### **Summary of Contents**

### Volume 1

Chapter 1. Choice of Business Form

### Volume 2

Chapter 2. Purchase and Sale of Going Concerns Chapter 3. Use of the Family Trust

Chapter 4. Shareholder Agreements

Chapter 5. Financial Assistance Available to Small and Medium-Sized Businesses

Chapter 6. Investment Canada

Chapter 7. Business Reorganizations

Chapter 8. Precedents for Corporate Transactions

Chapter 9. Employment Law

### Volume 3

Chapter 9. Employment Law (Continued)

Appendix 9A. Reasonable Notice for Wrongful Dismissal Claims

### Volume 4

Chapter 10. Business Practices

Chapter 11. E-Business Law

### Appendix

Appendix PS. Summary of Procedure for the Resolution of

Disputes Under the CIRA Domain Name

Dispute Resolution Policy

#### **Table of Cases**

### Index

### **Table of Contents**

### Volume 1

# CHAPTER 1. CHOICE OF BUSINESS FORM

#### I. INTRODUCTION

- § 1:1 Generally
- § 1:2 Types of Business Forms
- § 1:3 Factors to Consider

#### II. BUSINESS NAME

§ 1:4 Generally

#### III. SOLE PROPRIETORSHIP

§ 1:5 Generally

#### IV. PARTNERSHIP

- § 1:6 Introduction
- § 1:7 Tax Considerations
- § 1:8 Income Tax Folio S4-F16-C1 What Is a partnership?
- § 1:9 Partners May Bind Each Other
- § 1:10 Dissolution
- § 1:11 Non-Competition Clause

#### V. LIMITED PARTNERSHIP

- § 1:12 Introduction
- § 1:13 Participation by a Limited Partner in Management
- § 1:14 Structure of Limited Partnership
- § 1:15 Name of Limited Partnership

#### VI. JOINT VENTURE

§ 1:16 Generally

#### VII. CORPORATION

§ 1:17 Introduction

the
2
the
ES

§ 1:50 —Consumer-related Amendments

#### § 1:51 —Commercial-related Amendments

### XI. FORMS AND PRECEDENTS

§ 1:52	Busines Name Record Search Request
§ 1:53	Ontario Business Registration Application
§ 1:54	Partnership Registration Example of Registration for General Partnership
§ 1:55	Incorporation Under Canada Business Corporations Act—Form 1
§ 1:56	—Form 3
§ 1:57	—Form 6
§ 1:58	Organization of Federal Corporation
§ 1:59	—Resolutions of the Directors of (Name of Corporation)
§ 1:60	—Share Subscription
§ 1:61	—Resolutions of the Shareholders of
§ 1:62	—Director's Continuing Consent to Act
§ 1:63	—Confirmation
§ 1:64	—Consent to Dispense with Audit
§ 1:65	—Notice of Appointment
§ 1:66	—Notice of Engagement
§ 1:67	—Direction
§ 1:68	Incorporation under the Business Corporations Act 1990
§ 1:69	—Certified Copy
§ 1:70	Organization of Ontario corporation
§ 1:71	—Resolutions of the Directors of (Name of Corporation)
§ 1:72	—Share Subscription
§ 1:73	—Resolutions of the Shareholders of (Name of Corporation)
§ 1:74	—Director's Continuing Consent to Act
§ 1:75	—Confirmation
§ 1:76	-Notice of Appointment
§ 1:77	-Notice of Engagement
§ 1:78	—Direction
§ 1:79	—Consent to Dispense with Audit
§ 1:80	—Serviceontario Centres/Government Information Offices
§ 1:81	Ontario Forms—Forms Under the <i>OBCA</i> —Form 1—Articles of Incorporation
§ 1:82	— —Form 2—Consent to Act as a First Director
§ 1:83	— —Form 5—Restated Articles of Incorporation
§ 1:84	— —Form 6—Articles of Continuance

§ 1:85	— —Form 7—Application for Authorization to Continue in Another Jurisdiction
§ 1:86	— —Form 7.1—Application for Authorization to Continue under the Co-operative Corporations Act
§ 1:87	— —Form 8—Articles of Arrangement
§ 1:88	— —Form 9—Articles of Reorganization
§ 1:89	——Form 10—Articles of Dissolution
§ 1:90	——Form 11—Articles of Dissolution
§ 1:91	— —Form 15—Articles of Revival
§ 1:92	—Forms under the <i>Business Names Act</i> —Form 1—Registration—Sole Proprietorship/Partnership
§ 1:93	— —Form 2—Registration—Corporations
§ 1:94	—Forms under the Extra-Provincial Corporations Act—Form 1—Application for Extra-Provincial Licence
§ 1:95	— —Form 2—Appointment of Agent for Service/ Revised Appointment of Agent for Service
§ 1:96	— —Form 3—Application for Amendment to Extra- Provincial Licence
§ 1:97	— —Form 4—Application for Termination of Extra- Provincial Licence
§ 1:98	Federal Forms—Canadian Business Corporations Act Forms—Form 1—Articles of Incorporation
§ 1:99	— —Form 2—Initial Registered Office Address and First Board of Directors
§ 1:100	— —Form 3—Change of Registered Office Address
§ 1:101	— —Form 4—Articles of Amendment
§ 1:102	— —Form 6—Changes Regarding Directors
§ 1:103	— —Form 7—Restated Articles of Incorporation
§ 1:104	— —Form 9—Articles of Amalgamation
§ 1:105	— —Form 11—Articles of Continuance
§ 1:106	— —Form 14—Articles of Reorganization
§ 1:107	— —Form 14.1—Articles of Arrangement
§ 1:108	— —Form 15—Articles of Revival
§ 1:109	— —Form 17—Articles of Dissolution
§ 1:110	— —Form 19—Statement of Intent to Disclose
§ 1:111	— —Form 20—Statement of Revocation of Intent to Dissolve
§ 1:112	— —Form 22—Annual Return

### Volume 2

# CHAPTER 2. PURCHASE AND SALE OF GOING CONCERNS

_	INTR	$\Delta$		$\sim$
			1 4 1/ 1	
			14 /	

§ 2:1 Generally

#### II. THE PURCHASE AND SALE OF SHARES

§ 2:2 Generally

#### III. DEEMED YEAR END

§ 2:3 Generally

#### IV. FROM THE VENDOR'S PERSPECTIVE

2:4	Introduction
2:5	Capital Gains and Losses
2:6	Capital Gains Rollover for Small Business Investors
2:7	Capital Gains Exemption
2:8	Reserves
2:9	Non-Competition Agreement (NCA)
2:10	Earnout Clauses
2:11	Interpretation Bulletin IT-426R
2:12	Interpretation Bulletin IT-462
2:13	Warranties and Covenants
2:14	Conversion of Capital Gains into Inter-Corporate
	Tax-Free Dividends

#### V. FROM THE PURCHASER'S PERSPECTIVE

2:15	Introduction
2:16	Cost of the Acquired Shares
2:17	Deductibility of Interest
2:18	Carry Forward of Losses—Net Capital Losses
2:19	—Non-Capital Losses
2:20	Changes in Corporate Status
2:21	—Private Corporation
2:22	—Canadian-Controlled Private Corporations (CCPC)
2:23	Interpretation Bulletin IT-391R
2:24	Non-Resident Vendors
2:25	Pensions
2:26	Depreciables and Inventory

### VI. THE PURCHASE AND SALE OF ASSETS

VII.	FORMS AND PRECEDENTS
§ 2:58	—General Perspective
§ 2:57	—Vendor's Perspective
§ 2:56	—Purchaser's Perspective
-	Business
§ 2:55	Non-Tax Factors in the Purchase and Sale of a
§ 2:54	—Interpretation Bulletin 3007
§ 2:53	——Supplement 1
§ 2:52	—Information Circular 88-2
§ 2:51	General Anti-Avoidance Rule
§ 2:50	Gst/Hst Info Sheet (GI-070 July 2010)
§ 2:49	Exclusion of "Business Contact Information"  Expanded
§ 2:48	Documents Act (PIPEDA) Amendments  —"Business Transaction" Exception to Consent
§ 2:47	Personal Information Protection and Electronic
§ 2:46	Allocations on a Bulk Asset Purchase
§ 2:45	Canada Pension Plan
§ 2:44	("GST"/"HST") Existing Surplus
§ 2:43	Goods and Services Tax/harmonized Sales Tax
§ 2:42	Land Transfer Tax
§ 2:41	Retail Sales Tax
§ 2:40	Deductibility of Interest
§ 2:39	Non-Transferable Assets
§ 2:38	Assumption of Liabilities
§ 2:37	Eligible Capital Property
§ 2:36	Capital Assets: Land and Other Non-Depreciable Assets
§ 2:35	Capital Assets: Depreciable Property
§ 2:34	—Interpretation Bulletin IT-417R2
§ 2:33	Prepaid Expenses
§ 2:32	—Interpretation Bulletin IT-287R2
§ 2:31	Inventory
§ 2:30	—Interpretation Bulletin IT-188R
§ 2:29	Accounts Receivable
§ 2:28	Cash
§ 2:27	Introduction

- § 2:59 Share Purchase Agreement§ 2:60 Asset Purchase Agreement
- § 2:61 Purchase of a Going Concern Asset Purchase Check-List

### CHAPTER 3. USE OF THE FAMILY TRUST

#### I. ESTATE FREEZE CONSIDERATIONS

- § 3:1 Introduction
- § 3:2 Family Issues
- § 3:3 Business Issues
- § 3:4 Owner's Objectives
- § 3:5 1999 Federal Budget Changes

# II. USE OF THE FAMILY TRUST IN THE FAMILY-OWNED BUSINESS

- § 3:6 Introduction
- § 3:7 Taxation of a Trust
- § 3:8 The Residence of a Trust

#### III. FORMS AND PRECEDENTS

- § 3:9 Deed of Settlement
- § 3:10 Form of Special Resolution to Effect a Section 86 Reorganization Which Also Forms the Basis for the Articles of Amendment
- § 3:11 Establishment of Family Trust
- § 3:12 Establishment of Family Trust as New Common Shareholder of Family Operating Company

#### IV. INCOME TAX FOLIO

§ 3:13 S1-F5-C1, Related Persons and Dealing at Arm's Length

# CHAPTER 4. SHAREHOLDER AGREEMENTS

#### I. INTRODUCTION

- § 4:1 Generally
- § 4:2 Taxation of Shareholders
- § 4:3 Taxation and the Use of Life Insurance
- § 4:4 —Interpretation Bulletin IT-309R2
- § 4:5 Valuation Questions
- § 4:6 Complicated Share Capital Structure of the Corporation
- § 4:7 Management Shareholders
- § 4:8 Spousal Rights

#### § 4:9 Forms and Precedents—Agreement

### CHAPTER 5. FINANCIAL ASSISTANCE AVAILABLE TO SMALL AND MEDIUM-SIZED BUSINESSES

T	T	ITI	RO	D	TI	CT	T	1	V
		<b>7</b> I I	B. W. J	, , ,					7

§ 5:1 Generally

#### II. FEDERAL

#### A. BUSINESS IMPROVEMENTS LOANS

§ 5:2 Generally

# B. PROGRAM FOR EXPORT MARKET DEVELOPMENT (PEMD)

- § 5:3 Introduction
- § 5:4 Market Development Strategies (MDS)
- § 5:5 Small or New-to-Exporting Companies
- § 5:6 Capital Projects Bidding
- § 5:7 Special Activities

# C. BUSINESS DEVELOPMENT BANK OF CANADA [BDC]

- § 5:8 Introduction
- § 5:9 Financial Services
- § 5:10 Venture Capital Division
- § 5:11 Management Services
- § 5:12 Other Notes
- § 5:13 Young Entrepreneurship Financing Program

# D. FEDERAL PROGRAMS AND SERVICES FOR BUSINESS

- § 5:14 Canada Business Service Centres
- § 5:15 Canada Small Business Financing (CSBF) Program
- § 5:16 Targeted Wage Subsidy Program
- § 5:17 Youth Internship Canada
- § 5:18 Employment Equity

# E. ATLANTIC CANADA OPPORTUNITIES AGENCY (ACOA)

§ 5:19 Introduction

#### TABLE OF CONTENTS

- § 5:20 Business Development Program Financing
- § 5:21 Business Support for Non-Commercial Projects
- § 5:22 Selling to the Government
- § 5:23 Funding for Capital Costs
- § 5:24 Funding Your Innovative Ideas

### F. WESTERN ECONOMIC DIVERSIFICATION PROGRAM

- § 5:25 Introduction
- § 5:26 Western Diversification (WD)
- § 5:27 Quality Assurance
- § 5:28 International Marketing Initiative
- § 5:29 Pathfinding
- § 5:30 Government Contracts
- § 5:31 Advocacy and Coordination

#### III. NEWFOUNDLAND AND LABRADOR

- § 5:32 Enterprise Newfoundland and Labrador Corporation (ENLC)
- § 5:33 Capital Costs
- § 5:34 Operating Costs
- § 5:35 Marketing Initiatives

#### IV. NOVA SCOTIA

- § 5:36 Department of Economic Development and Tourism Community Business Loan Program
- § 5:37 Nova Scotia Business Development Corporation

#### V. NEW BRUNSWICK

- § 5:38 Financial Assistance to Industry
- § 5:39 Venture Capital Support Program (VCSP)
- § 5:40 Trade Assistance
- § 5:41 Community Development Bond Program
- § 5:42 Self-Start
- § 5:43 The Industrial Benefits Opportunities

#### VI. PRINCE EDWARD ISLAND

- § 5:44 Enterprise P.E.I.
- § 5:45 Equity Investors' Incentive
- § 5:46 Small Business Development
- § 5:47 Enterprise Assistance

VII.	QUÉBEC
§ 5:48	Société de Développement Industriel du Québec (SDI)
§ 5:49	Financing Production
§ 5:50	Financing Tourism
§ 5:51	Financing Combinations and Alliances
§ 5:52	Financing Technological Development and Design
§ 5:53	Financing Cooperatives
§ 5:54	Financing Quebec Business Investment Companies
	(SPEQ)
§ 5:55	Financing Exportation
VIII.	ONTARIO
§ 5:56	The Ontario Development Corporations
§ 5:57	Innovation Ontario Corporation (IOC)
§ 5:58	Ontario International Corporation (OIC)
IX.	MANITOBA
§ 5:59	Manitoba Industrial Opportunities Program
§ 5:60	Manitoba Industrial Recruitment Initiative
§ 5:61	Rural Development Bond Program
§ 5:62	Rural Economic Development Initiative (REDI)
<b>X.</b> S.	ASKATCHEWAN
§ 5:63	Department of Economic Development—Community Bonds Program
§ 5:64	—Labour Sponsored Venture Capital Program
§ 5:65	—Northern Saskatchewan Economic Development
8 9.09	Revolving Fund
§ 5:66	—Saskatchewan Opportunities Corporation (SOC)
XI.	ALBERTA
§ 5:67	Opportunity Company Loans Division
§ 5:68	Alberta Economic Development and Tourism
\$ 0.00	Investment Matching Service of Alberta
XII.	BRITISH COLUMBIA
§ 5:69	Discovery Enterprises Inc.
§ 5:70	Downtown Revitalization Program
§ 5.70 § 5:71	Equity Capital Program
_	Working Opportunity Fund (EVCC)
§ 5:72	working Opportunity rund (EVCC)
XIII.	NORTHWEST TERRITORIES

§ 5:73 Small Business Grants

#### TABLE OF CONTENTS

- § 5:74 Business Development Fund (BDF)
- § 5:75 Economic Development Assistance (EDA)

#### XIV. FEDERAL LOBBYING ACT

- § 5:76 Introduction
- § 5:77 Commissioner of Lobbying
- § 5:78 Designated Public Office Holders (DPOHs)
- § 5:79 Initial Return
- § 5:80 Monthly Returns
- § 5:81 OffenceS and Penalties
- § 5:82 Solicitor and Client Privilege Concerns

#### CHAPTER 6. INVESTMENT CANADA

#### I. INTRODUCTION

§ 6:1 Generally

# II. DUAL FILING REQUIREMENTS—GUIDELINES

§ 6:2 Generally

#### III. NOTIFICATION

§ 6:3 Generally

#### IV. REVIEW

§ 6:4 Generally

#### V. MEDIATION GUIDELINE

§ 6:5 Generally

### VI. FREQUENTLY ASKED QUESTIONS

§ 6:6 Generally

#### VII. THE INVESTMENT CANADA ACT

§ 6:7 Key Features of the 1985 Act

#### VIII. THE INVESTMENT CANADA ACT

 $\S$  6:8 Application for Review Under the Investment Canada Act

#### IX. THE INVESTMENT CANADA ACT

§ 6:9 Background Information

#### X. INVESTMENT CANADA ACT

§ 6:10 Generally

#### XI. THE REVISED MERGER REVIEW PROCESS

§ 6:11 Generally

# XII. REGULATIONS RESPECTING INVESTMENT IN CANADA

§ 6:12 Generally

#### XIII. INVESTMENT CANADA POLICIES

- § 6:13 Interpretation Notes—Interpretation Note No. 1—Defunct Business
- § 6:14 —Interpretation Note No. 2—Part of a Business Capable of Being Carried on as a Separate Business
- § 6:15 —Interpretation Note No. 3—All or Substantially All of the Assets
- § 6:16 —Interpretation Note No. 4—Business
- § 6:17 Investment Canada Act Guidelines—Related-Business Guidelines
- § 6:18 —Guidelines—Administrative Procedures
- § 6:19 —Guidelines—Acquisitions of Oil and Gas Interests
- § 6:20 —Industry Canada
- § 6:21 —Cultural Businesses: Filing Requirements
  Guidelines
- § 6:22 Excerpts from a Regulatory Impact Statement

# XIV. INVESTOR STATUS UNDER NAFTA AND CCFTA

§ 6:23 Generally

#### XV. IMMIGRANT INVESTOR PROGRAM

§ 6:24 Generally

# XVI. GUIDELINES UNDER THE INVESTMENT CANADA ACT

§ 6:25 Generally

### XVII. ANNUAL REPORT

 $\S 6:26$  Generally

# XVIII. THE FOREIGN INVESTMENT REVIEW PROCESS IN CANADA

§ 6:27 Generally

## XIX. INVESTING IN THE FUTURE OF CANADIAN BOOKS

§ 6:28 Generally

#### XX. INVESTMENT CANADA ACT

- § 6:29 Introduction
- § 6:30 Application for Review

#### XXI. INVESTMENT CANADA ACT

- § 6:31 Introduction
- § 6:32 Notification to Establish a New Canadian Business

#### XXII. INVESTMENT CANADA ACT

§ 6:33 Notification to Acquire Control of an Existing Canadian Business (or Businesses)

#### XXIII. DRAFT GUIDELINES ON NOTIFICATIONS

§ 6:34 Generally

# XXIV. DRAFT GUIDELINES ON DOCUMENTATION TO BE PROVIDED BY INVESTORS SEEKING A MINISTERIAL OPINION ON THE CANADIAN STATUS OF AN INDIVIDUAL OR AN ENTITY

§ 6:35 Generally

# CHAPTER 7. BUSINESS REORGANIZATIONS

#### I. INTRODUCTION

- § 7:1 Generally
- § 7:2 Section 85—Asset Transfer Agreement— Consideration: Common Shares and Promissory Note
- § 7:3 Section 85—Asset Transfer Agreement— Consideration: Preference Shares and Promissory Note

§ 7:4	Resolution of the Director
§ 7:5	Resolution of the Director
§ 7:6	Section 85 Share Purchase Agreement—Provides for Common Shares as Consideration
§ 7:7	Section 85 Share Purchase Agreement—Provides for Preference Shares as Consideration
§ 7:8	Resolution of the Director
§ 7:9	Resolution of the Director
§ 7:10	Share Purchase Agreement—Pursuant to Section 86 Reorganization—Provides for Common Shares as Consideration
§ 7:11	Sample Articles of Amendments for Section 86 Reorganization
§ 7:12	Amalgamation Agreement
§ 7:13	Special Resolution of Amalgamation
§ 7:14	Amalgamation Agreement
§ 7:15	Special Resolution of Amalgamation
§ 7:16	Statutory Declaration of Director and/or Officer Pursuant to Subsection 185(2) of the Canada Business Corporations Act
§ 7:17	Asset Transfer Agreement on Dissolution (ONTARIO)
СНА	PTER 8. PRECEDENTS FOR
	PORATE TRANSACTIONS
§ 8:1	Corporate Borrowing
§ 8:2	Corporate Precedents
§ 8:3	General Assignment of Accounts Receivable
§ 8:4	Guarantee
§ 8:5	Promissory Note
§ 8:6	Guarantee and Postponement of Claim
§ 8:7	Guarantee, Pledge of Shares and Postponement of Claim
§ 8:8	Agreement of Guarantee, Subordination and Postponement of Claims
§ 8:9	Loan Agreement
§ 8:10	Non-Competition Agreement
§ 8:11	Demand Promissory Note
§ 8:12	Promissory Note
§ 8:13	Security Agreement
§ 8:14	Security Agreement (PMSI Inventory)
§ 8:15	General Security Agreement
§ 8:16	General Security Agreement
§ 8:17	Share Pledge Agreement
§ 8:18	Closing Agenda

§ 8:19 Share Purchase Closing Documents Receipt

### CHAPTER 9. EMPLOYMENT LAW

### I. EMPLOYMENT APPLICATIONS

§ 9:1	Hiring Process
§ 9:2	Guide to Screening and Selection in Employment
§ 9:3	Offer of Employment
§ 9:4	Employee Expenses
§ 9:5	Wage Earner Protection Program (WEPP)
§ 9:6	Employer Remedies for Protection of Confidential Information
§ 9:7	Tort Claims by Employees
§ 9:7.50	
§ 9:8	Fraudulent Concealment in the Employment Context
§ 9:9	-Employment Context
§ 9:10	Compassionate Care Benefits
§ 9:11	Pension Benefits
§ 9:12	Workplace Social Media Policy
§ 9:13	Invasion of Privacy: Tort Liability for "Intrusion of Seclusion"
§ 9:14	Appendix A—Ontario damage awards
§ 9:15	Appendix B—Damage awards under provincial privacy legislation

### II. WRONGFUL DISMISSAL

§ 9:16	Introduction
§ 9:17	A General Overview of the Basic Principles
§ 9:18	—Basic Principle
§ 9:19	—Just Cause

### Volume 3

	. 01011110
§ 9:20	—Condonation of Misbehaviour
§ 9:21	—Employment Standards Act (ONTARIO)
§ 9:22	—Employment Standards Improvement Act
	(Ontario)
§ 9:23	—Issue Estoppel
§ 9:24	-Factors Considered in Determining Reasonable
	Notice
§ 9:25	—Resignation
§ 9:26	—Constructive Dismissal
§ 9:27	—Duty to Mitigate

§ 9:28	—Damages
§ 9:29	
	Exposure to Liability
§ 9:30	· ·
§ 9:31	—Managing Absenteeism
§ 9:32	—The Probationary Period
§ 9:33	8
§ 9:34	—Employment Policies
§ 9:35	—Employment Contracts
§ 9:36	
§ 9:37	
§ 9:38	—New Developments—"Ballpark Justice" or the "Threshold Onus" Doctrine
§ 9:39	
§ 9:40	1995 Sampling of Ontario Severance Arrangements for Toronto, London, Kitchener, Hamilton and Ottawa
§ 9:41	Eleven Ways to Reduce or Eliminate Liability and Costs in Dismissal Situations
§ 9:42	Employee or Self-Employed
III.	PRECEDENTS
§ 9:43	Common Terms in Employment Contracts
§ 9:43 § 9:44	
§ 9:44	
§ 9:44 <b>IV.</b>	Employment Agreement  EMPLOYMENT STANDARDS
§ 9:44 <b>IV.</b> § 9:45	Employment Agreement  EMPLOYMENT STANDARDS  Introduction
§ 9:44 <b>IV.</b> § 9:45 § 9:46	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans
\$ 9:44 <b>IV.</b> \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave
\$ 9:44 IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:54	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave
\$ 9:44 IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:54 \$ 9:55	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave —Parental Leave
\$ 9:44  IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:54 \$ 9:55 \$ 9:55 \$ 9:56	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave —Parental Leave —Family Medical Leave
\$ 9:44 IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:54 \$ 9:55 \$ 9:56 \$ 9:57	Employment Agreement  EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave —Parental Leave —Family Medical Leave —Personal Emergency Leave
\$ 9:44  IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:54 \$ 9:55 \$ 9:55 \$ 9:56	EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave —Parental Leave —Family Medical Leave —Personal Emergency Leave —Organ Donor Leave
\$ 9:44 IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:54 \$ 9:55 \$ 9:56 \$ 9:57 \$ 9:58	EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave —Parental Leave —Family Medical Leave —Personal Emergency Leave —Organ Donor Leave
\$ 9:44  IV. \$ 9:45 \$ 9:46 \$ 9:47 \$ 9:48 \$ 9:49 \$ 9:50 \$ 9:51 \$ 9:52 \$ 9:53 \$ 9:55 \$ 9:56 \$ 9:57 \$ 9:58 \$ 9:59	EMPLOYMENT STANDARDS  Introduction Ontario Employment Standards Act, 2000 —Hours of Work & Overtime —Minimum Wage —Vacation —Public Holidays —Termination of Employment & Severence Pay —Benefit Plans —Pregnancy and Parental Leave —Pregnancy Leave —Parental Leave —Family Medical Leave —Personal Emergency Leave —Organ Donor Leave —Notice of Termination —Severance Pay

#### Table of Contents

§ 9:62	—Employee Wage Protection Program (EWPP)
	Coverage
§ 9:63	— —Application
§ 9:64	——Changes to the Employee Wage Protection
	Program (EWPP)
§ 9:65	—Domestics and Nannies
§ 9:66	—Lie Detectors
§ 9:67	-Retail Business Establishments-Sunday and
	Holiday Work—Who is Covered
§ 9:68	———Right to Refuse Work
§ 9:69	— — Right to Continuous Period of Rest
§ 9:70	——Protection from Reprisals:
§ 9:71	—General Administration
§ 9:72	——Records
§ 9:73	— —Business Sale
§ 9:74	— Other Provisions

# V. LABOUR RELATIONS—UNION ORGANIZATION

§ 9:75	Introduction
§ 9:76	The Legislative Context
§ 9:77	Labour Relations Statute Law Amendment Act,
	2005—Certification process
§ 9:78	—Unfair Labour Practices
§ 9:79	—Construction Industry
§ 9:80	Collective Bargaining and Labour Arbitration
§ 9:81	Essential Services
$\S 9:82$	The Materials
§ 9:83	Communication Guidelines for Management—Part I
§ 9:84	—Part II
§ 9:85	—Part III
§ 9:86	Union Organizing—How to Respond and What Your
	Legal Obligations Are—Introduction
$\S 9:87$	——Pre-union Organization
§ 9:88	— — The Union Organizing Campaign
§ 9:89	— — The Application for Certification
§ 9:90	——Post Certification—The Obligation to Bargain
§ 9:91	——Conclusion
§ 9:92	Ontario Labour Relations Board Information
	Bulletin No. 1
§ 9:93	—Form A-1
§ 9:94	—Form A-2

### VI. HUMAN RIGHTS IN ONTARIO

§ 9:95 Introduction

#### Business Legal Adviser

§ 9:96	The Purpose of the Legislation
§ 9:97	Reform of Human Rights System in Ontario
§ 9:98	Mandatory Retirement
§ 9:99	Absence Management
§ 9:100	Accessibility for Ontarians with Disabilities Act
§ 9:101	Drug and Alcohol Testing
§ 9:102	The Customer Service Standard
§ 9:103	Family Status
§ 9:104	A Review of the Material in this Section
§ 9:105	Excerpt from "Guide to Your Human Rights and Responsibilities under the Human Rights Code"
§ 9:106	Investigation of Complaints by the Ontario Human Rights Commission—Employer Beware!— Introduction
§ 9:107	——Initial Contact by the Commission
§ 9:108	——Receipt of Formal Written Complaint
§ 9:109	— — The Commissioner's Mandate
§ 9:110	— — The Initial Reply
§ 9:111	——The Fact Finding Conference
§ 9:112	——The Extended Investigation
§ 9:113	——Conclusion
§ 9:114	Ontario Human Rights Commission Policy
	Statements—Policy on Employment-Related Medical Information
§ 9:115	—Policy Statement On HIV/AIDS-Related Discrimination*
§ 9:116	—Policy on Requiring a Driver's Licence as a Condition of Employment
§ 9:117	—Policy on Height and Weight Requirements
§ 9:118	—Exceptions to the Equality Rights Provisions of the Ontario Human Rights Code, as They Relate to the Workplace
§ 9:119	—Policy on Preventing Sexual and Gender-Based
5 0.110	Harassment—Summary
§ 9:120	—Fact Sheet—Sexual Harassment in Employment
§ 9:121	—Policy on Racial Slurs and Harassment and Racial Jokes
§ 9:122	—The Liability of Employers for the Actions of Their Employees/Agents
§ 9:123	—Policy on Drug and Alcohol Testing
§ 9:124	—Policy and Guidelines on Disability and the Duty
<b>U</b> - ·	to Accommodate
§ 9:125	—Policy on Discrimination Against Older Persons Because of Age
§ 9:126	—Guide to Releases with Respect to Human Rights Complaints

r	T /	OF	$C_{\Omega}$	רדא	אישרו	דיד	10

IMBLE O	CONTENTS
§ 9:127	—Guidelines on Developing Human Rights Policies and Procedures
§ 9:128	
VII.	OCCUPATIONAL HEALTH AND SAFETY
$\mathbf{A}$	. INTRODUCTION
§ 9:129	Generally
В	DUTIES UNDER THE O.H.S.A.
§ 9:130	Introduction
§ 9:131	Duties of Employers
§ 9:132	
§ 9:133	Duties of Workers
§ 9:134	Duties of Corporate Officers and Directors
§ 9:135	Health and Safety Committees
§ 9:136	Reporting of Accidents
§ 9:137	Enforcement of the O.H.S.A.
§ 9:138	Orders
§ 9:139	Prosecutions
§ 9:140	OHS Duty Under the Criminal Code
§ 9:141	Violence and Harassment in the Workplace
§ 9:142	—Domestic Violence
§ 9:143	—Refusal to Work
VIII.	EMPLOYEE BENEFIT PROGRAMS
§ 9:144	Introduction
§ 9:145	
§ 9:146	-
§ 9:147	Pension Benefits
§ 9:148	Retiring Allowances

### Volume 4

Reasonable Notice for Wrongful Dismissal

### CHAPTER 10. BUSINESS PRACTICES

### I. COMPETITION ACT

§ 9:149 Relocation Payments

§ 10:1 Generally

Appendix 9A.

Claims

#### II. ABUSE OF DOMINANT POSITION

§ 10:2 Generally

#### III. NOTIFIABLE TRANSACTIONS

§ 10:3 Generally

#### IV. "BID-RIGGING"

§ 10:4 Generally

# V. "PRODUCT OF CANADA" AND "MADE IN CANADA" CLAIMS

§ 10:5 Introduction

§ 10:6 Enforcement Guidelines

#### VI. PRICE MAINTENANCE

§ 10:7 Generally

#### VII. DECEPTIVE TELEMARKETING

§ 10:8 Generally

#### VIII. DECEPTIVE ADVERTISING

§ 10:9 Introduction

§ 10:10 Telemarketing Section 52.1 of the Competition Act

#### IX. MISLEADING ADVERTISING

§ 10:11 Introduction

§ 10:12 Information Bulletin—Misleading Representations and Deceptive Marketing Practices: Choice of Criminal or Civil Track under the Competition Act

§ 10:13 Influencer Marketing

#### X. ORDINARY PRICE CLAIMS

§ 10:14 Introduction

§ 10:15 Enforcement Guidelines

#### XI. PRICE-RELATED REPRESENTATIONS

A. FALSE OR MISLEADING ORDINARY SELLING PRICE REPRESENTATIONS

§ 10:16 Introduction

#### TABLE OF CONTENTS

g 10:17 Generally	8	10:17	Generally
-------------------	---	-------	-----------

#### B. BAIT AND SWITCH SELLING

- § 10:18 Introduction
- § 10:19 Additional information—A Bargain price
- § 10:20 —B Nature of the market
- § 10:21 —C Nature of advertisement
- § 10:22 —D Advertiser-supplier relationship and franchise advertising
- § 10:23 —E Defences provided in subsection 74.04(3)

#### C. SALE ABOVE ADVERTISED PRICE

- § 10:24 Introduction
- § 10:25 Additional information
- § 10:26 —A Market may be restricted
- § 10:27 —B Exceptions
- § 10:28 —C Advertisements
- § 10:29 —D Sale flyers—Are they "catalogues"?

#### D. DOUBLE TICKETING

- § 10:30 Introduction
- § 10:31 Additional information

#### E. SCANNER PRICE ACCURACY

§ 10:32 Generally

# XII. MARKETING PRACTICES—MANDATORY REQUIREMENTS

- § 10:33 Introduction
- § 10:34 Telemarketing
- § 10:35 Notices of Winning a Prize
- § 10:36 Multi-Level Marketing
- § 10:37 Performance Representations
- § 10:38 Promotional Contests
- § 10:39 Mandatory Label Information on Prepackaged Consumer Products (Non-Food)
- § 10:40 Mandatory Label Information on Consumer Textile
  Articles
- § 10:41 Description and Quality Marking of Precious Metals Articles

#### XIII. PRICE MAINTENANCE

§ 10:42 Generally

#### XIV. RESTRICTIVE PRACTICES

§ 10:43 Generally

#### XV. DECEPTIVE PRIZE PROMOTIONS

- § 10:44 Introduction
- § 10:45 Defences
- § 10:46 Enforcement Guidelines

#### XVI. PROMOTIONAL CONTESTS

- § 10:47 Introduction
- § 10:48 Enforcement Guidelines

# XVII. COMPETITION BUREAU—PREDATORY PRICING ENFORCEMENT GUIDELINES

§ 10:49 Generally

# XVIII. COMPETITION BUREAU—PRICE MAINTENANCE: SETTING YOUR OWN PRICE

§ 10:50 Generally

#### XIX. CORPORATE COMPLIANCE PROGRAMS

- § 10:51 Introduction
- § 10:52 Alternative Case Resolution
- § 10:53 Corporate Compliance Programs Bulletin

#### XX. IMMUNITY INFORMATION BULLETIN

- § 10:54 Introduction
- § 10:55 Immunity Program Under the Competition Act
  Bulletin

#### XXI. CONFORMITY CONTINUUM

- § 10:56 Introduction
- § 10:57 Conformity Continuum Information Bulletin

#### XXII. REGULATED CONDUCT DEFENCE

- § 10:58 Introduction
- § 10:59 Information Bulletin on the Regulated Conduct Defence

# XXIII. PRIVATE ACCESS TO THE COMPETITION TRIBUNAL

§ 10:60 Generally

#### XXIV. INTELLECTUAL PROPERTY ENFORCEMENT GUIDELINES

§ 10:61 Introduction

§ 10:62 Information Bulletin on Private Access to the Competition Tribunal

§ 10:63 Competition Bureau—Intellectual Property Enforcement guidelines

# XXV. GUIDELINES FOR PROTECTING CONSUMERS FROM FRAUDULENT AND DECEPTIVE COMMERCIAL PRACTICES ACROSS BORDERS (OECD)

§ 10:64 Generally

# XXVI. SCANNER PRICE ACCURACY VOLUNTARY CODE

§ 10:65 Generally

#### XXVII. "REGULATED" CONDUCT BULLETIN

 $\S 10:66$  Generally

# XXVIII. COMMUNICATION OF CONFIDENTIAL INFORMATION UNDER THE COMPETITION ACT

§ 10:67 Generally

# XXIX. BULLETIN—IMMUNITY PROGRAM UNDER THE COMPETITION ACT

§ 10:68 Generally

# XXX. COMPETITOR COLLABORATION GUIDELINES

§ 10:69 Introduction

§ 10:70 Enforcement Guidelines—Competitor Collaboration Guidelines

# XXXI. CONSUMER CLAIMS UNDER THE COMPETITION ACT

§ 10:71 Generally

#### XXXII. CONSUMER PROTECTION LEGISLATION

- § 10:72 Internet Sales Contract Harmonization Template
- § 10:73 —Disclosure of Information
- § 10:74 —Formation of Contract
- § 10:75 —Cancellation of Contract
- § 10:76 —Credit Card Charge-Backs
- § 10:77 —Internet Sales Contract Harmonization Template
- § 10:78 Ontario Consumer Protection Act, 2002
- § 10:79 Quebec Consumer Protection Act
- § 10:80 Unfair Practices
- § 10:81 Repairs to Motor Vehicles and Other Goods

#### XXXIII. EXCLUSION OF LIABILITY CLAUSES

§ 10:82 Generally

# XXXIV. AGREEMENT ON INTERNAL TRADE (AIT)

- § 10:83 Introduction
- § 10:84 British Columbia-Alberta Mobility Agreement
- § 10:85 Mobility of Accountants
- § 10:86 Mobility of Lawyers
- § 10:87 Inter-Provincial Trade

#### XXXV. COPYRIGHT INFRINGEMENT

- § 10:88 Introduction
- § 10:89 Copyright Generally
- § 10:90 Infringement of Copyright
- § 10:91 Copyright Modernization Act

#### XXXVI. PROHIBITED LOBBYING ACTIVITY

- § 10:92 Corporation
- § 10:93 Legislative History of the Lobbying Act
- § 10:94 Cases Under the Lobbying Act
- § 10:95 Legislative History of Influencing Peddling
- § 10:96 Cases Under the Criminal Code, S. 121(1)(d)

### CHAPTER 11. E-BUSINESS LAW

§ 11:1 Introduction

#### Table of Contents

§ 11:2	Electronic Contracts
§ 11:3	Privacy of Personal Information
§ 11:4	Consumer Protection
§ 11:5	Internet Advertising and Defamation
§ 11:6	Domain Names Disputes
§ 11:7	GST/HST and Electronic Commerce
§ 11:8	Spyware and Malware
§ 11:9	Confidentiality Agreements
§ 11:10	Anti-Spam Legislation
§ 11:11	—Private Right of Action
§ 11:12	Compliance and Enforcement Information Bulletin CRTC 2014-326
§ 11:13	Regulatory Impact Analysis Statement
§ 11:14	Cloud Computing
§ 11:15	Uniform Electronic Commerce Act
§ 11:16	Canadian Code of Practice for Consumer Protection
	in Electronic Commerce
§ 11:17	Application of the Competition Act to
	Representations on the Internet
§ 11:18	General Registration Rules
§ 11:19	Disputes Under the CIRA Domain Name Dispute
	Resolution Policy
§ 11:20	CIRA Domain Name Dispute Resolution Policy
§ 11:21	CIRA Domain Name Dispute Resolution Rules
§ 11:22	Canadian Presence Requirements for Registrants
§ 11:23	GST/HST Technical Information Bulletin B-090
§ 11:24	GST/HST Info Sheet GI-013
§ 11:25	GST/HST Info Sheet GI-041
§ 11:26	An Act to promote the efficiency and adaptability of the Canadian economy by regulating certain
	activities that discourage reliance on electronic
	means of carrying out commercial activities, and
	to amend the Canadian Radio-television and
	Telecommunications Commission Act, the
	Competition Act, the Personal Information Protection and Electronic Documents Act and the
	Telecommunications Act
§ 11:27	Can. Reg. 2012-36—Electronic Commerce
8 11.41	Protection Regulations (CRTC)
§ 11:28	Can. Reg. 2013-221—Electronic Commerce
8 11.40	Protection Regulations
	I TOTECHOH NEZUIAHOHS

### **APPENDIX**

Appendix PS. Summary of Procedure for the Resolution of Disputes Under the CIRA Domain Name Dispute Resolution Policy

#### Business Legal Adviser

### Table of Cases Index