

COLLECTIVE AGREEMENT

Between

THE REGIONAL MUNICIPALITY OF WOOD BUFFALO



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

and

**THE CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1505**



WOOD BUFFALO
CUPE 1505
OUR WORK. OUR HOME.

JANUARY 1, 2018 to DECEMBER 31, 2020

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This Collective Agreement made this 31st day of July 2018 in the

Province of Alberta

between

The Regional Municipality of Wood Buffalo

(hereinafter called the "Employer")

Party of the first part

and

The Canadian Union of Public Employees, Local 1505

(hereinafter called the "Union")

Party of the second part

P R E A M B L E

It is the desire of both parties to this Collective Agreement to maintain, encourage and promote:

1. Harmonious relations and settled conditions of employment between the Employer and the Union.
2. Joint discussions and negotiations on all matters pertaining to working conditions, employment and services.
3. Safety, efficiency and the highest degree of public service possible among the work force in all areas.
4. The morale, well-being, and security of all employees in the Bargaining Unit of the Union.

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.

Now, therefore, it is agreed as follows:

ARTICLE 1- DEFINITIONS

- 01.01 **Employer** - Means the Regional Municipality of Wood Buffalo and its successors and is otherwise referred to as “RMWB”.
- 01.02 **Union** - Means the Canadian Union of Public Employees, Local 1505, its predecessors and successors and is otherwise referred to as the “Union”. The Union shall have the right to have the assistance of representatives of the Canadian Union of Public Employees when dealing with or negotiating with the Employer. This does not preclude the recognition granted under Article 11.
- 01.03 **Employee** - Means an employee of the Employer who is a member of the Union.
- 01.04 **Promotion** - Shall be defined as the movement of any employee to a permanent vacancy at a pay level higher than previously held by that employee.
- 01.05 **Demotion** - Shall be defined as the movement of an employee to a permanent vacancy at a pay level lower than previously held by that employee.
- 01.06 **Transfer** - Shall be defined as the movement of an employee to a permanent vacancy at a pay level equal to that previously held by that employee. **The transfer will be confirmed in writing to the employee with a copy to the Union.**
- 01.07 **Working Day** - Shall be defined as Monday through Friday exclusive of negotiated holidays and weekends.
- 01.08 **Day** - Shall be defined as a calendar day.
- 01.09 **Year** - Means twelve (12) consecutive months unless specifically modified to mean otherwise.
- 01.10 **Calendar Year** - Means twelve (12) consecutive months that begin on January 1st and end on December 31.
- 01.11 **Probationary Employee** - A newly hired employee who is serving the required probationary period for a permanent position.
- 01.12 **Permanent Employee** - An employee hired on a permanent basis who has successfully completed the required probationary period.
- 01.13 **Name Hire** - Employees that have not been hired through the recruitment process, “Name Hires” are not considered internal applicants. Such appointments will not exceed ninety (90) calendar days nor will employees be re-appointed for a further period of any length without the express written consent of the Union.
- 01.14 **Casual Employee** - Means an employee who works on an irregular basis and is called to work on short notice because of:
- a) the unexpected absence of an employee

b) a temporary need for coverage, or

c) temporary increase in work load.

A casual employee's term of employment shall not exceed one thousand (1000) hours worked, **including overtime hours**, in a calendar year.

- 01.15 **Temporary Employee** - Shall mean any employee hired on an interim basis. They are hired only for a position temporarily vacant (replacing an employee on leave) or temporarily existing (special project). If the temporary employee completes sixty (60) working months in a seven (7) year period they will automatically become a permanent full-time employee.
- 01.16 **Co-op Student** - Is a person who is engaged in a recognized work/study program at a school or university whose course of study requires or permits the student to participate in study related work programs as an integral part of the certificate, diploma, or degree. A Co-op student will be compensated at eighty percent (80%) of the classification for which they are hired. Co-op students pay Union dues but are not entitled to any accrual benefits, pension or medical benefits.
- 01.17 **Seasonal Student** – Is a person who is working in a seasonal job and is compensated at seventy percent (70%) of the classification for which they are hired. Seasonal Students pay Union dues but are not entitled to any accrual benefits, pension or medical benefits.
- 01.18 **Exempt Supervisor** - A supervisor who is not affiliated with one of the Municipality's Unions.
- 01.19 **Immediate Supervisor** - The next level of supervision that an employee reports to (can be a Union member).
- 01.20 **Full-Time Employee** - Means an employee who regularly works the full-time hours set out in Article 14.
- 01.21 **Part-Time Employee** - Means an employee who regularly works less than the bi-weekly hours of a full-time position.
- 01.22 **Spouse** - **Includes adult interdependent partners as recognized by the *Adult Interdependent Relations Act* of Alberta.**

ARTICLE 2 – RECOGNITION

- 02.01 The Employer recognizes the Canadian Union of Public Employees, Local 1505 as the sole and exclusive Bargaining Agent for all employees (the Bargaining Unit) covered by this Collective Agreement, in accordance with the Certificate No. 125-95 issued by the Alberta Labour Relations Board and all subsequent amendments thereto.

- 02.02 Non-Bargaining Unit employees shall not be employed in the performance of jobs included in the Bargaining Unit where such employment causes the lay off or other loss of employment or the reduction in normal hours of work or pay on the part of the Bargaining Unit employees.
- 02.03 The Employer shall not enter into any agreement with any individual employee or group of employees in the Bargaining Unit respecting the terms and conditions of employment contained herein unless any such agreement is first agreed to by the Union.
- 02.04 The Parties hereto recognize whenever masculine or feminine is used in this Collective Agreement, it shall be considered as if the alternate has been used, where this does not extend or change the original intent or meaning of the Clause.
- 02.05 The Parties agree that there shall be no discrimination exercised or practiced with respect to any employee in the matter of hiring, assigning wage rate, training, upgrading, promotion, transfer, lay-off, recall, discipline, classification, discharge or any other action by reason of age, race, creed, colour, ancestry, national origin, religion, political affiliations or activity, sexual orientation, gender, **gender identity, gender expression**, marital or parental status, family relationship, place of residence, disability nor by reason of their membership or activity in the Union or any other reason **prohibited** by the *Human Rights Act* or any other law.
- 02.06 **Harassment** - The Employer and the Union are committed to improving the workplace by maintaining a work environment for all its employees which is free from all forms of harassment.

In order to help enhance the dignity and self-worth of all employees the Employer and the Union are committed to a harassment free workplace. The Employer and the Union will not tolerate, ignore or condone workplace harassment and considers harassment to be a serious offence.

All employees are responsible for respecting the dignity and rights of their co-workers and the public they serve.

Should an employee feel that they have suffered harassment, the employee so affected is encouraged to speak out and bring the matter to the attention of a CUPE Executive member or the Human Resources Department for investigation and action.

ARTICLE 3 - UNION SECURITY

- 03.01 All employees covered by this Collective Agreement, as a condition of continued employment, shall become and remain members in good standing of the Union according to the Constitution and Bylaws of the Union. All future employees shall, as a condition of continued employment, become and remain members in good standing in the Union within thirty (30) days of employment. The Union shall notify the Employer of

the names of persons who are no longer members in good standing in the Union and the reasons therefore.

ARTICLE 4 - CHECK OFF OF UNION DUES

- 04.01 The Employer shall deduct from every employee covered by this Collective Agreement all monthly dues and initiation fees levied in accordance with the Union's Constitution and/or Bylaws and owing by the employee to the Union.
- 04.02 a) Deductions shall be made from each pay, and the Union dues shall be forwarded to the Union bi-weekly, following the close of payroll, accompanied by a current list of employee names, and dues deducted.
- b) The Employer will provide the Union with a current list of employees' names, addresses, telephone numbers, personnel number, regular hours and rate of pay semi-annually by the end of January and June.
- 04.03 The Employer will acquaint new Bargaining Unit employees with the fact that the Collective Agreement is in effect and that new employees are required to become members of the Union and to pay dues as set forth in the Collective Agreement. The Employer will provide new employees a paid half (½) hour in order for one Union Representative to orient them to the Union during business hours during the Employer's orientation.
- 04.04 The Parties hereto agree to share the cost of printing this Collective Agreement on a fifty/fifty (50/50) basis. The final draft and the type of booklet shall be approved by both parties prior to printing.
- 04.05 At the same time that Income Tax (T-4) slips are made available, the Employer shall provide, in a format acceptable to Revenue Canada - Taxation, a statement of the amount of Union dues paid by each Union member in the previous year.

ARTICLE 5 - MANAGEMENT RIGHTS

- 05.01 The Employer reserves and retains solely and exclusively all rights to manage the Municipality and direct its workforce except to the extent that such rights are specifically restricted by this Collective Agreement.

ARTICLE 6 - LABOUR MANAGEMENT COMMITTEE

06.01 Establishment of Committee

A Labour Management Committee shall be established consisting of representatives of the Union and representatives of the Employer. The mandate of the committee is to further the interests of improved service to the public, ability of management to manage competently and job security for the employees.

06.02 **Meetings of Committee**

The committee shall meet at least once a month at a mutually agreeable time. Its members shall receive a notice and agenda of the meeting at least forty-eight (48) hours in advance of the meeting. Union members of the Committee will be given **one-half (½) day** off with pay to prepare for the meeting. Employees shall not suffer any loss of pay for time spent attending such meetings.

06.03 **Chairperson of Meeting**

An Employer and a Union Representative shall be designated as joint chairpersons and shall alternate in presiding over meetings.

06.04 **Minutes of Meetings**

Minutes of each meeting of the committee shall be prepared as promptly as possible after the close of the meeting. The Union and the Employer shall receive copies of the minutes within three (3) days following the meeting. The Employer shall post a copy of the minutes on all Union bulletin boards two (2) days after delivering such minutes to the Union.

ARTICLE 7 -SENIORITY

07.01 **Permanent Employee**

Seniority is defined as the length of continuous service as a permanent employee in the Bargaining Unit. Upon successful completion of the required probationary period, permanent employees shall accrue seniority from the date of hire into a permanent position and shall be used, subject to the balance of the provisions in this Collective Agreement, in determining preference or priority for promotions, transfers, acting positions, lay offs, demotions, permanent reduction of the workforce, and recall. Seniority, except as otherwise provided herein, shall operate on a Bargaining Unit wide basis.

07.02 **Conversion of Seniority**

For the purpose of comparison of seniority with that of permanent full-time employees, the seniority of permanent part-time employees shall be converted by adding the hours paid by the Employer to date and dividing the total by the daily full-time paid hours worked in their current position. For the purposes of this Clause, unpaid leaves of absence, periods of Short-term Disability during which the Employer makes no contribution to earnings, Workers' Compensation, Long-term Disability, vacation pay payout to a permanent part-time employee or overtime shall not be counted as "hours paid by the Employer."

07.03 **Seniority List**

- a) The Employer shall maintain a seniority list showing the date upon which each permanent full-time employee's service commenced.
- b) The Employer shall maintain a separate seniority list showing the hours worked to date and the start date of each permanent part-time employee.
- c) A seniority list of all employees covered by this Collective Agreement shall be supplied to the Union by the Employer. Such list shall show the name of the employee, **employee number and** the date of hire.
 - i. When two (2) or more employees **hired on or after May 7, 2014** have the same seniority date, the order of seniority will be by last name alphabetically.
 - ii. **Where two (2) or more employee hired prior to May 7, 2014 have the same seniority date, the employee with the lower payroll number is the senior employee.**
- d) The seniority list will be forwarded to the Union in March of each year. The Union will have four (4) calendar weeks to review the list and submit any changes otherwise the list will remain as is and not be subject to grievance or arbitration.
- e) **An updated seniority list shall be supplied to the Union by the Employer on or before a notice of lay off under Clause 10.03.**

07.04 **Probation of Newly Hired Employees**

New employees hired into a permanent part-time or full-time position shall be required to serve a continuous service probationary period **of nine hundred and ten hours (910) worked** from the date of hire into that position before obtaining permanent status.

The Employer has full rights to discharge probationary employees if in the opinion of the Employer they do not meet the standards required of them by the Employer.

Probationary employees are not permitted to participate in the pension plan until such time as they have successfully completed their probation but will be entitled to purchase back the period of unpaid pension provided it is done before completion of the first year of employment.

During the probation period, **probationary** employees shall be entitled to the rights and benefits as specified in this Collective Agreement except with respect to discharge.

Employment of a probationary employee may be terminated during the probation period without recourse to the grievance procedure unless the Union claims discrimination as noted in Clause 02.05 as the basis of termination.

All **probationary** employees shall be evaluated in writing **by an exempt supervisor** during the sixth (6th) week and at the end of the probationary period. A copy of **each** evaluation shall be given to the employee.

If an evaluation in writing is not given to an employee within thirty (30) working days of the end of the sixth (6th) week, the employee is deemed to have had satisfactory job performance at the time the evaluation was required.

07.05 **Loss of Seniority**

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

An employee shall lose seniority in the event of one of the following:

- a) The employee is discharged for just cause and is not reinstated.
- b) The employee resigns in writing or verbally and is not reinstated within two (2) days.
- c) The employee terminates their employment by being absent from work in excess of three (3) days without sufficient cause or without notifying the Employer unless such notice was not reasonably possible.
- d) The employee is laid off for a period longer than eighteen (18) months.

07.06 An employee shall only be transferred or promoted to a position outside the Bargaining Unit with the employee's consent.

- a) When temporarily transferred to a position outside the Bargaining Unit, the employee shall:
 - i. retain seniority and continue accruing seniority during the period of the temporary transfer;
 - ii. **continue to pay Union dues; and**
 - iii. **be ineligible for a further temporary transfer outside the Bargaining Unit for thirty (30) days after reaching the cumulative maximum of one-hundred and eighty (180) days.**
- b) When promoted to a permanent position outside the Bargaining Unit, the employee shall:
 - i. retain seniority acquired to the date of leaving **for one hundred and twenty (120) days;**
 - ii. **continue to pay Union dues at the rate for the position previously held; and**

- iii. if the employee returns to the Bargaining Unit during or at the end of the **one hundred and twenty (120) day** period the employee shall be placed in the position previously held by the employee.

07.07 Temporary, name hires and casual employees shall not accrue seniority.

ARTICLE 8 - FILLING OF JOB VACANCIES AND STAFF CHANGES WITHIN THE BARGAINING UNIT

08.01 Notices of vacancies or newly created positions **not filled by recall** shall be posted as an internal competition for a period of nine (9) days on the RMWB intranet. The Employer may fill the position temporarily as per Article 20. **A temporary vacancy anticipated to continue for greater than ninety (90) calendar days, which is not able to be filled as per Article 20, shall be posted as a non-permanent position posting.**

Notices shall contain at least the following information:

- a) Job title and nature of position.
 - b) Qualifications required.
 - c) Knowledge and education.
 - d) Skills, shift, hours of work, wages or wage rate or range.
 - e) Established job descriptions shall apply.
- 08.02 In the event a permanent position has become vacant and has not been filled within **two (2)** months of the vacancy, the Union, upon request to the **Human Resources** Department, shall receive a summary of the status of the competition and the reasons for the delay in filling the position.
- 08.03 When applying on internal competitions the following conditions will apply and applicants will be considered in this order.
- a) Permanent full time and permanent part time employees who have successfully completed their probation or trial period of the current position and have not changed positions within the last twelve (12) months. Applications for internal competitions within the same twelve (12) month period may be considered on a case by case basis in consultation with the Union. Release Agreements will be required and approvals will not be unreasonably withheld.
 - b) In assessing the required qualifications of applicants, the Employer shall consider each individual's abilities, education, skills, knowledge, aptitude and fitness for the vacant position.
 - c) In making appointments to vacant or newly created positions within the jurisdiction of the Bargaining Unit it is agreed that where the required

qualifications of two (2) or more applicants are approximately equal, seniority shall govern.

- d) Where a job vacancy falling under the scope of this Collective Agreement is posted as per Clause 08.01, applicants from within the Bargaining Unit shall be assessed prior to posting externally.
- e) Where a job vacancy falling under the scope of this Collective Agreement is posted simultaneously (internal and external), applicants from within the Bargaining Unit shall be assessed before external applicants are considered.
- f) If there are no qualified applicants for a permanent vacancy the Employer, in consultation with the Union, may repost the vacancy internally **as a development opportunity** for all employees; waiving some of the job qualifications. The successful employee must meet the job qualifications within their trial period. If the employee is unable to meet the job qualifications within the trial period, the time frame may be extended up to one (1) year with the extension supported by the department, the employee, and the Union.
- g) When a permanent employee successfully applies on a non-permanent posting, the employee's permanent status shall not change. The Employer, at their discretion, may waive all or part of the qualification requirements for this non-permanent posting. Upon completion of the non-permanent position, the employee shall be returned to the employee's former position without loss of pay, hours of work, seniority, and benefits.

08.04 A promoted, demoted or transferred employee shall serve a three (3) calendar month trial period which may be extended to a maximum of a further three (3) calendar months by mutual agreement between the Employer and the Union.

The trial period will be increased by the number of days that the employee is absent from work because of leave of absence, vacation, illness or injury during the three (3) calendar month period.

08.05 An employee serving a trial period shall be evaluated in writing after six (6) weeks from the date of hiring and at the end of the trial period. In the event that the trial period is extended, further evaluations in writing shall be done after six (6) weeks and at the end of the extended trial period. A copy of **each** evaluation shall be given to the employee.

If a promoted, demoted or transferred employee, at the employee's option or the decision of the Employer, should be returned to their former position during the trial period, any other employee affected by the employee's return shall be returned to their former position. Any employee affected by this clause will be placed in their previous position as though the employee had not left it, including their wage rate, increment date and accrued seniority.

08.06 The Employer shall promptly submit to the Union **the following** information regarding positions within the Bargaining Unit:

- a) job postings,
- b) appointments,
- c) hiring,
- d) lay offs,
- e) transfers,
- f) recalls,
- g) terminations,
- h) **transfers of employees to positions outside the Bargaining Unit, and**
- i) **employees returning to the Bargaining Unit from outside the Bargaining Unit.**

08.07 The Union shall be provided advanced notice where a position is being moved under another department. The Union will keep the information confidential until the Employer has advised the employee of the move.

ARTICLE 9 - PROFESSIONAL DEVELOPMENT

09.01 The Employer is **committed to maintaining a highly skilled and knowledgeable workforce through a work environment that is supportive of training and development opportunities.** Time spent in training shall be considered to be time worked, as it relates to all provisions of this Collective Agreement.

The training categories are as follows:

a) **Mandatory Training**

Mandatory training includes training:

- i. **necessary to meet legislative regulations,**
- ii. **required to maintain technical accreditation identified in the job description,**
- iii. **safety training, or**
- iv. **that ensures the employee continues to meet the technical competency of the job function.**

Mandatory training will be scheduled for employees who normally perform the work.

b) **Optional Training**

Optional training includes training or development opportunities that:

- i. **are deemed beneficial to the employee's current job duties,**
- ii. **enhances performance of a particular competency, or**
- iii. **increases the operational efficiency of the Municipality.**

Optional training will be offered on a first come first served basis however certain positions may be provided priority depending on the topic delivered. **Priority shall be given to permanent employees.**

09.02 The Employer will provide fifteen (15) days' notice if mandatory training is to be outside of regular working hours unless mutually agreed upon by the parties.

09.03 **Apprenticeship Training Opportunities**

Both the Employer and the Union recognize the value of a highly skilled workforce and as such, the parties have therefore agreed to foster the enhancement of skill development of employees through the promotion and implementation of an Apprenticeship Training Program (the "Program").

The Employer agrees to seek interested internal employees who meet the necessary training pre-requisites and are minimally qualified as established by the Employer for the apprenticeship opportunity prior to hiring outside apprentices.

Each employee who enters the Program will complete the Program in its entirety and in accordance with the *Apprenticeship Act* of the Province of Alberta and will remain in the employ of the RMWB for a minimum period of five (5) years following completion of the Program. Failure to fulfill either or both of these conditions will result in a requirement for the employee to repay to the RMWB the tuition costs of the Program paid on behalf of the employee **by the Employer**. In the event that an employee partially completes the Program, or fails to remain in the employ of the RMWB for a full five (5) years subsequent to completing the Program, the amount of tuition to be repaid shall be prorated accordingly. This requirement for repayment of tuition or years of service will be waived should the employee find it necessary to withdraw from the Program for medical reasons. An apprentice must complete the Program within six (6) calendar years.

An apprenticeship rate shall be established using the applicable graduated scale:

Four (4) Year Trade Apprenticeship Program

Commencement	70% of Journeyman Rate
After successful first calendar year	75% of Journeyman Rate
After successful second calendar year	80% of Journeyman Rate
After successful third calendar year	90% of Journeyman Rate
After successful completion and Apprenticeship Board exam(s)	Journeyman Rate

Three (3) Year Trade Apprenticeship Program

Commencement	70% of Journeyman Rate
After successful first calendar year	80% of Journeyman Rate
After successful second calendar year	90% of Journeyman Rate
After successful completion and Apprenticeship Board exam(s)	Journeyman Rate

The Parties further agree to the following:

- a) Apprenticeship guidelines will be in conjunction with the Department of Education Apprenticeship Training Division Alberta.
- b) The cost of sixty percent (60%) of tuition fees will be paid for by the RMWB while all other costs will be the responsibility of the apprentice. Upon successful completion of the program, the RWMB will reimburse the apprentice for the remaining forty percent (40%) of tuition costs.
- c) **An employee that completes** an Apprenticeship Program will **be appointed** to Journeyman status **effective the month following completion**. A vacancy **resulting from the departure of a Journeyman or apprentice may be filled by a Journeyman or apprentice at the Employer`s discretion**. The normal posting and competition processes will apply.
- d) The Employer will provide an out-of-town allowance and an out-of-town mileage travel allowance in accordance with the RMWB **Travel and Subsistence Administrative Procedure** for a round trip to the education institution.
- e) Apprentices must apply for Employment Insurance (EI) when attending modular training. RMWB will pay the difference between any Employment Insurance

benefit and the Apprentice's regular straight time rate **in compliance with the Supplementary Unemployment Benefits (SUB) Plan.**

- f) SUB Plan:
- i. The SUB Plan must be in accordance with subsection 37(2) of the *Employment Insurance Regulations* and registered with Service Canada.
 - ii. The SUB Plan will supplement EI benefits for periods of unemployment when participating in the training as prescribed by the terms of the Program.
 - iii. Verification that the employees have applied for and are in receipt of EI benefits will be made before SUB payments are paid.
 - iv. The SUB is payable at 95% of the employee's normal weekly earnings while the employee is serving the EI waiting period.
 - v. The gross amount of EI benefits the SUB payment will equal 95% of the employee's normal weekly earnings.
 - vi. Service Canada - SUB Plan will be informed in writing of any changes to the SUB Plan within 30 days of the effective date of the change.
 - vii. The SUB Plan is financed by the Employer's general revenues. A separate record of all SUB payments will be kept by the Employer.
 - viii. Payments of guaranteed annual remuneration, deferred remuneration, or severance pay will not be reduced or increased by SUB payments.
 - ix. Employees do not have the right to SUB payments except during the periods of unemployment **when participating in the training as prescribed by the terms of the Program.**

9.04 **Utility Operator Premium Program**

The parties shall refer to Appendix "I" with regard to the Utility Operator Premium Program.

9.05 **The Duty to Accommodate**

The parties shall refer to Appendix "H" with regard to the Duty to Accommodate.

ARTICLE 10 - LAY OFFS AND RECALLS

10.01 **Lay Off Defined**

A lay off shall be defined as a temporary severance of the work employment relationship, or a permanent reduction of the workforce.

10.02 **Role of Seniority in Lay Offs**

In the event of a lay off, employees shall be retained in the order of their Bargaining Unit wide seniority provided they have the required qualifications to fill the positions available.

10.03 **Advance Notice of Lay Off**

In the case of lay off, the Employer shall notify all permanent employees who are about to be laid off twenty (20) working days prior to the effective date of lay off. If the employee, in such case, has not had the opportunity to work twenty (20) full days after notice of lay off, the employee shall be paid in lieu of work for that part of twenty (20) days during which work was not made available.

10.04 **Lay Off Procedure**

A permanent employee subject to lay off will be placed using the following procedures in the order set out below:

- a) An employee will first be offered any available permanent vacancy for which the employee has the required qualifications. The employee will have a maximum of five (5) working days to accept or reject such vacancy. If the employee accepts the vacancy and the hourly rate is lower in that vacant position, the employee's hourly rate will be maintained while the employee remains in that vacant position for a period of one (1) calendar year.
- b) If there are no vacancies available for which the employee has the required qualifications, or if available, the employee does not accept the vacancy and the Employer transfers or demotes the employee pursuant to Clause 10.05, the employee's hourly rate of pay will be maintained so long as the employee remains in the position to which the employee was transferred or demoted. The employee will not receive any further negotiated wage increases until the hourly rate of pay of the new position equals or surpasses the hourly rate of pay of their previous position.
- c) If there are no vacancies for which the employee has the required qualifications, or if available, the employee does not accept the vacancy and the Employer does not exercise its right under Clause 10.05, the employee may select a permanent position held by a less senior employee on the seniority list if they have the required qualifications.
- d) This process will continue in order of seniority until **each permanent** employee **subject to lay off** obtains a position for which they are qualified or it is determined there are no positions available for which the employee is qualified. If the employee does not select a position for which they are qualified, the employee shall be laid off.

- e) If the employee is not placed through the above procedures, the employee shall be laid off pursuant to Clause 10.03.
 - f) Permanent full-time employees and permanent part-time employees will be restricted to positions under a), b), c), and d) on their respective seniority lists.
 - g) If an employee is placed through any of the above procedures, the posting provisions under Clause 08.01 will not apply.
 - h) Temporary employees in the same work area and who spend the majority of their time performing the same work as the employee subject to lay off will be terminated before the permanent employee is laid off.
 - i) The procedures set out above in a) through h) shall be completed within twenty (20) working days from the date of notice of lay off.
 - j) If there is any conflict between this procedure and that set out in the recall procedures of Clause 10.07, it shall be determined on the basis of the most senior qualified employee in the Bargaining Unit.
 - k) A Permanent employee who has been notified by the Employer, pursuant to Clause 10.03 of this Collective Agreement that the employee is to be laid off, may opt to accept severance pay as provided in Appendix "G" in lieu of exercising the employee's the rights under the provisions of Article 10.
- 10.05 The Employer maintains the right to transfer or demote an employee subject to lay off to another position where the employee has the required qualifications to fill the position, with due regard for the provisions of seniority as provided for in this Collective Agreement.
- 10.06 In order that the operations of the Union will not become disorganized when lay offs are made, members of the Local Executive Board and Chief Steward shall be the last persons laid off during their term of office.
- 10.07 The most senior employee laid off who has the required qualifications will be the first recalled to a permanent position, provided the employee has retained accrued seniority.
- a) An employee who refuses to accept a position that is relatively equivalent to the position the employee held prior to lay off, or fails to report within ten (10) working days of the date the position was offered to them, the employee will be struck from the recall list and all obligations towards the employee shall end.
 - b) An employee who is laid off is responsible for advising the Human Resources Department, in writing, of any change of address or telephone number.
 - c) Should the Employer be unable to contact a laid off employee by telephone within forty-eight (48) hours of the first attempt to contact the employee, the next laid off employee will be contacted and offered the position. The first employee

will be contacted by double registered mail. Should the employee fail to contact the Human Resources Department within ten (10) working days of receipt of the letter, or should the employee's address no longer be valid, the employee will be struck from the recall list, and all obligations towards the employee shall end.

d) If an employee is placed through the above procedures, the posting provisions under Clause 08.01 will not apply.

10.08 No permanent employees shall be hired until those laid off who have the required qualifications to fill the positions available have been given the opportunity of recall. A laid off permanent employee shall be eligible to be recalled to a permanent position for a period of eighteen (18) months.

Permanent employees on lay off shall be eligible for recall to non-permanent positions in accordance with the following:

- a) The employee has the required qualifications to fill the non-permanent position.
- b) Any employee in a non-permanent position shall not accrue seniority for such service.
- c) There shall be no adjustment to the eighteen (18) month recall period due to any non-permanent employment.
- d) If no permanent employment is available after eighteen (18) months of lay off from the employee's permanent position, the employee shall be removed from the recall list. The employee, however, may continue to be offered non-permanent employment and may apply on job opportunities.

ARTICLE 11 - GRIEVANCE PROCEDURE

11.01 Names of Union Representatives

The Union shall notify the Employer in writing of the name of each **Union Representative** and the department(s) they represent, and the name of the Chief Shop Steward, if applicable, before the Employer shall be required to recognize them.

11.02 Definition of Grievance

- a) A grievance shall be defined as any difference arising out of the interpretation, application, administration, or alleged violation of the Collective Agreement or a case where it is alleged the Employer has acted unjustly, improperly or unreasonably in accordance with statutes and/or laws.
- b) Grievances shall be either:
 - i) **Individual Grievances** relating to or affecting a specific employee or employees individually or;

- ii) **Policy Grievances** relating to or affecting two (2) or more employees, or grievances involving a question of general application or interpretation of this Collective Agreement.

11.03 **Permission to Leave Work**

The Employer will allow employees serving as **Union Representatives** sufficient time during their regular working hours to carry out Union business including the right to interview employees during normal working hours, provided sufficient time is given in which to grant the request without disrupting the Employers operations. The Employer will continue to pay the appropriate wages and benefits to the employee during their leave for Union business for up to one **Union Representative**. The employee who is grieving shall be granted with pay to attend the meeting.

11.04 **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, Steps I and II of this Article may be bypassed.

11.05 **Proper Procedure**

The timing for submission of grievances by the employee(s) shall be within fourteen (14) days of the time the employee(s) became aware of the event giving rise to the grievance.

11.06 **Settling of Grievances**

In an effort to ensure that grievances are dealt with fairly and promptly, the following steps shall outline proper grievance procedure:

Step I

If the **Union Representative**, Grievance Committee or designate considers the grievance to be justified, they will first seek to settle the dispute with the employee's supervisor within seven (7) days.

Step II

Failing satisfactory settlement at Step I and within fourteen (14) days after the dispute was submitted under Step I, the Grievance Committee or designate will submit to the Business Unit Manager a written statement of the particulars of the grievance and the redress sought. The Business Unit Manager shall render a decision within fourteen (14) days after receipt of such notice.

Step III

Failing settlement being reached in Step II and within fourteen (14) days, the Grievance Committee or designate will submit the written grievance to the Director or designate of

the business unit in which the grievance arose, who shall render a decision within fourteen (14) days after receipt of such notice.

Step IV

Failing a satisfactory settlement being reached in Step III, the Union may refer the dispute to arbitration within thirty (30) days.

11.07 Replies in Writing

The Employer's representative for each step of the grievance procedure shall be required to meet with the grievor and a Union Representative before rendering a decision in writing.

11.08 Failure to Act Within the Limits

It is agreed that the presentation and processing of any grievance herein must be followed strictly according to the grievance procedure all stages thereof and within the applicable time limits set out. If either party fails to comply with the applicable stages and time limits set out above, the grievance shall proceed according to the required time limits to the next succeeding stage of the grievance procedure.

11.09 Grievance Mediation

A grievance may be submitted to voluntary grievance mediation through the Alberta Labour Relations Board or a mutually agreeable forum if both parties agree and jointly submit a request in writing for grievance mediation, prior to the expiration of time limits set out in Clause 11.06 Step IV. The parties further agree that the following shall represent the terms of this Grievance Mediation process:

- a) The parties agree to waive, extend or suspend all time provisions contained in the grievance procedure in the Collective Agreement, with respect to the last step referring to arbitration.
- b) Any discussions by the parties or recommendations of the Mediator shall be made without the prejudice to any further proceedings, and the parties agree that the Mediator is not a compellable witness in any arbitration hearing.
- c) Any recommendations made by the Mediator shall not be binding on either party and either party shall retain the right to proceed to arbitration failing a satisfactory resolution to the grievance through Grievance Mediation, within fourteen (14) calendar days after the Grievance Mediation process is concluded.
- d) The parties understand the Grievance Mediation meetings are not hearings and therefore are not formal.
- e) Any settlement of a grievance referred through this Grievance Mediation process is not precedent setting.

- f) The grievor will be advised by one or both of the parties of the date and place of this Grievance Mediation and will be invited to attend.
- g) Each party shall pay one-half (1/2) of the fees and expenses of the Mediator.

11.10 **Grievance on Lay Offs, Recalls & Terminations**

Grievances concerning lay offs, recalls and terminations shall be initiated at Step III of the grievance procedure.

- 11.11 The time limits fixed in both the grievance and arbitration procedure may be extended in writing by consent of the parties.

ARTICLE 12 - ARBITRATION

- 12.01 When either party requests that a grievance be submitted to arbitration, the request shall be made by registered mail addressed to the other party of the Collective Agreement, indicating the name of its nominee as arbitrator.
- 12.02 If the parties cannot agree on an arbitrator within seven (7) days after receiving the request, the appointment shall be made by the **Director of Mediation Services** upon request of either party.
- 12.03 a) In resolving disputes, an arbitrator shall have regard to the real substance of the matters in dispute and the respective merits of the positions of the parties and shall apply principles consistent with the *Alberta Labour Relations Code* and not be bound by a strict legal interpretation of the issue in dispute.
- b) The arbitrator shall have the power to receive and accept evidence and information on oath, affidavit, or otherwise as in its discretion it considers proper, whether or not the evidence is admissible in a court of law.
- 12.04 The decision of the arbitrator shall be final, binding and enforceable on all parties and may not be changed. The arbitrator shall not have the power to change this Collective Agreement or to alter, modify or amend any of its provisions or make any decision contrary to the provisions of this Collective Agreement. However, the arbitrator shall have the power to modify penalties or dispose of a grievance by any arrangement which it deems just and equitable.
- 12.05 Should the parties disagree as to the meaning of the arbitrator's decision, either party may apply to the arbitrator to reconvene to clarify the decision.
- 12.06 Each party shall pay one-half of the fees and expenses of the arbitrator.
- 12.07 At any stage of the grievance or arbitration procedure, the parties shall have the assistance and cooperation of the Employer or employees involved and any necessary witnesses. All reasonable arrangements shall be made to permit the conferring parties

or arbitrator(s) to have access to the Employer's premises to view any working conditions, which may be relevant to the settlement of the grievance.

ARTICLE 13 - DISCHARGE, SUSPENSION AND DISCIPLINE

13.01 Discipline

The Employer shall have the right to discipline any employee for just cause. An employee who considers that they have been unfairly dealt with shall have the right to grieve.

- 13.02 a) **When the Employer deems it necessary to discipline an employee, notice of such discipline shall be given to the employee and to the Union in writing within three (3) working days of the alleged disciplinary matter, or of the alleged disciplinary matter coming to the attention of the Employer.**
- b) **Where disciplinary action cannot be determined within this time period, the Employer shall inform the employee and the Union in writing within three (3) working days of the alleged disciplinary matter or of the alleged disciplinary matter coming to the attention of the Employer, of the intent to investigate the matter and that further action may be taken. Such further action must be taken by the Employer as soon as possible and in any event no longer than sixty (60) calendar days of the date of the notice of intent to investigate the matter further was given to the employee and Union. If the employee is absent during this period, the period for further action will be extended by the length of the absence. If no discipline is applied within this time, the notice of investigation is deemed withdrawn.**

13.03 Right to Have A Union Representative Present

An employee shall have the right to have a **Union Representative** present at any time when the Employer is meeting with the employee for the purpose of discipline or dismissal or investigation which may lead to discipline or dismissal, and the Employer shall inform the employee of this right and **give the employee twenty-four (24) hours** to arrange for the Union Representative to be present.

A Union **Representative** shall have the right to consult with a CUPE staff representative and to have them present at any discussion with the Employer which might be the basis of disciplinary action.

If the employee waives the right to have Union Representation, the waiver must be **presented to the employee by a Union Representative and signed by the employee and the Union Representative before the meeting commences.**

13.04 Personnel File

- a) The Employer will make an employee aware, in writing, of anything placed in the employee's personnel file that may adversely affect the employee's standing with the Employer.
- b) In order to assist in the resolution of grievances, an employee, or their Chief Grievance Officer with the written authority and verbal confirmation of the employee, shall be entitled to review their personnel file when requested in writing with at least seventy-two (72) hours' notice. An employee shall have the right to have copies of any material contained in their personnel file.
- c) The employee shall have the right to respond in writing to any document contained therein. The **employee's reply** shall become part of the employee's personnel file.
- d) The record of an employee shall not be used against the employee at any time after eighteen (18) months following any disciplinary action. All letters or notices of discipline shall be removed from the employee's personnel file eighteen (18) months after the last proven offence had taken place.
- e) **Non-disciplinary letters, (i.e. Letters of Expectation) shall be removed from the employee's personnel file after eighteen (18) months.**

ARTICLE 14 - HOURS OF WORK

14.01 Regular Daily and Weekly Hours

A regular work week for payroll and scheduling purposes shall commence with the first shift on Friday and terminate with the last shift on the following Thursday.

The regular work day shall be seven (7) or eight (8) consecutive hours, excepting meal breaks, between the hours of 7:00 am and 5:00 pm, Monday to Friday with Saturday and Sunday off.

- a) Employees working thirty-five (35) hours per week with a one (1) hour unpaid meal-break. The parties agree that employees may have the option of a thirty (30) minute unpaid meal-break when agreed to by the Employer.
- b) Employees working forty (40) hours per week with a one-half ($\frac{1}{2}$) hour paid meal break. Forty (40) hour per week employees are identified as per Appendix "A".

14.02 **Shift Premium**

A shift premium of one dollar and fifty cents (\$1.50) per hour shall be paid for all regular hours worked:

- a) outside of 7:00 a.m. to 5:00 p.m., and
- b) for all weekend day shifts.

14.03 A shift shall be defined as when one-half ($\frac{1}{2}$) or more of the regular scheduled hours of work per day fall outside of 7:00 a.m. to 5:00 p.m. On shift operations, employees shall be allowed a one-half ($\frac{1}{2}$) hour paid meal break.

14.04 **Changes to Hours of Work**

- a) Any required changes to the hours of work per day, excepting changes to the starting time for duration of three (3) days or less, shall be done only after prior notification and consultation with the Union.
- b) Changes to regular days of work may only be done by mutual agreement between the parties.
- c) Either party may in writing, request a change to the regular days of work. This may only be done by mutual agreement between the parties, and shall be in the form of a Memorandum of Agreement which will be drawn up to accommodate the employees involved at the time it is required. Both parties will attempt to resolve any differences which may occur.
- d) When an employee's hours of work per day, or days of work are changed, their regular bi-weekly hours of work shall not be reduced.

For the purpose of this Clause 14.04 and/or Appendix "F", Emergency Work or the Potential of Flood, any changes to the days and/or hours of work would normally require the use of Appendix B, Ten (10) Hour Shifts or Appendix C, Twelve (12) Hour Shifts.

14.05 **Working Schedule**

The Employer shall set forth the work schedule of each department and shall post this schedule when it changes at the reporting location showing the hours and days of work of employees in an appropriate place at least two (2) weeks in advance. The Employer shall also send employees the work schedule via the employee's preferred email if they provide an email address.

- a) The Employer agrees to give the employee seven (7) calendar days' notice of shift change except in case of emergencies beyond the control of the Employer that may affect the operations of the Employer. Such circumstances shall include forecasted or sudden storm, flood or the potential thereof, unexpected departure of a staff member and danger or potential danger to life and/or property.

- b) If the Employer fails to give the required notice under Clause 14.05 a) any employee required to work on such short notice shall be paid double (2x) the employee's regular rate of pay on the first shift on such short notice.

14.06 **Paid Break Period**

All employees shall be permitted a fifteen (15) minute break period during the first and second halves of the work day or shift.

14.07 **Paid Clean Up**

Where the nature of the task being performed by the employee is such that it requires more than the usual hand washing to be able to eat a meal in reasonable sanitary conditions, an additional paid five (5) minute wash-up time shall be permitted.

14.08 **Reporting Pay**

If any employee who is scheduled to work a full shift reports for work and there is no work available, such employee shall be paid for half (½) of the hours the employee would have been required to work.

14.09 Nothing in this Collective Agreement shall be considered a guarantee of work or of hours of work per day or per week.

14.10 **Pay Days**

Employees shall be paid bi-weekly. On each pay day, each employee shall be provided with an itemized statement of wages, overtime and other supplementary pay and deductions.

14.11 **Standby Service**

The Employer will consult with the Union prior to requiring standby service in an area where it has not previously been a requirement.

Where the Employer requires standby service, the following process shall be used:

- a) **Employees in the department with the qualifications required for standby service shall submit their availability when requested by the Employer;**
- b) **The supervisor will distribute assignments fairly and equitably based on availability for coverage submitted by employees under subsection a);**
- c) **Where no availability is submitted the Employer may schedule an employee for standby service using a rotation beginning with the least senior employee.**
- d) **An employee shall be paid three dollars and fifty cents (\$3.50) for every hour on standby service in addition to any pay the employee may be entitled to under clause 15.02 if called in.**

- e) **If an employee is required to be on standby service for less than eight (8) hours, the employee will receive eight (8) hours standby service pay.**
- f) **An employee on sick time, vacation or leave of absence is deemed not available for standby service during the period of the absence until their next schedule shift.**

14.12 **Essential Services**

The Employer and Union agree that the following shall be deemed essential services:

Water Treatment

Waste Water Treatment

Underground Services

Facility Services

Fort Chipewyan Municipal Airport

The parties agree that regardless of Union and Employer agreement on essential work, it in no way predetermines a Labour Board determination on the same.

14.13 **Recovery of Overpayments**

Where an employee has been overpaid, the Employer shall recover the amount of overpayment made in the previous six (6) months from the employee's wages using the following procedure:

- a) **The Employer shall meet with the employee and a Union Representative to confirm in writing**
 - i. **The calculation of the amount of overpayment; and**
 - ii. **How the overpayment shall be recovered from the employee's pay;**
 - iii. **If the overpayment is recovered by installments deducted from the employee's pay, the deductions shall not reduce the employee's normal weekly earnings below eighty-five percent (85%).**
- b) **Where the pay level for a position in a letter of offer is incorrect, the overpayment will be absorbed by the Employer and corrected on a go forward basis.**

ARTICLE 15 – OVERTIME

15.01 **Overtime Defined**

Overtime means previously authorized work performed in addition to a full-time employee's normally scheduled work day or work week.

- a) Part-time Employees
 - i. For the purpose of qualifying for overtime compensation, a part-time employee's work day or work week is required to be that of a full-time employee whose position is similarly classified.
 - ii. When a part-time employee is "called out" to perform work outside the normal work day or work week of a full-time position which is similarly classified, they will receive overtime pay.
- b) Overtime shall be compensated for at the rate of two times (2x) the normal rate of pay for the work being done.
- c) An employee, at the time of work, shall have the option to receive overtime pay or to bank time at one and one-half (1½) off for each hour worked in lieu of the overtime pay. An employee may accumulate up to a maximum of five (5) working days which may be taken consecutively, at a time mutually agreed upon by the employee and the supervisor. If such time cannot be mutually agreed upon, the employee shall be paid out in order of "First-banked will be paid out first at rate of pay banked". Overtime banks will be paid out on the last pay period of the year with the exception of the equivalent hours of five (5) working days which can be carried into the next calendar year.

15.02 **Call Out**

An employee who has completed their normal shift and left the work-site and who is called out to perform overtime work shall be paid a minimum of two (2) hours at the applicable overtime rate.

- a) This Clause will only come into effect once in any two (2) hour period. Under no circumstances will the Employer pay for the same hour twice.
- b) Employees are called out as per Clause 15.10. Employees on sick time or annual leave are deemed not available for call out during the period of the absence until the next scheduled shift. If an employee is on other approved leave, they will notify their supervisor if they are available prior to the end of their scheduled shift.
- c) Call outs that require the employee to report to the worksite will be paid upon arrival at the worksite (two (2) hour minimum as per Clause 15.02).
- d) Call outs that do not require the employee to report to the worksite will be paid a minimum of one (1) hour at the applicable overtime rate.

15.03 **Maximum Working Hours**

An employee's hours of work **including** overtime shall:

- a) Total no more than sixteen (16) hours worked in a twenty-four (24) hour period;

- b) Allow for eight (8) consecutive hours off duty before returning to the employee's regular shift.

15.04 **No Lay Off to Compensate for Overtime**

If an employee works some or all of the period prior to a regular shift, and is directed by the Employer to obtain rest, the employee will not lose pay for those regular hours.

15.05 **Overtime Meal Breaks**

An employee called out to work overtime shall be eligible for one-half (½) hour meal break without loss of pay after four (4) consecutive hours of overtime work, provided that overtime work is to continue and at intervals of four (4) consecutive hours following the completion of the previous meal break, provided that overtime is to continue.

- 15.06 An employee required to work overtime in excess of two (2) consecutive hours immediately prior to the commencement of the employee's regular hours of work shall be eligible for a meal break without loss of pay at a time mutually agreed between the employee and the immediate supervisor.

- 15.07 An employee required to work overtime, following the completion of the employee's regular hours of work, which continues in excess of two (2) hours, shall be eligible for one-half (½) hour meal break without loss of pay at a time mutually agreed between the employee and the immediate supervisor. In the event overtime continues, such an employee shall become eligible for further meal breaks without loss of pay at intervals of four (4) consecutive hours following the completion of the previous meal break, provided that overtime is to continue. Regardless of the time of the initial meal break, for the purpose of this Clause, it shall be deemed to have been taken after the completion of two (2) hours of such overtime work.

- 15.08 Suitable paid break periods will be provided for employees working overtime at the discretion of the supervisor. Such discretion shall be exercised in a reasonable manner giving due regard to the nature and progress of the work being done.

- 15.09 An employee **called in for overtime under Clause 15.02 or required to work overtime following the completion of the employee's regular hours of work under Clause 15.07** shall be paid a fifteen-dollar (\$15.00) meal allowance for each meal break that they are entitled to.

15.10 **Division of Overtime**

The Parties agree that overtime opportunities, other than those which are an extension of the regular hours of work or overtime generated by emergencies beyond the control of the Employer, shall be offered to able and qualified employees who normally perform the work, according to a rotating list in order of seniority. The first person on the list shall have the first opportunity and whether the employee accepts, declines, or is unavailable shall be deemed to have had their opportunity. **An employee working a regular shift**

when the overtime opportunity occurs will maintain their position on the list for the next opportunity. The Employer shall maintain up-to-date records of overtime worked. No employee shall be required to work overtime when other qualified employees are willing and available to work.

"Emergencies beyond the control of the Employer" shall include forecasted or sudden storm, flood or the potential thereof, unexpected departure of a staff member and danger or potential danger to life and/or property.

ARTICLE 16 – HOLIDAYS

16.01 The Employer recognizes the following as paid holidays:

New Year's Day

Family Day (Third Monday in each February if a paid holiday under the *Employment Standards Code*)

Good Friday

Easter Monday

Victoria Day

Canada Day

Heritage Day (First Monday in August)

Labour Day

Thanksgiving Day

Remembrance Day

Christmas Day

Boxing Day

Any other day proclaimed as a holiday by the Employer.

16.02 Employees that work on a negotiated holiday may, at their discretion, receive their normal holiday pay or bank the negotiated holiday in their statutory holiday (stat) bank.

If a negotiated holiday falls within an approved annual leave period, the holiday is recorded as a negotiated holiday (stat).

No more than five (5) banked statutory holidays shall be added to an employee's annual leave in any one (1) vacation year.

16.03 **Qualification for Payment on Holidays**

Employees qualify for holiday pay upon their date of hire. Where an employee is required to work a shift which ends on the negotiated holiday they shall, in addition to

their holiday pay, be entitled to the applicable overtime pay for all hours worked on that shift.

- 16.04 In order for an employee to receive holiday pay the employee must have worked their last regular scheduled shift prior to and immediately after the holiday unless their absence was due to accident or illness, which was subsequently verified by a doctor's certificate, or alternatively unless the absence was duly authorized in writing by the Employer.
- 16.05 An employee who, after a period of health recovery on part pay or without pay, returns to duty on a Monday or Tuesday following a negotiated holiday, shall revert to full pay effective the preceding Sunday.
- 16.06 Holiday pay for employees shall be an amount equal to what they would have normally earned had they been required to work their normal hours on that day.
- 16.07 The Employer may designate a day for general observance of the negotiated holiday other than the actual day of the holiday so that the day of observance will be consecutive with a weekend.

16.08 **Personal Floater Days**

All permanent employees shall be entitled to two (2) personal floater days per year, no more than one (1) to be taken in the first thirteen (13) pay periods of the year, as mutually agreed to between the employee and the supervisor. **Probationary** employees hired after June 30th will be entitled to one (1) personal floater for the year.

Personal floaters must be taken by the end of the last pay period of the year (pay period #26) and cannot be carried over.

ARTICLE 17 – VACATIONS

- 17.01 a) Eligible permanent employees shall accrue vacation from their start date and are eligible to take vacation once it has been accrued.
- b) For clarity, an employee starts their employment with no vacation and begins to accrue vacation **daily for the subsequent twelve month period** based on the chart below. After the employee's fourth (4th), ninth (9th) and fourteenth (14th) anniversary, they will begin to accrue **the next level** of vacation **entitlement**.

Length of Vacation with Pay				
Number of Anniversaries of Employment	Employees working 35 hours per week 7 hour shifts	Employees working 40 hours per week		Employees working 42 hours per week 12 hour shifts
		8 hour shifts	10 hour shifts	
Up to 4	105	120	120	126
5, 6, 7, 8 and 9	140	160	160	168
10, 11, 12, 13 and 14	175	200	200	210
15 and over	210	240	240	252

- c) Employees shall not accrue annual leave when their wages are being paid directly from the insurance company or Workers' Compensation Board benefits (WCB) for absences of ten (10) or more working days.
- d) Permanent employees leaving the service of the Employer shall be paid the balance of their accrued annual leave.
- e) Non-permanent employees shall be paid vacation pay bi-weekly in accordance with the *Employment Standards Code*.
- f) All permanent part-time employees shall be entitled to **accrue** a prorated allotment of annual vacation.

17.02 **Calculation of Vacation Pay**

Vacation pay shall be at the normal rate of pay earned by the employee during that vacation period. Acting, premiums or substitute pay are to be disregarded. For clarity, this means, for example, that an employee working a ten (10) hour shift uses ten (10) hours of vacation leave for each day of vacation taken.

17.03 **Preference in Vacations**

An employee shall be granted vacation period(s) in accordance with Appendix "E", Preference in Vacation Scheduling.

17.04 **Illness During Vacation Period**

If an employee is sick in excess of three (3) days while on earned vacation, the days of illness shall not be considered as vacation but shall be considered as health recovery time if the employee produces a certificate signed by a qualified medical practitioner.

17.05 An employee who suffers the death of a member of their immediate family which is recognized in the Bereavement Leave Article during their vacation shall, at the

employee's discretion, be entitled to Bereavement Leave as per Clause 19.04, and such leave taken shall not be considered as vacation.

ARTICLE 18 - HEALTH RECOVERY PROVISIONS

18.01 Health Recovery Defined

Each permanent employee shall be entitled to apply for paid health recovery benefits in the amounts qualified in this Article when, through illness, the employee is unable to perform work for the Employer.

- a) Illness means physical or mental condition resulting in diminished functional capabilities preventing the employee from carrying out the duties of their own position or modified duties provided by the Employer, or
- b) Injury or accident for which payment is not received by the employee under *The Workers' Compensation Act* because WCB determines it is not a workplace injury and provided the employee has fully cooperated with WCB and the Employer in respect of any WCB claim. Health recovery benefits will not be approved for employees whose WCB claims are not approved due to their failure to cooperate with WCB or the Employer in respect of their WCB claims.

18.02 An employee, hired into a permanent position, having successfully completed their probationary period shall accrue health recovery credits to **the maximum permitted accrual based on the chart below:**

Employees working:	Health Recovery Credits with pay accrued per month	Maximum Permitted Accrual
35 hours per week(7 hour shifts)	10.5 hours	385 hours
40 hours per week(8 hour shifts)	12.0 hours	440 hours
40 hours per week(10 hour shifts)	12.0 hours	480 hours
42 hours per week(12 hour shifts)	12.6 hours	480 hours

Exception: An employee, who, at January 1, 2014, has accrued more than **the maximum permitted accrual**, shall have that accrual available for use as set out in this Article but no further accrual shall be allowed until the amount drops below **the**

maximum permitted accrual. Health recovery credits will be utilized at the employees' current rate of pay and does not include premiums or top ups for special appointments.

For the purpose of accruing health recovery benefits, a permanent part-time employee shall accrue health recovery benefits at 0.07 hours for every hour worked and any unused health recovery benefits will accrue to the benefit of the employee.

Proof of Illness

- a) Employees must report their inability to work due to illness to their supervisor or the person designated to receive such reports before the start of their work or as soon as reasonably possible after work begins.
- b) An employee may be required by the supervisor to produce a certificate from a duly qualified medical practitioner for any illness of three (3) consecutive working days or less certifying that the employee is unable to carry out their duties due to illness.

Employees absent from work due to illness in excess of three (3) consecutive working days must produce a medical practitioner's certificate certifying their inability to work on the fourth (4th) day of illness. It is the employee's obligation to keep the supervisor informed of the status of illness (inability to work) on an ongoing basis.

- c) Failure to report or late reporting may result in **discipline** even if a medical practitioner's certificate is produced later.

In considering **discipline** for failure to report and/or produce certificates as per the above reporting procedure, allowance will be given for any extenuating circumstances, medically or otherwise, which prevents the employee from reporting on time.

- d) Failure to comply with any of these requisites shall result in loss of pay for the days of absence. Continued malpractices in this regard will result in more serious discipline and may lead to termination of employment.

18.03 If an employee has resigned, retired or been discharged and after a lapse of time is re-employed, the employee is then deemed to be a new employee for the purposes of these regulations except as provided by Clause 18.04 or except where the employee was discharged by reason of the abolition of their position, in either of which case their health recovery bank after re-instatement shall be based upon their total years of employment in accordance with Clause 18.02.

18.04 Notwithstanding the provisions of Clause 18.02, any employee whose services are being continued after the employee has reached an age **where the employee is ineligible for Short-term Disability** and who suffers any general illness that **causes the employee to be absent from duty shall be permitted to utilize accrued health recovery credits.**

18.05 a) If an employee is eligible to receive Workers' Compensation **Board benefits**, they shall not be allowed leave with pay. An employee may arrange bridging up to an amount not exceeding the employee's bi-weekly net pay from their annual leave bank, to provide income while awaiting payments from the Workers' Compensation Board. The employee shall be required to assign the anticipated payment from the Workers' Compensation Board to the Employer, if bridging is to be arranged.

Notwithstanding the generality of Clause 21.02, an employee who wishes to retain benefits coverage under Article 21 while on Workers' Compensation Board benefits beyond an initial twelve (12) months shall prepay to the Employer the full premium costs for such additional coverage.

- b) If an employee is not eligible to receive Workers' Compensation Board benefits, the employee shall receive full pay from their health recovery accrual for five (5) working days and shall have **equivalent hours** deducted from their health recovery bank for each day the employee is unable to work.
- c) If the absence extends beyond seven (7) calendar days, the employee shall on or before the eighth (8th) calendar day of absence apply for Short-term Disability, including the completion of a Functional Abilities Report (FAR), with the Employer's assistance. Forms are available on the intranet, through Health Services or through the CUPE Local office. Allowance will be given for any extenuating circumstances, medically or otherwise, which prevents the employee from applying on this day. The Employer shall make reasonable efforts to provide the necessary forms to the employee in an expedient manner. Providing the employee has applied for Short-term Disability, the employee shall, effective the sixth (6th) day of work absence, receive:

The insured benefit from Short-term Disability (STD), less all required deductions, equal to the net pay the employee would normally receive generated by pay for their regular scheduled hours of work which may be topped up using their health recovery benefit accrual as defined in Clause 18.02 until it has been depleted.

Should the Short-term Disability carrier deny the employee after receiving and reviewing all of the medical information provided, including the appeal process, the employee must return to work. No further health recovery credits will be advanced after the carrier deems the employee medically fit to return to work.

- d) Once the employee has used up all their health recovery credits the employee may not be entitled to any Cost of Living Allowance (COLA) offered by the Employer.

- e) The Employer will continue to provide benefits during Short-term Disability providing the employee pays their portion of the shared cost of benefits.
- f) While the employee is on full net pay from Short-term Disability and health recovery accrual, the employee shall be considered on leave with pay and shall be entitled to all rights, benefits and accruals under this Agreement.
- g) While receiving full net take home pay from Short-term Disability and their health recovery accrual, the employee's accumulated health recovery bank shall decrease by one-third (1/3) of a full day's health recovery for each day's absence.
- h) While the employee is receiving health recovery pay, Short-term Disability benefits will be assigned to the Employer. After the employee has used their health recovery accrual, the Employer shall redirect the Short-term Disability benefits to the employee.
- i) If an illness is such that it requires an employee to be off work longer than one hundred and twenty (120) consecutive calendar days, the employee shall apply for Long-term Disability with the Employer's assistance.

18.06 Recovery of Pre-Payments

Where an employee has arranged bridging under Clause 18.05 a) or is receiving full pay from their health recovery accrual while an application for Short-term Disability or Long-term Disability is being processed or appealed, and the employee is denied Workers' Compensation Board benefits or Short-term Disability or Long-term Disability benefits, the Employer shall recover the pre-payment of the health recovery credits from the employee's wages using the following procedure:

- a) **The Employer shall meet with the employee and a Union Representative to confirm in writing.**
 - i. **The calculation of the amount of the overpayment; and**
 - ii. **how the overpayment shall be recovered from the employee's pay.**
 - iii. **If the overpayment is recovered by installments deducted from the employee's pay, the deductions shall not reduce the employee's normal weekly earnings below eighty-five percent (85%).**

18.07 Personal and Family Responsibility Leave

A permanent or probationary employee is entitled to up to five (5) days of leave in a calendar year, but only to the extent that the leave is necessary:

- a) **for the health of the employee, or**

- b) for the employee to meet the employee's family responsibilities in relation to a family member as defined in the *Employment Standards Code*.

The Employer shall provide leave with pay if the leave is for an immediate family member. The following are considered immediate family members:

- a spouse or common-law partner of the employee;
- a child of the employee or a child of the employee's spouse or common law partner; or
- a parent of the employee or a spouse or common law partner of the parent.

Before taking a leave, the employee must give the Employer as much notice as is reasonable and practicable in the circumstances.

18.08 **Health Recovery Accrual during Lay Off**

When an employee is laid off on account of lack of work, they shall not accrue health recovery credits for the period of such absence but shall retain their cumulative credit, if any, existing at the time of lay off for such period of time that the employee retains their seniority.

- 18.09 An employee returning from an illness or injury shall return to their former position or equivalent position, if they are able or to a vacant position which the employee is able to perform.

18.10 **Travel Time For Out-of-Town Medical Appointments**

An employee who, is required to attend a medical specialist appointment or a medical service which is unavailable in their community, may access their health recovery bank to travel out-of-town to the appointment **or service**. One (1) travel day per occurrence may be taken to a maximum of two (2) days per calendar year.

The employee must give the Employer reasonable notice and provide proof of attendance. The reporting requirements of Clause 18.02 a), b), c), d), shall apply.

- 18.11 **If the Employer does not accept a medical practitioner's certificate provided by an employee, the Employer shall arrange for the employee to attend an independent medical examination and/or functional abilities assessment. The Employer will pay for the examination or assessment.**

The employee shall first utilize available paid leaves before taking leave without pay until they are able to return to work. If the absence continues for twenty-four (24) months, the employee shall be dismissed for non-culpable absenteeism and the Employer may permanently fill the vacancy.

ARTICLE 19 - LEAVE OF ABSENCE

19.01 An employee shall use a leave of absence only for the purpose for which it was granted. An employee may apply in writing for a leave of absence without pay.

19.02 Such leave, when granted, shall be without loss of seniority **and under the following conditions:**

- a) Subject to thirty (30) days' notice, where possible, and to the efficient operation of the Employer not being unduly restricted, the employee shall be granted the leave.
- b) The written consent shall state the dates of which the leave of absence begins and ends.
- c) An employee on a leave of absence without pay which is in excess of five (5) consecutively scheduled work days or shifts shall retain all annual vacation and health recovery accruals to their credit. Any further accruals and Employer contributions to the benefit plans shall cease for the total period of the leave.
- d) Should the employee wish to continue medical benefits on a leave of absence in excess of five (5) consecutive days without pay they will be responsible for the full cost associated to maintain coverage. No employee on an unpaid leave of absence shall be entitled to Short-term Disability or Long-term Disability, Life Insurance or Accidental Death and Dismemberment.

19.03 **Union Bargaining Leave**

In the event that an employee is elected or appointed to the Bargaining Committee for the Union, the employee shall be granted leave at their regular rate of pay for the purpose of attending Joint Collective Bargaining, Conciliation, or Mediation meetings with the Employer in the establishment of a new Collective Agreement. It is understood that no more than four (4) employees from the Union will be granted leave with pay for the purpose of attending such meetings on behalf of the Union and that the applicable supervisors will be advised in writing of the names of the elected or appointed employees at least thirty (30) calendar days prior to the termination date of the Collective Agreement. In the context of the above part days are considered as full days.

19.04 **Union Delegate Leave**

An employee elected as a delegate to Union conventions, seminars, or training sessions shall be granted leave of absence and the employee shall continue to receive regular pay and benefits. The Union shall reimburse the Employer for all such pay and benefits when billed by the Employer. Leave of absence for these events shall be requested at least ten (10) working days in advance to the employee's exempt supervisor. Unusual circumstances (less than ten (10) working days) shall be given consideration. If more than one (1) person, from the same classification or area, is elected to attend a Union

convention, seminar, or training session, where their absence may result in an area being unable to provide service, the Union will obtain approval from the exempt supervisor in the affected area. Such leave shall not be unduly withheld.

19.05 **Bereavement Leave**

A permanent or probationary employee may use up to four (4) work days leave without loss of pay for the purpose of bereavement in the death of a parent, step parent, current spouse, brother, sister, step siblings, child, foster or stepchildren, niece, nephew, aunt, uncle, guardian, legal ward, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandchild, grandparent, grandparent of current spouse.

The leave shall be taken:

- a) **on regularly scheduled consecutive workdays immediately following the death, or,**
- b) **the employee may use one (1) or more days immediately following the death and the remaining days to attend a funeral, burial, memorial service or celebration of life scheduled at a later date.**

Consideration will be given to providing reasonable travelling time for travel outside the province to a maximum of two (2) days with pay.

19.06 **Critical Illness Leave**

At the discretion of the Employer, leave with pay may be granted up to a maximum of five (5) work days per occurrence, to a permanent or probationary employee in the event of critical illness of the employee's immediate family member as defined in Clause 18.07. Leave for critical illness is considered special leave.

The Employer may decide that the leave is more appropriate under the provisions of Clause 18.07. Such leave will not be unduly withheld. Consideration will be given to providing reasonable traveling time for travel outside the Province.

19.07 **Pallbearer's Leave**

One (1) day's leave shall be granted to a permanent employee without loss of regular wages to attend a funeral as a pallbearer. Such leave cannot be combined with paid bereavement leave that the employee may be entitled to.

19.08 **Witnesses and Jury Duty**

An employee who has been subpoenaed to appear in Court as a witness or a juror on a working day, during regular hours of work, shall be allowed the required time off without loss of pay at the employee's regular rate of pay, provided that any wage replacement or conduct money, exclusive of traveling expenses, paid to the employee for such an appearance is given to the Employer. Employees are required to provide court supplied documentation in order to receive payment for the absence.

19.09 **Emergency Leave**

All employees shall be entitled to up to five (5) working days leave of absence with pay per calendar year to attend to family emergencies as defined below.

The following defines "Emergency Leave":

An emergency is a sudden or unexpected urgent situation, demanding prompt action and no other family member is available. These are sudden and unexpected and the employee is the person responsible for taking prompt action. In each of these cases, the situation ceases to be an emergency as soon as alternate arrangements are in place. The employee is responsible to take action as soon as they are aware of the emergency, so they can return to work.

19.10 **An employee** shall, at their discretion, be granted up to three (3) days leave of absence with pay to attend to the delivery of their child, or alternately to receive their spouse at home who has given birth. These days need not be consecutive.

19.11 Leave of absence with pay for other matters of mutual concern may be made at the Employer's discretion.

19.12 **Leave of Absence for Full Time Union or Public Duties**

The Employer recognizes the right of an employee to participate in public affairs. Therefore, upon written request, the Employer shall allow leave of absence without pay so that the employee may be a candidate in a Federal, Provincial **or Municipal** election. Employees may continue benefits through the Employer at the employee's cost. If elected the employee shall be granted leave of absence without loss of seniority for the term of the elected office.

In the event of an employee being elected to a full-time executive position to a National or Provincial Labour Organization to which the Local Union is affiliated to or chartered by, the employee shall be given leave of absence for a period of up to two (2) years and extended in the event of re-election.

19.13 Leave of absence without pay for full-time Union employment shall be granted under the following conditions:

- a) In the event that an employee becomes a full-time official of the Local Union, the employee shall be granted leave of absence for the purpose of carrying out the duties of their office. Such leave shall be deemed not to interrupt the employee's continuity of service. Upon notification of not less than one (1) month to the Employer, the employee will be reinstated in the position vacated, if available, or in another position mutually acceptable.
- b) Upon application the Employer shall agree to allow leave of absence for full-time duties with the CUPE National Organization for up to **one (1) year**. Thirty (30) days' notice before commencement of such full-time duties and thirty (30) days'

notice before return to work shall be provided. The Employer agrees to provide an equivalent paid position upon return of such a person.

- c) The Employer will continue all employee contributory benefits of the employee on leave, on full payment of all contributions by the Union.

19.14 **Maternity and Parental Leave**

- a) Maternity **and Parental** leave shall be granted in accordance with the *Employment Standards Code*.
- b) Maternity and Parental leave shall be governed by the conditions of Clause 19.01.
- c) A birth mother may be granted, after the 52 weeks maternity/parental leave, a further leave of absence of up to one (1) year if applied for under the provisions of Clause 19.01.
- d) When the employee is absent on maternity/parental leave and the employee has failed to notify the Employer of a request for an extension of leave of absence prior to such leave being taken, the employee shall be deemed to have resigned their employment when their leave period expires.

19.15 **Supplementary Unemployment Benefit**

- a) In addition to government-paid benefits, birth mothers are eligible for a Supplementary Unemployment Benefit (SUB) from the Employer. Therefore, for this twelve week period, the employee is eligible for a SUB top-up to EI benefits so that the employee's total income from both sources combined is eighty-five percent (85%) of the employee's benefits earnings base. The employee's benefits earnings base is the employee's base pay, and if applicable, adjusted for shift differential for base hours worked. It excludes overtime pay and COLA.
- b) The SUB is paid as one lump-sum payment after all the required documentation is received by Human Resources. The SUB payment is made by direct deposit, less applicable deductions such as income tax and CPP, and less deductions of any outstanding premiums for benefit coverage or pension contributions owed to the date of the SUB payment.
- c) The employee must apply for EI benefits within six (6) weeks of the child's date of birth to be eligible for the SUB.

ARTICLE 20 – ACTING

20.01 **Acting Opportunities**

Acting opportunities shall be offered to qualified employees within their established reporting structure in the most current organizational charts.

- a) Acting opportunities for less than fourteen (14) days shall be offered to a qualified employee at work according to a rotating list in order of seniority. The Employer will maintain and post the list within the work area. The first employee on the list shall have the first opportunity and whether the employee accepts, declines, or is unavailable shall be deemed to have had their opportunity.
- b) Acting opportunities of fourteen (14) calendar days or longer will be awarded to the most senior qualified employee for which the Employer has posted the qualifications in the department(s) the acting opportunity is open to and exists. **The posting shall state that the Employer may, at its discretion, waive all or part of the qualification requirements for this opportunity if no qualified employee is willing to accept the acting position.**
- c) **In the event that there is no qualified employee who is willing to accept the acting position, the Employer may appoint the most senior permanent employee who is willing, and who has the ability to perform the job. If no employee is willing, the Employer may appoint the least senior employee who has the ability to perform the job.**

20.02 **Acting Pay**

- a) **When the Employer assigns an employee to perform a position with a higher rate of pay, the employee shall be paid at the higher rate of pay.**
- b) **When the Employer assigns an employee to perform a position with a lower rate of pay, the employee shall be paid the employee's regular rate of pay.**
- c) **When an employee requests and accepts an acting opportunity in a position with a higher or lower rate of pay, the employee shall be paid at the rate of pay for the position.**

ARTICLE 21 - SCHEDULE OF BENEFITS

21.01 Eligible employees will be enrolled in the Local Authorities Pension Plan in accordance with Clause 7.04.

21.02 The Employer shall pay one-hundred percent (100%) of the following premiums for all permanent **and probationary** employees:

- a) Employee Family Assistance Program (EFAP)
- b) Dependent Life
- c) Dental
- d) Alberta Health Care
- e) Extended Health Care

The employee shall pay one-hundred percent (100%) of the following premiums:

- a) Long-term Disability
- b) Short-term Disability
- c) Life Insurance
- d) Accidental Death and Dismemberment
- e) Critical Illness

To facilitate effective management of the benefit plans described in the “Schedule of Benefits”, the Parties shall form a Joint Benefit Committee which shall review premiums, plan usage, renewal, administration and costs and may meet with the insurance carrier(s) from time to time to discuss the various components of the benefits described in the “Schedule of Benefits”.

Any changes to the benefits coverage shall be subject to negotiations between the Employer and the Union.

- 21.03 Extended Health Care and Alberta Health Care benefits will be extended to permanent employees with twenty-five (25) years or more of service, who retire directly from the Municipality. Benefits will be maintained up to age sixty-five (65), with a cost share between employee and Employer of fifty percent (50%) each.

ARTICLE 22 - JOB SECURITY

22.01 Contracting Out

In order to provide job security of the Bargaining Unit, the Employer agrees to allow the Union an opportunity to express their concerns and to present an alternative business case for consideration and evaluation, subject to time frames pursuant to Appendix “J”, Outsourcing (Alternative Service Delivery) or Workforce Restructuring, prior to engaging in any contracting out, in whole or in part, including routine work which would result from the expansion of the Municipality, where such sub-contracting, transferring, leasing, assigning or conveying of the work or services to any person, company or non-Bargaining Unit employee could result in any loss of employment or reduction of regular hours on the part of any of the employees covered by the Collective Agreement.

- 22.02 The Employer agrees to discuss and allow the Union an opportunity to present alternative business cases for consideration and evaluation regarding services that are contracted out by the Employer at least once per calendar year.

22.03 Technological Change

No employee will be laid off or suffer a reduction in wages because of the introduction of new or modified equipment and/or as associated changes in methods of operation.

- a) The Employer shall notify the Union six (6) months before the introduction of any technological change, which adversely affects the rights of employees or their wages or working conditions.
- b) Technological change shall be introduced by the Employer only after the Union and the Employer have reached agreement regarding the measures to be taken by the Employer to protect the employees from any adverse effects. In the event of technological change, the following measures shall be taken:
 - i. An employee who is rendered redundant or displaced from their job as a result of technological change shall have:
 - (1) an opportunity to fill any vacancy for which the employee has seniority and is able to perform, and if there is no vacancy, shall have the right to displace employees with less seniority provided the employee is able to perform the job, or,
 - (2) an opportunity to receive severance pay based on one (1) month's pay for each year of continuous service with the organization.
 - ii. Where new or greater skills are required than are already possessed by the affected employees, such employees shall, at the expense of the Employer, be given a reasonable period of time, without reduction of hours of work or rates of pay, during which they may acquire the necessary skills required by such technological change.
 - iii. No additional employees shall be hired by the Employer until employees affected by technological change, or employees on lay off, have been notified of the proposed technological change and allowed a reasonable training period to acquire the necessary knowledge or skill to retain their employment.

ARTICLE 23 - CLOTHING AND EQUIPMENT

- 23.01 a) Where required by the Employer, or safety regulations; special clothing and equipment will be supplied to employees and will remain the property of the Employer. In general, this Clause will apply to the provisions of protective clothing, CSA approved rubber boots, hard hats, work mitts or gloves, rain protection and equipment with the exception of mechanics' tools. Employees will be provided with rubber boots as required by the Employer.
- b) Where the conditions of employment require the use of safety footwear, the Employer will subsidize the purchase of CSA approved safety footwear (excluding rubber boots) to a maximum of one hundred and fifty dollars (\$150.00). This Clause applies to those employees who have successfully completed their probationary period. Such employees will be entitled to summer

and winter safety footwear in their first year of employment. Replacement or re-issue shall be in accordance with Clause 23.02 b).

- c) Employee working in an unsanitary or dangerous job shall be supplied with all the necessary tools, safety equipment and protective clothing and the necessary immunizations. The Employer will pay for the cost of the immunizations.

23.02 **Uniforms**

- a) The Employer will supply uniforms, without charge, to those employees required by the Employer to wear such uniforms. The nature, colour and style of these uniforms and the requirements of each group of employees in respect thereto, shall be determined by the Employer. These uniforms shall not be worn other than on duty and shall remain the property of the Employer upon termination. The cost of uniforms not returned upon termination shall be deducted from the employee's final pay.
- b) All items to be replaced or re-issued must be returned. Frequency of re-issue will be on an as-required basis, at the supervisor's discretion.
- c) The Employer shall be responsible for the cleaning, as required, of coveralls and smocks for the Water Treatment, Waste Water Treatment, Underground Services, Maintenance, Fleet and Solid Waste Divisions.

23.03 **Tool Replacement**

The Employer shall supply all tools and equipment required by the employees, other than tools normally supplied by mechanics, in the performance of their duties. Replacement in all cases will be made by producing the worn, burned or broken tool.

ARTICLE 24 - HEALTH AND SAFETY

24.01 **Cooperation on Health and Safety**

- a) The Employer and the Union agree to cooperate in conducting Regional Municipal operations in a manner which will provide adequate protection of the health and safety of employees.
- b) The Union and the Employer shall cooperate in improving rules and practices which will provide adequate protection to employees engaged in hazardous work, including the establishment of the Health and Safety Committee.
- c) The Joint Health and Safety Committee shall hold monthly meetings to deal with all unresolved, unsafe, hazardous and dangerous conditions.

24.02 **Health and Safety Committee Pay Provision**

Representatives of the Union shall suffer no loss of regular pay for attending committee meetings. Copies of minutes of all committee meetings shall be sent to the Employer and the Union.

24.03 **No Disciplinary Action**

No employee shall be disciplined for refusal to work on a job or to operate any equipment which is not safe.

ARTICLE 25 - GENERAL CONDITIONS

25.01 **Bulletin Boards**

The Employer shall provide bulletin boards which shall be placed so that all employees will have access to them and upon which the Union shall have the right to post notices of meetings and such other notices as may be of interest to the employees.

ARTICLE 26 - NO STRIKE OR LOCKOUT

26.01 It is agreed that during the life of this Collective Agreement, there shall be no strike, slow-down or similar interruption of service by the employees, nor shall the Union encourage such action, and further, there shall be no lockout by the Employer.

ARTICLE 27 - PAY LEVELS

27.01 Every employee shall be assigned a pay level at the time of hire based on the requirements, minimum qualifications and nature of work needed by the Employer. Each employee shall commence at the start rate (12 months) shown on Appendix "A" for the pay level assigned and will receive the permanent rate as per Appendix "A". An employee who is promoted after twelve (12) months will receive the permanent rate of the classification of the work they are doing. All non-permanent positions including temporary employees, casual employees and name hires will be paid the start rate. If one of those classifications becomes permanent, the employee will remain in the start rate for twelve (12) months before being advanced to the permanent rate.

27.02 The Pay Level Classification Schedule in Appendix "A" shall be updated by the Employer on a quarterly basis and shall be presented to the Union and posted on all bulletin boards. The Pay Level Classification Schedule shall form part of this Agreement. However, this inclusion shall not interfere with the Employer's rights to add, modify, re-rate or delete classifications in accordance with its business requirements or the mandate of the Joint Job Evaluation Committee.

27.03 Should the Employer experience difficulty recruiting employees for any position due to the rates of pay required by the market, the Employer shall pay rates outlined in the Market Schedule in Appendix "A".

The Union will be notified of positions paid at Market Schedule wage rates. All incumbents in positions identical to those adjusted due to the market will be moved up to the Market Schedule wage rate in Appendix "A". Increments, if applicable, will be earned in accordance with the schedule of wages. Employees receiving Market Schedule wage rates will be given nine (9) months' notice, in writing, of any reduction or cancellation of the Market Schedule wage rates and will be returned to their normal rate in accordance to Appendix "A".

A copy of the notice shall be provided to the Union. An employee's wage anniversary date will not be changed.

27.04 **Job Descriptions - Joint Job Evaluation Committee**

- a) Employees are entitled to receive a copy of the job description and other written information on which their position was most recently evaluated.
- b) An employee may apply for a re-evaluation if the position has been significantly changed since the last evaluation. The application for re-evaluation shall be made in writing, setting out the grounds for the re-evaluation. The employee's supervisor or manager will sign the application and may attach the supervisor's or manager's comments regarding information provided by the employee.
- c) If the Joint Job Evaluation Committee determines that the changes have been significant, the **job description shall be amended to reflect the changes and the** position will be re-evaluated.
- d) A reduction in pay level resulting from a re-evaluation shall not constitute a lay off or displacement.
- e) If an employee's pay level is increased as a result of a re-evaluation, the employee will receive the pay of new level as of the date of written application having been submitted to the Employer. If an employee's pay level is decreased as a result of a re-evaluation, the employee shall be red-circled at that rate and not receive further increases until such time as the employee's rate catches up with the wage for their level.

27.05 When the Union and/or an employee feel that an employee is unfairly or incorrectly assigned to a pay level, the matter shall be presented to the Director of Human Resources, the affected employee's Department Head, the Local Union President and the affected employee's **Union Representative**, for resolution.

27.06 Failing resolution, the matter shall be submitted to Arbitration.

ARTICLE 28 - MEMORANDA OF AGREEMENT

- 28.01 Appendix "B" (10 Hour Shifts) and Appendix "C" (12 Hour Shifts) shall form part of this Collective Agreement.
- 28.02 All existing Memoranda of Agreement and Letters of Understanding are considered null and void unless attached to this Collective Agreement.

ARTICLE 29 - TERMS OF AGREEMENT

- 29.01 This Collective Agreement shall be binding and remain in effect from January 1, 2018 to December 31, 2020 and shall continue from year to year thereafter unless either Party gives the other notice in writing, such notice shall state the change or changes requested.
- 29.02 Where notice to negotiate amendments for a new Collective Agreement has been given, then this Collective Agreement shall continue in force and effective during the period that the Parties bargain for a new Collective Agreement.
- 29.03 Notwithstanding anything in this article, any portion of this Collective Agreement may be opened for negotiation between the Employer and the Union at any time provided that both parties agree.

ARTICLE 30 – RETROACTIVITY

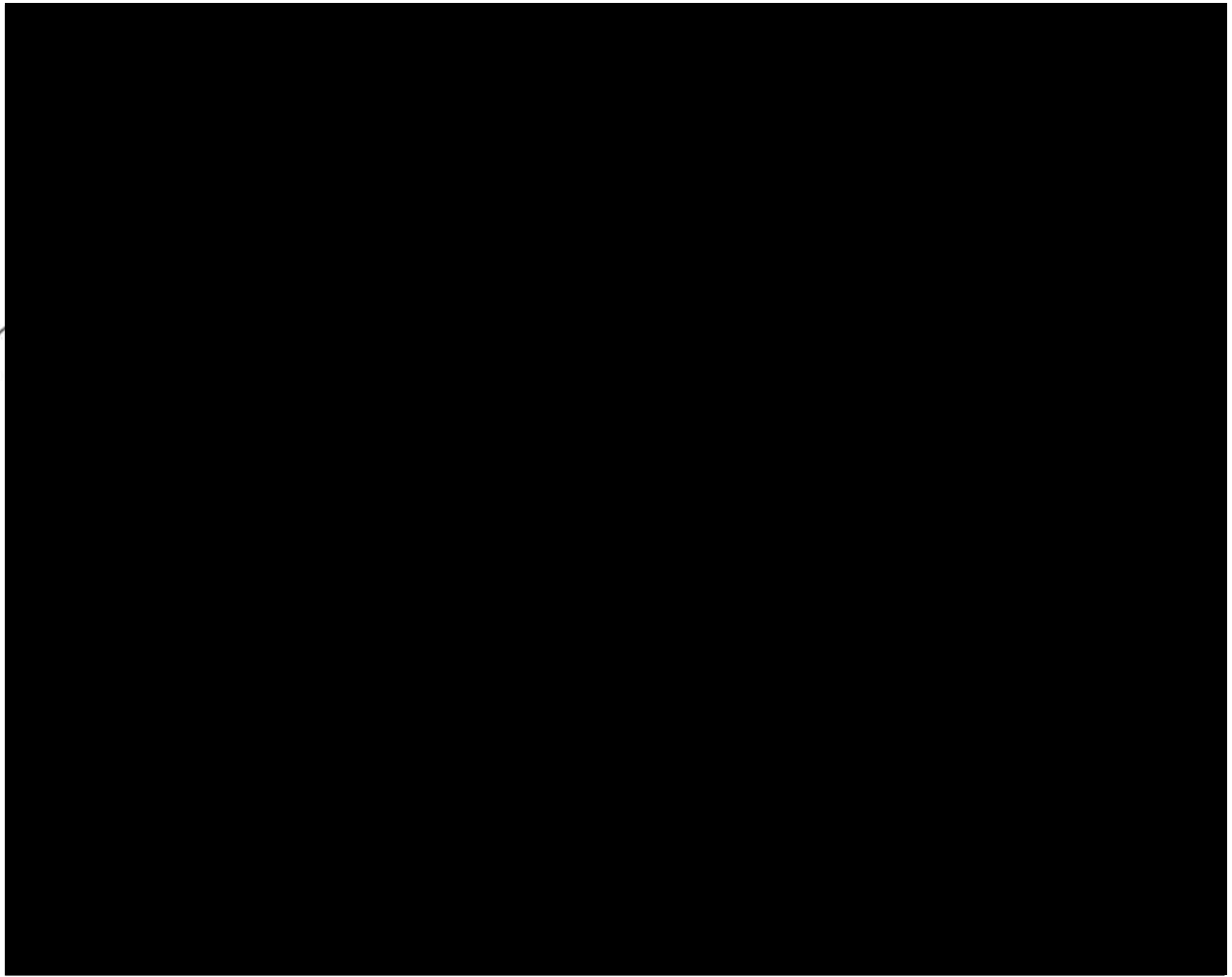
- 30.01 There shall be no retroactive application on any of the provisions of this settlement and the resulting amendments to the Collective Agreement except as expressly provided for in this Article.
- 30.02 Retroactive pay shall be paid to all employees who are on the payroll on the day of ratification, except those employees whose wages are red circled or whose wages are otherwise frozen. Retroactive pay will be for all regular hours worked since January 1, 2018, to the date of ratification.
- 30.03 Retroactive payment, if applicable shall be made as soon as practicable following the date of ratification of this Collective Agreement and shall only be paid for the following:
- a) Actual hours worked.
 - b) Annual leave taken during the period specified above.
 - c) Paid holidays.
 - d) Any other approved leave with pay, except Short-term Disability, Long-term Disability, and Workers' Compensation.

Benefit and Binding

This Collective Agreement and everything herein contained shall enure to the benefit of and be binding upon the parties hereto, their successors and assigns respectively.

In witness thereof the parties hereto have caused this Collective Agreement to be executed by the hands of their duly authorized officers and the affixing of their respective seals on the day and year first above-mentioned.

IN WITNESS WHEREOF the Regional Municipality of Wood Buffalo has here unto caused its corporate seal to be affixed under the hands of its duly authorized Officers and the Union has caused this instrument to be executed by its Proper Officers hereunto authorized, the day and year written below.



SIGNED THIS 19 DAY OF November, 2019

APPENDIX "A"

Schedule of Wages – January 1, 2018 to December 31, 2020

Pay Level	2018 (1.5%)		2019 (1.25%)		2020 (1.25%)	
	Start	Permanent	Start	Permanent	Start	Permanent
PL 1	\$ 32.33	\$ 37.71	\$ 32.73	\$ 38.18	\$ 33.14	\$ 38.66
PL 2	\$ 33.34	\$ 38.95	\$ 33.76	\$ 39.44	\$ 34.18	\$ 39.93
PL 3	\$ 34.44	\$ 40.21	\$ 34.87	\$ 40.71	\$ 35.31	\$ 41.22
PL 4	\$ 35.51	\$ 41.53	\$ 35.95	\$ 42.05	\$ 36.40	\$ 42.58
PL 5	\$ 36.64	\$ 42.86	\$ 37.10	\$ 43.40	\$ 37.56	\$ 43.94
PL 6	\$ 37.80	\$ 44.25	\$ 38.27	\$ 44.80	\$ 38.75	\$ 45.36
PL 7	\$ 39.06	\$ 45.74	\$ 39.55	\$ 46.31	\$ 40.04	\$ 46.89
PL 8	\$ 40.30	\$ 47.32	\$ 40.80	\$ 47.91	\$ 41.31	\$ 48.51
PL 9	\$ 41.60	\$ 48.87	\$ 42.12	\$ 49.48	\$ 42.65	\$ 50.10
PL 10	\$ 43.00	\$ 50.53	\$ 43.54	\$ 51.16	\$ 44.08	\$ 51.80
PL 11	\$ 44.43	\$ 52.23	\$ 44.99	\$ 52.88	\$ 45.55	\$ 53.54
PL 12	\$ 45.93	\$ 54.03	\$ 46.50	\$ 54.71	\$ 47.08	\$ 55.39
PL 13	\$ 47.45	\$ 55.90	\$ 48.04	\$ 56.60	\$ 48.64	\$ 57.31
PL 14	\$ 49.07	\$ 57.80	\$ 49.68	\$ 58.52	\$ 50.30	\$ 59.25
PL 15	\$ 50.76	\$ 59.83	\$ 51.39	\$ 60.58	\$ 52.03	\$ 61.34
PL 16	\$ 52.48	\$ 61.97	\$ 53.14	\$ 62.74	\$ 53.80	\$ 63.52
PL 17	\$ 54.35	\$ 64.14	\$ 55.03	\$ 64.94	\$ 55.72	\$ 65.75
PL 18	\$ 56.30	\$ 66.45	\$ 57.00	\$ 67.28	\$ 57.71	\$ 68.12
PL 19	\$ 58.33	\$ 68.84	\$ 59.06	\$ 69.70	\$ 59.80	\$ 70.57

Students receive 70% of the Start Rate and Co-op Students receive 80% of the Start Rate.

Employees in jobs that are at or below their New Pay Level as at July 24, 2018 will receive rates of pay as per Letter of Understanding #4.

APPENDIX "A"

Pay Level Classification Schedule

As at July 24, 2018

Job Title	Job Description Code	Hours of Work	New Pay Level
Accommodations Coordinator	50007948	(7/35)	PL 9
Accounts Payable Analyst	50006568	(7/35)	PL 9
Accounts Payable Clerk	50007939	(7/35)	PL 7
Administrative Assistant (All Departments)	50005960	(7/35)	PL 8
Advisor, Social Media	50007267	(7/35)	PL 10
Animal Health Technologist	50007656	(12/42)	PL 11
Arborist I	50008212	(10/40)	PL 8
Arborist II	50008213	(10/40)	PL 13
Archie Simpson - Youth Worker	2282	(7/35)	PL 7
Archie Simpson Arena - Labourer	50008937	(8/40)	PL 5
Archie Simpson Arena - Maintenance Worker	2270-1	(8/40)	PL 6
Assessment Clerk	50007983	(7/35)	PL 6
Assessor I	50006531	(7/35)	PL 10
Assessor II	50007981	(7/35)	PL 13
Asset Management Coordinator (Engineering)	50007897	(7/35)	PL 14
Audio Visual Production Specialist	50008745	(7/35)	PL 9
Automation Control Technologist	50005978	(8/40)	PL 12
Billing Services Clerk	50007964	(7/35)	PL 6
Building Maintenance Administrator	50007996	(8/40)	PL 12
Building Operator	50007599	(8/40)	PL 9
Building Safety Codes Officer I	50008684	(10/40)	PL 13
Building Safety Codes Officer II	30008685	(10/40)	PL 16
Building Safety Codes Officer III	50008686	(10/40)	PL 17
Building Security Administrator	30008733	(7/35)	PL 7
Business Analyst I	50007166	(7/35)	PL 9
Business Analyst III	50006100	(7/35)	PL 14
Business Development Coordinator	50008022	(7/35)	PL 10
Business Process Trainer	50008133	(7/35)	PL 12
Business Program Lead	50006509	(7/35)	PL 10
Buyer I	50007977	(7/35)	PL 8
Buyer II	50007978	(7/35)	PL 10
Buyer III	50007979	(7/35)	PL 15
Bylaw Enforcement Officer (CPO II Status)	50008935	(12/42)	PL 8
Carpenter	50008269	(10/40)	PL 11
Cashier Clerk	50007963	(7/35,10/40)	PL 5
Cemetery Attendant	30008735	(8/40,10/40)	PL 11
Chief Building Safety Code	50008681	(8/40)	PL 19

Job Title	Job Description Code	Hours of Work	New Pay Level
Clerk Typist, Bylaw	30008737	(7/35)	PL 7
Clerk Typist, Fort Chipewyan	4010	(7/35)	PL 6
Clerk Typist, RCMP	30008734	(7/35)	PL 6
Clerk Typist, Solid Waste	4166	(7/35)	PL 6
Clerk Typist, Utility Operations	4007	(7/35)	PL 6
Clerk Typist, Wastewater Treatment Plant	4004	(7/35)	PL 6
Clerk Typist, Water Treatment Services	4000	(7/35)	PL 6
Collections Coordinator	50007962	(7/35)	PL 9
Communications Generalist	50005518	(7/35)	PL 11
Community Investment Coordinator	30008688	(7/35)	PL 12
Community Peace Officer (CPO I Status)	50008947	(12/42)	PL 10
Community Policing Coordinator	50007868	(7/35)	PL 12
Construction Technician	50008757	(10/40)	PL 11
Coordinator I	50008102	(7/35)	PL 10
Coordinator II (Community)	50008103	(7/35)	PL 12
Coordinator, Equipment Training	50008916	(7/35)	PL 9
Court Detail Clerk	50007869	(7/35)	PL 8
CPIC Clerk	50007870	(7/35)	PL 7
Custodian	50002931	(8/40,12/42)	PL 4
Data Maintenance Coordinator	50008476	(7/35)	PL 10
Database Analyst	50008013	(7/35)	PL 14
Design and Multimedia Advisor	50008010	(7/35)	PL 9
Development Compliance Officer	50007960	(12/42)	PL 10
Disposal Inspector	50003469	(12/42)	PL 6
Draftsperson (Parks & Roads)	50007894X	(8/40)	PL 9
Economic Development Information Officer	50008650	(7/35)	PL 14
EIMS Administrator	50007594	(7/35)	PL 13
Electrical Safety Codes Officer	30008682	(8/40)	PL 17
Electrician	50006937	(8/40,10/40)	PL 11
Engineering Technician	50007895	(8/40)	PL 11
Environmental Technician	50008007	(8/40)	PL 9
Equipment Operator - Fort Chipewyan	3309	(8/40)	PL 9
Equipment Operator I	50002943	(8/40,10/40,12/42)	PL 10
Equipment Operator II UGS	50007151	(8/40,10/40,12/42)	PL 11
Equipment Operator, Wastewater	50007991	(8/40,12/42)	PL 10
Facility Booking Coordinator	50007888	(7/35)	PL 9
Facility Coordinator	50007894Y	(7/35)	PL 8
Facility Planner	50007950	(7/35)	PL 10
Finance Clerk	50007961	(7/35)	PL 7
Finance Officer	50007959	(7/35)	PL 11
Financial Analyst	50006527	(7/35)	PL 10
FireSmart Analyst	50008920	(7/35)	PL 10

Job Title	Job Description Code	Hours of Work	New Pay Level
Fleet Operator	30008918	(12/42)	PL 9
Fleet Technician RCMP	50007873	(12/42)	PL 8
Foreman Metering	50007347	(10/40)	PL 13
Foreman UGS (Distribution/Collection)	50008023	(10/40)	PL 15
Foreman Urban Collections	50005583	(8/40)	PL 13
Foreman Waste Diversion	50007851	(8/40)	PL 13
Foreman, Urban Disposal	50005746	(10/40)	PL 13
Foreman, Heavy Duty/Automotive (Fleet)	50007940	(12/42)	PL 15
Foreman, Water Treatment	50007913	(10/40)	PL 15
Fuel and Lube Technician	50008874	(12/42)	PL 7
GIS Analyst	50007971	(7/35)	PL 12
GIS CAD Technician	30008660	(8/40)	PL 8
GIS Technologist	50007896	(7/35)	PL 13
Grants Administrator	50007958	(7/35)	PL 11
Guest Services Representative	50008884	(7/35,8/40)	PL 6
Heavy Equipment Operator	50006597	(12/42)	PL 11
Helpdesk Analyst	50008014	(7/35)	PL 8
Horticulture Technician	30008736	(10/40)	PL 10
HVAC Mechanic	50008273	(10/40)	PL 12
Information Reader	50007875	(7/35)	PL 10
Instrumentation Technician	50008643	(8/40,10/40)	PL 12
Insurance Advisor	50007938	(7/35)	PL 12
Insurance Services Clerk	50007937	(7/35)	PL 6
Irrigation Technician	50008842	(10/40)	PL 7
Journeyman Heavy Duty Mechanic	50006176	(12/42)	PL 13
Journeyman Light Duty Mechanic	50006205	(12/42)	PL 11
Journeyman Tradesperson Fort Chipewyan	50008000	(8/40)	PL 11
Lab Technician	50007681	(8/40)	PL 9
Labourer, Fleet Services	50007857-1	(8/40,10/40,12/42)	PL 5
Labourer, Parks & Roads	50007857-2	(8/40,10/40,12/42)	PL 6
Labourer, Recycling	30008655	(8/40,10/40,12/42)	PL 5
Labourer, Trade Services	50007587-1	(8/40,10/40,12/42)	PL 6
Labourer, UGS	50007587-2	(8/40,10/40,12/42)	PL 6
Land Information Technician	50007167	(7/35)	PL 6
Land Management Specialist	50007973	(7/35)	PL 14
Landfill Gas Technician	50008779	(8/40)	PL 9
Landfill Operator	30005832	(12/42)	PL 9
Landscape Architect	50008003	(8/40)	PL 13
Landscape Architectural Technologist	30008791	(8/40)	PL 11
Landscape Development Technician	1508	(7/35)	PL 10
Lead Coordinator	50007889	(7/35)	PL 13
Lead Police Clerk	2229	(7/35)	PL 9

Job Title	Job Description Code	Hours of Work	New Pay Level
Lead Records Clerk, RCMP	50008857	(7/35)	PL 10
Lead Watch Clerk	50008933	(12/42)	PL 10
Lease Coordinator	50007974	(7/35)	PL 10
Licensing (Vehicle for Hire) Clerk	50006862	(7/35)	PL 7
Light Equipment Operator	30007429	(10/40,12/42)	PL 10
Mail Clerk	50002985	(7/35)	PL 3
Mail Clerk RCMP	2258	(7/35)	PL 3
Maintenance Foreman - Water	50007176	(8/40)	PL 15
Maintenance Planner	50008838	(10/40)	PL 13
Maintenance Planner/Scheduler	50007906	(8/40)	PL 9
Maintenance Rural Worker	2270-2	(8/40)	PL6
Mapping Technologist	50007832	(7/35)	PL 8
Material Processor	50005911	(8/40,12/42)	PL 4
Meter Planner	50007915	(10/40)	PL 8
Meter Technician	50006007	(10/40)	PL 5
Millwright	50008270	(8/40,10/40)	PL 11
Network Analyst I	30008017	(7/35)	PL 11
Network Analyst II	50008018	(7/35)	PL 14
Online Communications Advisor	50008011	(7/35)	PL 10
Operational Planner	50007997	(7/35)	PL 12
Operations Lead	50006510	(8/40)	PL 14
Parks Assistant	4165	(7/35)	PL 8
Parts Technician	50007335	(8/40)	PL 10
PC Technician	50002962	(7/35)	PL 9
Performance & Risk Analyst	30008902	(7/35)	PL 10
Permitting & Licensing Clerk	50007884	(7/35)	PL 6
Pest and Weed Control Technician	30008914	(10/40)	PL 11
Planner I	50006816	(7/35)	PL 9
Planner II	50007102	(7/35)	PL 14
Planner III, Community Development	50006443	(7/35)	PL 18
Planner III, Socio Economics	50008844	(7/35)	PL 17
Planner III, Statutory Plans	50008845	(7/35)	PL 18
Plans Examiner	50005517	(7/35)	PL 9
Playground Technician	30008209	(10/40)	PL 7
Plumber - Gasfitter	50008271	(8/40,10/40)	PL 12
Plumbing/Gas Safety Codes Officer	30008683	(8/40)	PL 17
Police Watch Clerk RCMP	30006404	(7/35,8/40,10/40,12/42)	PL 7
Police Watch Clerk Bylaw	30006404	(7/35,8/40,10/40,12/42)	PL 7
Pool Operator	50008885	(8/40)	PL 9
Preventative Maintenance Technician	30008756	(10/40)	PL 9
Procurement Clerk	50007980	(7/35)	PL 7

Job Title	Job Description Code	Hours of Work	New Pay Level
Program Coordinator (Engineering)	50006677	(8/40)	PL 13
Project Analyst	50008945	(7/35)	PL 11
Project Management Associate	50008268	(8/40)	PL 13
Property & Exhibit Technician	50008106	(7/35)	PL 13
Public Drop-off Attendant	50007346	(12/42)	PL 5
Public Education Officer	50007867	(7/35)	PL 8
Pulse Operator	50008883	(7/35)	PL 5
Purchasing Card Administrator	50007965	(7/35)	PL 8
Receptionist	30008773	(7/35)	PL 3
Records Clerk, RCMP	50002982	(7/35,12/42)	PL 6
Recreation Coordinator	2287	(7/35)	PL 10
Recreation (Community) Programmer	50002989	(7/35)	PL 7
Recycling Operator	50006052	(8/40,12/42)	PL 8
Refuse Collector I	50006288	(10/40)	PL 8
Refuse Collector Helper	50006160	(10/40)	PL 6
Report Writer	50007855	(7/35)	PL 10
Rural Equipment Operator (Fort Chipewyan)	50008837	(8/40)	PL 10
Rural Equipment Operator Lead, UGS	50008921	(12/42)	PL 11
Rural Office Clerk	4145	(7/35)	PL 5
Safety Codes Clerk	30008680	(7/35)	PL 6
SAP Basis Administrator	50008849	(7/35)	PL 15
SAP Security Administrator	30008744	(7/35)	PL 16
Scale House Coordinator	2344	(8/40)	PL 11
Senior Engineering Technologist	50007898	(8/40)	PL 15
Senior Landfill Operator	50006387	(12/42)	PL 11
Senior Measurements & Reporting Analyst	50008848	(7/35)	PL 16
Senior Recycling Operator	30006616	(12/42)	PL 9
Septage Inspector	50007989	(12/42)	PL 6
Server Analyst I	50002968	(7/35)	PL 11
Server Analyst II	50002328	(7/35)	PL 14
Service Coordinator	50006384	(7/35)	PL 6
Service Writer	50007942	(7/35,12/42)	PL 5
Space Planner	50007949	(7/35)	PL 11
Storage Records Clerk	4103	(7/35)	PL 6
Subdivision Clerk	50002933	(7/35)	PL 6
Support Clerk	50008870	(7/35)	PL 5
Systems Analyst	50008021	(7/35)	PL 14
Systems Support Analyst	30008732	(7/35)	PL 11
Tactical Analyst	50007908	(7/35)	PL 12
Taxation Clerk I	50007985	(7/35)	PL 8
Taxation Clerk II	50007986	(7/35)	PL 10
Team Lead Bylaw Services	50007863	(12/42)	PL 13

Job Title	Job Description Code	Hours of Work	New Pay Level
Team Leader (Financial Services)	50007417FS	(7/35)	PL 15
Team Leader, Parks & Roads	50007417PR	(12/42)	PL 14
Technical Support Coordinator (RCMP)	50008790	(7/35)	PL 13
Technology Coordinator	50008016	(7/35)	PL 8
Traffic Maintenance Technician	50008008	(8/40)	PL 9
Transcriptionist	50007881	(7/35)	PL 7
Treasury Analyst	50006236	(7/35)	PL 13
Turf Technician	50006585	(10/40,12/42)	PL 10
Urban Facilities Technician	50007892	(10/40)	PL 10
User Support Technician (RCMP)	50008831	(7/35)	PL 9
Utility Operations Planner	50007944	(8/40)	PL 12
Utility Operations Technician	50007943	(10/40)	PL 10
Utility Operator UGS	50007945	(10/40)	PL 14
Utility Operator UGS Fort Chipewyan	50007945FC	(10/40)	PL 12
Utility Treatment Technician – Fort Chipewyan – I	50007994FC-1	(8/40,12/42)	PL 6
Utility Treatment Technician – Fort Chipewyan - II	50007994FC-2	(8/40,12/42)	PL 8
Utility Treatment Technician - Level I	50007994-1	(8/40,12/42)	PL 6
Utility Treatment Technician - Level II	50007994-2	(8/40,12/42)	PL 8
Utility Treatment Technician - Level III	50007994-3	(8/40,12/42)	PL 11
Utility Treatment Technician - Level IV	50007994-4	(8/40,12/42)	PL 13
Utility Treatment Technician - Rural	50007994-5	(8/40,12/42)	PL 6
Utility Treatment Technician - Trainee	50007994-6	(8/40,12/42)	PL 5
Warehouse Technician	50007729	(8/40,12/42)	PL 7
Watch Clerk	50008932	(12/42)	PL 7
Welder	50005962	(8/40)	PL 11

APPENDIX "A"

Market Schedule

As at July 24, 2018

Job Title	Job Description Code	Hours of Work	Market Rate	
			Start	Permanent
Assessor II	50007981	(7/35)	\$ 56.09	\$ 65.79
Building Safety Codes Officer I	50008684	(10/40)	\$ 55.47	\$ 65.47
Building Safety Codes Officer II	30008685	(10/40)	\$ 57.71	\$ 67.73
Building Safety Codes Officer III	50008686	(10/40)	\$ 59.45	\$ 70.16
Chief Building Safety Codes Officer	50008681	(8/40)	\$ 61.59	\$ 72.70
Electrician	50006937	(8/40,10/40)	\$ 53.92	\$ 63.20
Foreman, Heavy Duty/Automotive (Fleet)	50007940	(12/42)	\$ 57.71	\$ 67.73
Foreman UGS (Distribution/Collection)	50008023	(10/40)	\$ 55.73	\$ 65.44
Foreman, Water Treatment	50007913	(10/40)	\$ 53.92	\$ 63.20
HVAC Mechanic	50008273	(10/40)	\$ 53.92	\$ 63.20
Instrumentation Technician	50008643	(8/40,10/40)	\$ 53.92	\$ 63.20
Journeyman Heavy Duty Mechanic	50006176	(12/42)	\$ 55.73	\$ 65.44
Journeyman Light Duty Mechanic	50006205	(12/42)	\$ 53.92	\$ 63.20
Journeyman Tradesperson Fort Chipewyan	50008000	(8/40)	\$ 53.92	\$ 63.20
Maintenance Foreman - Water	50007176	(8/40)	\$ 57.71	\$ 67.73
Maintenance Planner	50008838	(10/40)	\$ 55.73	\$ 65.44
Millwright	50008270	(8/40,10/40)	\$ 53.92	\$ 63.20
Plumber - Gasfitter	50008271	(8/40,10/40)	\$ 53.92	\$ 63.20
Utility Treatment Technician – Fort Chipewyan - II	50007994FC-2	(8/40,12/42)	\$ 44.30	\$ 51.88
Utility Treatment Technician - Level I	50007994-1	(8/40,12/42)	\$ 41.69	\$ 48.83
Utility Treatment Technician - Level II	50007994-2	(8/40,12/42)	\$ 44.30	\$ 51.88
Utility Treatment Technician - Level III	50007994-3	(8/40,12/42)	\$ 46.91	\$ 54.93
Utility Treatment Technician - Level IV	50007994-4	(8/40,12/42)	\$ 52.12	\$ 61.04

APPENDIX "B"

TEN (10) HOUR SHIFTS

When the Employer deems it necessary to implement a ten (10) hour work day, affected employees shall be notified pursuant to Clause 14.05. The following Clauses shall replace or be added to the Collective Agreement where appropriate.

- a) The normal hours of work shall be ten (10) hours per day, eighty (80) hours bi-weekly, which shall include three (3) fifteen (15) minute rest periods and one (1) thirty (30) minute paid meal break normally taken at midpoint of the shift.
- b) The Employer maintains the sole and exclusive right to adjust the schedule or length of rotation where it deems necessary. It is understood that such changes will be subject to the terms of this Appendix "B" and done through prior consultation with the Union.
- c) All employees shall be permitted three (3) fifteen (15) minute rest periods which shall be taken in accordance with departmental policies.
- d) An employee who is absent due to illness or injury from a shift will be debited for ten (10) hours health recovery benefits.
- e) An employee shall be granted ten (10) hours leave without loss of pay for each work day under Clause 19.05.
- f) One (1) calendar day leave of absence without loss of pay shall be granted to a permanent employee without loss of regular salary wages to attend a funeral as a pallbearer. Such leave cannot be combined with paid bereavement leave that the employee may be entitled to.

For the purpose of implementing future ten (10) hour shifts, start and end dates shall be established by mutual consent.

APPENDIX "C"

TWELVE (12) HOUR SHIFTS

When the Employer deems it necessary to implement a twelve (12) hour work day, affected employees shall be notified pursuant to Clause 14.05. The following Clauses shall be replaced or added to the Collective Agreement where appropriate.

- a) The normal hours of work shall be twelve (12) hours per day, eighty-four (84) hours bi-weekly, which shall include three (3) fifteen (15) minute rest periods and one (1) thirty-five (35) minute paid meal break normally taken at midpoint of the shift.

Work shall be on a rotating schedule wherein the hours of work in one (1) or more bi-weekly periods may exceed eighty-four (84) hours. This shall not constitute a violation of this Collective Agreement provided that the bi-weekly hours when averaged over the full rotation do not exceed eighty-four (84) hours.

The Employer shall pay employees who work the rotating schedule average earnings of eighty-four (84) hours bi-weekly regardless of whether actual hours of work are seventy-two (72), eighty-four (84) or ninety-six (96).

Shift Turnover

Employees who relieve another will assure sufficient discussion occurs between the counterparts of the shift that is coming off duty and the one that is coming on duty to ensure that the shift is being turned over as safely and efficiently as possible.

- b) The Employer maintains the sole and exclusive right to adjust the schedule or length of rotation where it deems necessary. It is understood that such changes will be subject to the terms of this Appendix and done through prior consultation with the Union.
- c) All employees shall be permitted three (3) fifteen (15) minute rest periods which shall be taken in accordance with departmental policies.
- d) An employee who is absent due to illness or injury from a shift will be debited for twelve (12) hours health recovery benefits.
- e) An employee shall be granted twelve (12) hours leave without loss of pay for each work day under Clause 19.05.
- f) One (1) calendar day leave of absence without loss of pay shall be granted to a permanent employee without loss of regular salary or wages to attend a funeral as a pallbearer. Such leave cannot be combined with paid bereavement leave that the employee may be entitled to.

For the purpose of implementing future twelve (12) hour shifts, start and end dates shall be established by mutual consent.

APPENDIX "D"

FUNDED EMPLOYEES

The Employer and the Union recognize Federal and Provincial programs for job creation.

Any such programs shall not result in the lay-off, reduction in hours of work, remuneration or redundancy of any Bargaining Unit employees.

The Parties agree that the Employer shall determine the terms and conditions of employment and the Employer will provide the Union with all details as to the project, number of funded employees to be hired, remuneration and term of employment prior to implementation of such programs.

All special funded programs shall be considered by the Union on an individual proposed basis and agreement by the Union shall not be unreasonably denied.

APPENDIX "E"

VACATION SCHEDULING

Introduction

The Employer and Union recognize the need for certainty and fairness for all employees in vacation planning. This Appendix sets out the general principles to be considered in determining vacation schedules and approving vacations for employees.

The intention of this Appendix is to enable as many employees as possible to receive at least one of their preferential vacation choices. While recognizing operational needs and seniority, this is achieved through preferential choice as outlined below.

While following the principles set out, each department may vary in the actual method utilized in arriving at the vacation schedule.

Principles

The Employer and the Union recognize the following principles in applying vacation choice:

- operational needs
- seniority
- employee's preference for blocks of time
- reasonableness
- no bumping after vacation awarded
- vacation requests to be submitted to the employee's supervisor by a certain date
- vacations posted by a certain date approximately one month later
- first come, first served basis on any remaining vacation, subject to seniority in the event of requests made before additional approval of vacation.

Suggested Procedure

By the third (3rd) Monday in February, employees would submit their first, second and third preferences for an unbroken vacation period **(based on the vacation the employee will accrue by April 30th) for the period commencing May 1st and ending April 30th of the following year. The preference request will be submitted** to the employee's exempt supervisor.

Subject to operational needs, vacation periods will be approved based on seniority within the department combined with preferential choice. The intent of this clause is to give every employee an opportunity to take at least one of their preferred vacation times.

By the fourth (4th) Monday in March, the exempt supervisor shall post a vacation schedule. Any vacation requests **received after the third (3rd) Monday in February** will be approved on a first come, first served basis for vacation opportunities remaining on the schedule.

Unless mutually agreed upon by the employees involved and the supervisor, a junior employee shall not have their vacation taken away or bumped by a senior employee after the first preferential choices have been approved.

Preferential Choice

The concept of preferential choice is that each employee submits their first, second and third choices for an unbroken vacation period to the employee’s exempt supervisor. Once all of the vacation requests have been received, and subject to the operational needs of the department, vacation will be approved utilizing these preferences and an employee’s seniority.

The following example shows how preferential choice works.

Seniority/Choice	First Choice	Second Choice	Third Choice
Senior Employee	July 1 - July 21	August 1 - August 21	Dec. 15 - January 7
Employee 2	July 1 - July 21	August 1 - August 21	Dec. 15 - January 7
Employee 3	July 1 - July 21	August 1 - August 21	Dec. 15 - January 7

Utilizing the above information and assuming Senior Employee is the most senior, Senior Employee will have vacation approved from July 1 - July 21, as that block of time was the employee’s first choice. The employee with the most seniority will always receive their first choice, subject to the principles stated earlier. Employee 2, being junior to Senior Employee would then receive their second choice being their August vacation choice. The employee having the least seniority, Employee 3, would then receive their third choice.

Employees may still have additional vacation available. For instance, in the above scenario, senior employee only utilized three (3) weeks although they might be entitled to six (6). In such a case, the employee may request this additional vacation after the “first preference” vacation has been approved. Again, this would be on a seniority basis. This additional vacation may not, however, interfere with vacation blocks already approved.

Changes in Days of Work

If the Employer changes an employee’s regular days of work after the vacation schedule is posted, the employee will be permitted to take their vacation for the approved vacation leave period in the vacation schedule.

APPENDIX "F"

EMERGENCY WORK OR THE POTENTIAL OF FLOOD

It is understood that this Appendix is in the interest of and benefit to both CUPE Local 1505 and the Regional Municipality of Wood Buffalo relating to the annual potential for emergency situations.

An emergency is an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property.

When an emergency is declared by the Municipality, all qualified employees must respond to overtime requirements. Emergency work schedules may be established for the duration of the emergency, provided twelve (12) hours' notice is given and providing that at least eight (8) hours of rest is given between the employees' last shift and the first shift of the emergency work schedule.

When an emergency work schedule is established but the twelve (12) hours' notice is not provided or the eight (8) hour rest period is not provided, all hours worked on the first shift of the emergency work schedule shall be at the overtime rate.

A member of the Union Executive shall be advised of all emergency work schedules. **Where the emergency results in evacuation of residents of the Municipality, the Employer will make reasonable efforts to enable a Union Representative to inspect the conditions under which employees are working and being accommodated.**

The Employer will make every effort to give the affected employees as much notice as possible prior to the shift commencement. The Employer also recognizes that some employees may experience difficulties working a twelve (12) hour shift with limited notification and, as such, it is incumbent upon the employee to discuss this matter with their supervisor upon receiving notification of shift change and, if there is no resolve, they are required to contact the CUPE Local 1505 President and Human Resources immediately to resolve this matter.

Employees will be served with notice of shift change that their regular hours and regular days of work will be changed and their shift will be in accordance with Appendix "C", Twelve (12) Hour Shifts. The Employer agrees that no employee will lose regular pay or regular hours of work as a result of this Appendix.

It is understood that if an employee works their regular shift on a particular day and they are asked to return to work later that same day that they will be paid overtime for only the hours worked above and beyond their regular scheduled shift to midnight (12:00 a.m.) that day.

The Employer agrees to provide the affected employees with thirty-six (36) hours' notice that they will be returning to their regular days of work and their regular hours of work. If an

employee waives their right to the thirty-six (36) hour notice, the Employer will give consideration to this request.

The Employer agrees and in recognition of this Appendix, that the affected employees who **are changed to a twelve (12) hour shift or have their rotation changed (i.e. 4on/4off to 7on/7off) if already working a twelve (12) hour shift** will receive one (1) additional day with pay added to their annual leave complement for that calendar year.

APPENDIX "G"

SEVERANCE PAY

A Permanent employee who has been notified by the Employer, pursuant to Clause 10.04 of the Collective Agreement that they are to be laid off, may opt to accept severance pay as provided in this Appendix in lieu of exercising their rights under the provisions of Article 10.

If an eligible employee wishes to exercise their option under this Appendix, the employee shall notify the Employer within seven (7) calendar days of receipt of the notice of lay off. In the absence of such notice, the provisions of Article 10 will prevail.

If an eligible employee notifies the Employer of a request to opt for severance pay under this Appendix, the employee shall be paid severance pay based on two and one-half (2 ½) weeks payment for each year of continuous service to a maximum of fifty-two (52) weeks. Part-time employees' service shall be calculated in accordance with Clause 7.02.

In exchange for this payment, the eligible employee waives all rights to the provisions of Article 10 and will tender their resignation from employment on a date mutually agreed between the employee and the Employer.

An eligible employee is entitled to the assistance of a Union Representative in applying for benefits under this Appendix and in all resulting transactions.

APPENDIX "H"

DUTY TO ACCOMMODATE

It is recognized that the Employer, the Union and affected employee(s) have a duty, subject to such exceptions as set out in the *Human Rights Act*, to cooperatively and reasonably accommodate employees with disabilities to the point of undue hardship. The goal of accommodation is to recognize employee's capabilities and to remove barriers to returning to work or remaining at work.

Procedure for evaluating and accommodating employees with disabilities:

1. The Employer, Union and employee agree to work together to consider how an employee's disability can best be accommodated without causing either party undue hardship. The Employer and Union (the parties) recognize and acknowledge that in each individual accommodation situation each party must determine what constitutes undue hardship to that party.
2. The employee with a disability will inform the Employer about the need for an accommodation, preferably in writing with a copy to the Union.
3. Employees needing an accommodation also have a responsibility to participate, cooperate and assist the Employer and Union in developing a suitable accommodation. This duty includes providing medical information to the Employer representatives (which may include the Wellness team, Business Unit representatives and Employer advisors) and to the Union Representatives, that is reasonably required to establish to the Employer's and Union's satisfaction that the employee has a disability which requires accommodation and the extent of the restrictions or limitations in the employee's functional capabilities to perform the duties of the employee's position.
4. The parties agree that to the extent reasonably possible, medical and other personal information provided by an employee for the purposes of accommodation will be dealt with in a manner that respects the employee's privacy.
5. Failure of an employee to fully cooperate and assist in the accommodation process may relieve the Employer and Union from a continuing duty to accommodate. Employees with disabilities have an obligation to accept reasonable accommodation solutions.
6. Representatives of the Employer and Union, together with the affected employee, may, as the case requires, meet to discuss the existence and nature of the disability and the appropriate accommodation measures which would achieve the accommodation with respect to the employee.
7. The Employer, the Union and the affected employee, shall share with each other all information relevant to the accommodation of the affected employee, including medical

information set out in this process and information regarding the requirements and duties of the employee's position.

8. If accommodation is required and can be achieved without undue hardship, the Parties agree that they will attempt to accommodate employees using the following order of priority:
 - in their current position;
 - in their current classification;
 - in another classification with equivalent hours/rate of pay, but for which the employee possesses the requisite knowledge, skills, abilities;
 - in another classification which does not have the equivalent hours/rate of pay, but for which the employee possesses the requisite knowledge, skills, abilities at the applicable rate of pay, unless otherwise agreed;
 - in another job outside the Bargaining Unit, but with the Employer, in which the employee possesses the requisite knowledge, skills, and abilities, subject to the requirements of the applicable Collective Agreement or discussions, as required, with the applicable Bargaining Agent.
9. In considering the feasibility of accommodation options, the Employer may consider modification of duties, shifts, equipment, and/or retraining of the employee, to the extent that such do not cause the Employer undue hardship. Where modifications are implemented by the Employer, these are made on a without prejudice and individual basis.
10. It is understood that nothing in this Collective Agreement will require the Employer to pursue any accommodation or option where doing so, in its determination, would constitute undue hardship.
11. It is understood that nothing in this Appendix will require the Union to pursue any accommodation or option where doing so, in its determination, would constitute undue hardship.
12. The Union agrees to support accommodative measures which may require modification of the Collective Agreement provisions, unless doing so would in its determination constitute undue hardship. Where Collective Agreement modifications are agreed to by the Employer and the Union, these are made without prejudice and on a case by case basis.
13. The Employer agrees that it will not impose an accommodation measure which has the effect of abridging or infringing Collective Agreement rights of other Bargaining Unit members where there are in its determination, reasonable alternatives.
14. Agreements regarding the accommodation of the employees shall be reduced to writing. These agreements may be revisited in the event that there is a change in the

accommodated employee's circumstances (including a lessening or worsening of the employee's functional impairment).

15. This Appendix does not apply where requests for accommodation arise at or after termination of employment. These cases will be dealt with through the regular grievance process provided for under the Collective Agreement.
16. The parties have entered into this Appendix to establish a procedure for fulfilling their accommodation obligations, and accordingly acknowledge that these provisions do not relieve the Employer, employee(s), or the Union of their rights or responsibilities under the *Human Rights Act*. For greater clarity, nothing in this Appendix precludes the limitation on individual rights as may be reasonable and justified under the exceptions set out under the *Human Rights Act* (including but not limited to bona fide occupational requirements).

Rights and responsibilities of the Employee seeking accommodation:

- Determine whether their concern falls under the protected grounds under the *Human Rights Act*.
- An employee who may be entitled to an accommodation should, at the earliest possible opportunity, inform the Employer about the need for an accommodation.
- Bring the situation to the attention of the Employer and the Union, preferably in writing. Include the following information:
 - Explain why the accommodation is required, i.e. because of a disability
 - Support the request with evidence or documents (example, a written statement from a health care provider)
 - Be specific about the need for an accommodation and identify limitations and capabilities, indicate exactly what your individual needs are
 - Suggest appropriate accommodation measures
 - If known, indicate how long accommodation will be required.
- Listen to and consider any reasonable accommodation options proposed.
- Consult with your Union to work with you through this process.
- If the Employer indicates that the accommodation would pose undue hardship, provide more details about your needs if such information is helpful.
- Cooperate to make the arrangement work.
- Advise the Employer and Union of changes in accommodation needs.
- Be willing to review and modify the accommodation agreement if circumstances change.
- Promptly advise the Employer and Union if the need for an accommodation ends.

Rights and responsibilities of the Employer:

- Determine if the request falls under the protected grounds as set out under the Act.
- Consult with the Union.
- The onus to facilitate an accommodation to the point of undue hardship is on the Employer once an entitlement is established.
- Respect the dignity and privacy of the person requesting accommodation.
- Listen to and consider the needs of the employee seeking accommodation and their suggestions for accommodation.
- Review any evidence the employee seeking the accommodation provides to support the request for accommodation, for example, medical documents.
- Be willing to take reasonable steps, to the point of undue hardship, to accommodate the needs of the person seeking the accommodation.
- Consult with experts as Human Resource staff, Legal services, if more information is needed to assess the request.
- Be flexible when considering and developing options.
- Reply to the request for accommodation within a reasonable period of time.
- Reduce the agreement to writing, and ensure the accommodation is given a fair opportunity to work.
- Follow up to ensure that the accommodation meets the needs of the employee seeking accommodation.
- Provide explanation in the event of a refusal to accommodate, if accommodation is not possible because it poses undue hardship or because of a bona fide occupational requirement.
- Be willing to review and adjust the accommodation agreement if the circumstances or needs change and the agreement is no longer working.

Rights and responsibilities of the Union:

- Determine if the request falls under the protected grounds as set out under the Act.
- Consult with the Employer.
- There is an onus on the Union to assist in facilitating an accommodation once an entitlement is established.
- Respect the dignity and privacy of the person requesting accommodation.
- Listen to and consider the needs of the employee seeking accommodation and their suggestions for accommodation.
- As needed, work with the Employer and the employee needing an accommodation throughout the process.
- Review any evidence the employee seeking the accommodation provides to support the request for accommodation, for example, medical documents.

- Be willing to take reasonable steps, to the point of undue hardship, in accord with the Union authority and ability to act, to accommodate the needs of the person seeking the accommodation. This may include modification to the Collective Agreement if no other reasonable alternative exists.
- Be flexible when considering and developing options.
- Cooperate, to the point of undue hardship, with the Employer and employee in pursuit of an accommodation.
- Reduce the agreement to writing, and ensure the accommodation is given a fair opportunity to work.
- Follow up to ensure that the accommodation meets the needs of the employee seeking accommodation.
- Provide explanation in the event of the Union refusal to accommodate, if accommodation is not possible because doing so poses undue hardship to the Union or other employees.
- Be willing to review and adjust the accommodation agreement if the circumstances or needs change and the agreement is no longer working.

APPENDIX "I"

UTILITY OPERATOR PREMIUM PROGRAM

In an effort to cultivate and enhance a multi-skilled workforce in the Water Treatment, Wastewater Treatment, Wastewater Collection and Water Distribution departments, the Employer and Union do hereby agree to continue the Utility Operator Premium Program (UOPP) under the following guidelines.

Environmental Disciplines covered:

- a) Water Treatment Operators
- b) Wastewater Treatment Operators
- c) Underground Services
 - i. Wastewater Collection Operators; and
 - ii. Water Distribution Operators

Premium: An operator who holds a valid Level IV Environmental Certificate in one Environmental Discipline will be paid a premium, as per the schedule below, for each additional certification obtained and maintained in another Environmental Discipline to a maximum of twenty-four dollars (\$24.00) per hour. The premium is paid in addition to the operator's applicable pay rate on regular hours only.

- a) Level I - \$2.00
- b) Level II - \$4.00
- c) Level III - \$6.00
- d) Level IV - \$8.00

Employees may be required by the Employer to work temporarily in any Environmental Discipline for which they are receiving a premium, subject to the following:

- a) an employee shall not suffer any loss or reduction in wages by reason of the temporary work; and
- b) temporary work shall be limited to a time period not exceeding three (3) months unless otherwise agreed to by the Employer, employee and the Union.

Obtaining and Maintaining Certification in another Environmental Discipline:

An Operator who holds a valid Level IV Environmental Discipline may apply to participate in a rotation as follows:

- a) **Full Rotation** - Means three (3) employees from each of three (3) Environmental Disciplines participating in a rotational work schedule encompassing all three (3) disciplines: Water Treatment, Wastewater Treatment and Underground Services.

- b) **Half Rotation** - Means two (2) employees from two (2) different Environmental Disciplines participating in a rotational work schedule encompassing two (2) disciplines.

A rotation will consist of no less than two (2) participants from different Environmental Disciplines who agree to rotate through operator positions in other Environmental Disciplines, at the applicable pay rate for the operator position they are working in, in order to obtain the hours required for certification in the Environmental Discipline.

In order to enable operators to participate in the UOPP, Wastewater Collection and Water Distribution Operators shall be able to obtain a Level IV certificate notwithstanding it is not a requirement for the operation of the Employer's facilities.

Participation in the UOPP is voluntary. Opportunities will be granted in order of seniority from each Environmental Discipline to those employees who apply to participate in the program. Participation from multiple disciplines is required for a new program rotation to commence.

A full rotation involving all disciplines (Water Treatment, Wastewater Treatment and Underground Services) is preferable. As a general rule, half rotations will be converted to full rotations before additional half rotations are allowed.

Employees who are participating in the program accept that they are committing to an ongoing rotation through the Environmental Disciplines in the rotation in order to maintain the program rotation for all participants.

- a) If an employee ceases to participate in the program, payment of premiums will end as the Employee's certificates expire. If the employee applies to re-enter the program, the employee will be considered the least senior on the list of applicants.
- b) In event a program rotation is interrupted and no new participant from the applicable discipline will agree to join the rotation, the participant(s) displaced from the program will be considered the most senior on the list of applicants if a new rotation is created.

Joint Committee

A joint committee shall be established with the following responsibilities:

- a) assign participants to rotations,
- b) determine rotation schedules,
- c) review compliance with rotation schedules,
- d) review schedules for participants to obtain required Continuing Education Units (CEUs),

- e) review issues that arise in relation to the program and recommend solutions to the Employer and Union.

The joint committee shall be comprised of two (2) representatives of the Employer and two (2) representatives of the Union. One representative from each party shall work in the Water Treatment, Wastewater Treatment or Wastewater Collection and Water Distribution (Underground Services) departments.

Program Administration:

Employees are responsible to maintain valid certificates and provide proof of such certificates as well as any changes to the Employer.

Department Supervisors will be responsible for:

- a) notifying payroll and Human Resources when changes in certifications result in a premium being added or removed. Human Resources will provide the information to the Union;
- b) providing Direct Responsible Charge time to applicable participants in compliance with Alberta Environment and Parks (AEP) requirements; and
- c) granting leave at a time mutually agreed to by the Supervisor and the employee when leave is required to obtain Continuing Education Units (CEUs) in advance of the certification expiry date.

The Employer will maintain records including:

- a) each employee's name, department, certificate levels, renewal dates and internal training records,
- b) Direct Responsible Charge time, and
- c) rotation schedules.

A copy of the information will be provided to the Union upon request.

General Conditions:

- a) Revoked, seized, non-active, expired or cancelled certifications will not be compensated.
- b) Employees who have out-of-province certificates that are not recognized by AEP will not be paid a premium. Out-of-province certificates will be renewed in Alberta in accordance with the regulations of AEP.
- c) Failure to maintain at least one Level IV certification will result in the removal of the employee from the program.

APPENDIX "J"

OUTSOURCING (ALTERNATIVE SERVICE DELIVERY) OR WORKFORCE RESTRUCTURING

Whereas, the Employer has no intent to arbitrarily reduce the Union workforce and the Union and/or the Employer may be able to identify opportunities to create a more effective/productive workforce by pursuing Alternate Service Delivery (ASD) options.

In an effort to address Alternative Service Delivery, Contracting Out and Workforce Restructuring, the parties agree to enhance job security to employees through the following means:

1. Prior to implementing any initiatives that result in a reduction in the number of CUPE employees, the Union shall be notified at least one hundred and twenty (120) days in advance of the implementation.
2. During the one hundred and twenty (120) day notice period, the Union shall have the right to present an alternate business case for evaluation in accordance with Article 22.01.
3. The Employer agrees to make every reasonable effort to transfer or redeploy qualified permanent employees to other vacant positions, rather than implement Article 10 – Lay Offs and Recalls.
4. In the event that lay offs become necessary, all applicable terms and provisions of Article 10 – Lay Offs and Recalls shall apply.
5. The Employer commits to facilitating retraining for laid off employees as follows:
 - a) any laid off employee who is placed on the recall list may apply to the Employer for a retraining grant,
 - b) provided the retraining is in an area that would, in the Employer's opinion, better prepare the laid off employee for redeployment within the RMWB, the Employer shall provide an amount up to seven thousand five hundred dollars (\$7,500) for tuition, program fees and course materials,
 - c) the Employer shall implement a payment schedule based on enrollment and successful completion, and
 - d) the Employer may upon the employee's request or at its own discretion place a laid off employee in an in-house training program to facilitate reasonable and effective redeployment.
6. The parties agree notwithstanding the terms of this Appendix, employees shall retain all rights and privileges otherwise arising from this Collective Agreement including their right to

elect the option of severance pay thereby forgoing all entitlements to this Appendix or applicable terms of Article 10 should they choose not to accept redeployment.

LETTER OF UNDERSTANDING #1

Regional Municipality of Wood Buffalo (RMWB)
("the Employer")

-and-

Canadian Union of Public Employees Local 1505
("CUPE")

REGISTERED APPRENTICESHIP PROGRAM (RAP)

WHEREAS: The Employer has received a request from "Careers: The Next Generation" asking the RMWB to participate in the Registered Apprenticeship Program (RAP) for high school children exploring trade and utility treatment operator careers and;

WHEREAS: The RMWB would like to give back to the community and participate in the education of our children and the next generation.

The parties agree as follows:

1. It is acknowledged by the Union and the Employer that any high school students who are participating in the RAP program will be compensated at minimum wage plus ten percent (10%) per hour total which is the high end of the recommended industry rate provided by the RAP program.
2. There is a mutual understanding that these RAP students will have Union dues deducted from their biweekly pay cheque. These placements are generally less than six months per school year for a maximum of two (2) terms. For the purposes of the Collective Agreement, they will be treated like a Term Student Employee.



SIGNED THIS 19 DAY OF November, 2019

LETTER OF UNDERSTANDING #2

Regional Municipality of Wood Buffalo (RMWB)
("the Employer")

-and-

Canadian Union of Public Employees Local 1505
("CUPE")

-and-

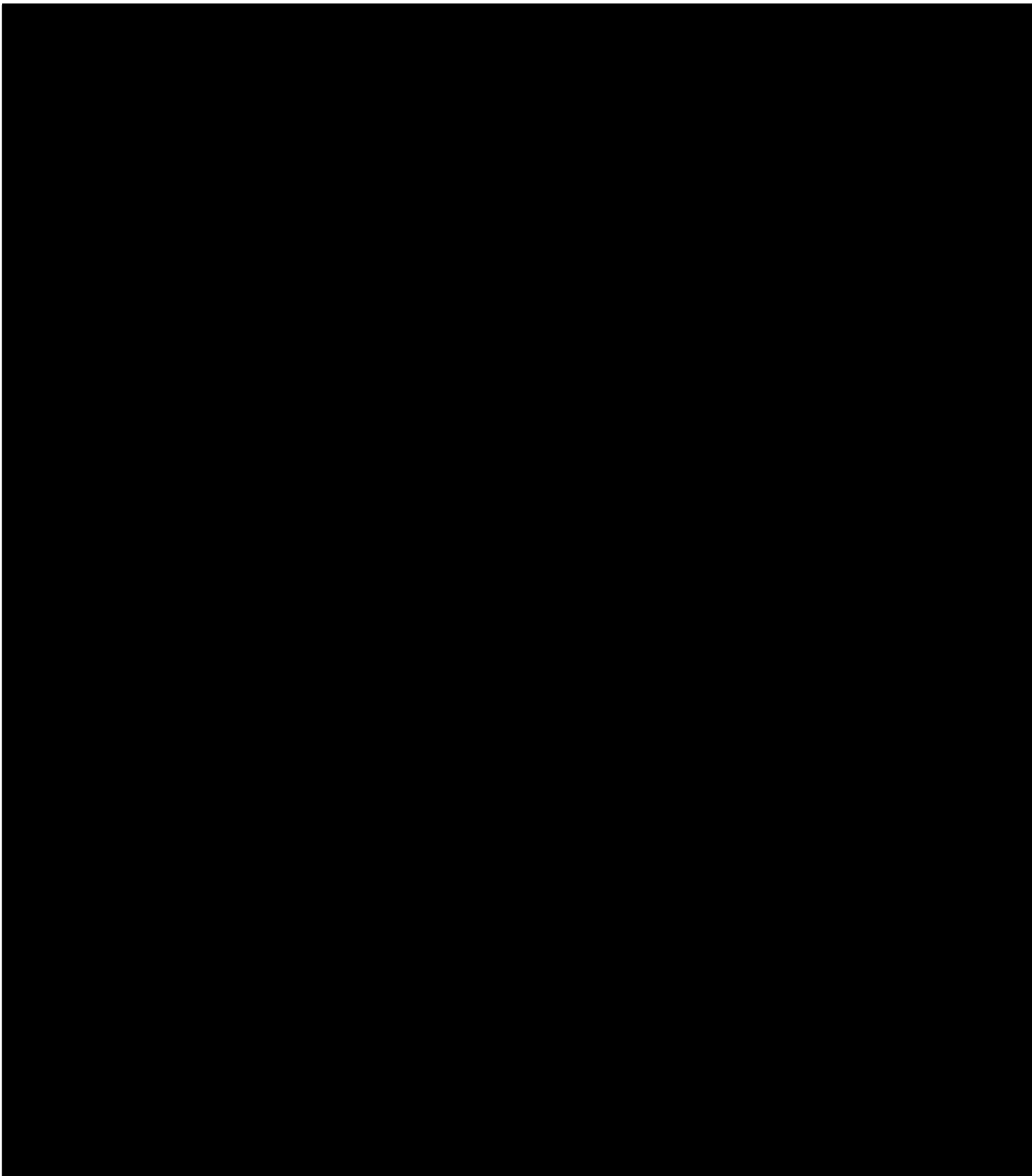
International Association of Fire Fighters Local 2494
("IAFF")

CONTINUITY OF SERVICE

The Employer and CUPE agree, that, the following Letter of Understanding will be applied to employees in both CUPE Local 1505 Transit and Municipal (RMWB) Bargaining Units.

The Parties mutually agree to recognize continuous service with the Employer as follows:

1. Continuous service shall be defined as employment in any permanent position with the Employer without interruption other than authorized leaves of absence including Short-term Disability or Long-term Disability. Such employment may be in an exempt position or in a position represented by CUPE or IAFF.
2. In the event that an employee transfers to, is assigned or successfully competes for a position that is represented by CUPE or IAFF, the Employee's continuous service prior to the date of transfer, assignment or award of the position shall be deemed as continuous Bargaining Unit service for the purpose of vacation accrual.
3. Use of earned vacation in the position assumed by the Employee shall be subject to governing seniority rights in accordance with the CUPE or IAFF Collective Agreement, whichever is the receiving Bargaining Unit. As such, the incoming employee may not schedule vacation time with any higher priority than allowed by their Bargaining Unit seniority.
4. This Letter of Understanding may be terminated by any of the parties by giving ninety (90) days written notice to the other parties.



LETTER OF UNDERSTANDING #3

Regional Municipality of Wood Buffalo (RMWB)
("the Employer")

-and-

Canadian Union of Public Employees Local 1505
("CUPE")

COST OF LIVING ALLOWANCE (COLA) GUIDELINES

The Employer agrees that all employees **that are not on unpaid leave in excess of thirty (30) consecutive calendar days** shall be paid a Cost of Living Allowance as it pertains to the excessive costs of living in the Regional Municipality of Wood Buffalo, Alberta. This amount will be four hundred and eight dollars (\$480.00) paid on a bi-weekly basis.

Part time employees shall be paid a pro-rated portion based upon their actual hours worked.

The Municipality will provide the Union with a nine (9) month notice period if the COLA paid is decreased.

SIGNED THIS

19

DAY OF

November

, 2019

LETTER OF UNDERSTANDING #4

Regional Municipality of Wood Buffalo (RMWB)
("the Employer")

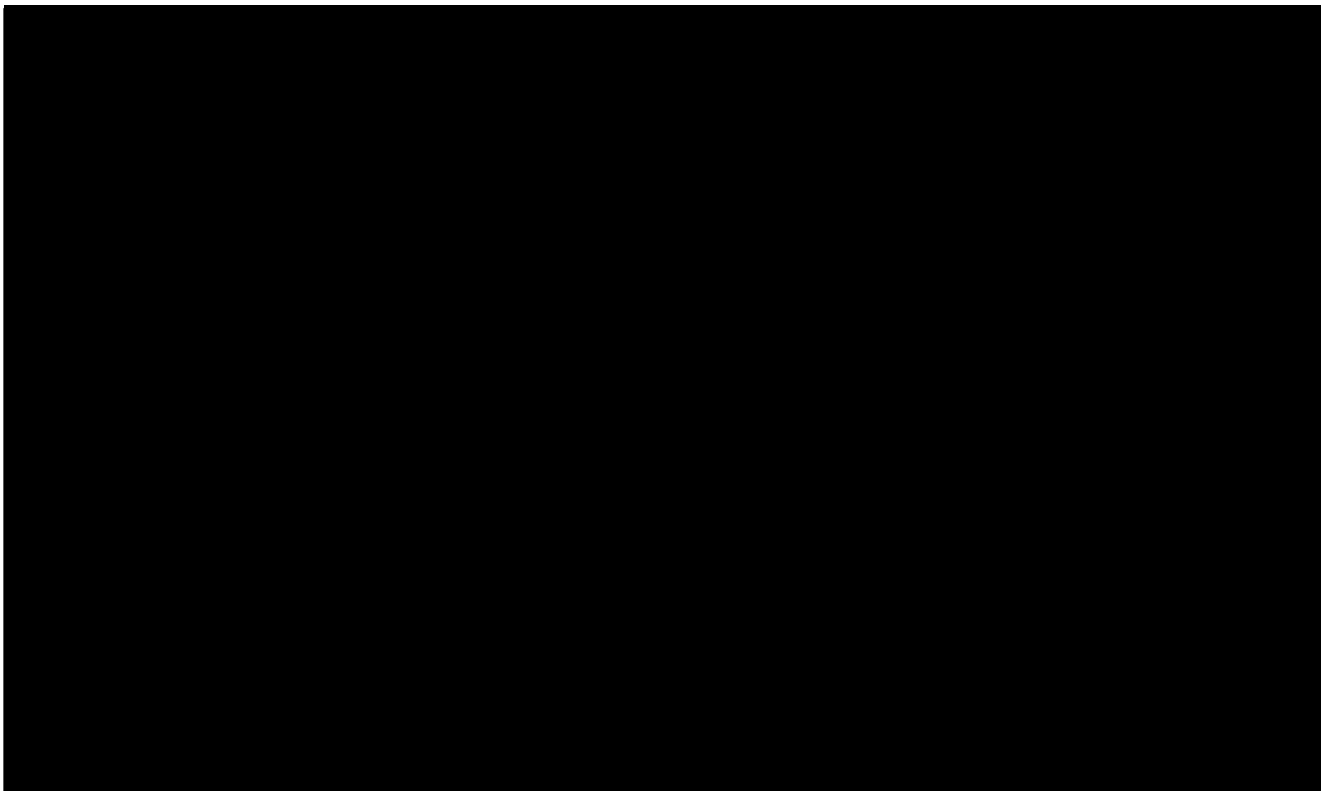
-and-

Canadian Union of Public Employees Local 1505
("CUPE")

JOINT JOB EVALUATION PROGRAM

The Joint Job Evaluation Program results will be implemented as follows:

1. The Employer and the Union agree that the Pay Levels in the attached Excel spreadsheet dated July 24 Titled "Ladder Chart with 30 points" (hereafter called the "New Pay Levels") is to be adopted.
2. Job descriptions to be completed by March 31, 2020.
3. Implementation:
 - a) The above wage increases will be applied to all New Pay Levels.
 - b) In addition, jobs that are at or below their New Pay Level will receive:
 - i. 2018 - 34% of the amount required to reach their New Pay Level on December 31, 2018;
 - ii. 2019 - 33% of the amount required to reach their New Pay Level on December 31, 2019;
 - iii. 2020 - 33% of the amount required to reach their New Pay Level on December 31, 2020.
 - iv. Employees whose rates are above their New Pay Level will be red-circled until their New Pay Level reaches their 2017 rate of pay.
 - v. The increases in b) i. – iii. will not be retroactive.
4. Market wages: Market Rate positions will be as set out in the CUPE Market Schedule in the current (2014 - 2017) Collective Agreement.



Regional Municipality of Wood Buffalo (CUPE)

Ladder Chart with 30 Points

Similar Value Group	Band Width From To Spread			Job Title	Department	No. of Inc.	Total Points	CURRENT Pay Structure			2018 PROPOSED Wage Grid with 1.5%			Current Pay Structure Compared to 2018 Proposed Wage Grid			2019 PROPOSED Wage Grid (2018 + 1.25%)			2020 PROPOSED Wage Grid (2019 + 1.25%)		
								Current Pay Level	Start Step \$P.HR	Rate/Per m. Step \$P.HR	New Start Rate \$P.HR	New Job Rate \$P.HR	Change in PL	Start Step \$P.HR	Job Rate/Per Step \$P.HR	New Start Rate \$P.HR	New Job Rate \$P.HR	New Start Rate \$P.HR	New Job Rate \$P.HR			
	19	710	739	30	Chief Building Safety Codes Officer	Planning & Development	1	736	19	\$ 57.47	\$ 67.82	\$58.33	\$68.84	3.6%	0	\$0.86	\$1.02	\$59.06	\$69.70	3.6%	\$59.80	\$70.57
	18	680	709	30	Planner III, Community Development	Planning & Development	2	688	19	\$ 57.47	\$ 67.82	\$56.30	\$66.45		(1)	(\$1.17)	(\$1.37)	\$57.00	\$67.28		\$57.71	\$68.12
	18	680	709	30	Planner III, Statutory Plans	Planning & Development	1	688	19	\$ 57.47	\$ 67.82	\$56.30	\$66.45	3.6%	(1)	(\$1.17)	(\$1.37)	\$57.00	\$67.28	3.6%	\$57.71	\$68.12
	17	650	679	30	Plumbing/Gas Safety Codes Officer	Planning & Development	3	670	19	\$ 57.47	\$ 67.82	\$54.35	\$64.14		(2)	(\$3.12)	(\$3.68)	\$55.03	\$64.94		\$55.72	\$65.75
	17	650	679	30	Electrical Safety Codes Officer	Planning & Development	2	670	18	\$ 55.47	\$ 65.47	\$54.35	\$64.14		(1)	(\$1.12)	(\$1.33)	\$55.03	\$64.94		\$55.72	\$65.75
	17	650	679	30	Planner III, Socio Economics	Planning & Development	1	668	19	\$ 57.47	\$ 67.82	\$54.35	\$64.14		(2)	(\$3.12)	(\$3.68)	\$55.03	\$64.94		\$55.72	\$65.75
	17	650	679	30	Building Safety Codes Officer III	Planning & Development	3	651	18	\$ 55.47	\$ 65.47	\$54.35	\$64.14	3.5%	(1)	(\$1.12)	(\$1.33)	\$55.03	\$64.94	3.5%	\$55.72	\$65.75
	16	620	649	30	SAP Security Administrator	Information Technology	1	641	19	\$ 57.47	\$ 67.82	\$52.48	\$61.97		(3)	(\$4.99)	(\$5.85)	\$53.14	\$62.74		\$53.80	\$63.52
	16	620	649	30	Building Safety Codes Officer II	Planning & Development	1	639	17	\$ 53.55	\$ 63.19	\$52.48	\$61.97		(1)	(\$1.07)	(\$1.22)	\$53.14	\$62.74		\$53.80	\$63.52
	16	620	649	30	Senior Measurements & Reporting Analyst	Financial Services	1	626	17	\$ 53.55	\$ 63.19	\$52.48	\$61.97	3.6%	(1)	(\$1.07)	(\$1.22)	\$53.14	\$62.74	3.6%	\$53.80	\$63.52
	15	590	619	30	Foreman UGS (Distribution/Collection)	Underground Services	2	613	16	\$ 51.70	\$ 61.05	\$50.76	\$59.83		(1)	(\$0.94)	(\$1.22)	\$51.39	\$60.58		\$52.03	\$61.34
	15	590	619	30	Foreman, Water Treatment	Water Treatment Services	1	613	15	\$ 50.01	\$ 58.95	\$50.76	\$59.83		0	\$0.75	\$0.88	\$51.39	\$60.58		\$52.03	\$61.34
	15	590	619	30	Foreman, Heavy Duty/Automotive (Fleet)	Fleet Services	3	612	17	\$ 53.55	\$ 63.19	\$50.76	\$59.83		(2)	(\$2.79)	(\$3.36)	\$51.39	\$60.58		\$52.03	\$61.34
	15	590	619	30	Maintenance Foreman - Water	Trade Services	4	612	17	\$ 53.55	\$ 63.19	\$50.76	\$59.83		(2)	(\$2.79)	(\$3.36)	\$51.39	\$60.58		\$52.03	\$61.34
	15	590	619	30	Buyer III	Financial Services	2	612	16	\$ 51.70	\$ 61.05	\$50.76	\$59.83		(1)	(\$0.94)	(\$1.22)	\$51.39	\$60.58		\$52.03	\$61.34
	15	590	619	30	Senior Engineering Technologist	Parks & Roads Services	1	602	17	\$ 53.55	\$ 63.19	\$50.76	\$59.83		(2)	(\$2.79)	(\$3.36)	\$51.39	\$60.58		\$52.03	\$61.34

15	590	619	30	SAP Basis Administrator	Information Technology	1	601	17	\$ 53.55	\$ 63.19	\$50.76	\$59.83		(2)	(\$2.79)	(\$3.36)	\$51.39	\$60.58		\$52.03	\$61.34
15	590	619	30	Team Leader (Financial Services)	Financial Services	1	598	15	\$ 50.01	\$ 58.95	\$50.76	\$59.83	3.5%	0	\$0.75	\$0.88	\$51.39	\$60.58	3.5%	\$52.03	\$61.34
14	560	589	30	Operations Lead	Fort Chipewyan Hamlet	1	588	16	\$ 51.70	\$ 61.05	\$49.07	\$57.80		(2)	(\$2.63)	(\$3.25)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Systems Analyst	Information Technology	8	588	17	\$ 53.55	\$ 63.19	\$49.07	\$57.80		(3)	(\$4.48)	(\$5.39)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Team Leader	Parks & Roads Services	1	587	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Team Leader	Parks & Roads Services	1	587	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Team Leader	Parks & Roads Services	1	587	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Team Leader	Parks & Roads Services	5	587	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Team Leader	Parks & Roads Services	4	587	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Asset Management Coordinator (Engineering)	Engineering	1	584	17	\$ 53.55	\$ 63.19	\$49.07	\$57.80		(3)	(\$4.48)	(\$5.39)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Land Management Specialist	Planning & Development	5	581	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Server Analyst II	Information Technology	2	574	17	\$ 53.55	\$ 63.19	\$49.07	\$57.80		(3)	(\$4.48)	(\$5.39)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Business Analyst III	Information Technology	5	569	16	\$ 51.70	\$ 61.05	\$49.07	\$57.80		(2)	(\$2.63)	(\$3.25)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Planner II	Planning & Development	12	566	15	\$ 50.01	\$ 58.95	\$49.07	\$57.80		(1)	(\$0.94)	(\$1.15)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Network Analyst II	Information Technology	3	563	17	\$ 53.55	\$ 63.19	\$49.07	\$57.80		(3)	(\$4.48)	(\$5.39)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Utility Operator UGS	Underground Services	7	562	12	\$ 45.25	\$ 53.23	\$49.07	\$57.80		2	\$3.82	\$4.57	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Database Analyst	Information Technology	2	562	17	\$ 53.55	\$ 63.19	\$49.07	\$57.80		(3)	(\$4.48)	(\$5.39)	\$49.68	\$58.52		\$50.30	\$59.25
14	560	589	30	Economic Development Information Officer	Planning & Development	0	561	16			\$49.07	\$57.80	3.4%	(2)	(\$2.63)	(\$3.25)	\$49.68	\$58.52	3.4%	\$50.30	\$59.25
13	530	559	30	Foreman Metering	Underground Services	1	559	14	\$ 48.34	\$ 56.95	\$47.45	\$55.90		(1)	(\$0.89)	(\$1.05)	\$48.04	\$56.60		\$48.64	\$57.31
13	530	559	30	Technical Support Coordinator (RCMP)	RCMP Support Services	1	557	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90		(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60		\$48.64	\$57.31
13	530	559	30	EIMS Administrator	Information Technology	1	554	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90		(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60		\$48.64	\$57.31
13	530	559	30	Utility Treatment Technician - Level IV	Wastewater Treatment Services	1	552	14	\$ 48.34	\$ 56.95	\$47.45	\$55.90		(1)	(\$0.89)	(\$1.05)	\$48.04	\$56.60		\$48.64	\$57.31
13	530	559	30	Utility Treatment Technician - Level IV	Water Treatment Services	7	552	14	\$ 48.34	\$ 56.95	\$47.45	\$55.90		(1)	(\$0.89)	(\$1.05)	\$48.04	\$56.60		\$48.64	\$57.31

13	530	559	30	Treasury Analyst	Financial Services	0	551	15			\$47.45	\$55.90	(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Team Lead ByLaw Services	Bylaw Services	3	551	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90	(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Foreman, Urban Disposal	Solid Waste Services	1	550	13	\$ 46.75	\$ 55.07	\$47.45	\$55.90	0	\$0.70	\$0.83	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Foreman Urban Collections	Solid Waste Services	1	550	13	\$ 46.75	\$ 55.07	\$47.45	\$55.90	0	\$0.70	\$0.83	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Project Management Associate	Engineering	3	550	16	\$ 51.70	\$ 61.05	\$47.45	\$55.90	(3)	(\$4.25)	(\$5.15)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Lead Coordinator	Community Services	1	547	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90	(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Maintenance Planner	Trade Services	4	547	16	\$ 51.70	\$ 61.05	\$47.45	\$55.90	(3)	(\$4.25)	(\$5.15)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	GIS Technologist	Information Technology	3	545	12	\$ 45.25	\$ 53.23	\$47.45	\$55.90	1	\$2.20	\$2.67	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Journeyman Heavy Duty Mechanic (HD Technician)	Fleet Services	19	544	16	\$ 51.70	\$ 61.05	\$47.45	\$55.90	(3)	(\$4.25)	(\$5.15)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Property & Exhibit Technician	RCMP Support Services	2	544	13	\$ 46.75	\$ 55.07	\$47.45	\$55.90	0	\$0.70	\$0.83	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Landscape Architect	Parks & Roads Services	1	542	17	\$ 53.55	\$ 63.19	\$47.45	\$55.90	(4)	(\$6.10)	(\$7.29)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Foreman Waste Diversion	Solid Waste Services	1	539	13	\$ 46.75	\$ 55.07	\$47.45	\$55.90	0	\$0.70	\$0.83	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Assessor II	Regional Assessor	1	538	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90	(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Arborist II	Parks & Roads Services	4	536	12	\$ 45.25	\$ 53.23	\$47.45	\$55.90	1	\$2.20	\$2.67	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Building Safety Codes Officer I	Planning & Development	2	533	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90	(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60	\$48.64	\$57.31		
13	530	559	30	Program Coordinator (Engineering)	Engineering	1	532	15	\$ 50.01	\$ 58.95	\$47.45	\$55.90	3.5%	(2)	(\$2.56)	(\$3.05)	\$48.04	\$56.60	3.5%	\$48.64	\$57.31
12	500	529	30	Utility Operations Planner	Underground Services	1	526	15	\$ 50.01	\$ 58.95	\$45.93	\$54.03	(3)	(\$4.08)	(\$4.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Automation Control Technologist	Water Treatment Services	1	523	15	\$ 50.01	\$ 58.95	\$45.93	\$54.03	(3)	(\$4.08)	(\$4.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Utility Operator UGS Fort Chipewyan	Fort Chipewyan Hamlet	0	522	12			\$45.93	\$54.03	0	\$0.68	\$0.80	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Community Investment Coordinator	Community Services	2	521	14	\$ 48.34	\$ 56.95	\$45.93	\$54.03	(2)	(\$2.41)	(\$2.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Coordinator II (Community)	Community Services	11	517	14	\$ 48.34	\$ 56.95	\$45.93	\$54.03	(2)	(\$2.41)	(\$2.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Instrumentation Technician	Trade Services	6	517	15	\$ 50.01	\$ 58.95	\$45.93	\$54.03	(3)	(\$4.08)	(\$4.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Operational Planner	Engineering	1	512	16	\$ 51.70	\$ 61.05	\$45.93	\$54.03	(4)	(\$5.77)	(\$7.02)	\$46.50	\$54.71	\$47.08	\$55.39		

12	500	529	30	Building Maintenance Administrator	Engineering	1	512	16	\$ 51.70	\$ 61.05	\$45.93	\$54.03	(4)	(\$5.77)	(\$7.02)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	GIS Analyst	Information Technology	0	510	14			\$45.93	\$54.03	(2)	(\$2.41)	(\$2.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Insurance Advisor	Financial Services	2	509	11	\$ 43.77	\$ 51.46	\$45.93	\$54.03	1	\$2.16	\$2.57	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Plumber - Gasfitter	Trade Services	7	508	15	\$ 50.01	\$ 58.95	\$45.93	\$54.03	(3)	(\$4.08)	(\$4.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	HVAC Mechanic	Trade Services	2	508	15	\$ 50.01	\$ 58.95	\$45.93	\$54.03	(3)	(\$4.08)	(\$4.92)	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Tactical Analyst	RCMP Support Services	1	504	12	\$ 45.25	\$ 53.23	\$45.93	\$54.03	0	\$0.68	\$0.80	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Community Policing Coordinator	RCMP Support Services	1	501	12	\$ 45.25	\$ 53.23	\$45.93	\$54.03	0	\$0.68	\$0.80	\$46.50	\$54.71	\$47.08	\$55.39		
12	500	529	30	Business Process Trainer	Human Resources	1	500	14	\$ 48.34	\$ 56.95	\$45.93	\$54.03	3.4%	(2)	(\$2.41)	(\$2.92)	\$46.50	\$54.71	3.4%	\$47.08	\$55.39
11	470	499	30	Server Analyst	Information Technology	1	498	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Space Planner	Engineering	1	497	14	\$ 48.34	\$ 56.95	\$44.43	\$52.23	(3)	(\$3.91)	(\$4.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Journeyman Light Duty Mechanic	Fleet Services	4	495	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Utility Treatment Technician - Level III	Wastewater Treatment Services	4	494	14 @ 90%	\$ 48.34	\$ 56.95	\$44.43	\$52.23	NA	(\$2.48)	(\$2.73)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Network Analyst I	Information Technology	1	493	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Systems Support Analyst	Operations & Technical Services	1	493	14	\$ 48.34	\$ 56.95	\$44.43	\$52.23	(3)	(\$3.91)	(\$4.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Communications Generalist	Communications and Stakeholder Relations	1	492	12	\$ 45.25	\$ 53.23	\$44.43	\$52.23	(1)	(\$0.82)	(\$1.00)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Landscape Architectural Technologist	Parks & Roads Services	0	488	15			\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Pest and Weed Control Technician	Parks & Roads Services	0	487	13	\$ 46.75	\$ 55.07	\$44.43	\$52.23	(2)	(\$2.32)	(\$2.84)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Electrician	Trade Services	12	487	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Welder	Fleet Services	1	486	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Carpenter	Trade Services	3	486	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Millwright	Trade Services	7	486	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Journeyman Tradesperson Fort Chipewyan	Fort Chipewyan Hamlet	1	486	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Animal Health Technologist	Bylaw Services	4	484	10	\$ 42.36	\$ 49.78	\$44.43	\$52.23	1	\$2.07	\$2.45	\$44.99	\$52.88	\$45.55	\$53.54		

11	470	499	30	Finance Officer	Financial Services	4	483	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Project Analyst	Planning & Development	1	482	16	\$ 51.70	\$ 61.05	\$44.43	\$52.23	(5)	(\$7.27)	(\$8.82)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Construction Technician	Parks & Roads Services	5	482	11	\$ 43.77	\$ 51.46	\$44.43	\$52.23	0	\$0.66	\$0.77	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Rural Equipment Operator Lead, UGS	Underground Services	2	481	9	\$ 40.99	\$ 48.15	\$44.43	\$52.23	2	\$3.44	\$4.08	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Utility Treatment Technician - Level III	Water Treatment Services	5	480	14 @ 90%	\$ 48.34	\$ 56.95	\$44.43	\$52.23	NA	(\$2.48)	(\$2.73)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Heavy Equipment Operator	Parks & Roads Services	20	477	10	\$ 42.36	\$ 49.78	\$44.43	\$52.23	1	\$2.07	\$2.45	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Equipment Operator II UGS	Underground Services	3	477	10	\$ 42.36	\$ 49.78	\$44.43	\$52.23	1	\$2.07	\$2.45	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Scale House Coordinator	Solid Waste Services	1	477	10	\$ 42.36	\$ 49.78	\$44.43	\$52.23	1	\$2.07	\$2.45	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Cemetery Attendant	Parks & Roads Services	2	476	11	\$ 43.77	\$ 51.46	\$44.43	\$52.23	0	\$0.66	\$0.77	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Senior Landfill Operator	Solid Waste Services	2	475	12	\$ 45.25	\$ 53.23	\$44.43	\$52.23	(1)	(\$0.82)	(\$1.00)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Grants Administrator	Financial Services	2	475	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Engineering Technician	Engineering	4	472	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	\$45.55	\$53.54		
11	470	499	30	Engineering Technician	Parks & Roads Services	1	472	15	\$ 50.01	\$ 58.95	\$44.43	\$52.23	3.4%	(4)	(\$5.58)	(\$6.72)	\$44.99	\$52.88	3.4%	\$45.55	\$53.54
10	440	469	30	Rural Equipment Operator (Fort Chipewyan)	Fort Chipewyan Hamlet	4	466	11	\$ 43.77	\$ 51.46	\$43.00	\$50.53	(1)	(\$0.77)	(\$0.93)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Performance & Risk Analyst	RTF	0	466	14			\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Community Peace Officer (CPO I Status)	Bylaw Services	12	465	11	\$ 43.77	\$ 51.46	\$43.00	\$50.53	(1)	(\$0.77)	(\$0.93)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Utility Operations Technician	Underground Services	2	461	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Development Compliance Officer	Planning & Development	6	459	10	\$ 42.36	\$ 49.78	\$43.00	\$50.53	0	\$0.64	\$0.75	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Business Program Lead	Fort Chipewyan Hamlet	1	459	11	\$ 43.77	\$ 51.46	\$43.00	\$50.53	(1)	(\$0.77)	(\$0.93)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Online Communications Advisor	Communications and Stakeholder Relations	1	459	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Facility Planner	Engineering	1	456	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Advisor, Social Media	Communications and Stakeholder Relations	1	456	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Coordinator I	Community Services	1	455	12	\$ 45.25	\$ 53.23	\$43.00	\$50.53	(2)	(\$2.25)	(\$2.70)	\$43.54	\$51.16	\$44.08	\$51.80		

10	440	469	30	Report Writer	Community Services	1	455	13	\$ 46.75	\$ 55.07	\$43.00	\$50.53	(3)	(\$3.75)	(\$4.54)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Lead Records Clerk, RCMP	RCMP Support Services	1	454	9	\$ 40.99	\$ 48.15	\$43.00	\$50.53	1	\$2.01	\$2.38	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Business Development Coordinator	Planning & Development	1	454	13	\$ 46.75	\$ 55.07	\$43.00	\$50.53	(3)	(\$3.75)	(\$4.54)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Equipment Operator, Wastewater	Wastewater Treatment Services	2	452	10	\$ 42.36	\$ 49.78	\$43.00	\$50.53	0	\$0.64	\$0.75	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Parts Technician	Financial Services	2	452	13	\$ 46.75	\$ 55.07	\$43.00	\$50.53	(3)	(\$3.75)	(\$4.54)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Taxation Clerk II	Regional Assessor	2	452	10	\$ 42.36	\$ 49.78	\$43.00	\$50.53	0	\$0.64	\$0.75	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Lease Coordinator	Planning & Development	2	450	13	\$ 46.75	\$ 55.07	\$43.00	\$50.53	(3)	(\$3.75)	(\$4.54)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Horticulture Technician	Parks & Roads Services	2	449	11	\$ 43.77	\$ 51.46	\$43.00	\$50.53	(1)	(\$0.77)	(\$0.93)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Turf Technician	Parks & Roads Services	2	449	11	\$ 43.77	\$ 51.46	\$43.00	\$50.53	(1)	(\$0.77)	(\$0.93)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Information Reader	RCMP Support Services	4	449	12	\$ 45.25	\$ 53.23	\$43.00	\$50.53	(2)	(\$2.25)	(\$2.70)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Financial Analyst	Financial Services	13	449	15	\$ 50.01	\$ 58.95	\$43.00	\$50.53	(5)	(\$7.01)	(\$8.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Recreation Coordinator	Fort Chipewyan Hamlet	1	449	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Lead Watch Clerk	RCMP Support Services	4	443	9	\$ 40.99	\$ 48.15	\$43.00	\$50.53	1	\$2.01	\$2.38	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Assessor I	Regional Assessor	6	443	13	\$ 46.75	\$ 55.07	\$43.00	\$50.53	(3)	(\$3.75)	(\$4.54)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Buyer II	Financial Services	1	443	13	\$ 46.75	\$ 55.07	\$43.00	\$50.53	(3)	(\$3.75)	(\$4.54)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Firesmart Analyst	RTF	1	443	11	\$ 43.77	\$ 51.46	\$43.00	\$50.53	(1)	(\$0.77)	(\$0.93)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Urban Facilities Technician	Community Services	1	442	10	\$ 42.36	\$ 49.78	\$43.00	\$50.53	0	\$0.64	\$0.75	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Data Maintenance Coordinator	Financial Services	1	441	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Light Equipment Operator	Parks & Roads Services	50	441	8	\$ 39.70	\$ 46.62	\$43.00	\$50.53	2	\$3.30	\$3.91	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Equipment Operator I UGS	Underground Services	11	441	8	\$ 39.70	\$ 46.62	\$43.00	\$50.53	2	\$3.30	\$3.91	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Equipment Operator I Solid Waste	Solid Waste Services	1	441	8	\$ 39.70	\$ 46.62	\$43.00	\$50.53	2	\$3.30	\$3.91	\$43.54	\$51.16	\$44.08	\$51.80		
10	440	469	30	Landscape Development Technician	Planning & Development	1	440	14	\$ 48.34	\$ 56.95	\$43.00	\$50.53	3.4%	(4)	(\$5.34)	(\$6.42)	\$43.54	\$51.16	3.4%	\$44.08	\$51.80
9	410	439	30	Equipment Operator - Fort Chipewyan	Solid Waste Services	1	439	8	\$ 39.70	\$ 46.62	\$41.60	\$48.87	1	\$1.90	\$2.25	\$42.12	\$49.48	\$42.65	\$50.10		

9	410	439	30	Landfill Gas Technician	Solid Waste Services	1	439	10	\$ 42.36	\$ 49.78	\$41.60	\$48.87	(1)	(\$0.76)	(\$0.91)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Audio Visual Production Specialist	Communications and Stakeholder Relations	1	439	13	\$ 46.75	\$ 55.07	\$41.60	\$48.87	(4)	(\$5.15)	(\$6.20)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Accommodations Coordinator	Engineering	1	439	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Fleet Operator	Fleet Services	6	438	6	\$ 37.24	\$ 43.60	\$41.60	\$48.87	3	\$4.36	\$5.27	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Traffic Maintenance Technician	Parks & Roads Services	2	435	8	\$ 39.70	\$ 46.62	\$41.60	\$48.87	1	\$1.90	\$2.25	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Facility Booking Coordinator	Community Services	1	435	8	\$ 39.70	\$ 46.62	\$41.60	\$48.87	1	\$1.90	\$2.25	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Design and Multimedia Advisor	Communications and Stakeholder Relations	3	434	14	\$ 48.34	\$ 56.95	\$41.60	\$48.87	(5)	(\$6.74)	(\$8.08)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Lead Police Clerk	RCMP Support Services	1	432	9	\$ 40.99	\$ 48.15	\$41.60	\$48.87	0	\$0.61	\$0.72	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	PC Technician	Information Technology	8	431	12	\$ 45.25	\$ 53.23	\$41.60	\$48.87	(3)	(\$3.65)	(\$4.36)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Senior Recycling Operator	Solid Waste Services	2	430	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	User Support Technician (RCMP)	RCMP Support Services	1	430	13	\$ 46.75	\$ 55.07	\$41.60	\$48.87	(4)	(\$5.15)	(\$6.20)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Accounts Payable Analyst	Financial Services	2	428	10	\$ 42.36	\$ 49.78	\$41.60	\$48.87	(1)	(\$0.76)	(\$0.91)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Preventative Maintenance Technician	Parks & Roads Services	2	427	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Coordinator, Equipment Training	Fleet Services	1	425	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Collections Coordinator	Financial Services	1	424	8	\$ 39.70	\$ 46.62	\$41.60	\$48.87	1	\$1.90	\$2.25	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Landfill Operator	Solid Waste Services	13	424	10	\$ 42.36	\$ 49.78	\$41.60	\$48.87	(1)	(\$0.76)	(\$0.91)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Business Analyst I	Information Technology	1	423	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Maintenance Planner/Scheduler	Fleet Services	1	422	14	\$ 48.34	\$ 56.95	\$41.60	\$48.87	(5)	(\$6.74)	(\$8.08)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Environmental Technician	Sustainable Operations	2	420	14	\$ 48.34	\$ 56.95	\$41.60	\$48.87	(5)	(\$6.74)	(\$8.08)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Plans Examiner	Planning & Development	0	420	11			\$41.60	\$48.87	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Draftsperson (Parks & Roads)	Parks & Roads Services	1	417	12	\$ 45.25	\$ 53.23	\$41.60	\$48.87	(3)	(\$3.65)	(\$4.36)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Planner I	Planning & Development	3	414	14	\$ 48.34	\$ 56.95	\$41.60	\$48.87	(5)	(\$6.74)	(\$8.08)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Building Operator	Engineering	1	413	10	\$ 42.36	\$ 49.78	\$41.60	\$48.87	(1)	(\$0.76)	(\$0.91)	\$42.12	\$49.48	\$42.65	\$50.10
9	410	439	30	Pool Operator	Fort Chipewyan Hamlet	1	411	8	\$ 39.70	\$ 46.62	\$41.60	\$48.87	1	\$1.90	\$2.25	\$42.12	\$49.48	\$42.65	\$50.10

9	410	439	30	Lab Technician (Wastewater)	Wastewater Treatment Services	3	410	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87		(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48		\$42.65	\$50.10
9	410	439	30	Lab Technician (Water treatment)	Water Treatment Services	1	410	11	\$ 43.77	\$ 51.46	\$41.60	\$48.87	3.3%	(2)	(\$2.17)	(\$2.59)	\$42.12	\$49.48	3.3%	\$42.65	\$50.10
8	380	409	30	Public Education Officer	Bylaw Services	1	409	12	\$ 45.25	\$ 53.23	\$40.30	\$47.32		(4)	(\$4.95)	(\$5.91)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Arborist I	Parks & Roads Services	4	408	9	\$ 40.99	\$ 48.15	\$40.30	\$47.32		(1)	(\$0.69)	(\$0.83)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Court Detail Clerk	RCMP Support Services	4	406	8	\$ 39.70	\$ 46.62	\$40.30	\$47.32		0	\$0.60	\$0.70	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Court Detail Clerk	Bylaw Services	2	406	8	\$ 39.70	\$ 46.62	\$40.30	\$47.32		0	\$0.60	\$0.70	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Facility Coordinator	Engineering	1	400	12	\$ 45.25	\$ 53.23	\$40.30	\$47.32		(4)	(\$4.95)	(\$5.91)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Recycling Operator	Solid Waste Services	4	399	8	\$ 39.70	\$ 46.62	\$40.30	\$47.32		0	\$0.60	\$0.70	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Meter Planner	Underground Services	1	398	13	\$ 46.75	\$ 55.07	\$40.30	\$47.32		(5)	(\$6.45)	(\$7.75)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Technology Coordinator	Information Technology	2	398	10	\$ 42.36	\$ 49.78	\$40.30	\$47.32		(2)	(\$2.06)	(\$2.46)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	GIS CAD Technician	Information Technology	2	395	12	\$ 45.25	\$ 53.23	\$40.30	\$47.32		(4)	(\$4.95)	(\$5.91)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Mapping Technologist	Information Technology	1	395	13	\$ 46.75	\$ 55.07	\$40.30	\$47.32		(5)	(\$6.45)	(\$7.75)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Utility Treatment Technician - Level II	Wastewater Treatment Services	2	394	14 @ 85%	\$ 48.34	\$ 56.95	\$40.30	\$47.32		NA	(\$4.00)	(\$4.56)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Technology Coordinator - Mobility	Information Technology	1	393	10	\$ 42.36	\$ 49.78	\$40.30	\$47.32		(2)	(\$2.06)	(\$2.46)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Fleet Technician RCMP	RCMP Support Services	2	392	9	\$ 40.99	\$ 48.15	\$40.30	\$47.32		(1)	(\$0.69)	(\$0.83)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Helpdesk Analyst	Information Technology	3	392	12	\$ 45.25	\$ 53.23	\$40.30	\$47.32		(4)	(\$4.95)	(\$5.91)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Taxation Clerk I	Regional Assessor	0	391	6			\$40.30	\$47.32		2	\$3.06	\$3.72	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Purchasing Card Administrator	Financial Services	2	388	9	\$ 40.99	\$ 48.15	\$40.30	\$47.32		(1)	(\$0.69)	(\$0.83)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Buyer I	Financial Services	4	386	10	\$ 42.36	\$ 49.78	\$40.30	\$47.32		(2)	(\$2.06)	(\$2.46)	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Administrative Assistant	Community Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32		1	\$1.82	\$2.26	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Parks Assistant	Parks & Roads Services	1	381	8	\$ 39.70	\$ 46.62	\$40.30	\$47.32		0	\$0.60	\$0.70	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Administrative Assistant	Communications and Stakeholder Relations	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32		1	\$1.82	\$2.26	\$40.80	\$47.91		\$41.31	\$48.51
8	380	409	30	Administrative Assistant	Fleet Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32		1	\$1.82	\$2.26	\$40.80	\$47.91		\$41.31	\$48.51

8	380	409	30	Administrative Assistant	Indigenous & Rural Relations	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Information Technology	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Parks & Roads Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Planning & Development	0	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	RCMP Support Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Solid Waste Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Sustainable Operations	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Trade Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Transit Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Wastewater Treatment Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Water Treatment Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Planning & Development	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Planning & Development	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Engineering	2	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Administrative Assistant	Operations & Technical Services	1	381	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	1	\$1.82	\$2.26	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Bylaw Enforcement Officer (CPO II Status)	Bylaw Services	18	380	8	\$ 39.70	\$ 46.62	\$40.30	\$47.32	0	\$0.60	\$0.70	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Utility Treatment Technician - Level II	Water Treatment Services	3	380	14 @ 85%	\$ 48.34	\$ 56.95	\$40.30	\$47.32	NA	(\$4.00)	(\$4.56)	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Utility Treatment Technician - Fort Chipewyan - Level II	Water Treatment Services	1	380	14 @ 85%	\$ 48.34	\$ 56.95	\$40.30	\$47.32	NA	(\$4.00)	(\$4.56)	\$40.80	\$47.91	\$41.31	\$48.51		
8	380	409	30	Refuse Collector I	Solid Waste Services	14	380	7	\$ 38.48	\$ 45.06	\$40.30	\$47.32	3.5%	1	\$1.82	\$2.26	\$40.80	\$47.91	3.5%	\$41.31	\$48.51
7	350	379	30	Transcriptionist	RCMP Support Services	4	377	5	\$ 36.10	\$ 42.23	\$39.06	\$45.74	2	\$2.96	\$3.51	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Police Watch Clerk RCMP	RCMP Support Services	10	371	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Watch Clerk	RCMP Support Services	11	371	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Accounts Payable Clerk	Financial Services	4	369	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		

7	350	379	30	Warehouse Technician	Financial Services	7	368	8	\$ 39.70	\$ 46.62	\$39.06	\$45.74	(1)	(\$0.64)	(\$0.88)	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Recreation (Community) Programmer	Indigenous & Rural Relations	3	368	5	\$ 36.10	\$ 42.23	\$39.06	\$45.74	2	\$2.96	\$3.51	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Police Watch Clerk By Law	Bylaw Services	5	367	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Playground Technician	Parks & Roads Services	1	365	9	\$ 40.99	\$ 48.15	\$39.06	\$45.74	(2)	(\$1.93)	(\$2.41)	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Fuel and Lube Technician	Fleet Services	2	364	6	\$ 37.24	\$ 43.60	\$39.06	\$45.74	1	\$1.82	\$2.14	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Archie Simpson - Youth Worker	Fort Chipewyan Hamlet	2	361	4	\$ 34.99	\$ 40.92	\$39.06	\$45.74	3	\$4.07	\$4.82	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Clerk Typist, RCMP	Bylaw Services	2	361	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Finance Clerk	Financial Services	1	360	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Procurement Clerk	Financial Services	3	360	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	CPIC Clerk	RCMP Support Services	2	359	8	\$ 39.70	\$ 46.62	\$39.06	\$45.74	(1)	(\$0.64)	(\$0.88)	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Building Security Administrator	Engineering	1	357	9	\$ 40.99	\$ 48.15	\$39.06	\$45.74	(2)	(\$1.93)	(\$2.41)	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Licensing (Vehicle for Hire) Clerk	Bylaw Services	2	354	7	\$ 38.48	\$ 45.06	\$39.06	\$45.74	0	\$0.58	\$0.68	\$39.55	\$46.31	\$40.04	\$46.89		
7	350	379	30	Irrigation Technician	Parks & Roads Services	1	352	11	\$ 43.77	\$ 51.46	\$39.06	\$45.74	3.3%	(4)	(\$4.71)	(\$5.72)	\$39.55	\$46.31	3.4%	\$40.04	\$46.89
6	320	349	30	Land Information Technician	Planning & Development	1	348	9	\$ 40.99	\$ 48.15	\$37.80	\$44.25	(3)	(\$3.19)	(\$3.90)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist, Fort Chipewyan	Fort Chipewyan Hamlet	1	348	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Septage Inspector	Wastewater Treatment Services	4	347	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Labourer (Parks & Roads)	Parks & Roads Services	30	346	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Labourer UGS	Underground Services	4	346	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Archie Simpson Arena - Maintenance Worker	Fort Chipewyan Hamlet	1	346	5	\$ 36.10	\$ 42.23	\$37.80	\$44.25	1	\$1.70	\$2.02	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist, Fort Chipewyan	Fort Chipewyan Hamlet	1	343	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Safety Codes Clerk	Planning & Development	5	343	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Insurance Services Clerk	Financial Services	1	343	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist Water Treatment Services	Water Treatment Services	1	342	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		

6	320	349	30	Maintenance Rural Worker	Fort Chipewyan Hamlet	1	341	5	\$ 36.10	\$ 42.23	\$37.80	\$44.25	1	\$1.70	\$2.02	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Billing Services Clerk	Financial Services	4	339	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Assessment Clerk	Regional Assessor	2	339	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Records Clerk Police Checks	RCMP Support Services	1	338	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Utility Treatment Technician - Level I	Water Treatment Services	1	337	14 @ 80%	\$ 48.34	\$ 56.95	\$37.80	\$44.25	NA	(\$3.89)	(\$4.58)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Utility Treatment Technician - Level I	Wastewater Treatment Services	0	337	14 @ 80%	\$ 48.34	\$ 56.95	\$37.80	\$44.25	NA	(\$3.89)	(\$4.58)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Utility Treatment Technician - Fort Chipewyan - Level I	Water Treatment Services	0	337	14 @ 80%			\$37.80	\$44.25	NA	(\$3.89)	(\$4.58)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist - RCMP	RCMP Support Services	2	334	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist Solid Waste	Solid Waste Services	2	333	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist, Utility Operations	Underground Services	2	333	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Clerk Typist, W/water Treatment Plant	Wastewater Treatment Services	1	333	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Service Coordinator	Indigenous & Rural Relations	3	332	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Guest Services Representative	Fort Chipewyan Hamlet	1	332	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Subdivision Clerk	Planning & Development	1	329	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Storage Records Clerk	Planning & Development	3	325	5	\$ 36.10	\$ 42.23	\$37.80	\$44.25	1	\$1.70	\$2.02	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Utility Treatment Technician - Rural	Water Treatment Services	1	325	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Disposal Inspector	Solid Waste Services	2	324	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Records Clerk	RCMP Support Services	5	323	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Permitting & Licensing Clerk	Planning & Development	2	323	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Permitting & Licensing Clerk	Planning & Development	9	323	7	\$ 38.48	\$ 45.06	\$37.80	\$44.25	(1)	(\$0.68)	(\$0.81)	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Labourer Trade Services	Trade Services	9	322	6	\$ 37.24	\$ 43.60	\$37.80	\$44.25	0	\$0.56	\$0.65	\$38.27	\$44.80	\$38.75	\$45.36		
6	320	349	30	Refuse Collector Helper	Solid Waste Services	5	320	5	\$ 36.10	\$ 42.23	\$37.80	\$44.25	3.2%	1	\$1.70	\$2.02	\$38.27	\$44.80	3.2%	\$38.75	\$45.36
5	290	319	30	Pulse Operator	Communications and Stakeholder Relations	8	318	7	\$ 38.48	\$ 45.06	\$36.64	\$42.86	(2)	(\$1.84)	(\$2.20)	\$37.10	\$43.40	\$37.56	\$43.94		

5	290	319	30	Support Clerk	Parks & Roads Services	3	318	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Support Clerk	Professional Services	4	318	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Support Clerk	Operations Services	4	318	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Support Clerk	Trade Services	1	318	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Support Clerk	Trade Services	1	318	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Meter Technician	Underground Services	4	316	7	\$ 38.48	\$ 45.06	\$36.64	\$42.86	(2)	(\$1.84)	(\$2.20)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Utility Treatment Technician - Trainee	Wastewater Treatment Services	0	314	14 @ 70%			\$36.64	\$42.86	NA	\$0.16	\$0.13	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Utility Treatment Technician Trainee	Water Treatment Services	1	314	14 @ 70%	\$ 48.34	\$ 56.95	\$36.64	\$42.86	NA	\$0.16	\$0.13	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Public Drop-off Attendant	Solid Waste Services	2	311	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Service Writer	Fleet Services	2	304	9	\$ 40.99	\$ 48.15	\$36.64	\$42.86	(4)	(\$4.35)	(\$5.29)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Cashier Clerk Solid Waste Services	Solid Waste Services	4	303	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Cashier Clerk Financial Services	Financial Services	6	303	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Archie Simpson Arena - Labourer	Fort Chipewyan Hamlet	2	300	3	\$ 33.93	\$ 39.62	\$36.64	\$42.86	2	\$2.71	\$3.24	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Recycling Labourer	Solid Waste Services	4	300	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Rural Office Clerk	Indigenous & Rural Relations	7	298	3	\$ 33.93	\$ 39.62	\$36.64	\$42.86	2	\$2.71	\$3.24	\$37.10	\$43.40	\$37.56	\$43.94		
5	290	319	30	Labourer Fleet Services	Fleet Services	3	296	6	\$ 37.24	\$ 43.60	\$36.64	\$42.86	3.2%	(1)	(\$0.60)	(\$0.74)	\$37.10	\$43.40	3.2%	\$37.56	\$43.94
4	260	289	30	Custodian Fort Chipewyan	Fort Chipewyan Hamlet	3	285	3	\$ 33.93	\$ 39.62	\$35.51	\$41.53	1	\$1.58	\$1.91	\$35.95	\$42.05	\$36.40	\$42.58		
4	260	289	30	Custodian RCMP Support	RCMP Support Services	5	285	3	\$ 33.93	\$ 39.62	\$35.51	\$41.53	1	\$1.58	\$1.91	\$35.95	\$42.05	\$36.40	\$42.58		
4	260	289	30	Material Processor	Solid Waste Services	10	275	4	\$ 34.99	\$ 40.92	\$35.51	\$41.53	3.3%	0	\$0.52	\$0.61	\$35.95	\$42.05	3.3%	\$36.40	\$42.58
3	230	259	30	Receptionist	Planning & Development	2	254	5	\$ 36.10	\$ 42.23	\$34.44	\$40.21	(2)	(\$1.66)	(\$2.02)	\$34.87	\$40.71	\$35.31	\$41.22		
3	230	259	30	Mail Clerk RCMP	RCMP Support Services	1	244	5	\$ 36.10	\$ 42.23	\$34.44	\$40.21	(2)	(\$1.66)	(\$2.02)	\$34.87	\$40.71	\$35.31	\$41.22		
3	230	259	30	Mail Clerk	Financial Services	3	237	5	\$ 36.10	\$ 42.23	\$34.44	\$40.21	(2)	(\$1.66)	(\$2.02)	\$34.87	\$40.71	\$35.31	\$41.22		

