

2022

MEMORANDUM OF AGREEMENT

between the

CITY OF PITT MEADOWS

and the

PITT MEADOWS FIREFIGHTERS' ASSOCIATION, LOCAL 4810 OF THE IAFF

THE UNDERSIGNED BARGAINING REPRESENTATIVES, ACTING ON BEHALF OF THE CITY OF PITT MEADOWS (hereinafter called "the Employer"), AGREE TO RECOMMEND TO THE PITT MEADOWS CITY COUNCIL;

AND

THE UNDERSIGNED BARGAINING REPRESENTATIVES ACTING ON BEHALF OF THE PITT MEADOWS FIREFIGHTERS' ASSOCIATION, LOCAL 4810 OF THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS, (hereinafter called "the Union"), AGREE TO RECOMMEND TO THE UNION MEMBERSHIP;

THAT THEIR COLLECTIVE AGREEMENT COMMENCING 2022 JANUARY 01 AND EXPIRING 2024 DECEMBER 31 (hereinafter called the "new Collective Agreement"), SHALL CONSIST OF THE FOLLOWING:

**1. Previous Conditions**

All of the terms of the 2020-2021 Collective Agreement continue except as specifically varied below.

**2. Term of Agreement**

The term of the new Collective Agreement shall be for three (3) years from 2022 January 01 to 2024 December 31, both dates inclusive. Subsections (2) and (3) of Section 50 of the Labour Relations Code shall be specifically excluded from and shall not apply to the new Collective Agreement.

**3. General Wage Increase(s)**

The Employer and the Union agree that the new Collective Agreement shall reflect wage adjustments as follows:

- (a) Effective 2022 January 01, the monthly 4<sup>th</sup> year Firefighter rate in effect on 2021 December 31<sup>st</sup> shall be increased by three and one-half percent (3.5%) and be rounded to the nearest whole dollar. All other existing rank indices shall be maintained.

- (b) Effective 2023 January 01, the monthly 4<sup>th</sup> year Firefighter rate in effect on 2022 December 31<sup>st</sup> shall be increased by four and one-half percent (4.50%) and be rounded to the nearest whole dollar. All other existing rank indices shall be maintained.
- (c) Effective 2024 January 01, the monthly 4<sup>th</sup> year Firefighter rate in effect on 2023 December 31<sup>st</sup> shall be increased by four and one-half percent (4.50%) and be rounded to the nearest whole dollar. All other existing rank indices shall be maintained.

Retroactive payments arising from (a), (b), and (c) will be made as soon as possible following the date of ratification of this Memorandum of Agreement. Retroactivity will be applied to all hours worked under the Voluntary Extra Duty Letter of Understanding.

#### **4. Article 2 – Coverage**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to rename Article 2 as “Coverage and Definitions.” The Parties further agree to renumber the existing Article 2 as Article 2(a) and to add Article 2(b) and (c) to read as follows:

- (b) “The Employer has the sole and exclusive right to manage its operations and staff, except as expressly limited by this agreement, by statute, or by arbitral jurisprudence.
- (c) Definitions:
  - (i) “AGREEMENT” shall mean this Collective Agreement between the City and the Union as defined under the *Labour Relations Code* and the *Fire and Police Services Collective Bargaining Act*.
  - (ii) “CAPTAIN” means an employee appointed as Captain and includes, when necessary, the person acting in such capacity that has completed NFPA Fire Officer 2 and the department's Officer Development Process.
  - (iii) “CHIEF” or “FIRE CHIEF” means the person appointed by the City to be in charge of Pitt Meadows Fire Rescue and includes the Deputy Chief when acting in the position of “Chief” or “Fire Chief” or any person to whom the Fire Chief delegates their responsibilities under this agreement.
  - (iv) “DAY” means a 24-hour period of time commencing at midnight.
  - (v) “DEPARTMENT” or “FIRE DEPARTMENT” when used in this Agreement, means Pitt Meadows Fire Rescue
  - (vi) “DUTY SHIFT” means, for the purposes of calculating pay entitlement, vacation, sick credit, a twelve hour (12) shift for Suppression Employees and a ten (10) hour shift for Non-Suppression Employees.
  - (vii) “EMPLOYEE” shall mean an employee of the City of Pitt Meadows who is within the unit of employees for whom the IAFF 4810 has been certified as bargaining authority for.

- (viii) "EMPLOYER" shall mean the City of Pitt Meadows
- (ix) "NON-SUPPRESSION EMPLOYEE" is an employee who is primarily deployed in activities other than response to emergency calls.
- (x) "OFFICER" means an employee with a rank designation of Captain including that of acting Captain.
- (xi) "SUPPRESSION EMPLOYEE" is an employee who is primarily deployed to respond to emergency calls and perform related duties.
- (xii) "UNION" shall mean the Pitt Meadows Firefighters, Local 4810 of the International Association of Firefighters.

**5. Article 3 – Union Security**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to amend Article 3(a) to read as follows:

"All present employees who are now members of the Union shall remain members of the Union. All new employees shall immediately become members of the union upon commencing employment. All employees who become members of the Union shall remain members of the Union as a condition employment provided that no employee shall be deprived of employment by reason of loss of membership in the Union for reasons other than failure to pay the regular Union dues that all other members of the Union are required to pay to the Union."

The Employer and the Union further agree that Article 3(b) shall remain unchanged and that Article 3(c) and 3(d) shall be added to read as follows:

- "c) The Employer will rely primarily upon full-time employees to perform bargaining unit work. Non-bargaining unit employees will be used only in suppression and non-suppression firefighting roles on an auxiliary basis to support department operations except as otherwise agreed upon between the parties.
- d) Before any work routinely performed by bargaining unit members is contracted out, the Employer will provide a reasonable period of time to consult with the Union and to give consideration to alternatives that the Union may propose."

**6. Article 5 – Acting Pay**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 5 to read as follows:

- "(a) Any employee covered by this Agreement who is required by the Fire Chief (or designate) to take on the responsibilities and duties of a higher rank than their own shall be compensated at the higher rank's rate while performing those duties. However, if the

employee accepts shifts outside of the acting assignment, those shifts will not be paid at the acting rate. Sick leave and vacation taken during an acting assignment shall be paid at the employee's normal rate of pay unless the acting assignment is longer than thirty days in duration.

- (b) When a temporary officer vacancy lasting more than thirty (30) days occurs, the Employer may fill the position for a defined period following the procedures outlined in Article 9. A bargaining unit employee will be used when needed to backfill the vacancy caused by the employee moving into the acting assignment. Once the temporary appointment ends, all affected firefighters will return to their original ranks and shift positions.
- (c) An employee acting in a higher rank for longer than thirty (30) days prior to vacation or sick leave shall have any vacation or sick leave credits taken during that acting period paid at the acting pay rate."

**7. Article 6 – Temporary Out-of-Scope Assignment**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 6 to change the title to "Temporary Assignments" and to read as follows:

- "(a) Temporary Out-of-Scope Assignment
  - (i) When an employee is temporarily assigned by the Employer to a position outside the scope of this Collective Agreement, the employee shall be paid at the lowest salary step of the senior position which provides a minimum increase of ten percent (10%) over the employee's regular rate of pay, provided however, that the rate shall not exceed the top salary step of the senior position.
  - (ii) An employee who is temporarily assigned to an out-of-scope position shall continue to accrue seniority for up to twelve (12) months; thereafter the employee shall maintain but not accrue seniority until the employee returns to their regular duties.
- (b) Acting as a Duty Officer
  - (i) When an employee is temporarily assigned by the Employer to be the On-Call Duty Chief, the employee shall be compensated at a premium of one (1) hour of the Duty Chief hourly rate for every eight (8) hours of on-call time. When called out to act in the capacity of Duty Chief, the employee shall receive 132% of the tenth-year firefighter rate for each hour worked rounded up to the next whole hour with a minimum of one hour.
  - (ii) The Duty Officer shall be provided with a fire department vehicle for the duration of each on-call period and will be expected to respond to incidents in a command capacity, including provision of support to non-emergency incidents when requested by firefighters on scene and ensure that the resulting documentation is completed."

**8. Article 7(b) – Trial Period**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to amend Article 7(b) to read as follows:

“On promotion or transfer of an employee to a new position, that employee shall serve a six (6) month trial period in the new position before being confirmed in the appointment. If the appointment is not confirmed, that employee shall revert to the previous position held or to a position of equal value for which the Employer deems the employee to be qualified. Where an employee is absent for an accumulated total of fifteen (15) or more working days during the trial period, the Employer may extend the trial period by the total number of working days the employee was absent. In the event an employee requests to be returned to their former position after the trial period has been completed, they may be returned if and when the Chief determines that it is operationally feasible to do so.”

**9. Article 8 – Seniority**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to amend Article 8(b) to read as follows:

“In cases where two (2) or more employees are engaged on the same date, the order of seniority shall be determined by the Fire Chief based on the employee’s previous service with Pitt Meadows Fire and Rescue Services. In the case of multiple employees being hired on the same day and having the same prior service with the Fire and Rescue Services, seniority will be determined by the employees’ age at the date of hire giving the oldest employee the highest seniority.”

**10. Article 9 – Promotions**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to amend Article 9 to read as follows:

- “(a) In making promotions to existing or new positions, first consideration shall be given to employees. In promotional decisions, the skill, knowledge, ability and capacity for leadership of the applicants shall be the primary consideration. When qualified candidates meet the standards established by the Employer, seniority as a full-time employee in the City of Pitt Meadows Fire and Rescue Services shall be the determining factor.
- (b) To prepare for promotion or career advancement within the bargaining unit, all employees shall be given a fair and equitable opportunity to receive training and education towards the required qualifications on the basis of seniority.”

**11. Article 11.02 – Standard Work Week – Non-Suppression Employees**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to add a new Article 11.02 “Standard Work Week – Non-Suppression Employees” to read as follows:

- a) “The standard work week for non-suppression employees will be four (4) consecutive ten-hour day shifts, scheduled between Monday and Friday.
- b) Out-side of a major incident, qualified non-suppression employees shall not be removed from their scheduled non suppression role to operate in a suppression capacity.
- c) Qualified non-suppression employees will be eligible for overtime in the suppression positions as per Article 11 of this collective agreement. When a non-suppression employee is required to work in suppression in response to an emergency call out, compensation will be based on their non-suppression rate of pay. A non-suppression employee who fills a vacancy in suppression shall be paid at their suppression rate of pay. “

Subsequent sub-clauses shall be renumbered accordingly.

**12. Article 11.05 – Application of Articles 11.02, 11.03 and 11.04**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to add a new Article 11.05(e) to read as follows:

“Attendance in administrative meetings does not constitute an extra shift and shall be compensated at straight time with a minimum of one hour.”

**13. Article 11.06 – Provision of Nourishment**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to add a new Article 11.06 Provision of Nourishment to read as follows:

“The City shall provide nourishment for Firefighters attending any major incident, the extent of nourishment to be at the discretion of the Fire Chief or the ranking Officer in the absence of the Fire Chief.”

**14. Article 12.02 – Extended Health Benefits Plan**

Effective the first day of the month following the ratification of the Memorandum of Agreement, the Employer and the Union agree to amend Article 12.02 to read as follows:

“Each full-time employee who is eligible for enrolment in the Extended Health Benefits Plan shall be enrolled under the plan commencing on the first day of the calendar month following the date of employment. The Extended Health Benefits Plan coverage is subject to the provisions of the Plan.

The Extended Health Care Plan has a lifetime maximum of one million dollars (\$1,000,000.00) per person, an annual deductible of one hundred dollars (\$100.00), and includes, among other benefits, coverage for vision care with a maximum payable of five hundred dollars (\$500.00) per person in a twenty-four (24) month period, eye exams payable at one hundred and fifty dollars (\$150.00) per person in a twenty-four (24) month period, laser eye surgery with a lifetime maximum of one thousand dollars (\$1,000) per eye, hearing aids at seven hundred and fifty dollars (\$750.00) per person in a five (5) year period, diabetic equipment and supplies, orthopedic shoes, and ostomy. The plan also includes total combined coverage of up to four thousand dollars (\$4,000.00) per person per calendar year for paramedical services and four thousand dollars (\$4,000.00) per person per calendar year for psychological services.”

**15. Article 12.03 – Dental Plan**

Effective the first day of the month following the ratification of the Memorandum of Agreement, the Employer and the Union agree to amend Article 12.03 to read as follows:

“The Dental Plan includes coverage for eligible expenses as follows, all subject to the provisions of the Plan:

- (a) Basic Dental Services (Plan ‘A’) - The Plan will pay for one hundred percent (100%) of the approved schedule of fees to a maximum of two thousand dollars (\$2,000) per year.
- (b) Prosthetics, Crowns, and Bridges (Plan ‘B’) - The Plan will pay for seventy percent (70%) of the approved schedule of fees to a maximum of four thousand dollars (\$4,000) per year.
- (c) Orthodontics (Plan ‘C’) - The Plan will pay for seventy percent (70%) of the approved schedule of fees to a lifetime maximum of six thousand five hundred dollars (\$6,500) dollars per eligible person covered.”

**16. Article 12.08 – Accumulated Sick Leave**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 12.08 to read as follows:

“(a) Sick Leave Credits

- (1) An employee shall earn sick leave credits on the basis of eighteen (18) hours per calendar month to a maximum accumulation of two thousand one-hundred and eighty-four (2,184) hours. Where sick leave credits are earned for less than a full calendar month, the credit shall be prorated.
- (2) Sick leave credits shall be allocated in advance at the beginning of each calendar year. New employees shall have prorated annual credits allocated on their first day of employment. These entitlements shall be inclusive of Illness and Injury Leave Entitlements under the *Employment Standards Act*.

- (3) A deduction shall be made from an employee's accumulated sick leave credits for all time absent on authorized paid sick leave.
- (4) An employee shall receive their regular hourly rate of pay for all hours absent on authorized sick leave for as long as the employee has unused sick leave credits.
- (5) An employee who is unable to report to work due to illness shall notify their supervisor prior to the beginning of each shift.
- (6) Allocated sick leave credits shall be adjusted for any unpaid leave of absence. Sick leave credits earned by an employee who is absent on sick leave shall not be credited to the employee unless the employee returns to work for at least forty-eight (48) consecutive working hours.

(b) Sick Leave Certification

Any person requesting sick leave with pay under 12.08(a) or sick leave without pay may be required to produce a certificate from a duly qualified physician licensed to practice in the Province of British Columbia certifying that such person is unable to carry out their assigned duties due to illness. The Employer may require the employee to have a Functional Abilities Assessment completed by the employee's physician who is licensed to practice in the Province of British Columbia. Where a Medical Assessment Form is required, or where the Employer requires the employee to attend an independent medical examination, the cost will be paid for by the Employer.

(c) Sick Leave Recovery

An employee who has received paid sick leave for injuries caused by a third party shall be obliged in the event such employee undertakes an action or makes a claim for recovery of damages against the third party, to seek recovery of the cost of continuation of wages and benefits, and shall be obliged to reimburse the Employer to the extent the employee succeeds in recovering lost wages and benefits less the proportionate cost of legal fees. The Employer shall reimburse the sick leave bank the amount of money paid out of sick leave on the employee's behalf in proportion to the total amount of money recovered. Without limiting the foregoing, this provision includes actions or claims made to ICBC.

(d) Family Illness

In case of illness of an immediate member of the family of an employee living in the home where no one is at home other than the employee who can provide for the needs of the ill person, the employee shall be entitled, after notifying the Fire Chief, to use a maximum of two (2) duty shifts of accumulated sick leave per calendar year for this purpose. However, the Employer may require proof of illness in case of illness of an immediate member of the family of an employee."



Though not to be included in the Collective Agreement, the Parties agree that that the Union's grievance relating to ESA S. 49 is withdrawn without further remedy.

**17. Article 12.09 – Pension**

Effective the date of ratification of the Memorandum of Agreement, and in lieu of adjustments to vacation pay due to changes in earnings throughout the year, the Employer and the Union agree to renumber the existing Article 12.09 as 12.09a) and to add Article 12.09b) to read as follows:

- “b) All employees shall receive a Savings Plan Adjustment of zero point five-six percent (0.56%) of pensionable earnings to be directed to a group TFSA at a financial institution of the Union's choice for a post-retirement benefits account. The only responsibility of the Employer is to transfer the funds in January of each year to a group tax free savings account. Payments will be recorded on each employee's biweekly pay cheque.”

**18. Article 12.11 – Health and Wellness**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to add Article 12.11 to read as follows:

- “The Employer and the Union will establish a health and wellness committee consisting of three (3) Union and three (3) Employer representative to provide oversight to departmental health and wellness initiatives.”

**19. Article 12.12 - Line of Duty Death Service**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to add Article 12.12 to read as follows:

- “The City will contribute up to two months of a 4<sup>th</sup> Year firefighter's salary towards the costs incurred to provide a full honors' Line of Duty Death Service for any active employee covered by this agreement whose death is declared by WorkSafe BC, or by mutual agreement between the Union and the City, to be a result of the work they performed as an employee of the City of Pitt Meadows. The service shall be in keeping with the IAFF and International Association of Fire Chiefs protocols as requested by surviving family members. The service, ceremony, and other events associated with the ceremony shall be coordinated by a committee consisting of a family liaison, a Local 4810 representative, a representative of the City of Pitt Meadows, and the Fire Chief or delegate.”

**20. Article 13 – Annual Vacation**

Effective January 1, 2025, the City and the Union agree to delete Article 13(i) Vacation Pay Adjustment and to replace the entirety of Article 13 with the following:

- “13.01 Suppression Employees

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

- (a) Employees leaving the service in less than twelve (12) months from the date of appointment shall be granted vacation pay in accordance with the *Employment Standards Act*;
- (b) In the first part calendar year of service, vacation will be granted on the basis of one-twelfth (1/12<sup>th</sup>) of eight (8) twelve (12) hour duty shifts for each month or portion of a month greater than one-half worked by 31 December;
- (c) During the second (2<sup>nd</sup>) calendar year of service – eight (8) twelve (12) hour duty shifts;
- (d) During the third (3<sup>rd</sup>) up to and including the ninth (9<sup>th</sup>) calendar year of service – fourteen (14) twelve (12) hour duty shifts;
- (e) During the tenth (10<sup>th</sup>) calendar year of service up to and including the fourteenth (14<sup>th</sup>) calendar year of service – eighteen (18) twelve (12) hour duty shifts;
- (f) During the fifteenth (15<sup>th</sup>) calendar year of service up to and including the twenty-fourth (24<sup>th</sup>) calendar year of service – nineteen (19) twelve (12) hour duty shifts;
- (g) During the twenty-fifth (25<sup>th</sup>) and all subsequent years of service – twenty-three (23) twelve (12) hour duty shifts.

#### 13.02 Non-Suppression Employees

Paid annual vacations for all Non-Suppression employees covered by this Agreement shall be allowed as follows:

- (a) Employees leaving the service in less than twelve (12) months from the date of appointment shall be granted vacation pay in accordance with the *Employment Standards Act*;
- (b) In the first part calendar year of service, vacation will be granted on the basis of 1/12<sup>th</sup> (one-twelfth) of thirteen (13) working days for each month or portion of a month greater than one-half (1/2) worked by 31 December;
- (c) During the second (2<sup>nd</sup>) calendar year of service – thirteen (13) working days;
- (d) During the third (3<sup>rd</sup>) up to and including the tenth (10<sup>th</sup>) calendar year of service – seventeen (17) working days;

- (e) During the eleventh (11<sup>th</sup>) calendar year of service up to and including the twenty-third (23<sup>rd</sup>) calendar year of service except during the twenty-first (21<sup>st</sup>) calendar year of service – twenty-one (21) working days;
- (f) During the twenty-first (21<sup>st</sup>) calendar year of service – twenty-four (24) working days;
- (g) During the twenty-fourth (24<sup>th</sup>) and all subsequent years of service – twenty-four (24) working days.

13.03 General

- (a) Employees who leave employment after completion of twelve (12) consecutive months of employment shall receive vacation for the calendar year in which termination occurs on the basis of one-twelfth (1/12) of their vacation entitlement for that year for each month or portion of a month greater than one-half (½) worked to the date of termination.
- (b) The Employer may provide pay in lieu of vacation for employees in their first part calendar year of employment.
- (c) In all cases of termination of employment for any reason other than retirement on the Municipal Pension Plan, adjustment will be made for any overpayment of vacation.
- (d) Employees who retire on the Municipal Pension Plan shall be entitled to vacation as follows:
  - (1) If retiring prior to April 1st, they shall receive ½ of their usual annual vacation;
  - (2) If retiring on or after April 1st, they shall be entitled to their usual annual vacation.
- (e) Employees who are absent on unpaid leave of absence shall have their annual vacation pay prorated on the basis of the total time absent.
- (f) For the purposes of this Agreement "calendar year" means the twelve-month period from January 01 to December 31 inclusive.
- (g) All annual vacation requests will be scheduled subject to operational requirements and approval of the Fire Chief or designate. Vacation shall be scheduled in blocks of four (4) shifts at a time. Allocations of less than a four (4) shift block of vacation shall not be pre-scheduled during annual vacation picks. These days shall be scheduled at a time mutually agreed upon between the Employer and the employee.
- (h) Vacation accrual is to be taken in time off on an annual basis. A maximum of ninety-six (96) hours vacation entitlement in any one year may be carried forward to the following year. Any vacation entitlement carried forward under this

provision will not be allowed to be carried beyond one (1) year and may be scheduled for the employee or paid in cash at the Fire Chief's discretion.

- (i) Vacation for Non-suppression employees will be based on total years of service for the department and not on total years of service in a non-suppression position."

The existing Article 13.03(i) Vacation Pay Adjustment will be deleted. Although not to be included in the Collective Agreement, the Employer and the Union agree that the vacation pay adjustments for 2024 shall be calculated and paid as per the Collective Agreement expiring December 31, 2021 using the revised 2024 rates of pay as per #3 above.

**21. Article 14 – Statutory Holidays**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 14 to read as follows:

- (a) "All employees are entitled to the following Statutory Holidays subject to the provisions of this Article:

New Year's Day	Labour Day
Family Day	National Day for Truth and Reconciliation
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
British Columbia Day	

and any other day declared by City Council or by the Federal or Provincial Government to be a Statutory Holiday.

- (b) (1) Employees engaged in a type of work required to be performed continuously and on every day, including Statutory Holidays, throughout the year shall receive in each calendar year time off equivalent to one (1) duty shift for each of the Statutory Holidays listed in paragraph (a) except as provided for under paragraph (b)(2).
- (2) Every employee covered by paragraph (b)(1) shall receive, during the first part calendar year of employment and during the final part calendar year of employment, time off equivalent to one (1) duty shift for each of the Statutory Holidays listed in paragraph (a) which occur during the employee's period of employment in such part calendar year.
- (c) Requests for time off in lieu of Statutory Holidays shall be submitted to the Fire Chief for approval. The Employer may pay employees cash in lieu of all or part of their first year's Statutory Holiday entitlement.
- (d) Any employee covered by paragraph (b) who is required work on any of the Statutory Holidays listed in paragraph (a) shall, in addition to the entitlement set forth in paragraph (b), be paid at the rate of one and one-half (1½) times the

regular hourly rate of the employee for all hours worked between the hours of 00:00 hours and 24:00 hours on such Statutory Holiday. The one and one-half (1½) times rate is comprised of the employee's regular straight time hourly rate plus an additional fifty percent (50%) premium."

**22. Article 15.01 Bereavement Leave**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 15.01 to read as follows:

**"15.01 Bereavement Leave**

- (a) An employee will be granted Bereavement Leave of up to four duty shifts without loss of pay in the event of the death of their spouse, including common-law spouse or partner, child, step-child, parent, step-parent, parent-in-law, sibling, sibling-in-law, grandparent, grandparent-in-law or grandchild.
- (b) Initiating bereavement leave is at the employee's discretion. Requests for leave under this Article shall be submitted to the Fire Chief.
- (c) An employee who qualifies for Bereavement Leave without loss of pay as referred to herein may be granted such leave when on annual vacation if approved by the Fire Chief. An employee who is absent on sick leave with or without pay or who is absent on WorkSafeBC, shall not be entitled to such Bereavement Leave without loss of pay.
- (d) Upon application to, and upon receiving the permission of the Fire Chief, an employee may be granted leave of up to one duty shift without loss of pay to attend a funeral as a pallbearer or a mourner in any case other than one covered herein."

**23. Article 15.02(c) – Nursing Firefighters**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 15.02(c) so that the existing language is numbered as Article 15.02(c)(1) and Article 15.02(c)(2) is added to read as follows:

- (2) "An Employee who is nursing or has a need to express breast milk shall be provided the following:
  - i. adequate time for this purpose, and,
  - ii. a safe space, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public."

**24. Article 21 – Uniforms**

Effective the date of ratification of this Memorandum of Agreement, the City and the Union agree to amend Article 21 to read as follows:

- (a) "The Employer shall provide employees with the following:
- (i) at date of hire and replaced annually:
    - a. Four (4) uniform shirts
    - b. Two (2) uniform pants
    - c. Four (4) t-shirts, and
    - d. One (1) job shirt.
  - (ii) at date of hire and replaced on an as needed basis:
    - a. One (1) waterproof seam-sealed service jacket to be replaced every five (5) years
    - b. One (1) fleece service jacket to be replaced every three (3) years
    - c. One (1) belt/buckle
    - d. One (1) dress tunic
    - e. One (1) dress pants
    - f. One (1) dress light blue shirt
    - g. Two (2) ties
    - h. One (1) dress uniform cap and badge
    - i. One (1) pair of uniform dress shoes.
  - (iii) Commencing in the second year of employment, the employee shall utilize the points system, with each firefighter allotted 400 points per calendar year commencing January 1.
  - (iv) Employees will be required to submit their clothing selections to management no later than March 1<sup>st</sup> of each year. Should an employee fail to submit their choices by this date, a standard uniform kit will be ordered, consisting of three (3) uniform shirts, three (3) pairs of uniform pants and three (3) t-shirts.
  - (v) Boots will be issued annually and will not form part of the aforementioned points system. Employees shall be provided with one (1) pair of standard station boots. Employees will be given the option of replacing the boots once every second year in order to obtain a higher-value pair of boots.
  - (vi) Any defective or damaged items will be evaluated by management on a case-by-case basis for replacement or repair.
  - (vii) All clothing items shall remain the property of the City of Pitt Meadows and shall be returned to the City by every employee leaving the service of the City excepting only those employees who leave the service through retirement under the Municipal Pension Plan.
  - (viii) The Fire Chief will convene a Union-Management Joint Uniform Committee annually in October of each year to review the uniforms and discuss additions or subtraction of items from the list and changes in point values with the mandate to maintain quality, provide greater flexibility to employees, and maintain or reduce uniform replacement costs.

- (ix) The employer shall provide cleaning services for all uniform items employees are required to wear on shift with the exception of t-shirts.

Clothing Item	Points Required
Uniform Shirt	40 Points
Uniform Pants	75 Points
T-shirt	20 Points
Job Shirt or Vest	100 Points
Toque	25 Points
Baseball Cap	25 Points
Mock Neck Shirt	25 Points
Work-out shorts	40 Points"

**25. Article 22 – Joint Labour-Management Committee**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to amend Article 22(a) to read as follows:

“A Joint Labour-Management Committee shall be established comprised of not more than three (3) representatives appointed by the Employer and not more than three (3) representatives to be appointed by the Union. The purpose of the Committee will be to meet and discuss miscellaneous matters related to employment as requested by either party. Employees shall suffer no loss of pay for attending Committee meetings. Additional costs incurred by backfill for attendance at Committee meetings or employees attending while off shift shall be borne by the Union. Meetings shall occur on a bi-monthly basis unless otherwise agreed to by the parties. Minutes of each meeting shall be distributed to each committee member as soon as possible following each meeting.”

Article 22(b) will remain unchanged.

**26. Schedule A – Wage Table**

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to add a Training Officer rate at one hundred and thirty percent (130%) of tenth year monthly rate and to increase the Captain rate from one hundred and twenty-two percent (122%) to one hundred and twenty-five percent (125%) of the tenth year monthly rate.

**27. Letters of Understanding**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to the following:

- a. Letter of Understanding – Hours of Duty (Appendix “A”) shall be deleted;
- b. Letter of Understanding – Extra Shifts (Existing) shall be deleted;

- c. Letter of Understanding – Officer Structure shall be deleted;
- d. Letter of Understanding – Voluntary Extra Duty shall be deleted;
- e. Letter of Understanding – Flex Firefighters shall be added as the new Appendix “A”;
- f. Letter of Understanding – 24 Hour Shift shall be added as the new Appendix “B”;
- g. Letter of Understanding – Platoon System shall be added as Appendix “C”;
- h. Letter of Understanding – Instructor Pool shall be added as Appendix “D”;
- i. Letter of Understanding – Extra Shifts (NEW) shall be added as Appendix “E”;
- j. Letter of Understanding – Training Officer Hours shall be added as Appendix “F”;
- k. Letter of Understanding – Officer Development Process shall be added as Appendix “G”.

**28. Bridging to Long-Term Disability**

Although not to be included in the Collective Agreement, the Employer and the Union agree to explore options to facilitate mutual aid between employees to provide greater income security during the qualification period prior to being eligible for long-term disability benefits.

**29. Housekeeping**

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to make the following amendments:

- (a) amend all references to “Fire Chief” to say “Fire Chief or designate” except where the Parties agree otherwise in the drafting of the Agreement;
- (b) amend the Collective Agreement to be gender neutral;
- (c) delete expired effective dates; and
- (d) any changes mutually agreed to between the parties during the drafting of the new Collective Agreement.

**30. Drafting of New Collective Agreement**

The Employer and the Union agree that in all instances where an amendment to the Collective Agreement is effective on a specific date, only the amendment shall appear in the new Collective Agreement together with a sentence referencing its effective date.

**31. Ratification**

The parties expressly agree that, upon the completed signing of this Memorandum of Agreement, the parties shall recommend the approval of this Memorandum to their respective principals and schedule the necessary meetings to ensure that their principals vote on the recommendations not later than thirty (30) calendar days from the date on which this Memorandum of Agreement is signed.

DATED this 18th day of December, 2024 in the CITY OF PITT MEADOWS.



BARGAINING REPRESENTATIVES ON BEHALF  
OF THE EMPLOYER:

*“Stephane Drolet”*

---

*“Stephanie St. Jean”*

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*“Chris Miley”*

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BARGAINING REPRESENTATIVES ON BEHALF  
OF THE UNION:

*“Brent Hannah”*

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*“Mark Davies”*

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*“Jon Coroliuc”*

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Appendix A

**LETTER OF UNDERSTANDING**

between the

**CITY OF PITT MEADOWS**  
(hereinafter “the Employer”)

and the

**INTERNATIONAL ASSOCIATION OF FIREFIGHTERS**  
**PITT MEADOWS FIREFIGHTERS’ UNION, LOCAL 4810**  
(hereinafter “the Union”)

**FLEX FIREFIGHTERS**

This Letter of Understanding is effective on the date it is signed and can only be terminated by mutual agreement between the parties.

1. The Collective Agreement provisions apply to the flex firefighters except as varied by this letter.
2. Flex firefighters shall be the four (4) least senior employees in suppression who are hired after the date of ratification of this agreement.
3. The Fire Chief may schedule and manage flex firefighters under the terms of this Letter of Understanding as need dictates and may delegate that responsibility. Flex firefighter shift patterns may vary from those of other suppression firefighters who are scheduled under the terms of the Collective Agreement.
4. Employees assigned to work as flex firefighters will be associated with a designated platoon. After they have completed six (6) months of service, their schedule may vary from the schedule of the platoon as determined by the Fire Chief or designate to meet operational needs.
5. Flex firefighters shall have their hours of work balanced over a fifty-six (56) day cycle comprised of three hundred and thirty-six (336) hours of work over seven (7) specific eight (8) day blocks. Should the Employer not schedule a flex firefighter for three hundred and thirty-six (336) hours in a cycle, they shall suffer no loss of pay or benefits. Hours worked in excess of three hundred and thirty-six (336) hours in a fifty-six (56) day cycle shall be compensated in accordance with Article 11 of the Collective Agreement and shall be subject to the established processes and procedures for backfill, shift extension, overtime and emergency call out.
6. Reasonable effort will be made to align the flex firefighter schedule with that of the platoon with which that flex firefighter is associated.
7. A flex firefighter who maintains a consistent schedule for an extended period of time due to a leave, a time durated appointment, or any other reason remains part of the flex pool.
8. Flex firefighters must be scheduled off duty for a minimum of two (2) calendar days every eight (8) day block. Reasonable effort will be made to schedule those two (2) days consecutively and

in alignment with the platoon with which the flex firefighter is associated and in accordance with the preference of the flex firefighter.

9. The flex firefighter will be attached to their associated platoon for the purposes of performance evaluation, scheduling vacations, and scheduling statutory holidays. Only one (1) flex fighter may be on scheduled vacation or scheduled statutory holidays at a time.
10. When a flex firefighter schedules four (4) shifts of vacation during an eight (8) day block, that firefighter may not be assigned shifts during that block. Additionally, the two (2) days immediately preceding that block and the two (2) days immediately following that block will be scheduled off-duty days for those respective blocks as per #7 above.
11. When a flex firefighter schedules twenty-four (24) hours of statutory holiday entitlement, that firefighter may not be assigned a shift during the twenty-four (24) hours succeeding that scheduled time off.
12. Flex firefighters will be provided with at least thirty (30) hours' notice of a change to their assigned shift. No additional compensation will be provided to a flex firefighter in the case of a change in their assigned shift except where the shift results in overtime as set out above.
13. Nothing in this agreement shall prevent the Employer from compelling flex firefighters to work necessary overtime or call out in an emergency in the same manner as other suppression firefighters.
14. Regardless of whether they remain among the four (4) least senior suppression firefighters, flex firefighters will be removed from the flex pool after completing forty-two (42) months of employment at which time they will be assigned to a shift or platoon and their hours will be scheduled in accordance with the Collective Agreement.
15. Once a firefighter has been removed from the flex pool, they shall not be returned to the flex pool.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

"Stephane Drolet"

Stephane Drolet – Fire Chief

"Stephanie St. Jean"

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

"Brent Hannah"

Brent Hannah - President

"Mark Davies"

Mark Davies – Vice President

"Jon Coroliuc"

Jon Coroliuc – Secretary

Appendix B

**LETTER OF UNDERSTANDING**

between the

CITY OF PITT MEADOWS

(hereinafter called the “Employer”)

and the

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4810

(hereinafter called the “Union”)

(Collectively, the “Parties”)

**RE: 24-HOUR SHIFT SCHEDULE**

This Letter of Understanding (LOU) is agreed upon without prejudice and without precedent to the interpretation or application of the Collective Agreement or any other agreements between the Parties. This LOU will not be disclosed or used by the Parties for future rights arbitrations except to enforce the terms of this LOU. Once agreed to, this LOU is admissible and may be relied on by the Parties at Interest Arbitration. This LOU is in effect upon ratification of the collective agreement that begins January 1, 2022. The parties agree to implement a twenty-four (24) hour shift schedule for a period of no less than twenty-four (24) months. After twenty-four months, this LOU may be terminated by either party with ninety (90) days’ written notice and will not be terminated without reasonable cause.

**A. Terms**

1. This Agreement applies only to Suppression Division employees of the Pitt Meadows Fire & Rescue Services Department.
2. The Collective Agreement applies to the Parties except otherwise expressly stated herein.
3. In the event of a conflict between this LOU and the Collective Agreement, this LOU supersedes the Collective Agreement only to the extent of the content specific to this LOU.
4. This LOU is based upon the principle that there is neither any additional salary nor benefit cost to the employer nor any reduction in the salaries or benefits received by employees as a result of this agreement.
5. Discussions related to a transition to a 24-hour shift schedule within the 2022 collective bargaining process are understood and agreed upon to be a function of the transparent notification to the Union of a change of practice process, and do not constitute a need for Union agreement for changes, additions or losses. The management rights or provision of privileges remains unchanged.
6. The Parties agree that there will be no additional cost to the Employer during the transition and that any additional hours worked during the transition as a result of this agreement will not incur additional pay, overtime, time off, or other forms of compensation. Efforts will be made to minimize any adverse impact to employees.

7. The Parties agree that all Suppression Division employees will transition to the new shift pattern beginning January 13, 2025 and that the transition will be completed within fourteen (14) days of the first platoon moving to the new shift. The transition will take no more than fourteen (14) days and efforts will be made to minimize any adverse impact to employees.
8. The Parties agree and it is understood the move to a 24-hour shift schedule may impact employees experiencing Occupational or Non-Occupational medical or health conditions. Employees on alternate duties and graduated return to work programs may not be working a 24-hour shift schedule. The Parties understand and reaffirm mutual understanding of the Employer right to adjust schedules to accommodate alternate, modified, or graduated return to duty and all other steps deemed necessary, except as required by the British Columbia Human Rights Code.

**B. Review and Sharing of Information**

9. The Labour Management Committee will address and resolve any arising issues to ensure effective and efficient operations as well as cost neutral implementation of the 24-hour shift schedule. Any changes to this LOU will be mutually agreed to by both parties.
10. The Parties agree to address and manage the issues identified with the 24-Hour shift schedule to prevent cost increases and to minimize detrimental impacts on firefighters (individually and collectively both in suppression and non-suppression roles) and on the overall operations of the Department.
11. The Labour Management Committee will review and assess data relating to the implementation and impact of the 24-hour shift schedule and will identify and address issues regarding this LOU. The Labour Management Committee will determine the baseline metrics for measuring the impacts of the 24-hour shift schedule based on the following data points, with each data set being reported out in alternating semi-annual intervals:

Data Set A (1<sup>st</sup> and 3<sup>rd</sup> Quarters):

- Time loss (Sick leave and Long Term Disability)
- WorkSafeBC (WSBC)
- Leave administration
- Employee attendance
- Shift movements and coverage
- Overtime Shifts

Data Set B (2<sup>nd</sup> and 4<sup>th</sup> Quarters):

- Turnout times
- Apparatus collisions/contact incidents
- Training
- Respectful workplace incidents/complaints
- Employee and management feedback

**C. Temporary amendments or variances to the Collective Agreement and Letters of Understanding.**

12. The Parties agree that the following modifications to the current Collective Agreement and Letters of Understanding are in place on a without prejudice basis for the duration of this LOU.
13. Generally, for the purpose of this Section, where a "duty shift" is referenced in the Collective Agreement, it is understood that 1 (one) 24-hour shift is equal to two "duty shifts" in the Collective Agreement.
14. DEFINITIONS:
  - a. Twenty-Four Hour Shift Schedule: Two (2) duty shifts worked consecutively
  - b. Duty Shift: One (1) twelve (12) hour day shift or one (1) twelve (12) hour night shift
  - c. Block Two (2) consecutive duty shifts without interruption, followed by twenty-four (24) hours off duty, followed by two (2) consecutive duty shifts without interruption, followed by one-hundred and twenty (120) hours off duty. (1-1-1-5)
15. The 24-Hour Shift schedule shall consist of no less than four (4) platoons - A, B, C, D. The shift pattern for these platoons for each block shall be A B A B C D C D.
16. The Parties recognize that employees have a commitment to their colleagues and to the community to attend work fit for duty. Employees will be rested and prepared to commence work. Except for the purpose of providing staffing for emergency incidents or to maintain approved staffing counts as defined by the fire service, shifts longer than twenty-four (24) hours may not be scheduled.
17. The standard hours of duty for suppression employees will be a 24-Hour shift schedule consisting of not more than an average of forty-two (42) hours per week. Each 24-hour shift schedule is divided into two duty shifts of one (1) twelve (12) hour day shift and one (1) twelve (12) hour night shift for operational and/or staffing coverage reasons. For the purpose of replacing employees off work for a duty shift, the replacement hours of work will be determined based on operational, staffing and other considerations
18. The 24-hour shift schedule pattern shall consist of eight-day blocks of one (1) twenty-four (24) hour shift schedule with twenty-four (24) consecutive hours off, followed by one (1) twenty-four (24) hour shift schedule followed by one-hundred and twenty (120) consecutive hours off. A twelve (12) hour day shift shall be from 7:00 to 19:00 and a twelve (12) hour night shift shall be from 19:00 to 7:00.
19. The administration of vacation, sick, statutory holidays, and other leave entitlements for suppression employees shall continue to be based on an average duty shift length of twelve (12) hours.
20. Employees may be temporarily reverted from the 24-Hour shift schedule to work straight day shifts in order to facilitate the accommodation of special assignments and the performance of training activities upon mutual agreement and at the need of the Department.

21. For the purposes of this LOU, the Parties agree that “fifteen (15) working days” referenced in Article 7 Probationary/Trial Period shall mean twelve (12) duty shifts.
22. For the purpose of this LOU, the Parties agree that “duty shift” in Article 11.03 Overtime means a 24-hour shift schedule as defined in this LOU. Employees working in excess of a 24-hour shift do not gain any inherited right to receive the double overtime rate, except for where it is expressly written in the Collective Agreement. The Parties agree and understand the overtime provisions of the Collective Agreement meet or exceed the provisions of the BC Employment Standards Act.
23. At the Fire Chief’s discretion, an employee may be required to work up to thirty-six (36) consecutive hours to maintain safe staffing levels. The Employer will endeavor to provide relief for the employee as soon as possible.
24. For the purpose of this LOU, the Parties agree that “calendar day(s)” in Article 13 Annual Vacation means a duty shift as defined in this LOU.
25. The Parties will comply with the timelines in Article 19 Grievance Procedure. The Parties recognize that reduced number of scheduled workdays for suppression employees may cause delays with employer investigations due to the inability to meet with the Employer during their weekly schedule. By mutual agreement, investigative meetings may be scheduled on a union representative’s off-duty time without remuneration.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

“Stephane Drolet”

Stephane Drolet – Fire Chief

“Stephanie St. Jean”

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

“Brent Hannah”

Brent Hannah - President

“Mark Davies”

Mark Davies – Vice President

“Jon Coroliuc”

Jon Coroliuc – Secretary

Appendix C

**LETTER OF UNDERSTANDING**

between the

CITY OF PITT MEADOWS

(hereinafter called the “Employer”)

and the

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4810

(hereinafter called the “Union”)

(Collectively, the “Parties”)

**RE: PLATOON SYSTEM**

In an effort maintain continuity and service levels, this Letter of Understanding (LOU) is agreed upon without prejudice and without precedent to the interpretation or application of the Collective Agreement or any other agreements between the Parties. This LOU will not be disclosed or used by the Parties for future rights arbitrations except to enforce the terms of this LOU. Once agreed to, this LOU is admissible and may be relied on by the Parties at Interest Arbitration. This LOU will be in effect upon ratification of the collective agreement that begins Jan.1 2022 and will be renewable on annual thereafter unless the City or Union provides three (3) months’ noticed of intention to change, amend, or terminate this LOU. This LOU will not be terminated without reasonable cause that cannot be resolved through the Labour Management process.

- A) The Parties agree to establish a “platoon system” for the purpose of staffing additional apparatus on an as needed operational basis when required. This will be accomplished by utilizing career suppression and qualified non-suppression employees.
- B) Upon successful completion of their probationary period, employees may respond to a Platoon Callout or, when requested by the Fire Chief or his designate, attend training or deliver training, public education or other identified events.
- C) Platoon 1 will be comprised of A and B shift, Platoon 2 will be comprised of C and D shift.
- D) A platoon schedule based on an 8-day cycle will be established and posted by the department where each platoon will be utilized for 4 consecutive days in an 8-day cycle.
- E) Platoon System Callouts will be dispatched automatically for specific incident types identified in writing by the Fire Chief to the Union and when staffing a standby crew at the hall upon request from the Fire Chief or their designate. Changes to the list of incident types may constitute reasonable cause to terminate this LOU.



- F) Amendments to this Letter of Understanding will be mutually agreed upon between the Fire Chief or designate and the Union.
- G) In the event that an employee is requested to respond during their four-day work block, it will not be considered a Platoon Callout and they will be subject to compensation as per Article 11.04 Emergency Call Outs.
- H) The Platoon System does not replace Emergency Call Outs and nothing in this Letter of Understanding replaces or limits the Fire Chief or their designate to use of Emergency Callouts as defined in article 11.04 of the Collective Agreement.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

*"Stephane Drolet"*

Stephane Drolet – Fire Chief

*"Stephanie St. Jean"*

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

*"Brent Hannah"*

Brent Hannah - President

*"Mark Davies"*

Mark Davies – Vice President

*"Jon Coroliuc"*

Jon Coroliuc – Secretary

**Appendix D**

**LETTER OF UNDERSTANDING**

between the

CITY OF PITT MEADOWS  
(hereinafter called the “Employer”)

and the

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4810  
(hereinafter called the “Union”)

(Collectively, the “Parties”)

**Re: Instructor Pool**

This letter of understanding (LOU) is agreed upon without prejudice and without precedent to the interpretation or application of the Collective Agreement or any other agreements between the Parties. This LOU will not be disclosed or used by the Parties for future rights arbitrations except to enforce the terms of this LOU. Once agreed to, this LOU is admissible and be relied on by the parties at Interest Arbitration. This LOU is in effect as of the date of ratification of the Collective Agreement that begins January 1, 2022 and is renewable on an annual basis thereafter unless the City or Union provides three (3) months’ noticed of intention to change, amend, or terminate this LOU. This LOU will not be terminated without reasonable cause that cannot be resolved through the Labour Management process.

- A. The Employer and the Union agree to establish an Instructor Pool for the purposes of delivering required and specialized departmental training.
- B. The Instructor Pool will be made up of the following positions:
  - Lead Instructor
  - Instructor
  - Technician
- C. The minimum requirement for “Lead Instructor” will be Fire Service Instructor 2 as of January 1 2026.
- D. The minimum requirement for “Instructor” will be Fire Service Instructor Level 1.
- E. The minimum requirement for Technician will be the successful completion of the probationary period as outlined in the collective agreement.
- F. Technician positions will only be used in support of an instructor(s), and when operationally required.
- G. Selection to the Instructor Pool will be done as per Articles 9 and 10 of the Collective Agreement.

- H. Instructors and Technicians shall be assigned based on seniority and operational availability when requested by the department.
- I. All administrative duties relating to record keeping and FDM will be the responsibility of the Lead Instructor or Instructor.
- J. Rates of Pay while participating in the Instructor Pool led training events (based on 4<sup>th</sup> year monthly rate):

**Lead Instructor:**

- 130% for Confirmed Captains
- 115% for Firefighters

**Instructor:**

- 130% for Confirmed Captains
- 115% for Firefighters

**Technician:**

- All Technician pay will be the base rates of pay as per Schedule “A”
- K. Instructor Pool rates will be paid for hours worked instructing certified, license based, or required departmental training as specified by the Fire Chief or designate.
- L. Regular company drills and or on shift general training for skills maintenance will not qualify for the Instructor rate of pay.
- M. Instructor pay earned during a regular scheduled shift shall qualify as base pensionable earnings. Pay earned for instructional hours outside of the employee’s regular shift shall not qualify as pensionable earnings.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

“Stephane Drolet”

Stephane Drolet – Fire Chief

“Stephanie St. Jean”

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

“Brent Hannah”

Brent Hannah - President

“Mark Davies”

Mark Davies – Vice President

“Jon Coroliuc”

Jon Coroliuc – Secretary

Appendix E

**LETTER OF UNDERSTANDING**

between the

CITY OF PITT MEADOWS

(hereinafter called the “Employer”)

and the

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4810

(hereinafter called the “Union”)

(Collectively, the “Parties”)

**Re: EXTRA SHIFTS**

This Letter of Understanding is effective on the date it is signed and will remain in effect until June 30, 2028 and can only be terminated upon mutual agreement.

1) The following situations are recognized as pertaining to the terms of this Letter of Understanding:

- A) An employee works a shift backfill due to a scheduled vacation, a statutory holiday entitlement, a long term disability claim or an approved WorkSafeBC claim of another employee.
- B) An employee attends training or delivers training at the request of the department.
- C) An employee responds to a call out as defined within the “Platoon System” Letter of Understanding.

For any of the above-described situations, employees will be paid a minimum of one (1) hour at the following rates:

Jan 1, 2025 to Dec 31, 2025: 1.1x the employee’s base rate of pay

Jan 1, 2026 to Dec 31, 2026: 1.2x the employee’s base rate of pay

Jan 1, 2027 to Dec 31, 2027: 1.3x the employee’s base rate of pay

Jan 1 2028 to Jun 30, 2028: 1.4x the employee’s base rate of pay

July 1, 2028 onward 1.5x the employee’s base rate of pay as per the Collective Agreement

- 2) Any situation not identified above in this Letter of Understanding shall remain subject to the terms and conditions of the Collective Agreement including the appropriate rates of pay contained in Article 11.
- 3) Nothing in this letter prevents the Employer from requiring an employee to work overtime, an extra shift, or a callout shift as described in the Collective Agreement; in which case, the terms and conditions, and the appropriate rates of pay contained in the Collective Agreement will apply.

- 4) The Parties will continue the practice of pay at straight time (1X) rates for any hours worked under sub-clauses A and B above until four (4) new firefighters hired after December 18, 2024 have completed their six month evaluations.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

*"Stephane Drolet"*

Stephane Drolet – Fire Chief

*"Stephanie St. Jean"*

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

*"Brent Hannah"*

Brent Hannah - President

*"Mark Davies"*

Mark Davies – Vice President

*"Jon Coroliuc"*

Jon Coroliuc – Secretary

**Appendix F**

**LETTER OF UNDERSTANDING**

between the

CITY OF PITT MEADOWS

(hereinafter called the “Employer”)

and the

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4810

(hereinafter called the “Union”)

(Collectively, the “Parties”)

**RE: Training Officer Hours of Work**

This Letter of Understanding (LOU) is agreed upon without prejudice and with precedent to the interpretation or application of the Collective Agreement or any other agreements between the Parties. This LOU will not be disclosed or used by the Parties for future rights arbitrations except to enforce the terms of this LOU. Once agreed to, this LOU is admissible and be relied on by the parties at Interest Arbitration. This LOU is in effect as of the date of ratification of the Memorandum of Agreement which establishes the 2022-2024 Collective Agreement, and is renewable on an annual basis thereafter unless the City or Union provides three (3) months’ noticed of intention to change, amend, or terminate this LOU.

Upon agreement between the Fire Chief (or designate) and the Union, the Training Officers hours of work may be amended to accommodate operational needs when required or requested.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

“Stephane Drolet”

Stephane Drolet – Fire Chief

“Stephanie St. Jean”

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

“Brent Hannah”

Brent Hannah - President

“Mark Davies”

Mark Davies – Vice President

“Jon Coroliuc”

Jon Coroliuc – Secretary

**Appendix G**

**LETTER OF UNDERSTANDING**

between the

CITY OF PITT MEADOWS

(hereinafter called the “Employer”)

and the

INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL 4810

(hereinafter called the “Union”)

(Collectively, the “Parties”)

**OFFICER DEVELOPMENT PROCESS**

This Letter of Understanding (LOU) is agreed upon without prejudice and with precedent to the interpretation or application of the Collective Agreement or any other agreements between the Parties. This LOU will not be disclosed or used by the Parties for future rights arbitrations except to enforce the terms of this LOU. Once agreed to, this LOU is admissible and be relied on by the parties at Interest Arbitration. This LOU is in effect as of the date of ratification of the Collective Agreement that begins January 1, 2022 and remains in effect only until the expiration of the Collective Agreement that follows the 2022-2024 Agreement. This LOU only may be extended or renewed through the express written agreement of the City and the Union.

Qualification process related to the Officer positions shall be based upon the following:

- 1) The Employer shall pay the full cost of any course of instruction required by the Employer for an employee to better qualify themselves for a promotion, including leave for the employee to attend at no loss of pay for their regular shifts and no out-of-pocket expense as defined by City policy.
- 2) Employees participating in promotional educational programs have permission to complete coursework related to fire department courses while on shift providing that doing so does not interfere with mandatory regular duties.

**Suppression Captain Position**

- 3) Opportunities to achieve the qualifications for Captain shall be made reasonably available to employees over the course of their careers based on seniority. These opportunities include education and experience in Acting assignments, where practical.
- 4) The development process for Captain shall be as follows:
  - a) Expression of Interest and selection into the Officer Development Program;
  - b) Enrollment and completion of NFPA Fire Officer 1;
  - c) Entry into the development and mentorship period including:
    - i) Performance feedback during the development period;

- ii) Enrollment and Completion of NFPA Fire Officer 2 by the end of the development and mentorship period;
- d) Promotion to the Acting Captain Pool upon successful completion of NFPA Fire Officer 2 and the mentorship period;
- e) Promotion to Confirmed Captain when applicable due to vacancies on the basis of seniority.

Dated on this 18 day of December 2024, in the City of Pitt Meadows.

SIGNED ON BEHALF OF THE EMPLOYER:

*"Stephane Drolet"*

Stephane Drolet – Fire Chief

*"Stephanie St. Jean"*

Stephanie St. Jean – Director of Corporate Services

SIGNED ON BEHALF OF THE UNION:

*"Brent Hannah"*

Brent Hannah - President

*"Mark Davies"*

Mark Davies – Vice President

*"Jon Coroliuc"*

Jon Coroliuc – Secretary