

2025

MEMORANDUM OF AGREEMENT

between the

CITY OF PORT COQUITLAM

and the

PORT COQUITLAM FIREFIGHTER'S ASSOCIATION, LOCAL 1941 OF THE IAFF

The undersigned bargaining representatives, acting on behalf of the City of Port Coquitlam (hereinafter called "the Employer"), agree to recommend to the City of Port Coquitlam Municipal Council;

AND

The undersigned bargaining representatives, acting on behalf of the Port Coquitlam Firefighters Association, Local 1941 of the IAFF (hereinafter called "the Union"), agree to recommend to the Union membership;

That their Collective Agreement commencing 2025 January 01 and expiring 2026 December 31 (hereinafter called the "new Collective Agreement"), shall consist of the following:

1. Previous Conditions

All of the terms of the 2022–2024 Collective Agreement continue except as specifically varied below.

2. Term of Agreement

The term of the new Collective Agreement shall be for two (2) years from 2025 January 01 to 2026 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 Increases

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

- a. Effective 2025 January 01, the monthly Fourth (4th) Year Firefighter rate in effect on 2024 December 31 (that is, \$9,786) shall be increased by 5% and be rounded to the nearest whole dollar (that is, to \$10,275). All other existing rank indices shall be maintained.
- b. Effective 2026 January 01, the monthly Fourth (4th) Year Firefighter rate in effect on 2025 December 31 (that is, \$10,275) shall be increased by 4.5% and be rounded to the nearest whole dollar (that is, to \$10,737). All other existing rank indices shall be maintained.
- c. Retroactive payments resulting from the wage adjustments from item (a) and (b) above shall be processed as soon as possible following the date of ratification of this Memorandum of Agreement, but in any event no later than ninety (90) days following the date of ratification of this Memorandum of Agreement, and shall include all employees who at the time of processing

such payments were active employees for the City of Port Coquitlam Fire and Emergency Services.

4. Schedule A: Salary Rates

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to make the following additions and amendments to the salary rates set out in Schedule A of the new Collective Agreement.

- a) Add "Firefighters - 20th Year*", compensated at 106%.
- b) Add "Inspector - Fire Protective Services*", compensated at 112%.
- c) Delete "Inspector - Fire Protective Services 1st 6months, 2nd 6months, 2nd year, 3rd year, 4th year, and 10th year.
- d) Amend "Fire Prevention Officer*", to be compensated at 117%.
- e) Amend "Fire Prevention Captain - Mentorship Program*", compensated at 117%.
- f) Clarify "Fire Prevention Captain*", compensated at 122%.
- g) Add "Emergency Preparedness Officer", compensated at 100%.
- h) Add "Emergency Preparedness Officer - Mentorship Program*", to be compensated at 112%.
- i) Add "Emergency Preparedness Captain*", to be compensated at 122%.
- j) Clarify "Captain* 112%" is "Suppression Captain - Mentorship Program*", compensated at 112%.
- k) Clarify "Captain* 122%" is "Suppression Captain*", compensated at 122%.
- l) Clarify "Training Captain - Mentorship Program*", compensated at 112%

Note: Rates identified with "*" use the Tenth (10th) Year Firefighters Rate as base. The remainder are based on the Fourth (4th) Year Firefighter rate.

5. Article 4.3: Contracting Out

Effective the date of ratification of the Memorandum of Agreement, the Employer and Union agree to add a new "Article 4.3 Contracting Out" to the new Collective Agreement to read as follows.

"The City shall not contract out any work that is customarily performed by employees covered by the Collective Agreement. This includes any duties, tasks, or functions that fall within the recognized scope of bargaining unit work, including fire suppression, fire investigations, and fire inspections. Exceptions may only be made with the mutual agreement of the Union and the Employer."

6. Insert new paragraphs Article 5.5(f) and 5.5 (g)

Effective the date of ratification of the Memorandum of Agreement, the Employer and Union agree to add Article 5.5 paragraph (f) and (g) to the new Collective Agreement to read as follows.

“(f) To be eligible for the Fire Prevention Officer classification, an employee must successfully complete the qualifications outlined in the Road Map to Succession Planning for Fire Prevention Officer, or an equivalent set of qualifications as approved by the Fire Chief.

“(g) To be eligible for the Emergency Preparedness Officer and Emergency Preparedness Captain classification, an employee must successfully complete the qualifications outlined in the Road Map to Succession Planning for Emergency Preparedness, or an equivalent set of qualifications as approved by the Fire Chief.”

7. Article 5.8: Minimum Suppression Staff

Effective the date of ratification of the Memorandum of Agreement, the Employer and Union agree to add a new “Article 5.8 Minimum Suppression Staff” to the new Collective Agreement to read as follows.

“(a) The Employer agrees to maintain a minimum on-duty staffing level of no fewer than twelve (12) permanent full-time suppression personnel at all times. This minimum staffing level shall be inclusive of all suppression ranks and shall be comprised exclusively of full-time firefighters who are members of IAFF Local 1941.

“(b) For the purposes of meeting this minimum, the Employer may temporarily assign qualified full-time firefighters from the Training Division to suppression duties, provided such assignments are made to address operational needs and do not result in the permanent displacement of suppression personnel.

“(c) The Employer further agrees that all costs associated with maintaining this minimum staffing level—including, but not limited to, overtime, backfilling, and relief coverage—shall be the sole responsibility of the Employer.”

8. Article 6.2(g): Pay Scale When Acting as Captain

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to replace the existing Article 6.2(g) with the following revised language in the new Collective Agreement.

“Acting Fire Prevention Captains shall be paid at one hundred and seventeen percent (117%) of the Tenth (10th) Year Firefighter rate for their first thirty-two (32) acting shifts. Upon completion of both thirty-two (32) acting shifts and the in-house Fire Prevention Captain Mentorship Program, the acting rate shall increase to one hundred and twenty-two percent (122%) of the Tenth (10th) Year Firefighter rate, effective on the thirty-third (33rd) acting shift and for all subsequent acting shifts.”

9. Article 6.5: Overtime, Call-Out, Extra Shifts, and Training

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to replace the existing "Article 6.5: Overtime, Call-Out, Extra Shifts, and Training" with the following revised language in the new Collective Agreement.

"(a) Emergency Call-Outs:

An employee reporting for work in response to an emergency call-out, on the direction of the Fire Chief or officer in charge, at any time outside of their regular working hours, shall be compensated at double (2x) their regular rate of pay, with a minimum of three (3) hours.

(b) Non-Emergency Call-In:

An employee reporting for work for non-emergency call-ins (e.g., staff maintenance), on the direction of the Fire Chief or officer in charge, outside of their regular working hours, shall be compensated at one and one-half (1½x) their regular rate of pay, with a minimum of three (3) hours.

(c) Extension of Shift – Emergency Incidents:

An employee who remains on duty beyond the conclusion of their regular shift due to an emergency incident, as directed by the Fire Chief or officer in charge, shall be compensated as follows:

(1) If off-duty suppression personnel are called in to respond to the same emergency and are compensated at double (2x) time, then employees on shift extension for that incident shall also be compensated at double (2x) their regular rate of pay for the duration of the extension. This only applies to employees working extension of shift, and not for those that are within their regularly scheduled working hours.

(2) If no off-duty suppression personnel are called in at double time, the employee shall be compensated at one and one-half (1½x) their regular rate of pay for all hours worked beyond their regular shift, provided the extension exceeds one-half (½) hour.

(d) Limitation on Use of Shift Extension:

Extension of shift compensation shall apply only when an emergency incident extends beyond an employee's regular shift. It shall not be used to retain employees beyond their shift in anticipation of a potential or forecasted event.

(e) Administrative Meetings:

Notwithstanding anything contained in Article 6.5(a), an employee reporting for work on the call of the Employer for the purpose of attending a meeting of an administrative nature shall be paid at their regular rate of pay for the entire period spent attending such meeting in response to the call with a minimum of three (3) hours' pay, subject to the following conditions:

(1) At least one (1) weeks' notice of the meeting date shall be provided.

(2) In the event a scheduled meeting date is postponed, at least one (1) weeks' notice of the new meeting date shall be provided;

(3) Each employee involved in any such scheduling effort will be expected to cooperate fully in the effort, but will not be subject to discipline for failure to agree to meet on any day when the employee has a prior commitment of a personal nature;

(4) Nothing contained in this Article 6.5(e) shall be construed so as to interfere with the right of the Employer to require an employee to report for work pursuant to Article 6.5(a) for the purpose of attending a meeting of an administrative nature or of any other kind, in which case neither the rate of one (1) times the regular hourly rate nor any of the conditions set out in paragraphs (1) to (3) inclusive of Article 6.5(e) shall apply.

(f) Relief Coverage During Training Leave:

Where an employee is required to work a portion of an extra shift or an extra shift, for the purpose of relieving another employee who has been given leave of absence to attend any course or instruction away from their regular place of work, the relieving employee shall, at the option of the Employer, receive either an amount of time off equivalent to one and one-half (1½) times the number of extra hours so worked or pay at the rate of one and one-half (1½) times their regular hourly rate of pay for such extra hours.

(1) Under this clause, Article 6.5(f), any period of work which immediately follows, or immediately precedes the relieving employee's regular shift, will not be subject to any minimum period of compensation, and any other period of work will be subject to a minimum of three (3) hours at the rate of time and one-half (1½).

(f) Training:

All training that is required by the City that is scheduled other than during an employee's regular duty hours shall be compensated at their regular rate of pay.

(g) Burn Technicians:

Members working as Burn Technicians shall be paid at one hundred and seventeen percent (117%) of a Tenth (10th) Year Firefighter rate.

(h) CISM Team:

Members of the Critical Incident Stress Management Team that report to work at the request of the Duty Chief to assist with an incident will be paid at one (1) times their regular rate of pay for a minimum of three (3) hours.

(i) Overtime Banking:

All overtime earned under Article 6.5 may, at the discretion of the employee, be banked in a dollar amount for use as paid time off at a later date, or withdrawn as a monetary payout."

Note: It is the mutual intent of the Employer and the Union that any overtime accrued following the signing of this Memorandum of Agreement shall be banked as a monetary value or paid out at the employee's rate of pay at the time the overtime was earned. Overtime hours accrued prior to the signing of this Memorandum of Agreement will not be retroactively converted from hours to dollars; however, existing banks will be drawn from first until fully depleted. This system is designed to support employees in using banked overtime for short-term leave or to cover shifts, days, or sets of time off.

10. Article 9.1: Bereavement Leave

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to replace the existing "Article 9.1 – Bereavement Leave" with the following revised language in the new Collective Agreement.

"(a) An employee shall be granted paid bereavement leave, which need not be taken consecutively, in the event of the death of any of the following family members:

- *Parent*
- *Spouse (including common-law partner)*
- *Child*
- *Brother or Sister*
- *Mother-in-law or Father-in-law*
- *Sister-in-law or Brother-in-law*
- *Grandchild*
- *Grandparent*
- *Niece or Nephew*
- *Any other relative by blood or marriage residing in the employee's household*

(b) The amount of paid bereavement leave shall be as follows:

- *Suppression Firefighters: up to forty-eight (48) hours*
- *Fire Protective Services and Training Division Employees: up to thirty-seven and one-half (37.5) hours*
- *Non-Uniformed Employees: up to thirty-five (35) hours*

(c) Where the death or burial occurs outside the Lower Mainland - Fraser Valley Area, reasonable travel time may be included in the bereavement leave, not to exceed a total of seven (7) consecutive calendar days.

(d) At the discretion of the Fire Chief, up to one-half (½) day of paid leave may be granted to attend a funeral as a pallbearer or mourner.

(e) The Employer acknowledges that meaningful personal relationships may extend beyond traditional definitions of family. Requests for bereavement leave due to the death of a non-relative—such as a chosen family member, close friend, neighbor, or companion animal—will be considered on a case-by-case basis, with due regard for the employee's

personal circumstances. Approval of such leave is at the discretion of the Fire Chief, in consultation with the Human Resources Advisor, and may be granted for a duration of up to one-half of the maximum leave provided under Article 9.1(b)."

11. Article 9.13: Limitation on Retroactive Monetary Adjustments

Effective the date of ratification of the Memorandum of Agreement, the Employer and Union agree to add a new "Article 9.13: Limitation on Retroactive Monetary Adjustments" to the new Collective Agreement to read as follows.

"In the event that an error is discovered in the application or interpretation of any provision of this Collective Agreement, and such error results in a monetary gain or loss to the Employer, the Union, or any individual employee, the parties agree that any financial adjustments or remedies shall be limited to the period commencing from the date of signing of the current Collective Agreement. No retroactive claims or repayments shall be made for any period prior to the effective date of this Agreement."

12. Article 10.9: Long Term Disability

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to replace the existing title from "Article 10.9 Long Term Total Disability" to "Article 10.9: Long Term Disability". The following revised language for Article 10.9 shall replace the existing article in the new Collective Agreement.

"a) The premiums for this plan are paid 100% by the Employer.

(b) An employee who has completed twelve (12) months of continuous service and has exhausted the sick leave entitlements provided under Articles 10.7 and 10.8 is eligible to receive Long Term Disability ("LTD") benefits provided they meet the requirements of the plan.

(c) The employee must submit application to the Employer's LTD benefit provider within six (6) months of the date of the injury or illness.

(d) The 3rd Party Insured Benefit provider is solely responsible for determining eligibility and approving benefits. The Employer shall have no role in determining eligibility or in the administration of benefit payments.

(e) Upon approval by the LTD provider, benefits shall commence the day after the employee has exhausted the benefits provided in Articles 10.7 and Article 10.8 of the Collective Agreement.

(f) LTD benefits shall be paid by the provider at a rate of sixty-seven percent (67%) of the employee's Monthly Gross Salary, subject to the terms of the insurance policy, and shall continue until the employee reaches age sixty (60) or until the provider determines

they are no longer Totally Disabled, as defined by the 3rd Party Insurer, whichever occurs first. Monthly Gross Salary is defined as the employee's classified salary rate (Schedule A) at the time of disability. Payment will be indexed annually in accordance with annual general wage increases.

(f) The period during which an employee receives LTD benefits shall be considered pensionable service for the purposes of the Municipal Pension Plan, subject to the rules of the Municipal Pension Plan."

13. Article 10.11: Medical Certificates

Effective the date of ratification of this Memorandum of Agreement, the Employer and the Union agree to add a second paragraph to Article 10.11 Medical Certificates to read as follows:

"(b) Where the medical information provided by the Employee's treating physician is sufficient to allow the Employer to make an informed decision regarding the Employee's fitness for duty or accommodation needs, that information shall be relied upon. However, if the treating physician fails to provide adequate medical details—such as the nature of restrictions, prognosis, or potential for return to work—despite reasonable efforts by the Employer to obtain such clarification, the Employer may require the Employee to attend a medical examination conducted by a physician designated by the Employer. All costs associated with such an examination shall be borne by the Employer."

14. Article 11.5: Statutory Holidays

Effective the date of ratification of the Memorandum of Agreement, the Employer and the Union agree to replace the existing "Article 11.5: Statutory Holidays" with the following revised language in the new Collective Agreement.

"(a) Employees who have completed twelve (12) months of continuous service and who are engaged in work that is required to be performed continuously throughout the year—including on Statutory Holidays—shall receive, in lieu of the Statutory Holidays listed in Article 11.5(d), an equivalent of one-hundred-and- forty-four (144) hours paid leave in addition to their annual vacation entitlements. The additional time off need not be taken immediately before or after the employee's annual vacation.

(b) Employees who work on a Statutory Holiday shall be compensated at their regular hourly rate of pay plus an additional point five times (x 0.5) their regular hourly rate of pay. The additional point five times (x 0.5) portion shall be banked in dollars in a Statutory Holiday Overtime Bank calculated at the employee's regular hourly rate of pay that is in effect at the time the hours were worked. The Statutory Holiday Overtime Bank is to be used as paid time off and this bank is not eligible for cash payout, except

upon approved retirement where the employee has provided written notice by July 31 of the preceding year.

(c) If the value of the Statutory Holiday Overtime Bank exceeds the monetary equivalent of ninety-six (96) hours, the Employer may schedule paid time off with at least twenty-four (24) hours' notice, provided it does not impact operational requirements. Employees may request to use the banked monetary amount to take time off, subject to the approval of the Fire Chief.

(d) The following days shall be recognized as Statutory Holidays under this Article:

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

(e) In the event that the Federal, Provincial, or Municipal government declares an additional statutory holiday, the Employee shall be granted an additional 12 hours of paid leave. This leave shall be added to the entitlement outlined in Article 11.5(a), and the newly declared statutory holiday shall be included in the list specified in Article 11.5(d)."

Note: The Employer and the Union acknowledge and agree that, effective the date of ratification of this Memorandum of Agreement, the number of statutory holiday lieu days provided annually to suppression personnel under Article 11.5(a) shall be reduced from thirteen (13) to twelve (12) days, equivalent to 144 hours based on twelve (12) hours per day.

This adjustment does not affect the recognition of thirteen (13) statutory holidays under the Collective Agreement. Employees who are scheduled to work on any of the thirteen (13) recognized statutory holidays shall continue to receive premium compensation, as outlined in Article 11.5(b), for all hours worked on those days.

15. Article 11.6 Deferred Vacation

Effective the date of ratification of the Memorandum of Agreement, the Employer and Union agree to add a new "Article 11.6: Deferred Vacation" to the new Collective Agreement to read as follows.

- "(a) If an employee becomes seriously ill or injured immediately before or during their scheduled vacation and, as a result, requires continuous medical care or supervision by a licensed physician or surgeon in a medical facility or while confined to bed at home under medical direction for three (3) or more consecutive days, the affected portion of their vacation shall be converted to Sick Leave or Workers' Compensation leave, as appropriate. To qualify for this conversion, the employee must provide medical documentation, dated at the time of the illness or injury, that verifies both the nature and the duration of the condition.*
- (b) Where an employee has sustained a medical injury or illness that renders it inappropriate or ineffective for them to take vacation, but the employee is willing and medically able to return to work on a modified duties arrangement, and such modified duties are approved by the Fire Chief or designate, the scheduled vacation may be deferred and the employee may perform modified work during the scheduled vacation period.*
- (c) In such cases, the unused portion of the vacation will be rescheduled by the Fire Chief or their designate, considering operational requirements and the employee's preferences. Any rescheduled vacation, including deferred vacation, shall be taken as time off and shall not be paid out in lieu.*

16. Letters of Understanding

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

- (a) Amend the current Letter of Understanding #1 – Relief/Floating Position. The revised language will be finalized and mutually agreed upon by Employer and Union within ninety (90) days.
- (b) Cancel the Letter of Understanding #2 Field Trainers. The responsibilities previously assigned to field trainers will now fall under the purview of the Training Captain.
- (c) Agree to enter into a new Letter of Agreement, the terms of which are set out in Appendix A attached to this Memorandum of Agreement. This Letter of Agreement shall not form part of the Collective Agreement but shall remain in effect as a standalone agreement between the parties.

17. Housekeeping

Effective the date of ratification of this memorandum of agreement, the Employer and Union agree to make the following amendments to the collective agreement.

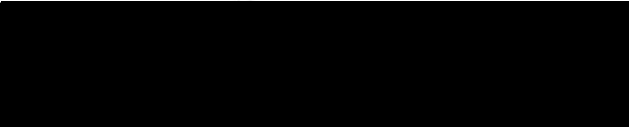
- a. All clauses within the Collective Agreement that contain more than one paragraph shall be revised to include paragraph letter designations (e.g., (a), (b), (c), etc.) at the beginning of each paragraph. This amendment is intended to improve clarity, reference accuracy, and ease of interpretation. The addition of paragraph lettering shall not alter the substantive meaning or intent of any clause.
- b. Any agreed-upon renumbering of clauses will be reflected throughout the collective agreement by updating all references to the affected clause numbers accordingly.
- c. Update the "Schedule-B Seniority List" by removing the names of employees who retired before the start of the new collective agreement and adding the names of employees hired since the publication of the previous agreement.

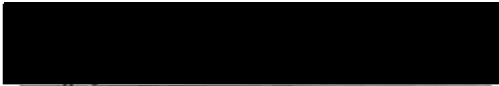
18. Ratification

The parties expressly agree that, upon the completed signing of this Memorandum of Agreement the parties shall recommend the approval of this Memorandum of Agreement 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 17th day of June, 2025 in the City of Port Coquitlam.

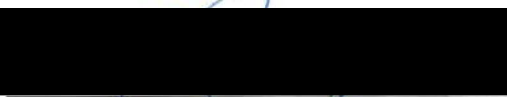
Signed on behalf of:
The Corporation of the City of Port
Coquitlam


Blake Clarkson
Fire Chief


Rob Bremner
Chief Administrative Officer

Signed on behalf of:
The Port Coquitlam Firefighters'
Association, IAFF Local 1941


Brandon Dougan
President


Matt Stonehouse
Secretary-Treasurer

Appendix "A"

The following letter of understanding is referred to in item 16(C) of this Memorandum of Agreement.

**LETTER OF UNDERSTANDING:
TRIAL COMPRESSED SHIFT SCHEDULE**

Between:

The Corporation of the City of Port Coquitlam
(Hereinafter, the "Employer")

And:

Port Coquitlam Firefighters' Association, IAFF Local 1941
(Hereinafter, the "Union")

The Employer and the Union agree to enter into an agreement for the purposes of:

- Trialing a Compressed Shift Schedule;
- Digital Workforce Management Software;
- Captain of Training;
- Emergency Preparedness; and
- Receptionist/Clerk Typist.

1. Trial Implementation of the Compressed Shift Schedule

It is mutually agreed by the parties that:

(a) The trial of the Compressed Shift Schedule shall commence on January 10, 2026 provided the Employer and Union have mutually agreed upon an implementation plan within ninety (90) days of signing this Letter of Understanding. The implementation plan will form part of this Letter of Understanding once created.

(b) The Compressed Shift Schedule will be evaluated based on the following Performance Metrics and Bi-Annual Review Process for the Compressed Shift Schedule (24-Hour Shifts):

- i) Overtime Costs: A comparative analysis of overtime expenditures under the four (4) on four (4) off schedule versus the twenty-four (24) hours on/forty-eight (48) hours off/twenty-four (24) hours on/ninety-six (96) hours off compressed shift schedule.
- ii) Sick Leave Usage: Measuring whether twenty-four (24) hour shifts lead to increased or decreased sick leave compared to shorter shift models.
- iii) Worker's Compensation Claims: Tracking injury rates and associated costs to determine if longer shifts increase risk and financial liability.
- iv) Payroll Costs: Analyzing staffing levels required to maintain service levels, including backfill needs due to absences.
- v) Training Costs: Evaluating whether longer shifts improve or hinder training effectiveness and completion rates.

- vi) Response Times & Effectiveness: Comparing emergency response times and effectiveness under different shift models.
 - vii) Mental Health Impact: Assessing burnout, stress, and PTSD rates among firefighters on different shift schedules.
- (c) At the conclusion of the trial period, the Employer will review the collected data and feedback to determine the effectiveness of the twenty-four (24) hour schedule.
- (d) If the schedule is found to be operationally or financially ineffective, or if the trial schedule is found to be materially detrimental to service levels, operational efficiency, or employee well-being, the Employer reserves the right to revert to the previous shift schedule.
- (e) Reverting to the four (4) days-on/four (4) days-off schedule shall render this Letter of Understanding null and void.

2. Digital Workforce Management Software

The Union takes note of the Employer's intention to implement a digital workforce management software to streamline scheduling, leave tracking, and call-out management. The implementation is intended to align with the start of the Compressed Shift Schedule (January 10, 2026).

3. Training Captain

As soon as practicable following the signing of this Letter of Understanding, the Employer will promote one Suppression employee to the rank of Training Captain to replace Field Trainers.

4. Emergency Preparedness

As soon as practicable following the signing of this Letter of Understanding, the Employer will reclassify the Exempt Emergency Preparedness Manager position to a bargaining unit position. A Captain of Emergency Preparedness position will be developed. This role will be compensated at the Fourth (4th) Year Firefighter rate and progress to one hundred and twelve percent (112%) of a ten year firefighters rate of pay, then to Captain one hundred and twenty two percent (122%) of a ten year firefighters rate of pay based on milestones completed from the Road Map to Succession Planning. This shall be reflected in Schedule "A" of the Collective Agreement.

5. Fire Protective Services

As soon as practicable following the signing of this Letter of Understanding, the Inspector – Fire Protective Services shall be compensated at one hundred and twelve percent (112%) of the Tenth (10th) Year Firefighter rate and the Fire Prevention Officer at one hundred and seventeen percent (117%) of the Tenth (10th) Year Firefighter rate. These updates shall be reflected in Schedule "A" of the Collective Agreement. To qualify for the Fire Prevention Officer classification, an employee must complete the qualifications identified in the Road Map to Succession Planning, or equivalent, as approved by the Fire Chief.

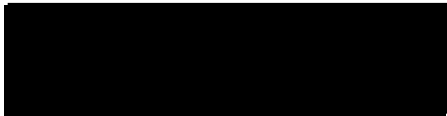
10. Receptionist/Clerk Typist

The parties agree that in the event the Receptionist/Clerk Typist position is vacated it will remain within the IAFF bargaining unit. The salary will be at fifty six percent (56%) of a Fourth (4th) Year Firefighter rate. This reclassification shall be updated in Schedule "A" at the time of next vacancy.

This Letter of Understanding may be cancelled at any time by the Union or the Employer upon six (6) months written notice.

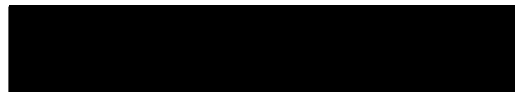
Executed on this 17th day of June, 2025 in the City of Port Coquitlam.

Signed on behalf of:
The Corporation of the City of Port
Coquitlam

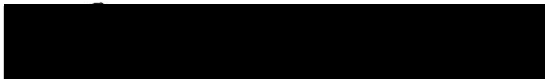


Blake Clarkson
Fire Chief

Signed on behalf of:
The Port Coquitlam Firefighters'
Association, IAFF Local 1941



Brandon Dougan
President



Rob Bremner
Chief Administrative Officer



Matt Stonehouse
Secretary-Treasurer