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SOURCE	City		
EFF.	99	01	01
TERM.	2000	12	31
No. of EMPLOYEES	2000		
No. of EMPLOYEES	141		

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COLLECTIVE AGREEMENT made this 22nd day of April A. D., 1999.

BETWEEN:

THE CORPORATION OF THE CITY OF CALGARY
hereinafter called "The City"

PARTY OF THE FIRST PART

and

CALGARY CIVIC EMPLOYEES LOCAL 37 OF THE
CANADIAN UNION OF PUBLIC EMPLOYEES
hereinafter called "The Union"

PARTY OF THE SECOND PART

1.00 COVERAGE AND DEFINITIONS

1.01 Management Rights

The Union recognizes that it is the function of the City to exercise the regular and customary functions of the City and to direct the working forces of the City subject however to the terms of this Collective Agreement, hereinafter referred to as this Agreement.

1.02 Purpose and Coverage

The purpose of this Agreement is to stipulate the hourly pay rates and working conditions of those employees whose bargaining rights are held by the Union in accordance with the provisions of the Alberta Labour Relations Code.

1.03 Certification Change and Seniority

An employee in the City service who is reassigned to this bargaining unit as a result of mutual agreement between the City and the Union or as a result of the decision of the Alberta Labour Relations Board, shall have his entire City service recognized for the purpose of establishing a seniority date.

1.04 Certification Change

The City, the Union, and any other employee group(s) may agree to exclude or include certain position(s)/employee(s) notwithstanding existing certificates. Such agreements shall be reduced to writing and shall form part of this Agreement.

1.05 Term of Agreement

This Agreement shall be in full force and effect as of January 1, 1999 and shall continue in full force and effect to December 31, 2000, and from year to year thereafter, except as hereinafter provided.

1.06 Negotiations Notice

Either party may require the other party to commence collective bargaining by notice in writing not less than sixty (60) days and not more than one hundred and twenty (120) days prior to the termination, or anniversary of the termination date, of this Agreement. Prenegotiation studies may be carried out if mutually agreed.

1.07 Coverage Extension

If notice to negotiate has been given by either party prior to the termination date of this Agreement, or if negotiations continue beyond the termination date of this Agreement, this Agreement shall remain in full force and effect during this time until the applicable provisions have been complied with under the Alberta Labour Relations Code.

1.08 Plural or Feminine Terms

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

1.09 Classifications/Rates of Pay

The parties agree to accept the Classifications and Rates of Pay as shown in the attached Schedules A and B, respectively.

1.10 Classification Information

The City shall make available to the Union, regular reports issued by the City Human Resources Department as to position additions and deletions from the establishment, as well as information, on request, as to job descriptions, list of positions in the bargaining unit, job classifications or reclassifications and related manuals.

1.11 Classification Change

The City has the right to set hourly pay rates on new or significantly changed jobs. Such new hourly pay rates may be appealed under the Grievance Procedure. New hourly pay rates shall be effective as of the date of establishment of the classification. New equipment shall be assigned a temporary rating within thirty (30) days of receipt by the City Compensation and Employment Division and a final rating ninety (90) days after establishment of such preliminary rating.

When the City Compensation and Employment Division requests a review based on a change of duties or as a result of a City reorganization, any resulting change in classification shall be made retroactively to the date of request, or to the date of changed duties, if such date can be positively identified. Any employee whose evaluated base hourly pay rate is over-ranged as a result shall receive normal increments in the previously established classification and any general increases for a three (03) year period (as long as that employee remains in that classification), after which "red-circling" shall become effective.

The City shall advise persons in over-ranged positions of sources available and City policy for retraining. Over-ranged employees, upon request, shall have those resources made available, however, any advancement shall only be made through the normal procedure of filling vacancies.

Any employee who requests a review and whose base hourly pay rate is over-ranged as a result of a review of the position by the City Compensation and Employment Division shall have his base hourly pay rate in the previously established classification maintained, with no further increases (as long as that employee remains in that classification). This base hourly pay rate in the previously established classification shall remain in effect until the evaluated base hourly pay rate equals or surpasses the employee's "red-circled" hourly pay rate.

1.12 Reclassification Requests

Individual reclassification requests based on changes in duties and responsibilities shall be finalized by the City Compensation and Employment Division within ninety (90) days of receipt of the request by the City Compensation and Employment Division.

1.13 Pay Rate Decisions

As per Clause 1.11, appeals of hourly pay rate decisions shall be forwarded to the Manager, City Compensation and Employment Division, as Step One and the Director, City Human Resources Department, as Step Two of the Grievance Procedure.

2.00 UNION SECURITY AND EMPLOYEE RIGHTS

2.01 New Employees

The City agrees to acquaint new employees with the fact that a Collective Agreement is in effect, and with the dues check off and to provide them with a copy of this Agreement which shall include as an insert a membership card.

2.02 Check Off

All employees covered by this Agreement shall be subject to deduction of Union Dues from pay, and including initiation fees for Union members, in amounts equal to the regular dues and initiation fees and from time to time those assessments duly authorized by the Union's Bylaws but not including any fines.

APPLICATION FOR MEMBERSHIP

with

Canadian Union of Public Employees
Local No. 37

In making application -

"I solemnly promise and declare that I will support and obey the Constitution of this Union, and of the Canadian Labour Congress, that I will, if within my power to do so assist my fellow members, or their families, when they are in distress; that I will not purposely or knowingly wrong a member of the Union, or assist others in wronging him, that I will not recommend any person to become a member whom I believe unworthy to be a member."

I hereby -

Tender \$ _____ as payment of the Initiation Fee.

Authorize C.U.P.E. Local 37 to deduct \$ _____ as payment of the Initiation Fee.

Date _____

Signature of Applicant

LAST NAME

FIRST NAME(S)

PHONE NUMBER

ADDRESS

POSTAL CODE

OCCUPATION

PAYROLL NO.

DEPARTMENT

On behalf of C.U.P.E. Local 37, I hereby accept this application for membership.

Signed on behalf of the Union

Date _____

2.03 Dues Deduction

Deductions shall be made from each payroll and shall be forwarded to the Financial Secretary of the Union not later than the tenth (10th) day following the deduction, accompanied by a list of all employees from whose wages the deductions have been made.

2.04 Pay Days

All employees shall be paid on a biweekly basis. Employees shall receive, by the end of each pay day, a statement showing all deductions and adjustments for that period.

2.05 Technological Change

The City shall assume all its responsibilities with regard to employees who may be affected by technological change. For this reason the City agrees to set up retraining or refresher programs for employees thus affected wherever practicable. The City shall endeavour to give the Union notice of implementation of new methods and discuss with the Union any action liable to cause personnel problems.

2.06 Technological Change Transfers

If an employee cannot cope with technical or technological improvement and has to transfer and is able to do the work to which he transfers he shall continue to receive the hourly pay rate that he enjoyed at the time of his transfer until such time as the lower hourly pay rate reaches his former hourly pay rate at the time of his transfer.

2.07 Technological Change Separations

When the above provisions have been exhausted without success, the following shall apply with respect to technological change only:

After ten (10) years of service, and in addition to the normal notice before layoff, the employee shall receive two (02) weeks at one-half (1/2) of his regular pay for each year served beyond ten (10) years to a maximum of twenty-six (26) weeks.

2.08 Job Stewards

The Job Steward System is accepted in principle by the City. The Union shall list with the City Labour Relations Division and the work units, as per Clause 4.14, the current appointments of Union Officers and Job Stewards in each work unit.

The City shall list with the Union the City personnel in each work unit with whom the Union files grievances, as per the Grievance Procedure.

Job Stewards shall be recognized by the City as part of the Grievance Procedure, as per Article 3.00, and for the purpose of attending disciplinary representation, as per Clause 2.12.

The Union shall have the right at any time to have the assistance of representatives of the Canadian Union of Public Employees when dealing with or negotiating with the City. Such representatives shall not be denied reasonable access to the City's premises in order to investigate and assist in the settlement of a grievance, taking into consideration operating necessities.

2.10 Discrimination

The City shall not discriminate against any of its employees on account of race, religious beliefs, colour, gender, physical disability, age, marital status, ancestry, or place of origin of that person. The foregoing does not apply with respect to a refusal, limitation, specification or preference based on a bona fide occupational requirement.

The City shall not discriminate against any of its employees on account of political beliefs, sexual orientation, nor by reason of their membership or activity in the Union.

2.14 Equal Pay for Equal Work

The City shall not employ a female employee for any work at an hourly pay rate that is less than the hourly pay rate at which a male employee is employed by the City for similar or substantially similar work.

2.12 Warnings and Discipline

Whenever an employee is disciplined and the discipline is intended to be a matter of record on an employee's file, the employee shall be given written particulars stating the reason for the action and outlining the terms of the penalty (where applicable). In all cases, the employee shall be advised that he has the right to have the Union Job Steward or other Union representative present.

Should an employee be suspended for the purpose of investigation and is to be interviewed by his Exempt Supervisor for the purpose of determining disciplinary action, the employee shall be advised that he has a right to representation by a Union Executive Representative.

The City shall make the arrangements for such representation through the Union's Full-time Officers or the National Representative.

A copy of the written particulars shall be given to the Job Steward, as per Clause 2.08, or other Union representative, who may grieve within ten (10) days of receipt, as per the Grievance Procedure.

2.13 Disciplinary Document Expiry

After two (02) years' time in the case of all permanent employees, any disciplinary document shall be removed from the employee's personal record in the City Human Resources Department, his own City department, and in the Union's file, and destroyed and not held against the employee or the City in any way. In the case of temporary employees the time of removal of the pertinent record shall coincide with the attainment of twenty-four (24) cumulative months.

Any accumulation of one hundred and nineteen (119) or more days of absence from work (excluding approved vacation time) shall be added to the two (02) years' time or the twenty-four (24) cumulative month

2.14 File Review

All employees shall have the right, upon request and approval, which shall not be unreasonably denied, from their Exempt Supervisor, to see their personal file, under the supervision of the City, either in their own City department or the City Human Resources Department.

2.15 Notice of Resignation

Where a permanent employee resigns, he shall give the City two (02) weeks' notice, in writing.

2.16 Dismissal Appeal

Any employee desiring to appeal against his dismissal for cause shall do so under the Grievance Procedure, and in such cases the first Step may be omitted.

2.17 Reinstatement

Any employee who has been wrongfully dismissed or suspended by the City and who is later reinstated shall, subject to the conditions of reinstatement, be compensated in full for standard time lost at his regular hourly pay rate.

2.18 Proper Accommodation

Insofar as is practicable, proper accommodation shall be arranged for employees to wash up, have their meals and to keep and change their clothes.

The City shall ensure that where trailers are assigned to field application for crew operations they shall have toilet facilities. Employees shall be required to clean the toilet facilities. In this respect appropriate cleaning utensils and material shall be made available and the City shall assign cleaning duties as equally as is practicable among the employees concerned.

2.19 Occupational Health and Safety

An effective Occupational Health and Safety program is dependent on a specific policy set by the City and made clear to all employees, including Exempt Supervisors and Foremen, who accept safety operations as part of their normal responsibility. Every effort shall be made to get all employees interested and active in the Occupational Health and Safety program.

2.20 Health and Safety Committees

Health and Safety Committees shall be established between the Union and the City's representatives. Such committees shall meet regularly (i.e., monthly) to deal with concerns pertinent to Occupational Health and Safety. Terms of reference for the committees shall include:

Investigation of observed and reported health and safety concerns. In addition committee members shall endeavour to advise employees when they observe them performing unsafe or unhealthy acts;

Participation in the provision of training and education in safe work practices for employees;

Recommendation to the City for changes for the alleviation of unsafe or unhealthy conditions or practices;

Review of new or significantly changed facilities, processes or procedures for the purpose of identifying health or safety hazards;

Review of accident investigations and trend analysis;

Appointment of and coordinating inspection teams for the purpose of inspecting work sites;

Exchange of information regarding health and safety practices between members from various sections of the larger work place.

2.21 Committee Assistance and Mandate Chat-toes

It is agreed that the City, including the City Human Resources Department, and the Executive of the Union shall assist committee members in acquiring the basic background information and expertise to effectively analyze areas and procedures with respect to identifying potential health and safety hazards,

The parties agree that any further terms of reference and/or clarification of the terms of reference described above shall be developed and mutually agreed upon in joint consultation between the Union and the City Human Resources Department.

2.22 Information Exchange

The Union shall be provided with the particulars of personal injury reports, material safety data sheets and any related safety issues, as well as any investigation reports and studies conducted by the City Health, Safety & Benefits Division.

Copies of Committee recommendations shall be forwarded to the Safety Specialist, City Health, Safety & Benefits Division.

2.23 Safety - City Responsibility

It is the responsibility of the City, to make sure of the safe conditions of vehicles, tools, equipment and materials and upon becoming aware of an unsafe condition to take timely and corrective action.

2.24 Safety - Employee Responsibility

Having received the required instructions it is the responsibility of employees to ensure that all vehicles, tools, equipment and materials are operated or handled in a safe and reasonable manner and to promptly advise of defects, damage and/or unsafe condition of same.

2.25 Unsafe Working Conditions

An employee shall not be required to work under conditions identified as being in violation of the Alberta Occupational Health and Safety Act and any amendments thereto, or any enactments subsequently legislated in Alberta.

A relevant section of the current Alberta Occupational Health and Safety Act reads as follows:

28. No person shall dismiss or take any other disciplinary action against a worker by reason of that worker acting in compliance with this Act, the regulations or an order given under this Act.”

2.26 Protective Wear

No employee of the City shall be required to enter any quarantined building or area, sanitary or hazardous material spill clean up sites, without proper protective clothing and/or devices as specified. It is further agreed that the City shall assume responsibility in the event that the employee becomes infected, provided that the proper clothing and devices have been used and the proper techniques adhered to.

2.27 Necessary Equipment

All trucks and equipment shall be equipped with heaters, frost shields and signal lights where necessary.

2.20 No Conflicting Agreements

No employee shall be required or permitted to make any agreements with the City or its representatives which directly conflict with this Agreement.

2.29 Copies of the Agreement

The City shall undertake to arrange for the printing of sufficient copies of this Agreement for each employee within ninety (90) days of the date this Agreement is signed by both parties, and shall accept the full cost.

2.30 Bulletin Boards

The City shall provide bulletin boards wherever practicable which shall be placed so that employees shall have reasonable access to them. Notices of job vacancies shall be posted promptly and maintained for a period of eight (08) calendar days. Where employees do not have access to bulletin boards, the City shall make every reasonable effort to ensure that the employees are informed of the posting notice. The use of the bulletin boards for other than City purposes shall require approval of the city.

3.00 GRIEVANCE PROCEDURE

3.01 Differences

The City and the Union jointly recognize the desirability of preventing grievances through the use of good judgement and communications and clear directives by all parties.

An employee is expected to attempt resolution of the difference informally with the immediate Exempt Supervisor. The employee shall have the right to have union representation. Should this fail to resolve the difference, a grievance may be submitted in writing, pursuant to Clause 3.03.

3.02 Definition of Grievance

A grievance is any difference between the parties to or persons bound by this Agreement concerning its interpretation, application, operation or any alleged violation of this Agreement, or any question as to whether any difference is arbitrable.

3.03 Filing Time Limit

Grievances not submitted within ten (10) working days after the circumstances giving rise to such grievances occurred or should reasonably have been known, shall not be considered.

3.04 Filing Procedure

No grievance shall be considered except under the following procedure including specifically the placing of the grievance in writing, citing Clause(s) pertaining to the grievance. Copies of all written grievances shall be forwarded to the Manager, City Labour Relations Division. Grievances shall be submitted on a form satisfactory to the Union and the City.

3.05 Grievance Handling

No grievance handling or Union activities shall take place on City property, or work sites or during working hours without the required permission of the Exempt Supervisor or designate responsible for the work area(s).

3.06 Working Days

For the submission of grievances as provided herein, "Working Days" shall be considered as the days in which the City's general offices are open to the public for the transaction of regular business.

3.07 Time Limit Changes

Longer periods of time for consideration of grievances may be given at any step in the procedure, if mutually agreeable. Conversely, if time limits are not adhered to, either party may proceed to the next step.

3.08 General (or Policy) Grievance

When a dispute involving a question of general application or interpretation of this Agreement occurs, or where the Union has a grievance, Step 1 of the Grievance Procedure may be bypassed. Only grievances submitted by the Union Executive Representative or the CUPE National Representative shall be considered.

3.09 Grievance Procedure Steps

Grievances arising under this Agreement shall be processed, adjusted and settled as follows:

- (A) Step One:
The Job Steward, a Union Executive Representative or the CUPE National Representative shall submit the grievance in writing to the Division Manager or his designate, who shall hear the grievance within two (02) working days of receipt of the request. A written response shall be provided to the presenter within two (02) working days of the hearing;
- (B) Step Two:
Within two (02) working days of receipt of the response, the Job Steward, a Union Executive Representative or the CUPE National Representative may submit the grievance to the City Department Head or his designate, who shall hear the grievance within five (05) working days of receipt of the request. A written response shall be provided to the presenter within five (05) working days of the hearing;
- (C) Step Three:
Within five (05) working days of receipt of the response, the Union Executive Representative or the CUPE National Representative may submit the grievance to the City Board of Commissioners who shall hear the grievance within ten (10) working days of receipt of the request. One City Commissioner may hear the grievance. A written response shall be provided to the presenter within ten (10) working days of the hearing.
- (D) Step Four:
If the decision of the City Board of Commissioners is not acceptable to either party, the grievance may be referred to a Grievance Arbitration Board within thirty (30) days after receipt of the decision of the City Board of Commissioners, for final and binding settlement on all parties.

Either of the parties may notify the other party in writing of its desire to submit the difference as per Clause 3.04 to Arbitration, and the notice shall contain a statement of that difference and the name of the first party's appointee to the Grievance Arbitration Board. The recipient of the notice shall, within seven (07) days inform the other party of the name of its appointee to the Grievance Arbitration Board. The two (02) appointees so selected shall, within seven (07) days of the appointment of the second of them, appoint a third person who shall be the Chairperson.

If the recipient of the notice fails to appoint an appointee within the time limit indicated above, the appointment shall be made by the Director of Mediation Services upon the request of either party. If the two (02) appointees fail to agree upon a Chairperson within the time limit, the appointment shall be made by the Director of Mediation Services upon the request of either party.

The Grievance Arbitration Board shall hear and determine the difference and shall issue an award in writing and the decision is final and binding upon the parties and upon any employee affected by it. The decision of the majority is the award of the Grievance Arbitration Board, but if there is no majority, the decision of the Chairperson governs and it shall be deemed to be the award of the Grievance Arbitration Board.

The parties may by mutual agreement elect Arbitration by a single Arbitrator under the provisions of the Alberta Labour Relations Code. If the parties are unable to mutually agree to finalization by a single Arbitrator, the grievance shall be settled by a Grievance Arbitration Board as provided for above.

Each party to the difference shall bear the expense of its respective appointee to the Grievance Arbitration Board and the two (02) parties shall bear equally the expenses of the Chairperson.

The above time limits may be extended by mutual agreement.

3.10 Arbitration Board Awards

The Grievance Arbitration Board may direct the City to reinstate the employee and pay to the employee a sum equal to his wage loss by reason of his unjust suspension or unjust dismissal or such lesser sum as, in the opinion of the Grievance Arbitration Board, is fair and reasonable or the Grievance Arbitration Board may make such other orders as it considers fair and reasonable having regard to the terms of this Collective Agreement.

3.11 Employee Attendance at Hearings

All employee(s) aggrieved (or as may be agreed to by the parties) shall have the right to be present at all steps of the Grievance Procedure, and if held during their scheduled working hours, shall suffer no loss of pay.

3.12 Union Representation at Hearings

The following employees (other than those employees on Union Office Leave of Absence) may be in attendance during the Grievance Procedure, and if held during their scheduled working hours, shall suffer no loss of pay:

At Step 1, the work unit Job Steward, as per Clause 2.08, and one other Union representative;

At Steps 2 and 3, three (03) Union representatives;

At Step 4, five (05) Union representatives.

4.00 SENIORITY, PROMOTION, LAYOFF AND RECALL

DEFINITIONS

4.01 Permanent Full-Time Employee

A permanent employee shall be defined as one who has been selected or appointed, to an established full time position, and has served a complete probationary period. A permanent employee shall include those, as per Clause 4.09.

4.02 Permanent Part-Time Employee

A permanent part-time employee shall be defined as one who has been selected or appointed, to an established part-time position, and has served the equivalent to a six (06) month probationary period (992 hours), and whose work is firmly scheduled throughout the entire year on a regular basis, and whose continuing work requires at least nine hundred and ninety-two (992) hours of work during any consecutive twelve (12) months. These employees shall receive the same hourly pay rate as full-time permanent employees.

4.03 Probationary Employee

A probationary employee shall be one who has been selected, or appointed to an established position and is serving a probationary period for the purpose of establishing permanency and meeting the requirements of the position.

4.04 Temporary Employee

A temporary employee shall be one who has not attained permanent employee status,

4.05 Full-time Employee

The word "full-time" when used in this Agreement shall refer to an employee who is assigned standard working hours as specified in this Agreement.

4.06 Part-time Employee

The word "part-time" when used in this Agreement shall refer to an employee who is assigned working hours that are less than the standard working hours specified in this Agreement.

4.07 On-Call Employee

An 'On-Call' employee shall be designated as one filling a non-established position, who may work hours equal to or less than a normal shift; hours and days of work are on an intermittent or occasional basis; considered as those employees who have the right to elect whether or not to work when requested. No seniority shall accrue for these employees.

4.08 Established Position

An established position shall be defined as one that has been duly authorized as part of the normal establishment in a work unit of a City Department.

4.09 Provisional Position

If no established position becomes available after twenty-four (24) months of continuous, full time work in a work unit, the temporary full time employee shall be assigned to a provisional position, and shall be considered a permanent employee. Performance reviews shall be performed after at least the ninth (9th) and twenty-first (21st) month of continuous service for those temporary full time employees. Any accumulation of ten (10) or more days of absence from work shall be added to the stipulated twenty-four (24) month period.

No probationary period shall be required if the permanent employee in a provisional position is placed in an established position where the duties of that position have been satisfactorily performed by that employee.

4.10 Probationary Period

A complete six (06) month period of work in a continuous period of service may be served by all employees in any established position in order to assess employees' abilities to meet the requirements of such established positions. For the purpose of determining the probationary period, any accumulation of ten (10) or more days of absence from work shall be added to the stipulated six (06) month period. Probationary status reports shall be completed at the third (3rd) and fifth (5th) month of the probationary period.

4.11 Promotion

The word 'promotion' when used in this Agreement shall mean the movement of an employee to an established position with a higher regular hourly pay rate than his present position.

4.12 Transfer

The word 'transfer' when used in this Agreement shall mean the movement of an employee to a position with the same regular hourly pay rate as his present position.

4.13 Seniority

Seniority is defined as the length of service, subject to Clause 4.31, within the work unit, as per Clause 4.14.

4.14 Work Units

Work Units are defined as:

Engineering and Environmental Services Department:

- 1.1) Streets Construction, Maintenance and Material Plants
- 1.2) Solid Waste Services
- 1.3) Sewer Operations
- 1.4) Wastewater Treatment Plant and Maintenance
- 1.5) Sludge Injection
- 1.6) Waterworks Transmission and Distribution
- 1.7) Waterworks Treatment Plants

Corporate Properties Group:

- 2.1) Bridge Maintenance
- 2.2) Structures and Facilities

Fleet & Supply Management Services Department:

- 3.1) Fleet Maintenance
- 3.2) Materials Management

Calgary Parks & Recreation Department:

- 4.1) Parks Areas and Central Parks Operations
- 4.2) Golf Courses
- 4.3) Zoo Animal Care
- 4.4) Zoo Maintenance and Inglewood Bird Sanctuary
- 4.5) Cemeteries
- 4.6) Pools, Leisure Centre Pools and Boat Patrol
- 4.7) Arenas/Athletic Parks, Leisure Centre Arenas and Leisure Centre Maintenance
- 4.8) Alberta Science Centre and Art Centres

Calgary Police Service:

- 5.1) Maintenance Branch
- 5.2) Transport Branch

Transportation Department:

- 6.1) Traffic Operations
- 6.2) Parking Meters

APPLICATION OF SENIORITY

4.15 Selections

In staffing positions, permanent employees shall receive first consideration, provided that the applicants have the necessary qualifications. Education, training, experience and ability shall be considered and where these factors are judged by the City to be relatively equal seniority shall be the determining factor.

4.16 Appointments

The senior employee in the same work unit may be appointed to an established position by the City, in accordance with the factors specified in Clause 4.15, without posting.

4.17 Posting of Positions

The City shall have the sole right to make the decision as to whether vacant positions shall be posted. When a position is posted, such posting shall be for a period of eight (08) calendar days. Such posting shall outline the type of position and the nature of the duties with minimum qualifications required.

4.18 Staffing of Positions

A vacancy shall be filled in accordance with the principle of Clause 4.15, with first consideration given to employees in the work unit, then from the department, then from outside the department within the bargaining unit, and final consideration to other employees.

Where the City has advertised the position outside of the City service, the City agrees the applications received shall not be considered until all applications from employees within the bargaining unit have been assessed.

4.19 Copies of Postings

A copy of the posting of the vacancy shall be forwarded to the Union Recording Secretary. When the appointment has been made, the Union Recording Secretary shall be notified of the applicants and the appointee's name and department in order that the Union may place objections, if any, before the City.

4.20 Reversion

When a permanent employee is transferred or promoted to an established position within the bargaining unit, he shall be permitted to or may be required to revert to his former established position. He shall be permitted to retain his seniority in that former position for a period not to exceed the period specified in Clause 4.10, from date of transfer or promotion. Any employee affected by such reversion shall also be returned to his former position.

When a permanent employee is transferred or promoted to an established position outside the bargaining unit, he shall be permitted to or may be required to revert to his former established position. He shall be permitted to retain his seniority in that former position for a period not to exceed the period specified in Clause 4.10, from date of transfer or promotion. Any employee affected by such reversion shall also be returned to his former position.

4.21 Non-Permanent Employee - Transfer and Promotion

When a non-permanent employee is transferred or promoted to an established position within the bargaining unit or in CUPE Local 709, he shall be permitted to, or may be required to, return to this former assignment. He shall be permitted to retain his seniority in that former assignment for a period not to exceed the period specified in Clause 4.10, from the date of transfer or promotion. Any employee affected by such return shall also be returned to his former assignment.

4.22 Relief or Temporary Assignments

When an employee is relieving in a position or accepts a temporary assignment in CUPE Local 709 or outside the bargaining unit, such employee shall retain all past and accruing seniority. Such employee may be required by the City to return, except for disciplinary reasons, to his former work unit, to the highest position previously worked, based on qualifications.

The City shall notify the Union of employees who accept a relief or temporary assignment when the duration, for other than seasonal requirements, exceeds six (06) months.

4.23 Notice of Layoff

All employees who have been employed for more than three (03) continuous months shall receive seven (07) calendar days written notice of layoff, or pay based on the hourly pay rate of their assigned classification, in lieu of notice.

4.24 Layoff

Layoff of employees shall be made on the basis of the least senior in the work unit shall be the first laid off, taking into account the required qualifications, as per Clause 4.15, to satisfactorily perform the work available in the work unit.

No permanent employee shall be affected by a reduction in the work unit, while firstly temporary employees, and secondly probationary employees, remain on staff in the work unit, taking into account the required qualifications, as per Clause 4.15, to satisfactorily perform the work available in the work unit.

4.25 Recall Rights

Employees laid off after completing an initial period of four (04) or more months' work in a continuous period of service in a work unit shall be recalled, by order of seniority, provided they have the required qualifications, as per Clause 4.15, to perform the duties for the positions to be filled. Recall rights shall apply only in the work units in which such work time was attained.

4.26 Internal Recalls

Permanent employees who have been offered alternate available employment in another work unit shall have the right to exercise recall rights to their original work unit for a period of twelve (12) months from the date of offer.

4.27 Special Skills

It is agreed that in order to meet operational requirements, employees with special skills may be recalled prior to others more senior on the recall list.

4.28 No New or Previous Employees

No new or previous employees, shall be hired until those permanent and temporary employees on layoff with recall rights have been given the opportunity of re-employment, taking into account the required qualifications, as per Clause 4.15, to satisfactorily perform the work available in the work unit.

4.29 Recall for Employment of Short Duration

An employee recalled for employment of a short duration at a time when employed elsewhere shall not lose recall rights for refusal to return to work with the City provided the employee shows the period of employment with the other employer to be of a reasonably longer duration than that offered by the City. The provisions of Clause 4.40 shall be followed.

4.30 Lapse of Recall Rights

Subject to other provisions in this Article, recall rights shall lapse after twelve (12) months from the date of layoff.

SENIORITY ADJUSTMENTS

4.31 Accumulation of Seniority

An employee's seniority date shall be adjusted to account for any leaves of absence without pay, that exceed thirty (30) consecutive days, except as specified in Article 6.00, and as per Clause 2.17.

4.32 Loss of Seniority

An employee shall lose seniority only in the event of:

- 1) Discharge for just cause.
- 2) Resignation.
- 3) Absence from work for four (04) regularly scheduled consecutive working days without notifying the City, unless such notice was not reasonably possible.
- 4) Layoff for a period of one (01) year.
- 5) Decisions of a Grievance Arbitration Board.
- 6) The provisions of Clauses 4.20, 4.21, 4.26, 4.37 and 4.39.

4.33 Separation of Temporary Employees

The City shall not separate temporary employees merely to break service.

4.34 Merging of Seniority Rights

Should the City take over any of the operations or functions of another employer, the parties agree to discuss the merging of seniority rights for affected employees.

4.35 Training

The City shall maintain a system of 'on the job' training as determined by and subject to the needs of the work units, so that all employees shall have equal opportunity to apply for, as per posted requirements, and receive such training for equipment and trucks.

An employee who is properly certified by the City as a qualified trainer in the operation of a certain class of vehicle or equipment and who is assigned the responsibility of training another employee in such operation, shall be paid the second hourly pay rate level immediately higher than his current classification.

Employees shall receive the hourly pay rate for the job they normally would have been assigned while in training for equipment and trucks, until in receipt of a temporary/permanent operator's ticket for the equipment/truck being trained on. Such opportunities for training shall be allocated by seniority/ticket date, according to selections from posted requirements.

INFORMATION REQUIREMENTS

4.36 Lists

The City shall maintain a seniority list showing permanent employees in established/provisional positions and temporary employees by classification hired.

Copies of seniority lists shall be sent to the Union in January and July of each year.

Copies of layoff and recall lists shall be forwarded to the Union with layoff lists sent immediately after layoff.

4.37 Notice of Recall

Notice of recall prior to staffing shall be dispatched by Priority Post (signature required) to the last known address with an appointment set for a time no sooner than fourteen (14) calendar days following the date of dispatch. Failure to reschedule the appointment prior to same or appear for documentation shall result in loss of recall rights.

4.38 Information to the City

It shall be the responsibility of each permanent employee to keep the City informed of their current address and phone number through their work unit.

It shall be the responsibility of each employee and previous employee with recall rights to keep the City Human Resources Department and the work unit informed of their current address and phone number,

4.39 Layoff - Not Recommended for Recall

An employee who is laid off but not recommended for recall for just cause shall be given Mitten notification of the reasons and loss of recall rights by his work unit. Copies of this notification shall be sent to the City Human Resources Department and to the Union.

4.40 Permission to Rest Recall Rights for Definite Period

Upon making written application, an employee may be granted permission to rest recall rights for an agreed period. The application must be approved by both the City Human Resources Department and the Union, and the employee informed of the decision. Other terms and conditions of recall to the next available position to be filled shall apply on expiration of agreed term.

4.41 Benefits Information

Employee benefit entitlements and participation requirements are contained within the provisions and regulations of the Agreement between the City of Calgary and the Municipal Employees Benefit Association of Calgary.

An employee who is in receipt of, or eligible for benefits, shall continue to accumulate service as per Clause 7.01 and upon notice of recall, may rest recall rights as per Clause 4.40.

5.00 HOURS OF WORK, RATES OF PAY, PAY PREMIUMS

5.01 Hours and Days of Work

The hours and days of work in this Article are stated solely for the purpose of calculating overtime and shift differential, where applicable, and shall not be construed as a guarantee of any minimum nor as a restriction on any maximum hours and days to be worked.

No adjustments shall be made to the pay of those employees working during the changeover to accommodate Daylight Saving Time. All such employees shall be paid for their normal shift.

5.02 Standard Hours of Work

The standard hours of work, subject to the specific provisions of this Agreement, shall be nine and one-half (9 1/2) hours per day, four (04) consecutive days per calendar week, to a total of thirty-eight (38) hours per week, with consecutive days off.

5.03 Standard Work Day

The standard work day shall be any nine and one-half (9 1/2) hours work within the eleven (11) consecutive hours between 0700 and 1800 hours.

5.04 Twelve (12) Hour Operations

The standard hours of work shall be twelve (12) hours per day, on a scheduled basis in which over a six (06) week period of time, shall average thirty-eight (38) hours per week, with consecutive days off.

5.05 Non-Standard Hours of Work, Excluding Part-Time

Non-standard hours of work shall, on a scheduled basis over a six (06) week or less period of time, average thirty-eight (38) hours per week, with consecutive days off.

5.06 Overtime Entitlement

Employees shall receive overtime pay for those hours worked in excess of scheduled hours worked while engaged in operations requiring standard working hours, as per Clauses 5.02 and 5.04.

Employees engaged in operations requiring scheduled hours of work other than those specified in Clauses 5.02 and 5.04 shall receive overtime pay for hours worked in excess of the non-standard weekly average of thirty-eight (38) hours.

5.07 Rest Periods

All full time employees, as per Clause 5.02, shall be permitted a twenty (20) minute rest period in the first and second half of their shift.

All full time employees, as per Clause 5.04, shall be permitted a thirty (30) minute, rest period in the first and second half of their shift, or three (03) twenty (20) minute breaks during the complete shift.

All part time employees working more than a four (04) hour shift, shall be permitted a rest period of twenty (20) minutes, at least once per four (04) hours worked.

5.08 Schedules of Work

Whenever shifts are established, employees and/or shifts shall rotate at least every six (06) weeks or be firmly scheduled, Where any shifts are not rotated, preference shall be by seniority and required qualifications to perform the required work.

Calgary Parks & Recreation department employees shall by status be assigned shifts based on preference by seniority, within each facility, and required qualifications to perform the required work,

5.09 Work Schedule Discussions and Review

New shifts, split days off, and Sunday work shall be formally discussed as to their necessity with the Union Executive prior to being established by the City, but in no case shall work be curtailed during the period of discussion.

The parties agree to convene, and with the assistance of the City Labour Relations Division, to review proposed schedules of work, methods of maintaining the four (04) day work week, if applicable, and the needs of the operation.

Review committees may be struck in order to seek the input and cooperation of the parties.

Schedules of work not previously established in the work unit shall be subject to such a review,

5.10 Working Schedule

The principle of an employee knowing his hours of work is recognized; the days and hours of work shall be posted in appropriate places.

5.11 Inability to Report

It shall be the responsibility of the employee to notify his Exempt Supervisor, or stipulated contact, within two (02) hours before his starting time of his inability to report to work. The employee, when unable to notify of his inability to report, shall provide reasons acceptable to the City.

Whenever practicable, when an employee is ready to return to work, he shall notify his Exempt Supervisor, or stipulated contact, on the work day previous to the actual day of return.

Employees commencing shifts that start at or after 1200 hours shall be required to give no less than two (02) hours notice prior to their starting time.

5.12 Change in Work Sites

It shall be incumbent upon the City to provide return transportation to all employees' initial place of reporting.

5.13 Transportation

No employee shall be required to use his own vehicle to transport employees or equipment for the City,

5.14 Overtime

Call-outs, scheduled overtime, extensions of the scheduled daily hours of work, extending both into and/or beyond those hours, shall be defined as overtime.

5.15 Lieu Time for Overtime

Time off may be taken in lieu of overtime pay at the mutual convenience between the employee and the City, In the event agreement is not reached, Subclause (D) shall apply.

Such time off shall be granted based on double (2X) the actual hours of overtime worked.

In addition, such lieu time shall be granted subject to the needs of the operations and provided the following conditions have been met:

- (A) Intent to take time off in lieu of overtime pay must be stated at the time the overtime is actually worked;
- (B) In taking of lieu time, the employee shall be required to take full shifts off only, or may be permitted by the City to take part shifts off for medical appointments or for other reasons, and shall be paid for such time at the dollar value when earned as overtime;
- (C) The total number of overtime hours banked and taken (i.e. withdrawn) is not to exceed thirty-eight (38) overtime hours (i.e. 76 straight time hours) in any one calendar year;
- (D) Any overtime accumulated prior to December 01 must be scheduled prior to December 01 and taken before year-end, or shall be paid out;
- (E) Any overtime accumulated in December, subject to the thirty-eight (38) hour annual limit, can be deferred to the following year, without affecting the thirty-eight (38) hour annual limit for the following year, or shall be paid out.

Those hours worked on statutory holidays as part of an employee's regularly scheduled hours of work cannot be banked under this provision.

5.16 Overtime Distribution

In the giving of overtime, the City agrees that such overtime shall be distributed as equally as possible among employees qualified to do the work in the Operating Section. Such overtime shall be distributed as equally as possible over the twelve (12) month period, commencing April 01 of each year.

For monitoring purposes, the City shall provide the Union with a list of employees and the amount of overtime hours worked by employee on a quarterly basis.

The Operating Sections for the purpose of this Clause are as follows:

Engineering and Environmental Services Department

Streets Construction, Maintenance and Material Plants

01. Zone 1
02. Zone 2
03. Zone 3
04. Zone 4
05. Zone 5
06. Zone 6
07. Zone 7
08. Zone 8
09. Zone 9
10. Plants
11. Construction

Solid Waste Services

12. District 1
13. District 2
14. District 3
15. District 4
16. District 5 - Recycling

Sewer Operations

17. Maintenance
18. Repairs/Construction
19. Lift Stations and Special Projects

Wastewater Treatment Plant and Maintenance

20. Plant Operations
21. Plant Maintenance
22. Sludge Injection

Waterworks Transmission and Distribution

23. Distribution Control
24. Operations
25. Inspections
26. Meters
27. Stockroom

Waterworks Treatment Plants

28. Plant Operations
29. Plant Maintenance

Corporate Properties Group

30. Bridge Maintenance
31. Structures and Facilities

Fleet & Supply Management Services Department

- 32. Fleet Maintenance
- 33. Materials Management

Calgary Parks & Recreation Department

- 34. Parks North
 - 35. Parks South
 - 36. Parks East
 - 37. Parks Centre West
 - 38. Central Parks Operations
 - 39. Golf Courses
 - 40. zoo
 - 41. Cemeteries
 - 42. Pools, Leisure Centres and Boat Patrol
 - 43. Arenas
 - 44. Alberta Science Centre and Art Centres
45. Calgary Police Service

Transportation Department

- 46. Traffic Operations
- 47. Parking Meters.

5.17 Calculation of Overtime Pay

Overtime shall be calculated on the basis of double (2X) the employee's hourly pay rate of his assigned classification. Double (2X) time shall also be paid for work on regular days off.

Work performed to the closest one quarter (1/4) hour shall be the basis used in the calculation of overtime pay and all such overtime shall be recorded daily for pay purposes.

Overtime calculations shall be based on his hourly pay rate, and shall not include shift differential or any other premiums.

5.18 Overtime During Layoffs

To the extent practicable and reasonable, no regular overtime in excess of two (02) hours per day shall be worked in the work unit while there are permanent employees on layoff for reason of lack of work, and who possess the required qualifications to perform the available work.

5.19 Call-Outs

"Call-Outs" shall be paid at the rate of double (2X) time for all hours so worked, with a minimum of two (02) hours at double (2X) the hourly pay rate for each "call-out".

5.20 Overtime - Rest Period(s)

A one half (1/2) hour paid rest period shall be allowed employees working overtime beyond their regular shift on a continuous basis. Such rest period shall occur after more than two (02) hours of overtime worked and after every four (04) hours of overtime worked thereafter. Where an employee is called in to work overtime, he shall receive a one-half (1/2) hour paid rest period upon completion of each four (04) hours of overtime worked.

5.21 Shift Differential

A fifty-five cents (0.55 cents) per hour shift differential shall be granted to employees for any hours of their shift (excluding overtime) performed between 1800 hours and 0700 hours of the next day. Where a majority of hours of an employee's shift occur between 1800 hours and 0700 hours of the next day, the shift differential shall apply to all hours worked.

On-call employees shall only receive pay according to the classification rate of the work assigned.

5.22 Shift Change Notice

Twenty-four (24) hours' notice shall be given before change of shifts. Failure to give at least twelve (12) hours rest between shifts which are being changed as a result of this notice shall result in payment of overtime at the employee's hourly pay rate of his assigned classification for any hours worked during such normal rest periods, occurring as a regular part of any firmly scheduled shifts.

5.23 Weekend Work

All employees whose regular and scheduled work week includes work on Saturday and/or Sunday shall receive one (01) hour extra straight time pay for each full Saturday and/or Sunday shift so worked. Any scheduled shifts that partially overlap onto a Saturday and/or Sunday or do not comprise a full shift shall be calculated on a prorated basis as follows:

Work performed up to and including:

2.25 hours:	1/4 hours' pay
4.75 hours:	1/2 hours' pay
7.25 hours:	3/4 hours' pay
9.50 hours:	1.0 hours' pay

5.24 Inclement Weather

Unless otherwise advised, an employee shall report ready and available to work and shall be paid a minimum of two (02) hours at straight time rate of pay.

Unless otherwise advised, an employee working a twelve hour shift shall report ready and available to work and shall be paid a minimum of two and one-half (2.5) hours at straight time rate of pay.

5.25 Sent Home Because of Inclement Weather

If an employee works more than two (02) hours in any day and is then sent home because of inclement weather, he shall receive a minimum of four (04) hours' pay or pay for the actual hours worked, whichever is the greater.

After the first day of inclement weather, every practical effort shall be made to send employees home on the basis of reverse order of seniority and qualifications.

5.26 Other Work During Inclement Weather

The work of an employee in inclement weather may not be the employee's regular job, and accordingly pay shall be the hourly pay rate of the assigned job.

5.27 Pay Procedure for Relieving in a Higher Pay Classification

An employee assigned to a higher hourly pay rated position in the bargaining unit shall be paid in the wage range of the assigned classification.

5.28 Equipment and Truck Breakdowns

As a result of an equipment and/or vehicle breakdown during a shift, the operator/driver shall continue to receive the normal hourly pay rate provided the breakdown occurs after mid shift, even if reassigned.

5.29 Tool Allowance

All Journeyman Machinists, Apprentice Machinists, Millwrights, Apprentice Millwrights, Heavy Duty Mechanics, Apprentice Heavy Duty Mechanics, Motor (Auto) Mechanics, Apprentice Motor (Auto) Mechanics, Steel Fabricators, Apprentice Steel Fabricators, and Small Motor Mechanics shall receive an annual payment of twelve percent (12%) of the total value of any tools that the employee is required by the City to provide to effectively perform regular established duties. Basic tool requirements are as per Schedules C, D, E and F.

Apprentice tool allowance based on:

75% of Journeyman tool allowance for the first (1st) and second (2nd) years

95% of Journeyman tool allowance for the third (3rd) and fourth (4th) years.

5.30 Apprentices

Apprentice type classes are as follows:

Apprentice (Blacksmith)

Apprentice (Motor-Auto-Mechanic)

Apprentice (Welder)

Apprentice (Steel Fabricator)

Apprentice (Painter)

Apprentice (Heavy Duty Mechanic)

Apprentice (Machinist)

Apprentice (Zoo Keeper)

Apprentice (Millwright)

Apprentice (Plumber)

Dependent on successful progression through the apprenticeship program, apprentices shall be paid on a graduated scale with a differential between each period according to the following formula:

4 period apprenticeship programs:	First period	-	66% of the Journeyman 1 rate
	Second period	-	73% of the Journeyman 1 rate
	Third period	-	82% of the Journeyman 1 rate
	Fourth period	-	92% of the Journeyman 1 rate
3 period apprenticeship programs:	First period	-	73% of the Journeyman 1 rate
	Second period	-	82% of the Journeyman 1 rate
	Third period	-	92% of the Journeyman 1 rate

An employee shall receive the currently established Labourer 3 hourly pay rate or the hourly pay rate for the classification to which he is currently assigned, whichever is the greater, until such time as this hourly pay rate is met or exceeded by the appropriate Apprenticeship hourly pay rate. The employee shall then receive the appropriate Apprenticeship hourly pay rate.

5.31 Pay During Apprenticeship

The City shall maintain the Apprentice's regular hourly pay rate while attending Provincial Apprenticeship Training.

5.32 Tools

The City shall maintain a system whereby tools shall be made available to employees at tender cost and payment shall be effected through payroll deduction. The conditions are:

- (A) The system shall apply to the basic tool requirements as per Schedules C, D, E and F.
- (B) The system shall apply only to those employees who are entitled to a tool allowance.
- (C) The City shall select:
 - the quality and make of tools;
 - the supplier and,
 - the system of supply.
- (D) The purchase of tools under this system shall be for the exclusive use of replacing the employee's basic tool requirements only or to equip Apprentices working within the Union's jurisdiction.

5.33 Uniform Issue

The parties agree that uniforms shall be worn by employees who have received uniforms in those work units designated by the City.

5.34 Return of Uniforms

Uniforms shall be returned upon termination, or the cost of same shall be deducted from the employee's final pay, last issue only.

5.35 Uniform Allowance

The City agrees to pay, based on a proration of time worked in the bargaining unit, an annual count of ninety-seven dollars (\$97.00) for permanent employees and thirty-four dollars (\$34.00) for temporary employees, as a uniform allowance.

This amount shall be paid out in the second quarter of each calendar year, based on all straight time hours worked in the bargaining unit in the previous calendar year, and shall be considered as compensation applied in the year of receipt.

A uniform allowance shall not be paid to an employee where the City provides the employee with a uniform.

All employees shall therefore be expected to report to work in presentable order and reasonable attire.

5.36 Clothing Issue

Frequency and issues of clothing shall be restricted to the classifications listed in Schedule G.

6.00 LEAVES OF ABSENCE

6.01 Leaves of Absence Administration

When an employee has been granted leave of absence of any kind and for a period of more than thirty (30) consecutive days, and such employee, prior to commencing leave, elects to continue benefit coverage, he shall be required to pay both the employee's and the City's share of the premiums for applicable benefits. Payment is to be made in advance and shall be based on the average earnings over a period of six (06) months immediately preceding the date of such leave of absence. Seniority shall not accrue during such leave, except as provided for in other Clauses in this Article.

Where an employee has been granted leave of absence of any kind for a period of thirty (30) days or less, such employee shall be required to pay the usual employee benefit premiums and any other levies which would normally occur had such leave of absence not been in force. Seniority shall accrue during such leave.

Employees while on leave of absence without pay for any reason for more than thirty (30) days, shall not be eligible for any remuneration from the City, including wages, vacation accumulation, holiday entitlement, any other fringe benefits or premiums nor shall the leave of absence be considered as time accrued towards salary increment increases, except as provided for in other Clauses in this Article.

6.02 Overstaying Leave of Absence

Where an employee overstays a leave of absence without permission of the City Commissioners the employee shall automatically forfeit his position with the City, unless in the opinion of the City Commissioners such overstay was justifiable.

6.03 General Leaves of Absence

A permanent employee desiring a general leave of absence of any kind shall apply, in writing to the immediate Exempt Supervisor, with a copy to the Union, no later than two (02) months in advance of such leave. Applications are generally not granted during prime times as defined by the City Departments. The Exempt Supervisor shall forward the application through normal channels to the City Department Head. Should such application be refused, the employee shall have the right to appeal to the City Board of Commissioners through the Officers of the Union. The decision of the City Board of Commissioners shall be final and shall be communicated to the Union Recording Secretary in writing.

6.04 Loaning of Employees

An employee may be loaned to any other employer for the purpose of giving or receiving instructions in his particular line of work, if approved by the City Commissioners, and shall continue to accumulate seniority. During such loan period, the employee shall be required to pay the usual benefit premiums and any other levies which are proper to be made on the basis of average earnings over the period of the six (06) months immediately preceding the date of being loaned.

6.05 Religious Leave of Absence

A request for religious observance leave of absence shall be submitted in writing to the immediate Exempt Supervisor, with a copy to the Union, no later than two (02) months in advance of such leave. Such request must be accompanied by documentation that both the request and the religion are bona fide.

6.06 Military Leave of Absence

A request for military leave of absence shall be submitted in writing to the immediate Exempt Supervisor, no later than two (02) months in advance of such leave.

In the granting of leave of absence for military purposes it is agreed that the terms of such leave shall be in accordance with the Government of Canada regulations and any regulations passed by the City of Calgary relative to City pension and group insurance contributions. The City may, on request, grant military leave to members of the Canadian Forces Primary Reserve.

6.07 Union Office Leave of Absence

When it is necessary for an employee to make application for leave of absence to perform duties of any office in the Union or of the Parent Union such request shall have priority over all other applications. Upon request by the Union, President(s) or Recording Secretary, or any combination thereof, engaged on a full time basis by the Union, shall be granted an indefinite leave of absence for such Union duties. Such employees shall accumulate seniority but upon notice to return to active employment with the City, shall have the right to return to their former established position and related position ranking(s). Employees in this category shall be eligible for all normal benefits under the jurisdiction of the Municipal Employees Benefit Association of Calgary and shall be subject to the provisions and/or conditions applicable to members of the Municipal Employees Benefit Association of Calgary. During such absences, employee(s) and/or Union(s) shall be responsible for payment of all premiums, both the employee's and City's share, pertinent to the benefits to which the employee is entitled. Any employees granted such leave for Union Office shall continue to be paid by the City and subsequently, the Union shall reimburse the City.

6.08 Union Business Leave of Absence

Any employee engaged in any Union activity or committee meeting shall have the Union request have from the immediate Exempt Supervisor, with as much notice as is feasible, indicating the approximate time off requested. An employee granted any leave for Union business shall continue to be paid by the City, and subsequently, the Union shall reimburse the City, excluding Joint Work Site committee meetings, productivity meetings, Labour/Management committee meetings approved by the City, representation for the purpose of discipline, and up to five (05) representatives of the Union who are employees of the City who may attend the above noted committee meetings, or meetings to negotiate with the City during normal hours of work.

6.09 Bereavement Leave

When death occurs in an employee's immediate family (that is current spouse, [including common-law spouse and same gender partner], parent, step-parent, step-brother, and step-sister, grandparents of the employee and spouse, grandchild, guardian, parent of current spouse, child or ward, brother, sister or related dependent living in the household of the employee) the employee, on request shall be excused for seven (07) consecutive days in order to, and does, attend the funeral. Pay shall be maintained at the hourly pay rate of the assigned classification for those hours the employee would normally have been scheduled to work.

When an employee qualifies for bereavement leave during his period of vacation, there shall be no deduction from vacation credits for such absence. The period of vacation so displaced shall either be added to the vacation period or reinstated for use at a later date, at the employee's option,

6.10 Bereavement Leave Extension

In addition to the above specified days leave with pay, two (02) days leave without pay shall be granted upon request. Additional time as reasonably necessary may be granted on leave without pay, with the proviso that all applications for such extensions must be submitted at the time of the original request unless extenuating circumstances justify otherwise.

6.11 Mourner's Leave

Where the employee under Clause 6.09 is unable to attend the funeral because of distance, one (01) days' leave with pay shall be granted upon request for mourning purposes.

6.12 Leave to Attend Funeral

One (01) days' leave with pay shall be granted to attend funeral services of persons related more distantly than those as per Clause 6.09.

At the City's discretion and subject to the needs of the operation, those employees in the immediate work division may be allowed to attend, or to act as pallbearers for the funeral of a member of the Union who died on or off the job.

6.13 Maternity Leave

A pregnant employee, with six (06) months continuous service, shall be entitled to maternity leave without pay for a specified period not to exceed twenty-seven (27) weeks. A maternity leave is defined as the total time off work, before and after the birth of a child, including some health-related portion. During the health-related portion of a maternity leave, employees may be eligible for benefits as any other employee absent on sick leave. During the first six (06) months of her pregnancy, such employee shall apply in writing for maternity leave, including advice to her department of the estimated delivery date and her date of commencement of maternity leave. Maternity leave shall commence at a time designated by the employee, within twelve (12) weeks of the estimated delivery date, but no later than the date of the birth of the child.

Notwithstanding the preceding, a pregnant employee shall not continue in her position following such time as, in the opinion of the City Medical Officer and in consultation with her personal physician, her ability to carry out her assignments is limited by her pregnancy. At this time the eligible employee may be required to commence maternity leave if she is within twelve (12) weeks of the estimated delivery date.

During such maternity leave, the employee shall be entitled to accumulate service and seniority in accordance with the Collective Agreement.

An employee who has applied for maternity leave shall be required to pay, in advance for the non-health-related portion of the maternity leave, her share of the premiums for applicable benefits and any other levies normally in force had such leave of absence not been granted.

Extensions beyond the twenty-seven (27) week period of maternity leave, to a maximum of three (03) weeks may be granted at the discretion of the Department Head provided a medical certificate is presented indicating that, due to medical conditions arising relative to the pregnancy or delivery but following the date of delivery, she is unable to return to work.

6.14 Maternity Leave - New Employees

A pregnant employee, who has less than six (06) months' continuous service, may apply, and at the discretion of the City, be granted maternity leave without pay on the same conditions as an employee in Clause 6.13. If granted maternity leave, and upon returning to work from such leave, the employee shall be provided with work of a comparable nature at not less than the same salary and other benefits that had accrued to the employee prior to commencing maternity leave.

6.15 Return From Maternity Leave

An employee wishing to resume her employment on the expiration of maternity leave shall give her Manager or Exempt Supervisor two (02) weeks notice in writing of the day she intends to return to work. An employee returning to work from maternity leave shall be reinstated to the same or similar position held at the time maternity leave commenced, at not less than the same salary and other benefits that had accrued to the employee prior to commencing maternity leave. For the purpose of accommodating female employees who have been granted maternity leave The Union agrees to waive all posting and recall requirements related to the temporary reassignment of personnel caused by a female employee going on maternity leave.

6.16 Parental Leave

Natural and adoptive parents, who are employees with six (06) months' continuous service, are eligible for a discretionary parental leave without pay of up to twelve (12) weeks for the care of a newborn or newly adopted child. Parental leave may be available within the year that the child arrives home. The City's operational needs shall be considered together with the needs of the employee. If both parents are employed by The City, they may share the leave of absence, with the total leave not to exceed twelve (12) weeks. The parents may be granted leave simultaneously, subject to operational requirements. The terms and conditions of such leave shall be the same as those outlined in Clauses 6.13 and 6.15.

6.17 Adoption Leave

Where an employee seeks leave of absence for the purpose of legal adoption, the employee shall be entitled to a leave of absence without pay for a period not to exceed six (06) months. The terms and conditions of such leave shall be the same as those outlined in Clauses 6.13 and 6.15 with the exception that such adoption leave shall commence on the date on which the adoptive parent first obtains custody of the child being adopted. Where both adoptive parents are employees of the City, they may share the adoption leave. However, they shall not be granted leave simultaneously and the total adoption leave shall not exceed six (06) months.

6.18 Family Leave

A permanent employee, who has at least one year's service with the City, may be entitled to a leave of absence without pay to care for ill or elderly family members. Requests for such leave shall be given priority over other requests for unpaid leaves of absence for personal reasons. The granting of Family Leave shall be subject to the needs of the operation.

If an employee requests, consideration shall be given to reducing their hours of work to accommodate their responsibilities for an ill or elderly family member. Similarly, where an opportunity exists for alternate employment within the City which would allow an employee to meet their responsibilities to an ill or elderly family member, consideration will be given to the transfer of the employee to the suitable vacancy. Reduction in hours of work, or movement of employees for this purpose, shall be implemented upon consideration of the needs of the operation and following consultation, and concurrence of the appropriate Union Officials, when required.

6.19 Paternity Leave

Upon request, a father shall be given one day's leave of absence with pay with the option of attending the delivery of the child or attending to the release from the hospital of his wife who has given birth.

6.20 Time Off for Elections

Any employee who requests time off to vote in a Federal, Provincial, or Municipal election shall be allowed time off without loss of pay to the extent that he has three (03) hours for Federal, Provincial and Municipal elections, off duty concurrent with the polling stations being open.

6.21 Witness Duty

The shall grant leave of absence without loss of seniority and/or benefits to an employee who is subpoenaed as a witness in a Civil Case in which the City Solicitor certifies the City as having an interest, or where subpoenaed as a witness in a Criminal Case or who serves as a juror in any Court. The City shall pay to such an employee the difference between normal earnings and the payment received for Jury or Witness Duty, excluding payment for travelling, meals, or other expenses, The employee shall present proof of service and the amount of pay received. It is the responsibility of the employee to advise his Exempt Supervisor of the requirement for such leave of absence upon receipt of a subpoena or advice of being selected to serve as a juror in any Court.

6.22 Education and Training Leave

Leave of absence with pay and without loss of seniority may be granted to allow permanent employees to write examinations at the discretion of the Director of the City Department concerned. Further, City policies also provide for leaves of absence to take training and employment related courses. However, any educational leave which requires a written contract drawn up by the City Law Department shall contain the items and conditions of leave and assistance as set forth in such a contract.

7.00 VACATION, HOLIDAY AND SERVICE ENTITLEMENTS

7.01 Service

Service for the purpose of this Agreement commences on an employee's most recent date of hire, recall or rehire in the City service and accumulates continuously until termination, resignation, failure to return from leave, layoff or discharge from the City. Employees with recall rights shall, upon recall, accumulate service earned since recall rights were acquired.

Excepting leaves of absence with pay (bereavement, paternity, witness duty, education, and election), vacations and holidays and leaves of absence without pay for Union Office or Union business, leaves of absence for more than thirty (30) calendar days for any reason, shall effect a proration of vacation entitlement and service pay.

If a permanent employee is absent on Sickness and Accident or Worker's Compensation for a total of one hundred and nineteen (119) calendar days or less, he shall not lose any vacation entitlement.

7.02 Re-engagement of Former Employees

Where an employee leaves the City's service or is dismissed for cause and is later re-engaged, his service shall date from the date of re-engagement.

7.03 Vacation Entitlement Computation

For purposes of computing vacation entitlement, the following shall apply:

- (A) For all employees hired prior to January 01, 1970, the vacation credit date shall continue to be the employment anniversary date, and vacation entitlement shall be based upon anniversary years of service;

- (B) For all employees hired subsequent to January 01, 1970, the vacation credit date shall be January 01, and vacation entitlement shall be based upon calendar years of service. A calendar year is defined as a standard January 01 to December 31;
- (C) Employees affected by the provisions of Clause 1.03 shall retain their established anniversary dates for the purpose of determining vacation entitlements, which shall be based on anniversary years of service;

7.04 Vacation Entitlement

All employees shall be entitled to vacations based on, or prorated against, the completion of either anniversary or calendar years of service, as per Clause 7.03 in accordance with the following:

(A.)

Anniversary or Calendar Years of Service	Vacation Entitlement	Entitlement in Hours
One (01) year	Two (02) weeks	76
Two (02) years	Three (03) weeks	114
Eight (08) years	Four (04) weeks	152
Seventeen (17) years	Five (05) weeks	190
Twenty-five (25) years	Six (06) weeks	228
Thirty (30) years	Seven (07) weeks	266

- (B) Vacation pay for one (01) week's vacation as defined above shall be based on thirty-eight (38) hours regardless of the employee's normal work schedule, if scheduled weekly hours, or scheduled average weekly hours of work, equal thirty-eight (38) hours per week.

If scheduled weekly hours, or scheduled average weekly hours, are less than thirty-eight (38) per week, those employees shall receive vacation entitlement and pay based on those average weekly hours.

As per Clauses 7.09 and 7.10, vacation pay due during the period of vacation shall reflect pay for those hours that employees would have been working, but for the vacation period.

A vacation week shall be defined as seven (07) consecutive days, and should normally commence at the beginning of an employee's scheduled work week.

7.05 Prorated Vacation Entitlement

In order to establish a standard January 01 vacation credit date for employees hired after January 01, 1970, employees shall be entitled to a prorated vacation in their second calendar year of continuous employment, based on the ratio of the length of continuous employment during their first calendar year of employment, to one (01) calendar year. This prorated vacation entitlement must be taken between January 01 and December 31 of the second calendar year.

7.06 Vacation Entitlement and Leaves of Absence

An employee who has been on leave of absence without pay for more than thirty (30) calendar days shall, for the year in which the absence occurs, be entitled to annual vacation with pay proportionate to the number of continuous months such employee worked for the City.

7.07 Vacation Pay Upon Termination

If employment is terminated and proper notice given, the employee covered by this Agreement shall be entitled to vacation pay on the following pro-rata calculation:

2 weeks entitlement - 4%;	5 weeks entitlement - 10%;
3 weeks entitlement - 6%;	6 weeks entitlement - 12%;
4 weeks entitlement - 8%;	7 weeks entitlement - 14%.

7.08 Banking of Vacations

Employees may bank vacation entitlement provided the minimum provincially legislated vacation time is taken during the current vacation year.

Employees, upon being entitled to bank vacation entitlement, shall do so upon written request to a maximum of six (06) weeks, subject to the written approval of the City Department Head and the needs of the operation. Subject to the preceding conditions, an employee shall be entitled to bank vacation entitlement as follows:

<u>Years of Service</u>	<u>Vacation Entitlement</u>	<u>Bankable Vacation</u>
01	Two weeks	None
2-4	Three weeks	1 week
5-7	Three weeks	None
8-16	Four weeks	1 week
17-24	Five weeks	2 weeks
25-29	Six weeks	3 weeks
30 or more	Seven weeks	4 weeks

Such banked vacation, when taken, shall be paid at the prevailing rate for the classification most worked by the employee in the previous anniversary year.

However, such banked vacation shall only be taken subject to the needs of the operation and shall not be taken in prime vacation periods as determined by the applicable City Department/Division.

7.09 Vacation Pay

By giving two (02) full weeks' notice, employees shall receive, on the last office day preceding commencement of their annual vacation, any vacation pay which may fall due during the period of their vacation.

7.10 Calculation of Vacation Pay

Vacation pay shall be based on the classification rate paid for the major period of time during the preceding anniversary period. Any employee who is assigned for four (04) months or more to the preceding anniversary period to shift work shall receive a 'per hour' shift differential payment, as per Clause 5.21, in addition to regular pay while on vacation.

7.11 Holidays

The following shall be considered holidays: New Year's Day, Alberta Family Day, Good Friday, Easter Sunday, Victoria Day, Canada Day, August Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, 1/2 day on the working day preceding Christmas Day, Christmas Day, Boxing Day (shall be December 26th). All holidays proclaimed by the City of Calgary, the Government of Alberta, or the Government of Canada shall also be recognized as holidays, except when replacing above-named holidays, in which case the lieu holiday only shall be recognized.

7.12 Holiday During Regular Work Period

Employees with more than thirty (30) calendar days service in the preceding twelve (12) months shall receive at straight time as holiday pay the employee's normally scheduled hours of work for each of the above designated holidays occurring during their regular work periods, plus double (2X) time for any hours worked on such days.

7.13 Holiday on Day Off

- (A) If a full-time employee has more than thirty (30) calendar days' service in the preceding twelve (12) months, and a holiday falls on an employee's normal day off or on an employee's normal day off during a vacation period, he shall receive, by agreement with his Exempt Supervisor, pay based on the hourly pay rate of his assigned classification of scheduled hours of work of the employee's working day preceding the holiday, or nine and one-half (9.5) hours, whichever is less, at straight time as holiday pay, or a day off with such pay in lieu of holidays occurring on his regular day off, or vacation period, and such lieu day shall be taken before or with the next annual vacation.
- (B) If a part-time employee has more than thirty (30) calendar days' service in the preceding twelve (12) months, and a holiday falls on an employee's normal day off or on an employee's normal day off during a vacation period, he shall receive, by agreement with his Exempt Supervisor, pay based on the hourly pay rate of his assigned classification or time off with such pay in lieu of holidays occurring on his regular day off, or vacation period, and such time off shall be taken before or with the next annual vacation. The part-time employee shall receive a pro-rated amount of pay based on his average daily wage as outlined in the Employment Standards Code.

7.14 Holiday Pay During Absence From Work

No benefit shall be granted to an employee for any such holiday if the employee is absent the working day before, during, or after the holiday, unless the employee has prior permission, or produces acceptable proof of illness for such absence.

If during a period of approved sick leave, a work day is coincident with a holiday or designated lieu day, the employee shall receive only his regular Sickness and Accident pay for that day.

7.15 Service Pay

Service Pay shall be calculated at the rate of ten dollars (\$10) per month additional to pay for the class of work after ten (10) years' service with the City; fifteen dollars (\$15) per month after fifteen (15) years' service; twenty dollars (\$20) per month after twenty (20) years' service; twenty-five dollars (\$25) per month after twenty-five (25) years' service.

Service pay shall be paid on a biweekly basis.

7.16 Long Term Disability

An employee on Long Term Disability or on Worker's Compensation in excess of one hundred and nineteen (119) calendar days, shall accrue service for future service pay entitlement.

SIGNED ON BEHALF OF THE
CORPORATION OF THE CITY
OF CALGARY



MAYOR

SIGNED ON BEHALF OF THE CALGARY
CIVIC EMPLOYEES LOCAL 37 OF THE
CANADIAN UNION OF PUBLIC EMPLOYEES



PRESIDENT



CITY CLERK.

ACTING



RECORDING SECRETARY

SCHEDULE A: CLASSIFICATIONS

LABOURING CLASSIFICATIONS

- (A) It shall be the policy of the City to have only able-bodied labourers who shall be paid from their date of hire at the hourly pay rate for the type of work to which they are assigned.
- (B) Notwithstanding, a special Light Labour Rate shall be applicable to those classes of work which do not require able-bodied labourers. This hourly pay rate shall be used with discretion and shall apply to such positions as Watchman, and other positions reserved for partially-fit permanent employees who cannot perform their regular work, as per Schedule B: Rates of Pay.

THE FOLLOWING DESCRIPTIONS ARE FOR ILLUSTRATIVE PURPOSES ONLY:

LABOURER 1

Simple manual work involving use of light hand and/or common labouring tools (shovels, rakes, brooms, push-type mowers, wheelbarrows, etc.) Work is quickly learned and closely supervised. Typical examples:

WWTP Grounds Worker Litter Clean-up Street Maintenance
Parks General Maintenance (grass cutting and trimming, cultivating and watering, etc....)

LABOURER 2

Simple, heavy manual labour involving use of hand and/or common labouring tools (picks, shovels, crowbars, etc....). Work is quickly learned and generally closely supervised. Typical examples:

“Top Men” Waterworks and Sewers Streets Maintenance (Mall Clean-up)
Parks Construction (Irrigation System installation and repair, landscaping, etc...)
Parks Maintenance (Pruner’s Helper, golf course maintenance, laying sod, spreading loam, tree planting, digging beds and borders, etc...) Traffic Operations (Sign Shop)

LABOURER 3

Semi-skilled, heavy manual labour often involving use of non-complex machines such as pumps, tampers, chain blocks, come-a-longs, etc. May be required to drive small (less than 1 ton) trucks. Typical examples:

Asphalt Crew - construction and maintenance
Concrete Crew - construction and maintenance, duct line pouring, etc.
Labourer - crusher plant
Sewer Dig-up and Maintenance
Waterworks District Maintenance (Hand dig-ups)
Bridge Gang Timbering Crew
Labourer - Waterworks Valve & Survey Crew
Parks Construction (fence, back stop, playground equipment, rink boards installation, removal and repair, etc...)
Labourer - Zoo (Keeper’s Helper)
L o a m C h e c k e r Helper, Auger and Aerial Trucks
Pump Hand, Century Gardens Helper, Playground Equipment Repairman

LABOURER 4

Skilled, heavy manual labour of a specialised nature involving use of hand and power tools, jackhammers, drills, tampers, etc., . May be required to read grades and blueprints and to drive small (less than 1 ton) trucks. May work under general supervision with some independence of action, Typical examples:

Waterworks and Sewers Pipeman's Assistant (Pipe Layer)

Tar Kettleman

Jackhammer Operator

Labourer - Plant Maintenance (Glenmore)

Labourer - Preventive Maintenance (Waterworks)

Labourer - WWTP (Maintenance Man's Helper)

Formsetter's Helper (placing and removing of forms, placing and tying of rebar, levelling to grade pouring of manholes and vaults...)

Gravedigger.

LABOURER "LEAD HAND"

Labourers who may be assigned the responsibilities of a "Lead Hand" nature (i.e., assigning and maintaining crew work flow) shall be paid in the 'labourer' wage level which is next higher than the employee's present wage level. 'Labourer' wage levels are understood to mean:

Labourer 1

Labourer 4

Labourer 2

Labourer GPU

Labourer 3

Labourer "Lead Hand".

TRUCK DRIVER 1

This is skilled routine truck driving work involving the operation of light general duty trucks. Trucks involved shall usually be in the 1/2 ton to 1 ton vehicle range and may carry small auxiliary equipment, e.g., compressors, tampers, etc. Work also involves transporting other workers and tools to and from the job site. Driver is responsible for simple maintenance checks and may be required to keep a journal or log. When not driving, employee is required to perform a variety of labourer tasks. Following are typical examples of work and vehicles in the Driver 1 category:

Up to 1 ton - Streets Maintenance

Up to 1 ton - Parks Maintenance Waterworks Sample Collector

TRUCK DRIVER 2

This is a skilled routine truck driving position involving the operation of trucks usually of a 4-ton dump with a P.T.O. Duties may involve transporting men, tools and other equipment (trailers, crew shacks, compressors) to and from the job site. Other examples of work performed include hauling gravel, loam, MC2 and the spreading of these materials. Driver is responsible for simple maintenance checks, fuelling, washing, and keeping a daily log or journal. Driver may be required to perform a variety of labouring tasks when not operating the vehicle. The following are typical examples in the Driver 2 category:

- 2, 3, 4 ton trucks (single axle with or without dump)
- Tree Spray Trucks
- Parks Winch Truck (when hauling only).

TRUCK DRIVER 3

This is a skilled driving operation involving the use of a variety of heavy trucks which may include mounted auxiliary equipment. The work includes loading, hauling or transporting a variety of materials, tools and personnel to and from the job site. Driver also cleans, checks and performs minor servicing on a daily basis. Maintains a vehicle log and performs general labouring tasks when not driving. Following are typical examples of the Driver 3 category:

- Streets, Waterworks, Sewer tandem axle equipment with gravel box or flat deck & P.T.O.
- Single axle truck with a mounted flusher unit
- Sanitation open truck (Parks)
- Zoo Van (animal food supply).

TRUCK DRIVER 4

This is a skilled truck driving operation involving the use of a variety of heavy trucks which may include mounted auxiliary equipment. The work includes loading, hauling and transporting of a variety of materials, tools, and personnel to perform the related tasks of the work being carried out. This category also involves the pick-up and removal of refuse. Driver is required to clean, check and perform minor servicing of the vehicle on a daily basis, Maintains a vehicle log and performs labouring tasks when not driving. Following are typical examples of the Driver 4 category:

Solid Waste Services	- Haul-All Units
Streets	- Garbage Pick Up Curbster
Streets Construction	- Sidewinder - single axle
Streets	- Single Axle Mounted Sander and Mounted Snowplow
WWTP Luger Truck.	

TRUCK DRIVER 5

This highly skilled truck driving operation involving the use of single and tandem axle trucks. Drivers are required to operate a variety of mounted auxiliary equipment including cranes. Work includes loading, hauling and transporting a variety of materials and tools to perform work at a wide variety of locations. Drivers are responsible for cleaning, routine maintenance and keeping a daily log. When not driving or operating auxiliary equipment, drivers are required to perform labouring tasks. Following are typical examples of a Driver 5 category:

- | | |
|---------------------|---|
| Solid Waste Service | - Clydesdale, Dempster, Heil, Labrie, Leach & Shu-Pak Units |
| Streets | - Oil Distributor, Hot Box |
| | - Tandem Axle Cement Mixer, Tandem Sander, Tandem Sidewinder. |
| Waterworks | - Single Axle Crane Truck |
| Parks | - Crane and Winch Truck (single axle Haib-type) |

TRUCK DRIVER 6

This is a highly skilled truck driving operation comprised of tandem axle or tractor trailer type units. Drivers are required to operate a variety of mounted auxiliary equipment including cranes, Work includes loading, hauling and transporting a variety of material and tools to perform work at a wide variety of locations. Drivers are responsible for cleaning, routine maintenance and keeping a daily log. When not driving or operating auxiliary equipment drivers are required to perform labouring tasks. Following are typical examples of a Driver 6 category:

- | | |
|---------------------|---|
| Engineering | - Low Boy, Hi Boy- Pup Trains, Tractor Trailer |
| Waterworks | - Tandem Boom Truck |
| Sewers | - Hydro-Lift, Power Flusher and Pressure Vacuum Truck |
| Solid Waste Service | - Front End Loader |
| Streets | - Tractor - Trailer |
| | - Tractor - Trailer units used for gravel haul. |

TRUCK DRIVER 7

This is a unique driving operation involving the operation of a tractor trailer unit equipped with an additional fifth wheel trailer, Duties involve hauling a variety of materials with special emphasis given to the hauling of pipe from locations both inside and outside the City of Calgary. Driver is responsible for cleaning and routine maintenance of the vehicle in addition to maintaining a vehicle log.

B-Train - Waterworks

Tanker - Sludge Injection.

TRUCK DRIVER 8

This is a unique skilled truck driving operation using a tractor trailer low boy unit incorporating a "jeep" to increase load capacity. Work includes driving, operating, loading, unloading and hauling large equipment, transformers and water and sewer mains to and from various locations within the City. Work shall be performed for various City Departments and shall often require overload and oversize permits along with unique traffic routing. Drivers are responsible for cleaning, routine maintenance and keeping a daily log. When not driving or operating auxiliary equipment drivers are required to perform labouring tasks.

EQUIPMENT OPERATOR 1

This is machine operation work and the driving operation and minor maintenance of one or more of a variety of light mobile equipment and related attachments throughout the various departments. Operators may be required to operate light trucks and also to perform a wide variety of labouring tasks when the machine is idle. Typical examples of an Equipment Operator 1 are to be as follows:

Mall Tenant Sweeper Parks Groundmaster Streets - small sidewalk roller.

EQUIPMENT OPERATOR 2

This is machine operation work and the driving operation and minor maintenance on a wide variety of equipment. Operators may be required to drive trucks conveying the machine to the job site. Operators may also be required to perform a wide variety of labouring tasks. Independence and judgement are required in the operation of these machines. Following are typical examples of the Equipment Operator 2:

Jackhammer/compressor Small Parks tractor
Sewer cleaning machine Wood splitter
Field floats

EQUIPMENT OPERATOR 3

This is skilled, complex machine operation of a somewhat varied nature. Operator may be required to become familiar with a wide variety of attachments and may be required to perform labouring tasks of limited nature. Operator is required to exercise reasonable judgement and be responsible for operating machinery that possesses complex controls. Typical examples of the Equipment Operator 3 category are as follows:

Street Maintenance Roller Waterworks Vi-pak
Bobcat and attachments 2-4-D-Sprayer (Hydraulic)
70 h.p. large Parks tractor (farm or industrial type)

EQUIPMENT OPERATOR 4

This is skilled, complex machine operation of a somewhat varied nature. Operator may be required to become familiar with a wide variety of attachments and may be required to perform labouring tasks of limited nature. Operator is required to exercise reasonable judgement and be responsible for operating machinery that possesses complex controls. Operators are responsible for cleaning and routine maintenance and keeping a log on a daily basis, Typical examples of the Equipment Operator 4 are as follows:

Belt loader Slope runner, tree spade, park master
Auger/Crane/Bucket/Trucks Porta-Patcher
Cat 941/955 types.

EQUIPMENT OPERATOR 5

This is a skilled complex machine operation of a varied nature. Operator may be required to become familiar with a wide variety of attachments and may be required to perform labouring tasks of limited nature. The operator is required to use superior judgement in the operation of equipment having complex controls. Duties shall include cleaning and performing routine maintenance and keeping a daily log. Typical examples of the Equipment Operator 5 are as follows:

Rubber Tire or Small tracked Backhoe
Cat 977
Snow Blast
Large construction roller
Paint Truck.

Mobil or Elgin Sweeper
Front End Loader
Aerial Truck
Allat Paver

EQUIPMENT OPERATOR 6

This is skilled complex machine operation of a varied nature. Operator is required to become familiar with a wide variety of attachments and may occasionally be required to perform labouring tasks. Operator is required to use superior judgement in the operation of equipment having complex controls. Operator performs routine machine servicing and maintenance, keeps a log and assists, if required, mechanic in repairs. Equipment may be operated in traffic or other adverse conditions. Typical machines:

Aspen Aerial UB50

Terragators

EQUIPMENT OPERATOR 7

This is a highly skilled operation of unique machines involving complex controls and working to close tolerances. Duties may include training junior operators and directing other employees on the job site. Operator must be familiar with a wide variety of attachments and is expected to exercise sound judgement when operating this complex equipment. Operators are also responsible for cleaning and routine maintenance and keeping a log on a daily basis. Examples of an Equipment Operator 7 category are as follows:

Large Paver
Dragline
Grader (finishing)

Gradall
Large Track Back-Hoe
"Grove" Crane.

SCHEDULE B: RATES OF PAY

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02109	Adopt-a-Park Attendant	13.69	15.40	17.11	14.10	15.86	17.62
052-02535	Asphalt Rakerman	14.37	16.16	17.96	14.80	16.65	18.50
052-02230	Assistant Lifeguard *	13.04	14.64	16.24	13.38	15.06	16.73
052-03429	Assistant Sign Painter	14.09	15.85	17.61	14.51	16.33	18.14
052-02870	Automotive Serviceman 1	13.31	14.98	16.64	13.71	15.43	17.14
052-02871	Automotive Serviceman 2	14.09	15.85	17.61	14.51	16.33	18.14
052-02872	Automotive Serviceman 3	14.67	16.51	18.34	15.11	17.00	18.89
052-01961	Building Maintenance Worker 1	14.09	15.85	17.61	14.51	16.33	18.14
052-01962	Building Maintenance Worker 2	14.67	16.51	18.34	15.11	17.00	18.89
052-01963	Building Maintenance Worker 3	15.15	17.05	18.94	15.61	17.56	19.51
052-01964	Building Maintenance Worker 4	15.57	17.51	19.46	16.03	18.04	20.04
052-02917	Building Repairman 1 (See Note 1)	12.62	14.19	15.77	12.99	14.62	16.24
052-02919	Building Repairman 2	13.69	15.40	17.11	14.10	15.86	17.62
052-02112	Commissary Keeper	13.69	15.40	17.11	14.10	15.86	17.62
052-02837	Concrete Finisher	14.67	16.51	18.34	15.11	17.00	18.89
052-02278	Conservatory Attendant (#026392 incumbent only)	15.57	17.51	19.46	16.03	18.04	20.04
052-02524	Container Maintenance Man	14.37	16.16	17.96	14.80	16.65	18.50
052-01933	Custodial Worker	12.64	14.22	15.80	13.02	14.64	16.27
052-02595	Depot Yardman	13.09	14.72	16.36	13.48	15.17	16.85
052-01771	Distribution Control Worker	16.09	18.10	20.11	16.57	18.64	20.71
052-02561	Equipment Operator 1	13.31	14.98	16.64	13.71	15.43	17.14
052-02566	Equipment Operator 2	13.69	15.40	17.11	14.10	15.86	17.62
052-02572	Equipment Operator 3	14.09	15.85	17.61	14.51	16.33	18.14
052-02581	Equipment Operator 4	14.37	16.16	17.96	14.80	16.65	18.50
052-02582	Equipment Operator 5	14.67	16.51	18.34	15.11	17.00	18.89
052-02567	Equipment Operator 6	15.15	17.05	18.94	15.61	17.56	19.51

C s	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02584	Equipment Operator 7	15.57	17.51	19.46	16.03	18.04	20.04
052-02274	Facility Attendant (Arena/Athletic Park)	13.69	15.40	17.11	14.10	15.86	17.62
052-03415	Fitter Fabricator	15.15	17.05	18.94	15.61	17.56	19.51
052-02852	Form Setter	14.67	16.51	18.34	15.11	17.00	18.89
052-02574	Front End Loader (Asphalt, Concrete, Crusher)	14.67	16.51	18.34	15.11	17.00	18.89
052-02569	Front End Loader (Solid Waste Services)	14.67	16.51	18.34	15.11	17.00	18.89
052-02107	Gardener	15.57	17.51	19.46	16.03	18.04	20.04
052-02579	Grademan	13.31	14.98	16.64	13.71	15.43	17.14
052-02126	Greenskeeper	15.57	17.51	19.46	16.03	18.04	20.04
052-02941	Groundskeeper (Waste Water Treatment Plant)	14.09	15.85	17.61	14.51	16.33	18.14
052-02245	Ice Marshall	12.08	13.59	15.10	12.44	14.00	15.55
052-02124	Indoor Gardens Attendant	14.09	15.85	17.61	14.51	16.33	18.14
052-02123	Interior Plantscape Attendant	13.31	14.98	16.64	13.71	15.43	17.14
052-02122	Interior Plantscape Butterfly Attend.	14.37	16.16	17.96	14.80	16.65	18.50
052-02717	Intermediate Operator (Water Treatment Plant)	14.67	16.51	18.34	15.11	17.00	18.89
052-02716	Junior Operator (Water Treatment Plant)	13.69	15.40	17.11	14.10	15.86	17.62
052-03405	Journeyman Boom Truck Operator (Repairman)	14.67	16.51	18.34	15.11	17.00	18.89
052-03404	Journeyman Boom Truck Operator (Truck Driver)	15.15	17.05	18.94	15.61	17.56	19.51
052-02501	Labourer 1	12.08	13.59	<u>15.10</u>	12.44	14.00	<u>15.55</u>
052-02511	Labourer 2	12.64	14.22	15.80	13.02	14.64	16.27
052-02521	Labourer 3	13.09	14.72	16.36	13.48	15.17	16.85
052-02504	Labourer (Garbage Pick Up)	13.31	14.98	16.64	13.71	15.43	17.14

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02528	Labourer 4	13.69	15.40	17.11	14.10	15.86	17.62
052-02513	Labourer, Lead Hand	14.09	15.85	17.61	14.51	16.33	18.14
052-02520	Landfill Utilityman	14.37	16.16	17.96	14.80	16.65	18.50
052-01958	Lead Custodial Worker	14.09	15.85	17.61	14.51	16.33	18.14
052-02544	Lead Hand Auxiliary Crew	14.37	16.16	17.96	14.80	16.65	18.50
052-02935	Lead Hand, Building Maintenance Person	16.09	18.10	20.11	16.57	18.64	20.71
052-02831	Lead Hand Concrete Finisher	15.57	17.51	19.46	16.03	18.04	20.04
052-02705	Lead Hand Operator (Water Treatment Plant)	16.73	18.82	20.91	17.23	19.39	21.54
052-02706	Lead Hand, Operator (Crusher Plant)	15.57	17.51	19.46	16.03	18.04	20.04
052-03433	Lead Hand, Sign Painter	16.73	18.82	20.91	17.23	19.39	21.54
052-02629	Lead Hand, Pump Operator (Sewers)	15.57	17.51	19.46	16.03	18.04	20.04
052-01921	Lead Hand Repairman, Structures	16.09	18.10	20.11	16.57	18.64	20.71
052-02966	Lead Hand, Sweeper Serviceman	15.57	17.51	19.46	16.03	18.04	20.04
052-01920	Lead Hand, Trades & Maintenance Worker	17.05	19.18	21.31	17.56	19.76	21.95
052-02607	Lead Hand Trainer (Streets)	17.05	19.18	21.31	17.56	19.76	21.95
052-02529	Lead Zoo/Elephant Keeper	16.39	18.44	20.49	16.88	18.99	21.10
052-02602	Leak Locator	15.57	17.51	19.46	16.03	18.04	20.04
052-02235	Lifeguard *	14.64	16.45	18.25	15.04	16.92	18.80
052-02531	Light Labourer (see Note 1)	11.02	12.39	13.77	11.34	12.76	14.18
052-02909	Maintenance Person, Sewers	15.15	17.05	18.94	15.61	17.56	19.51
052-01971	Mechanical Maintenance Worker 1	15.15	17.05	18.94	15.61	17.56	19.51
052-01972	Mechanical Maintenance Worker 2	15.57	17.51	19.46	16.03	18.04	20.04
052-01973	Mechanical Maintenance Worker 3	16.09	18.10	20.11	16.57	18.64	20.71
052-01970	Mechanical Maintenance Worker 4	16.39	18.44	20.49	16.88	18.99	21.10

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02840	Parking Meter Service Worker	14.37	16.16	17.96	14.80	16.65	18.50
052-02911	Parks Irrigation Worker 1	13.69	15.40	17.11	14.10	15.86	17.62
052-02918	Parks Irrigation Worker 2	14.37	16.16	17.96	14.80	16.65	18.50
052-02924	Parks Pruner	13.31	14.98	16.64	13.71	15.43	17.14
052-02578	Paver Operator (Rear)	14.37	16.16	17.96	14.80	16.65	18.50
052-02537	Pipeman, Sewers (under 36")	14.09	15.85	17.61	14.51	16.33	18.14
052-02542	Pipeman, Sewers (36" & over)	14.37	16.16	17.96	14.80	16.65	18.50
052-02539	Pipeman, Waterworks (under 20")	14.09	15.85	17.61	14.51	16.33	18.14
052-02543	Pipeman, Waterworks (20" & over)	14.37	16.16	17.96	14.80	16.65	18.50
052-02992	Plant Maintenance Man 1 (Waste Water Treatment Plant)	14.67	16.51	18.34	15.11	17.00	18.89
052-02686	Plant Maintenance Man 2 (Waste Water Treatment Plant)	15.57	17.51	19.46	16.03	18.04	20.04
052-02993	Plant Maintenance Man 1 (Water Treatment Plant)	14.09	15.85	17.61	14.51	16.33	18.14
052-02685	Plant Maintenance Man 2 (Water Treatment Plant)	15.15	17.05	18.94	15.61	17.56	19.51
052-02703	Plant Operator 1 (Waste Water Treatment Plant)	13.69	15.40	17.11	14.10	15.86	17.62
052-02708	Plant Operator 2 (Waste Water Treatment Plant)	14.37	16.16	17.96	14.80	16.65	18.50
052-02696	Plant Operator 3 (Waste Water Treatment Plant)	15.57	17.51	19.46	16.03	18.04	20.04
052-02698	Plant Operator (Asphalt, Concrete, Crusher)	15.15	17.05	18.94	15.61	17.56	19.51
052-02699	Plant Operator 3 (Lagoons)	15.15	17.05	18.94	15.61	17.56	19.51
052-02512	Plant Utilityman (Waste Water Treatment Plant)	13.09	14.72	16.36	13.48	15.17	16.85
052-02923	Playground Equipment Repairman	14.09	15.85	17.61	14.51	16.33	18.14
052-02267	Pool Attendant *	13.04	14.64	16.24	13.38	15.06	16.73

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02628	Pump Operator (Sewers)	14.67	16.51	18.34	15.11	17.00	18.89
052-02925	Repairman 1	13.31	14.98	16.64	13.71	15.43	17.14
052-02926	Repairman 2	13.69	15.40	17.11	14.10	15.86	17.62
052-02927	Repairman 3	14.09	15.85	17.61	14.51	16.33	18.14
052-02928	Repairman 4	14.37	16.16	17.96	14.80	16.65	18.50
052-02929	Repairman 5	14.67	16.51	18.34	15.11	17.00	18.89
052-02934	Repairman 6	15.15	17.05	18.94	15.61	17.56	19.51
052-02930	Repairman, Fencing	14.09	15.85	17.61	14.51	16.33	18.14
052-02257	Safety Patrol Boat Operator *	15.04	16.90	18.75	15.45	17.38	19.31
052-02264	Sanctuary Attendant-Parks	13.31	14.98	16.64	13.71	15.43	17.14
052-00107	Scale Operator/Dispatcher	14.37	16.16	17.96	14.80	16.65	18.50
052-02268	Senior Attendant (Swimming Pools) *	15.64	17.56	19.49	16.06	18.06	20.07
052-02276	Senior Facility Attendant (Arena/Athletic Park)	14.67	16.51	18.34	15.11	17.00	18.89
052-02718	Senior Operator (Water Treatment Plant)	16.39	18.44	20.49	16.88	18.99	21.10
052-02256	Senior Safety Patrol Boat Operator *	15.64	17.56	19.49	16.06	18.06	20.07
052-00589	Senior Storekeeper	17.05	19.18	21.31	17.56	19.76	21.95
052-02991	Sewer Maintenance Man	14.09	15.85	17.61	14.51	16.33	18.14
052-02538	Sewer Maintenance Man (Pressure/Vacuum Truck)	14.67	16.51	18.34	15.11	17.00	18.89
052-02592	Sewer Maintenance Worker(Video)	14.09	15.85	17.61	14.51	16.33	18.14
052-03424	Sign Painter	16.39	18.44	20.49	16.88	18.99	21.10
052-03379	Small Motor Mechanic	16.39	18.44	20.49	16.88	18.99	21.10
052-03380	Small Motor Mech. (Field Service)	16.73	18.82	20.91	17.23	19.39	21.54
052-00585	Storekeeper	15.57	17.51	19.46	16.03	18.04	20.04
052-00584	Storesworker	14.09	15.85	17.61	14.51	16.33	18.14

C' s	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02110	Summer Relief Zoo Labourer (Keeper's Helper)	13.09	14.72	16.36	13.48	15.17	16.85
052-02965	Sweeper Serviceman	14.67	16.51	18.34	15.11	17.00	18.89
052-02221	Swimming Instructor 1 *	13.04	14.64	16.24	13.38	15.06	16.73
052-02234	Swimming Instructor 2 *	14.64	16.45	18.25	15.04	16.92	18.80
052-02545	Thawing Operator (Sewers-Steam)	14.67	16.51	18.34	15.11	17.00	18.89
052-02546	Thawing Operator (Waterworks-Electric/Steam)	14.37	16.16	17.96	14.80	16.65	18.50
052-02541	Timberman	14.09	15.85	17.61	14.51	16.33	18.14
052-02901	Traffic Controller Solid Waste Services	13.69	15.40	17.11	14.10	15.86	17.62
052-03081	Traffic Marker	13.69	15.40	17.11	14.10	15.86	17.62
052-02510	Traffic Sign Shop Labourer	13.69	15.40	17.11	14.10	15.86	17.62
052-03083	Traffic Spotter	14.09	15.85	17.61	14.51	16.33	18.14
052-02588	Training Rate - Equipment (one level above E/O 7)	16.09	18.10	20.11	16.57	18.64	20.71
052-02610	Training Rate - Equipment (two levels above E/O 7)	16.39	18.44	20.49	16.88	18.99	21.10
052-02590	Training Rate-Trucks (one level above T/D 8)	16.09	18.10	20.11	16.57	18.64	20.71
052-02612	Training Rate-Trucks (two levels above T/D 8)	16.39	18.44	20.49	16.88	18.99	21.10
052-02904	Troubleman (Sewers)	15.15	17.05	18.94	15.61	17.56	19.51
052-02903	Troubleman (Waterworks)	15.15	17.05	18.94	15.61	17.56	19.51
052-02902	Troubleman (Streets-Trucks)	14.67	16.51	18.34	15.11	17.00	18.89
052-02900	Troubleman (Streets-Equipment)	15.15	17.05	18.94	15.61	17.56	19.51
052-02551	Truck Driver 1	13.09	14.72	16.36	13.48	15.17	16.85
052-02556	Truck Driver 2	13.31	14.98	16.64	13.71	15.43	17.14
052-02553	Truck Driver 3 (Zoo)	13.69	15.40	17.11	14.10	15.86	17.62
052-02557	Truck Driver 3	13.69	15.40	17.11	14.10	15.86	17.62

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-02558	Truck Driver 4	14.09	15.85	17.61	14.51	16.33	18.14
052-02562	Truck Driver 5	14.37	16.16	17.96	14.80	16.65	18.50
052-02560	Truck Driver 6	14.67	16.51	18.34	15.11	17.00	18.89
052-02587	Truck Driver 7	15.15	17.05	18.94	15.61	17.56	19.51
052-02564	Truck Driver 8	15.57	17.51	19.46	16.03	18.04	20.04
052-02601	Utility Locator	15.57	17.51	19.46	16.03	18.04	20.04
052-02550	Utility Worker	14.09	15.85	17.61	14.51	16.33	18.14
052-02609	Vehicle & Equipment Trainer	17.05	19.18	21.31	17.56	19.76	21.95
052-02597	Vehicle & Equipment Trainer (Sewers)	16.39	18.44	20.49	16.88	18.99	21.10
052-02598	Vehicle & Equipment Trainer (Streets)	15.57	17.51	19.46	16.03	18.04	20.04
052-02573	Video Operator (Sewers)	15.15	17.05	18.94	15.61	17.56	19.51
052-00103	Weighman (Solid Waste Services)	14.37	16.16	17.96	14.80	16.65	18.50
052-02591	Whitewing	13.09	14.72	16.36	13.48	15.17	16.85
052-02936	Zoo Building Maintenance Man	15.57	17.51	19.46	16.03	18.04	20.04
052-02530	Zoo/Elephant Keeper	16.09	18.10	20.11	16.57	18.64	20.71
052-02519	Zoo Facility Attendant	13.69	15.40	17.11	14.10	15.86	17.62
052-02533	Zoo Keeper	15.57	17.51	19.46	16.03	18.04	20.04
052-02536	Zoo Keeper (Zoo Ranch)	15.57	17.51	19.46	16.03	18.04	20.04
052-02534	Zoo Labourer	13.09	14.72	16.36	13.48	15.17	16.85

* INCLUDES PAY EQUITY ADJUSTMENT (0.22¢) FOR 1999

SCHEDULE B: RATES OF PAY - TRADES - APPRENTICES

Class	Description	Periods (Clause 5.30)	1999.01.01	2000.01.01
052-03260	Apprentice Automotive Mechanic	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03250	Apprentice Blacksmith	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03252	Apprentice Heavy Duty Mechanic	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03253	Apprentice Machinist	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03254	Apprentice Millwright	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03255	Apprentice Painter	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03242	Apprentice Plumber	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03256	Apprentice Steel Fabricator	1.	14.63	15.07
		2.	16.18	16.67
		3.	18.18	18.73
		4.	20.40	21.01
052-03257	Apprentice Welder	1.	16.18	16.67
		2.	18.18	18.73
		3.	20.40	21.01
052-03259	Apprentice Zoo Keeper	1.	13.09 **	13.48 **
		2.	14.72 **	15.17 **
		3.	16.36 **	16.85 **
		4.	17.90	18.44

** Labourer 3 rate as per Clause 5.30

SCHEDULE B: RATES OF PAY - TRADES - JOURNEYMAN

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-03387	Journeyman 1 Automotive Mechanic	19.81	20.99	22.17	20.40	21.62	22.84
052-03386	Journeyman 2 Automotive Mechanic	20.80	22.04	23.28	21.42	22.70	23.98
052-03391	Journeyman 1 Blacksmith	19.81	20.99	22.17	20.40	21.62	22.84
052-03390	Journeyman 1 Blacksmith Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03381	Journeyman 1 Heavy Duty Mechanic	19.81	20.99	22.17	20.40	21.62	22.84
052-03382	Journeyman 1 Heavy Duty Mechanic Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03383	Journeyman 2 Heavy Duty Mechanic	20.80	22.04	23.28	21.42	22.70	23.98
052-03416	Journeyman 1 Machinist	19.81	20.99	22.17	20.40	21.62	22.84
052-03419	Journeyman 1 Machinist, Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03420	Journeyman 2 Machinist	20.80	22.04	23.28	21.42	22.70	23.98
052-03392	Journeyman 1 Millwright	19.81	20.99	22.17	20.40	21.62	22.84
052-03395	Journeyman 1 Millwright, Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03397	Journeyman 2 Millwright	20.80	22.04	23.28	21.42	22.70	23.98
052-03425	Journeyman 1 Painter	19.81	20.99	22.17	20.40	21.62	22.84
052-03396	Journeyman 1 Partsperson	18.82	19.94	21.07	19.38	20.54	21.70
052-03399	Journeyman 2 Partsperson	20.33	21.54	22.76	20.94	22.19	23.44

Class	Description	1999.01.01 Steps			2000.01.01 Steps		
		1	2	3	1	2	3
052-03770	Journeyman 1 Plumber	19.81	20.99	22.17	20.40	21.62	22.84
052-03769	Journeyman 1 Plumber, Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03358	Journeyman 1 Pressure Welder	19.88	21.07	22.25	20.48	21.70	22.92
052-03359	Journeyman 1, Pressure Welder, Field Service	20.80	22.04	23.28	21.42	22.70	23.98
052-03393	Journeyman 1 Steel Fabricator	19.81	20.99	22.17	20.40	21.62	22.84
052-03394	Journeyman 1, Steel Fabricator, Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03406	Journeyman 2 Steel Fabricator	20.80	22.04	23.28	21.42	22.70	23.98
052-03400	Journeyman 1 Welder	19.81	20.99	22.17	20.40	21.62	22.84
052-03403	Journeyman 1 Welder, Field Service	19.88	21.07	22.25	20.48	21.70	22.92
052-03401	Journeyman 2 Welder	20.80	22.04	23.28	21.42	22.70	23.98
052-03385	Union Office Relief	23.81			24.52		

JOURNEYMAN HOURLY PAY RATE INCREMENTAL INCREASES WILL OCCUR FOLLOWING COMPLETION OF EACH 2088 REGULAR HOURS OF WORK

NOTES:

1. Where an incumbent employee has spent ninety (90) days in an unrated position (as shown by classification below), a Position Analysis Questionnaire shall be filled out by the incumbent employee and a rating shall be effected. Where the revised hourly pay rate results in an upgrade, retroactivity shall be effective from the date the incumbent employee commenced in that classification.

These classifications are:

052-02917	Building Repairman 1
052-02531	Light Labourer

2. An employee hired subsequent to date of ratification, shall be paid at the "Step 1" hourly pay rate for the assigned classification.
3. Hourly pay rate step increases shall occur following the accumulation of each nineteen hundred and eighty three point six (1983.6) straight time hours of work.

If reporting pay is paid or part shifts worked, complete shift credits shall be added toward the accumulation of these hours.

4. An employee who does return for a second and subsequent seasons of employment shall be credited with previous time worked in that accumulation of straight time hours for the purpose of advancing to the next Step in the wage progression schedule.

An employee who does not return for a second and subsequent seasons of employment shall not be credited with previous time worked in that accumulation of straight time hours for the purpose of advancing to the next Step in the wage progression schedule.

5. An employee hired prior to the date of ratification and still paid at the New Hire hourly pay rate, shall, upon the accumulation of nineteen hundred and eighty three point six (1983.6) straight time hours of work, be placed in Step 3 of the wage progression schedule.

An employee paid at the New Hire hourly pay rate, who returns for a second and subsequent seasons of employment shall be credited with previous time worked and upon the accumulation of nineteen hundred and eighty three point six (1983.6) straight time hours of work, they will then be placed in Step 3 of the wage progression schedule.

An employee paid at the New Hire hourly pay rate, who does not return for a second and subsequent seasons of employment, shall be deemed a new hire employee and paid at the Step 1 hourly pay rate of the wage progression schedule.

Effective 1999.01.01, employees still on the New Hire (N.H.) rate of pay shall receive a two per cent (2.0 %) increase to their 1998.01.01 New Hire (N.H.) rate of pay.

Effective 2000.01.01, employees still on the New Hire (N.H.) rate of pay shall receive a three per cent (3.0 %) increase to their 1999.01.01 New Hire (N.H.) rate of pay.

SCHEDULE C: BASIC TOOLS

BASIC TOOL REQUIREMENTS

Journeyman Machinists, Automotive Mechanics, Heavy Duty Mechanics and Small Motor Mechanics, Millwrights, and related Apprentices.

3	<u>Tool Boxes</u>	<ul style="list-style-type: none"> - 5 drawer chest - tote box with tray - roller cabinet 	
3	<u>Hammers</u>	<ul style="list-style-type: none"> - 16 oz. ball peen - 24 oz. ball peen - 32 oz. ball peen 	
10	<u>Punches & Chisels</u>	<ul style="list-style-type: none"> - assorted 	
7	<u>Assorted Pliers</u>	<ul style="list-style-type: none"> - WP Pliers - 6" Sl. joint - 8" Sl. joint - 10" Sl. joint 	<ul style="list-style-type: none"> - 6" side cutter - 4" side cutter - 7" needle nose
6	<u>Screw Drivers</u>	<ul style="list-style-type: none"> - assorted 	
3	<u>Adjustable Wrenches</u>	<ul style="list-style-type: none"> 6 " - 10" - 15" 	
1	<u>Putty Knife.</u>		
1	<u>Tin Snips</u>		
1	<u>Pair of Scissors</u>		
1	<u>Pair of Vice Grips</u>		
2	<u>Pipe Wrenches</u>	<ul style="list-style-type: none"> - 8" & 14" 	
1	<u>Open End Wrenches</u>	<ul style="list-style-type: none"> - set, 3/8" to 3/4" 	
1	<u>Combination Wrenches</u>	<ul style="list-style-type: none"> - set, 3/8" to 1 1/2' 	
1	<u>Flashlight</u>	<ul style="list-style-type: none"> - 330 Eveready 	
1	<u>1/4" Drive Socket Set</u>		
1	<u>3/8" Drive Socket Set</u>		
1	<u>3/8" Flex Sockets</u>		
1	<u>1/2" Drive Sockets</u>		
1	<u>1/2" Drive Deep Sockets</u>		
1	<u>3/4" Drive Socket Set</u>		
1	<u>Set Ignition Wrenches</u>		
1	<u>Circuit Tester</u>		
1	<u>Brake Adi. Tool</u>		
1	<u>Batten. Post Cleaner</u>		

1	<u>Steel Tape</u>	- 8' Lufkin	
1	<u>Steel Rule</u>		
3	<u>Assorted Pry Bars</u>		
1	<u>Hack Saw Frame</u>		
1	<u>Set Drills</u>	- 1 /1 6" to 1/2"	
1	<u>Flare & Cutting Set</u>		
1	<u>Mechanical Finger</u>		
1	<u>Set Allen Wrenches</u>		
1	<u>Calipers</u>	- MAVE 6"	
1	<u>Set Feeler Gauges</u>		
1	<u>Cotter Pin Puller</u>		
1	<u>Inspection Mirror</u>		
1	<u>Chain Wrench</u>		
1	<u>Brake Spring Pliers</u>		
1	<u>Impact & Sockets</u>	- 1/2' Drive	
1	<u>Wire Crimper Pliers</u>	- 1963 Vaca	
1	<u>Magnet</u>		
1	<u>Retaining Ring Pliers</u>	- Universal Round Nose	
1	<u>Lock Ring Pliers</u>	- Flat Nose	
			<u>\$3,750.00</u>

- (1) Purpose of Allowance to maintain effectiveness of Basic Tool Set.
- (2) Tools now in possession of Mechanics subject to periodic inspection.
- (3) When applicable, tools must be of replacement guarantee quality.
- (4) Equivalent may be substituted for brand names.

SCHEDULE D: BASIC TOOLS - MILLWRIGHTS - WASTEWATER TREATMENT PLANTS

1	<u>Tool Box</u>	- drawer chest & roller cabinet	Proto 9936
3	<u>Hammers</u>	- 16 oz. ball peen - 24 oz. ball peen - 32 oz. ball peen	Proto 1316P Proto 1324P Proto 1332P
1	<u>Punch & Chisel Set</u>	- assorted	Proto 2
7	<u>Pliers</u>	- WP Pliers - 6" slip joint - 8" slip joint - 10" slip joint	- 6" side cutter - 4" side cutter - 7" needle nose
1	<u>Scriber</u>		
6	<u>Screw Drivers</u>	- assorted	
3	<u>Adjustable Wrenches</u>	- 6" - 10" - 15"	Proto 706 Proto 710 Proto 715
1	<u>Scraper</u>		
1	<u>Tin Snips</u>		Proto 312
1	<u>Pair of Scissors</u>		
1	<u>Pair of Vise Grips</u>		Proto 292WR
3	<u>Pipe Wrenches</u>	1-8" 2-14"	Proto 808HD Proto 814HD
1	<u>3/8" Drive Socket Set</u>	- Metric & Standard	Proto 5004B
1	<u>1/2" Drive Socket Set</u>	- 3/8" - 1 5/16"	Proto 54000C
1	<u>1/2" Drive Deep Socket Set</u>	- Metric & Standard - 3/8" - 1 5/16"	Proto 5300A
1	<u>Combination Wrench Set</u>	- 5/16" - 1 1/4"	Proto 1200F
1	<u>Tape Measure</u>	- 12"	
1	<u>6" Steel Ruler</u>		
1	<u>Hacksaw Frame</u>		Proto 352
3	<u>Pry Bars</u>		Proto 2100
2	<u>Sets Allen Wrenches</u>	- Metric & Standard	Proto 4972
2	<u>Sets Feeler Gauges</u>	- Metric & Standard	Proto 000AA
1	<u>Inspection Mirror</u>		Proto 2373
1	<u>Magnet</u>		Proto 2375
1	<u>Snap Ring Plier Set</u>		Proto 380
1	<u>Combination Wrench</u>	- 1 5/16"	Proto 1242
1	<u>Vernier</u>	- Standard 6"	
1	<u>Vernier</u>	- Dial Gauge	
1	<u>Micrometer</u>	- 0" - 1" & 1" - 2"	
1	<u>Torque Wrench, 1/2" Drive</u>	- 50 - 250 ft. lb.	Proto 6013
1	<u>Drill Index Box</u>	- 1/16" - 1/2"	Dormer 409029
1	<u>Tool Box w/Tote Tray</u>	- 10" x 10" x 18"	
1	<u>Combination Square Set</u>		
1	<u>Set Calipers</u>	- 8" divider/inside/outside	
1	<u>18" Chain Wrench</u>		
2	<u>Thread Gauges</u>	- Metric & Standard	
1	<u>Dial Indicator & Magnetic Base Set</u>		<hr/> \$3,750.00

All tools Proto or equivalent

- (1) Purpose of Allowance to maintain effectiveness of Basic Tool Set.
- (2) Tools now in possession of Mechanics subject to periodic inspection.
- (3) When applicable, tools must be of replacement guarantee quality.
- (4) Equivalent may be substituted for brand names.

SCHEDULE E: BASIC TOOLS - MILLWRIGHTS -WATER TREATMENT PLANTS

1	<u>Tool Box</u>	- 5 drawer chest	
3	<u>Hammers</u>	- 16 oz. ball peen - 24 oz. ball peen - 32 oz. ball peen	
1	<u>Punch & Chisel Set</u>	- assorted	
7	<u>Pliers</u>	- WP Pliers - 6" slip joint - 8" slip joint - 10" slip joint	- 6" side cutter - 4" side cutter - 7" needle nose
6	<u>Screw Drivers</u>	- assorted	
3	<u>Adjustable Wrenches</u>	- 6", 10" and 15"	
1	<u>Scraper</u>		
1	<u>Tin Snips</u>		
1	<u>Pair of Scissors</u>		
1	<u>Pair of Vise Grips</u>		
2	<u>Pipe Wrenches</u>	- 8" and 14"	
1	<u>Flashlight</u>		
1	<u>3/8" Drive Socket Set</u>		
1	<u>1/2" Drive Socket Set</u>		
1	<u>1/2" Drive Deep Socket Set</u>		
1	<u>3/4" Drive Socket Set</u>		
1	<u>Combination Wrench Set</u>	- 5/16" - 1 -1/4"	
1	<u>Tape Measure</u>		
1	<u>6" Steel Ruler</u>		
1	<u>Hacksaw Frame</u>		
3	<u>Pry Bars</u>		
1	<u>Set Allen Wrenches</u>		
1	<u>Set Feeler Gauges</u>		
1	<u>Inspection Mirror</u>		
1	<u>Magnet</u>		
1	<u>Snap Ring Plier Set</u>		
1	<u>Combination Wrench</u>	- 1 5/16"	
1	<u>Combination Wrench</u>	- 1 3/8"	
1	<u>Combination Wrench</u>	- 1 7/16"	
1	<u>Combination Wrench</u>	-1-1/2"	
1	<u>Vernier or</u>	- Standard	
1	<u>Vernier</u>	- Dial Gauge	
1	<u>Micrometer</u>	- 0" - 1 "	
1	<u>Torque Wrench 1/2" Drive</u>	- 50 - 250 ft. lb.	
1	<u>Drill Index</u>	- 1/16" - 1/2"	
1	<u>Dead Blow Hammer</u>	- 3 lb.	

\$3,750.00

- (1) Purpose of Allowance to maintain effectiveness of Basic Tool Set.
- (2) Tools now in possession of Mechanics subject to periodic inspection.
- (3) When applicable, tools must be of replacement guarantee quality.
- (4) Equivalent may be substituted for brand names.

SCHEDULE F: BASIC TOOLS -STEEL FABRICATORS

2	<u>Hammers</u>	- 1/2 lb. - 2 lbs.	
	<u>Wrenches</u>	- 3/8" to 1" - 8" adjustable - 12" adjustable - 12" pipe - 1 set Allen wrenches	
2	<u>Calipers</u>	- 6" vernier - 8" dividers	
2	<u>Square</u>	- 12" combination - 6" tri square	
1	<u>Protractor</u>	0 to 180 degrees	
2	<u>Rule</u>	- 6" - 12' tape	
1	<u>Compass.</u>	- 8"	
	<u>Sockets</u>	- 1 set 3/8" drive - 1 set 1/2" drive	
	<u>Screwdrivers</u>	- 1 set (Flat) - 1 set of Phillips - 1 set of Robertson	
	<u>Punch</u>	- 1 set of three (pin) - 1 set of two (centre)	
	<u>Scriber</u>	- 1 set of two	
	<u>Chisel</u>	- 1 set	
1	<u>Hacksaw Frame</u>		
1	<u>Tin Snips</u>		
2	<u>Pliers</u>	- vise grip - diagonal slip joint	
1	<u>Soapstone Holder</u>		
1	<u>Tool Box</u>		\$1,250.00

- (1) Purpose of Allowance to maintain effectiveness of Basic Tool Set.
- (2) Tools now in possession of Steel Fabricators subject to periodic inspection.
- (3) When applicable, tools must be of replacement guarantee quality.
- (4) Equivalent may be substituted for brand names.

SCHEDULE G: CLOTHING

The employee shall be responsible for the reasonable care and cleaning of clothing issued under this Schedule. Replacement of clothing items shall be at the discretion of the City, dependent on wear and usage, and upon presentation of former issue for replacement. Employees shall bear the cost of replacement where a former issue cannot be presented. All items of clothing shall be returned upon termination, or the employee shall be deducted the cost of same (last issue only).

NOTE:

- A. All employees required by the City to perform outdoor work in wet weather shall be provided with "rain wear" (RW) as required, as a rack item.
- B. All employees working in wet conditions shall be provided with "rubber boots" (RB), or if due to health restrictions, "rubber overshoes," as required.
- C. Where this Schedule provides for "work boots" (WB), employees shall be required to purchase same and shall be provided with a credit of thirty-five dollars (\$35.00), except Streets Tarkettle Operators and Oil Distributors, who shall have "work boots" provided by the City.
- D. Employees assigned to work in higher classifications shall only receive issues of clothing not referenced in previously worked classifications.
- E. Where this Schedule provides for "appropriate gloves" (AG), this shall be defined as:

leather (roper, unlined) and rubber (gauntlet type)
- F. Where this Schedule provides for coveralls (C), employees may request to replace same with bib and brace overalls, subject to Occupational Health and Safety Regulations regarding protective wear.
- G. All employees required by the City to perform outdoor work in cold weather shall be provided with "Hard Hat Liner" (HHL) or "Hard Hat Balaclava" (HHB).

Abbreviations

C	Coveralls	RO	Rubber Overshoes
AG	Appropriate Gloves	WB	Work Boots
LG	Leather Gloves	SL	Slicker
RG	Rubber Gloves	RW	Rainwear
CG	Cotton Gloves	LA	Leather Apron
WG	Welding Gloves	RA	Rubber Apron
WM	Welding Mitts	PS	Protective Suit
MW	Mitts, Winter	WP	Winter Parka
M	Mitts	DC	Disposable Coveralls
ML	Mitt Liners	NJ	Nylon Jacket
SM	Smock	LJ	Leather Jacket
B	Bibs	LP	Leather Pants
RB	Rubber Boots	LGG	Linesman Gloves
HHL	Hard Hat Liner	HHB	Hard Hat Balaclava

CLASS	DESCRIPTION	ISSUE
052-03260	Apprentice (Automotive Mechanic)	Tied to Journeyman
052-03250	Apprentice (Blacksmith)	Tied to Journeyman
052-03252	Apprentice (Heavy Duty Mechanic)	Tied to Journeyman
052-03253	Apprentice (Machinist)	Tied to Journeyman
052-03254	Apprentice (Millwright)	Tied to Journeyman
052-03255	Apprentice (Painter)	Tied to Journeyman
052-03242	Apprentice (Plumber)	Tied to Journeyman
052-03256	Apprentice (Steel Fabricator)	Tied to Journeyman
052-03257	Apprentice (Welder)	Tied to Journeyman
052-03259	Apprentice (Zoo Keeper)	Tied to Zoo Keeper
052-02535	Asphalt Rakerman	C, LG
052-03429	Assistant Sign Painter	AG, SM or A
052-02870	Automotive Serviceman 1	C, AG, Rack WP
052-02871	Automotive Serviceman 2	C, AG, Rack WP
052-02872	Automotive Serviceman 3	C, AG, Rack WP
052-01961	Building Maintenance Worker 1	RG
052-01962	Building Maintenance Worker 2	C, AG
052-01963	Building Maintenance Worker 3	C, AG
052-01964	Building Maintenance Worker 4	C, AG
052-02917	Building Repairman 1	C, AG, Rack WP
052-02919	Building Repairman 2	C, AG, Rack WP
052-02112	Commissary Keeper	C, AG
052-02837	Concrete Finisher	C or Bib, LG
052-02278	Conservatory Attendant (incumbent #026392 only)	C, AG, RB
052-02524	Container Maintenance Man	C, AG, RB, RW
052-01933	Custodial Worker (Police)	RG
052-02595	Depot Yardman	C, LG
052-01771	Distribution Control Worker	C, AG
052-02561	Equipment Operator 1	C, LG

CLASS	DESCRIPTION	ISSUE
052-02566	Equipment Operator 2	C, LG
	Equipment Operator 2 (Sewer Cleaning Machine)	C, AG, RW, RB
052-02572	Equipment Operator 3	C, LG
052-02581	Equipment Operator 4	C, LG,
	(Traffic Operations)	AG
052-02582	Equipment Operator 5	C, LG
052-02567	Equipment Operator 6	C, LG,
	(Traffic Operations)	AG
052-02584	Equipment Operator 7	C, LG,
	(Traffic Operations)	AG
052-02274	Facility Attendant(Arena/Athletic Park)	LG, Rack C, RO
052-02852	Form Setter	C, AG
052-02574	Front End Loader (Asphalt, Concrete, Crusher)	C, LG
052-02569	Front End Loader Operator (Solid Waste Services)	C, LG, MW, RW, RB, ML
052-02107	Gardener	C, AG
052-02579	Grademan	C, LG
052-02126	Greenskeeper	C, AG
052-02941	Groundskeeper (WWTP)	C, LG
052-02245	Ice Marshall	LG, NJ
052-02124	Indoor Gardens Attendant	C, AG, RB
052-02123	Interior Plantscape Attendant	RG
052-02717	Intermediate Operator (Water Treatment Plant)	C, AG
052-03387	Journeyman 1 (Automotive Mechanic)	C, LG, CG Rack WP
052-03386	Journeyman 2 (Automotive Mechanic)	C, LG, CG
052-03381	Journeyman 1 (Heavy Duty Mechanic)	C, LG, CG
052-03382	Journeyman 1 (Heavy Duty Mechanic Field Service)	C, LG, CG, WP, RB
052-03400	Journeyman 1 (Welder)	C, Rack LA, LJ, LP, WM or WG
052-03403	Journeyman 1 (Welder, Field Service)	C, WM, WP, RB, Rack LA, LJ, LP
052-03383	Journeyman 2 (Heavy Duty Mechanic)	C, LG, CG
052-03401 1	Journeyman 2 (Welder)	C, Rack LA, LJ, LP, WM or WG

CLASS	DESCRIPTION	ISSUE
052 391	Journeyman 1 (Blacksmith)	C, LGG, LA
052-03390	Journeyman 1 (Blacksmith, Field Service)	C, LGG, LA, WP
052-03416	Journeyman 1 (Machinist)	SM, LGG
052-03419	Journeyman 1 (Machinist Field Service)	SM, LGG, WP
052-03418	Journeyman 2 (Machinist)	SM, LGG
052-03392	Journeyman 1 (Millwright)	C, LGG
052-03395	Journeyman 1 (Millwright, Field Service)	C, LGG, WP
052-03395	Journeyman 1 (Millwright, Field Service) WTP	C, LG, Rack WP
	Journeyman 1 (Millwright, Field Service) WWTP	C, LG, RB, Rack WP
052-03425	Journeyman Painter	C
052-03770	Journeyman (Plumber) WWTP	C, AG, RB, Rack WP
052-03769	Journeyman (Plumber, Field Service)WWTP	C, AG, WP
052-03396	Journeyman 1 (Partsperson)	C or SM, LG
	Journeyman 1 (Partsperson)WWTP	C, AG, Rack WP
052-03399	Journeyman 2 (Partsperson)	C or SM, LG
052-03358	Journeyman (Pressure Welder)	C, WM, Rack LA, LJ, LP
052-03359	Journeyman (Pressure Welder, Field Service)	C, WM, WP, RB, Rack LA, LJ, LP
052-03393	Journeyman (Steel Fabricator)	C, LGG, Rack LA, LJ
052-03394	Journeyman (Steel Fabricator, Field Service)	C, LGG, WP, Rack LA, LJ
052-02716	Junior Operator (Water Treatment Plant)	C, AG
052-02501	Labourer 1	C, LG
	Labourer 1 (Parks/Recreation seasonals)	LG
052-02511	Labourer 2	C, LG
	Labourer 2 (Parks/Recreation seasonals)	LG
	Labourer 2 (Traffic Operations)	AG
052-02521	Labourer 3	C, AG
052-02504	Labourer (Garbage Pick-up)(Solid Waste Services)	C, AG, MW, RW, RB, ML
	Labourer (Garbage Pick-up)(Parks)	C, LG
052-02528	Labourer 4	C, AG
	Labourer 4 (Tarkettle)	WB, WM, LG,C (2 pairs/year)

CLASS	DESCRIPTION	ISSUE
052-02520	Landfill Utilityman	C, LG, MW, RW, RB, M
052-02831	Lead Hand Concrete Finisher	C or Bib, AG
052-02706	Lead Hand Operator (Crusher Plant)	C, LG
052-03433	Lead Hand Sign Painter	AG, SM or A
052-02966	Lead Hand Sweeper Serviceman	C, LG
052-02935	Lead Hand Zoo Building Maintenance Person	C, LG
052-02602	Leak Locator	C, AG
052-02531	Light Labourer	C, LG
052-02909	Maintenance Person, Sewers	C, AG
052-01971	Mechanical Maintenance Worker 1	C, AG
052-01972	Mechanical Maintenance Worker 2	C, AG
052-01973	Mechanical Maintenance Worker 3	C, AG
052-01970	Mechanical Maintenance Worker 4	C, AG
052-02840	Parking Meter Service Worker	C, Rack SM, AG, WB, WP, Rack RW
052-02911	Parks Irrigation Worker 1	C, AG
052-02918	Parks Irrigation Worker 2	C, AG
052-02924	Parks Pruner	C, LG
052-02578	Paver Operator (Rear)	C, LG
052-02537	Pipeman, Sewers (Under 36")	C, AG, RB, Waders, RW
052-02542	Pipeman, Sewers (36" & over)	C, AG, RB, Waders, RW
052-02539	Pipeman, Waterworks (under 20")	C, AG, RB, Waders, RW
052-02543	Pipeman, Waterworks (20" & over)	C, AG, RB, Waders, RW
052-02992	Plant Maintenance Man 1 (WWTP)	C, AG
052-02686	Plant Maintenance Man 2 (WWTP)	C, AG
052-02993	Plant Maintenance Man 1 (WTP)	C, AG
052-02685	Plant Maintenance Man 2 (WTP)	C, AG
052-02703	Plant Operator 1 (WWTP)	C, AG
052-02698	Plant Operator (Asphalt, Concrete & Crusher Plant)	C, AG, Rack WP
052-02708	Plant Operator 2 (WWTP)	C, AG
052-02699 1	Plant Operator 3 (Lagoons)	C, AG

CLASS	DESCRIPTION	ISSUE
052-00396	Plant Operator 3 (WWTP)	C, AG
052-02512	Plant Utilityman (WWTP)	C, AG
052-02923	Playground Equipment Repairman	C, LG
052-02628	Pump Operator (Sewers)	C, AG, Waders, RB, RW
052-02925	Repairman 1	C, AG
052-02926	Repairman 2	C, AG
052-02927	Repairman 3	C, AG
052-02928	Repairman 4	C, AG
052-02929	Repairman 5	C, AG
052-02934	Repairman 6	C, AG
052-02930	Repairman, Fencing	C, AG
052-02257	Safety Patrol Boat Operator	LG
052-02264	Sanctuary Attendant (Parks)	C, AG
052-02276	Senior Facility Attendant (Arena/Athletic Park)	LG, Rack C
052-02256	Senior Safety Patrol Boat Operator	LG
052-02718	Senior Operator (Water Treatment Plant)	C, AG
052-02991	Sewer Maintenance Man	C, AG, Waders, RB RW, RG(winter)
052-02538	Sewer Maintenance Man (Pressure/Vacuum Truck)	C, AG, Waders, RB RW, RG(winter)
052-03424	Sign Painter	AG, SM or A
052-03379	Small Motor Mechanic (F. & S. M. S. D.)	C, LG, CG
	Small Motor Mechanic (Traffic Operations)	C, AG
052-03380	Sm. Motor Mechanic(Field Service-F. & S. M. S. D.)	C, LG, CG, WP, RB
052-00585	Storekeeper (Traffic Operations)	C, AG, WP, Rack WP
052-00584	Storesworker (Traffic Operations)	C, AG, WP, Rack WP
052-02110	Summer Relief Zoo Labourer (Keeper's Helper)	C, AG
052-02965	Sweeper Serviceman	C, LG
052-02545	Thawing Operator (Sewers - Steam)	C, AG, Waders, RB RG (winter)
052-02546	Thawing Operator (WW, Electric & Steam)	C, AG, RB, RG(winter)
052-02541	Timberman	C, AG, RB

CLASS	DESCRIPTION	ISSUE
052-02901	Traffic Controller,(Solid Waste Services)	C, AG, RW, RB, MW, ML
052-03081	Traffic Marker	C, AG
052-03083	Traffic Spotter	C, AG (Note C)
052-02904	Troubleman (Sewers)	C, AG, RB, Waders
052-02903	Troubleman (Waterworks)	C, AG, RB
052-02902	Troubleman (Streets - Trucks)	C, AG, RB, DISP Boots &C
052-02900	Troubleman (Streets - Equipment)	C, AG, RB, DISP Boots &C
052-02551	Truck Driver 1	C, AG
052-02556	Truck Driver 2	C, AG
052-02553	Truck Driver 3 (Zoo)	C, AG
052-02557	Truck Driver 3	C, AG
	Truck Driver 3 (Sewer)	C, AG, RW, RB
052-02558	Truck Driver 4	C, AG
052-02562	Truck Driver 5	C, AG
	Truck Driver 5 (Oil Dist.)	C, AG, WB
052-02560	Truck Driver 6	C, AG
052-02587	Truck Driver 7	C, AG
052-02564	Truck Driver 8	C, AG
052-02601	Utility Locator	C, AG
052-00103	Weighman (Solid Waste Services)	SM
052-02591	Whitewing	C, AG, RW, MW, ML
052-02936	Zoo Building Maintenance Man	C, AG
052-02533	Zoo Keeper	C, AG
052-02534	Zoo Labourer	C, AG

SCHEDULE H: SUPPLEMENTATION OF COMPENSATION

1. (a) "child" means the natural child, whether born before or after the employee's death, or legally adopted child of an employee, and includes any person to whom the employee and spouse stood *in loco parentis*.
- (b) "dependent child" means an unmarried child who, at the time the employee died, was being supported by the employee and
 - (i) is less than eighteen (18) years of age; or
 - (ii) is eighteen (18) years of age or over, and not more than twenty-one (21) years of age, and is in attendance full-time at an accredited school or university, having been in such attendance substantially without interruption since he reached eighteen (18) years of age; or
 - (iii) is eighteen (18) or more years of age and not more than twenty-one (21) years of age and is disabled having been supported due to such disability without interruption since the time he reached eighteen (18) years of age.
- (c) "disabled" shall mean suffering from a severe prolonged mental or physical disability and for these purposes:
 - (i) a disability is severe only if by reason thereof an employee is incapable regularly of pursuing any substantially gainful occupation, and
 - (ii) a disability is prolonged only if it is determined that such disability is likely to be long, continued and of indefinite duration or is likely to result in death;
- (d) "full pay" means the monthly basic salary including service pay that the employee was entitled to receive at the time he was disabled or killed based on the confirmed position and classification or rank occupied by the employee at that time and the regular monthly hours or work applicable to that rank or position and applying thereto;
 - (i) the annual career progression to that level which the employee would have automatically progressed only by reason of time in the classification or rank had he not been disabled or killed excluding any anticipated career progression which involves any form of qualifications other than service time irrespective of whether the employee held the qualification at the time he was disabled or killed; and
 - (ii) any economic or salary changes negotiated from time to time in accordance with the **Collective Agreement**.
- (e) "Normal deductions" shall mean those items which would have been deducted from the monthly basic salary of the employee, in the normal course of events had he not been disabled or killed, and, without limiting the generality of the foregoing, shall include any and all deductions for Federal or Provincial Income Tax according to the employee's exemption at the time he was disabled or killed, or in the case of an employee who has been killed, according to the exemptions of his widow and children, contributions to any City Pension Plan and Canada Pension Plan, Union dues (applicable in disabled cases only). Employment Insurance Commission premiums, Group Life Insurance, Alberta Blue Cross and Alberta Health Care Insurance Commission premiums or any of their equivalents that might have been payable by the employee from time to time.

- (f) "widow" means a woman who has survived an employee to whom she was lawfully married and who was being wholly or partially supported by him at the time of his death and where there is no lawful wife at the time of death of the employee includes a common-law spouse.
- (g) "widower" means a man who has survived an employee to whom he was lawfully married and who was being wholly or partially supported, by her at the time of her death and where there is no lawful husband at the time of death includes a common-law spouse.
- (h) "common-law spouse" includes any man or woman who, although not legally married to an employee, lives and cohabits with an employee as the spouse of that employee and has maintained such relationship for a continuous period of five (05) years or more; or has maintained such relationship for a continuous period of two (02) years or more and has borne the child or children of such employee; and is generally known as the employee's spouse in the community in which they lived at the time of death of the employee.
2. Where an employee is disabled or killed in the course and scope of his employment with the City of Calgary as a direct result of the performance of the employee's duties as a City employee, the City shall pay to the employee, if disabled, or to the employee's widow or dependent children, if killed, the employee's full pay under the terms and conditions hereinafter set out PROVIDED that the disability or death of the employee was not due to the employee's own gross disregard or neglect of his duty or was not self-inflicted.
3. In the event an employee is killed leaving a widow surviving him under the circumstances set out in Article 2, the City shall pay to the widow monthly, subject to the deductions set out in Article 6, the full pay that the employee would have received from the City had he not been killed, the said sum to be payable from the date of death of the employee until such time as the widow remarries, dies or the date the employee would have been required to retire from the employ of the City, whichever is the earliest.
4. (a) In the event an employee is killed under circumstances set out in Article 2, leaving no widow but leaving a dependent child or children surviving him the City shall, subject to the deductions set out in Article 6, pay to each dependent child up to a maximum of four (04), monthly a sum equal to twenty percent (20%) of the full pay that the employee would have received from the City had he not been killed, the said sum to be payable from the date of death of the employee until such time as the child ceases to be a dependent child or the date the employee would have been required to retire from the employ of the City whichever is the earlier.
- (b) Where the employee leaves surviving him more than four (04) dependent children, the total sum payable by the City pursuant to Article 4 (a) shall be paid to such dependent children in equal shares.
- (c) A sum payable by the City pursuant to this Article shall be paid by the City as long as any child of the employee remains a dependent child.
5. In the event the widow dies subsequent to an employee having been killed without having remarried, the provisions of Article 4 shall apply to any dependent child surviving the employee and his widow.
6. In determining the amount to be paid to a widow or dependent child by the City, any benefits payable to the widow or any dependent child by reason of the death of the employee under any Workers' Compensation (except any payment for funeral expenses), Canada Pension Plan (except any payment for funeral expenses), Local Authorities Pension Plan, City of Calgary Pension Plan, any other pension plan or annuity or any of their equivalents that have not been personally contracted for by the employee, the widow or any of the employee's family, or any damages awarded to the widow or any dependent child

by reason of the death of the employee, shall upon being awarded to the widow or the dependent child, deducted from the full pay.

7. Any sums of money payable by the City to any dependent child under the age of eighteen (18) years may properly be paid by the City to the legal guardian of such dependent child whose receipt shall be sufficient discharge to the City.
8. The City shall continue to ensure that the widow or any dependent child will be covered by the appropriate Alberta Blue Cross Plan and the Alberta Hospitals Act or any replacement, extension or substitution thereof in Alberta, provided the widow or any dependent child at all times remains eligible for such coverage.
9. On the date that the employee would have retired from the employ of the City, had he not been killed, the City shall pay to the widow, if alive and if she has not remarried, each month an amount equal to the monthly pension to which she would have been entitled as a widow had the employee died subsequent to his retirement date, in the same manner and under the same conditions as may be provided in any City Pension Plan or its equivalent application to employees of the City in existence at the date that the employee would have retired from the employ of the City had he not been killed.
10. In the event an employee is disabled under circumstances set out in Article 2, the City shall pay to the employee monthly subject to the deductions set out in Article 6, the full pay that he would have received from the City had he not been disabled until such time as the employee dies or the date that the employee would have been required to retire from the employ of the City whichever is earlier, PROVIDED THAT if the employee fully recovers and is capable of being employed by the City at a salary which is equal to or in excess of the employee's full pay, the City's obligation herein shall cease.
11. Where a disabled employee partially recovers and the City finds alternative employment for the employee within the City or any of its associated Boards, Commissions, Authorities or Agencies which the employee is capable of performing, the full pay which the employee is entitled to receive shall be reduced by the monthly salary received from such employment.
12. A disabled employee may earn from employment, other than employment with the City or any of its associated Boards, Commissions, Authorities or Agencies, up to twenty percent (20%) of his annual full pay without any reduction in the employee's full pay but any monies earned by the employee from such employment in excess thereof shall be deducted from the employee's full pay.
13. The provisions of this Appendix shall be administered by the Human Resources Department of the City of Calgary.
14. Affidavits in a form and containing such information as may be prescribed by the City shall be filed annually with and on a date to be specified by the Human Resources Department of the City by the following persons:
 - (a) widow/widowers;
 - (b) guardians of dependent children under the age of eighteen (18) years;
 - (c) dependent children over eighteen (18) years of age;
 - (d) disabled employees.
15. Throughout this Appendix, where the term "employee" is used and where terms reflecting male and/or female gender is used, it shall be considered that either the feminine or masculine have been used where the context of the application so requires.

SCHEDULE I: FLEET SERVICES INTEGRATION

MEMORANDUM OF SETTLEMENT

MADE THIS 3rd DAY OF FEBRUARY 1995

BETWEEN THE CORPORATION OF THE CITY OF CALGARY,

THE AMALGAMATED TRANSIT UNION LOCAL 583,

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 37,
AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 709

The parties herein agree to the terms of this Memorandum as constituting full settlement of all integration issues, unless otherwise specified, between the parties. Unless otherwise specified, changes to terms and conditions will be effected as of implementation date.

The undersigned representatives of the parties do hereby agree to recommend, to their respective principals, the following terms and conditions of integration between the above parties:

I. Bargaining Unit Jurisdictions

- a) Current ratios of establishment numbers will be assigned to each bargaining unit as of implementation date.

The City proposes that we work toward maintaining the above ratios of each bargaining unit within the work force, as much as practicable. This will be used as the "formula" to determine the bargaining unit in which staffing activities will normally take place. However, regardless of the above ratios, additional classifications will not be created in one bargaining unit, if the classification already exists in the other bargaining unit.

- b) The City agrees to send monthly reports to each union outlining the current establishment numbers and the bargaining unit jurisdiction.

- c) The supervisory positions (initially 7) will be within the jurisdiction of CUPE Local 709 subject to the development of a satisfactory job description (attached as Appendix A).

The four (04) vacant supervisory positions will be posted for competition. The Crew Chiefs will be maintained in their positions until the selection process is finalized. Any Crew Chiefs making application for such supervisory position will be granted an interview. If unsuccessful in obtaining a different position, the redeployment process as outlined in the ATU Local 583 Collective Agreement will be utilized.

- d) Eligibility list for relieving in Journeyman 2 positions in the Skill Pool - develop one list encompassing both ATU Local 583 and CUPE Local 37.

- e) The ATU Local 583 and CUPE Local 37 ratios established in Item 1(a) are not applicable to Journeyman II classifications. The City proposes that we work toward maintaining the current ratio of Journeyman II's (50-50) from each bargaining unit within the integrated unit, as much as practicable. However, regardless of the above ratio, additional Journeyman II classifications will not be created in one bargaining unit, if the Journeyman II classifications already exist in the other bargaining unit.

- f) **Journeyman Welders and Field Service Mechanics in the jurisdiction of ATU Local 583 or CUPE Local 37 may move between these jurisdictions within F.S.D.**

2. hours of Work

- a) **Skill Pool - the initial hours of work are as outlined in Appendix B. Schedules, which will be fixed, will be 10 hours per day, 4 days per week for a 40-hour work week. Overtime is payable as outlined in the applicable collective agreement with the exception that scheduled or normal hours of work shall be 10 hours per day, 4 days per week.**

- b) **Satellites and Shop Support - shifts, which will be fixed, will be 10 hours per day, 4 days per week for a 40-hour work week. Overtime is payable as outlined in the applicable collective agreement with the exception that scheduled or normal hours of work shall be 10 hours per day, 4 days per week.**

- c) **Rotation of Positions Between Sections**

There will be a rotation for Journeyman between the Satellites, Shop Support and the Skill Pool Sections, and staff from the three sections will be used to supplement each other as necessary and as follows:

Journeyman I Classifications

The rotation will be established between the Skill Pool and Satellite Operations and between the Skill Pool and Shop Support for Journeyman I classifications.

Journeyman II Classifications

Qualified employees in the Skill Pool and Satellite Operations will rotate on a scheduled basis.

Rotation Determinations

Prior to work selection, F.S.D. will identify the specific positions in the Skill Pool that will rotate with the Shop Support and the specific positions in the Skill Pool that will rotate with the Satellites.

Following implementation date, CUPE Locals 37 and 709, ATU Local 583, and F.S.D. management shall meet to identify parameters for rotation, including time frames.

- d) **Overtime - in the giving out of overtime, The City agrees that such overtime would be distributed as equally as possible among employees that normally perform the work.**

3. Vacation Preference

Subject to operational requirements, City service or any other combined listing agreeable to the parties will be used to determine preference for vacation selection. The guideline will be 20% as per current practice.

4. Wages - CUPE Local 37/ATU Local 583

The City proposes to phase in wage parity to Journeyman Trades within the Fleet Services Department for the CUPE Local 37 bargaining unit as per the attached chart.

5. **Statutory Holiday Pay - ATU Local 583**

117.08 Where a Statutory Holiday falls on a maintenance employee's normal day . the employee shall receive eight (08) hours straight time as Statutory Holiday pay, whenever the time is paid out. At the employee's option, the employee may bank nine (09) hours' straight time and shall be entitled to take time off at mutual convenience. The amount of time absent from work will be deducted from the employee's lieu time bank. Such lieu time shall be taken not later than the end of the subsequent year's vacation,

415.01 A Maintenance employee can use lieu time hours earned for statutory holidays (as per Article 117.08) or Christmas Eve (as per Article 407.01) to attend to personal business such as medical or dental appointments which cannot be scheduled during their time off. Notwithstanding the requirement under Article 117.08 that banked lieu days must be taken no later than the end of the subsequent year's vacation, Maintenance employees may retain a maximum of 10 hours in their lieu time bank at all times in order to accommodate personal appointments.

6. **Shift Trading**

Employees wishing to trade shifts or days off shall be able to do so for a period of up to four (04) weeks with the permission of the appropriate Shift Supervisor.

7. **Training**

Refer to Joint ATU/CUPE Local 37/CUPE Local 709 Labour/Management forum for discussion on technical training.

8. **"10%" Letter of Understanding**

As per the Letter of Understanding between Local 37 and The City of Calgary dated April 23, 1993, The City agrees that the working schedules within the Integrated Unit which requires split days off will be included within the calculation to determine the 10% limit as outlined in the Letter of Understanding.

9. **Planning & Control and Supply Management Services Discussions**

It is agreed that the areas of Planning & Control and Supply Management Services will be discussed at a later date. It is further agreed that these areas will be dealt with as expeditiously as possible and that all parties concerned will be invited to participate in the process.

10. **Re-Allocation of Staffing Within the Integrated Unit**

A. **TEMPORARY RE- ALLOCATION**

If work requirements necessitate the temporary movement of qualified employees within the integrated unit, but the total number of employees within the unit remains constant, then the following process shall be instituted.

1. FOR TEMPORARY RE-ALLOCATION OF STAFF FROM A PREFERRED SHIFT TO A LESS PREFERRED SHIFT (E.G., ADD AFTERNOONS AND REDUCE DAYS)

The qualified employees in the reduced area (e.g., Schedule 1 in Skill Pool - days) may elect in order of seniority to move to the open position in the expanded area (e.g., Shop Support afternoons).

If no one elects to move from the reduced area, then the following procedure will be used:

- The junior qualified Employee A in Schedule 1 is identified. Employee A displaces THE junior qualified employee on days (e.g., Employee B at Bearspaw days).
- Qualified Employee B moves to the open position in the expanded area (Shop Support afternoons).

If Employee A is the most junior qualified employee on days, Employee A will be moved to the open position in the expanded area (Shop Support afternoons).

2. FOR TEMPORARY RE-ALLOCATION OF STAFF FROM A LESS PREFERRED SHIFT TO A PREFERRED SHIFT (E.G., ADD DAYS AND REDUCE AFTERNOONS):

Conduct a Temporary Position Memorandum (TPM) for the open position in the expanded area (e.g., Spring Gardens days), but only qualified afternoon shift employees within the integrated unit will be considered. The resulting afternoon vacancy will be filled by the junior qualified employee from the reduced area.

3. FOR TEMPORARY RE-ALLOCATION OF STAFF WITHIN THE SAME SHIFT

The qualified employees in the reduced area (e.g., Schedule 1 in Skill Pool - days) may elect in order of seniority to move to the open position in the expanded area (e.g., Schedule 2 in Skill Pool - days).

If no one elects to move from the reduced area, then the qualified junior employee in the reduced area will be moved to the open position in the expanded area.

B. PERMANENT RE-ALLOCATION

If work requirements necessitate the permanent movement of qualified employees within the integrated unit, but the total number of employees within the unit remains constant, then the following process shall be instituted.

Qualified employees in order of seniority shall be given preference to move to the open position in the expanded area. Once an employee has elected to move to the open position in the expanded area, their position will be made available only to the remaining employees (i.e., junior to the employee who selected the open position in the expanded area).

Such remaining qualified employees in order of seniority shall be given preference to move to the subsequent vacancy. Once an employee has elected to move to the subsequent vacancy, their position will be made available only to the remaining employees (i.e., junior to the employee who selected the subsequent vacancy).

This process will continue until such time as the reduction occurs in the reduced area. (See example in Appendix C)

If no one elects to move from the reduced area, then the qualified junior employee in the reduced area will be moved to the open position in the expanded area.

The parties will review the efficiency of this process within six (06) to twelve (12) months after implementation date.

11. Work Selection


Prior to implementation date and subject to operational needs, employees within the integrated unit will select positions in order of seniority for which they qualify within the Skill Pool, Satellites, and Shop Support Sections,

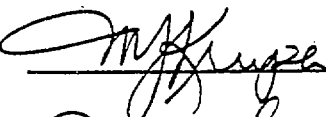
12. Service Persons

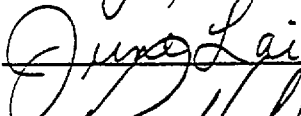
Prior to implementation date, Fleet Services management will meet with the affected union representatives to discuss and reach agreement on a process which incorporates operational needs and provides Service Persons with the opportunity to select positions in order of seniority for which they qualify in the Shop Support Section.

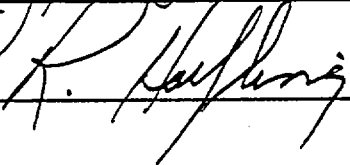
Signed this 3rd day of February 1995

FOR THE CITY OF CALGARY

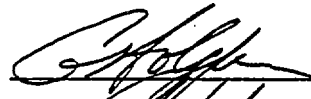


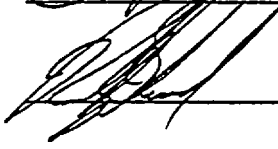








FOR A. T. U. LOCAL 583



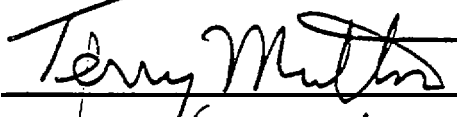



FOR C. U. P. E. LOCAL 37 ,





FOR C. U. P. E. LOCAL 709





ROLES

ROLE OF THE FRONT LINE/SHIFT SUPERVISOR:

- **Journeyman II qualification**
- **Good understanding of business operations and procedures**
- **Demonstrated ability to lead and direct employees**
- **Communication skills in written and verbal form**
- **Supervises and delegates work to a number of tradesmen, servicepersons and apprentices**
- **Administration of collective agreements, City policies and procedures**
- **Promotion of safe work practices**
- **Responsible for discipline on his shift**
- **Maintenance Controller Relief**
- **Rotate with assigned staff**
- **Performance reviews and documentation**
- **Coordinate training for shift personnel**
- **Documentation (holidays, lieu, labour approval)**
- **Interviewing in the selection process for hiring**
- **Responsible for the staff and facilities on his shift**
- **Liaise with Supply Management Services on parts needs**
- **Provide recommendations for purchase/repair of shop tools and equipment.**

SKILL POOL SCHEDULES

SCHEDULE #	HOURS	MON	TUE	WED	THU	FRI	SAT	SUN
1	6:00 am - 4:00 pm	D	D		D	D		
2	6:00 am - 4:00 pm		D	D		D	D	
3	3:00 pm - 1:00 am		A	A	A	A		
4	3:00 pm - 1:00 am	A	A		A	A		
5	6:00 am - 4:00 pm			D	D	D	D	

D = day shift

A = afternoon shift

PERMANENT **POSITION MEMORANDUM (PPM) FOR PERMANENT RE- ALLOCATION OF STAFFING**
Journeyman 1 Heavy Duty Mechanic (ATU Local 583)

AREA TO BE REDUCED: **Skill Pool Section, Schedule 4**

INITIAL OPEN POSITION:

1. Spring Gardens, day shift, S/S/M off (taken by Employee 3)

SUBSEQUENT VACANCY OR VACANCIES:

2. Employee 3's position: Bearspaw, afternoon shift, S/S/M off (taken by Employee 5)
 3. Employee 5's position: Schedule 4

(since this is in the reduced area, stop the re-allocation process)

#	Employee	Seniority	Yes	No	Signature	Position Taken	Current Position of Successful Employee
1	Employee 1	72-01-01		x	xxxxxxx		
2	Employee 2	73-01-01		x	xxxxxxx		
3	Employee 3	74-01-01	x		xxxxxxx	Spring Gardens days, S/S/M off	Bearspaw, afternoon, S/S/M off
4	Employee 4	75-01-01		x	xxxxxxx		
5	Employee 5	76-01-01	x		xxxxxxx	Bearspaw, afternoons, S/S/M off	Schedule 4
6	Employee 6	77-01-01					
7	Employee 7	78-01-01					
8	Employee 8	79-01-01					
9	Employee 9	80-01-01					

SCHEDULE J: SUPPLY MANAGEMENT SERVICES INTEGRATION

MEMORANDUM OF SETTLEMENT

MADE THIS 4TH DAY OF DECEMBER 1995

BETWEEN THE CORPORATION OF THE CITY OF CALGARY,

THE AMALGAMATED TRANSIT UNION LOCAL 583,
AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 37

The parties herein agree to the terms of this Memorandum as constituting full settlement of all Supply Management Services Department integration issues affecting Journeyman 1 and 2 Partsman and Partsperson at Fleet Services Department, unless otherwise specified, between the parties. Unless otherwise specified, changes to terms and conditions will be effected as of implementation date.

The undersigned representatives of the parties do hereby agree to recommend, to their respective principals, the following terms and conditions of integration between the above parties:

1. Bargaining Unit Jurisdictions

- a) **Current ratios of establishment numbers for Journeyman 1 and 2 Partsman and Partsperson at Fleet Services will be assigned to each bargaining unit as of implementation date.**

The City proposes that we work toward maintaining the above ratios of each bargaining unit within the work force, as much as practicable. This will be used as the "formula" to determine the bargaining unit in which staffing activities will normally take place. However, regardless of the above ratios, additional classifications will not be created in one bargaining unit, if the classification already exists in the other bargaining unit.

- b) **The City agrees to send monthly reports to each union outlining the current establishment numbers and the bargaining unit jurisdiction.**
- c) **Journeyman 1 Partsman and Partspersons may move within Supply Management Services for relief purposes, Employees required to relieve at other locations will continue to work 10 hours per day.**

2. Hours of Work

- a) **The hours of work are as outlined in Appendix A. Schedules, which will be fixed, will be 10 hours per day, 4 days per week for a 40-hour work week. Overtime is payable as outlined in the applicable collective agreement with the exception that scheduled or normal hours of work shall be 10 hours per day, 4 days per week.**
- b) **Overtime - in the giving out of overtime, The City agrees that such overtime would be distributed as equally as possible among employees that normally perform the work.**

3. Wages - CUPE Local 37/ATU Local 583

The City proposes to phase in wage parity to Journeyman 1 and 2 Partsperson in the Corporation of the City of Calgary for the CUPE Local 37 bargaining unit as per the attached char&.

4. Statutory Holiday Pay - ATU Local 583

117.08 Where a Statutory Holiday falls on a maintenance employee's normal day . the employee shall receive eight (08) hours straight time as Statutory Holiday pay, whenever the time is paid out. At the employee's option, the employee may bank nine (09) hours straight time and shall be entitled to take time off at mutual convenience. The amount of time absent from work will be deducted from the employee's lieu time bank. Such lieu time shall be taken not later than the end of the subsequent year's vacation.

415.01 A Maintenance employee can use lieu time hours earned for statutory holidays (as per Article 117.08) or Christmas Eve (as per Article 407.01) to attend to personal business such as medical or dental appointments which cannot be scheduled during their time off. Notwithstanding the requirement under Article 117.08 that banked lieu days must be taken no later than the end of the subsequent year's vacation, Maintenance employees may retain a maximum of 10 hours in their lieu time bank at all times in order to accommodate personal appointments.

5. "10%" Letter of Understanding

As per the Letter of Understanding between Local 37 and The City of Calgary dated April 23, 1993, The City agrees that the working schedules within the Integrated Unit which requires split days off will be included within the calculation to determine the 10% limit as outlined in the Letter of Understanding.

6. Vacation Preference

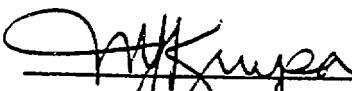
Subject to operational requirements, City service or any other combined listing agreeable to the parties will be used to determine preference for vacation selection. The guideline will be 20% as per current practice.

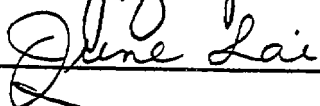
7. Shift Trading


Employees wishing to trade shifts or days off shall be able to do so for a period of up to four (04) weeks with the permission of the appropriate Shift Supervisor.


Signed this 4th day of December 1995

FOR THE CITY OF CALGARY

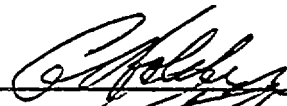







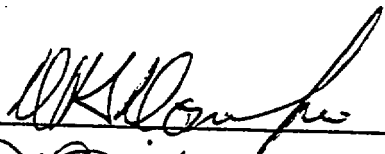


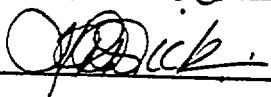
FOR A. T. U. LOCAL 583





FOR C. U. P. E. LOCAL 37





SUPPLY MANAGEMENT SERVICES SCHEDULES - FLEET SERVICES

FOR INFORMATION PURPOSES ONLY

SCHEDULE #	HOURS	MON.	TUE.	WED.	THU. 1	FRI.	SAT.	SUN.
1	5:45 am - 3:45 pm	D	D	D	D			
2	5:45 am - 3:45 pm		D	D	D	D		
3	7:30 am - 5:30 pm Fridays only: 5:45 am - 3:45 pm		D	D	D	D		
4	5:45 am - 3:45 pm	D	D		D	D		
5	5:45 am - 3:45 pm			D	D	D	D	
6	3:15 pm - 1:15 am		A	A	A	A		
7	3:15 pm - 1:15 am	A	A		A	A		
8	3:15 pm - 1:15 am	A	A	A	A			

A = afternoon shift

D = day shift

LETTER OF UNDERSTANDING - LAYOFF PROCEDURE
BETWEEN
THE CORPORATION OF THE CITY OF CALGARY
AND
CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: LAYOFF PROCEDURE

During the term of this Agreement, and should it become necessary, The City, may be required to layoff permanent employees as per Article 4.00 of the Collective Agreement.

Prior to initiating layoffs under Article 4.00, The City may, for the purpose of retention of employment for permanent employees of the bargaining unit:

1. schedule employees off on current vacation entitlements, with employee preference being accommodated whenever possible;
2. schedule employees off on banked vacation entitlements;
3. redeploy employees to vacant positions in other work units, and/or departments, but within the bargaining unit, subject to required qualifications and ability. Rates of pay shall be based on classifications;
4. The City shall continue to maintain the sole right to decide whether to staff a vacant position.

Notwithstanding the above, the City and the Union may by mutual agreement implement other methods to attain the desired results.


Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager, Labour Relations



President

LETTER OF UNDERSTANDING - HOURS OF WORK SCHEDULES

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: HOURS OF WORK SCHEDULES

The City agrees it will not schedule more than ten percent (10%) of the full time bargaining unit work force to shift schedules, that are different from those currently contemplated by the provisions of Clauses 5.02 and 5.04 of the Collective Agreement.

Prior to implementation of any such scheduling, the Union will be fully informed of all particulars, at least ^{one (01)} month in advance.

Should the Union wish to appeal the implementation of such new schedule(s), the appeal shall be in writing to the Department Head and the responsible Commissioner. Their decision shall be final and shall be communicated to the Secretary of the Local in writing.

Those different shift schedules presently implemented shall be included in the ten percent (10%) limit.


Should the City wish to exceed the ten percent (10%) limit, agreement with the Union must be reached prior to implementation.

This letter shall continue for the term of this Collective Agreement.

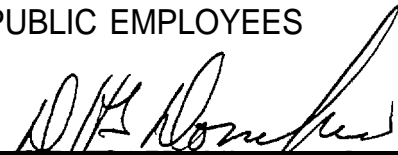
Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager; Labour Relations



President

LETTER OF UNDERSTANDING - SENT HOME BECAUSE OF INCLEMENT WEATHER

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: SENT HOME BECAUSE OF INCLEMENT WEATHER

Notwithstanding Clause 5.25, Sent Home Because of Inclement Weather, effective 1999 January 1st, the City shall implement the following:

Sent Home Because of Inclement Weather

If an employee works more than two (02) hours in any day and is then sent home because of inclement weather, he shall receive a minimum of four (04) hours pay or pay for actual hours worked, whichever is the greater.

In the event of inclement weather, employees shall be sent home on the basis of reverse order of seniority and qualifications in the Operating Sections as defined in Clause 5.16.

Upon the completion of a trial period or sooner should the need arise, the parties (C.U.P.E. Local 37, applicable department and Labour Relations representatives) shall convene to evaluate the impact of this revised language on the operation.

This letter shall expire on 1999 December 31 unless the parties mutually agree to an extension by 1999 November 01.

Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY



Manager, Labour Relations

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



President

LETTER OF UNDERSTANDING - INCLEMENT WEATHER - "MAKEUP DAYS"

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: INCLEMENT WEATHER - "MAKEUP DAYS"

During the term of this Agreement, the parties agree to form a joint Union/Management Committee (with equal representation, four (04) each) which shall meet to discuss and study the utilization of "makeup days," to offset lost time as a result of being sent home because of inclement weather.

On occasion, up to two (02) additional department\division\work unit representatives may be requested by the Committee to attend to participate in discussions relative to their department\division\work unit.

Provided there is mutual agreement between the parties, and if necessary, approval has been granted by the Employment Standards Branch of the Ministry of Labour, "makeup days" may be utilized for a specified evaluation period.

Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager, Labour Relations



President

LETTER OF UNDERSTANDING -TWELVE (12) HOUR OPERATIONS

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: TWELVE (12) HOUR OPERATIONS

During the term of this Agreement, and notwithstanding Clause 5.04 of the Collective Agreement, should The City identify a requirement for a five (05) week - twelve (12) hour operation, which on a scheduled basis shall average thirty-eight (38) hours per week, with consecutive days off, The City shall formally discuss the necessity with the Union Executive. The Union shall be fully informed of all particulars, at least one (01) month in advance.

The makeup shift shall be ten (10) hours and full-time employees shall be permitted a twenty (20) minute rest period in the first and second half of their makeup shift,

The parties shall reach agreement prior to the implementation of any five (05) week - twelve (12) hour operation work schedules.


Upon the completion of any such schedule, the parties shall convene to evaluate the impact of such scheduling on the operation,

This letter shall continue for the term of this Collective Agreement.


Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager, Labour Relations



President

LETTER OF UNDERSTANDING - NON-STANDARD HOURS of WORK,
EXCLUDING PART-TIME

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: NON-STANDARD HOURS OF WORK, EXCLUDING PART-TIME

During the term of this Agreement, and notwithstanding Clause 5.05 of the Collective Agreement, should The City identify a requirement for non-standard hours of work which on a scheduled basis shall average thirty-eight (38) hours per week beyond a six (06) week period of time, The City shall formally discuss the necessity with the Union Executive. The Union shall be fully informed of all particulars, at least one (01) month in advance, prior to any meeting(s).

The City Labour Relations Division shall convene a meeting(s) of the parties, to review the needs of the operation, current schedule(s) of work, methods of maintaining the four (04) day work week (if applicable), the rationale/necessity for the change to the new schedule(s) of work, review the new non-standard hours of work schedule and any suggested alternatives brought forward by any party. The parties shall reach agreement prior to implementation of any new non-standard hours of work schedules for specified evaluation periods.


Upon the completion of the evaluation period; the parties shall convene to review the impact of such scheduling on the operation.

This letter shall continue for the term of this Collective Agreement.

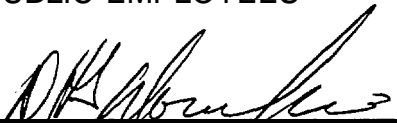
Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager, Labour Relations



President

LETTER OF UNDERSTANDING - LEAVES of ABSENCE - MEDICAL REASONS

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY
AND
CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: LEAVES OF ABSENCE - MEDICAL REASONS

Temporary (seasonal) employees requiring a leave of absence without pay for medical reasons, shall apply, in writing to the immediate Exempt Supervisor, with a copy to the Union. In granting the leave of absence for medical reasons, the Exempt Supervisor shall contact the City Department's Corporate Health Consultant to certify the validity for the leave.

The circumstances in which a leave of absence for medical reasons shall occur are as follows:

1. Where a temporary (seasonal) employee has not finished serving the waiting period and is not yet eligible for Short Term Sickness and Accident (S&A) benefits and Long Term Disability (LTD) benefits:
 - a) yet ceases to be actively employed due to an illness or a non-work related injury and continues to be medically unable to return to work; or
 - b) yet ceases to be actively employed due to a work related injury, is in receipt of Workers' Compensation Total Temporary Disability (TTD) benefits (paid directly to the employee) and continues to be medically unable to return to work.

In a) and b) above, the employee shall apply for and be granted a leave of absence for medical reasons until such time as they are fit to return to work or they are laid off from work. The employee shall be required to pay, in advance all applicable benefit premiums and any other levies normally in force had such leave of absence not been granted. Premium rate, amount, and required benefit coverage on a leave of absence, shall be determined by the Municipal Employees Benefit Association of Calgary.

2. Temporary (seasonal) employees - with less than 365 continuous days of service:
 - a) where a temporary (seasonal) employee is eligible for S&A and LTD benefits, ceases to be actively employed due to an illness or a non-work related injury or a work related injury, is in receipt of S&A benefits and is laid off on or before the 105th day of benefits.

The employee will continue to receive S&A benefits to the earlier of the date they are deemed fit to return to work or to the maximum of 105 calendar days. No leave of absence for medical reasons is required in this instance.

Employees who expect their disability to continue beyond their date of layoff may choose to prepay their LTD benefit premiums from their date of layoff to the end of the elimination period in order to keep their LTD benefit coverage in effect.

- b) where a temporary (seasonal) employee is eligible for S&A and LTD benefits, ceases to be actively employed due to an illness or a non-work related or a work related injury, is in receipt of S&A benefits and laid off after 105 days of S&A benefits but prior to 119 days:

The employee shall apply for and be granted a leave of absence for medical reasons to bridge the period of time from the 106th day to the date of layoff. The employee shall be required to pay, in advance all applicable benefit premiums and any other levies normally in force had such leave of absence not been granted. Premium rate, amount, and required benefit coverage on a leave of absence, shall be determined by the Municipal Employees Benefit Association of Calgary.

Employees who expect their disability to continue beyond their date of layoff may choose to prepay their LTD benefit premiums from their date of layoff to the end of the elimination period in order to keep their LTD benefit coverage in effect.

- c) where a temporary (seasonal) employee is eligible for S&A and LTD benefits, ceases to be actively employed due to an illness or a non-work related injury or a work related injury, has exhausted S&A benefits (119 days) and continues to be medically unable to return to work:

The employee shall apply for and be granted a leave of absence for medical reasons to cover the elimination period prior to LTD benefits, or from the 120th day to the date LTD benefits become payable, or to the date the employee is deemed fit to return to work or the date of layoff, whichever first occurs. The employee shall be required to pay, in advance all applicable benefit premiums and any other levies normally in force had such leave of absence not been granted. Premium rate, amount, and required benefit coverage on a leave of absence, shall be determined by the Municipal Employees Benefit Association of Calgary.

Employees who expect their disability to continue beyond their date of layoff may choose to prepay their LTD benefit premiums from their date of layoff to the end of the elimination period in order to keep their LTD benefit coverage in effect.


In a), b) and c) above, the elimination period is the 105 calendar days following the expiration of the S&A benefit period. Temporary (seasonal) employees with less than 365 days of continuous service are required to serve an elimination period before LTD benefits become payable.

If an employee elects to maintain their LTD coverage, no refund of premiums will be made should the employee not require the coverage following the elimination period. The employee is purchasing protection in the event their disability continues. If the disability does continue, it is recommended that the employee apply for their LTD benefits approximately 8 weeks prior to the completion of the 105 calendar day elimination period. This will allow Great West Life to complete their adjudication of the employee's claim and issue payment.

This letter shall form part of and continue for the term of this Collective Agreement.

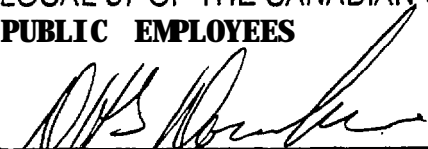
Signed this 30th day of March, 1999.

**FOR THE CORPORATION OF
THE CITY OF CALGARY**



Manager, Labour Relations

**FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES**



President

LETTER OF UNDERSTANDING -JOB SHARING

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: JOB SHARING

The parties recognize that, over the term of this Collective Agreement, permanent employees whose bargaining rights are held by C.U.P.E. Local 37, may approach their employing department(s) with proposal(s) to enter into job sharing arrangements.


In this event, it is agreed that The City and C.U.P.E. Local 37 shall reach a job sharing agreement which is consistent with the City's corporate guidelines with respect to job sharing arrangements.

Such job sharing agreement shall be subject to the approval of the membership of C.U.P.E. Local 37 and The City of Calgary.

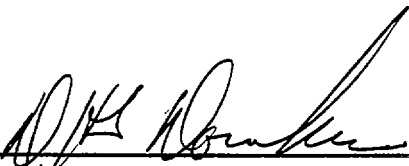
Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager, Labour Relations



President

LETTER OF UNDERSTANDING - MARKET AFFECTED CLASSIFICATION(S)

BETWEEN

THE CORPORATION OF THE CITY OF CALGARY

AND

CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

RE: MARKET AFFECTED CLASSIFICATION(S)

For the term of the 1999-2000 Collective Agreement, when the City experiences difficulty in recruiting employees to, or retaining employees in, a specific classification, due to the pay rate required by the market place, the Human Resources Department may authorize the placement of new hires, rehires or recalls at Step 2 or Step 3 of their particular classification.

A current employee in the market affected classification shall not be paid less than the market affected step paid to a new hire, rehire or recall employee. When a current employee's step is adjusted upward for this reason, any hours accumulated toward their next hourly pay step increase at their original step shall be applied to their subsequent movement to Step 3.

The Union shall be notified of any market affected classifications.


All employees to whom this Letter applies shall be notified of their adjusted step placement.

Once a permanent employee, or an employee who has acquired recall rights, has had their pay step adjusted upwards in accordance with this Letter, they shall not be returned to their previous step if the terms of this Letter are no longer being invoked.


Signed this 30th day of March, 1999.

FOR THE CORPORATION OF
THE CITY OF CALGARY

FOR THE CALGARY CIVIC EMPLOYEES,
LOCAL 37 OF THE CANADIAN UNION OF
PUBLIC EMPLOYEES



Manager, Labour Relations



President

SYNOPSIS OF AGREEMENT:

THE CITY OF CALGARY and the CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 37

TERM OF AGREEMENT:

1999 January 01 to 2000 December 31 inclusive.

GENERAL WAGE INCREASE:

Effective 1999 January 01 - 2.0%
Effective 2000 January 01 - 3.0%

EXAMPLES OF INCREASES:

SAMPLE CLASSES (Hourly Rate)	1998.01.01 (Previous)	1999.01.01	2000.01.01
LABOURER (GARBAGE PICK-UP)	\$16.31	\$16.64	\$17.14
PLANT OPERATOR 1 (W.W.T.P.)	\$16.77	\$17.11	\$17.62
TRUCK DRIVER 5	\$17.61	\$17.96	\$18.50
GARDENER	\$19.08	\$19.46	\$20.04
JOURNEYMAN 1 AUTOMOTIVE MECHANIC	\$21.74	\$22.17	\$22.84

OTHER NEGOTIATED CHANGES

Job Sharing
(Letter of Understanding)

Entered into a Letter of Understanding indicating commitment by the Union to work with the City to reach job sharing arrangements consistent with corporate standards for interested employees.

Part-Time Employee
Entitlements

Clarified collective agreement language regarding entitlements of part-time employees

Market Affected Classifications

In the event that the City is experiencing recruiting and retention problems in a specialized classification(s), it may move existing employees, new hires and recalls to a higher step in the negotiated range in order to remain market competitive.

Inclement Weather

Amended the provision regarding payment to employees who report for work but are sent home due to inclement weather to differentiate the payment depending on the length of the scheduled shift. Those employees who are scheduled to work a standard 9.5 hour shift will continue to receive a payment of 2 hours at straight time. Those employees scheduled to work a 12 hour shift will receive a payment of 2.5 hours at straight time.