

# **AGREEMENT**

BETWEEN

CITY OF MELVILLE

AND

THE CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 456

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

January 1, 2024 to December 31, 2026

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THIS AGREEMENT made this 1 day of May A. D. 2025

BETWEEN:

**City of Melville  
In the Province of Saskatchewan**

**Hereinafter referred to as the “Employer”**

AND:

**The Canadian Union of Public Employees Local 456  
Chartered by the Canadian Union of Public Employees  
Affiliated with the Canadian Labour Congress**

**Hereinafter referred to as the “Union”**

### **ARTICLE 1 - PREAMBLE**

**1.01 Whereas it is the desire of both parties to this agreement:**

- a) **To maintain and improve the harmonious relations and settled conditions of employment between the employer and the union.**
- b) **to promote cooperation and understanding between the employer and its staff.**
- c) **To recognize the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, hours of work, scale of wages, etc.**
- d) **To encourage efficiency in operation.**
- e) **To promote the morale, well-being, and security of all the employees in the bargaining unit of the union.**
- f) **Both parties agree to act in a fair and reasonable manner.**

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

**Now, therefore, the parties agree as follows:**

### **ARTICLE 2 – SCOPE**

The Employer recognizes the union as the exclusive bargaining agent for the unit of employees set out in the most recent certification Order of the Saskatchewan Labour relations Board or by mutual written agreement of the parties hereto.

## ARTICLE 2A – DEFINITIONS

In this Agreement, unless the context otherwise requires, the expression:

- a) 'City' means the Employer, being the City of Melville.
- b) 'Department' means a specific work unit of expertise and activity within the city in which employees are assigned to work.
- c) **Department Head** means the appointed official in charge of a department or a division established by the city.
- d) 'Council' means the Council of the City of Melville.
- e) 'City Manager' means the City Manager of the City of Melville.
- f) 'Casual Employee' shall mean an employee other than a **full-time**, part-time or seasonal employee or student who is employed on an as needed basis to augment the regular work force and who does not work a regular or recurring schedule.
- g) 'Employer' shall mean the Employer City of Melville.
- h) 'Part-time employee' shall mean an employee of the City of Melville who has been assigned to a department, completed the probationary period, and does not regularly work full time hours.
- i) **'Full-time employee' shall mean an employee of the City of Melville who has been assigned to a department, completed the probationary period, and regularly works full-time hours.**
- j) 'Permanent employee' shall mean an employee of the City who is **not hired as a student or seasonal employee and has** been assigned to a department and confirmed by the city as a permanent employee.
- k) 'Seasonal employee' shall mean one whose employment is of a seasonal nature and whose employment extends over a period of not less than six (6) months in any one year.
- l) 'Union' means the Canadian Union of Public Employees, Local No. 456.
- m) 'Student' shall mean an employee who is utilized to augment staffing needs and who has indicated that they plan on returning to school on a full-time basis or those who are attending school on a part-time basis.

### **ARTICLE 3 – RECOGNITION AND NEGOTIATIONS**

The Employer, or anyone authorized to act on its behalf, approves and recognizes the Melville Civic Employee's Union, CUPE Local No. 456 as the sole collective bargaining agency for its employees classified and covered by this agreement, and hereby consents and agrees to negotiate with the Union, or any authorized committee thereof, in any and all matters affecting the relationship between the parties to this Agreement, looking towards a peaceful and amicable settlement of any differences that may arise between them.

### **ARTICLE 4 – NO DISCRIMINATION**

The Employer, the Union, and employees agree that there will be no discrimination exercised or practiced and that they will comply with all of the applicable provisions of *The Saskatchewan Human Rights Code* and *The Saskatchewan Employment Act* or with any other protected ground nor by reason of their membership or activity in the Union.

### **ARTICLE 5 – UNION SECURITY**

Every employee who is not or hereafter becomes a member of the Union shall maintain membership in the Union as a condition of employment, and every new employee whose employment commences hereafter shall, as per *The Saskatchewan Employment Act*, apply for and maintain membership in the Union, and maintain membership in the Union as a condition of employment, provided that any employee in the appropriate bargaining unit who is not required to maintain membership or apply for and maintain membership in the Union, as a condition of employment, tender to the Union the periodic dues uniformly required to be paid by the member of the Union.

### **ARTICLE 6 – CHECK-OFF OF UNION DUES**

#### **6.01 Union dues deduction and remittance**

The Employer will deduct union dues, initiation fees, and assessments as set by the Union from each pay of all employees covered by this Collective Agreement.

Such deductions will be forwarded electronically to the Local Union Secretary-Treasurer, or if on direct remittance the National Secretary-Treasurer of the Canadian Union of Public Employees no later than the 10<sup>th</sup> day of the month following the one in which they were deducted.

#### **6.02 Dues supporting documentation**

Along with the deductions, the Employer will provide:

- a) A completed electronic Union dues remittance form, supplied by the Union, and

b) An electronic spreadsheet indicating the pay period covered by the deduction and the following information for all employees from whose wages the deductions have been made: name, employment status (such as full-time, part-time, temporary, casual), classification/job title, regular earnings, hours worked, and dues deducted. This spreadsheet will also be copied to the Local 456 President.

6.03 For any period greater than thirty (30) days in remitting the sums listed in this Article, the Employer will pay the union interest at the rate of prime plus two per cent per month, or prorated if less than a month.

6.04 T-4 slip

The Employer will report the yearly amount of Union dues paid by each employee on the employee's T-4 slip or any other legal reporting requirement which replaces the requirement to report dues remitted on a T-4 slip in the future.

6.05 Management Rights

The Union recognizes that it is the right of the Employer to exercise the regular and customary functions of the Employer to direct the working force including the right to hire, promote, demote, transfer, discipline, suspend, discharge (for just cause) and to classify and schedule employees subject to the terms of this Agreement.

**ARTICLE 7 – CITY WILL AQUIANT NEW EMPLOYEES**

The Employer agrees to acquaint new employees with the fact that the Union Agreement is in effect, and with the conditions of employment set out in Article 5 and 6 hereof.

The Employer agrees to allow up to twenty (20) minutes for new employees to meet with a Union designate in the first week of employment for the purpose of informing new employees about their Union. This time will be allowed during work hours.

**ARTICLE 8 – CORRESPONDENCE**

All correspondence between the parties hereto arising out of this agreement or incidental thereto and any notices given for any of the purposes of this agreement or incidental thereto shall be given by prepaid post, electronic transmission, facsimile or hand delivered. When sent or given by the Union same shall be addressed to the City Manager, Melville, Saskatchewan and when sent or given by the Employer, same shall be addressed to the Secretary of the Union at Melville, Saskatchewan.

## **ARTICLE 9 – CONTACT INFORMATION**

The Employer will provide to the Union a list of all the employees in the bargaining unit, provided such employees authorize the sharing of this personal information. The list will include each person's name, job title/classification, home mailing address, home telephone number (and other available personal telephone numbers, such as cellular numbers), work e-mail, and, if available, personal e-mail. This employee contact list will be provided in an electronic spreadsheet to the Local 456 president on a bi-annual basis.

## **ARTICLE 10 – LABOUR MANAGEMENT NEGOTIATIONS**

### a) Bargaining Committee

A bargaining committee is hereby constituted consisted of the Union and a bargaining committee appointed by City Council. The Union will advise the City Council in the manner provided in Article 8 of its nominees to said bargaining committee and the City Council will advise the Union of the committee appointed by Council. The members of the Union bargaining committee shall not suffer any lost wages while attending bargaining meetings.

### b) Representative of the National Union

The Union shall have the right to have the assistance of a representative of the Canadian Union of Public Employees when dealing with or negotiating with the City.

### c) Representative of the Employer

The Employer shall have the right at any time to have the assistance of the City Solicitor or such other persons as it may select to represent them when dealing with or negotiating with the Union.

### d) Meeting of Committee

Either party to this agreement wishing to call a meeting of the Bargaining Committee may do so on not less than ten (10) days notice to the other party hereto in manner provided for by Article 8, hereof, unless mutually agreed otherwise.

### e) Time off for Meetings

Any representative of the Union on this bargaining committee who is in the employ of the Employer, shall, while bargaining with the Employer, have the privilege of attending meetings of the bargaining committees of both parties, held within regular working hours, without loss of salary.

f) Labour Management Committee

A Labour Management Committee consisting of representatives of the Union and representatives of the Employer will meet twice (2) per year, or more frequent if necessary, to improve services to the public and promote a harmonious relationship.

The Committee shall meet at a mutually agreed time and place to discuss questions affecting work, safety or general efficiency. The Labour Management Committee shall not have jurisdiction over wages or any matter of collective bargaining including the administration of this collective agreement. The Committee will have the ability to make recommendations to the Union and the Employer with respect to its discussions and conclusions.

ARTICLE 11 – SENIORITY

a) Calculation of Seniority

Upon completion of the **probationary** period, seniority shall be established retroactive to the date on which the employee last entered the service of the Employer (start date seniority). This period of service shall be **applied** in calculation of vacations and other service based benefits. Seniority shall operate on a bargaining unit wide basis in this bargaining unit.

b) Seasonal Employees Seniority Calculation

Seasonal **or student** employees of the Employer shall be deemed to have all seniority rights under this agreement after an accumulation of a total of **two thousand eighty (2080) hours** of service with the Employer. The seniority shall date from the date the employee first commenced employment with the Employer. However, their seniority shall not accumulate during any period of layoff casual and seasonal employees shall utilize all accumulated seniority, from date of hire, for the purposes of layoff, recall, and promotions.

c) Seniority During Absence

1. If an employee is absent from work because of a medically substantiated illness or disability, a workplace accident or a leave of absence approved of by the Employer, the employee shall not lose their accumulated seniority rights, and their seniority rights shall continue to accumulate until they return to work, resign or their employment with the Employer is terminated.
2. Employees who serve in Her Majesty's Armed Forces after employment with the Employer shall be considered as having approved leave of absence and shall retain their seniority rights and will continue to accumulate seniority rights, provided such seniority rights are asserted within ninety (90) days of honourable discharge.

d) Seniority List

The Employer will maintain a seniority list showing the date upon which each employees' service commenced and shall post that list in January of each year. Any employee may request information from the Employer relative to their own seniority. On written request, as per Article 8, any officer of the Union will be supplied with a copy of the seniority list and/or with the necessary information relative to seniority and rates of pay of any employee or group of employees.

e) Termination of Seniority

Seniority shall be broken, and all rights forfeited for any of the following reasons:

1. Termination of employment or discharge for just cause.
2. Resignation or voluntary quit.
3. Absence without authorized leave.
4. Laid off for a period longer than twelve (12) months. Employees laid off but reinstated within twelve (12) months shall retain the seniority rights earned at the time of the layoff.
5. Failure to report for work within fifteen (15) days of the registered postmarked notice of recall provided by the Employer. It shall be the responsibility of the laid off employee to keep the employer advised of their current mailing address.
6. Absent due to illness in excess of two (2) years.

f) Probation for Newly Hired Employees

A newly hired employee shall be on probation ~~only~~ for the first **one thousand forty (1040) hours** worked of their employment. During the probationary period, the employee shall be entitled to all rights and benefits of this agreement. Discharge or discipline of the probationary employee shall be for reasons related to work performance or for reasons of unsuitability only.

g) To provide job security for the members of the bargaining unit, the Employer agreed that no bargaining unit employee shall be laid off, terminated or have their hours reduced as a result of the Employer contracting out any of its work or service, customarily performed by employee in the bargaining unit.

h) The Employer agrees that no full-time positions will be replaced with positions less than full-time without prior consultation and agreement with the Union.

## **ARTICLE 12 – VACANCIES AND NEW POSITIONS**

### **a) Employer will Notify Union**

When vacancies or new positions of a permanent and temporary nature and within the scope of this agreement occur or are created in any department, such vacancies shall be bulletined for at least seven (7) days prior to a confirmed appointment being made. The bulletins shall be posted on all approved bulletin boards in order that all members will know about the position and be able to make written application. Such notice shall contain the following information: nature of position, required knowledge and education, ability and skills, and salary rate or salary range.

### **b) Methods of Making Appointments**

- i) Promotions and vacancies shall be filled according to qualifications, ability, and skill. When these factors are equal, the senior applicant within the bargaining unit shall be awarded the position.**
- ii) Employees who have successfully applied for a vacancy shall have a ninety (90) working day trial period to provide such employees an opportunity to demonstrate they meet all the requirements for the position. Trial periods may be extended by the Employer for an additional ninety (90) working days.**
- iii) No employee shall be deemed unqualified for the purpose of (ii) due to not having opportunity for Employer-mandated safety training.**
- iv) In the event the successful applicant proves unsatisfactory at any point during the trial period, or the applicant makes a request to do so, they shall be returned to their former position and salary without loss of seniority, and any other employee promoted or transferred because of the rearrangement of positions shall be returned to their former position and salary without loss of seniority.**
- v) When an employee has secured a position, they shall be restricted as of the date they secure the new position from any other permanent job changes/appointments for a period of twelve (12) months, plus the trial period. The restriction on job changes may be waived by the Employer at its discretion.**

### **c) Notification to Union of Appointments**

The Union shall be advised in writing of the name(s) of the successful applicant(s), together with an extra copy of said written notification and it shall be the Union's responsibility to post said extra written notification on the Union's bulletin board.

d) New Positions and Reclassifications

Where new positions are created or current positions are reclassified, the Employer will consult the Union of the newly created position or of the reclassified position and the proposed wage or salary rate applicable thereto and notice of such creation or reclassification shall be bulletined by being posted on the approved bulletin board. The successful applicant shall be subject to the conditions outlined in this Article 11.

**ARTICLE 13 – LAYOFF AND REHIRING**

a) Layoff and Recall Procedure

Subject to the Employer being allowed to retain in all positions, employees of sufficient skill, qualifications and ability, the Employer recognizes that job security should increase in proportion to length of service. Therefore, in the event of layoff, employees shall be laid off in the inverse order of their bargaining unit seniority. Notice of layoff shall be in accordance with the provisions of *The Saskatchewan Employment Act*. No new employees shall be hired until those laid off have been given an opportunity of recall. Where it is necessary to rehire employees, laid off employee shall be recalled in the inverse order in which they were laid off. A laid off employee may apply for a posted position up to one (1) year.

b) Alternative Position

An employee subject to layoff in accordance with this article may be offered a position in another job classification within the department, provided the employee has the qualifications and ability to perform the required duties and further provided that the employee has more departmental seniority than the employee being displaced. Alternative position reassignment shall be made to an equally rated or lower rated position.

c) Bumping

A permanent employee who intends to exercise their bumping rights shall indicate such intent in writing to the City Manager within ten (10) working days following receipt of the written layoff notice. An employee who does not indicate their intent to bump within this period shall be deemed to have opted to go on layoff. An employee who bumps into a lower rated classification shall have recall rights for twelve (12) months to the position from which they were laid off.

d) Reporting Back After Layoff

Employees laid off due to reduction in staff and who fail to return to work within ten (10) days after being notified by registered mail to do so, shall be considered out of the service and forfeit all seniority rights, unless through sickness or any other just cause agreed upon

by the Employer and the Union. It shall be the responsibility of the laid off employee to keep the Employer advised of their current mailing address.

e) No Loss in Accumulated Seniority During Layoff

In the event of layoffs, the Employer agrees that it will offer employment to employee affected by layoff prior to engaging any new employees for similar work. Where a former employee is reemployed within eighteen (18) months, they shall be credited with previous service in connection with seniority, determining length of service in connection with vacation and other benefits based on length of service.

**ARTICLE 14 – GRIEVANCE PROCEDURE and ARBITRATION**

**14.01 Definition of Grievance**

A grievance is defined as any difference between the Employer and an employee or the Union **arising out of** the interpretation, application or operation of this Agreement, any disciplinary action undertaken by the Employer and any alleged violation of the Agreement.

**14.02 Settling of Grievance**

**Step 1 – Informal**

**Prior to filing a grievance, an employee or union representative should first attempt to resolve a dispute by means of direct discussion with the appropriate supervisor. That discussion should take place as soon as possible after discovery of cause for complaint by the employee. If the matter cannot be resolved by such discussion, then the following procedure shall apply.**

**Step 2**

A grievance will be reduced to writing and submitted to the employee's Manager or Director within fifteen (15) working days of the event causing the grievance or of discovery of the cause of complaint where not involving an event. **The union and the manager or director shall meet to discuss and attempt to resolve the grievance as soon as possible, but, in any event, within thirty (30) days of such referral.** The Manager or Director will have up to fifteen (15) working days from the date of the grievance **meeting** to respond in writing to it.

**Step 3**

Should the grievance not be resolved, the Union may refer it to the City Manager within fifteen (15) working days of receipt of the decision from the Manager or Director. The Union and the City Manager shall meet to discuss and attempt to resolve the grievance as soon as possible, but in any event, within thirty (30) days of such referral. **The City Manager will have up to fifteen (15) working days from the date of the grievance meeting to respond in writing to it.**

#### **Step 4 – Referral to Arbitration**

Should the grievance not be resolved, either party may submit the matter to arbitration within thirty (30) working days of receipt of the decision from the City Manager. The party in receipt of the arbitration referral will have up to fifteen (15) working days from the date of receipt of the arbitration referral to respond in writing to it.

#### **14.03 Mediation**

The parties agree to enter into mediation prior to arbitration. By mutual consent, the parties may agree to waive the use of mediation. The parties agree to share the costs of the mediation.

#### **14.04 Arbitration**

a) It is agreed by the parties that any difference of opinion relating to the interpretation, application, or administration of this agreement which cannot be settled after exhausting the grievance procedure may be settled by arbitration. A notice of intent to arbitrate will be forwarded to the other party within the time limits set out in Article 14.02.

b) The parties will seek to agree upon a single neutral arbitrator to hear the matter. Should the parties fail to agree upon an arbitrator, either party may request that the SK Minister of LRWS appoint an arbitrator.

#### **c) Powers of the Arbitrator**

The arbitrator so agreed or appointed shall determine the date, time and place of the hearing. They shall not have the power to amend the collective agreement but may interpret language, substitute, amend or invalidate any disciplinary action at their discretion. The decision of the arbitrator shall be final and binding upon the parties to this agreement. The arbitrator shall render a written decision within one hundred and fifty (150) days of the conclusion of the hearing.

#### **d) Payment for Arbitration**

The parties shall jointly share the expenses of the arbitrator while each bearing their own expenses relating to the hearing.

#### **14.05 Time Limits**

Time limits set forth in this procedure may be extended by mutual agreement of the parties.

14.06 **Union Representation**

**Union representation shall be available at all steps of this grievance procedure and at the direct discussions referenced above.**

**ARTICLE 15 – HOURS OF WORK, STAND-BY, ASSIGNMENT AND OVERTIME**

a) **Normal Hours of Work**

1. **Public Works Department**

Normal hours of work for full-time Public Works employees covered by this agreement, are **Tuesday to Friday, six-thirty-five (6:35) a.m. to five (5:00) p.m.** with one half (1/2) hour unpaid lunch period and **two (2) paid fifteen (15) minute breaks.**

**Normal hours of work for full-time public works administrative employees covered by this agreement are Tuesday to Friday, working eight (8) hours and forty-five (45) minutes per day, four (4) days per week between the hours of seven (7:00) a.m. and five-thirty (5:30) p.m., with one half (1/2) hour unpaid lunch period and two (2) paid fifteen (15) minute breaks. For the purposes of overtime pursuant to Article 15 d), the public works administrative employees shall be employees of the administrative and finance department. Any overtime for the administrative position will be first allocated to the positions full-time holder. If rejected, subsequent offers will be based on administrative seniority.**

- i) **Week segments that are impacted by a statutory holiday, as per Article 17, will revert to a five (5) day work week less one day to observe the statutory holiday; administration staff will work and be compensated for seven (7) hours per day. Public works staff will work and be compensated for eight (8) hours per day.**
- ii) **Vacation, banked time, sick leave, bereavement leave, etc., utilized during a week that contains a statutory holiday will revert to seven (7) hours for administrative staff and eight (8) hours for public works staff, as opposed to the normal work hours as listed above.**
- iii) **Shift differential will be paid, pursuant to Article 15, outside of normal hours of work for public works employees as defined above.**
- iv) **With mutual employee/employer agreement, regularly scheduled hours of work for employees may be adjusted on the day they are scheduled for reasons of operational efficiency.**

**2. Parks and Recreation Department**

**Normal hours of work for full-time parks and recreation employees covered by this agreement, excluding swimming pool staff, are four (4) workdays per week with the hours of seven (7:00) a.m. to five twenty-five (5:25) p.m. with a one-half (1/2) hour unpaid lunch period and two (2) paid fifteen (15) minute breaks.**

**Normal hours of work for full-time parks and recreation administrative employees covered by this agreement are Monday to Thursday, working eight (8) hours and forty-five (45) minutes per day, four (4) days per week between the hours of seven (7:00) a.m. and five-thirty (5:30) p.m., with one half (1/2) hour unpaid lunch period and two (2) paid fifteen (15) minute breaks. For the purposes of overtime pursuant to Article 15 d), the parks and recreation administrative employees shall be employees of the administrative and finance department. Any overtime for the administrative position will be first allocated to the positions full-time holder. If rejected, subsequent offers will be based on administrative seniority.**

- i) Week segments that are impacted by a statutory holiday, as per Article 17, will revert to a five (5) day work week less one day to observe the statutory holiday; administration staff will work and be compensated for seven (7) hours per day. Parks and recreation staff will work and be compensated for eight (8) hours per day.**
- ii) Vacation, banked time, sick leave, bereavement leave, etc., utilized during a week that contains a statutory holiday will revert to seven (7) hours for administrative staff and eight (8) hours for parks and recreation staff, as opposed to the normal work hours as listed above.**
- iii) Shift differential will be paid, pursuant to Article 15, outside of normal hours of work for parks and recreation employees as defined above.**
- iv) With mutual employee/employer agreement, regularly scheduled hours of work for employees may be adjusted on the day they are scheduled for reasons of operational efficiency.**
- v) Days off will be scheduled adjacent to each other wherever possible.**

**3. Finance and Administration Department**

**Normal hours of work for full-time finance and administration staff covered by this agreement shall be four (4) workdays of eight (8) hours and forty-five (45) minutes per day, four (4) days per week between the hours of seven (7:00) a.m. and five-thirty (5:30) p.m., with a one half (1/2) hour unpaid luncheon period and two (2) paid fifteen (15) minute breaks.**

- i) **Full-time employees may choose to opt out of the compressed work week and work two (2) weeks of thirty-seven (37) hours and thirty (30) minutes and one (1) week of thirty (30) hours in a three (3) week period with a one-half (1/2) hour unpaid lunch period, two (2) paid fifteen (15) minute breaks and receive an earned day off in a three (3) week period at a mutually agreed upon time or scheduled if mutual agreement is not achieved.**
- ii) **Week segments that are impacted by a statutory holiday, as per Article 17, will revert to a five (5) day work week less one day to observe the statutory holiday. Administrative and finance staff will be compensated for seven (7) hours rather than eight (8) hours and forty-five (45) minutes.**
- iii) **Vacation, banked time, sick leave, bereavement leave, etc., utilized during a week that contains a statutory holiday will revert to seven (7) hours.**
- iv) **With mutual employee/employer agreement, regularly scheduled hours of work for employees may be adjusted on the day they are scheduled for reasons of operational efficiency.**

**4. Swimming Pool**

- i) For the purpose of scheduling at the swimming pool, a week is defined as the seven (7) twenty-four (24) hour periods between six (6:00) a.m. on Sunday and five-fifty-nine (5:59) a.m. the following Sunday and a day is defined as the twenty-four (24) hour period from six (6:00) a.m. to five-fifty-nine (5:59) a.m. of the next day. Article 15 (b) shall not apply to these hours of work.
- ii) Swimming pool staff authorized to work more than forty (40) hours in a week or twelve (12) hours in a day as defined above shall receive overtime at one and one-half times (1 1/2) their regular rate of pay.
- iii) Swimming pool staff shall have a minimum of eight (8) hours off between shifts.
- iv) Swimming pool staff are eligible for evening/night shift premiums.

**b) Evening/Night Shift Premiums**

Employees required to work on irregular shifts, as determined by their Manager shall be paid a night work premium of seventy-five cents (\$0.75) per hour for each hour worked between four-thirty (4:30) p.m. and twelve (12:00) a.m. and one dollar (\$1.00) per hour for

each hour worked between twelve (12:00) a.m. and seven (7:00) a.m. Employees claiming overtime are not eligible for shift premium.

c) **Overtime**

All employees covered by this agreement who are required to remain at work in excess of their scheduled hours shall be paid at the rate of one and one-half (1½) times their regular rate of pay for each hour or part of an hour to the nearest quarter hour they are required to work in excess of those hours.

d) **Overtime Callout**

If an employee is recalled to work after completing their regular shift, and during an off-duty period, they shall be paid one and one-half (1½) times their regular rate for not less than two (2) hours. In such cases, overtime hours shall be assigned to the most senior available employee in the department within the job classification required. Should the employee be authorized to leave and subsequently called back within the two (2) hour period, they shall not receive any further payment until the two (2) hour period has elapsed.

All overtime hours must be approved by the **Department Head or out-of-scope designate** in advance of being worked except in emergency situations involving risk or potential damage to property or assets, in such cases, overtime is to be immediately reported to the **Department Head** or designate.

If no one is available then the junior qualified employee within the Department will be required to perform the work.

e) **Overtime on EDOs**

Employees who are required to work on their earned day off shall be paid one and one-half times their regular rate of pay for all hours worked.

f) **Standby Assignment**

Stand-by assignment shall be on a scheduled basis and shall mean any period when the employee is not on regular duty, the duration of which is not less than eight (8) hours and not more than one hundred and thirty-five (135) hours, during which the employee is on stand-by and must be available and able to respond forthwith and within fifteen (15) minutes in the event of an emergency requiring an immediate personal response. In non-emergent circumstances, the required response will be within a reasonable time.

i) The **Department Head**, or designate shall assign stand-by shifts on a rotational basis to employees who have volunteered to be on a stand-by list. If there are fewer than five (5) employees on the volunteer list, the **Manager** may assign stand-by shifts to other employees.

- ii) **The Department Head, or designate shall ensure that all employees who wish to volunteer for stand-by shifts are qualified to take such shifts.**
- iii) **Employees may trade scheduled stand-by shifts, provided the Departmental Head or designate approves of the trade.**
- iv) **If employees scheduled to work a stand-by shift become ill, they shall advise the Departmental Head, or designate who may schedule another employee for the shift.**
- v) **Employees on the stand-by list who for periods of time will not be available to accept shifts shall advise the Departmental Head or designate who shall leave the employees on the list but not schedule them unless absolutely necessary.**

g) **Stand-by Payment**

**A stand-by payment of two dollars (\$2.00) per hour of standby for weekdays and three dollars (\$3.00) per hour of standby for weekends (between 4:00 p.m. Friday and 7:00 a.m. Monday) and statutory holidays (between 4:00 p.m. on the eve of the holiday to 7:00 a.m. the day after the holiday) shall be paid effective the date this agreement is signed. In addition to stand-by payment, employees called back shall be compensated as per Article 15(d) for each call.**

h) **Four Ten's**

**At the City's discretion, the parties may meet to discuss and implement temporary ten (10) hour day/forty (40) hour week shift arrangements for construction projects.**

i) **Lieu Time**

**Overtime hours worked may be banked at overtime rates as per Article 15 d) and taken as time off in lieu of overtime pay, to be taken at a later mutually agreed upon date. All in lieu time must be taken by the end of the current calendar year. When such time off with pay in lieu of overtime pay cannot be granted within that time, the employee shall be paid as prescribed in (c).**

**The maximum lieu time allowed in an employee's bank at any time shall be forty (40) hours.**

**Seasonal, students, and part-time employees are not permitted to accumulate any time in lieu.**

**ARTICLE 16 – TERMINATION OF EMPLOYMENT**

**Any permanent employee who resigns shall provide the Employer with one (1) month's notice. In the case of seasonal employees, notice to the Employer shall be one (1) week.**

**ARTICLE 17 – STATUTORY HOLIDAYS**

a) Statutory Holiday Pay Calculation

Payment of wages for stat holidays will be calculated as equal to regular hours of work at the regular rate of pay for all staff **working full-time hours**. **Employees not working full-time hours will be provided statutory holiday pay calculated as per *The Saskatchewan Employment Act*.**

b) Employees shall be allowed leave of absence with pay for:

New Year's Day	Labour Day
Family Day	<b>National Day for Truth and Reconciliation</b>
Good Friday	Thanksgiving Day
Victoria Day	Remembrance Day
Canada Day	Christmas Day
Saskatchewan Day	Boxing Day

**and any other day proclaimed or declared as a holiday by the provincial or municipal government.**

- c) When any of the above holidays fall on a Saturday or Sunday, the following Monday shall be designated as a holiday, unless an alternate day is designated by the Employer.
- d) When employees are required to work on a statutory holiday, they shall be paid in addition to their regular rate of wages, wages at the rate of one and one-half (1½) times their regular rate of pay for every hour or part of an hour worked on such statutory holiday.

**ARTICLE 18 – VACATIONS**

a) Length of Vacations

- i) Subject to hereinafter provided for, all employees who have accumulated one (1) year of service with the Employer shall be entitled to **one hundred five (105) hours (1820 FTE) or one hundred twenty (120) hours (2080 FTE) of vacation** on full pay, upon anniversary date of hire, and **one hundred five (105) hours (1820 FTE) or one hundred twenty (120) hours (2080 FTE)** each year thereafter **prorated per pay period**.
- ii) All employees who have accumulated eight (8) years of service with the Employer shall be entitled to **one hundred forty (140) hours (1820 FTE) or one hundred sixty (160) hours (2080 FTE) of vacation** on full pay, upon anniversary date of hire, and **one hundred forty (140) hours (1820 FTE) or one hundred sixty (160) hours (2080 FTE)** vacation each year thereafter **prorated per pay period**.

- iii) All employees who have accumulated fifteen (15) years of service with the Employer shall be entitled to **one hundred seventy five (175) hours (1820 FTE) or two hundred (200) hours (2080 FTE)** of vacation on full pay, upon anniversary date of hire, and **one hundred seventy five (175) hours (1820 FTE) or two hundred (200) hours (2080 FTE)** vacation each year thereafter **prorated per pay period**.
- iv) All employees who have accumulated twenty-two (22) years of service with the Employer shall be entitled to **two hundred ten (210) hours (1820 FTE) or two hundred forty (240) hours (2080 FTE)** of vacation on full pay, upon anniversary date of hire, and **two hundred ten (210) hours (1820 FTE) or two hundred forty (240) hours (2080 FTE)** vacation each year thereafter **prorated per pay period**.
- v) Any paid vacation taken prior to its' being actually earned will be deducted from the final pay in the event of an employee's separation for any reason.

b) Statutory and Special Holidays During Vacations

If a statutory, special or proclaimed holiday falls or is observed during an employee's vacation period, they will be granted an additional day's vacation for each such holiday in addition to their regular vacation time.

c) Preference in Vacation

Subject to paragraph (a) hereof, all employees shall, whenever conveniently possible, be granted the vacation period preferred by the employee, or at such time as may be mutually agreed upon by the Employer and the employee. Preference in choice of vacation dates shall be determined by seniority or service with the City.

d) Vacation Carryover

**Any unused vacation up to thirty-five (35) hours (1820 FTE) or forty (40) hours (2080 FTE) may be carried over to the following year. These vacation days shall be used prior to the employee's next accumulated vacation days. Any additional vacation days not taken will be paid out by the end of the vacation year.**

**ARTICLE 19 – SICK LEAVE PROVISIONS**

a) Sick Leave Defined

Sick leave means the period of time an employee is permitted to be absent from work with full pay by virtue of being sick or disabled or because of an accident for which compensation is not payable under *The Worker's Compensations Act*.

b) Amount of Sick Leave

An employee who has not less than **four hundred fifty-five (455) hours (1820 FTE) or five hundred twenty (520) hours (2080 FTE)** compensated service shall be granted at **4.04 hours per pay period (1820 FTE) or 4.58 hours per pay period (2080 FTE)**.

c) Deductions from Sick Leave

- i) In any one year where an employee has not had sick leave or only a portion thereof, they shall be entitled to an accrual of all the unused portion of sick leave for their future benefits to a maximum of **nine hundred eighty (980) hours (1820 FTE) or one thousand one hundred twenty (1120) hours (2080 FTE)**. A deduction shall be made from accumulated sick leave of all hours absent for sick leave as defined in (a), after the current year's allowance has been used.
- ii) Notwithstanding anything herein contained to the contrary, for each day where an employee is unable to work due to disability, caused by accident or sickness, and is, under the provisions of Clause 24(b) hereinafter set out, receiving a benefit equal to seventy per cent (70%) of their basic weekly income, said employee may at their option, claim from the Employer such additional benefit as is required to preserve their net weekly income to be deducted from their accumulated sick leave, until such accumulated sick leave has all been used.
- iii) All employees shall be permitted to use sick leave credits for family health-related responsibility leave to a maximum of four (4) days per calendar year (pro-rated for part-time employees).

Exceptional cases will be considered on a case-by-case basis.

Employees who request time off from work to attend to family responsibility matters may do so at the discretion of the Department Head. Immediate family members shall mean: spouse, **parent, parent-in-law**, child of the employee or someone with whom they have equivalent relationship.

- iv) **An employee receiving sick or disability benefits will be eligible to continue their employee benefits for a period of twenty-four (24) months cost shared as per Article 25 (b).**

d) Proof of Illness

Employees are required to update their Department Head on their status during periods of illness. For any illness in excess of two (2) days, the Employer can require any employee to produce a certificate from a medical practitioner substantiating their claim that absence from work is due to illness. The Employer shall pay for such certificate.

Further, the Employer shall have the right to require any employee who has reported for work to attend and be examined by a Doctor, to be appointed by the Employer, to establish their then medical condition and fitness for work. In this case the cost shall be borne by the Employer.

e) Sick Leave Records

A record of all unused sick leave will be kept by the Employer. Employees may review their sick leave record with their department manager and verify that the accumulated sick leave is correct.

**ARTICLE 20 – LEAVE OF ABSENCE**

a) For Union Business

The Employer agrees that where permission has been granted to a representative of the Union to leave employment temporarily with respect to a grievance, they shall suffer no loss of pay for time so spent.

b) Jury Duty or Court Duty

When any employee is required by way of subpoena or summons to attend for jury duty or as a court witness, said employee shall not suffer any loss of salary or wages while serving on a jury or waiting to testify as a witness in any court proceeding but all jury fees and/or witness fees received by said employee shall be turned over by him to the Employer.

c) Union Leave

Leave of absence without pay and without loss of seniority shall be granted to a maximum of three (3) employees delegated by the Union to attend a Union conference, convention, or educational upon no less than seven (7) days' notice to the Employer and provided that efficient operation of the city is not affected. In the event that an employee is elected to a position of provincial leadership by the Union, such that episodic absences are required, unpaid leave will be provided to a maximum of fifteen (15) working days per annum subject to efficient operational requirements being met.

d) Bereavement Leave

An employee shall, in the event of the death of a spouse, child, parent, sibling, step-parent, grandparent, parent-in-law, sibling-in-law, grandparents-in-law, parent's sibling, sibling's child be entitled to a leave absence with pay not exceeding five (5) working days bereavement leave.

e) Pallbearer's Leave

Employees shall be granted a leave of absence without the loss of wages to attend a funeral as a pallbearer. The total number of days granted in any one year not to exceed two (2) days, which are accumulative.

f) Leave for Union Officers

A full-time employee who is elected or selected for full-time positions with the Union or anybody with which the Union is affiliated or who is elected to public office will be granted leave of absence without pay and without loss of seniority for a period of one (1) year. This period may be extended by mutual agreement between the parties at the end of each year.

g) General Leave

All applications for general leave of absence must be in writing and must state the reason for such leave and the period for which the leave is requested and must be made to the Employer. All such leaves when granted will be without pay and without loss of accumulated seniority and benefits and subject to one hundred per cent (100%) of the benefit premiums being prepaid in advance by the employee to cover the period of the approved leave.

h) During absences on union leave under Article 19 (a), (c), or (f), employees shall be compensated as though they were at work. The Employer will invoice the Union for wages and benefits paid during the union leave, and the Union shall reimburse the Employer within one (1) week of receiving the invoice.

**ARTICLE 21 – PAYMENT OF WAGES**

The Employer shall pay salaries and wages every second Thursday by noon (26 pay days per year). On each pay day, each employee will receive their pay by direct deposit with an itemized statement of wages and deductions. In the event of any pay day falling on a day after a statutory holiday payment shall be made on the second full City General Office day following. For seasonal, part-time and casual employees, vacation pay is to be paid out bi-weekly.

**ARTICLE 22 – DUTY TO ACCOMMODATE**

22.01 The Employer acknowledges its duty to accommodate employees with disabilities for those employees who face barriers at work in the manner and to the extent required by Saskatchewan *Human Rights Act*.

A disability includes physical, mental, developmental or learning; temporary, episodic or permanent; evident at birth or acquired later in life; and acquired at work or elsewhere.

22.02 Accommodation of employees within the workplace is a shared responsibility between the Employer, the Union, and the employee.

The Employer agrees to make every effort, short of undue hardship, to provide suitable modified or alternate employment to employees who are temporarily or permanently unable to perform their regular duties as a consequence of the circumstances.

### **ARTICLE 23 – WCB SUPPLEMENT**

**23.01** The Employer agrees that whenever any employee is injured during the course and in the performance of their duties for the Employer, said employee shall for the period during which they receive compensation under *The Worker's Compensation Act (Accident Fund)*, or for the period of six (6) months after such injuries, whichever period is the shorter, be entitled to be paid by the Employer such amount as may be required to bring the employee's compensation for such period up to ninety per cent (90%) of their gross wages.

**23.02** An employee receiving Workers' Compensation will be eligible to continue their employee benefits for a period of up to twenty-four (24) months cost shared as per Article 25 (b).

### **ARTICLE 24 – SAFETY**

The Union and the Employer agree to establish a Safety Committee as is required by the law of the Province of Saskatchewan in that behalf. Said committee shall consist of four (4) Union nominees and four (4) Employer nominees and said nominees will appoint from amongst said nominees a Secretary whose duty it will be to keep minutes of all meetings. Meetings may be called by either the Union Nominees or the Employer Nominees on reasonable notice to the other side, each of said nominees including said Secretary to have voting rights at all such meeting.

### **ARTICLE 25 – OTHER BENEFITS**

a) Pension

Every employee shall join the Municipal Employees' Pension Plan. Payment shall be made jointly by the Employer and the employee on an equal basis.

b) Group Life Insurance, Weekly Indemnity, and Extended Health

All permanent employees covered by this agreement shall participate in the MoS/S.U.M.A. Part B employee benefit plan covering Life, Short-Term Salary Continuance, Long-Term Disability, Dental, and Extended Health unless proof is provided to the Employer of employee coverage in another plan. The Employer will in no instance be considered the insurer and the plan will be governed by the terms and conditions established by

MoS/SUMA. The Cities Employee Family Assistance Program will be 100% paid by the employer.

The current plan funding arrangements by the City and employees shall remain in effect until January 1, 2021 at which time the plan funding arrangements shall shift to an equal ratio (50%-50%) between the City and the employees.

Effective January 1, 2022 the funding ratio shall become 60% Employer and 40% employee paid.

Effective January 1, 2023 the funding ratio shall become 70% Employer and 30% employee paid.

<b>CUPE 456 Benefit Grid</b>		
	<b>Employer %</b>	<b>Employee %</b>
January 1, 2021	50%	50%
January 1, 2022	60%	40%
January 1, 2023	70%	30%

c) Dirty Work Bonus

Employees assigned and while actually performing the work of; spraying pesticides, cleaning out manholes, sewer lift stations, domestic sewer clean out and sewer pump removal; and employees assigned to the steamer, sewer vector truck, **asphalting, painting (water based paint excluded), or any activity which exposes employees to biohazardous materials (human/animal waste outside of designated receptacles, sharps disposal, etc.)** shall receive in addition to their regular pay or overtime pay rate, a dirty work bonus in the amount of one dollar (\$1.00) per hour.

d) Certification Pay

Employees assigned to apply herbicides, pesticides or operate the steamer shall be paid one classification higher than their regular rate of pay. (eg. Operator II will be paid at Operator III rate).

e) Employee Health and Wellness Spending Account

Effective January 1, 2021, the Employer will provide an annual health and wellness spending account in the amount of four hundred dollars (\$400.00) per full-time employee, pro-rated for part-time, to reimburse their personal health care expenses not covered by the employee benefit plan. Reimbursement will be made only on production of legible receipts identifying the employee and the purchase or service or fee claimed. Claims will be made to the employee's supervisor, or as directed by the City.

f) Break Period

All employees will be permitted a fifteen (15) minute rest period both on the first half and the second half of a full eight (8) or ten (10) hour shift.

**ARTICLE 26 – GENERAL CONDITIONS**

a) Proper Accommodation

The Employer shall provide reasonable space for its employees to have their meals and store their clothes.

b) Bulletin Boards

The Employer shall provide bulletin boards in the City Hall, the City Public Works Building, Swimming Pool, and Park and Recreation, which shall be located so that all employees will have access to them, and upon which the Union shall have the right to post notices of meeting and such other notices as may be of interest to the employees.

c) The Employer shall supply appropriately sized cloth coveralls for regular employees engaged in maintenance work for the Public Works employees involved in dirty work as outlined in 25 (c) and paper coveralls for those who are painting.

d) All permanent employees shall receive one hundred and fifty dollars (\$150.00) per year for CSA approved footwear upon proof of purchase.

e) Before an employee can be assigned to act in a higher paid position, it must be established that they are the senior qualified bargaining unit employee. In determining the senior qualified employee, the following conditions shall be observed:

- a) Seniority
- b) Ability to do the work

Work shall be assigned in a manner to ensure operational efficiency.

f) The Employer shall pay the cost for the employees to obtain their 3A license if the license is part of their job description or if the Employer requests that an employee obtain a 3A license. (This cost will be limited to the first attempt by an employee to obtain their 3A license.) The Employer shall also pay for any medical exams associated with obtaining or maintaining the 3A license.

g) The Employer shall pay all costs incurred by employees to maintain their Saskatchewan Water and Wastewater Works Operator Certification Standards certification for each classification deemed necessary by the Employer. Any Saskatchewan Water and Wastewater re-certifications required for the position shall be reimbursed by the Employer

subject to the employee providing a return in service commitment of one thousand and forty (1040) hours.

The Employer shall pay fifty per cent (50%) of the costs incurred by employees to maintain their lifeguard certification(s) for any certifications(s) deemed necessary by the Employer. For lifeguards a return in service commitment of two hundred and forty (240) hours is required.

The Employer shall pay all costs associated with employees obtaining any training that is deemed necessary by the Employer to perform work for the Employer, for the first attempt only.

- (h) The Employer supports, in principle, the concept of employee development where educational measures are, in the exclusive discretion of the Employer, related to the employee's duties and/ or development plan. And of sufficient value to the Employer. Full-time employees may apply to the City for reimbursement of fees paid for enrollment in Employer approved courses of training. It is understood that budgetary considerations may enter into approvals or the amount of reimbursement in any given year. Reimbursement will be made only upon the employee submitting written proof of successful completion of the course(s) involved. Completion of any course of instruction or certification will not automatically result in a reclassification of any employee. Should the employee leave employment by the City within one (1) year of receiving such reimbursement, the employee shall return the reimbursement received or have it deducted from their final pay.

i) **Labourer 4 Rate of Pay**

**Employees earning wages below the rates of pay of Labourer 4 will be eligible to receive Labourer 4 rate of pay when assigned to be the Lead Labourer on any trenching work.**

j) **Labourer 5 Rate of Pay**

**Employees earning wages below the rates of pay of Labourer 5 will be eligible to receive Labourer 5 rate of pay when assigned to be the Lead Labourer on any concrete construction work.**

k) **Leading**

An employee assigned as a leading hand or, in the case of employees at City Hall, required to perform the work of a higher paid classification shall be paid the wage rate of the higher position. Such employee shall be responsible for the supervision, productivity and safety of the employees and for the material and equipment in their charge. A leading hand shall only be appointed for a specified period when required by the Manager in charge. No employees will be assigned to leading hand duties against their wishes.

l) **Union Meeting Space**

**The employer agrees to provide meeting space to the union for the purposes of having executive and general membership meetings. The union agrees to provide fourteen (14) days written notice prior to meetings being held. Space will be made available that does not conflict with the employer's operations. Meetings will be held outside of regular working hours for all departments as defined in Article 15 of this agreement.**

**ARTICLE 27 – COPIES OF AGREEMENT**

A copy of this agreement will be posted by the Union on the Union bulletin board in the City Public Works Building and City Hall, the Employer undertakes to forward a copy of this agreement within thirty (30) days to the signing thereof to the President and as well to the Secretary of the Union. In this article, the word copy shall mean official copy.

**ARTICLE 28 – GENERAL**

a) **Rates of Pay**

January 1, 2024 4% increase to all classifications  
January 1, 2025 4% increase to all classifications  
January 1, 2026 4% increase to all classifications

**One time wage adjustment effective January 1, 2025 for all administration classifications as follows (2025 percentage increases will be added on top of the wage adjustments):**

- **Administrative assistant wage rate an additional \$1.75.**
- **Accounting clerk wage rate an additional \$1.75.**

Certification pay:

**Public Works:**

**Class I Water and Wastewater Certification \$0.75 per hour**

**Class II Water and Wastewater Certification \$2.00 per hour**

**Wage compensation for certification within their classification. Chief Lead Hand (CLH) is exempt from payment.**

**Parks and Recreation**

**Refrigeration Operator Level 2 Certification - \$0.75 per hour**

<b>CUPE LOCAL 456 WAGE GRID</b>				
	2023	January 1, 2024	January 1, 2025	January 1, 2026
Position	2.0%	4.0%	4.0%	4.0%
<b>Public Works</b>				
Operator 1	24.10	25.06	26.07	27.11
Operator 2	25.46	26.48	27.54	28.64
Operator 3	28.05	29.17	30.34	31.55
Water Meter	24.10	25.06	26.07	27.11
Labourer 3	21.96	22.84	23.75	24.70
Labourer 4	23.05	23.97	24.93	25.93
Labourer 5	25.46	26.48	27.54	28.64
Mechanic	24.69	25.68	26.70	27.77
Heavy Duty Mechanic	30.84	32.07	33.36	34.69
Surveyor	25.46	26.48	27.54	28.64
CLH	32.46	33.76	35.11	36.51
<b>Class I Water and Wastewater Certification \$0.75 per hour</b>				
<b>Class II Water and Wastewater Certification \$2.00 per hour</b>				
Wage compensation for certification within their classification. <b>Chief Lead Hand (CLH)</b> is exempt from payment				
<b>Finance and Administration</b>				
Administrative Assistant	19.76	20.55	23.19	24.12
Accounting Clerk	22.71	23.62	26.39	27.45
<b>Parks and Recreation</b>				
Labourer 3	21.96	22.84	23.75	24.70
Pool Supervisor	18.97	19.73	20.52	21.34
Assistant Pool Supervisor	17.53	18.23	18.96	19.72
Lifeguard 1	14.62	15.20	15.81	16.45
Lifeguard 2	15.86	16.49	17.15	17.84
Lifeguard 3	16.51	17.17	17.86	18.57
CLH	27.54	28.64	29.79	30.98
Operator 1	24.10	25.06	26.07	27.11
<b>Refrigeration Operator Level 2 Certification \$0.75 per hour</b>				
Summer Student	14.36	14.93	15.60	16.22

**ARTICLE 29 – NO STRIKE, NO LOCKOUT**

The Union agrees that during the life of this agreement, there shall be no strike, slowdown, or any withdrawal of the services normally provided by its members, and the Employer agrees that there shall be no lockout.

**ARTICLE 30 – TERM OF AGREEMENT**

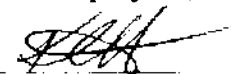
- a) For all employees covered by this agreement as amended, same shall be deemed to have come into effect on January 1, 2024, except where otherwise stated, and shall remain in force and effect until December 31, 2026 and shall continue in force unless written notice of request to negotiate a revision thereof is given by either party to the other. Any party wishing to negotiate a revision hereof shall give not less than sixty (60) days not more than one hundred and twenty (120) days notice prior to the expiration date.
- b) Requested changes to this agreement shall be set forth at the initial meeting between the parties and after that time no changes shall be introduced unless mutually agreed to by the parties hereto.
- c) This agreement further provided for its continuance during any negotiation period.

**ARTICLE 31 – LONG-TERM SERVICE RECOGNITION**


The Employer agreed as of January 1, 2021, to provide a one-time, one (1) extra paid day off to a long service employee who completes ten and/or fifteen years of continuous service. The Employer further agrees, as of January 1, 2021, to provide a one-time, two (2) extra paid days off to a long service employee who completes twenty (20), twenty-five (25) years and/or thirty (30) years of continuous service.

Dated this 1 day of May, 2025.

On behalf of Canadian Union of Public Employees, Local 456:

  
 \_\_\_\_\_  
 M. Masor  
 \_\_\_\_\_  
 Dallas Foster  
 \_\_\_\_\_

On behalf of City of Melville:

  
 \_\_\_\_\_  
 J. Ducharme  
 \_\_\_\_\_  
 \_\_\_\_\_

**LETTER OF UNDERSTANDING**

**BETWEEN**

**THE CITY OF MELVILLE**

**AND**

**THE CANADIAN UNION OF PUBLIC EMPLOYEES, LOCAL 456**

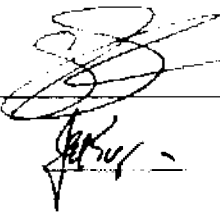
**Re: Temporary Performance of Higher Duties (J. Huber)**

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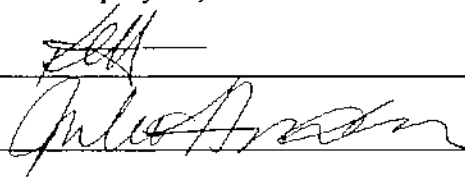
The City of Melville and CUPE Local 456 agree to the payment of Class II Water and Wastewater Certification wages added to all applicable rates of compensation for Joel Huber, Chief Lead Hand of the Public Works Department, during periods of absence of the Public Works Manager. This noted increase in compensation is allowed in recognition of higher duties assigned to Joel Huber during periods of absence of the Public Works Manager.

Signed this 25 day of March, 2026.

On behalf of the City of Melville

  
\_\_\_\_\_

On behalf of Canadian Union of  
Public Employees, Local 456

  
\_\_\_\_\_