thérèse Couture
St-Gédéon, QC

Mrs. Marg McCurry
Macklin, Sask.

Mr. Robert I. Clow
North Wiltshire, PEI

Mrs. Sherry-Lynn McPeak
Milford, Ont.

Our most sincere condolences to their relatives and friends.

ARTICLE 34 Insurance Plans



by Pierre Charbonneau

34.01 Extended Health Care Plan (EHCP)

CPC pays 95% and employees pay 5% of the premium.
(Except "OPTIONAL" benefits expenses – Hospital)

All regular full-time and part-time employees of CPC are eligible for coverage under the EHCP from the first day they are hired and they must complete application.

The EHCP comprises four (4) main components:

- MEDICAL COVERAGE
- HOSPITAL COVERAGE
- TRAVEL COVERAGE
- COORDINATION OF BENEFITS (new)

Medical coverage:

The single/family deductibles are eliminated.

3 tier drug plan reimbursement:

① The drugs covered under the base drug plan will be reimbursed at 80%. Drugs covered under the base plan are those listed in the **National Drug Formulary**. All categories of diseases in the national formulary have at least one prescribed medication covered at 80%.

or

② Drugs not listed on the National Drug Formulary but listed on the RAMQ formulary will be reimbursed at the RAMQ rates (71%). The RAMQ formulary and reimbursement rates will apply to all CPAA members.

or

③ Drugs that are not listed on either the National Drug Formulary or RAMQ formularies will be reimbursed at 50%.

The plan reimburses such things as:

- ◆ Drugs prescribed by a doctor or dentist
- ◆ Replacement therapeutic nutrients
- ◆ Diabetic supplies
- ◆ Vision care – to a maximum of \$200 in a 2-year calendar
- ◆ Therapy
- ◆ Dental care
- ◆ Ambulance services
- ◆ Hearing aids – purchase/repairs to a maximum of \$600 for each covered person in any 60-month period. It will also reimburse the cost of hearing batteries or charger which will not form part of the overall hearing care maximum (\$600).
- ◆ Naturopath \$400
- ◆ Major dental services \$1,500
- ◆ Orthodontic for children \$2,000
- ◆ Massage therapist \$400
- ◆ Osteopath \$400
- ◆ Podiatrist or Chiropodist \$400
- ◆ Chiropractor \$600
- ◆ Midwife \$400
- ◆ Psychology \$1,000
- ◆ Acupuncture \$400

Hospital coverage:

To assist you with the cost of a hospital room, the plan offers 2 options for additional protection above the \$60 per day provided under the medical coverage:

☞ Option A: \$70.00 per day
@ \$0.17/member or \$0.30/family – per pay period

☞ Option B: \$140.00 per day
@ \$0.74/member or \$1.37/family – per pay period

Travel Coverage:

Travel related emergencies, to a maximum of \$100,000 (Canadian money) per covered person, up to 40-consecutive days after you leave your home province.

Cover such things as:

- ◆ Multilingual help line
- ◆ Medical evacuation
- ◆ Medical costs advances, i.e. for admission to a hospital
- ◆ Family assistance, i.e. for unattended children, transportation, etc.
- ◆ Repatriation

Coordination of benefits:

The EHCP will allow for coordination of benefits between you and your spouse employed by CPC. Spouses currently covered as “**dependants**” must apply to benefits (1-877-727-2722) to be a **member** to benefit from this change. This will apply to active employees and retirees who retired on or after January 1, 2007.

34.03 Dental Plan – Vision/Hearing Care Plans

- ◆ Apply only to employees who regularly scheduled hours of work equal or exceed fifteen (15) hours per week and to all Postmasters in CPAA classification Level 2 and above.
- ◆ Employees in classification Level 1 who as of March 1, 1997, were entitled to the dental plan shall continue to be so entitled for as long as they are incumbent in the position.
- ◆ CPC pays 95% and employees pay 5% of the premium for Dental Plan.
- ◆ Deductible for single/family will apply.
- ◆ The following Dental Fee Guide shall apply:
 - effective January 1, 2007, the 2006 Dental Fee Guide
 - effective January 1, 2008, the 2007 Dental Fee Guide
 - effective January 1, 2009, the 2008 Dental Fee Guide
- ◆ An employee in an acting position (clause 11.08) will be entitled to the benefits providing that he meets the requirements.
- ◆ No change within the Vision/Hearing Care Plan, the cost shall be borne solely by the Corporation.

34.05 Post-Retirement Health Care benefit

The Corporation’s contribution to the “Medical” portion of EHCP (this exclude Optional Expenses Benefit) shall be seventy-five percent (75%) and the contribution of the retiree shall be twenty-five percent (25%).

CPAA/CPC COLLECTIVE AGREEMENT

by Pat Fagan and Shirley Dressler

Several changes have taken effect as a result of the signing of our new Collective Agreement on October 3, 2007, while others have yet to occur. Some points you should be aware of are:

- That your severance payout, if not deferred to retirement, should now be paid.
- That all retroactive pay should now be paid.
- That you received a pay rate increase January 1, 2007 as per Appendix "A".
- That Postmasters have been notified whether or not their position was reclassified as a result of changes to the Job Evaluation Plan.
- That a Postmaster can still request a re-evaluation of their position if the criteria is met as stated in Appendix "E".
- That the 3-tier drug plan is now in effect.
- That the deductibles have been eliminated for the Extended Health Care Plan.
- That the deductibles for the Dental Plan have not changed.
- That the Dental Fee Guide is based on the previous years rates.
- That all employees (including terms) are entitled to be provided with a copy of the Collective Agreement.
- That an employee who is regularly scheduled to work on Saturdays shall not be scheduled for any shift of less than one (1) hour during the week.
- That Part-Time employees pension is now based on their actual hours paid.
- That the leasing allowance for Group Postmasters has been correctly adjusted in accordance with Appendix "I".

Group Life Insurance Plan

A – Life Insurance Benefit

1. Commencing August 1, 2005, **all active members** of the Association are insured for \$10,000 Group Life Insurance in accordance with the terms of Group Policy No. 158073, issued to the Association by The Great-West Life Assurance Company.
2. The above amount is subject to a periodical review.
3. Such insurance will continue *in force* as long as the *employee is an active member of the Association*.
4. Such insurance will continue for as long as this policy is in force.
5. Such insurance will automatically terminate at the end of the month in which the member celebrates his/her 70th birthday.
6. New members are insured from the date on which *active membership to the Association begins*.

B – Total Disability Benefit

1. This policy provides group insurance during continuous total disability as long as the following conditions apply:
 - a) you have been totally disabled for 6 months or more, prior to your 65th birthday;
 - b) the disability is such that you are unable to perform any work of any kind;
 - c) you remain an active member of the Association.
2. The coverage does not extend beyond your 65th birthday.
3. If you cease to be a member while you are on disability and before your 65th birthday, you must consider the conversion outlined in item C below.
4. You applied for waiver of premium benefits within the contract provisions.

C – Conversion Privilege

1. This insurance can be converted into certain types of individual life insurance plans, then issued by Great-West Life Assurance Company.
2. To convert this policy, the following conditions must be in effect:
 - a) your active membership to the Association must terminate on or before your 65th birthday;
 - b) your application for conversion must be received by Great-West Life within 31 days of termination of your active membership.**
3. Presently, the maximum coverage available is \$10,000.
4. Conversion is available regardless of your health.
5. The privilege does not extend beyond 31 days following your 65th birthday, even though you may continue to work beyond that date.

D – Beneficiary

1. A form is provided below to enable you to register a beneficiary in the event of your death.
2. You may change your designated beneficiary any time.
3. If no beneficiary is named, the insurance proceeds will be paid through the administrator, executor, or assign(s) of your estate upon your death.
4. ***If designating a beneficiary who is a minor or who lacks legal capacity, please check box below, (in beneficiary form) and a Trustee Appointment form will be sent to you for completion.***

Certificate of Insurance

1. *The Great-West Life*, certifies that the holder of this policy is insured for the sum of \$10,000, in accordance with the terms of Group Policy No. 158073:
 - a) as long as he/she is an active member of the Canadian Postmaster and Assistants Association; and
 - b) as long as he/she is under age 70.
2. The insurance is payable on death from any cause to the beneficiary last registered in writing with *Great-West Life*.
3. If no beneficiary is registered with Great-West Life, the insurance is payable to the deceased's administrator, executor or assign(s).
4. The policy includes a Total Disability Benefit and a Conversion Privilege.
5. The certificate and the descriptive literature above are provided for information purposes only.
6. If any conflicts arise between the above and the terms of Group Policy No. 158073, the terms of the latter shall govern.

Should you need any additional information about your insurance plan, please contact:

**Pierre A. Jeurond, Administrator
CPAA Group Life Insurance Plan
PO Box 189
Cumberland ON K4C 1E6**

613-833-2227 pjeauro@magma.ca

2007/02

Retain the above for your records.

(Remove when completed, and forward this portion to the **address above**.)

Beneficiary Designation Form (PLEASE PRINT)

Important notice regarding Group Life Insurance Plan

- Before completing this form, you must have signed an Association Member's File.
- This form should only be completed *ONCE*, unless you wish to amend it. (ex. change in beneficiary or name change)
- When this form is completed by a member, he/she must have their signature witnessed by someone other than the named beneficiary.

• **Minor beneficiary:** YES NO • **Language preference:** English French Home phone #: (____) _____

I, _____ living in the Province of _____

Member's full name

Office Name

and insured under Group Policy No. 158073 declare that all proceeds payable under this policy at my death be paid to

Beneficiary's full name

Relationship of Beneficiary to Member

Dated at _____ this _____ day of _____ 20 _____

City, Province

Signature of Witness

Signature of Member