

**COLLECTIVE AGREEMENT**

**between**

**THE TOWN OF EDSON**



**and**

**THE CANADIAN UNION OF PUBLIC EMPLOYEES**

**CUPE** / *Canadian Union  
of Public Employees*

**LOCAL 2838**

**January 1, 2023 to December 31, 2026**



**Table of Contents**

PREAMBLE .....3

ARTICLE 1 - DEFINITIONS .....4

ARTICLE 2 - GENERAL.....4

ARTICLE 3 - MANAGEMENT RIGHTS .....5

ARTICLE 4 - RECOGNITION AND NEGOTIATION .....5

ARTICLE 5 - NO DISCRIMINATION .....6

ARTICLE 6 - UNION MEMBERSHIP AND DUES .....6

ARTICLE 7 - BARGAINING AND LABOUR RELATIONS .....6

ARTICLE 8 - PROBATIONARY PERIOD .....7

ARTICLE 9 - SENIORITY .....7

ARTICLE 10 - PROMOTIONS AND STAFF CHANGES .....8

ARTICLE 11 - JOB CLASSIFICATION AND RE-CLASSIFICATION .....9

ARTICLE 12 - LAY-OFFS AND RECALLS .....9

ARTICLE 13 - CONTRACTING - OUT .....9

ARTICLE 14 - DISCIPLINE, SUSPENSION, AND DISCHARGE .....10

ARTICLE 15 - DISPUTE RESOLUTION .....10

ARTICLE 16 - GRIEVANCE PROCEDURES .....10

ARTICLE 17 - ARBITRATION PROCEDURES .....12

ARTICLE 18 - HEALTH AND SAFETY .....13

ARTICLE 19 - HOURS OF WORK .....13

ARTICLE 20 - OVERTIME .....16

ARTICLE 21 - STAND-BY & LEAD HAND .....17

ARTICLE 22 - GENERAL HOLIDAYS .....17

ARTICLE 23 - ANNUAL VACATION LEAVE .....18

ARTICLE 24 - SICK LEAVE PROVISIONS .....19

ARTICLE 25 - LEAVE OF ABSENCE .....20

ARTICLE 26 - EMPLOYEE BENEFITS .....21

ARTICLE 27 - UNIFORMS AND CLOTHING ALLOWANCE .....22

ARTICLE 28 - PAYMENT OF WAGES AND ALLOWANCES .....23

ARTICLE 29 - NO LOCKOUT, NO STRIKE .....24

ARTICLE 30 - TERM OF AGREEMENT .....24

ARTICLE 31 - TOWN RATIFICATION .....25

ARTICLE 32 - DUTY TO ACCOMMODATE .....25

ARTICLE 33 - RETROACTIVE WAGES .....25

WAGE GRIDS (HOURLY) .....26

This Agreement is made pursuant to the Labour Relations Act (R.S.A. and amendments).

**BETWEEN**

**THE TOWN OF EDSON**, Alberta hereinafter called the "Town" and or the "Employer" of the first part,

**AND**

**THE CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 2838** in the Province of Alberta, a body incorporated under the laws of the province of Alberta, hereinafter called the "Union", of the second part.

**WHEREAS** the Union is the bargaining agent for all Employees employed by the Town and covered by the Union's certification.

**WHEREAS** the terms and conditions of employment and the salaries of Employees have been the subject of negotiations between the parties; and

**WHEREAS** the parties desire that these matters be set forth in an Agreement concerning the terms of employment and a method of resolving grievances of the said Employees.

**AND WHEREAS** parties desire to promote the mutual interests of the Employer and Employees and to provide an amicable method of settling differences.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of these premises and of the mutual and other covenants herein contained, the parties agree as follows:

**PREAMBLE**

The purpose of this Agreement is:

To maintain a harmonious and cooperative relationship between the Employer and the Employees covered by the Union's certification. This is an equally shared responsibility of both parties. Both parties will in good faith discharge their responsibilities as required.

To provide an amicable method of settling differences or grievances, which may arise between the Employer and the Employees.

To promote the mutual interests of the Employer and the Employees.

## ARTICLE 1 - DEFINITIONS

(1) Temporary Employee

An Employee who has employment with the Employer for a specific period of time not to exceed twelve (12) months, except where otherwise agreed upon between the Employer and the Union. Temporary Employees may be scheduled to work in either Full-Time or Part-Time position.

(2) Casual Employee

An Employee who has no set hours or days of work and who may be called upon periodically to provide coverage on a call-in basis as a result of sickness, injury leave of absence, vacation, holiday or to provide support with short-term support with projects or initiatives. If a casual Employee works beyond three (3) months, they will be considered as a Temporary Part-Time Employee. Casual Employees do not accrue seniority.

(3) Permanent Full-Time Employee

An Employee who has successfully completed the Probationary Period and is working 35 hours or more per week.

(4) Permanent Part-Time Employee

An Employee who has successfully completed the Probationary Period and is working less than 35 hours per week.

## ARTICLE 2 - GENERAL

(1) All correspondence between parties arising out of this Agreement or incidental thereto, shall pass to and from the Chief Administrative Officer or designate and the President of the Union or designate.

(2) The following Article shall apply to Full-Time Employees, unless otherwise referred to within the Article:

(a) Article 26

(3) The following Articles shall not apply to Casual Employees or Summer Student Employees, unless otherwise referred to within the Article:

(a) Article 23  
Article 24  
Article 25

(4) (a) The following methods may be used to provide notice or notify as required by this agreement:

- (i) Email;
- (ii) Registered mail;
- (iii) Intranet; or
- (iv) Bulletin board.

The method used shall be based on the best way to communicate the information effectively and efficiently.

- (b) It shall be the responsibility of Employees to keep the Employer informed of their contact information. Failure to do so shall not be considered a valid reason for not receiving notification.
  - (c) The Union shall have the right to notify Employees of anything that may be of interest.
- (5) Subject to prior scheduling with the Employer, an Employee shall have the right to review and copy their personnel file in the presence of the Chief Administrative Officer or designate. During this review, the Employee may have a Union representative present.
- (6) This Agreement does not pertain to:
- (a) Any employees hired under a Provincial or Federal Government assisted employment program;
- (7) The Employer agrees to supply any tools or equipment considered necessary for employees to perform their normal duties except for mechanics' tools.

### **ARTICLE 3 - MANAGEMENT RIGHTS**

- (1) The Employer retains all those rights of management not limited by expressed terms of this Agreement.

### **ARTICLE 4 - RECOGNITION AND NEGOTIATION**

- (1) The Employer recognizes the Canadian Union of Public Employees and its Local 2838 as the sole and exclusive collective bargaining agent for all its Employees, as described in Certificate Number 199-92, the Alberta Board of Industrial Relations.
- (2) Neither the Employee nor the Employer shall engage in negotiations independent of the bargaining unit.
- (3) The Employer agrees that supervisors and other persons not in the bargaining unit shall not perform duties of Employees who are within the bargaining unit

except for purposes of instruction, training, or in emergencies when qualified Employees are not available.

- (4) The Union shall have the right at any time to have the assistance of representatives of the Canadian Union of Public Employees when dealing with or negotiating with the Employer.

#### **ARTICLE 5 - NO DISCRIMINATION**

- (1) The Employer and the Union agree(s) that there shall be no discrimination, interference, restriction, or coercion exercised or practiced with respect to any employee by reason of age, race, creed, colour, national origin, political or religious affiliation, sex or marital status, nor by reason of their membership or activity in the Union.

#### **ARTICLE 6 - UNION MEMBERSHIP AND DUES**

- (1) Employees shall as a condition of employment become a member of the Union.
- (2) Employees shall have union dues and applicable fees deducted from their pay.
- (3) The Employer shall deduct from every Employee in the bargaining unit an amount equal to the regular monthly dues of a Union member and remit same to CUPE together with a list of Employees on whose behalf the deductions have been made. The total amount of the monthly deductions will be remitted no later than ten (10) days after the last day of each month.

#### **ARTICLE 7 - BARGAINING AND LABOUR RELATIONS**

- (1) For purposes of Collective Bargaining, the parties shall adhere to the following structures:
  - (a) The Union shall appoint a Union Bargaining Committee which shall consist of not more than five (5) representatives of which at least three (3) shall be Employees of the Town. The Union will advise the Employer of the Union nominees to the Committee.
  - (b) The Employer shall appoint a Bargaining Committee which shall consist of not more than five (5) representatives of which at least three (3) shall be out-of-scope employees of the Town. The Employer will advise the Union of the Employer nominees to the Committee.
- (2) The Union shall have the right at any time to have the assistance of representatives of the Canadian Union of Public Employees when dealing or negotiating with the Employer.

- (3) Any representative of the Union on the Bargaining Committee who is in the employ of the Employer shall have the right to attend negotiating meetings held within working hours without loss of remuneration.
- (4) A Labour Management Committee shall be established.
  - (a) The Committee shall consist of an equal number of representatives from the Union and from the Employer. The number of appointees of either party shall not exceed five (5).
  - (b) The Committee shall meet if deemed necessary by either party. A request for a meeting cannot be refused.

#### **ARTICLE 8 - PROBATIONARY PERIOD**

- (1) Newly hired Employees shall be considered on a probationary period of 120 days from the date of hiring regardless of hours worked. During the probationary period, Employees shall, unless otherwise specified, be entitled to all rights and privileges under the Agreement, except with respect to discharge. The employment of such Employees may be terminated at any time for any reason during the probationary period without notice or payment in lieu of notice. There will be no recourse to the grievance or arbitration procedure unless the Employer's decision to terminate was made in bad faith or was discriminatory.
  - (a) The Town may extend an Employee's probationary period by up to sixty (60) days and in all cases the Union will be notified of the extension and of the reasons for the extension.
  - (b) Employees shall only serve one probationary period while working continuously for the Employer.
  - (c) Employees that are rehired in the same position within a two-year period shall have a probationary period of thirty (30) days for Full-Time Employees and sixty (60) days for Part-Time / Casual Employees.

#### **ARTICLE 9 - SENIORITY**

- (1) Seniority is defined as the length of an Employee's continuous employment with the Employer from the most recent date of hire.
- (2) The Employer shall maintain a seniority list showing the date upon which each Employee's service commenced. An up-to-date seniority list shall be sent to the Union on an annual basis and shall be made available to Employees upon request.

- (3) (a) An Employee shall not lose seniority rights if absent from work because of sickness, accident, lay-off, or leave of absence approved by the Employer.
- (b) An Employee shall only lose their seniority in the event:
  - (i) The Employee is discharged for just cause and not reinstated;
  - (ii) The Employee resigns;
  - (iii) The Employee is absent from work in excess of seven (7) working days without sufficient cause or without notifying the Employer, unless such notice was not reasonably possible.
  - (iv) The Employee fails to return to work within three (3) working days following a lay-off and after being notified, unless through sickness or other just cause.
  - (v) The Employee is laid-off for a period longer than 365 days.
- (4) Summer Students and Casual Employees shall not accrue seniority.

#### **ARTICLE 10 - PROMOTIONS AND STAFF CHANGES**

- (1) (a) When the Employer intends to fill a vacant position, including newly created positions, they shall notify Employees and the Union.
- (b) It is the responsibility of the Employee to become aware of vacancies or new positions and apply within five (5) working days of notification. Should an Employee apply after the five (5) working days of notification, all applicants will be evaluated equally.
- (2) (a) In filling vacancies, the Employer shall give preference to the Permanent Employee with the greatest seniority provided the Employee possesses the qualifications found in the job description. This does not apply to vacancies in casual or seasonal work. Casual and Temporary Employees may still apply for internal job postings.
- (b) If the successful applicant is an internal candidate, they shall be placed on a trial period of sixty (60) days. Conditional upon satisfactory service, the change in job status shall become permanent. In the event the applicant proves unsatisfactory, they shall be returned to their former position and wage rate without loss of seniority.
- (c) An Employee on a trial period shall have the right to return to their former position and wage, with no loss of seniority within a sixty (60) day period.



- (3) The Employer may immediately advertise externally to fill a vacancy within the bargaining unit but shall not hire or interview such persons until present Employees have had an opportunity to bid for the job under Article 10(1).
- (4) The Union shall be notified of all appointments, hirings, lay-offs, transfers, recalls, and termination of employment within the bargaining unit within ten (10) working days.

#### **ARTICLE 11 - JOB CLASSIFICATION AND RE-CLASSIFICATION**

- (1) When duties in any classification are added, changed or where the Union and/or an Employee is of the opinion they are unfairly or incorrectly classified or when any position not covered by the wage schedule is established during the term of this Agreement the rate of pay shall be subject to negotiations between the Employer and the Union. If the parties are unable to agree on re-classification and/or rate of pay of the job in question, the rate of pay shall be determined by Arbitration and such decision shall be binding on both parties.

#### **ARTICLE 12 - LAY-OFFS AND RECALLS**

- (1) In the event of a lay-off, where ability and qualifications are equal, Permanent Employees shall be laid off in reverse order of seniority. Employees shall not accumulate seniority, sick leave, or other benefits while on lay-off.
- (2) Permanent Employees shall be recalled in the order of their seniority, provided they are qualified and have the ability to do the work. Permanent Employees recalled to do work at a lower rated job than the job previously held prior to lay-off shall receive the rate of pay for such lower rated job.
- (3) An Employee is eligible for recall for a period of no more than 365 days from the effective date the Employee was laid off.
- (4) No new Employees shall be hired until those laid off, who are qualified to perform the available work, have been given the opportunity of re-employment.

#### **ARTICLE 13 - CONTRACTING - OUT**

- (1) No permanent employee presently employed by the Employer within the scope of this Agreement shall lose employment or experience a reduction of hours during the life of the Agreement as a result of contracting-out.

#### **ARTICLE 14 - DISCIPLINE, SUSPENSION, AND DISCHARGE**

- (1) A letter of clarification may be issued by the Employer to outline expectations and job requirements, but it will not be considered disciplinary action. The intent of this process is to pre-empt disciplinary action wherever possible.
- (2) Whenever an Employee is disciplined, the Employer shall give written details of the discipline to the Union at the date of such discipline. Should the Employee or the Union reply to such discipline, it shall be in writing and it shall become part of the Employee's record.
- (3) Failure to grieve previous discipline, or to pursue such a grievance to arbitration, shall not be considered an admission that such discipline was justified. Failure to discipline, or to pursue such a grievance to arbitration, shall not be considered an admission of tolerance by the Employer.
- (4) An Employee may, after twelve (12) months following the receipt of a letter of clarification, suspension, disciplinary action, reprimand, or any other adverse reports approach the Employer to have said documentation removed from the Employee's personnel files. Such requests will be granted provided the Employee's file does not contain any additional letters of clarification or warning or disciplinary action during that twelve (12) months year period.
- (5) When an Employee is called to a meeting where the Employer intends to issue discipline, the Employer shall inform the Employee of the purpose of the meeting. A Union representative shall be present at such meetings.

#### **ARTICLE 15 - DISPUTE RESOLUTION**

- (1) In the event that a complaint arises out of the interpretation, application, administration, or alleged violation of the Collective Agreement, an Employee may discuss aforementioned complaint with their Manager or with Human Resources in an effort to resolve it.
- (2) A complaint may be escalated to a grievance at any time.

#### **ARTICLE 16 - GRIEVANCE PROCEDURES**

- (1) A grievance shall be the manner of recourse for any difference arising out of the interpretation, application, administration, or alleged violation of the Collective Agreement and may be classified as one of the following types:
  - (a) Individual Grievance: relating to or affecting the rights of one or more specific individuals;

- (b) Policy Grievance: relating to general interpretation, implementation, procedures, or guidelines in regards to this Agreement. A Policy Grievance will commence at Step 2 of the Grievance Procedure.
- (2) An earnest effort shall be made to settle grievances fairly and promptly.
- (3) (a) The Union shall have the right at any step of the grievance procedure to the assistance of a Canadian Union of Public Employees National Representative.  
  
(b) In addition to the grievor(s), no more than one (1) Union representative employed by the Town shall be allowed time off to proceed with the grievance process.  
  
(c) Time limits in the grievance procedure may be extended by mutual agreement between the Town and the Union, requested, and confirmed in writing by a representative of the respective party.
- (4) If at any time a grievance is withdrawn, the closure shall be confirmed in writing.
- (5) Grievance Step 1

A grievance shall be filed by the Union in writing on behalf of the grievor within thirty (30) days following the date of the occurrence giving rise to the grievance. The grievance shall be submitted to the Human Resources department to be reviewed in conjunction with the grievor's Manager, and must include a statement of the following:

- (i) The name(s) of the aggrieved;
- (ii) The nature of the grievance and the circumstances out of which it arose;
- (iii) The remedy or correction that is requested to be made; and
- (iv) The section(s) where the Agreement is claimed to be violated.

The Employer shall render their decision, in writing, within five (5) working days after the grievance is received.

#### Grievance Step 2

Failing a satisfactory settlement being reached in Step 1, the Union may within five (5) working days of receiving a reply under Step 1 refer the grievance to the Chief Administrative Officer. The Chief Administrative Officer shall render their written decision to the Union within five (5) working days.

#### Grievance Step 3

Failing settlement being reached in Step 2, the parties may by mutual agreement involve a mediator within ten (10) working days.

- (a) A mediator will be selected by mutual agreement and any costs associated with mediation will be shared equally by the Union and the Employer.
- (b) The results of mediation are non-binding unless mutually agreed upon and may not be used by either party in arbitration.

#### Grievance Step 4

Failing a satisfactory settlement being reached in Step 3, or a lack of mutual agreement to involve a mediator, the Union or the Employer may within ten (10) working days of the written decision being rendered, refer the grievance to arbitration.

### **ARTICLE 17 - ARBITRATION PROCEDURES**

- (1) One of two methods of arbitration may be followed: an Arbitration Board, or a Single Arbitrator.
  - (a) **Arbitration Board:** The Arbitration Board shall consist of three (3) members. The originator of the request for Arbitration shall notify the other party of the Agreement, indicating the name and address of its nominee to the Board. Within five (5) working days thereafter, the other party shall reply in writing indicating the name and address of its appointee to the Arbitration Board. The two (2) arbitrators shall then meet to select an impartial Chairperson.
    - (i) If the party receiving the notice fails to appoint an arbitrator or if the two (2) appointees fail to agree upon a Chairperson within seven (7) working days of their appointment, the appointment shall be made by the Minister of the Government of Alberta responsible for labour relations upon the request of either party.
    - (ii) The Board shall determine its own procedure, but shall give full opportunity to all parties to present evidence and make representations. In its attempts at justice, the Board shall, as much as possible, follow a layman's procedure and shall avoid legalistic or formal procedure. It shall hear and determine the difference or allegation and render a decision within ten (10) days from the time the Chairperson is appointed.
    - (iii) The decision of the majority shall be the decision of the Board. The decision of the Board shall be final, binding, and enforceable on all parties, and may not be changed. The Board of Arbitration shall not have the power to change this Agreement or to alter, modify, or amend any of its provisions. However, the Board shall have the

power to dispose of a grievance by any arrangement which it deems just and equitable.

- (b) Single Arbitrator: The parties may by mutual agreement, provide for Single Arbitrator arbitration as set out under the terms of the Alberta Labour Relations Code.
- (2) Should the parties disagree as to the meaning of the decision, either party may apply to the arbitrating body to reconvene to clarify the decision which it shall do within five (5) working days.
- (3) Each party shall be responsible for the costs as follows:
  - (a) The fees and expenses of their respective appointee to the Arbitration Board.
  - (b) One-half (1/2) of the fees and expenses of the Chairperson or the Single Arbitrator.

#### **ARTICLE 18 - HEALTH AND SAFETY**

- (1) The Union and the Employer shall cooperate in improving and adhering to regulations which will afford adequate protection to the Employees engaged in work for the Employer.
- (2) Both parties agree to adhere to all regulations as required by Alberta Occupational Health and Safety Act, Code, and Regulations, as well as those outlined by the Workers' Compensation Act.
- (3) The Union and the Town mutually support and agree to have a single joint Health and Safety Committee to represent the needs of the Employees. The Committee will meet a minimum of three times per year.

#### **ARTICLE 19 - HOURS OF WORK**

- (1) The normal hours of work for Public Works Employees, Parks Employees, Utilities Employees, and Maintenance Employees shall be forty (40) hours per week, eighty (80) hours per pay period, and shall be worked Monday to Friday. A regular shift shall be eight (8) hours per pay between 7:30 a.m. and 4:00 p.m. The exception is found in Article 19 (5)(c).
- (2) The normal hours of work for Town Office Employees, Family Parent Link Programmer, and the Protective Services Administrative Assistant shall be thirty-five (35) hours per week, seventy (70) hours per pay period, and shall be worked Monday to Friday. A regular shift shall be seven (7) hours per day between 8:00 a.m. and 4:00 p.m.

- (3) The normal hours of work for Leisure Centre Employees shall be eighty (80) hours per pay period. The workweek shall be Monday to Sunday, inclusive, with two (2) consecutive days off. A regular shift shall be either eight (8) or ten (10) hours per day. The Administrative Assistant-Recreation shall be scheduled seven (7) hours per day, thirty-five (35) hours per week Monday to Friday.
- (4) The normal hours of work for RCMP Detachment Support Staff shall be forty (40) hours per week, eighty (80) hours per pay period. A regular shift shall be (8) hours per day between 8:00 a.m. and 5:00 p.m. RCMP Detachment Support Staff may be required to work an average of eighty (80) hours over a two (2) workweek period based on mutual agreement by the parties. RCMP Detachment Support Staff may be required to work shift work, weekends included.
- (5) For Landfill workers:
  - (a) The normal hours of work for a Landfill Attendant shall be forty (40) hours per week, eighty (80) hours per pay period, and shall be worked Tuesday to Saturday. A regular shift shall be eight (8) hours per day between 10:00 a.m. and 6:00 p.m.
  - (b) The normal hours of work for a Landfill Operator shall be forty (40) hours per week, eighty (80) hours per pay period, and shall be worked Tuesday to Saturday. A regular shift shall be eight (8) hours per day between 10:00 a.m. and 6:00 p.m.
  - (c) The normal hours of work for a Public Works Employee assigned to work at the Landfill on a rotational basis shall be forty (40) hours per week, eighty (80) hours per pay period, and shall be worked Tuesday to Saturday. A regular shift shall be eight (8) hours per day between 10:00 a.m. and 6:00 p.m.
  - (d) In the event coverage is necessary for the Landfill Operator position, the Employer has the right to temporarily assign any Equipment Operator to the Landfill Operator position; such temporary reassignment shall not be considered a reclassification in accordance with Article 11. When such coverage is allotted in periods of one (1) week, the selected Equipment Operators' regular hours of work will be adjusted to the Landfill Operator regular hours of work, and overtime thresholds will be adjusted accordingly. Such shifts will be posted at least ten (10) working days in advance, except in cases of an emergent nature.
  - (e) When engaged in the capacity of Landfill Operator, Equipment Operators will receive the Landfill Operator rate of pay.
- (6) The normal hours of work for a Community Peace Officer shall be forty (40) hours per week, eighty (80) hours per pay period. The workweek shall be Monday to Sunday, inclusive, with two (2) consecutive days off. A regular shift shall be either eight (8) or ten (10) hours per day.

- (7) Shifts may be established outside the normal hours of work.
- (a) Any shifts established outside of the normal hours of work will be on a rotating basis provided there are sufficient numbers of staff with the necessary qualifications and abilities to perform the work required.
  - (b) Except for Leisure Centre Employees, there shall be no split shifts. Those split shifts allowed shall comply with all of the provisions of the Labour Standards Code and revisions.
- (8) Additional shifts initiated by the Town outside the normal hours of operation shall be discussed with the Union.
- (9) All schedules shall be posted ten (10) working days in advance, except in cases of an emergent nature.
- (10) Failure to provide at least ten (10) hours rest between shifts which are being changed shall result in payment of overtime at the established rates for any hours worked during such rest period.
- (11) A shift differential premium of seventy-five (75) cents per hour shall apply on all shifts in which any hours are worked between 5:00 p.m. and 7:30 a.m.
- (12) Except for the following, Leisure Centre Employees and Landfill Employees, a weekend premium of sixty (60) cents per hour will be paid.
- (13) An Extended Work Day is a system which both extends the normal number of hours worked in a day and at the same time compresses the workweek.
- (a) Extended Work Days shall comply with all provisions of Provincial Legislation.
  - (b) The average normal number of hours shall be eighty (80) hours or seventy (70) hours per pay period, whichever is applicable, when scheduling an Extended Work Day system.
- (14) For every five (5) hour work period, all Employees covered by this Agreement shall be permitted a fifteen (15) minute rest period both in the first half and the second half of the shift which is to be taken on the worksite or otherwise agreed to by the supervisor.
- (15) (a) Meal breaks shall be of one (1) hour duration without pay in any shift of seven (7) hours or more, except for Employees working under Article 19 (1) whose meal break shall be one-half (1/2) hour without pay.
- (b) Employees required to take their meals on the worksite shall have a meal break of one-half (1/2) hour with pay.

- (16) If a Permanent Employee reports for work and is not required to commence work, such Employee shall be paid for three (3) hours at regular rate, unless an Employee is sick and unable to work of their own volition.
- (17) At the time of change to or from Standard/Daylight Saving Time, Employees working the shift shall be paid for the normal hours of work.
- (18) The following shall apply to Non-Full-Time Employees
  - (a) Permanent Part-Time Employees shall work a regularly scheduled shift, not in excess of the daily or weekly maximum. In the event the maximum is exceeded, overtime provisions shall apply.
  - (b) All other Non-Full-Time Employees shall be regularly scheduled to work a variety of hours not in excess of the daily or weekly maximum. In the event the maximum is exceeded, overtime provisions shall apply.
- (19) A pay period will consist of two (2) consecutive work weeks commencing on a Saturday and terminating on a Friday.

#### **ARTICLE 20 - OVERTIME**

- (1) Overtime must be approved by the Employer and overtime rates shall be paid for hours worked in excess of the normal daily or weekly hours required of an Employee pursuant to Article 19. For hours for which the overtime rate is payable, no other premiums outlined in this Agreement will be payable.
- (2) Overtime shall be calculated on the basis of time and one-half (1 ½) regular rate of pay for the first three (3) hours and double time (2) thereafter. The first three (3) hours worked on Saturday shall be paid at time and one-half (1 ½) regular rate of pay and double time (2) thereafter. Double time (2) shall be paid for all hours worked on Sundays and General Holidays.
- (3) When an Employee is called out by a supervisor to a place of work for a specific job assignment, they shall be compensated at the applicable overtime rate of pay for the time spent on the job, with a guaranteed minimum of two (2) hours. Additional calls within a two (2) hour period shall for the purpose of calculation, be considered as one (1) call.
- (4) In giving out overtime, the Employer agrees to distribute such overtime as evenly as possible among the Employees, except in the case of emergency.
- (5)
  - (a) Time off in lieu of banked overtime shall be provided when mutually agreed between the Employer and the Employees. Such time off is calculated at the applicable overtime rate.



- (b) Overtime may be banked to a maximum of five (5) working days. Time off in lieu of banked overtime shall be scheduled at a mutually agreeable time, but scheduled vacation shall have priority over time off in lieu of banked overtime. When considering banked overtime requests, the Employer will give priority to previously approved time off.
- (c) Any banked overtime which has not been taken as time off shall be paid out at the final pay period of each year unless otherwise arranged by the Chief Administrative Officer.
- (6) Part-Time Employees, Temporary Employees, Casual Employees and Summer Students will be eligible for overtime payment, providing the Employee has worked the full required daily or weekly maximum hours pursuant to Article 19.
- (7) Temporary Part-Time Employees, Casual Employees and Summer Students will not have the option of time off in lieu of payment of wages.
- (8) Article 20 (3) will apply to Permanent Part-Time Employees; it will not apply to Temporary Part-Time Employees, Casual Employees or Summer Students.

**ARTICLE 21 - STAND-BY & LEAD HAND**

- (1) Any Employee detailed for stand-by duty on weekdays shall receive thirty dollars (\$30.00) per day and for weekends and General Holidays fifty dollars (\$50.00) per day.
- (2) A lead hand who is assigned duties over and above their regular work may be designated by the Employer to direct other Employees. The lead hand shall receive two dollars (\$2.00) per hour for such assigned duties.

**ARTICLE 22 - GENERAL HOLIDAYS**

- (1) The Employer recognizes the following as paid General Holidays:

New Year's Day	Civic Holiday
Family Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day

and all holidays as proclaimed by the Federal, Provincial, and Municipal Governments.

- (2) One (1) floating work day shall be provided either prior to Christmas Day or the working day following Boxing Day. The floating day shall be allocated based on the following:

If Christmas Day (December 25th) falls on a:

Monday, the Floating Day shall be December 27th  
Tuesday, the Floating Day shall be December 24th  
Wednesday, the Floating Day shall be December 27th  
Thursday, the Floating Day shall be December 24th  
Friday, the Floating Day shall be December 24th  
Saturday, the Floating Day shall be December 24th  
Sunday, the Floating Day shall be December 28th

The Christmas Floating Day shall be taken within the Christmas Holiday week, however the individual work site may determine the exact day to be taken with the Chief Administrative Officer's approval.

- (3) When any of the above noted holidays fall on an Employee's scheduled day off, the Employee shall receive another day off with pay at a time mutually agreed upon by the Employer and the Employee or an extra day's pay in lieu thereof by mutual agreement.
- (4) For each of the above holidays each Employee shall receive one day's pay at their regular rate of pay. Non Full-Time Employees shall be paid out bi-weekly for general holidays at a rate established by the Alberta Employment Standards Code.
- (5) If any Employee is absent the working day immediately prior to or following the general holiday, no payment shall be made for the general holiday, unless the absence is covered by a medical certificate or an authorized leave of absence.

#### **ARTICLE 23 - ANNUAL VACATION LEAVE**

- (1) Full-Time Employees shall receive an annual vacation leave with pay in accordance with the following:
  - (a) Upon hire, an Employee shall earn leave at a rate of fifteen (15) days per year.
  - (b) An Employee who has completed five (5) years of service, shall in the subsequent year(s) earn vacation leave at a rate of twenty (20) days per year.
  - (c) An Employee who has completed fourteen (14) years of service, shall in the subsequent year(s) earn vacation leave at a rate of twenty-five (25) days per year.

- (d) An Employee who has completed nineteen (19) years of service, shall in the subsequent year(s) earn vacation leave at a rate of thirty (30) days per year.
  - (e) An employee who has completed twenty-five (25) years of service shall in the subsequent year(s) earn vacation leave at a rate of thirty-five (35) days per year.
  - (f) All Part-Time, Temporary, Casual and Summer Student Employees shall not accumulate vacation leave, but shall instead be paid a percentage of wage as per the Alberta Employment Standards Code.
- (2) Annual vacation leave shall be on a rotation schedule. A vacation leave list will be posted on March 1<sup>st</sup> of each year so Employees can mark in their choice of days off before May 1<sup>st</sup>. Where an Employee does not indicate vacation leave preference during the March 1<sup>st</sup> to May 1<sup>st</sup> period, the granting of vacation leave requests shall be subject to Employer approval and work demands. Additional vacation requests shall be submitted at least two (2) weeks prior to the requested date. The Supervisor or designate shall respond within five (5) working days indicating whether or not the request has been approved.
  - (3) Vacation leave must be taken at a minimum of one (1) week at a time or as otherwise agreed to by the Employee and immediate supervisor. Employees who wish to split their vacation leave shall not be permitted a second choice until all Employees have had their first choice.
  - (4) No Employee shall be entitled to a vacation leave of more than fifteen (15) consecutive work days where applicable unless approved by the Employer.
  - (5) Vacation leave schedules, once approved by the Employer, cannot be amended without mutual agreement between the Employee and the Employer. The lists shall be set up on a rotational basis and by seniority.
  - (6) Carry-over of more than five (5) days leave time from year to year will only be allowed by written authorization of the Employer.

#### **ARTICLE 24 - SICK LEAVE PROVISIONS**

- (1) Sick leave means the period of time an Employee is absent from work with full pay while medically incapable of attending work and performing their duties, attending medical appointments, or is required to quarantine as per direction of a medical professional.
- (2) Sick leave shall be earned by Employees on the basis of one and one-quarter (1¼) calendar-days per month. Any portion of the unused sick leave shall be accumulated to a maximum of forty (40) days.

- (3) (a) All Employees shall immediately notify their direct supervisor in the morning of their first day of absence through sickness and indicate if the anticipated duration of leave is expected to be longer than one day.
- (b) An absence of five (5) consecutive working days or more will require the substantiation by a certificate from the Employee's attending medical practitioner.
- (4) A deduction shall be made from accumulated sick leave, of all normal working days (exclusive of holidays) absent for sick leave.
- (5) When an Employee is granted leave of absence for thirty (30) days or more, without pay for any reason, or is laid-off, and returns to work upon expiration of such leave of absence or recall, sick leave shall not be accrued.
- (6) Annually an Employee may use up to fifteen (15) of their allocated sick time allowance to attend to family illness or family medical appointments for whom they have direct duty of care.
- (7) For Part-Time Employees, the following shall apply:
  - (a) Part-Time Employees shall accumulate sick leave on a prorated basis of hours worked pursuant to Article 24 (2).
- (8) Sick days may not be utilized beyond five (5) days in instances where an employee is eligible for disability provider coverage.

#### **ARTICLE 25 - LEAVE OF ABSENCE**

- (1) Representatives of the Union required to leave their employment in order to carry on negotiations, grievances, and arbitration procedures shall be granted permission without loss of pay or benefits. Notice of such shall be given to the Employer at least three (3) working days in advance.
- (2) Upon written request from the Union to the Employer, up to thirty (30) days per year with pay and without loss of seniority shall be granted to members of the Union to represent the Union at Union events with reimbursement of the Employee's wages and benefits made to the Employer by the Union. Such requests shall be made at least fourteen (14) days in advance. Additional employees may be granted Union leave in the same manner at the discretion of the Employer.
- (3) (a) All employees shall be granted ten (10) days for bereavement leave per calendar year without loss of pay and benefits. An Employee may request to the Chief Administrative Officer to further use up to ten (10) accumulated sick days. Granting of further days shall be at the discretion of the Chief Administrative Officer.

- (b) For Part-Time and Temporary Employees, the hours paid shall be only those hours scheduled to work on those days.
- (4) The Employer shall grant leave of absence without loss of seniority to an Employee who is required by law to serve as a juror or appear as a witness in any Courts. The Employer shall pay such an Employee any difference between their regular rate of pay and the payment they receive for service as a juror or witness, including payment for travelling, meals, or other expenses. The Employee will present proof of service and the amount of pay received.
- (5) Where it is necessary for an Employee to take leave in order to write examinations or improve qualifications, and where such will be of benefit to the Employer, such leave shall be given without loss of pay or seniority providing the Employee has received prior written permission from the Employer.
- (6) The Chief Administrative Officer may grant leave of absence without pay to an Employee for reasons satisfactory to the Employer. Request for such leave shall be in writing and shall be submitted to their supervisor in advance of the commencement of the leave, except in cases of emergency, where reasons for such leave shall be submitted in writing to the Employer as soon as possible. Such leave shall not be for the purpose of taking employment elsewhere. Unless otherwise mutually agreed such leave shall not exceed ninety (90) days and seniority shall not accumulate during such leave.
- (7) The Union and the Employer mutually agree to abide by general leave provisions found in Division 7 of the Alberta Employment Standards Code and Regulations. Annually, the Employer will notify the Employees about the current provisions of the Code.
- (8) An Employee that has been employed by the Employer for a minimum of ninety (90) days is entitled to maternity / parental leave in accordance with the Alberta Employment Standards Code.
- (9) Upon acquiring Canadian citizenship, an employee shall be granted one (1) day leave without pay to attend their citizenship ceremony.

#### **ARTICLE 26 - EMPLOYEE BENEFITS**

- (1) In addition to Canada Pension Plan, every eligible Employee shall participate in the Local Authorities Pension Plan (LAPP). The Employer and the Employee shall make contributions in accordance with provisions of the Plan.
- (2) Employees shall be enrolled in the Benefits Plan as follows:

- (a) Permanent Full-Time Employees who work thirty-five to forty (35-40) hours per week will be enrolled in the Benefits Plan, unless in the case of spousal coverage they choose to opt out.
  - (b) Permanent Part-Time Employees who over one (1) year work seventy-five percent (75%) of Full-Time hours may be enrolled in the Plan at their choice.
  - (c) Temporary Employees who are on contract for twelve (12) months or longer and work seventy-five percent (75%) of Full-Time hours may, after the completion of the probationary period, be enrolled in the Plan at their choice.
  - (d) The Employer is responsible for 85% of the cost of the Benefits Plan and the Employee is responsible for 15%. A current list of benefits is available in the Human Resources department. Should provincial health care premiums be reinstated, the Employer accepts responsibility as outlined above.
- (3) A Permanent Employee prevented from performing their regular work as a result of an occupational accident that is recognized by the Workers' Compensation Board as compensable within the meaning of the Workers' Compensation Act, shall receive their regular pay and sign over to the Employer any benefits payable by the Workers' Compensation Board for a maximum period of four (4) weeks, however, this period may be extended at the discretion of the Employer.
  - (4) There shall be no pyramiding or substitution of benefits, or of benefits and salaries or wages, unless such substitution is specifically permitted.
  - (5) In the case of vacation leave and sick benefits, accrual will not be allowed if the Employee is absent for more than twenty-five (25) consecutive working days. When the employee is absent for more than twenty-five (25) consecutive working days, vacation leave and sick day accrual will be reduced retroactive to the first day of absence.
  - (6) Upon request, the Employer will provide access to the benefit plan details.
  - (7) Prior to a decision to alter the coverage of the Benefits Plan, the Employer shall consult with the Union. The Employer does not require the Unions' consent or permission to make such changes.

#### **ARTICLE 27 - UNIFORMS AND CLOTHING ALLOWANCE**

- (1) The employer agrees to supply any tools or equipment considered necessary for Employees to perform their normal duties except for mechanics' tools.
- (2) The employer shall pay Mechanic's tool allowance of \$5.00 per working day.

- (3) The employer will provide access to the following on an as-required basis:
  - (a) Hard Hats
  - (b) Rubber Gloves
  - (c) Goggles
  - (d) Coveralls for the mechanics and all equipment operators and utility operators. The Employer shall issue three (3) pairs each.
  - (e) Rain jackets
  - (f) Hip Waders
  - (g) Two (2) sets of lifeguard shirts, and also, rash guards as required.
  - (h) Uniform and body armour for Community Peace Officers
- (4) The Employer will reimburse the purchase of CSA approved safety equipment and seasonal clothing to a maximum of \$300.00 per calendar year upon proof of purchase provided the Employee is permanent, has completed probation and the equipment is required for the safe discharge of their duties.
- (5) The Employer will reimburse up to three hundred dollars (\$300.00) per calendar year for lifeguard apparel to Full-Time lifeguards or one-hundred and fifty dollars (\$150.00) per calendar year for Part-Time lifeguards after they have successfully completed the probationary period, providing such apparel is required for work and receipts have been provided.
- (6)
  - (a) The above clothing will remain the property of the Employer, with the exception of items purchased under Article 27(4), pool deck shoes, and lifeguard apparel, and must be returned to the Employer when not being used.
  - (b) Except for general wear and tear, any Employee who is supplied with clothing and through carelessness or neglect, damages or destroys or loses any of it, shall replace or pay for same.

#### **ARTICLE 28 - PAYMENT OF WAGES AND ALLOWANCES**

- (1) Wages as outlined in Schedule "A" shall be in effect until December 31, 2026.
- (2) The principle of equal pay for equal work shall apply.
- (3) Part-Time Employees shall receive wage rates and benefits where applicable on a pro-rata basis according to their hours of work.
- (4) The Employer shall pay wages bi-weekly (26 pay periods) every other Thursday.
- (5) No Employee shall be required to use a personal vehicle for the Employer's business.
- (6)
  - (a) Any Employee required to assume the duties of a higher classification shall be paid the wage of the higher classification.

- (b) Any Employee assigned to train in a higher classification and working under the supervision of a person in that classification, shall receive such training at their regular listed payroll rate of pay.
- (7) Upon completion of ten (10) years of service with the Employer a Long Service Incentive (LSI) pay will be granted to Employees.
  - (a) LSI will be paid at a rate of five (5) percent above the Employee's regular rate of pay. Length of service will be calculated as follows:
    - (i) Employees who work forty (40) hours per week must accumulate 20,800 hours of service.
    - (ii) Employees who work thirty-five (35) hours per week must accumulate 18,200 hours of service.
  - (b) An employee shall lose accumulation of service hours only in the event:
    - (i) The Employee resigns
    - (ii) The Employee is laid off for a period of longer than 365 days.

#### **ARTICLE 29 - NO LOCKOUT, NO STRIKE**

- (1) During the life of this Agreement, no illegal strikes shall occur nor illegal sanctions be taken by the Union or its members against the Employer, nor shall there be any illegal lockouts or illegal sanctions taken by the Employer against the Union or its members.

#### **ARTICLE 30 - TERM OF AGREEMENT**

- (1) This Agreement shall be effective from January 1, 2023 and remain in force until December 31, 2026 and shall continue from year to year thereafter unless either party gives the other party notice in writing not less than sixty (60) days nor more than one hundred twenty (120) days prior to December 31 in any year that it desires its termination or amendment.
- (2) Any amendments deemed necessary in this Agreement may be made by mutual agreement at any time during the existence of this Agreement.
- (3) Either party desiring to propose changes or amendments to this Agreement, shall between the period of sixty (60) and one hundred twenty (120) days prior to the termination date, give notice in writing to the other of the changes or amendments proposed. Within twenty (20) days of receipt of such notice by one party, the other party is required to enter into negotiations for a renewal or revision of the Agreement.



**ARTICLE 31 - TOWN RATIFICATION**

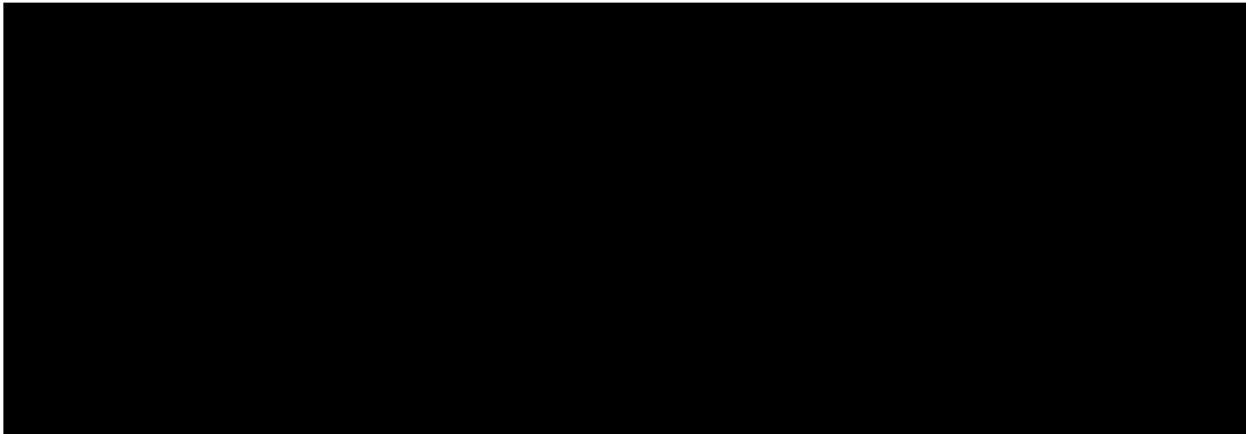
- (1) The Employer bargaining team has the authority to conclude a memorandum of agreement. Such memorandums of agreements are conditional on ratification by the Town Council.

**ARTICLE 32 - DUTY TO ACCOMMODATE**

- (1) In circumstances where a member of the CUPE bargaining unit may be unable to perform the regular duties of their position due to a mental or physical disability, the Employer and the Union agree to abide by current common laws and statutes.
- (2) The parties agree to consider how the Employee's disability can best be accommodated without causing undue hardship to the Employer, the Employee, or the Union. The affected Employee shall participate and cooperate fully in this process.

**ARTICLE 33 - RETROACTIVE WAGES**

- (1) All employees in the service of the Town of Edson as of the ratification of this Agreement shall be eligible for retroactive payment of wages during the period of January 1, 2023 to the date of the implementation of this Agreement.



May 26/23  
Date:

May 25, 2023  
Date:

## WAGE GRIDS (HOURLY)

2023						
Classifications	Probation 4 months	Level I	Level II	Level III	Level IV	Level V
Accounting Clerk	\$28.97	\$29.59	\$31.29	\$32.99	\$36.42	
Accounting Clerk - Senior	\$35.80	\$36.42	\$37.70	\$40.71		
Administrative Assistant	\$27.84	\$28.46	\$30.07	\$31.63	\$33.54	
CPO / Bylaw Officer	\$29.31	\$29.93	\$32.94	\$34.91	\$37.02	\$39.75
CPO / Bylaw Officer I	\$36.40	\$37.02	\$38.87	\$40.79	\$42.85	
CS Scheduling Clerk	\$23.29	\$23.91	\$27.31	\$30.50		
Detachment Services Assistant	\$28.58	\$29.20	\$32.48	\$33.45	\$35.61	\$37.55
Development Officer	\$38.66	\$39.30	\$40.98	\$42.78		
Equipment Operator	\$27.35	\$27.96	\$30.78	\$32.01	\$32.96	
Equipment Operator I	\$29.96	\$30.58	\$33.64	\$35.01	\$36.05	
Equipment Operator II	\$32.24	\$32.86	\$36.12	\$37.60	\$38.70	
Facilities Maintenance Operator	\$31.82	\$32.43	\$35.70	\$37.12	\$38.23	
Family ParentLink Programmer	\$28.97	\$29.59	\$31.10	\$32.66		
Junior Lifeguard-Instructor	\$19.83	\$20.45	\$22.90			
Labourer	\$24.42	\$25.04	\$27.04	\$29.19		
Labourer - Community Services	\$24.42	\$25.04	\$27.04	\$29.19		
Landfill Attendant	\$25.15	\$25.77	\$28.36	\$29.81		
Landfill Operator	\$32.24	\$32.86	\$36.12	\$37.60	\$38.70	
Leisure Centre Reception Assistant	\$20.66	\$21.28	\$22.77	\$24.39		
Mechanic	\$43.75	\$44.37	\$45.39			
Operator - Recreation / Parks	\$29.96	\$30.58	\$33.64	\$35.01	\$36.05	
Planning & Development Tech	\$32.31	\$32.93	\$35.93	\$38.92		
Seasonal Parks Labourer	\$24.42	\$25.04	\$27.04	\$29.19		
Senior CPO Bylaw Officer 1	\$38.52	\$39.14	\$42.23	\$45.32	\$48.41	
Senior Lifeguard-Instructor	\$24.42	\$25.04	\$26.29	\$28.11	\$30.89	
Student General		\$21.28				
Utility Operator	\$27.35	\$27.96	\$30.78	\$32.01	\$32.96	
Utility Operator I	\$29.96	\$30.58	\$33.64	\$35.01	\$36.05	
Utility Operator II	\$32.24	\$32.86	\$36.12	\$37.60	\$38.70	

<b>2024</b>						
<b>Classifications</b>	<b>Probation 4 months</b>	<b>Level I</b>	<b>Level II</b>	<b>Level III</b>	<b>Level IV</b>	<b>Level V</b>
Accounting Clerk	\$29.55	\$30.18	\$31.92	\$33.54	\$37.15	
Accounting Clerk - Senior	\$36.52	\$37.15	\$38.45	\$41.52		
Administrative Assistant	\$28.40	\$29.03	\$30.67	\$32.26	\$34.21	
CPO / Bylaw Officer	\$29.90	\$30.53	\$33.60	\$35.60	\$37.76	\$40.54
CPO / Bylaw Officer I	\$37.13	\$37.76	\$39.65	\$41.60	\$43.70	
CS Scheduling Clerk	\$23.75	\$24.38	\$27.85	\$31.11		
Detachment Services Assistant	\$29.15	\$29.78	\$33.13	\$34.12	\$36.32	\$38.30
Development Officer	\$39.43	\$40.09	\$41.80	\$43.63		
Equipment Operator	\$27.89	\$28.52	\$31.39	\$32.65	\$33.62	
Equipment Operator I	\$30.56	\$31.19	\$34.31	\$35.71	\$36.77	
Equipment Operator II	\$32.88	\$33.51	\$36.84	\$38.35	\$39.47	
Facilities Maintenance Operator	\$32.45	\$33.08	\$36.41	\$37.86	\$39.00	
Family ParentLink Programmer	\$29.55	\$30.18	\$31.72	\$33.31		
Junior Lifeguard-Instructor	\$20.22	\$20.85	\$23.35			
Labourer	\$24.91	\$25.54	\$27.58	\$29.77		
Labourer - Community Services	\$24.91	\$25.54	\$27.58	\$29.77		
Landfill Attendant	\$25.66	\$26.29	\$28.92	\$30.40		
Landfill Operator	\$32.88	\$33.51	\$36.84	\$38.35	\$39.47	
Leisure Centre Reception Assistant	\$21.08	\$21.71	\$23.23	\$24.88		
Mechanic	\$44.63	\$45.26	\$46.30			
Operator - Recreation / Parks	\$30.56	\$31.19	\$34.31	\$35.71	\$36.77	
Planning & Development Tech	\$32.96	\$33.59	\$36.64	\$39.70		
Seasonal Parks Labourer	\$24.91	\$25.54	\$27.58	\$29.77		
Senior CPO Bylaw Officer 1	\$39.29	\$39.92	\$43.07	\$46.23	\$49.38	
Senior Lifeguard-Instructor	\$24.91	\$25.54	\$26.81	\$28.67	\$31.51	
Student General		\$21.71				
Utility Operator	\$27.89	\$28.52	\$31.39	\$32.65	\$33.62	
Utility Operator I	\$30.56	\$31.19	\$34.31	\$35.71	\$36.77	
Utility Operator II	\$32.88	\$33.51	\$36.84	\$38.35	\$39.47	

<b>2025</b>						
<b>Classifications</b>	<b>Probation 4 months</b>	<b>Level I</b>	<b>Level II</b>	<b>Level III</b>	<b>Level IV</b>	<b>Level V</b>
Accounting Clerk	\$30.14	\$30.79	\$32.56	\$34.32	\$37.89	
Accounting Clerk - Senior	\$37.25	\$37.89	\$39.22	\$42.35		
Administrative Assistant	\$28.97	\$29.61	\$31.28	\$32.91	\$34.89	
CPO / Bylaw Officer	\$30.50	\$31.14	\$34.27	\$36.32	\$38.51	\$41.35
CPO / Bylaw Officer I	\$37.87	\$38.51	\$40.44	\$42.44	\$44.58	
CS Scheduling Clerk	\$24.23	\$24.87	\$28.41	\$31.73		
Detachment Services Assistant	\$29.74	\$30.38	\$33.79	\$34.81	\$37.05	\$39.07
Development Officer	\$40.22	\$40.89	\$42.64	\$44.50		
Equipment Operator	\$28.45	\$29.09	\$32.02	\$33.31	\$34.29	
Equipment Operator I	\$31.17	\$31.82	\$35.00	\$36.42	\$37.51	
Equipment Operator II	\$33.54	\$34.18	\$37.58	\$39.11	\$40.26	
Facilities Maintenance Operator	\$33.10	\$33.75	\$37.14	\$38.62	\$39.78	
Family ParentLink Programmer	\$30.14	\$30.79	\$32.35	\$33.98		
Junior Lifeguard-Instructor	\$20.63	\$21.27	\$23.82			
Labourer	\$25.41	\$26.05	\$28.13	\$30.37		
Labourer - Community Services	\$25.41	\$26.05	\$28.13	\$30.37		
Landfill Attendant	\$26.17	\$26.81	\$29.50	\$31.01		
Landfill Operator	\$33.54	\$34.18	\$37.58	\$39.11	\$40.26	
Leisure Centre Reception Assistant	\$21.50	\$22.14	\$23.69	\$25.38	\$0.00	
Mechanic	\$45.52	\$46.17	\$47.23			
Operator - Recreation / Parks	\$31.17	\$31.82	\$35.00	\$36.42	\$37.51	
Planning & Development Tech	\$33.62	\$34.26	\$37.38	\$40.50		
Seasonal Parks Labourer	\$25.41	\$26.05	\$28.13	\$30.37		
Senior CPO Bylaw Officer 1	\$40.08	\$40.72	\$43.94	\$47.15	\$50.37	
Senior Lifeguard-Instructor	\$25.41	\$26.05	\$27.35	\$29.24	\$32.14	
Student General		\$22.14				
Utility Operator	\$28.45	\$29.09	\$32.02	\$33.31	\$34.29	
Utility Operator I	\$31.17	\$31.82	\$35.00	\$36.42	\$37.51	
Utility Operator II	\$33.54	\$34.18	\$37.58	\$39.11	\$40.26	

<b>2026</b>						
<b>Classifications</b>	<b>Probation 4 months</b>	<b>Level I</b>	<b>Level II</b>	<b>Level III</b>	<b>Level IV</b>	<b>Level V</b>
Accounting Clerk	\$30.75	\$31.40	\$33.21	\$35.01	\$38.65	
Accounting Clerk - Senior	\$37.99	\$38.65	\$40.01	\$43.20		
Administrative Assistant	\$29.54	\$30.20	\$31.91	\$33.57	\$35.59	
CPO / Bylaw Officer	\$31.11	\$31.76	\$34.96	\$37.04	\$39.28	\$42.18
CPO / Bylaw Officer I	\$38.63	\$39.28	\$41.25	\$43.28	\$45.47	
CS Scheduling Clerk	\$24.71	\$25.37	\$28.98	\$32.37		
Detachment Services Assistant	\$30.33	\$30.99	\$34.46	\$35.50	\$37.79	\$39.85
Development Officer	\$41.02	\$41.71	\$43.49	\$45.39		
Equipment Operator	\$29.02	\$29.68	\$32.66	\$33.97	\$34.98	
Equipment Operator I	\$31.80	\$32.45	\$35.70	\$37.15	\$38.26	
Equipment Operator II	\$34.21	\$34.87	\$38.33	\$39.90	\$41.07	
Facilities Maintenance Operator	\$33.76	\$34.42	\$37.88	\$39.39	\$40.57	
Family ParentLink Programmer	\$30.75	\$31.40	\$33.00	\$34.66		
Junior Lifeguard-Instructor	\$21.04	\$21.70	\$24.30			
Labourer	\$25.92	\$26.57	\$28.69	\$30.98		
Labourer - Community Services	\$25.92	\$26.57	\$28.69	\$30.98		
Landfill Attendant	\$26.69	\$27.35	\$30.09	\$31.63		
Landfill Operator	\$34.21	\$34.87	\$38.33	\$39.90	\$41.07	
Leisure Centre Reception Assistant	\$21.93	\$22.58	\$24.17	\$25.88	\$0.00	
Mechanic	\$46.43	\$47.09	\$48.17			
Operator - Recreation / Parks	\$31.80	\$32.45	\$35.70	\$37.15	\$38.26	
Planning & Development Tech	\$34.29	\$34.94	\$38.13	\$41.31		
Seasonal Parks Labourer	\$25.92	\$26.57	\$28.69	\$30.98		
Senior CPO Bylaw Officer 1	\$40.88	\$41.54	\$44.81	\$48.09	\$51.37	
Senior Lifeguard-Instructor	\$25.92	\$26.57	\$27.89	\$29.83	\$32.78	
Student General		\$22.58				
Utility Operator	\$29.02	\$29.68	\$32.66	\$33.97	\$34.98	
Utility Operator I	\$31.80	\$32.45	\$35.70	\$37.15	\$38.26	
Utility Operator II	\$34.21	\$34.87	\$38.33	\$39.90	\$41.07	