

COLLECTIVE AGREEMENT

BETWEEN

COLUMBIA SHUSWAP REGIONAL DISTRICT

(CSRD)



AND

CANADIAN UNION OF PUBLIC EMPLOYEES

LOCAL NO 1908



JANUARY 1, 2015 – DECEMBER 31, 2020

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AGREEMENT BETWEEN:

THE COLUMBIA SHUSWAP REGIONAL DISTRICT,
(hereinafter called the "Employer")

AND:

THE CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 1908,
Chartered by the Canadian Union of Public Employees and affiliated with the Canadian Labour
Congress
(hereinafter called the "Union")

PREAMBLE

WHEREAS it is the desire of both parties to this Agreement:

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

AND WHEREAS it is now desirable that methods of bargaining and all matters pertaining to the working conditions of the employees be drawn up in an agreement.

NOW THEREFORE, the parties hereto agree as follows:

ARTICLE 1 RECOGNITION AND NEGOTIATIONS

1.01 Recognition

The Employer or anyone authorized to act on its behalf recognizes the Union, Local 1908, as the sole collective bargaining agency for its employees classified and covered by this Agreement as set forth in Schedule "A", and hereby consents and agrees to negotiate with the Union and its authorized committee thereof, in all matters affecting the relationship between the parties to this Agreement.

1.02 Work of the Bargaining Unit

It is further agreed that, except for incidental or emergent situations or except for employees of a bona fide contractor who are not in the bargaining unit for which the Union is certified, any person whose classification is not covered by the Agreement shall not perform work that is normally done by those employees who are deemed to be within the bargaining unit for which the Union is certified.

1.03

No Interference

The Union, its officers, agents and other employees of the Employer agree that there will be no strike, work stoppage, walkout, sit-down, slowdown, or any other act of a similar nature which would interfere with the Employer's operations or business, and the Employer agrees that there will be no lockout for the term of this Agreement.

ARTICLE 2

MANAGEMENT RIGHTS

2.01

Management Rights

Except as otherwise provided in this Agreement, the management, supervision and control of the Employer's operation and the direction of the working force remain the exclusive function of management.

ARTICLE 3

NO DISCRIMINATION

3.01

No Discrimination

The Employer and its agents agree that there should be no discrimination, interference, restriction or coercion exercised or practiced with respect to any employee in the matter of hiring, wage rates, training, upgrading, promotion, transfer, termination, discipline, dismissal, layoff or otherwise by reason of the race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age of that person, or by reason for his/her membership in a labour union, or because that person has been convicted of a criminal or summary conviction offence that is unrelated to the employment or to the intended employment of that person

The foregoing does not apply:

- a) as it relates to age, to a bona fide scheme based on seniority, or
- b) as it relates to marital status, physical or mental disability, sex or age, to the operation of a bona fide retirement, superannuation or pension plan or to a bona fide group or employee insurance plan, or
- c) with respect to a refusal, limitation specification or preference based on a bona fide occupational requirement.

3.02

No Harassment

The Employer and the Union recognize the right of employees to work in an environment free from all harassment and agree to cooperate in attempting to resolve in a confidential manner any complaints of harassment which may arise in the workplace. Any grievance procedure will commence at Step 2 as outlined in Article 11.03 and the parties further agree that reasonable supervision and direction of employees is not considered harassment.

ARTICLE 4 UNION SECURITY

4.01 All Employees to be Members

Every new employee shall, within thirty (30) days after the commencement of his/her employment, apply for and maintain membership in the Union as a condition of employment.

ARTICLE 5 CHECKOFF OF UNION DUES

5.01 Checkoff of Union Dues

At the time of employment, the Employer shall require an employee to sign a check off form authorizing the Employer to deduct from his/her earnings and to pay to the Union an amount equal to the current monthly union dues and/or assessments as established by the Union in accordance with its Constitution and/or Bylaws.

5.02 Deductions

Deductions shall be made from the payroll on a bi-weekly basis for all employees, and shall be forwarded to the Secretary-Treasurer of the Union not later than the fifteenth (15th) day of the month following, accompanied by a list of the names of all negotiable employees from whose wages the deductions have been made.

ARTICLE 6 THE EMPLOYER SHALL ACQUAINT NEW EMPLOYEES

6.01 Copy of Agreement

The Employer agrees to supply new employees, covered in Schedule "A", with a copy of this Agreement and to draw their attention to the conditions of employment set out in Articles 4 and 5 dealing with Union Security and Dues Check Off.

6.02 Revised Copies of the Collective Agreement

The Employer will supply the Union with revised copies of the Collective Agreement as required.

ARTICLE 7 LABOUR MANAGEMENT NEGOTIATIONS

7.01 Bargaining Committee

A bargaining committee shall be appointed. The function of the bargaining committee shall be to discuss the renewal of the collective agreement. The Union shall advise the Employer of the Union nominees to the Committee.

7.02 Representatives

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

7.03 Meeting of the Bargaining Committee

In the event of either the Employer or the Union wishing to call a meeting of the Committee, the meeting shall be held at a time and place fixed by mutual agreement. Such meeting shall be arranged within ten (10) calendar days after the request has been made.

7.04 Time Off For Meetings

In the event a meeting of the Bargaining Committee is scheduled during normal working hours, any two (2) representatives of the Union on the Bargaining Committee who are employees of the Employer may attend without loss of remuneration.

7.05 Joint Consultation Committee

A Joint Consultation Committee will be established and maintained. The Committee shall consist of no more than two (2) representatives of the Employer and two (2) representatives of the Union as well as the Union Local President. The Committee shall meet quarterly or as mutually agreed to discuss matters of mutual concern which either party considers appropriate for discussion by the Committee.

The Committee may make recommendations to the Union and the Employer with respect to its discussions and conclusions but it shall not have jurisdiction over wages, or any matter of collective bargaining including the administration of this Agreement. The Committee shall not supersede the activities of any committee of the Union or its members or the Employer to its decisions or conclusions.

ARTICLE 8 SENIORITY

8.01 Seniority Defined

Seniority is the length of service with the Employer in the bargaining unit and shall apply on a bargaining-unit-wide basis.

8.02 Seniority List

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 and posted on all bulletin boards in January of each year. In order to expedite the resolution of any potential grievance, the employer shall provide the union with an updated list, upon request.

8.03 Case of Equality in Employees' Service Date

In the case of equality in employees' service date, the seniority rank shall be determined by the date of birth in chronological order.

8.04 Seniority for New Employees (Probation)

The probationary period for newly hired employees shall be four hundred twenty (420) regular hours worked from the date of hire. After satisfactory completion of the probation period an employee shall acquire seniority effective from the original date of employment. The parties may mutually agree to extend the probation period for an additional period not to exceed four hundred twenty (420) regular working hours.

8.05 Seniority for Part Time Employees

A part time employee works less than the fully prescribed hours of work on a recurring or scheduled basis. Seniority for part time employees shall be pro-rated. Part time seniority is calculated by dividing actual hours worked by the normal annual working hours of one thousand eight hundred and twenty (1820).

8.06 Seniority During Absence

- a) Except as provided in subsection (b) an employee shall not lose his/her seniority if he/she is absent from work because of sickness, accident, layoff, or leave of absence approved by the Employer.
- b) An employee shall lose seniority in the event:
 - i) He/she is discharged for just cause and is not reinstated;
 - ii) He/she resigns;
 - iii) He/she is absent from work in excess of three (3) working days without notifying the Employer unless such notice was not reasonably possible;
 - iv) After a layoff, he/she fails to return to work within seven (7) calendar days, after being notified to do so, unless through sickness or other just cause. It shall be the responsibility of the employee to keep the Employer informed of his/her current address;
 - v) After a layoff of one (1) year;
 - vi) After an absence of twenty-four (24) months because of sickness, accident or approved leave of absence and provided the prognosis is negative, and that the position necessitates filling.
- c) When an employee loses his/her seniority, his/her right to continue employment shall cease. In the event of re-employment, such person shall start as a new employee and his/her right to seniority and other benefits based upon his/her length of service with the Employer shall be calculated from the date of re-employment.

8.07 Permanent Transfer and Seniority Outside the Bargaining Unit

Employees promoted or transferred to supervisory or other non-union positions not subject to this Agreement shall retain their seniority in the bargaining unit for a period of twelve (12) months from the date of appointment after which their seniority will not be retained.

ARTICLE 9 LAYOFFS AND REHIRINGS

9.01 Layoffs and Rehiring Procedure

The Employer and the Union recognize that job security should increase in proportion to length of service. Therefore, in the event of a layoff, employees shall be laid off in the reverse order of their seniority, provided that those employees retained are qualified to do the work. Employees shall be recalled in order of their seniority, provided they are qualified to do the work. Provided also that in the case of layoffs, the Union agrees that where the next junior employee is retained, to complete a job in progress, the retaining of his/her service for a period not exceeding five (5) working days shall not be considered a violation of the Agreement and provided also that employees laid off have not been doing similar work.

9.02 Notice of Layoff

Any employee who has completed the probationary period from initial employment shall be given one (1) month's notice of any layoff, or one (1) month's salary at his/her present rate in lieu of such notice.

9.03 Emergent or Short Term Work

When emergent or short term work of less than five (5) working days occurs, the Employer may recall employees out of order of seniority.

ARTICLE 10 PROMOTIONS AND STAFF CHANGES

10.01 Written Notice

Prior to filling any staff changes or promotions covered by the terms of this Agreement, the Employer shall post notice on all bulletin boards for a minimum of five (5) working days in order that all members will know about the position and be able to make written application therefore. Such notice shall contain the following information: nature of position, required knowledge and education, ability and skills, shift, wage and salary rate or range. Copy of the notice shall also be sent to the Secretary of the Union. Such vacancy or new position shall not be permanently filled until five (5) working days have elapsed after the posting of such notice.

10.02 Filling of Vacancies on a Temporary Basis

Notwithstanding any other provisions of this Agreement; whenever a new or vacant position(s) requires immediate filling, the Employer will select an employee(s) taking seniority, qualifications and employee preference to such opening(s) into account. The Employer agrees such filling of position(s) shall be deemed to be "pending posting" and said position shall be posted within thirty (30) days.

10.03 Method of Making Appointments

The Employer and the Union recognize that job opportunity should increase in proportion to the length of service. Therefore, in making staff changes, appointment shall be made of the applicant senior in service and having the required qualifications, skills, knowledge and abilities. Subject to satisfactory completion of the probationary period for newly hired employees (Article 8.04); the successful applicant shall be placed on trial period of four hundred twenty (420) regular hours worked. Conditional upon satisfactory service, during the trial period the promotion shall become permanent. In the event the successful applicant proves unsatisfactory in the position during the four hundred twenty (420) regular hours worked trial period, he/she shall be returned to his/her former position without loss of seniority or previous salary and any other employee promoted or transferred because of the rearrangement of positions, shall also be returned to his/her former position without loss of seniority and previous salary.

10.04 Union Notification

The Employer shall give notice to the Union and the Unit Chair of all appointments, promotions, hirings and terminations of employment for those employees covered in this Agreement.

10.05 Job Training Program

Employees are encouraged to undertake training and development to increase their knowledge and skills, to aid in their own self-development and to increase their opportunities for promotion.

Mandatory Training

- a) The Employer will pay the fees, upon proof of successful completion, for any employee attending an educational course, seminar or conference at the request of the Employer.
- b) Employees directed by the Employer to attend mandatory training or other functions off the premises will have travel time paid at the Employee's regular rate of pay, not at the overtime rates set out elsewhere in the Agreement. Such travel time shall be pre-approved by the Employer.
- c) The Employer will reimburse, upon proof of successful completion of training courses, and approved by the Employer, at locations other than in Salmon Arm for transportation, room and board to employees.

Elective Training

- a) The Employer may pay the fees, upon proof of successful completion, for any employee attending an educational course, seminar or conference that is elective and pre-approved by the Employer.
- b) Educational courses, seminars or conferences approved by the Employer may take place on or off the premises. For training approved by the Employer, occurring during the Employee's normal working hours, an employee will be paid at their current rate of pay. No compensation will be paid for training occurring during non-work hours.
- c) The Employer may reimburse expenses, upon proof of successful completion of training courses or attendance at seminars or conferences, and approved by the Employer, at locations other than in Salmon Arm for transportation, room and board to employees.
- d) Employees may be compensated for reasonable travel time at the Employee's regular rate of pay for travel occurring during the Employee's normal working hours for training approved by the Employer. No compensation will be paid for travel occurring during non-work hours.
- e) Employees will not be compensated for time spent on training and development which is undertaken on an employee's own time, unless initiated by the Employer.

ARTICLE 11 GRIEVANCE AND ARBITRATION PROCEDURE

11.01 Union Stewards

The Employer acknowledges the right of the Union to appoint up to two (2) Shop Stewards who shall be employees of the Employer. The Union shall inform the Employer of the names of all Shop Stewards.

11.02 Permission for Shop Stewards

A Shop Steward shall be permitted time off to handle grievances without loss of pay provided he/she has first sought and obtained permission from his/her immediate supervisor to absent himself/herself from his/her regular duties for that purpose, which permission shall not be unreasonably withheld.

11.03

Grievance Procedure

Should a dispute arise between the Employer and any employee(s) regarding the interpretation, meaning, operation or application of this Agreement, including any question as to whether a matter is arbitratable, or where an allegation is made that this Agreement has been violated, or should any other dispute arise, an earnest effort shall be made to settle the dispute in the following manner:

Step 1

The aggrieved employee, in person, with his/her Shop Steward in attendance if the employee so desires, shall first seek to settle the grievance with the employee's immediate supervisor within twenty-five (25) working days after the alleged grievance is deemed to have occurred.

Step 2

If a satisfactory settlement is not reached within five (5) working days after a grievance was first discussed under Step 1; the grievance shall be submitted, in writing, to the Administrator.

Within five (5) working days of receipt of the grievance, the aggrieved employee, in person with the Union's Grievance Committee and any necessary witnesses, will meet with the Employer's Grievance Committee and any necessary witnesses, in an effort to resolve the grievance.

The Employer's Grievance Committee may be comprised of the Supervisor, any other affected Managers, and the Administrator.

At the grievance meeting held between the Parties, both Parties shall present and hear all of the known evidence and facts related to the dispute. Both Parties commit to bringing forward all known evidence and facts of the case and not to withhold any known evidence or facts, in the best interests of resolving the dispute to the benefit of the Parties and the Griever.

Should the dispute remain unresolved following this meeting, the Parties shall be restricted to using only that evidence and those facts relied upon at the grievance meetings in any arbitration proceedings.

Should either of the Parties become aware of any relevant or pertinent evidence or facts related to the dispute following the grievance meeting, which were unknown to that Party at the time of the grievance meeting, the Party shall be obligated to immediately inform the other Party of the new information.

Failure to provide such information to the other Party prior to any arbitration proceeding into the dispute shall disqualify that Party from relying on such new information at any arbitration proceeding into that dispute.

11.04 Proceeding to Arbitration

The Employer shall advise the Union of its decision within five (5) days following the Step 2 grievance meeting. The Union shall notify the Employer within fifteen (15) days after receiving the Employer's Step 2 response if it intends to proceed to Arbitration and shall name its nominee to the Arbitration panel. In the event that the Union does not notify the Employer that it will proceed to Arbitration within the prescribed fifteen (15) day time limit, the Grievance shall be deemed to be abandoned and all rights to the Grievance Procedure at an end.

11.05 Board of Arbitration

The Employer shall appoint one (1) member to this Board and the Union shall appoint one (1) member to this Board, and these two (2) appointees shall agree upon a Chair. In the event that these two (2) appointees cannot agree upon a Chair, the Minister of Labour shall appoint a Chair.

The Board of Arbitration shall hear and determine the difference or allegation and render its decision.

The parties shall jointly bear the costs of the Chair of the Board of Arbitration. Each of the parties shall bear the expenses of their appointee and the witnesses called by it. No costs of arbitration shall be awarded to, or against, either party. Arbitration procedures shall be expedited by the parties.

The Board of Arbitration appointed in accordance with this Article shall be governed by the provisions of the Agreement, and shall not have the right to add to, delete from, to change, or make any decision contrary to the provisions of this Agreement. The decision of the Board of Arbitration shall be final and binding on both parties. Except as otherwise provided in this Agreement, no Board of Arbitration may award retroactively beyond sixty (60) days preceding the date of the written grievance.

Except where specifically provided otherwise by statute, the parties agree to abide by the provisions of Article 11 as the only means of resolving any differences which may arise during the term of this Agreement; all employees shall continue to work as usual without curtailment or restriction of normal operations.

11.06 Policy Grievance

Where a dispute involving a question of general application or interpretation occurs, or where the Employer or Union has a grievance, Step 1 of this Article may be bypassed.

In the case of an Employer's grievance the provisions of Step 2 shall be changed to require a meeting between the parties with a view to seeking a settlement. If a satisfactory settlement is not reached within ten (10) working days the Employer may refer the dispute to Arbitration.

11.07 In Writing

All replies to grievances shall be in writing at all stages following Step 1.

11.08 Facilities for Grievance Meetings

The Employer shall supply the necessary facilities for the grievance meetings.

11.09 Time Limits

Except for Step 2 of the Grievance Procedure, time limits mentioned in Article 11 refer to clear calendar days and may only be extended by written mutual agreement of the parties.

11.10 Witnesses

At any stage of the grievance procedure, the Employer and the Union, or Board of Arbitration, may have the assistance of the employee(s) concerned as witnesses and any other witnesses, and all reasonable arrangements will be made to permit access to any part of the Employer's premises to view any working conditions which may be relevant to the settlement of the grievance.

11.11 Single Arbitrator

Notwithstanding the foregoing, the parties may mutually agree to the use of a single arbitrator, who will be governed by the provisions of this Article. Failing to agree on a single arbitrator, the provisions of the three (3) person Board will apply.

ARTICLE 12 DISCHARGE, SUSPENSION AND DISCIPLINE

12.01 After Completion of the Probation Period

After completion of the probation period an employee with tenure may be suspended or dismissed for just cause. Such employee and the Union shall be advised in writing within twenty-four (24) hours by the Employer of the reason for such dismissal or suspension.

12.02 Picket Line

Just cause shall not include the refusal of an employee to cross the picket line of a legal strike maintained at the premises of the Employer.

12.03 Special Grievance

A claim by an employee that he/she has been discharged or suspended for other than just and proper cause shall be treated as a special grievance and may be submitted directly to the Administrator or person holding an equivalent position under Step 2 of Article 11.

12.04 Unjust Suspension or Discharge

Should it be found upon investigation that an employee has been unjustly suspended or discharged, such employee shall be immediately reinstated in his/her former position, without loss of seniority rating, and shall be compensated for all time lost in an amount equal to his/her normal earnings during the pay period next preceding such discharge or suspension, or by any other arrangement as to compensation which is just and equitable in the opinion of the Employer and the Union or in the opinion of the Board of Arbitration if the matter is referred to such a Board of Arbitration.

12.05**Steward Present**

An employee shall have the right to have his/her steward present at any discussion with supervisory personnel related to discipline or discharge.

12.06**Personnel Records**

An employee has the right subject to privacy legislation at any mutual convenient time to have access to and review the Employer's personnel record in the presence of an excluded supervisor, to request copies of any material viewed in his/her personnel record, to respond in writing to any material viewed and have such response form a part of the employee's record.

ARTICLE 13 HOURS OF WORK**13.01****Normal Work Week and Day**

The normal work week shall consist of five (5) seven (7) hour days, from Monday to Friday inclusive. The normal work day shall not commence before 6:00 a.m. nor finish later than 5:00 p.m. No seven (7) hour shift for salaried staff shall be spread over a period longer than eight (8) hours, with one (1) hour off for lunch. Variation of the normal work day may be made by mutual agreement of the parties in this Agreement.

13.02**Minimum Hours**

In the event of an employee starting work on any regular work day and being sent home before he/she has completed four (4) hours, or in the event of stoppage or suspension of work, he/she shall be paid for four (4) hours. In the event that an employee reports for work on a regular work day, but is sent home before commencing to work, he/she shall be paid for two (2) hours at regular rates. Notwithstanding the foregoing this Article is not to apply where an employee has been sent home for disciplinary reasons or where the stoppage or suspension of work is due to a labour dispute.

13.03**Rest Period**

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

13.04**Shift Change**

The Employer may, when operational reasons require, alter the shifts of employees in accordance with this Article. A shift change may require an employee to work evenings or weekends, but excluding statutory holidays. An employee can only refuse such a change if they have extraordinary personal circumstances that they are unable to alter.

When a shift change is required, the Employer will provide the employee with three (3) weeks written notice of the specific changes. Such notice may be less than three (3) weeks if mutually agreed to by the employee and their supervisor.

No more than two (2) changes for each employee shall occur in any calendar month unless mutually agreed to by the employee and their supervisor.

An employee shall receive three (3) hours banked time for each day their shift is altered. This bank shall not exceed twenty-one (21) hours, and shall be taken off at a mutually agreeable time.

This Article applies to:

- 1) All newly hired employees as of the date of ratification
- 2) All newly created positions
- 3) All current employees on LOU #11
- 4) All vacant postings
- 5) All employees presently exempt from LOU #11 who wish to post into a new vacancy
- 6) All employees presently exempt from LOU #11 who wish to opt into this Article

This Article does not apply to:

- 1) Employees whose job description and/or Confirmation of Employment letters specify an averaging period of a thirty-five (35) hour work week over a pay period, may have hours of work assigned on evenings or weekends without additional compensation.

- 2) The following employees in their current position:

| | |
|----------------|------------------|
| Carmen Fennell | Karen Adams |
| Cathy Semchuk | Laura Schumi |
| Don Richmond | Loreen Matousek |
| Erica Hartling | Marianne Mertens |
| Gwen Norman | Olive Dodd |
| Isaac Walker | Phaedra Turner |
| Janine Hogan | |

ARTICLE 14 OVERTIME

14.01 Overtime Rates on Normal Work Days

All time worked outside the normal work day shall be deemed to be overtime. Overtime shall be paid for at the rate of time and one half (1½) for the first two (2) hours and double (2x) time thereafter. Overtime will be calculated to the nearest quarter (¼) hour.

14.02 Overtime Rates on Days of Rest and Holidays

All time worked on employee's days of rest shall be paid on the basis of double (2x) time. All time worked on statutory holidays shall be paid on the basis of double (2x) time for every hour worked, in addition to the employee's regular holiday pay.

14.03 Overtime Authorized

All overtime must be authorized in advance by the excluded supervisor prior to being worked.

14.04 No Layoff to Compensate for Overtime

Employees shall not be required to reduce regular hours to equalize any overtime worked.

14.05 Paid Time Off in Lieu of Worked Overtime

Subject to the Employer's operational requirements, employees may consider paid time off in lieu of worked overtime. Time off may only be taken upon mutual agreement between the employee and his/her Supervisor, provided that any unused banked time will be paid out once yearly at a time to be determined by the Employer. Paid time off shall be provided at the same rate as the applicable overtime rates.

14.06 Minimum Call-Back Time

If:

- a) on a designated holiday or day of rest or,
- b) after he/she has completed his/her work for the day and has left his/her place of work,

an employee is called back to work and returns to work (including attendance at night meetings), he/she shall be entitled on each occasion to the greater of:

- i) compensation at the applicable overtime rate for any time worked;
- or,
- ii) compensation equivalent to four (4) hours' pay at the straight time rate.

ARTICLE 15 STATUTORY HOLIDAYS

15.01 Statutory Holidays Listed

All employees shall, after completion of thirty (30) days of continuous employment, receive one (1) day's pay for not working on the following holidays:

| | | |
|---------------|--------------|------------------|
| New Years Day | Victoria Day | Thanksgiving Day |
| BC Family Day | Canada Day | Remembrance Day |
| Good Friday | BC Day | Christmas Day |
| Easter Monday | Labour Day | Boxing Day |

and any other day proclaimed or declared by the Employer, Federal or Provincial Government as a holiday.

15.02 When Holiday Falls on Non-Working Day

When statutory holidays fall on a normal non-working day and no other day is declared in substitution thereof, employees shall receive a day off work in lieu of the holiday, at their regular rate of pay; such day off to be taken at the discretion of the Administrator within two (2) weeks following such a holiday.

15.03 While on Layoff

No employee is entitled to Statutory Holiday Pay for any such holiday which occurs while the employee is on layoff.

15.04 Holidays During Vacation

If a statutory or declared holiday falls or is observed during an employee's vacation period, he/she shall be granted an additional day's vacation for each such holiday in addition to his/her regular vacation time.

Except if he/she is on vacation, to be entitled to the holiday allowance, an employee must meet the following condition:

Work throughout his/her last scheduled working day immediately preceding the paid holiday and his/her first scheduled working day immediately following the paid holiday, or that his/her absence was due to illness or injury, banked overtime or flex day or approved paid or unpaid leave.

ARTICLE 16 ANNUAL VACATIONS

16.01 Definition of Vacation Year - Calendar Year

The term "vacation year", as used in this Agreement, shall mean the twelve (12) month period running from January 1st to December 31st of the current calendar year.

16.02 New Employees

During the first (1st) calendar year of his/her employment, an employee shall accumulate paid vacation entitlement on the basis of one and one-quarter (1¼) working days for each completed calendar month of employment to a maximum of fifteen (15) working days of vacation. A "completed calendar month" shall be defined as any month in which an employee has worked ten (10) days. By mutual agreement between the Employer and the employee and subject to Article 16.06 such earned vacation may be taken during the first (1st) calendar year of employment and payment for same shall be at the employee's rate of pay as at the time he/she takes his/her vacation.

16.03 Anniversary Date

On December 31st of their first (1st) year, employees are credited with first (1st) anniversary date, regardless of when employment commenced in the previous twelve (12) months.

16.04 Vacation Entitlement

Employees who have completed one or more continuous years of service shall be entitled to annual vacations with pay as follows:

| | |
|--------------------------|----------------------------|
| One (1) – five (5) years | fifteen (15) days/year |
| Six (6) years | sixteen (16) days/year |
| Seven (7) years | seventeen (17) days/year |
| Eight (8) years | eighteen (18) days/year |
| Nine (9) years | nineteen (19) days/year |
| Ten (10) years | twenty (20) days/year |
| Fifteen (15) years | twenty-five (25) days/year |
| Twenty-one (21) years | thirty (30) days/year |

For purposes of annual vacation entitlement, the credited anniversary date shall apply.

16.05 Employees on Long Term Disability / WCB

Employees will not accrue vacation entitlement while on Long Term Disability or while on Workers' Compensation exceeding twenty-six (26) weeks.

16.06 Preference in Vacations

Provided the work schedule permits, all employees shall be granted the vacation period preferred by the employee, at such time as may be mutually agreed upon by the Employer and the employee.

16.07 Illness During Vacation

Sick leave may be substituted for vacation where it can be established by the employee that an illness or accident occurred while on vacation. Employees may then schedule their remaining vacation by agreement with the Employer.

16.08 Entitlement on Termination

Any employee whose employment has terminated shall receive full vacation entitlement earned the current year, less any such vacation previously taken, and whatever appropriate vacation entitlement earned during his/her final year of employment.

ARTICLE 17 TECHNOLOGICAL CHANGE

17.01 Introduce or Intend to Introduce

Should the Employer introduce, or intend to introduce a technological change as defined in the Labour Relations Code, that affects the terms and conditions, or security of employment of a number of employees to whom this Collective Agreement applies, either party may refer the matter to Arbitration as per the conditions and provisions of Article 11.

ARTICLE 18 LEAVE OF ABSENCE

18.01 For Union Business

The Employer agrees that, where permission has been granted by the Employer to a representative of the Union to leave his/her employment temporarily in order to carry on negotiations with the Employer, or with respect to a grievance, he/she shall suffer no loss of pay for time so spent. Provided, however, the employee shall be responsible for notifying the Department Head concerned.

18.02 Union Conventions

Leave of absence up to a maximum of ten (10) working days per year for one (1) delegate, with pay, subject to reimbursement by the Union and without loss of seniority, shall be granted upon request in writing from the Union to the Employer to an employee elected or appointed to represent the Union at Union Conventions and a reply in writing will be given within three (3) calendar days after such request has been made. Such requests shall be submitted not less than two (2) weeks prior to the commencement of the leave of absence.

18.03 Bereavement Leave

In the event of a death in the immediate family of an employee, or an employee's spouse, the Employer shall grant a maximum of three (3) regularly scheduled consecutive work days leave without loss of pay or benefits. Additional leave of absence with pay for travel may be granted by the Administrator. "Immediate family" shall mean: spouse, child, step-child, parents, brother, sister, grandparents, grandchild, step parent, foster child, foster parent, aunt, uncle, niece, nephew and fiancée; and the employee's mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law and brother-in-law.

A maximum of two (2) additional days leave without loss of pay or benefits will be granted in the event of the death of an employee's spouse or child.

A maximum of two (2) additional days leave without loss of pay or benefits will be granted in the event the death occurred out-of-province.

One half (1/2) day shall be granted without loss of salary or wages to attend a funeral as a pallbearer, provided such employee has the approval of his/her Supervisor.

18.04 Leave for Elected Positions

Any employee who is elected or selected for a full or part-time position with the Union, or anybody with which the Union is affiliated, or who is elected to public office shall be granted leave of absence without loss of seniority by the Employer for a period of one (1) year. Such leave shall be renewed each year during his/her term of office.

18.05 General Leave

The Employer may grant leave of absence without pay and without loss of seniority to a maximum of six (6) months to any employee requesting such leave for good and sufficient cause; such request to be in writing and submitted to the Employer.

18.06 Jury Duty or Court Witness

A full time or part time employee required to serve as a juror or obey a subpoena as a court witness shall be granted leave with pay. The employee shall provide proof of such required service and shall pay to the Employer any fees received for such service.

18.07 Maternity/Parental Leave

- 1) A pregnant employee who requests leave under this section is entitled to up to seventeen (17) weeks of unpaid leave
 - a) Beginning
 - i) no earlier than eleven (11) weeks before the expected birth date, and
 - b) ending
 - i) no earlier than six (6) weeks after the actual birth date, unless the employee requests a shorter period, and
 - ii) no later than seventeen (17) weeks after the actual birth date.
- 2) An employee who requests leave under this section after the birth of a child or the termination of a pregnancy is entitled to up to six (6) consecutive weeks of unpaid leave beginning on the date of the birth or of the termination of the pregnancy.
- 3) An employee is entitled to up to six (6) additional consecutive weeks of unpaid leave if, for reasons related to the birth or the termination of the pregnancy, she is unable to return to work when her leave ends under subsection 1 or 2.
- 4) A request for leave must
 - i) Be given in writing to the employer,
 - ii) If the request is made during the pregnancy, be given to the employer at least four (4) weeks before the day the employee proposes to begin leave, and
 - iii) If required by the employer, be accompanied by a medical practitioner's certificate stating the expected or actual birth date or the date the pregnancy terminated or stating the reasons for requesting additional leave under subsection 3.
- 5) A request for a shorter period under subsection 1 (b) i. must
 - i) Be given in writing to the employer at least one (1) week before the date the employee proposes to return to work, and

- ii) If required by the employer be accompanied by a medical practitioner's certificate stating the employee is able to resume work.
- 6) An employee who requests parental leave under this section is entitled to,
- i) For a birth mother who takes leave under paragraphs 1-5 above in relation to the birth of the child or children with respect to whom the parental leave is to be taken, up to thirty-five (35) consecutive weeks of unpaid leave beginning immediately after the end of the leave taken under the above unless the employer and employee agree otherwise.
 - ii) For a birth mother who does not take leave under paragraphs 1-5 above in relation to the birth of the child or children with respect to whom the parental leave is to be taken, up to thirty-seven (37) consecutive weeks of unpaid leave beginning after the child's birth and within fifty-two (52) weeks after that event,
 - iii) For a birth father, up to thirty-seven (37) consecutive weeks of unpaid leave beginning after the child's birth and within fifty-two (52) weeks after that event, and
 - iv) For an adopting parent, up to thirty-seven (37) consecutive weeks beginning within fifty-two (52) weeks after the child is placed with the parent.
- 7) If the child has a physical, psychological or emotional condition requiring an additional period of parental care, the employee is entitled to up to five (5) additional weeks of unpaid leave, beginning immediately after the end of the leave taken under paragraph 6.
- 8) A request for leave must
- i) Be given in writing to the employer,
 - ii) If the request is for leave under paragraph 6 (a), (b) or (c), be given to the employer at least four (4) weeks before the employee proposes to begin leave, and
 - iii) If required by the employer, be accompanied by a medical practitioner's certificate or evidence of the employee's entitlement to leave.
- 9) An employee's combined entitlement to leave under this article is limited to fifty-two (52) weeks plus any additional leave the employee is entitled to under paragraph 3 or 7 of this article.
- 10) Employer May Require Employee to Take Leave

Where an employee is unable to be reasonably accommodated, the Employer may require an employee to commence a leave of absence under Article 18.07 where the duties of the employee cannot reasonably be performed because of the pregnancy and to continue the leave of absence until the employee provides a certificate from a medical practitioner stating that she is able to perform her duties.

11) Employment Deemed Continuous

The services of an employee who is absent from work in accordance with Article 18.07 shall be considered continuous for the purpose of this Agreement and any pension, medical or other plan beneficial to the employee, and the Employer shall continue to make payment to the plan in the same manner as if the employee were not absent where:

- i) The Employer pays the total cost of the plan, or
- ii) The employee elects to continue to pay her/his share of the cost of a plan that is paid for jointly by the Employer and the employee.

12) Reinstatement

- i) An employee who resumes employment on the expiration of the leave of absence granted in accordance with Article 18.07 shall be reinstated in all respects by the Employer in the position previously occupied by the employee, or in a comparable position, and with all increments to wages and benefits to which the employee would have been entitled had the leave not been taken.
- ii) Where the Employer has suspended or discontinued operations during the leave of absence granted under Article 18.07 and has not resumed operation on the expiry of the leave of absence, the Employer shall, on resumption of operations and subject to seniority provisions in this Collective Agreement, comply with Article 18.07 – 12(i).

13) Prohibition

- i) The Employer shall not:
 - terminate an employee, or
 - change a condition of employment of an employee without the employee's written consent because of an absence authorized under Article 18.07 or because of the employee's pregnancy, unless the employee has been absent for a period exceeding that permitted under Article 18.07.
- ii) The burden of proving that:
 - the termination of an employee, or
 - a change in a condition of employment of the employee without the employee's written consent is not because of an absence authorized by Article 18.07 or because of an employee's pregnancy, is on the Employer.

14) All disputes under Article 18.07 will be subject to the normal Grievance Procedure.

18.08 Compassionate Leave

Compassionate leave, including leave in the event of the illness of an employee's spouse or child, where no one at home other than the employee can provide for the needs of the spouse or child during illness, is to be taken under the provisions of Article 21, and shall be charged as an occurrence in accordance with Article 21.

Such leave, in a less serious illness situation, is intended to provide sufficient time for the employee to arrange for a care taker for the ill spouse/child at the earliest point in time. The employee shall return to work upon concluding such arrangement.

ARTICLE 19 PAYMENT OF WAGES AND ALLOWANCES

19.01 Pay Days

The Employer shall pay all employees bi-weekly in accordance with Schedule "A" attached hereto.

19.02 Expenses

Employees shall be entitled to expenses.

All staff members on Columbia Shuswap Regional District business must have the approval of their Supervisor prior to any expenses being incurred.

ARTICLE 20 TRANSFER AND NEW CLASSIFICATION RATES

20.01 Higher Paid Classification

- a) In the event of an employee being temporarily assigned by the Administrator to a higher paid classification, the employee shall receive the higher rate for such classification provided he/she has worked in that position in excess of seven (7) working days; such higher rate to be paid retroactively to the date of the assignment.
- b) In the event a salaried employee is promoted or temporarily assigned to a higher rated classification where a graduated salary range is provided he/she shall be paid at least the rate in the salary range for the classification to which he/she is promoted or temporarily assigned which is next higher than his/her present rate.

20.02 Lower Paid Classification

In the event an employee is required to transfer temporarily to a lower paid classification such employee shall suffer no reduction in wages.

20.03 New Classifications

The Employer may institute new classifications in addition to those listed in Schedule "A". Should any such new classification be instituted, the Employer shall establish the rate for same and shall submit the classification and rate to the Union in writing and, in addition, shall post the classification and rate in the manner required by Article 10. Within thirty (30) calendar days of such submission and posting, the Union may, if it deems necessary, request to meet with the Employer to review the classification and rate and, if mutual agreement cannot be reached, the difference may be referred to arbitration under the provisions of Article 11. Any change in rate resulting from discussion between the Employer and the Union, or following a reference to arbitration, shall be retroactive to the date the new classification was instituted by the Employer.

20.04 Changed Classification

If the Union claims that the duties of an existing classification have been changed to an extent sufficient to alter the classification and/or rate, the Union may request to meet with the Employer to review the classification and/or rate. If within thirty (30) calendar days of the submission of such request, which shall be in writing, mutual agreement cannot be reached, the difference may be referred to arbitration under the provisions of Article 11. Any change in rate resulting from discussion between the Employer and the Union, or following a reference to arbitration, shall be retroactive to the date the Union submitted its request to the Employer.

20.05 Abandonment

If the Union does not request to meet with the Employer to review the classification and rate within thirty (30) calendar days, as provided for in Article 20.03, or if the Union does not refer the difference, if any, to arbitration within thirty (30) calendar days, as provided for in Article 20.04, then the difference, if any, shall be deemed to be abandoned and all rights of recourse to arbitration shall be at an end.

20.06 Extension of Time Limits

The time limits referred to in this Article may be extended by mutual agreement of the Employer and the Union in writing.

ARTICLE 21 SICK LEAVE

21.01 Sick Leave Defined

Sick leave means the number of working days an employee is permitted to be absent from work without loss of pay due to illness or accident for which compensation is not available under the provisions of the Workers' Compensation Act.

21.02**Sick Leave Entitlement**

Employees shall be entitled to earn sick leave credits at the rate of one and one half (1½) days per month for each calendar month for which the employee receives at least ten (10) days pay. Unused sick leave may be accumulated by an employee up to a maximum of one hundred fifty (150) working days.

At least one (1) day per month (twelve (12) days per year) shall be maintained to be used only in cases of employee illness or injury.

21.03**Sick Leave Year Defined**

For the purposes of calculation, the sick leave year shall be January 1st to December 31st. Each January 1st, employees shall be credited with eighteen (18) days of earned sick leave credits or prorated for newly hired employees during the calendar year.

21.04**Advanced Sick Leave**

Where an employee has been granted more sick leave credits than the employee has earned, based on the employee's length of continuous service with the Employer, the advanced sick leave credits shall be deducted from any sick leave credits subsequently earned per month by the employee.

21.05**Medical Certificate**

As a condition of receiving paid sick leave, the Administrator may require the employee concerned to produce a certificate from a duly qualified medical practitioner covering the entire period of absence certifying that the employee was unable to work due to illness or accident.

21.06**Terminated Employee**

When an employee terminates his/her service and has been granted more sick leave with pay than he/she has earned, the employee shall have deducted from any monies owing by the Employer, the equivalent cost of the paid sick leave granted but unearned.

21.07**Workers' Compensation**

An employee prevented from performing his/her regular work with the Employer on account of an occupational accident or illness that is recognized by the Workers' Compensation Board as compensable within the meaning of the Compensation Act shall receive from the Employer the difference between the amount payable by the Workers' Compensation Board and his/her normal net take home pay. The amount paid shall be deducted from the accumulated sick leave of the employee.

In the event that the Workers' Compensation Board rejects a claim, or during a period of Workers' Compensation Board delay prior to accepting a claim, the Employer will pay full regular earnings to the employee for as long a period as the employee has vacation, overtime, or other banked credits. Where the Workers' Compensation Board subsequently accepts the employee's claim, the employee's pay shall be recalculated, retroactively, for the period of the claim.

An employee shall not earn sick leave credits while on Workers' Compensation.

21.08

Return to Work

In any case where an employee has been absent due to illness or injury for a period of time in excess of one (1) month, the employee shall provide his/her Supervisor with notice of intent to return to work as follows:

- a) One (1) to Six (6) months -Two (2) days notice;
- b) Six (6) to Eighteen (18) months leave - One (1) week notice;
- c) Eighteen (18) months or more leave - One (1) month notice.

ARTICLE 22 MUNICIPAL PENSION PLAN AND BENEFITS

22.01 Pension (Municipal) Act

The Pension (Municipal) Act applies to the Employer and its employees. The Employer, in addition to its own contributions on his/her behalf, shall deduct from the wages or salary of each employee, as a condition of his/her continued employment, the contributions required of him/her under the provisions of the Pension (Municipal) Act.

22.02 Benefits

The Employer participates in and provides the following benefits for eligible employees:

a) Medical Services Plan

Each eligible employee shall be enrolled in the above Plan at no cost to the employee.

b) Extended Health Benefits

Each eligible employee shall be enrolled in the above Plan at no cost to the employee. Payment of routine eye exams once each two years (2) to a maximum benefit of sixty-five (\$65) dollars per person.

Hearing aids one thousand (\$1,000) dollars per five (5) years

Vision Care four hundred (\$400) dollars per two (2) years

Physio/Massage four hundred (\$400) dollars

Chiropractor/Naturopath four hundred (\$400) dollars

Acupuncture four hundred (\$400) dollars

c) Group Life and Accidental Death and Dismemberment Insurance

Each eligible employee shall be enrolled in the above Plan at no cost to the employee.

d) Dental Plan

Each eligible employee shall be enrolled in the above Plan at no cost to the employee. The following are the basic provisions of the dental plan:

- i) Basic Dental Service (Plan "A") one hundred (100%) percent of approved schedule of fees

- ii) Eighty (80%) percent of Plan "B"
- iii) Orthodontics (Plan "C") - Plan pays sixty-five (65%) percent of approved schedule of fees to a maximum lifetime limit of five thousand (\$5,000) dollars.

e) **Long Term Disability**

Each eligible employee shall be enrolled in the above Plan at no cost to the employee.

22.03 General Principles

- i) Participation in the above mentioned benefits shall be mandatory except where coverage is provided by the spouse.
- ii) Coverage during layoff or leave of absence will be in accordance with the terms of the Employer's insurance policies provided the employee is prepared to pay the cost of all premiums by making the necessary arrangement with the Employer for payment.

ARTICLE 23 GENERAL CONDITIONS

23.01 Bulletin Boards

The Employer shall provide bulletin boards in all shops and offices upon which the Union shall have the right to post notices of meetings and such other notices as may be of interest to employees. Such bulletin boards shall be placed in a prominent place for all employees to see.

23.02 Notices

Any notice required to be given personally or to the Employer under the terms of this Agreement shall be given by mail addressed to the Employer at PO Box 978, Salmon Arm, British Columbia, V1E 4P1.

Any notice to be given personally or to the Union under the terms of this Agreement, shall be given by mail addressed to the Secretary of the Union at CUPE Local 1908, Box 2435, Salmon Arm, British Columbia, V1E 4R4 and the Unit Chair through internal mail.

When either party changes its address, it shall notify the other in writing.

23.03 Meetings on Employer's Property

If (1) one or more representatives of the National Union wish to speak to Local Union Officials on the Employer's property concerning a grievance or other official business of the Union, they shall first obtain permission from the Administrator of the Employer or his/her authorized delegate. Such permission shall not be unreasonably withheld.

23.04 Part Time Payment in Lieu of Fringe Benefits

All employees who are presently employed as part time employees shall be paid in-lieu payments of eighteen percent (18%) of all vacation and fringe benefits plus statutory holiday pay on the basis of the average hours worked per day on the ten (10) working days immediately preceding the statutory holiday.

23.05 Casual Employees

The Employer may hire casual employees for a specified period of time to fill a position which is available due to extra workloads or to the absence of an employee through illness, accident, vacation or approved leave of absence. Extra workload shall mean a specific project with a definite end date that has been identified up front by the requesting department. Any position occupied by a casual employee shall be assumed by the person normally holding the position upon their return from leave. Casual employees shall not accrue seniority, are excluded from Article 8.04, and shall not be entitled to any of the benefits including Articles 16, 21 and 22. Casual employees shall receive in-lieu payments of eighteen percent (18%) of all vacation and fringe benefits plus statutory holiday pay on the basis of the average hours worked per day on the ten (10) working days immediately preceding the statutory holiday. All other terms of the Agreement shall apply.

23.06 Third Party Liability

The issue of recovery of money by an employee from a third party as compensation for an accidental bodily injury or illness shall be referred to the Joint Consultation Committee.

23.07 Singular Used

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

ARTICLE 24 TERM OF AGREEMENT

24.01 Term of Agreement

This Agreement, unless changed by mutual consent of both parties hereto, shall be in force and effect from and after January 1, 2015, and up to and including December 31, 2020 thereafter from year to year unless either party to this Agreement gives notice to commence Collective Bargaining in accordance with the provisions of the Labour Relations Code. During the period of collective bargaining the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this 11th day of August, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT



Chair



Chief Administrative Officer

ON BEHALF OF:

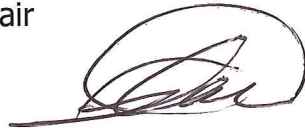
CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908



President



Unit Chair



National Representative

SCHEDULE "A"

COLUMBIA SHUSWAP REGIONAL DISTRICT

- 1) The anniversary date for the purposes of Schedule "A" shall be defined as:
 - a) In the case of a new employee, as one (1) year from the date he/she commenced employment with the Employer.
 - b) In the case of an employee who has been assigned to a new position and has successfully completed the trial period, the anniversary date shall be one (1) year from the date he/she commenced employment in the new position.
- 2) In the event an employee is promoted from one position to another position, the Employer agrees that the employee being promoted shall not, after completion of his/her trial period receive a salary less than what the employee was receiving in his/her previous position.
- 3) Provided however, that the Employer shall have the option of accelerating an employee on the basis of the employee's proficiency.

The above provisions shall in no way affect the seniority provisions as otherwise provided in this Agreement.

SCHEDULE "A"

Bi-Weekly Rates – Step 1 to Step 7

3 Step Positions: Step 1 – 1st Year; Step 2 – 2nd Year; Step 3 – 3rd Year;

5 Step Positions: Step 1 – 3 months; Step 2 - next 9 months; Step 3 – 2nd Year Step 4 – 3rd Year Step 5 – 4th Year.

| CLASSIFICATION | PAY GRADE | STEP | JAN 1/14 | JAN 1/15 | JULY 1/15 | JAN 1/16 | JULY 1/16 | JAN 1/17 | JULY 1/17 | JAN 1/18 | JULY 1/18 | JAN 1/19 | JULY 1/19 | JAN 1/20 | JULY 1/20 |
|--------------------------|-----------|------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| | | | 2% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% |
| Receptionist | 1 | 1 | \$1,378.03 | \$1,388.37 | \$1,405.72 | \$1,416.26 | \$1,433.96 | \$1,444.71 | \$1,462.77 | \$1,473.74 | \$1,492.16 | \$1,503.35 | \$1,522.14 | \$1,533.56 | \$1,552.73 |
| | | 2 | \$1,499.84 | \$1,511.09 | \$1,529.98 | \$1,541.45 | \$1,560.72 | \$1,572.43 | \$1,592.09 | \$1,604.03 | \$1,624.08 | \$1,636.26 | \$1,656.71 | \$1,669.14 | \$1,690.00 |
| | | 3 | \$1,620.82 | \$1,632.98 | \$1,653.39 | \$1,665.79 | \$1,686.61 | \$1,699.26 | \$1,720.50 | \$1,733.40 | \$1,755.07 | \$1,768.23 | \$1,790.33 | \$1,803.76 | \$1,826.31 |
| Public Information Clerk | 2 | 1 | \$1,408.08 | \$1,418.64 | \$1,436.37 | \$1,447.14 | \$1,465.23 | \$1,476.22 | \$1,494.67 | \$1,505.88 | \$1,524.70 | \$1,536.14 | \$1,555.34 | \$1,567.01 | \$1,586.60 |
| | | 2 | \$1,529.02 | \$1,540.49 | \$1,559.75 | \$1,571.45 | \$1,591.09 | \$1,603.02 | \$1,623.06 | \$1,635.23 | \$1,655.67 | \$1,668.09 | \$1,688.94 | \$1,701.61 | \$1,722.88 |
| | | 3 | \$1,652.50 | \$1,664.89 | \$1,685.70 | \$1,698.34 | \$1,719.57 | \$1,732.47 | \$1,754.13 | \$1,767.29 | \$1,789.38 | \$1,802.80 | \$1,825.34 | \$1,839.03 | \$1,862.02 |
| | 3 | 1 | \$1,482.54 | \$1,493.66 | \$1,512.33 | \$1,523.67 | \$1,542.72 | \$1,554.29 | \$1,573.72 | \$1,585.52 | \$1,605.34 | \$1,617.38 | \$1,637.60 | \$1,649.88 | \$1,670.50 |
| | | 2 | \$1,585.30 | \$1,597.19 | \$1,617.15 | \$1,629.28 | \$1,649.65 | \$1,662.02 | \$1,682.80 | \$1,695.42 | \$1,716.61 | \$1,729.48 | \$1,751.10 | \$1,764.23 | \$1,786.28 |
| | | 3 | \$1,687.97 | \$1,700.63 | \$1,721.89 | \$1,734.80 | \$1,756.49 | \$1,769.66 | \$1,791.78 | \$1,805.22 | \$1,827.79 | \$1,841.50 | \$1,864.52 | \$1,878.50 | \$1,901.98 |
| | 4 | 1 | \$1,529.02 | \$1,540.49 | \$1,559.75 | \$1,571.45 | \$1,591.09 | \$1,603.02 | \$1,623.06 | \$1,635.23 | \$1,655.67 | \$1,668.09 | \$1,688.94 | \$1,701.61 | \$1,722.88 |
| | | 2 | \$1,652.50 | \$1,664.89 | \$1,685.70 | \$1,698.34 | \$1,719.57 | \$1,732.47 | \$1,754.13 | \$1,767.29 | \$1,789.38 | \$1,802.80 | \$1,825.34 | \$1,839.03 | \$1,862.02 |
| | | 3 | \$1,774.32 | \$1,787.63 | \$1,809.98 | \$1,823.55 | \$1,846.34 | \$1,860.19 | \$1,883.44 | \$1,897.57 | \$1,921.29 | \$1,935.70 | \$1,959.90 | \$1,974.60 | \$1,999.28 |
| Accounting Clerk I | 5 | 1 | \$1,590.77 | \$1,602.70 | \$1,622.73 | \$1,634.90 | \$1,655.34 | \$1,667.76 | \$1,688.61 | \$1,701.27 | \$1,722.54 | \$1,735.46 | \$1,757.15 | \$1,770.33 | \$1,792.46 |
| Administrative Clerk | | | | | | | | | | | | | | | |
| Clerical Assistant: | | | | | | | | | | | | | | | |
| Services | | 2 | \$1,712.60 | \$1,725.44 | \$1,747.01 | \$1,760.11 | \$1,782.11 | \$1,795.48 | \$1,817.92 | \$1,831.55 | \$1,854.44 | \$1,868.35 | \$1,891.70 | \$1,905.89 | \$1,929.71 |
| *Ops Mgmt | | 3 | \$1,833.57 | \$1,847.32 | \$1,870.41 | \$1,884.44 | \$1,908.00 | \$1,922.31 | \$1,946.34 | \$1,960.94 | \$1,985.45 | \$2,000.34 | \$2,025.34 | \$2,040.53 | \$2,066.04 |
| *Parks & Recreation | | | | | | | | | | | | | | | |
| *Tourism/Ec. Dev | | | | | | | | | | | | | | | |
| | 6 | 1 | \$1,717.58 | \$1,730.46 | \$1,752.09 | \$1,765.23 | \$1,787.30 | \$1,800.70 | \$1,823.21 | \$1,836.88 | \$1,859.84 | \$1,873.79 | \$1,897.21 | \$1,911.44 | \$1,935.33 |
| | | 2 | \$1,806.04 | \$1,819.59 | \$1,842.33 | \$1,856.15 | \$1,879.35 | \$1,893.45 | \$1,917.12 | \$1,931.50 | \$1,955.64 | \$1,970.31 | \$1,994.94 | \$2,009.90 | \$2,035.02 |
| | | 3 | \$1,888.71 | \$1,902.88 | \$1,926.67 | \$1,941.12 | \$1,965.38 | \$1,980.12 | \$2,004.87 | \$2,019.91 | \$2,045.16 | \$2,060.50 | \$2,086.26 | \$2,101.91 | \$2,128.18 |
| G.I.S. Technician I | 7 | 1 | \$1,750.13 | \$1,763.26 | \$1,785.30 | \$1,798.69 | \$1,821.17 | \$1,834.83 | \$1,857.77 | \$1,871.70 | \$1,895.10 | \$1,909.31 | \$1,933.18 | \$1,947.68 | \$1,972.03 |
| | | 2 | \$1,869.40 | \$1,883.42 | \$1,906.96 | \$1,921.26 | \$1,945.28 | \$1,959.87 | \$1,984.37 | \$1,999.25 | \$2,024.24 | \$2,039.42 | \$2,064.91 | \$2,080.40 | \$2,106.41 |
| | | 3 | \$1,934.61 | \$1,949.12 | \$1,973.48 | \$1,988.28 | \$2,013.13 | \$2,028.23 | \$2,053.58 | \$2,068.98 | \$2,094.84 | \$2,110.55 | \$2,136.93 | \$2,152.96 | \$2,179.87 |

SCHEDULE "A"

Bi-Weekly Rates – Step 8 to Step 11

3 Step Positions: Step 1 – 1st Year; Step 2 – 2nd Year; Step 3 – 3rd Year;

5 Step Positions: Step 1 – 3 months; Step 2 - next 9 months; Step 3 – 2nd Year Step 4 – 3rd Year Step 5 – 4th Year.

| CLASSIFICATION | PAY GRADE | STEP | JAN | JAN | JULY | JAN | JULY | JAN | JULY | JAN | JULY | JAN | JULY | JAN | JULY |
|---|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| | | | 1/14 | 1/15 | 1/15 | 1/16 | 1/16 | 1/17 | 1/17 | 1/18 | 1/18 | 1/19 | 1/19 | 1/20 | 1/20 |
| | | | 2% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% |
| Accounting Clerk II Film Commission / Ec Dev Assistant Financial Services Assistant I Ops Mgmt Admin Assistant I Planning Assistant I S.E.P Assistant Webmaster / Communications Tech Works Services Assistant | 8 | 1 | \$1,752.31 | \$1,765.45 | \$1,787.52 | \$1,800.93 | \$1,823.44 | \$1,837.12 | \$1,860.08 | \$1,874.03 | \$1,897.46 | \$1,911.69 | \$1,935.59 | \$1,950.11 | \$1,974.49 |
| 2 | | \$1,876.63 | \$1,890.70 | \$1,914.33 | \$1,928.69 | \$1,952.80 | \$1,967.45 | \$1,992.04 | \$2,006.98 | \$2,032.07 | \$2,047.31 | \$2,072.90 | \$2,088.45 | \$2,114.56 | |
| 3 | | \$1,991.56 | \$2,006.50 | \$2,031.58 | \$2,046.82 | \$2,072.41 | \$2,087.95 | \$2,114.05 | \$2,129.91 | \$2,156.53 | \$2,172.70 | \$2,199.86 | \$2,216.36 | \$2,244.06 | |
| | | | | | | | | | | | | | | | |
| G.I.S Technician II Financial Services Assistant II Ops Mgmt Admin Assistant II Tourism Marketing Coordinator | 9 | 1 | \$1,851.01 | \$1,864.89 | \$1,888.20 | \$1,902.36 | \$1,926.14 | \$1,940.59 | \$1,964.85 | \$1,979.59 | \$2,004.33 | \$2,019.36 | \$2,044.60 | \$2,059.93 | \$2,085.68 |
| 2 | | \$1,992.78 | \$2,007.73 | \$2,032.83 | \$2,048.08 | \$2,073.68 | \$2,089.23 | \$2,115.35 | \$2,131.22 | \$2,157.86 | \$2,174.04 | \$2,201.22 | \$2,217.73 | \$2,245.45 | |
| 3 | | \$2,123.18 | \$2,139.10 | \$2,165.84 | \$2,182.08 | \$2,209.36 | \$2,225.93 | \$2,253.75 | \$2,270.65 | \$2,299.03 | \$2,316.27 | \$2,345.22 | \$2,362.81 | \$2,392.35 | |
| | | | | | | | | | | | | | | | |
| I.S. Assistant | 10 | 1 | \$1,888.72 | \$1,902.89 | \$1,926.68 | \$1,941.13 | \$1,965.39 | \$1,980.13 | \$2,004.88 | \$2,019.92 | \$2,045.17 | \$2,060.51 | \$2,086.27 | \$2,101.92 | \$2,128.19 |
| 2 | | \$1,950.44 | \$1,965.07 | \$1,989.63 | \$2,004.55 | \$2,029.61 | \$2,044.83 | \$2,070.39 | \$2,085.92 | \$2,111.99 | \$2,127.83 | \$2,154.43 | \$2,170.59 | \$2,197.72 | |
| 3 | | \$2,010.49 | \$2,025.57 | \$2,050.89 | \$2,066.27 | \$2,092.10 | \$2,107.79 | \$2,134.14 | \$2,150.15 | \$2,177.03 | \$2,193.36 | \$2,220.78 | \$2,237.44 | \$2,265.41 | |
| 4 | | \$2,072.25 | \$2,087.79 | \$2,113.89 | \$2,129.74 | \$2,156.36 | \$2,172.53 | \$2,199.69 | \$2,216.19 | \$2,243.89 | \$2,260.72 | \$2,288.98 | \$2,306.15 | \$2,334.98 | |
| 5 | | \$2,133.98 | \$2,149.98 | \$2,176.85 | \$2,193.18 | \$2,220.59 | \$2,237.24 | \$2,265.21 | \$2,282.20 | \$2,310.73 | \$2,328.06 | \$2,357.16 | \$2,374.84 | \$2,404.53 | |
| | | | | | | | | | | | | | | | |
| Community Parks & Rec Assistant Work Services Technician I Development Services Assistant I Noxious Weed Inspector Waste Reduction Facilitator | 11 | 1 | \$2,011.50 | \$2,026.59 | \$2,051.92 | \$2,067.31 | \$2,093.15 | \$2,108.85 | \$2,135.21 | \$2,151.22 | \$2,178.11 | \$2,194.45 | \$2,221.88 | \$2,238.54 | \$2,266.52 |
| 2 | | \$2,165.38 | \$2,181.62 | \$2,208.89 | \$2,225.46 | \$2,253.28 | \$2,270.18 | \$2,298.56 | \$2,315.80 | \$2,344.75 | \$2,362.34 | \$2,391.87 | \$2,409.81 | \$2,439.93 | |
| 3 | | \$2,304.61 | \$2,321.89 | \$2,350.91 | \$2,368.54 | \$2,398.15 | \$2,416.14 | \$2,446.34 | \$2,464.69 | \$2,495.50 | \$2,514.22 | \$2,545.65 | \$2,564.74 | \$2,596.80 | |

SCHEDULE "A"

Bi-Weekly Rates – Step 12 to Step 15

3 Step Positions: Step 1 – 1st Year; Step 2 – 2nd Year; Step 3 – 3rd Year;

5 Step Positions: Step 1 – 3 months; Step 2 - next 9 months; Step 3 – 2nd Year Step 4 – 3rd Year Step 5 – 4th Year.

| CLASSIFICATION | PAY GRADE | STEP | JAN 1/14 2% | JAN 1/15 0.75% | JULY 1/15 1.25% | JAN 1/16 0.75% | JULY 1/16 1.25% | JAN 1/17 0.75% | JULY 1/17 1.25% | JAN 1/18 0.75% | JULY 1/18 1.25% | JAN 1/19 0.75% | JULY 1/19 1.25% | JAN 1/20 0.75% | JULY 1/20 1.25% |
|--|-----------|------|----------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|
| G.I.S. Technologist I | 12 | 1 | \$2,195.72 | \$2,212.19 | \$2,239.84 | \$2,256.64 | \$2,284.85 | \$2,301.99 | \$2,330.76 | \$2,348.24 | \$2,377.59 | \$2,395.42 | \$2,425.36 | \$2,443.55 | \$2,474.09 |
| I.S. Technician | | 2 | \$2,316.69 | \$2,334.07 | \$2,363.25 | \$2,380.97 | \$2,410.73 | \$2,428.81 | \$2,459.17 | \$2,477.61 | \$2,508.58 | \$2,527.39 | \$2,558.98 | \$2,578.17 | \$2,610.40 |
| Development Services Assist II | | 3 | \$2,435.99 | \$2,454.26 | \$2,484.94 | \$2,503.58 | \$2,534.87 | \$2,553.88 | \$2,585.80 | \$2,605.19 | \$2,637.75 | \$2,657.53 | \$2,690.75 | \$2,710.93 | \$2,744.82 |
| Ops Mgmt Field Technician | | | | | | | | | | | | | | | |
| Planning Technician | 13 | 1 | \$2,236.61 | \$2,253.38 | \$2,281.55 | \$2,298.66 | \$2,327.39 | \$2,344.85 | \$2,374.16 | \$2,391.97 | \$2,421.87 | \$2,440.03 | \$2,470.53 | \$2,489.06 | \$2,520.17 |
| Community Parks & Rec Operator | | 2 | \$2,298.33 | \$2,315.57 | \$2,344.51 | \$2,362.09 | \$2,391.62 | \$2,409.56 | \$2,439.68 | \$2,457.98 | \$2,488.70 | \$2,507.37 | \$2,538.71 | \$2,557.75 | \$2,589.72 |
| | | 3 | \$2,360.08 | \$2,377.78 | \$2,407.50 | \$2,425.56 | \$2,455.88 | \$2,474.30 | \$2,505.23 | \$2,524.02 | \$2,555.57 | \$2,574.74 | \$2,606.92 | \$2,626.47 | \$2,659.30 |
| | | 4 | \$2,420.14 | \$2,438.29 | \$2,468.77 | \$2,487.29 | \$2,518.38 | \$2,537.27 | \$2,568.99 | \$2,588.26 | \$2,620.61 | \$2,640.26 | \$2,673.26 | \$2,693.31 | \$2,726.98 |
| | | 5 | \$2,481.92 | \$2,500.53 | \$2,531.79 | \$2,550.78 | \$2,582.66 | \$2,602.03 | \$2,634.56 | \$2,654.32 | \$2,687.50 | \$2,707.66 | \$2,741.51 | \$2,762.07 | \$2,796.60 |
| Building Inspector | 14 | 1 | \$2,217.90 | \$2,234.53 | \$2,262.46 | \$2,279.43 | \$2,307.92 | \$2,325.23 | \$2,354.30 | \$2,371.96 | \$2,401.61 | \$2,419.62 | \$2,449.87 | \$2,468.24 | \$2,499.09 |
| Bylaw Enforcement Officer | | 2 | \$2,342.49 | \$2,360.06 | \$2,389.56 | \$2,407.48 | \$2,437.57 | \$2,455.85 | \$2,486.55 | \$2,505.20 | \$2,536.52 | \$2,555.54 | \$2,587.48 | \$2,606.89 | \$2,639.48 |
| Works Services Technician II | | 3 | \$2,500.69 | \$2,519.45 | \$2,550.94 | \$2,570.07 | \$2,602.20 | \$2,621.72 | \$2,654.49 | \$2,674.40 | \$2,707.83 | \$2,728.14 | \$2,762.24 | \$2,782.96 | \$2,817.75 |
| Planner I | 15 | | | | | | | | | | | | | | |
| Administrative Services Coordinator - Ops Mgmt | | | | | | | | | | | | | | | |
| Community Parks & Rec Coordinator | | 1 | \$2,294.48 | \$2,311.69 | \$2,340.59 | \$2,358.14 | \$2,387.62 | \$2,405.53 | \$2,435.60 | \$2,453.87 | \$2,484.54 | \$2,503.17 | \$2,534.46 | \$2,553.47 | \$2,585.39 |
| G.I.S Technologist II | | 2 | \$2,416.95 | \$2,435.08 | \$2,465.52 | \$2,484.01 | \$2,515.06 | \$2,533.92 | \$2,565.59 | \$2,584.83 | \$2,617.14 | \$2,636.77 | \$2,669.73 | \$2,689.75 | \$2,723.37 |
| I.T./G.I.S. Coordinator | | 3 | \$2,571.18 | \$2,590.46 | \$2,622.84 | \$2,642.51 | \$2,675.54 | \$2,695.61 | \$2,729.31 | \$2,749.78 | \$2,784.15 | \$2,805.03 | \$2,840.09 | \$2,861.39 | \$2,897.16 |
| Waste Mgmt Facilities Superintendent | | | | | | | | | | | | | | | |

SCHEDULE "A"

Bi-Weekly Rates – Step 16 to Step 19

3 Step Positions: Step 1 – 1st Year; Step 2 – 2nd Year; Step 3 – 3rd Year;

5 Step Positions: Step 1 – 3 months; Step 2 - next 9 months; Step 3 – 2nd Year Step 4 – 3rd Year Step 5 – 4th Year.

| CLASSIFICATION | PAY GRADE | STEP | JAN 1/14 2% | JAN 1/15 0.75% | JULY 1/15 1.25% | JAN 1/16 0.75% | JULY 1/16 1.25% | JAN 1/17 0.75% | JULY 1/17 1.25% | JAN 1/18 0.75% | JULY 1/18 1.25% | JAN 1/19 0.75% | JULY 1/19 1.25% | JAN 1/20 0.75% | JULY 1/20 1.25% |
|----------------------------------|-----------|------|----------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|
| Assistant Regional Fire Chief | 16 | 1 | \$2,393.68 | \$2,411.63 | \$2,441.78 | \$2,460.09 | \$2,490.84 | \$2,509.52 | \$2,540.89 | \$2,559.95 | \$2,591.95 | \$2,611.39 | \$2,644.03 | \$2,663.86 | \$2,697.16 |
| Senior Planner I | | 2 | \$2,521.46 | \$2,540.37 | \$2,572.12 | \$2,591.41 | \$2,623.80 | \$2,643.48 | \$2,676.52 | \$2,696.59 | \$2,730.30 | \$2,750.78 | \$2,785.16 | \$2,806.05 | \$2,841.13 |
| Community Parks & Rec Planner I | | 3 | \$2,682.35 | \$2,702.47 | \$2,736.25 | \$2,756.77 | \$2,791.23 | \$2,812.16 | \$2,847.31 | \$2,868.66 | \$2,904.52 | \$2,926.30 | \$2,962.88 | \$2,985.10 | \$3,022.41 |
| Utilities Coordinator | | | | | | | | | | | | | | | |
| Planner II | 17 | 1 | \$2,505.62 | \$2,524.41 | \$2,555.97 | \$2,575.14 | \$2,607.33 | \$2,626.88 | \$2,659.72 | \$2,679.67 | \$2,713.17 | \$2,733.52 | \$2,767.69 | \$2,788.45 | \$2,823.31 |
| | | 2 | \$2,655.96 | \$2,675.88 | \$2,709.33 | \$2,729.65 | \$2,763.77 | \$2,784.50 | \$2,819.31 | \$2,840.45 | \$2,875.96 | \$2,897.53 | \$2,933.75 | \$2,955.75 | \$2,992.70 |
| | | 3 | \$2,784.02 | \$2,804.90 | \$2,839.96 | \$2,861.26 | \$2,897.03 | \$2,918.76 | \$2,955.24 | \$2,977.40 | \$3,014.62 | \$3,037.23 | \$3,075.20 | \$3,098.26 | \$3,136.99 |
| Fire Services Coordinator | 18 | 1 | \$2,556.20 | \$2,575.37 | \$2,607.56 | \$2,627.12 | \$2,659.96 | \$2,679.91 | \$2,713.41 | \$2,733.76 | \$2,767.93 | \$2,788.69 | \$2,823.55 | \$2,844.73 | \$2,880.29 |
| Emergency Coordinator (S.E.P.) | | 2 | \$2,666.41 | \$2,686.41 | \$2,719.99 | \$2,740.39 | \$2,774.64 | \$2,795.45 | \$2,830.39 | \$2,851.62 | \$2,887.27 | \$2,908.92 | \$2,945.28 | \$2,967.37 | \$3,004.46 |
| | | 3 | \$2,808.44 | \$2,829.50 | \$2,864.87 | \$2,886.36 | \$2,922.44 | \$2,944.36 | \$2,981.16 | \$3,003.52 | \$3,041.06 | \$3,063.87 | \$3,102.17 | \$3,125.44 | \$3,164.51 |
| Senior Planner II | 19 | 1 | \$2,830.41 | \$2,851.64 | \$2,887.29 | \$2,908.94 | \$2,945.30 | \$2,967.39 | \$3,004.48 | \$3,027.01 | \$3,064.85 | \$3,087.84 | \$3,126.44 | \$3,149.89 | \$3,189.26 |
| Community Parks & Rec Planner II | | 2 | \$3,000.25 | \$3,022.75 | \$3,060.53 | \$3,083.48 | \$3,122.02 | \$3,145.44 | \$3,184.76 | \$3,208.65 | \$3,248.76 | \$3,273.13 | \$3,314.04 | \$3,338.90 | \$3,380.64 |
| | | 3 | \$3,201.63 | \$3,225.64 | \$3,265.96 | \$3,290.45 | \$3,331.58 | \$3,356.57 | \$3,398.53 | \$3,424.02 | \$3,466.82 | \$3,492.82 | \$3,536.48 | \$3,563.00 | \$3,607.54 |

SCHEDULE "A"

Bi-Weekly Rates – Inside (35 hr/wk) / Outside Workers (40 hr/wk)

3 Step Positions: Step 1 – 1st Year; Step 2 – 2nd Year; Step 3 – 3rd Year;

5 Step Positions: Step 1 – 3 months; Step 2 - next 9 months; Step 3 – 2nd Year Step 4 – 3rd Year Step 5 – 4th Year.

| CLASSIFICATION | JAN | JAN | JULY | JAN | JULY | JAN | JULY | JAN | JULY | JAN | JULY | JAN | JULY |
|---|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| | 1/14 | 1/15 | 1/15 | 1/16 | 1/16 | 1/17 | 1/17 | 1/18 | 1/18 | 1/19 | 1/19 | 1/20 | 1/20 |
| | 2% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% | 0.75% | 1.25% |
| INSIDE WORKERS - 35 HOURS / WEEK | | | | | | | | | | | | | |
| Class I (High School or 1st Year University) | \$996.74 | \$1,004.22 | \$1,016.77 | \$1,024.40 | \$1,037.21 | \$1,044.99 | \$1,058.05 | \$1,065.99 | \$1,079.31 | \$1,087.40 | \$1,100.99 | \$1,109.25 | \$1,123.12 |
| Class II (2nd Year University or higher) | \$1,032.59 | \$1,040.33 | \$1,053.33 | \$1,061.23 | \$1,074.50 | \$1,082.56 | \$1,096.09 | \$1,104.31 | \$1,118.11 | \$1,126.50 | \$1,140.58 | \$1,149.13 | \$1,163.49 |
| Class III (Special Qualifications) | \$1,193.64 | \$1,202.59 | \$1,217.62 | \$1,226.75 | \$1,242.08 | \$1,251.40 | \$1,267.04 | \$1,276.54 | \$1,292.50 | \$1,302.19 | \$1,318.47 | \$1,328.36 | \$1,344.96 |
| OUTSIDE WORKERS - 40 HOURS / WEEK | | | | | | | | | | | | | |
| Class I (General Labourer, Surveyors, Monitors) | \$1,212.66 | \$1,221.75 | \$1,237.02 | \$1,246.30 | \$1,261.88 | \$1,271.34 | \$1,287.23 | \$1,296.88 | \$1,313.09 | \$1,322.94 | \$1,339.48 | \$1,349.53 | \$1,366.40 |
| Class I (Weed Control, Pesticide App. License) | \$1,393.89 | \$1,404.34 | \$1,421.89 | \$1,432.55 | \$1,450.46 | \$1,461.34 | \$1,479.61 | \$1,490.71 | \$1,509.34 | \$1,520.66 | \$1,539.67 | \$1,551.22 | \$1,570.61 |
| Crew Member | \$1,571.67 | \$1,583.46 | \$1,603.25 | \$1,615.27 | \$1,635.46 | \$1,647.73 | \$1,668.33 | \$1,680.84 | \$1,701.85 | \$1,714.61 | \$1,736.04 | \$1,749.06 | \$1,770.92 |
| Crew Lead | \$1,693.26 | \$1,705.96 | \$1,727.28 | \$1,740.23 | \$1,761.98 | \$1,775.19 | \$1,797.38 | \$1,810.86 | \$1,833.50 | \$1,847.25 | \$1,870.34 | \$1,884.37 | \$1,907.92 |
| Engineering Aide I | \$1,735.51 | \$1,748.53 | \$1,770.39 | \$1,783.67 | \$1,805.97 | \$1,819.51 | \$1,842.25 | \$1,856.07 | \$1,879.27 | \$1,893.36 | \$1,917.03 | \$1,931.41 | \$1,955.55 |
| Machine Operator I | \$1,939.34 | \$1,953.89 | \$1,978.31 | \$1,993.15 | \$2,018.06 | \$2,033.20 | \$2,058.62 | \$2,074.06 | \$2,099.99 | \$2,115.74 | \$2,142.19 | \$2,158.26 | \$2,185.24 |
| Machine Operator II | \$2,000.99 | \$2,016.00 | \$2,041.20 | \$2,056.51 | \$2,082.22 | \$2,097.84 | \$2,124.06 | \$2,139.99 | \$2,166.74 | \$2,182.99 | \$2,210.28 | \$2,226.86 | \$2,254.70 |
| Machine Operator III | \$2,067.24 | \$2,082.74 | \$2,108.77 | \$2,124.59 | \$2,151.15 | \$2,167.28 | \$2,194.37 | \$2,210.83 | \$2,238.47 | \$2,255.26 | \$2,283.45 | \$2,300.58 | \$2,329.34 |

NOTES:

Diver Pay Premium – Twelve (\$12.00) dollars per hour

Shift Differential – Fifty (\$0.50) cents per hour

Machine Operator I advances to Machine Operator II after five hundred (500) hours machine operation for CSR.D.

LETTER OF UNDERSTANDING #1

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: All Grant Workers and Summer Students

The parties to the Collective Agreement agree as follows on the above-mentioned employees.

- 1) All Grant Workers and Summer Students shall not gain seniority or be entitled to recall from layoff unless they have been employed for a period of four (4) consecutive months or longer. Such employees retained beyond four (4) consecutive months in any one (1) year will have their seniority back-dated to their original date of hiring.


These seniority provisions may be extended by mutual agreement between the parties.

- 2) All other terms of this Collective Agreement shall apply to Grant Workers and Summer Students.
- 3) The Rates of Pay and benefits shall be negotiated between the Regional District and the Union.


IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this 11th day of August, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT



Chair




Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908



President



Unit Chair



National Representative

Revised: January 1, 1999
Renewed: January 1, 2011
Renewed: January 1, 2015

LETTER OF UNDERSTANDING #2

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: Job Training

The parties agree that, where operational requirements present a need and opportunity for on the job training and where it is economical and efficient to undertake such training, the Employer will post such opportunity in a manner to inform employees in the bargaining unit.

It is understood that, where training is provided, employees eligible for training must be currently working in the occupational group within which training is available.

Where a training opportunity becomes available and more than one (1) employee indicates an interest in acquiring that training, the Employer will assess qualifications, skills, ability, knowledge and previously demonstrated initiative to acquire training, relative to the classification being trained for; and where all else is equal, seniority would prevail.

The parties intend that training is provided as a means whereby employees can improve their qualifications in the event of a vacancy arising, in the future. Training of employees should not be utilized to circumvent the seniority or promotion provisions of the collective agreement.

The above process also applies to employees being displaced by the contracting out of their jobs.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this 11th day of August, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT

Rhona Mack
Chair

E A Smith
Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908

[Signature]
President

[Signature]
Unit Chair

[Signature]
National Representative

Revised: January 1, 1999
Renewed: January 1, 2011
Renewed: January 1, 2015

LETTER OF UNDERSTANDING #3

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: Milfoil Control Program Employees

The parties agree because of the seasonal and repetitive nature of the work related to the Milfoil Control Program that:

- a) Milfoil Control Program employees will be considered as part-time and have their seniority calculated in accordance with Article 8.05.
- b) Milfoil Control Program employees will not be entitled to any benefits, including Articles 16, 21, and 22.
- c) Milfoil Control Program employees will receive current in lieu payments in place of all vacation and benefits; plus statutory holiday pay on the basis of the average hours worked per day on the ten (10) working days immediately preceding the statutory holiday.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this *11th* day of *August*, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT

Rhona Martin

Chair

E.A. Hamilton

Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908

[Signature]

President

C. Doherty

Unit Chair

[Signature]

National Representative

Revised: January 1, 2003
Renewed: January 1, 2011
Renewed: January 1, 2015

LETTER OF UNDERSTANDING #4

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: Milfoil Control Program

The parties agree that the following provisions will apply to all employees working under the Milfoil Control Program:

- 1) The Hours of Work for Milfoil Control Program employees may fluctuate between thirty-five (35) – forty (40) hours per week and will remain flexible by mutual agreement between the employee and the Employer.
- 2) All employees working in the Milfoil Control Program will be entitled to five (5) working days layoff notice or pay in lieu of such notice.
- 3) Where required by the Workers' Compensation Board and designated by the Employer to act as a First Aid Attendant, employees shall receive a premium equivalent to the premium paid by the City of Kelowna.
- 4) Either party may cancel this Letter by giving thirty (30) days written notice to the other Party.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this *11th* day of *August*, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT

Rhona Martin

Chair

E.A. Hunter

Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908

Neil Loh

President

C. O'Cherty

Unit Chair

[Signature]

National Representative

Revised: January 1, 1999
January 1, 2003
Renewed: January 1, 2011
Renewed: January 1, 2015

LETTER OF UNDERSTANDING #5

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: Compressed Hours of Work

- 1) The Joint Labour/Management Committee agrees to review the issue of Compressed Hours of Work.
- 2) Where it can be established that:
 - a) service is not reduced;
 - b) costs are not increased;
 - c) staffing levels are not increased;
 - d) it is not disruptive to the morale of staff in other departments,

Then implementation of the Compressed Hours of Work may be agreed to under such terms as the Joint Committee mutually agrees. It is further agreed that a decision to decline or discontinue a Compressed Hours of Work schedule is not grievable.

This Letter effective the first (1st) day of January, 2011.

- 3) Employees will work an additional thirty (30) minutes per day, from 4:00 pm and 4:30 pm Monday thru Thursday. The thirty (30) minutes per day will be credited to a bank of hours in order to provide on a rotating schedule every fourth (4th) Monday off with pay.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this 11th day of August, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT



Chair



Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908



President



Unit Chair



National Representative

Revised: January 1, 2011
Renewed: January 1, 2015

LETTER OF UNDERSTANDING #6

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: Standby (On-Call) Pay

The parties agree that the following provisions will apply to all employees scheduled to be on standby:

STANDBY (ON-CALL)

All employees who are scheduled to be on standby at a time or times other than their regular working hours shall be paid a premium for each day they are on standby, as follows:

- a) Two (2) hours' pay at the employee's regular rate of pay for each normal work day on which the employee was on standby and also worked the regular seven (7) hour shift, in addition to call-back pay as earned under Article 14.06;
- b) Two (2) hours' pay at the employee's regular rate of pay for each day of rest or statutory holiday on which the employee was on standby, in addition to callout pay as earned under Article 14.06;
- c) Such premiums shall be paid in accordance with Article 14.05.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this 11th day of August, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT



Chair



Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908



President



Unit Chair



National Representative

Renewed: January 1, 2011
Renewed: January 1, 2015

LETTER OF UNDERSTANDING #7

BETWEEN

THE COLUMBIA-SHUSWAP REGIONAL DISTRICT

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 1908

RE: Employee Categories

The Parties agree in principle to the inclusion of employee categories. Given the intricacies and subtle differences between the job categories the Joint Consultation Committee, will meet within six (6) months of the signing of this agreement, with a view to finalizing the various employee categories and formalizing in a letter of understanding.

IN WITNESS WHEREOF the parties hereto, by their authorized representatives, have affixed their signatures hereto on this *11th* day of *August*, 2016.

ON BEHALF OF:

COLUMBIA SHUSWAP
REGIONAL DISTRICT

Rhona Mertz

Chair

C. A. Hansen

Chief Administrative Officer

ON BEHALF OF:

CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 1908

Neil Loh

President

C. Doherty

Unit Chair

[Signature]

National Representative

Renewed: January 1, 2015