

**COLLECTIVE AGREEMENT**

BETWEEN

DISTRICT OF HOUSTON

AND

CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 2086

January 1, 2001 – December 31, 2003

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INDEX

<u>ARTICLE 1 - PREAMBLE</u> .....	1
1.01 <u>Purpose</u> .....	1
1.02 <u>Method</u> .....	1
<u>ARTICLE 2 - MANAGEMENT RIGHTS</u> .....	1
2.01 <u>Management Rights</u> .....	1
<u>ARTICLE 3 - RECOGNITION AND NEGOTIATION</u> .....	2
3.01 <u>Bargaining Agent</u> .....	2
3.02 <u>Work of the Bargaining Unit</u> .....	2
3.03 <u>Exclusions</u> .....	2
3.04 <u>Definition of Employees</u> .....	2
<u>ARTICLE 4 - UNION MEMBERSHIP REQUIREMENT</u> .....	3
4.01 <u>Union Membership</u> .....	3
<u>ARTICLE 5 - CHECK-OFF OF UNION DUES</u> .....	3
5.01 <u>Check-Off Payments</u> .....	3
5.02 <u>Deductions</u> .....	3
<u>ARTICLE 6 - LABOUR/MANAGEMENT BARGAINING RELATIONS</u> .....	3
6.01 <u>Bargaining Committee</u> .....	3
6.02 <u>Right to Assistance</u> .....	3
6.03 <u>Time Off For Meetings</u> .....	4
6.04 <u>Labour Management Committee</u> .....	4
<u>ARTICLE 7 - GRIEVANCE PROCEDURE</u> .....	4
7.01 <u>Recognition of Union Stewards and Grievance Committees</u> .....	4
7.02 <u>Permission to Leave Work</u> .....	4
7.03 <u>Definition of a Grievance</u> .....	5
7.04 <u>Grievances in Writing</u> .....	5
7.05 <u>Settling of Grievances</u> .....	5
7.06 <u>Time Limits</u> .....	5
7.07 <u>Policy Grievance</u> .....	5
7.08 <u>Grievance on Safety</u> .....	6
7.09 <u>Replies in Writing</u> .....	6
<u>ARTICLE 8 - ARBITRATION</u> .....	6
8.01 <u>Composition of Board of Arbitration</u> .....	6
8.02 <u>Disagreement on Decision</u> .....	6
8.03 <u>Expenses of the Board</u> .....	6
8.04 <u>Amending of Time Limits</u> .....	6
8.05 <u>Expedited Arbitration</u> .....	6

<u>ARTICLE 9 - DISCHARGE, SUSPENSION AND DISCIPLINE</u> .....	7
9.01 <u>Burden of Proof</u> .....	7
9.02 <u>Warnings</u> .....	7
9.03 <u>Right to Refuse to Cross Picket Lines</u> .....	7
9.04 <u>Hot Edict</u> .....	8
9.05 <u>Personnel Records</u> .....	8
<u>ARTICLE 10 - SENIORITY</u> .....	8
10.01 <u>Seniority Defined</u> .....	8
10.02 <u>Probation for Employees</u> .....	8
10.03 <u>Notification</u> .....	8
10.04 <u>Seniority List</u> .....	8
10.05 <u>Loss of Seniority</u> .....	9
10.06 <u>Seniority Rights Retained</u> .....	9
<u>ARTICLE 11 - PROMOTIONS AND STAFF CHANGES</u> .....	9
11.01 <u>Job Postings</u> .....	9
11.02 <u>Information on Postings</u> .....	9
11.03 <u>Role of Seniority in Promotions and Transfers</u> .....	9
11.04 <u>Trial Period</u> .....	10
11.05 <u>Promotions Requiring Higher Qualifications</u> .....	10
11.06 <u>On the Job Training</u> .....	10
11.07 <u>Seniority During Transfers to Supervisory Positions</u> .....	11
<u>ARTICLE 12 - LAYOFFS AND RECALL</u> .....	11
12.01 <u>Role of Seniority in Layoffs</u> .....	11
12.02 <u>Recall Procedure</u> .....	11
12.03 <u>Notice of Layoff</u> .....	11
<u>ARTICLE 13 - HOURS OF WORK</u> .....	12
13.01 <u>Office Employees</u> .....	12
13.02 <u>Outside Employees</u> .....	12
13.03 <u>Hours of Works - Parks and Recreation Employees</u> .....	12
13.04 <u>Municipal Service Worker I/III (Animal Control Officer)</u> .....	13
13.05 <u>Seasonal Employees</u> .....	13
13.06 <u>Seasonal Employees, Reporting Pay</u> .....	13
13.07 <u>Shift Schedules</u> .....	13
13.08 <u>Shift Exchanges</u> .....	14
13.09 <u>Rest Periods</u> .....	14
13.10 <u>Flex-Time/Alternate Hours for Office Employees</u> .....	14
<u>ARTICLE 14 - OVERTIME</u> .....	15
14.01 <u>Overtime Defined</u> .....	15
14.02 <u>Compensation for Work After Daily Scheduled Hours</u> .....	15
14.03 <u>Overtime Work on a Day of Rest</u> .....	15
14.04 <u>Compensation for Work on Paid Holidays</u> .....	15
14.05 <u>Sharing of Overtime</u> .....	15

14.06	<u>Call-Out Pay Guarantee</u>	15
14.07	<u>Banked Overtime</u>	16
14.08	<u>Overtime Rest Periods</u>	16
<u>ARTICLE 15 - SHIFT PREMIUM</u>		16
15.01	<u>Definition of Premium Shift</u>	16
<u>ARTICLE 16 - HOLIDAYS</u>		16
16.01	<u>Paid Holidays</u>	16
16.02	<u>Statutory Holiday Falling on a Saturday or Sunday</u>	17
<u>ARTICLE 17 - VACATIONS</u>		17
17.01	<u>Vacation Year</u>	17
17.02	<u>Vacation Shall be Taken</u>	17
17.03	<u>Casual, Temporary and Seasonal Employees</u>	17
17.04	<u>Compensation for Holidays Falling Within Vacation Schedules</u>	17
17.05	<u>Length of Vacation</u>	17
<u>ARTICLE 18 - SICK LEAVE PROVISIONS</u>		18
18.01	<u>Sick Leave Defined</u>	18
18.02	<u>Annual Paid Sick Leave</u>	18
18.03	<u>Sick Leave Records</u>	19
18.04	<u>Illness During Vacation</u>	19
18.05	<u>Retain Accumulated Credits</u>	19
<u>ARTICLE 19 - LEAVE OF ABSENCE</u>		19
19.01	<u>Leave of Absence for Union Functions</u>	19
19.02	<u>Paid Bereavement Leave</u>	19
19.03	<u>Mourner's Leave</u>	20
19.04	<u>Maternity Leave</u>	20
19.05	<u>Employee Education Leave</u>	20
19.06	<u>Jury Duty or Court Witness</u>	20
<u>ARTICLE 20 - PAYMENT OF WAGES AND ALLOWANCES</u>		20
20.01	<u>Wage and Salary Rates</u>	20
20.02	<u>Pay Days</u>	20
20.03	<u>Pay on Temporary Transfers - Higher Rated Job</u>	21
20.04	<u>Travel Allowance</u>	21
20.05	<u>Premium Pay for Abnormal Working Conditions</u>	21
20.06	<u>Rates of Leadhands</u>	21
20.07	<u>Refrigeration Operator Certification</u>	21
20.08	<u>Substitution Pay</u>	21
20.09	<u>Severance Pay</u>	21
20.10	<u>First Aid Premiums</u>	22

<u>ARTICLE 21 - EMPLOYEE BENEFITS</u> .....	22
21.01 <u>Employer Contributions to Hospital and Medical Insurance</u> .....	22
21.02 <u>Employer Contribution to Life Insurance Plan</u> .....	22
21.03 <u>Long Term Disability Plan</u> .....	23
21.04 <u>Pension Plan</u> .....	23
21.05 <u>Retirement Age</u> .....	23
<u>ARTICLE 22 - SAFETY AND HEALTH</u> .....	23
22.01 <u>Clothing and Safety Equipment</u> .....	23
22.02 <u>Injury Pay Provisions</u> .....	23
22.03 <u>Safety Committee</u> .....	24
22.04 <u>Accident Investigation Report</u> .....	24
22.05 <u>Right to Refuse Unsafe Work</u> .....	24
<u>ARTICLE 23 - GENERAL CONDITIONS</u> .....	24
23.01 <u>No Discrimination</u> .....	24
23.02 <u>Plural or Feminine Terms</u> .....	24
23.03 <u>Tools</u> .....	24
23.04 <u>Sexual Harassment</u> .....	25
23.05 <u>Contracting Out</u> .....	25
23.06 <u>Student Employment</u> .....	25
<u>ARTICLE 24 - EQUIPMENT DEFINITIONS AND CLASSIFICATION</u> .....	25
24.01 <u>Equipment Definitions</u> .....	25
24.02 <u>Equipment Classification</u> .....	26
<u>ARTICLE 25 - INTRODUCTION OF TECHNOLOGICAL CHANGE</u> .....	26
25.01 <u>Introduction of Technological Change</u> .....	26
<u>ARTICLE 26 - JOB CLASSIFICATION AND RECLASSIFICATION</u> .....	27
26.01 <u>Job Description</u> .....	27
26.02 <u>Changes in Classification</u> .....	27
<u>ARTICLE 27 - TERM OF AGREEMENT</u> .....	28
27.01 <u>Duration</u> .....	28
27.02 <u>Contractual Language</u> .....	28
<u>SCHEDULE "A"</u> .....	29
<u>Letter of Understanding - Office Assistant I Position</u> .....	30
<u>Memorandum of Understanding - Sick Leave &amp; Employer Contributions for Benefits</u> .....	31

THIS AGREEMENT MADE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2001.

BETWEEN

THE DISTRICT OF HOUSTON  
hereinafter called the "Employer"

Party of the First Part

AND

CANADIAN UNION OF PUBLIC EMPLOYEES AND ITS LOCAL 2086  
hereinafter called the "Union"

Party of the Second Part

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## ARTICLE 1 - PREAMBLE

### 1.01 Purpose

It is the purpose of both parties to this Agreement:

- (1) To maintain and improve harmonious relations and settled conditions of employment between the Employer and the Union.
- (2) To recognize the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, employment, services, etc.
- (3) To encourage efficiency in operations.
- (4) To promote the morale, well-being and security of all employees in the bargaining unit of the Union.

### 1.02 Method

It is now desirable that methods of bargaining and all matters pertaining to the working conditions of the employees be drawn up in a Collective Agreement.

## ARTICLE 2 - MANAGEMENT RIGHTS

### 2.01 Management Rights

The Union recognizes that it is the right of the Employer to manage its affairs and operations, direct its working forces, to hire, to suspend or discharge for just and reasonable cause, to promote, demote, discipline, lay off or transfer any employee and to assign work, subject to the limitations of this Agreement.

### ARTICLE 3 - RECOGNITION AND NEGOTIATION

#### 3.01 Bargaining Agent

The Employer recognizes the Canadian Union of Public Employees and its Local 2086 as the sole and exclusive collective bargaining agent for all its employees as certified by the Labour Relations Board.

#### 3.02 Work of the Bargaining Unit

Persons who are not in the bargaining unit shall not work on any jobs which are included in the bargaining unit, except in the cases mutually agreed upon by the parties or in emergency situations, emergency being defined as that which could affect the health or safety of residents of the District or endanger their property.

#### 3.03 Exclusions

The parties of this Agreement hereby agree to exclude only the following classifications from the terms and conditions of this Agreement:

- (1) Chief Administrative Officer/Municipal Clerk
- (2) Director of Finance/Collector
- (3) Building Inspector/By-law Enforcement Officer
- (4) Deputy Clerk
- (5) Confidential Secretary
- (6) Director of Parks & Recreation
- (7) Director of Public Works
- (8) Assistant Director of Public Works
- (9) Fire Chief

#### 3.04 Definition of Employees

PERMANENT EMPLOYEE is an employee who has been assigned to an established position and who has successfully completed the probationary period.

TEMPORARY EMPLOYEE is an employee hired for a limited time period. The employee will be advised of the duration of the appointment, which shall not exceed three (3) calendar months unless otherwise agreed to in writing by both parties of this Agreement. In the event the duration of such employment exceeds three (3) calendar months, the employee shall be deemed to be permanent and shall have completed the probationary period referred to in Article 10.02. Seniority shall be effective from the original date of employment.

CASUAL EMPLOYEE is an employee who works sixteen (16) or fewer hours per week or sixty-four (64) or fewer hours per month and who shall not be entitled to health and welfare benefits of this Agreement with the exception of fifty percent (50%) of Medical Services Plan payments.

SEASONAL EMPLOYEE is an employee hired for a limited time period in recreation programs. The employee will be advised of the duration of the appointment, which shall not exceed six (6) calendar months, unless otherwise agreed to, in writing by both parties of this Agreement. Employees shall not be entitled to Health and Welfare benefits of this Agreement with the exception of fifty percent (50%) of Medical Services Plan payments. Employees shall not be entitled to seniority under Article 10. Arena attendants are not classified as seasonal employees.

PROBATIONARY EMPLOYEE is a person serving an initial time period of three (3) calendar months from the date of appointment to determine suitability for employment.

#### ARTICLE 4 - UNION MEMBERSHIP REQUIREMENT

##### 4.01 Union Membership

All new employees shall become and remain members in good standing of the Union according to the Constitution and Bylaws of the Union. All those employees now members of the Union must maintain their membership in the Union.

#### ARTICLE 5 - CHECK-OFF OF UNION DUES

##### 5.01 Check-Off Payments

The Employer shall deduct from every employee, except those listed in Article 3.03, any dues, initiation fees or assessments levied in accordance with the Union Constitution and Bylaws. The Union will provide the Employer with authorization cards for deduction of initiation fees, dues or assessments.

##### 5.02 Deductions

Assessments, Union dues and initiation fees shall be deducted at the commencement of employment and every month thereafter.

#### ARTICLE 6 - LABOUR/MANAGEMENT BARGAINING RELATIONS

##### 6.01 Bargaining Committee

The Bargaining Committee shall be limited to a maximum of four (4) representatives of the Union (including the CUPE Representative) and four (4) representatives of the Employer. The Union will advise the Employer of the Union nominees to the Committee two (2) months prior to the expiration of the Collective Agreement.

##### 6.02 Right to Assistance

- (a) The Union shall have the right, at any time, to have the assistance of representatives of the Canadian Union of Public Employees when dealing or negotiating with the Employer.
- (b) The Employer shall have the right to obtain assistance from outside professionals when dealing with the Union.



### 6.03 Time Off For Meetings

Two (2) representatives of the Union on the Bargaining Committee who are in the employ of the Employer shall have the right to attend joint meetings held within working hours without loss of remuneration.

### 6.04 Labour Management Committee

The Labour Management Committee shall consist of two (2) representatives of the Union and two (2) representatives of the Employer. The Union and the Employer may, on notice in advance to the other party, invite a resource person(s) to a meeting of the Labour Management Committee for consideration of a particular issue. It is agreed that the COPE Representative assigned to Local 2086 and members of the Employer's bargaining committee may attend meetings of the committee as required by either party. The Committee shall have the power to recommend its decisions to the perspective principals but does not have the power to bind.

The Committee shall meet once per month or as required upon mutual agreement. Meeting shall be held within working hours unless otherwise mutually agreed. Employees will be paid for meetings held within working hours.

## ARTICLE 7 - GRIEVANCE PROCEDURE

### 7.01 Recognition of Union Stewards and Grievance Committees

In order to provide an orderly and speedy procedure for the settling of grievances, the Employer acknowledges the rights and duties of the Union Grievance Committee and the Union Stewards. The Steward shall assist any employee which the Steward represents, in preparing and presenting his/her grievance in accordance with the Grievance Procedure.

### 7.02 Permission to Leave Work

The Employer agrees that Stewards, Grievance Committee members and Union officers shall not be hindered, coerced, restrained or interfered with in any way in the performance of their duties while investigating disputes and presenting adjustments as provided in this Article. The Union recognizes that each Steward, Grievance Committee member and Union officer is employed full time by the Employer and that he/she will not leave his/her work during working hours except to perform his/her duties under this Agreement. Stewards, Grievance Committee members and Union officers shall obtain approval from their immediate supervisor prior to leaving the work station and shall make every effort to complete their business in as short a time as possible. The Employer's consent shall not be unreasonably withheld. Stewards, Grievance Committee members and Union officers shall not suffer any loss of pay or benefits for the time spent in grievance procedures.

One representative of the Union shall not suffer any loss of pay or benefits for the total time involved in the arbitration procedure.

### 7.03 Definition of a Grievance

A grievance shall be defined as any difference arising out of interpretation, application, administration or alleged violation of the Collective Agreement, or a case where the Employer is alleged to have acted unjustly or improperly.

### 7.04 Grievances in Writing

The grievance must be signed by the employee concerned. Grievances shall be in writing and shall state the relative sections of the Collective Agreement deemed violated. However, this shall not be construed as preventing the inclusion of other relative sections of the Collective Agreement which may be affected by the deemed violation.

### 7.05 Settling of Grievances

STEP 1 - The grievor will, with or without the Shop Steward or Union representative, at the employee's option, first take up the matter with his/her immediate supervisor. If satisfactory settlement is not reached, the grievor may submit the grievance in writing to his/her supervisor or Department Head within seven (7) working days of the employee's becoming aware of the grievance. The Steward and grievor may be present at all steps of the Grievance Procedure.

STEP 2 - Failing settlement being reached within seven (7) working days, the Union may submit the grievance to the Administrator who will render his/her decision in writing within seven (7) working days.

STEP 3 - Failing settlement being reached in Step 2, the Union may, within ten (10) working days, submit the grievance to Council. The Council or committee of Council shall meet with the Union within ten (10) working days.

STEP 4 - Failing settlement being reached in Step 3 within ten (10) working days of such meeting, the Union may refer the grievance to arbitration. Such referral shall be made within thirty (30) calendar days.

### 7.06 Time Limits

Failure by the Union or the employee to comply with the time limits set down will deem the grievance abandoned.

Failure by the Employer to comply with the time limits set down will deem the Union has succeeded with the grievance.

Time limits outlined in the Grievance Procedure may be extended by mutual consent of both parties.

### 7.07 Policy Grievance

Where a dispute involving a question of general application or interpretation occurs, or where a group of employees or the Union has a grievance, Step 1 of this Article may be bypassed. The Union may process a policy grievance through the various steps of the Grievance Procedure with or without the employee in attendance.

7.08 Grievance on Safety

An employee, or a group of employees, shall have the right to file a grievance at Step 2 of the Grievance Procedure if required to work under unsafe or unhealthy conditions and shall not be disciplined for such refusal.

7.09 Replies in Writing

Replies to grievances, stating reasons, shall be in writing at all stages.

ARTICLE 8 - ARBITRATION

8.01 Composition of Board of Arbitration

Composition of Board of Arbitration shall be as provided for in the Labour Relations Code and *Arbitration Act of British Columbia*.

8.02 Disagreement on Decision

Should the parties disagree as to the meaning of the Board's decision, either party may apply to the Chairperson of the Board of Arbitration to reconvene the Board to clarify the decision, which it shall do within five (5) days.

8.03 Expenses of the Board

Each party shall pay:

- (1) the fees and expenses of the Arbitrator it appoints;
- (2) one-half (½) of the fees and expenses of the Chairperson.

8.04 Amending of Time Limits

The time limits fixed in the Arbitration Procedure may be extended by consent of the parties.

8.05 Expedited Arbitration

- (a) The parties shall determine by mutual agreement those grievances suitable for expedited arbitration.
- (b) Those grievances agreed to be suitable for expedited arbitration shall be scheduled within one (1) month if possible.
- (c) The hearings shall be held in the Council Chambers at the District of Houston Office.
- (d) All presentations are to be short and concise, and are to include a comprehensive opening statement. The parties agree to make limited use of authorities during their presentations.

- (e) Prior to rendering a decision, the arbitrator may assist the parties in mediating a resolution to the grievance.
- (f) Where mediation fails, or is not appropriate, a decision shall be rendered as contemplated herein.
- (g) The decision of the arbitrator shall be completed and sent to the parties within ten (10) working days of the hearing if possible.
- (h) The parties shall equally share the costs of the fees and expenses of the arbitrator.
- (i) The expedited arbitrators who shall act as sole arbitrators shall be John Kinzie, Margarite Jackson and Rod Germain.
- (j) The expedited arbitrator shall have the same powers and authority as an arbitrator established under the applicable labour legislation in the Province of British Columbia.
- (k) The decision of the arbitrator shall be final and binding on the parties.
- (l) All decisions of the arbitrator are to be limited in application to that particular dispute and are without prejudice. These decisions shall have no precedential value and shall not be referred to by either party in any subsequent Arbitration.
- (m) The parties agree that there shall be no use of lawyers in these hearings.
- (n) This expedited process is agreed to replace section 104 of the Labour Relations Code.

## ARTICLE 9 - DISCHARGE, SUSPENSION AND DISCIPLINE

### 9.01 Burden of Proof

In cases of discharge and discipline, the burden of proof of "just cause" shall rest with the Employer. Evidence shall be limited to the grounds stated in the discharge or discipline notice to the employee.

### 9.02 Warnings

Whenever the Employer or his/her authorized agent deems it necessary to censure an employee in a manner indicating that dismissal may follow any further infraction, or if the employee fails to bring his/her work up to the required standard by a given date, the Employer shall immediately give written particulars of such censure to the employee, with a copy to the Secretary of the Union.

### 9.03 Right to Refuse to Cross Picket Lines

- (a) All employees covered by this Agreement shall have the right to refuse to cross a picket line of a legal strike. Any employee failing to report for work due to a picket line shall be considered absent without pay.

- (b) Failure to cross a picket line of a legal strike encountered in carrying out the Employer's business shall not be considered a violation of this Agreement nor shall it be grounds for disciplinary action.

9.04 Hot Edict

Employees shall have the right, without risk of discipline, to honour "hot edicts" declared by the Canadian Labour Congress and the British Columbia Federation of Labour.

9.05 Personnel Records

An employee shall have the right to have access to and review his/her personnel record.

The Employer agrees to remove material of an adverse or disciplinary nature from an employee's file after a twenty-four (24) month period, providing material of a similar nature has not been added.

ARTICLE 10 - SENIORITY

10.01 Seniority Defined

Seniority is defined as the length of service in the bargaining unit and shall be used in determining preference or priority for promotions, transfers, demotions, layoffs and recall. Seniority shall operate on a bargaining-unit-wide basis.

10.02 Probation for Employees

During an employee's first three (3) calendar months of employment, he/she shall be on probation and shall not be deemed to possess seniority until such time as the probationary period has been completed, at which time seniority shall be effective from the original date of employment. The probation period may be extended by mutual agreement.

10.03 Notification

Within one (1) week of the expiration of the probationary period, the Employer will notify the employee in writing of termination or permanent staff status, as the case may be.

10.04 Seniority List

The Employer shall maintain a seniority list showing the date upon which the employees' service commenced. An up-to-date seniority list shall be sent to the Union and posted on all bulletin boards in January of each year.

#### 10.05 Loss of Seniority

Employees shall lose seniority and all benefits:

- (1) Upon voluntary termination.
- (2) If on layoff for a period of one (1) year.
- (3) If discharged and not reinstated by subsequent arbitration.
- (4) Upon failure to report to work, as scheduled, without notifying the Employer within seventy-two (72) hours, unless such notice is not reasonably possible.

#### 10.06 Seniority Rights Retained

An employee shall not lose seniority rights if he/she is absent from work because of sickness, accident or leave of absence approved by the Employer.

### ARTICLE 11 - PROMOTIONS AND STAFF CHANGES

#### 11.01 Job Postings

When a vacancy occurs or a new position is created inside the bargaining unit, the Employer shall immediately notify the Union in writing and post notice of the job opening in the Employer's work place for four (4) working days before outside posting.

If an employee indicates to his/her superior in writing prior to going on vacation or leave of absence, his/her intent to apply for an anticipated job posting, he/she shall be considered for such opening.

#### 11.02 Information on Postings

Such notice shall contain the following information: nature of position, qualifications, required knowledge and education, skills, shift, wage or salary rate or range.

#### 11.03 Role of Seniority in Promotions and Transfers

Both parties recognize:

- (1) The principle of promotion within the service of the Employer;
- (2) That job opportunity should increase in proportion to length of service.

Therefore, in making staff changes, transfers or promotions, appointment shall be made of the applicant with the greatest seniority and having the required qualifications in accordance with Article 11.02. This applies to either permanent or temporary vacancies, providing that, while the arena is in operation, temporary transfers are not available to the arena personnel. Appointments from within the bargaining unit shall be made within six (6) weeks of the posting.

#### 11.04 Trial Period

The successful applicant shall be placed on trial for a period of up to three (3) calendar months. Conditional on satisfactory service, the employee shall become permanent in the new position after completion of three (3) calendar months. If for any reason during the trial period the employee does not remain in the new position, the employee shall revert to his/her former position and wage without loss of seniority. The trial period may be extended by mutual agreement.

#### 11.05 Promotions Requiring Higher Qualifications

Opportunity for promotion will be given to the senior applicant who does not possess the required qualifications, but is preparing for qualification prior to the filling of the vacancy. Such prior preparation for qualification must be shown by the employee at the time of applying for the position. Such employee will be given a trial period to qualify and shall revert to his/her former position if the required qualifications are not met within such time.

#### 11.06 On the Job Training

Provided operations are not unduly affected, the Employer shall inaugurate and maintain a system of on-the-job training so that every employee shall have the opportunity to receive training and qualify for promotion or transfer, in the event of vacancy arising. Accordingly, employees shall be allowed regular opportunities to learn the work of higher or equal positions during the regular working hours, by arranging to exchange positions for temporary periods, without affecting the salary or pay of the employees concerned. Such opportunities for training shall be allocated according to the seniority provisions of this Agreement.

- (1) Parties recognize that employees learn at different rates and, further, that not all employees may be able to learn all jobs.
- (2) Trainee positions for \*Key Jobs will be developed.
- (3) In order to qualify for a trainee position in a higher-rated category, the trainee must hold a permanent position in a lower-rated category.
- (4) Once trainees develop competence, the Employer may develop other trainees.
- (5) Upon a permanent vacancy occurring, the senior trainee must apply for the position.
- (6) The successful bidder shall be prohibited from bidding down or across for one (1) year. The parties may agree to reasonable exceptions, e.g., medical.
- (7) Under no circumstances will a trainee be able to bump an incumbent operator.
- (8) Trainees will be allowed to hold only one trainee position at a time.

\*Key Job as per Schedule "A"

- Municipal Service Worker II/Arena
- Medium Equipment Operator/Heavy Equipment Operator/Special Equipment Operator
- Water & Wastewater Plant Operator

11.07 Seniority During Transfers to Supervisory Positions

Where an employee is transferred or accepts a position of a supervisory nature outside the bargaining unit, the seniority within the Union will be retained up to the date of successful completion of the probationary period.

ARTICLE 12 - LAYOFFS AND RECALL

12.01 Role of Seniority in Layoffs

Both parties recognize that job security shall increase in proportion to length of service. Therefore, in the event of a layoff, employees shall be laid off in reverse order of their seniority, provided the remaining employees are capable of maintaining an acceptable level of services. In the event of layoff, the employee must provide the Employer with his/her current mailing address and telephone number.

Seniority rights may be exercised as defined above with the provision that the junior employee be laid off, provided that the employee exercising his/her seniority has the required qualifications and ability to perform the work of the junior employee. An employee has the right to exercise his/her seniority rights should his/her regular hours of work be reduced. The employee exercising his/her seniority shall notify the Employer in writing of his/her intention within three (3) working days of receiving layoff notice.

12.02 Recall Procedure

Employees shall be recalled in the order of their seniority, provided they are capable of performing the work required. The Employer will endeavour to notify the employee by telephone. If telephone contact is unsuccessful, then a registered letter shall be sent to his/her last known address at least seven (7) days prior to restarting of operation. The employee must reply in the affirmative by telephone or registered letter prior to expiry of the seven (7) day period, and appear for work on the date of specified restart of operation. Failure by the employee to report to work as above stated may result in discharge unless unable to report as a result of sickness or proper cause, agreed upon between the Employer and the Union. New employees shall not be hired until those laid off have been given an opportunity of recall.

12.03 Notice of Layoff

- (1) The Employer shall not lay off an employee without giving the employee, in writing, at least
  - (a) two (2) weeks notice where the employee has completed a period of employment of at least six (6) consecutive months, and



- (b) after the completion of a period of employment of three (3) consecutive years, one additional week's notice, and for each subsequent completed year of employment, an additional week's notice up to a maximum of eight (8) weeks' notice.
- (2) The period of notice shall not coincide with an employee's annual vacation.
- (3) When the Employer terminates an employee, it may, instead of the notice required to be given under Subsection (1), pay the employee severance pay equal to the period of notice required.
- (4) Payment under Section (3) does not relieve the Employer from making any other payment to which the employee is entitled under this Agreement.

## ARTICLE 13 - HOURS OF WORK

### 13.01 Office Employees

The normal work day shall consist of a scheduled period of seven (7) hours of work between the hours of 8:00 a.m. and 5:00 p.m. The normal work week shall consist of five (5) such days, Monday to Friday inclusive.

### 13.02 Outside Employees

The normal work day shall consist of a scheduled period of eight (8) hours of work between the hours of 7:30 a.m. and 4:00 p.m. The normal work week shall consist of five (5) such days, Monday to Friday inclusive. Other daily hours may be substituted by mutual agreement.

The normal work day for one (1) outside employee shall consist of a scheduled period of eight (8) hours of work between the hours of 8:30 a.m. and 5:00 p.m.

Weekend shift scheduling shall apply to winter snow removal months only, and shall be implemented for one employee only on a rotational basis.

### 13.03 Hours of Work – Parks and Recreation Employees

The normal work week shall consist of forty (40) hours per week. Over the winter season, the normal work day shall consist of eight (8) hours worked between the hours of 8:00 a.m. and 12:00 a.m. with paid lunch-on-the-fly.

Over the winter season employees shall work a schedule of rotating shifts Sunday to Saturday inclusive.

Over the summer season, the work week for two (2) employees shall be pursuant to Article 13.02.

Over the summer season, the work week for one (1) employee shall consist of five (5) eight (8) hour days worked between the hours of 7:30 a.m. and 4:00 p.m. on a rotating schedule, Sunday to Saturday inclusive, with one (1) out of every three (3) weekends off.

#### 13.04 Municipal Service Worker I/II/III (Animal Control Officer)

The normal work day for the Municipal Service Worker I/II/III (Animal Control Officer) position shall consist of a scheduled period of eight (8) hours. From November 1<sup>st</sup> to April 30<sup>th</sup>, this position shall work between the hours of 7:30 a.m. and 4:00 p.m., Monday to Friday inclusive. From May 1<sup>st</sup> to October 31<sup>st</sup> this position shall work a schedule of rotating shifts, Sunday to Saturday inclusive, with one (1) out of every three (3) weekends off.

Other daily hours may be substituted by mutual agreement and weekend shift scheduling may apply to winter snow removal on a rotational basis with outside employees.

#### 13.05 Seasonal Employees

The normal work day shall consist of a scheduled period of between 1 and 8 hours of work between the hours of 7:30 a.m. and 9:30 p.m. inclusive. The normal work week shall consist of a flexible schedule from Monday to Sunday.

Seasonal employees working a work week of 30 hours or more, shall have two consecutive days of rest; employees working a work week of 29 hours or less, shall have a minimum of one day of rest.

#### 13.06 Seasonal Employees, Reporting Pay

A seasonal employee who reports for their regular work schedule and no work is available will be paid the employee's regular basic rate of pay and shall be paid their regular hours of shift or two hours, whichever is the lesser of the two.

#### 13.07 Shift Schedules

It is recognized that sometimes it is more economical and advantageous to perform a service on a temporary basis outside the normal work day or normal work week. In such cases, the Employer will notify the Union at least twenty-four (24) hours prior to the proposed change and shall indicate the reasons for the special shift and the duration. However, when exceptionally adverse weather conditions require the addition of a temporary night crew, the twenty-four (24) hour period shall be waived. An employee shall receive no reduction in his/her daily or weekly hours as a result of this change. If twenty-four (24) hour notice is not given, then all hours worked outside the normal shift shall be paid at time and one-half (1½x) for the first three (3) hours and double time (2x) thereafter.

### 13.08 Shift Exchanges

Requests for shift exchanges between employees of the Parks and Recreation Department shall be submitted in advance to the Director of Parks and Recreation on the form established for this purpose and the Director of Parks and Recreation shall have sole discretion to approve or not approve requests for shift exchanges between employees of the Parks and Recreation Department;

Requests for shift exchanges between employees of the Public Works Department shall be submitted in advance to the Director of Public Works on the form established for this purpose and the Director of Public Works shall have sole discretion to approve or not approve requests for shift exchanges between employees of the Public Works Department;

There will be no additional costs to the Employer as a result of any shift exchanges. Shift exchanges will not be recorded on time sheets and there will be no wage difference settlements, overtime or premium pay adjustments resulting from a shift exchange.

This procedure may be discontinued at any time by notice in writing from the Employer or the Union.

### 13.09 Rest Periods

All employees shall be permitted a fifteen (15) minute rest period in the first half and in the second half of a shift.

### 13.10 Flex-Time/Alternate Hours for Office Employees

Hours of work for office staff shall be seven (7) hours and forty-seven (47) minutes scheduled between 8:00 a.m. and 5:00 p.m. according to departmental requirements. This shall become the "normal work day". Start times and lunch breaks will be flexible and arranged between the employee and supervisor.

- (a) Employees will be paid seven (7) regular time hours for each day worked and will bank forty-seven (47) minutes for each day worked until a total of seven (7) hours time has been accrued.
- (b) Once the seven (7) hours have been accrued, employees will be required to take a day off from work, at regular time pay, within two (2) weeks and in conjunction with a weekend unless other arrangements are made between the employee and supervisor. There shall be no accumulation of more than one (1) day off unless approved by the Administrator.
- (c) Overtime will be paid in accordance with Article 14. No overtime will be paid in the event an employee is required to work on his/her scheduled flex day.
- (d) The normal work day, by virtue of this Agreement, is seven (7) hours and forty-seven (47) minutes scheduled between 8:00 a.m. and 5:00 p.m.

## ARTICLE 14 - OVERTIME

### 14.01 Overtime Defined

All time worked before or after the normal work day and the regular work week, or on a holiday, shall be considered overtime.

### 14.02 Compensation for Work After Daily Scheduled Hours

Overtime work, after the normal daily hours shall be paid for at the rate of time and one-half (1½x) for the first three (3) hours and double time (2x) after three (3) hours in any one day or shift.

### 14.03 Overtime Work on a Day of Rest

Overtime work on a designated day of rest shall be paid for at the rate of time and one-half (1½x) on the first day of rest and double time (2x) on the second day of rest.

### 14.04 Compensation for Work on Paid Holidays

All hours worked on statutory holidays shall be paid at the rate of double time in addition to the statutory holiday pay to which the employee is entitled. The employee may take the statutory holiday pay as a day off in lieu of the statutory holiday, to be scheduled by mutual agreement.

The employee shall have the option of the statutory holiday pay being payable on the statutory holiday or on the day in lieu.

### 14.05 Sharing of Overtime

Overtime and call-out time shall be divided equitably among all employees who are willing and qualified to perform the available work.

### 14.06 Call-Out Pay Guarantee

An employee who is called out to work outside his/her normal working hours shall be paid for a minimum of four (4) hours at the applicable overtime rate.

Employees who are scheduled to service the water and sewer plants and/or the arena on a day of rest or on a Statutory Holiday shall be paid a minimum of two (2) hours at double time (2X). It is understood that this provision applies to routine service required to the water and sewer plants and/or the arena.

A seasonal employee who is called out to work outside his/her normal working hours shall be paid for a minimum of two (2) hours at the applicable overtime rate.

Employees who are called by the telephone alarm system/SCADA system outside their normal working hours, but are not required to attend at a job site, shall receive one (1) hour pay at double time (2X).

#### 14.07 Banked Overtime

Employees working overtime or call-out shall have the option of being paid the applicable overtime rates for the time worked, or be entitled to bank the hours at the applicable overtime rates and take compensating time off at a later mutually agreeable time. Banked overtime earned up to November 30 in any year shall be taken off by December 31 in that year. If no date is mutually agreed, such time shall be paid out prior to December 31 in that year.

For regular, full-time arena employees, banked overtime may be taken between September 1st of any given year and September 1st of the following year.

#### 14.08 Overtime Rest Periods

An employee required to work overtime immediately following the completion of his/her regular shift shall be entitled to a paid fifteen (15) minute rest period at the end of his/her regular shift prior to commencing overtime, followed by a paid one-half (1/2) hour meal break after three (3) overtime hours have been worked. An additional fifteen (15) minute rest period shall be paid following each additional two (2) hours of overtime worked.

Employees working in the Arena are required to take breaks on the fly and are therefore entitled to a meal allowance of twelve dollars and fifty cents (\$12.50) in lieu of overtime meal breaks after three (3) hours of overtime have been worked.

### ARTICLE 15 - SHIFT PREMIUM

#### 15.01 Definition of Premium Shift

In recognition of the undesirable features of scheduled shift work, shift premiums shall apply on all shifts in which any hours are worked on Saturdays or Sundays or on hours worked between 6:00 p.m. and 6:00 a.m. Shift premiums shall be an additional sixty cents (\$.60) per hour.

### ARTICLE 16 - HOLIDAYS

#### 16.01 Paid Holidays

(a) The Employer recognizes the following as paid holidays:

New Year's Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Queen's Birthday	Christmas Day
Canada Day	Boxing Day
B.C. Day	

and any other day proclaimed as a holiday by the federal, provincial or municipal government.

- (b) The employee shall not be eligible for a paid holiday unless he/she has worked fifteen (15) of the previous thirty (30) days preceding the paid holiday and has worked the scheduled shift before and after the paid holiday, unless on authorized leave of absence. Notwithstanding the above, an employee on unpaid leave of absence sixty (60) days or longer in duration shall not be paid for the statutory holiday.

16.02 Statutory Holiday Falling on a Saturday or Sunday

When any of the above-noted holidays fall on a Saturday or Sunday, and are not proclaimed as being observed on some other day, the preceding Friday and/or the following Monday shall be deemed to be the holiday(s) for the purposes of this Agreement.

ARTICLE 17 - VACATIONS

17.01 Vacation Year

The Vacation Year is defined as anniversary date to anniversary date for each employee. The anniversary date shall be the date of commencement of employment.

17.02 Vacation Shall be Taken

All vacation earned shall be taken in subsequent years of service.

17.03 Casual, Temporary and Seasonal Employees

Casual, temporary and seasonal employees shall receive four (4%) percent vacation pay.

17.04 Compensation for Holidays Falling Within Vacation Schedules

If a paid holiday falls or is observed during an employee's vacation period, he/she shall be allowed an additional vacation day with pay, to be included in the employee's annual vacation.

17.05 Length of Vacation

Paid vacations for all permanent employees covered by this Agreement shall be allowed as follows:

- a) During the first (1<sup>st</sup>) year of employment, permanent employees shall earn one (1) vacation day for each month worked up to a maximum of the (10) days or four (4%) percent of gross salary, whichever is greater. Such vacation shall be taken in the second year of employment.

- b) During the second (2<sup>nd</sup>) year of employment and to the end of the fourth (4<sup>th</sup>) year of employment, permanent employees shall earn fifteen (15) days vacation or six and one-half (6½%) percent of gross salary, whichever is greater. Such vacation shall be taken after completion of the second and subsequent years of employment.
- c) During the fifth (5<sup>th</sup>) year of employment and to the end of the tenth (10<sup>th</sup>) year of employment, permanent employees shall earn twenty (20) days vacation or eight and one-half (8½%) percent of gross salary, whichever is greater.
- d) Such vacation shall be taken after completion of the fifth and subsequent years of employment.
- e) During the eleventh (11<sup>th</sup>) year of employment and to the end of the twentieth (20<sup>th</sup>) year of employment, permanent employees shall earn twenty-five (25) days vacation or ten and one-half (10½%) percent of gross salary, whichever is greater. Such vacation shall be taken after completion of the eleventh and subsequent years of employment.
- f) During the twenty-first (21<sup>st</sup>) year of employment and beyond, permanent employees shall earn thirty (30) days vacation or twelve and one-half (12½%) percent whichever is greater. Such vacation shall be taken after completion of the twenty-first and subsequent years of employment.

## ARTICLE 18 - SICK LEAVE PROVISIONS

### 18.01 Sick Leave Defined

Sick leave means the period of time an employee is absent from work with full pay by virtue of being sick or disabled or under examination or treatment of a physician, chiropractor or dentist, or because of an accident for which compensation is not payable under the *Workers' Compensation Act*. An employee claiming sick may be required to produce a doctor's certificate stating his/her inability to work, in which case the employee shall be entitled to reimbursement for the full cost of the certificate and any other related costs such as but not limited to transportation to a specialist. To qualify for such reimbursement, the employee must attend a medical practitioner recommended by the Employer. Employees shall be notified by the Employer at the time sick leave is requested that a medical certificate will be required.

### 18.02 Annual Paid Sick Leave

- (a) Twelve (12) days sick leave per year shall be earned by an employee, at the rate of one (1) day for every month an employee is employed. Unused portions of an employee's sick leave shall accrue to a maximum of one hundred twenty (120) days.
- (b) One (1) paid floater day off per calendar year shall be given to an employee who works every work day in a calendar year exclusive of days off due to vacation, Union leave, jury duty, layoff, bereavement or mourner's leave.

### 18.03 Sick Leave Records

Immediately after the close of each calendar year, the Employer shall post on the bulletin board the amount of sick leave accrued by each employee.

### 18.04 Illness During Vacation

Sick leave may be substituted for vacation where it can be established by the employee that an illness or injury occurred while on vacation. A doctor's certificate shall be provided.

### 18.05 Retain Accumulated Credits

When an employee is given leave of absence without pay for any reason, or is laid off on account of lack of work and returns to the service of the Employer upon expiration of such leave of absence or layoff, he/she shall not receive sick leave credits for the period of such absence but shall retain his/her accumulated credits, if any, existing at the time of such leave or layoff, subject to Article 10.05.

## ARTICLE 19 - LEAVE OF ABSENCE

### 19.01 Leave of Absence for Union Functions

Upon written request to the District, an employee elected or appointed to represent the Union at conventions, seminars, executive and committee meetings of CUPE, its affiliated or chartered bodies, and any labour organizations with which the Union is affiliated, shall be allowed leave of absence without pay and without loss of benefits or seniority accumulation. Leave of absence shall not be withheld unless municipal functions are unduly impaired.

Notwithstanding the above, the District shall continue to pay such representatives their regular wages and benefits and bill the Union for such costs incurred. The bill will be for the employee's pay plus fifteen percent (15%) to cover WCB, EI, CPP and Pension Plan. An additional percentage will be charged to cover holiday pay for the specific employee as per Article 17.05. The Union shall reimburse the District within thirty (30) days. The percentage rates for WCB, EI, CPP and Pension Plan will be reviewed and adjusted annually on April 1.

### 19.02 Paid Bereavement Leave

- (a) When death occurs to a member of a permanent employee's immediate family, the employee will be granted three (3) days bereavement leave with pay at his/her regular basic rate of pay. If travel beyond five hundred (500) miles or eight hundred (800) kilometres is required, then an additional two (2) days with pay will be allowed.
- (b) Members of the employee's immediate family are defined as the employee's spouse, including common-law spouse, mother, father, brother, sister, son, daughter, mother-in-law, father-in-law, brother-in-law; sister-in-law; step-parent, grandparent, grandparents-in-law, grandchildren and step-children. Other requests will be considered on an individual basis.
- (c) Additional leave of absence may be granted upon request.



### 19.03 Mourner's Leave

One-half (½) day's leave shall be granted without loss of salary or wages to attend a funeral as a mourner, or one (1) day for attendance as a pallbearer. Such paid leave shall be limited to once per year.

### 19.04 Maternity Leave

- (a) Maternity leave shall be in accordance with the *Employment Standards Act*.
- (b) A permanent employee shall be entitled to unpaid adoption leave up to a maximum of two (2) calendar months.
- (c) An employee shall be granted one (1) day leave of absence with pay to attend to parental responsibilities at the time of the birth of a child of the employee.

### 19.05 Employee Education Leave

Upon proof of successful completion, an employee shall receive reimbursement of costs for tuition and books for courses relative to assigned duties, safety and/or upgrading. Employer approval must be obtained prior to commencement of course. The employee may be required to agree to a stipulated term of employment upon approval of reimbursement.

### 19.06 Jury Duty or Court Witness

The Employer shall grant court leave without loss of pay or seniority to an employee who serves as a juror or court witness in any court. The Employer shall pay such employee the difference between the reimbursement by the court and his/her normal regular earnings.

## ARTICLE 20 - PAYMENT OF WAGES AND ALLOWANCES

### 20.01 Wage and Salary Rates

Wage and salary rates shall be as set out in Schedule "A" of this Agreement.

### 20.02 Pay Days

Employees shall be paid on a bi-weekly basis, with pay days on alternate Fridays and cut-off for payroll being the previous Saturday.

Each employee shall receive an itemized breakdown of the employee's wages and deductions, including rates of pay and the hours worked at those rates during each pay period. Wages will be paid by Direct Deposit to an employee's bank account. Notwithstanding anything contained herein, it is agreed that the District may vary the procedure for payment of wages to meet the requirements and/or limitations of computer processing and preparation of payroll.

20.03 Pay on Temporary Transfers - Higher Rated Job

When an employee performs the principal duties of a higher paying position, he/she shall receive the rate for the job, except when such employee is in training.

20.04 Travel Allowance

The rate paid to an employee using his/her own vehicle for the Employer's business shall be thirty-four cents (\$.34) per kilometre. Car mileage may only be claimed when there is no air service or when car travel is obviously the cheaper method of travel.

20.05 Premium Pay for Abnormal Working Conditions

In addition to the basic wage, a seventy-five cents (\$.75) per hour premium shall be paid to employees engaged in repair or cleaning of sanitary sewage work.

20.06 Rates of Leadhands

The Leadhand is one who, over and above his/her regular work, supervises two (2) or more employees, but remains under supervision. A Leadhand to supervise workers under his/her jurisdiction must be previously authorized by the Department Head, and must be a senior qualified person. A Leadhand shall receive an additional thirty cents (\$.30) per hour when so authorized.

20.07 Refrigeration Operator Certification

Refrigeration Operator I or II/Municipal Service Worker shall be paid a premium of fifty cents (\$.50) per hour year around for Refrigeration Operator's Certification.

The certification premium of fifty cents (\$.50) shall be exclusive of wages for overtime purposes.

20.08 Substitution Pay

When an employee performs the duties of a higher paying position for in excess of four (4) hours, he/she shall receive the higher rate of pay for his/her entire shift.

20.09 Severance Pay

Employees discharged, displaced or laid off from their regular job because of elimination of positions, shall be entitled to severance pay of one week's pay for each year of service with the District.

A portion of the year shall be paid on a pro-rated basis.

## 20.10 First Aid Premiums

The District of Houston is required to have Level 1 First Aid Attendants on duty. Designated First Aid Attendant positions for a) the Public Works Yard, and, b) the Office/Arena-Pool, shall be paid a premium commensurate with their level of training while acting in the position. Premiums are paid in accordance with Schedule "A" to the Collective Agreement.

In order to provide back-up, two (2) First Aid Attendant positions shall be designated for a) the Public Works Yard, and, b) the Office/Arena-Pool, however, only one (1) First Aid Attendant will be paid at any one time in each position.

The Employer agrees to post First Aid Attendant positions and if they are not filled by application, the Employer will designate positions for each area.

## ARTICLE 21 - EMPLOYEE BENEFITS

### 21.01 Employer Contributions to Hospital and Medical Insurance

- (a) The Employer shall pay 100% of premiums for all permanent employees and their dependants for: B.C. Government Medical Plan, Extended Health Benefits including eye care option at three hundred dollars (\$300) per family member per twenty-four (24) month period, and Dental Plan. In the case of absence for illness or industrial accident, the Employer contributions will be paid to the above plans and the Group Life Plan to a maximum of one (1) year from the commencement of absence. Thereafter, the employee may pay full premiums through the Employer.
- (b) Employees other than permanent employees shall be entitled only to benefits of the B.C. Government Medical Plan.
- (c) Dental Coverage

The Employer shall pay one hundred percent (100%) of the premiums for an employee dental plan, benefits of which are as follows:

- (i) Plan A coverage - 100% with no financial limit  
Plan B coverage - 50% with no financial limit  
Plan C coverage - 50% with a \$1500 limit per juvenile per year.
- (ii) Eligibility shall be from the first day of the first month following completion of the probationary period.

### 21.02 Employer Contribution to Life Insurance Plan

The Employer shall pay one hundred percent (100%) of the cost of premiums of a life insurance policy with coverage of sixty thousand dollars (\$60,000) death and sixty thousand dollars (\$60,000) accidental death and dismemberment for each permanent employee.

### 21.03 Long Term Disability Plan

The Employer shall provide a Long Term Disability Plan and shall pay one hundred percent (100%) of the cost of premiums.

Coverage shall be sixty-seven percent (67%) of wages, to a maximum of \$2,000 per month.

### 21.04 Pension Plan

All eligible employees shall be covered by the Municipal Pension Plan.

### 21.05 Retirement Age

On the first day of the month after reaching maximum retirement age under the provisions of the *Municipal Superannuation Act*, every employee will automatically cease to be employed, but the Employer may re-employ an individual over retirement age on a temporary basis.

## ARTICLE 22 - SAFETY AND HEALTH

### 22.01 Clothing and Safety Equipment

Employees shall be supplied with all necessary tools, safety equipment, rain gear, hard hats, coveralls, steel toe caps for hip-waders, and protective clothing, exclusive of footwear, when same is required to be used in accordance with the Industrial Health and Safety Regulations of the Workers' Compensation Board. Coveralls shall be laundered on a weekly basis.

All articles of safety equipment shall be kept in serviceable condition and used at all times by the employees.

All clothing shall be furnished on a loan basis and the employees will be required to return same in good and serviceable condition, fair wear and tear excepted.

One winter uniform jacket will be provided for each regular Arena employee each two years, such uniform jacket to be worn only while employee is on duty. Uniform jackets will remain at the Arena and will be dry cleaned as necessary.

Permanent employees shall be entitled to one hundred dollars (\$100) every twenty-four (24) months with proof of purchase for safety boots where safety boots are required to be worn. Safety boots purchased must meet WCB Occupational Health and Safety Regulation standards.

### 22.02 Injury Pay Provisions

An employee who is injured during working hours and is required to leave for treatment, or is sent home as a result of such injury, shall receive payment for the remainder of the shift at his/her regular rate of pay without deduction from sick leave.

### 22.03 Safety Committee

The Union and the Employer shall each appoint up to three (3) members to a Safety Committee, and such Committee shall meet at least once a month, or at any time when requested by either party, on sufficient notice.

### 22.04 Accident Investigation Report

The Employer shall provide the Safety Captain with a copy of the Accident Investigation Report for each accident, once completed.

### 22.05 Right to Refuse Unsafe Work

No employee shall be discharged, penalized or disciplined for refusing to work on a job or in any workplace or to operate any equipment that, in the employee's reasonably held opinion, is unsafe to him/herself or any other person, including an unborn child. No employee shall be ordered or permitted to work on a job which another employee has refused until the matter is investigated by the Health and Safety Committee and satisfactorily settled in accordance with Article 8.24 of the Industrial Health and Safety Regulations.

## ARTICLE 23 - GENERAL CONDITIONS

### 23.01 No Discrimination

The District and CUPE Local 2086 agree that there shall be no discrimination exercised that would be in contravention of the *Human Rights Act*.

### 23.02 Plural or Feminine Terms

Whenever the singular, masculine or feminine is used in this Agreement, it shall be considered as if the plural, feminine or masculine has been used where the context of the party, or parties hereto so require.

### 23.03 Tools

- (a) The Employer shall supply all tools and equipment required by employees in the performance of their duties, excluding hand tools for tradespeople.
- (b) The Employer shall at its own expense insure for damage or loss caused by fire or flood, the tools of its Tradesperson Mechanic which are required in the performance of his/her work. This provision for tool insurance shall also apply to loss by theft where the tools are stored in the designated place of safety within the control of the Employer and there is forcible breaking and entering. The Employer shall supply like replacements for tools broken or lost in the course of work. Specialized tools required shall be purchased by and remain the property of the Employer.

#### 23.04 Sexual Harassment

The Employer agrees that the employee has the right to work without sexual harassment.

A claim of sexual harassment by an employee shall be resolved through the Grievance Procedure commencing at Step 2.

#### 23.05 Contracting Out

The Employer has the right to decide how and by whom any work will be performed, however the Employer will not contract out any work which would result in the layoff, reduction in hours or failure to recall an employee in the bargaining unit.

#### 23.06 Student Employment (see also Memorandum of Understanding attached)

The District of Houston may employ students under the provisions of the provincial or federal students grants or programmes, provided that such students are not employed upon work customarily performed, or falling under the jurisdiction of the Union. Students hired under government grants in accordance with the Article shall pay Union dues.

Such student programmes will not result in the reduction of the regular unionized work force, nor will they prevent the enlarging of the work force as and when the occasion warrants. Regular employees on layoff shall be recalled before any students are hired.

The District of Houston may employ students at negotiated rates, regardless of grant approval.

Any dispute arising from this Article shall be settled by the grievance and arbitration procedures.

### ARTICLE 24 - EQUIPMENT DEFINITIONS AND CLASSIFICATION:

#### 24.01 Equipment Definitions:

##### Light Equipment

A motor vehicle or combination vehicle having a net weight under 3100 kg. and by law requires the appropriate driver's licence and endorsements to operate.

##### Medium Equipment

Medium equipment is specific to equipment in the light classification, i.e. the trackless and full size tractors (when equipped with hydraulic attachments that require additional skills or maintenance when operating). These attachments do not include pull behind implements or trailers.

### Heavy Equipment

A motor vehicle or combination vehicle having a net weight over 3100 kg. and by law requires the appropriate driver's licence and endorsements to operate.

### Heavy Equipment With Air

A motor vehicle or combination of vehicles for which a Class 3 driver's licence with air endorsement is required by law.

## 24.02 Equipment Classification

### Light Equipment

Pick-up trucks (1/2 ton and 1 ton), zamboni, tractors, rotary mower and attachments, and turf care equipment.

### Medium Equipment

Trackless, full size tractor with side or rear mount flail mowers.

### Heavy Equipment

Single axle dump trucks, loaders (above 1 cu. yd.), self propelled street sweepers, vacuum sump cleaners, flusher trucks, water tank trucks, vibratory roller packers, tandem axle dump truck.

### Specialized Equipment

Motor graders and rubber tired backhoe.

### New and Rental Equipment

Classification of equipment not specifically mentioned in the above, shall be determined prior to such equipment being introduced.

## ARTICLE 25 - INTRODUCTION OF TECHNOLOGICAL CHANGE

### 25.01 Introduction of Technological Change

- (1) Where an Employer introduces or intends to introduce a technological change that:
  - (a) affects the terms, conditions or security of employees to whom a Collective Agreement applies, and
  - (b) alters significantly the basis on which a Collective Agreement was negotiated,

either party may refer the matter to an arbitration board under the Collective Agreement.

- (2) The arbitration board shall decide whether the Employer has introduced or intends to introduce a technological change, and on deciding that the Employer has or intends to do so, the arbitration board:
  - (a) shall immediately inform the Minister of its finding; and
  - (b) may, then or later, order one or more of the following:
    - (i) that the change be made in accordance with the Collective Agreement unless the change alters significantly the basis on which the Collective Agreement was negotiated;
    - (ii) that the Employer will not proceed with the technological change for a period, not exceeding 90 days, the arbitration board considers appropriate;
    - (iii) that the Employer reinstate an employee displaced by the technological change; and
    - (iv) that the Employer pay that employee compensation for his/her displacement as the arbitration board considers reasonable.
- (3) An order made under this section binds all persons bound by the Collective Agreement.

## ARTICLE 26 - JOB CLASSIFICATION AND RECLASSIFICATION

### 26.01 Job Description

In consultation with the Union, the Employer agrees to draw up job descriptions for all positions and classifications for which the Union is bargaining agent. Any dispute arising from this clause shall be subject to grievance and arbitration.

Classifications and job descriptions so established shall not be eliminated without prior agreement with the Union.

### 26.02 Changes in Classification

When the duties or volume of work in any classification are changed or increased, or where the Union and/or an employee feels he/she is unfairly or incorrectly classified, or when any position not covered by the salary and wage schedules attached hereto is established during the term of this Agreement, the rate of pay shall be subject to negotiations between the Employer and the Union. If the parties are unable to agree on the reclassification and/or rate of pay of the job in question, or the effective date of reclassification, such dispute shall be submitted to grievance and arbitration.

No job posting shall be made in the event of an existing position being awarded a reclassification under the terms of this clause.



ARTICLE 27 - TERM OF AGREEMENT

27.01 Duration

This Agreement shall be binding and remain in effect from January 1, 2001 to December 31, 2003, and shall continue from year to year thereafter unless either party gives to the other party notice in accordance with the Labour Relations Code of British Columbia that it desires its termination or amendment. During the period of negotiations this Agreement shall continue in full force and effect. The terms and conditions of this Agreement may be amended only by mutual agreement between the Union and the District.

27.02 Contractual Language

Both parties agree that contractual language will be reviewed by both parties for better clarity and understanding on a continuing basis.

Dated at HOUSTON, B.C. this \_\_\_\_\_ day of \_\_\_\_\_, 2001.

DISTRICT OF HOUSTON:

COPE LOCAL 2086:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
President

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Secretary

## SCHEDULE "A"

JOB TITLE		January 1 2001	January 1 2002	January 1 2003
Office Assistant I	(0-3 months)	15.31	15.75	16.20
	(after 3 months)	15.81	16.25	16.70
Office Assistant II	(0-3 months)	20.43	20.87	21.32
	(after 3 months)	21.51	21.95	22.40
Accounting Clerk I	(0-3 months)	19.18	19.62	20.07
	(after 3 months)	19.98	20.42	20.87
Accounting Clerk II	(0-3 months)	21.80	22.24	22.69
	(after 3 months)	22.55	22.99	23.44
Municipal Service Worker I	(0-3 months)	20.54	20.98	21.43
	(after 3 months)	21.78	22.22	22.67
Municipal Service Worker II	(after 1 year)	22.25	22.69	23.14
Refrigeration Operator I		22.25	22.69	23.14
Refrigeration Operator II		22.50	22.94	23.39
Municipal Service Worker III		23.05	23.49	23.94
Municipal Equipment Operator: (current job title rate)	(Light Equipment)			
Municipal Equipment Operator I	(Medium Equipment)	22.55	22.99	23.44
Municipal Equipment Operator II	(Heavy Equipment)	23.30	23.74	24.19
Specialized Equipment Trainee		23.80	24.24	24.69
Specialized Equipment Operator	(after 3 years)	24.60	25.04	25.49
Water & Wastewater Plant Operator: (*Environmental Operators Certificate Program)				
* Training Position		22.25	22.69	23.14
* Level I Certificate (Water or Sewer)		22.55	22.99	23.44
* Level II Certificate (Water or Sewer)		22.97	23.41	23.86
* Water & Wastewater System Operator		23.59	24.03	24.48
* Senior Water & Wastewater System Operator		24.72	25.16	25.61
Mechanic		24.22	24.66	25.11
Mechanic with Ticket		24.72	25.16	25.61
Working Foreman		25.23	25.67	26.12
Recreation Worker I		10.70	11.14	11.59
Recreation Worker II		15.20	15.64	16.09
Recreation Worker III		15.70	16.14	16.59
Student Labourer		13.20	13.64	14.09
PREMIUMS:				
Lead Hand		.30	.30	.30
Dirty Pay		.75	.75	.75
Shift Premium		.60	.60	.60
First Aid Ticket (designated attendant)				
Level 1		.20	.20	.20
Level 2		.25	.25	.25
Level 3		.50	.50	.50
Refrigeration Certificate		.50	.50	.50
Tandem Axle Truck With Pup		.50	.50	.50

LETTER OF UNDERSTANDING  
between  
DISTRICT OF HOUSTON & CUPE LOCAL 2086

The parties recognize (when mutually agreed) that there may be a need to amend from time to time the hours of work provisions contained in the Collective Agreement when operational requirements exist. Therefore the parties agree to amend Article 13.01 to properly reflect the hours of work of **Lois Harvey**.

The parties agree that this Letter of Understanding applies only to the aforementioned employee and is not intended to amend in any way the existing rights, privileges and/or benefits afforded to said employee under the terms of the Collective Agreement or as might previously have been agreed to between the Union and the Employer.

The position will be of a permanent part-time nature **averaging** eighty-eight (88) hours or more per month over a twelve (12) month period. The hours of work shall be applied between Monday and Friday and between the hours of 8:00 a.m. and 5:00 p.m.

This Letter of Understanding shall remain in force until it is amended or discontinued with mutual agreement between CUPE Local 2086 and the District of Houston.

Dated at HOUSTON, B.C. this \_\_\_\_\_ day of May, 2000.

DISTRICT OF HOUSTON:

CUPE LOCAL 2086:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Secretary

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**THE DISTRICT OF HOUSTON AND C.U.P.E. - LOCAL 2086**

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**JANUARY 30, 2001**

(This Memorandum of Understanding is made pursuant to the Collective Agreement between the District of Houston and the Canadian Union of Public Employees (CUPE) Local 2086, January 1, 2001 – 2003.)

The District of Houston and the Canadian Union of Public Employees, Local 2086, agree to examine alternative models of providing for sick leave (Article 18) and employer contributions to employee benefits (Article 21) for the employees of the District of Houston. And that under the terms of this Memorandum of Understanding a Joint Committee will be established to undertake this review and to report its findings and recommendations, if any, to C.U.P.E. and to the District of Houston on or before December 31, 2001.

Dated at Houston, B.C. this 30 day of January, 2001 .

District of Houston

C.U.P.E. Local 2086

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
President

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Secretary