

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1417.05**

**A BYLAW TO AMEND THE OFFICERS  
AND MANAGEMENT EMPLOYEES TERMS  
AND CONDITIONS OF EMPLOYMENT BYLAW**

WHEREAS the Regional District of Nanaimo may, by bylaw under Section 233 of the *Local Government Act*, establish terms and conditions of employment, including the appointment and termination, of its Officers and Employees;

NOW THEREFORE the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as the "Regional District of Nanaimo Officers and Management Employees Terms and Conditions of Employment Amendment Bylaw No. 1417.05, 2019".
2. Schedule 'A' of Bylaw No. 1417 is hereby repealed and replaced with Schedule 'A' attached to and forming part of this bylaw.

Introduced and read three times this      day of      , 20xx.

Adopted this      day of      , 20xx.

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CHAIR

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CORPORATE OFFICER

Schedule 'A' to accompany "Regional District of Nanaimo Officers and Management Employees Terms and Conditions of Employment Amendment Bylaw No. 1417.05, 2019".

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Chair

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Corporate Officer

**REGIONAL DISTRICT OF NANAIMO OFFICERS AND MANAGEMENT EMPLOYEES  
TERMS AND CONDITIONS OF EMPLOYMENT  
BYLAW NO. 1417**

**SCHEDULE 'A'**

**PART ONE:  
PAID LEAVE OF ABSENCE**

**(1) LEAVE OF ABSENCE**

Leave of Absences with pay shall be provided as follows:

**(a) Bereavement Leave**

All Employees shall be entitled to a maximum of five (5) paid working days of compassionate leave in the event of life threatening illness or death in their immediate family. An Employee will be provided with additional unpaid leave in the event of a life threatening illness or a death in the immediate family.

Immediate family is defined as the father, mother, brothers, sisters, brothers-in-law, sisters-in-law, spouse, common-law spouse (as defined in the *Family Relations Act*), children, step-children, in-law parents, grandparents, grandchildren and current step-parents of an Employee.

**(b) Parental Leave**

In the case of the natural/adopting mother or natural/adopting father, Employees are entitled to a combined maternity/parental leave without pay for the total number of weeks as established in the current *Employment Standards Act* before or after the birth or adoption of the child. Contributions to benefits while on maternity/adoption or parental leave shall continue to be paid by the Employer.

**(c) Dependent Illness**

In the case of illness of a dependent child, spouse or parent of an Employee, when no one at the Employee's home can provide for the needs of the ill child, an Employee after notifying their supervisor, shall be entitled to use a maximum of five (5) accumulated sick leave days per year to care for their child and/or to make alternate arrangements for care

**(2) JURY DUTY**

Any Employee who is summoned to perform jury duty shall be excused from attendance for work while performing such duties and shall be entitled to his or her full pay provided that he or she shall pay to the District all Jury fees to which he or she is entitled except transport, accommodation and meal expenses.

**PART TWO:****ANNUAL VACATION ENTITLEMENT**

Vacation entitlement shall be based on a calendar year and Employees shall be eligible to receive their full entitlement commencing January 1<sup>st</sup> of each calendar year. Except where provided for separately between the Employee and the Employer, annual vacation entitlements for Employees shall be as follows:

During first year	4 weeks (pro-rated)
On completion of first year	4 weeks
On completion of fifth year	5 weeks
On completion of fourteen years	6 weeks
On completion of twenty years	7 weeks
On completion of twenty-five years*	8 weeks

\*Applicable only to excluded staff with more than 10 years of service as of January 23, 2018