



**COLLECTIVE AGREEMENT**

**BETWEEN**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 336**

**AND**

**CITY OF SELKIRK**

**TERM OF AGREEMENT:  
JANUARY 1, 2025 - DECEMBER 31, 2027**

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AGREEMENT BETWEEN:

City of Selkirk  
(Hereinafter called the "Employer")

Party of the first part

AND

Canadian Union of Public Employees Local #336  
(Hereinafter called the "Union")

Party of the second part

The Parties hereto mutually covenant and agree as follows:

PREAMBLE

It is the purpose of both parties to the Agreement to:

1. maintain and improve harmonious relations between the Employer and the Union;
2. recognize the mutual value of joint discussions in matters pertaining to working conditions;
3. promote the morale and well-being of all employees of the Employer;
4. encourage fair and reasonable management and Union interactions and efficiency in operations.

Now, therefore, the parties agree as follows:

## ARTICLE 1 - DEFINITIONS

### 101 Interpretations:

In this Agreement, the pronouns "they/their/them" are used to denote gender neutral persons both singular and plural.

Employee - shall mean any person not covered by Article 102 of this Agreement.

Casual employee - shall mean a person who works from time to time on an irregular basis or who is appointed to a position for a period of no more than ninety (90) calendar days. Casual work will not be credited towards a probationary period.

Temporary employee - shall mean an employee who is hired in one (1) position for a specified term created by leave under Article 1606 which may exceed ninety (90) calendar days but not exceed twenty (20) months in duration and who has successfully completed a probation period or an employee hired for a specified task not expected to require more than twelve (12) months to complete.

Seasonal employee - shall be defined as an employee, other than those excluded under Article 102, traditionally hired to work between the dates of May 1<sup>st</sup> to November 1<sup>st</sup>. Seasonal employees shall be entitled to all rights and benefits of the Collective Agreement except Articles 702 and 14 and accrual of seniority. The City shall establish rates for seasonal employees with the proviso that no seasonal employee will be paid less than eighty-five percent (85%) of the regular rate applicable to the position in which the seasonal employee is working. Seasonal employees who successfully complete their seasonal employment shall be entitled to a right of first refusal for that position in the following season if the position is posted and they apply.

Permanent employee - shall mean any employee of the City who has successfully completed their probationary period and is appointed to a position within the permanent establishment of the City.

Vacation period - shall be defined as that period between January 1 and December 31 of the calendar year.

Probation period - shall mean a one hundred and eighty (180) calendar day period during which an employee's performance is reviewed and monitored to determine the employee's suitability. In special cases where it is the opinion of the Employer the probation period is insufficient to establish competence or suitability it may be extended up to an additional ninety (90) calendar days, providing two (2) weeks' notice of such extension is given to the Union, with an explanation, and the Union agrees. Such extension shall be confirmed in writing.

102 Exclusions

This Agreement shall apply to all persons employed by the Employer except the following:

Chief Administrative Officer, Director of Finance, Director of Corporate Services, Director of Operations, Director of Culture, Recreation and Green Transportation, Director of Sustainable Economic Development, Director of Protective Services, Manager of Cultural and Recreational Programs, Manager of Parks and Recreation Facilities, Manager of Buildings and Fleet, Manager of Public Works, Manager of Utilities, Manager of Climate Action and Environmental Services, Manager of Accounting, Manager of Finance, Manager of Citizen Engagement, Manager of Human Resources, Human Resources Generalist, Human Resources Administrator, Information Technology Administrator, Economic Development Officer, Administrative Assistant, Project Manager, Executive Assistant, Mayor and Council, persons hired to work as lifeguards, persons hired to work in the Leisure Program, contractors and their employees, persons hired through government programs, Gate Attendants, Kin Centre staff, and Concession personnel.

103 Union Membership

All employees, except as indicated above, as a condition of continuing employment shall become and remain members in good standing of the Union. All future employees of the Employer shall, as a condition of continued employment become members in good standing in the Union not later than after one (1) month of continuous employment with the City.

104 The Union may provide a fifteen (15) minute orientation to each new employee, on request, within thirty (30) days of their first day of work.

**ARTICLE 2 - DURATION, REVISION AND TERMINATION OF AGREEMENT**

201 This Agreement shall be binding on both parties from the first day of January 2025 up to and including its expiry on the thirty-first day of December 2027.

202 No article of this Agreement shall be retroactive to a time prior to the date this Agreement is executed, unless otherwise specified.

- 203 a) Either party may serve written notice to the other party of its desire to enter into negotiations to revise or renew or to terminate this Agreement. Such notice shall be submitted not more than ninety (90) calendar days and not less than (30) calendar days prior to the expiry date of this Agreement. Within thirty (30) calendar days of receipt of such notice by one party, the other party is required to enter into negotiations for a new Agreement. This thirty (30) day time limit may be extended by mutual agreement.
- b) In the event that no notice is given in accordance with a) above, this Agreement shall continue in full force and effect from year-to-year thereafter unless written notice is served by either party hereto upon the other not less than thirty (30) calendar days prior to the anniversary date of the Agreement's expiration.

### ARTICLE 3 - TRANSFER, PROMOTION, LAYOFF & RECALL

301 a) Job Postings

The Employer shall post, within seven (7) calendar days, a written notice of all vacant or new positions in the Bargaining Unit for seven (7) calendar days on the bulletin boards in the offices and shops so that employees may make application for such positions. The Employer will endeavour to fill the position within eight (8) weeks of the notice being posted.

b) Information in Postings

Such notice shall contain the following information: nature of position, qualifications, required knowledge and education, skills, shift, wage or salary rate or range. These qualifications may not be established in an arbitrary or discriminatory manner.

c) Outside Advertising

The Employer may run coincidental outside advertisements to recruit qualified candidates, with notification being provided to the Local Union President, **National Representative and/or** another member of the Union Executive if the President is not available.

d) Method of Making Appointment

Both parties recognize that promotional opportunity should increase in relation to an employee's seniority.

In making transfers or promotions, appointment shall be made of the most senior qualified applicant.

e) Trial Period

The successful applicant shall be placed on trial for a period of ninety (90) calendar days. Conditional on satisfactory service, such trial promotion shall become permanent after the period of ninety (90) calendar days.

In cases where the Employer believes the applicant has not demonstrated competence or suitability during the trial period, the trial period may be extended up to an additional ninety (90) calendar days or less. Notice of such extension, including an explanation shall be provided to the Union. Agreement of such extension shall be confirmed in writing and signed off by both **the Employer and the employee to be effective and the Union shall be provided a copy of the agreement.**

**In cases where an employee has been acting in the vacant role equivalent or more than the ninety (90) day trial period, then the trial period may be waived should the employee successfully apply for the vacant role. Any agreement confirming that all aspects of the trial period have been waived shall be confirmed in writing and signed off by both the Employer and the employee to be effective. The Union shall be provided a copy of the agreement.**

In the event the successful applicant proves unsatisfactory in the position during the aforementioned trial period or if the employee finds themselves unable to perform the duties of the new position, they shall be returned to their former position without loss of seniority and at the appropriate salary for that position.

Any other employee promoted or transferred because of the rearrangement of positions shall also be returned to their former position without loss of seniority and at the appropriate salary for that position.

f) Promotions Requiring Higher Qualifications

All employees will be given an opportunity to qualify for any position listed in Appendix "A". In cases of promotion requiring higher qualification or certification, the Employer shall give consideration to the senior employee who does not possess the required qualifications, but is preparing for qualification prior to filling

of a vacancy. **The Employer shall inform the Union of the arrangement in writing.** Such employee will be given an opportunity to qualify within a mutually agreed upon period, accepted in writing, and to revert to their former position if the required qualifications are not met within such time.

- g) A list of all of the Employer's employees, including casual workers, will be provided to the Union President twice per year, May 31 and November 30, and updated on a regular basis. The list will show employees' full names, starting dates and positions.
- h) The Director of Corporate Services will provide the President of the Union **and the National Representative** with a letter regarding the promotion, demotion, transfer, hiring, termination or layoff of any person to any position deemed to be within the Bargaining Unit within ten (10) days of such occurrence.
- i) If an employee challenges the denial of a position in a selection process, upon written request from the employee the Employer will provide a brief written explanation of the reasons for denial. If a grievance results, upon written request from the Union the Employer will provide reasonable disclosure of selection materials relevant to the reason for denial.
- j) If a position becomes vacant and is not posted within a reasonable time the Employer shall, on receipt of a written request from the Union, provide a brief explanation.

302 a) Seniority List

An employee shall be placed on the seniority list following the successful completion of their probation period. The employee's seniority shall then be credited retroactive to their date of hire as a permanent employee.

The Seniority List shall be posted on a bulletin board in the office and shops.

- b) Permanent Employees shall accrue seniority based on their length of service with the Employer, calculated from their date of permanent hire. Temporary employees shall accumulate seniority on the basis of time worked and shall have recall rights in accordance with the terms of this Agreement. Temporary employees shall be entitled to exercise seniority rights only against other temporary employees.

c) Loss of Seniority

An employee shall lose their seniority and their employment shall cease for any one (1) or more of the following reasons:

- i) the employee voluntarily quits, or
- ii) the employee is discharged for just cause, or
- iii) the permanent employee has been on layoff for a period of more than eighteen (18) months, or
- iv) the employee fails to report for work after being recalled from layoff in accordance with 303 (c), or
- v) the employee is absent from work **without approved leave** for three (3) working days **and does not provide the Employer with an acceptable explanation for the absence**, or
- vi) the temporary employee has been on layoff for a period of more than twelve (12) months.

302 d) **Seniority will continue to accrue if an employee:**

- i) **is on any period of a paid leave of absence.**
- ii) **is on any period of paid sick leave.**
- iii) **is on any period of paid vacation.**
- iv) **is on any period of unpaid leave of absence up to six (6) consecutive weeks, except those referenced in sub-paragraph v) below.**
- v) **is on an unpaid leave of absence due to injury or illness which may be compensable by Workers' Compensation, MPI, or Long Term Disability for a period of up to two (2) years from the date of the first absence from work related to the injury or illness.**
- vi) **is on maternity or parental leave or another approved unpaid legislative leave of absence.**

- 302 e) **Seniority will be retained but will not accrue if an employee:**
- i) is on any unpaid leave of absence in excess of six (6) consecutive weeks, except those listed in sub-paragraph ii) below.
  - ii) is on an unpaid leave of absence due to injury or illness which may be compensable by Workers' Compensation, MPI, or Long Term Disability for a period of more than two (2) years from the date of the first absence from work related to the injury or illness.
  - iii) is a permanent employee that is laid off for a period of eighteen (18) months or less.
  - iv) is a temporary employee that is laid off for a period of twelve (12) months or less.

303 a) Layoff

Both parties recognize that job security should increase in proportion to length of service. Therefore, in the event of layoff, employees shall be laid off in the reverse order of their seniority, providing the remaining employees are qualified to perform the work.

b) Layoff Notice

The Employer shall give fourteen (14) calendar days' notice to an employee who is to be laid off. In lieu of this period of notice, the Employer shall pay the employee for the number of days they would have worked in this period.

c) Recall

When a permanent employee is laid off due to lack of work or suspension of operations and does not otherwise voluntarily resign, they shall be retained on a recall list for a period not exceeding eighteen (18) months unless recalled to work within that period. While on a recall list, they will retain their seniority standing, but will not be considered as an employee for the purposes of this Agreement.

When a temporary employee is laid off due to lack of work or suspension of operations and does not otherwise voluntarily resign, they shall be retained on a recall list for a period not exceeding twelve (12) months unless recalled to work within that period. While on a recall list, they will retain their seniority standing, but will not be considered as an employee for the purposes of this Agreement.

The Employer shall fill a vacant or new position by posting the position and then from the recall list, thereby ensuring right of first refusal by permanent employees who are qualified.

A recall list shall be maintained and recalls will be made from the list in order of seniority, if the employee is qualified to fill the position.

Notification of recall will be by registered letter to the last known address of the person concerned. Except in the case of sickness, failure to be available for work within ten (10) calendar days of receiving their registered letter shall make them ineligible for any further recall. It is the responsibility of those on recall lists to keep the Department of Corporate Services informed of their current addresses.

- 304 In the event of an employee on long-term disability returning to their designated position within twelve (12) months, the employee filling that position will be required to revert to their former position at the appropriate designated salary. All employees affected by the return shall in turn revert to their former position and appropriate designated salary. An employee on long-term disability who returns to active employment after more than twelve (12) months absence shall be placed in a position at the same position level as previously held.

#### **ARTICLE 4 - CLASSIFICATION OF EMPLOYEES AND WAGE RATES**

- 401 Employees shall be placed in positions and paid according to the rates set forth in Schedule "A".
- 402 a) Employees will be paid in accordance with the rate of pay for the job being performed provided the job is performed for a minimum of three (3) hours per day, except during training periods which may vary in length.
- b) Employees shall not receive a higher wage during training periods which may vary in length.
- c) Where an employee is temporarily required to perform the duties of a lower paid position, they shall not have their rate of pay reduced.
- d) The moving of equipment and transportation to and from the job site shall not result in any change in rate of pay. This shall not include any operation of equipment other than the transportation.

**ARTICLE 5 - REGULAR HOURS OF WORK**

- 501 a) The normal hours of work for employees shall not exceed eight (8) hours per day nor forty (40) hours per week, **unless otherwise mutually agreed in writing between the Employer and the Union.**
- b) **The work week consists of five (5) consecutive days unless otherwise mutually agreed in writing between the Employer and the Union.**
- c) In case of emergency only, an employee may be required to work shifts at the discretion and under the direction of the Division Manager and/or Department Head. In the event that working shifts imposes an unfair hardship on the employee concerned, this section shall be addressed through the grievance procedure following such emergency. Employees who are required to work shifts during an emergency shall receive the applicable shift premium for all hours worked.
- d) Employees working a regular eight (8) hours shall be permitted a fifteen (15) minute rest period both in the first half and the second half of a shift, at a time determined by the Employer.

Employees working a regular shift of five (5) hours shall be permitted two (2) fifteen (15) minute rest periods in their shift, at a time determined by the Employer, but shall not receive a meal break.

With mutual written agreement from the Employer and employee two (2) fifteen (15) minute rest periods may be combined to form a one-half ( $\frac{1}{2}$ ) hour paid break, provided operational requirements are met, as determined by the Employer.

- e) **Employees working a regular shift of greater than five (5) hours shall be provided with a meal break of not less than thirty (30) minutes and not greater than sixty (60) minutes. The duration and scheduling of the meal period will be determined by the Employer. The meal period will be unpaid unless the Employer notifies the employee that they are required to remain on site and available to perform duties during the meal period.**
- f) **The parties recognize that situations may arise where temporarily altering the hours of work for employees would prove beneficial to both the employee and the City. Any agreed upon temporary alterations to existing schedules shall be on a temporary basis pursuant to the Letter of Understanding re: Altering Shifts and shall require agreement from both the Union and the City.**

502 a) Where an employee is late reporting for work, they may be docked for all such time that they are late. Reporting late shall be a minimum deduction of fifteen (15) minutes.

503 a) Shift Premium

Employees shall receive a shift premium of **one dollar (\$1.00)** per hour in addition to their regular hourly rate when they work **at least four (4) hours during their regular shift between 4:00 pm and 8:00 am. The shift premium is only payable on the hours worked between 4:00 pm and 8:00 am.**

b) Weekend Premium

Employees shall receive a weekend premium of **one dollar (\$1.00)** per hour in addition to their regular hourly rate plus any entitled shift premium only when they work a regularly scheduled shift on a weekend (Friday 11:59 p.m. until Sunday 11:59 p.m.)

c) Employees shall not receive any premium when they are being paid overtime rates.

504 An employee who is required to report for work and is told to go home shall receive three (3) hours' pay at their regular straight time hourly rate.

505 The Employer, where possible, will not change **scheduled** shifts without seven (7) calendar days' notice, except in the case of unforeseen or exceptional circumstances or Clause 501 (c) comes into effect. If the hours of an employee's shift are changed with less than seven (7) calendar days' notice in circumstances which were not unforeseen or exceptional or under clause 501 (c), the employee shall be paid at one and one-half (1½) times the normal rate for the first shift of the new schedule.

506 If the Employer does not provide an employee with at least eight (8) hours between working periods, the Employer shall pay the employee one and on-half (1½) times their regular straight time hourly pay for all time they are required to work.

507 **In the event of inclement weather, the City will make a timely decision regarding the closure of facilities or the limitation of services. The City will notify employees as soon as reasonably possible.**

**When the City determines that conditions warrant sending employees home, employees who have reported for their scheduled shift and are subsequently sent home due to inclement weather will be paid for all hours worked and for the remainder of their scheduled shift.**

Employees scheduled to work who are notified not to report for their shift due to facility closure or service limitation caused by inclement weather will be required work remotely (where possible) or be required to use vacation leave, banked time, or leave without pay, if available subject to approval by their supervisor.

Employees whose positions are deemed essential for the continuity of critical City services, will be required to report for duty unless specifically notified otherwise.

Employees who request to not report for work (remotely or in person) due to inclement weather when the City's operations remain open will be required to use vacation leave, banked time, or leave without pay, if available. Such requests are subject to approval by their supervisor.

#### **ARTICLE 6 - OVERTIME**

601 The Employer shall pay an employee one and one-half (1½) times their regular straight time rate for all time they are required to work over eight (8) hours a day up to a maximum of eleven (11) hours per day.

602 The Employer shall pay an employee two (2) times their regular straight time rate pay for all hours they are required to work over eleven (11) hours a day.

#### **603 Weekly Overtime**

Where an employee's work week begins on a Monday, overtime rates will only be paid on Saturdays and Sundays after an employee has worked forty (40) hours from Monday to Friday that week. Where an employee has not worked forty (40) hours Monday to Friday, hours worked up to forty (40) hours on Saturday and/or Sunday will be paid at regular hourly rates. The Employer shall pay double time (2x) for all hours worked on Saturday and Sunday after the employee has worked forty (40) hours for that week.

Where the work week of an employee begins on a day other than Monday and the employee has worked forty (40) hours during the work week, the Employer shall pay double time (2x) for all hours worked on the sixth and/or seventh days of work. Where an employee has not worked forty (40) hours during their work week, hours worked up to forty (40) hours on the sixth and/or seventh days of work will be paid at regular hourly rates. The Employer shall pay double time (2x) for all hours worked on the sixth and/or seventh days after the employee has worked forty (40) hours for that week.

Hours paid for a statutory holiday, hours paid for approved vacation, pre-approved paid time off to attend a medical appointment, and hours paid for approved use of banked time off will be deemed to be hours of work for the purposes of calculating weekly regular and overtime hours. Sick leave and any form of unpaid leave will not be counted as hours worked for the calculation of weekly hours worked.

604 Work on a Statutory Holiday - Scheduled and Unscheduled

Any employee who is required to work on a Statutory Holiday shall be paid at the rate of double their regular rate of pay (2 x) in addition to their regular holiday pay.

605 Minimum Callback Time

Any employee who is called in and required to work outside their regular working hours shall be paid for a minimum of two (2) hours at the applicable overtime rate of either time and a half or double time.

606 The Employer will attempt to give the employee twenty-four (24) hours' notice of overtime except in cases of emergency. An employee shall be required to work overtime when requested by a supervisor unless he gives a proper reason for refusing to work.

- 607
- a) When an employee is required to work in excess of two (2) hours in addition to their regular work hours without six (6) hours' advance notice prior to starting their shift, the Employer will supply the employee with a hot meal. If the Employer does not provide the employee with a hot meal, the Employer agrees to provide the employee with a punch out time credit of one and one-half (1½) hours at straight time pay after the regular quitting time at the higher rate of pay earned that day.
  - b) When an employee is required to work fourteen (14) or more hours the employer will provide the employee with a hot meal or punch out time credit of one and one-half (1½) hours at straight time, regardless of prior notice.
  - c) If the Employer does supply a hot meal, the hot meal must be provided in a clean, climate-controlled atmosphere, ie. lunchroom, boardroom etc.
  - d) The employee is only entitled to receive the meal credit under a) or b) not both.

608 Sharing of Overtime

Overtime shall be divided as equitably as possible amongst employees who normally perform the available work on a day-to-day basis. If such employees are not available, the work will be offered to employees who are willing and qualified to perform the work. Employees shall signify in advance in writing their desire to work overtime. Upon reasonable written request from the Union President (or designate), the Employer shall furnish the Union with information pertaining to the distribution of overtime among employees performing it.

**609** Banking of Overtime

Employees shall be paid for overtime in the pay period in which it is earned unless they request in writing it be banked, up to a maximum accumulation of eighty (80) hours. Overtime credits may be taken as time off at the time mutually agreed between the employee and the Employer. Where time off is not prearranged and preapproved prior to December 1 of any year, full payment of the accumulated overtime shall be made as part of the last two payrolls of the year.

For overtime accumulated in the month of December, the Employer and the employee may mutually agree to carry overtime into the next calendar year.

- 610**
- a) Where an employee is required to be "on call" and immediately available to return to work, he shall be paid one and one-half (1½) hours' pay at their straight time hourly rate for each eight (8) hours shift on call. All hours actually worked by an "on call" employee will be paid at the appropriate overtime rates.
  - b) "On call" duty shall be equally divided amongst qualified employees.
  - c) The provision of 605 shall not apply to employees who are "on call".

**ARTICLE 7 - WORK CLOTHES**

**701** Employees will be provided with the required personal protective equipment other than those covered in article 702 for the work tasks they are doing. Employees are required and responsible to wear/use appropriate personal protective equipment in the course of their work. With the exception of emergencies or unusual circumstances, the employee will be responsible for having and using the proper clothing appropriate for the weather conditions at the assigned work site.

**702** Upon the provision of a "Proof of Purchase", at the Supervisor's discretion agrees to provide the following for all employees who are required, by standards set by Workplace Safety and Health Legislation and/or Workplace Safety and Health Committee to wear them:

- a) Two hundred dollars (\$200) per year towards the purchase of a C.S.A. approved steel toed work boots/shoes. Employees who do not exercise this clause per year may bank the contribution for a maximum of two (2) years.
- b) Two hundred dollars (\$200) towards the purchase of C.S.A. approved prescription safety glasses to a maximum of one (1) pair per year. Employees who do not exercise this clause per year may bank the contribution for a maximum of two (2) years.

- 703 The Employer shall provide a sufficient supply of uniforms to employees who are required to wear them.

Employees shall be required to wear the uniforms provided by the Employer during their working hours.

Any required uniform or safety equipment that is substantially damaged shall be repaired or replaced without unreasonable delay.

- 704 Mechanics I, II, and III who are expected to, and do, utilize or purchase their personal tools for the performance of their duties shall receive a tool allowance of fifteen dollars (\$15) per month payable on the last pay of each month. This allowance is effective upon date of ratification.

#### **ARTICLE 8 - SICK PAY**

- 801 An employee is only permitted to be absent from work on sick leave by virtue of being unable to perform the duties of their position due to illness or injury. The employee shall only be paid for such absences to the extent **they have** accumulated sick leave credits.
- 802 Employees shall accumulate one and one-quarter (1¼) days of sick leave credit for every calendar month of service. Sick leave credits may only accumulate to a maximum of one hundred and eighty (180) days.
- 803 An employee shall only be entitled to receive sick leave pay upon successful completion of their probation period. Upon completion of the probationary period, an employee shall be credited with sick leave credits to the employee's seniority date.
- 804 a) The Employer may require the employee to undergo an examination and provide a medical certificate from a qualified physician indicating whether or not the employee is able to carry out the duties of their position. Should the Employer desire a second opinion, it may require the employee to undergo an examination from a qualified physician designated by the Employer. If the employee's physician disagrees with the opinion of the Employer's physician, a further medical opinion will be sought from a third physician agreeable to the employee and Employer. If no agreement is reached the third physician will be appointed on the recommendation of the College of Physicians and Surgeons.
- b) The Employer will not unreasonably request such medical examination or medical certificate.

- c) The employee shall not be responsible for the cost of such physical examination or medical certificate.
- 805 Sick leave without pay shall be granted to an employee for a reasonable period of time as determined by the Employer where the employee has no sick leave credits accumulated **and is unable to perform the duties of their position due to illness or injury as determined by the Employer and the employee's medical practitioner. Approval for such leave will not unreasonably be denied.**
- 806 Suspected abuses of sick leave will be investigated, and proven instances of abuse will result in severe disciplinary action. The Union agrees to assist the Employer in reviewing suspected abuse of sick leave.
- 807 Up to five (5) days of paid sick leave per year may be used to attend to illness or injury or medical appointment of an employee's immediate family. Immediate family shall mean spouse, dependent, parent, parent-in-law, or a person for whom the employee is a primary caregiver.
- 808 **If an employee is disabled and unable to perform their regular duties due to restrictions arising from illness or injury, the Employer, the Union and the employee will explore options for an accommodation of the employee to the point of undue hardship. The employee will be required to provide medical confirmation of any restrictions on their ability to perform their regular duties and is required to cooperate with accommodation process.**

#### **ARTICLE 9 - ANNUAL VACATION & STATUTORY HOLIDAYS**

- 901 a) All employees having completed one (1) or more years of continuous service shall be entitled to two (2) weeks' vacation with pay, during the calendar year of their first (1<sup>st</sup>) anniversary plus each year thereafter.
- b) All employees having completed three (3) or more years of continuous service shall be entitled to three (3) weeks' vacation with pay, during the calendar year of their third (3<sup>rd</sup>) anniversary plus each year thereafter.
- c) All employees having completed six (6) or more years of continuous service shall be entitled to four (4) weeks' vacation with pay, during the calendar year of their sixth (6<sup>th</sup>) anniversary plus each year thereafter.
- d) All employees having completed eleven (11) or more years of continuous service shall be entitled to five (5) weeks' vacation with pay, during the calendar year of their eleventh (11<sup>th</sup>) anniversary plus each year thereafter.

- e) All employees having completed eighteen (18) or more years of continuous service shall be entitled to six (6) weeks' vacation with pay, during the calendar year of their eighteenth (18<sup>th</sup>) anniversary plus each year thereafter.
- 902 An employee shall be entitled to receive their vacation in unbroken periods up to a maximum of four (4) weeks unless otherwise agreed upon between the employee and the Employer. Longer unbroken vacation periods may be allowed at the discretion of the Employer.
- 903 The manager responsible for approving timesheets shall arrange the vacation schedule prior to May 1 of any calendar year, for the period from May 1 to December 31. Vacation approvals will be received electronically through the payroll system where all employees may ascertain their vacation well in advance. Annual vacation shall be granted in accordance with seniority rights, for requests received prior to April 15<sup>th</sup>.
- 904 Vacation requests for the period from January 1 to April 30 and any requests made after April 15 shall be considered on a first-come, first-served basis, subject to operational requirements. Responses shall be provided within fourteen (14) calendar days of receipt of the request. If vacation has not been requested by August 31<sup>st</sup>, it will be scheduled by mutual agreement, to be taken prior to the end of the year. If mutual agreement is not reached by September 30<sup>th</sup>, Management may schedule any such remaining vacation, to be taken prior to the end of the year.
- 905 The following shall be recognized as paid Statutory Holidays
- |                |   |
|----------------|---|
| New Year's Day | Terry Fox Day   |
| Louis Riel Day | Labour Day  |
| Good Friday    | <b>Orange Shirt Day (National Day for Truth and Reconciliation)</b> |
| Easter Monday  | Thanksgiving Day  |
| Victoria Day   | Remembrance Day   |
| Canada Day     | Christmas Day   |
|                | Boxing Day  |
- and any other day proclaimed by Federal, Provincial or Municipal Government as a holiday.
- 906 When a statutory holiday falls on an employee's regularly scheduled day off, they shall be entitled to either an additional day off with pay, to be taken within thirty (30) days as Management determines based on operational requirements, or an additional day's pay. The method of payment shall be mutually agreed upon between the employee and their supervisor.

## ARTICLE 10 - HEARING OF GRIEVANCES AND DISPUTES

1001 The purpose of this article is to establish a prompt and orderly procedure to discuss and resolve legitimate grievances.

**All grievances shall be considered and settled on their individual merits and not dismissed by reason of any technicality. However, it is clearly understood that time limits established herein are for the sake of procedural orderliness and are to be adhered to. The time limits specified below may only be extended by the mutual agreement of the parties as confirmed in writing.**

1002 A grievance shall be defined as a written complaint from an employee, the Union or the Employer concerning the interpretation or application of this Agreement. The written grievance shall be in the form attached as Schedule "B".

### Discussion Stage

An employee who believes that **they have** a justifiable complaint **concerning the interpretation or application of the Agreement** shall take up the matter **explaining the complaint** with their supervisor within twenty-one (21) calendar days of first becoming aware of the incident giving rise to the complaint. The supervisor shall respond to the complaint within fourteen (14) calendar days. Where the employee is dissatisfied with the supervisor's decision, he may refer the matter to the Union. **The parties will approach the resolution of issues in a problem-solving manner. Should a resolution not be achieved during the Discussion Stage then a grievance may be filed withing the timeline set forth below.**

### Step 1

The Union, if it feels the complaint is a legitimate grievance, shall forward the grievance together with a statement of particulars and the redress sought on the grievance form to the Department Head within fourteen (14) calendar days of the supervisor responding to the complaint at the Discussion Stage.

The Department Head shall respond to the President of the Union **and National Representative** within fourteen (14) calendar days of receiving the grievance. Where the Union is dissatisfied with the Department Head's decision, they may forward the grievance to Step 2 within fourteen (14) calendar days of the President of the Union **and National Representative** receiving the Department Head's decision.

Step 2

The Union, if it feels the complaint is a legitimate grievance, shall forward the grievance together with a statement of particulars and the redress sought on the grievance form to the Director of Corporate Services within fourteen (14) calendar days of the Department Head responding to the complaint at Step 1.

The Director of Corporate Services shall respond to the President of the Union **and National Representative** within fourteen (14) calendar days of receiving the grievance. Where the Union is dissatisfied with the Director of Corporate Services' decision, they may forward the grievance to Step 3 within fourteen (14) calendar days of the President of the Union receiving the Director of Corporate Services' decision.

Step 3

Within fourteen (14) calendar days of receipt of the grievance, the Chief Administrative Officer of the City shall arrange a meeting to discuss the grievance. The Canadian Union of Public Employees' **National Representative** shall be in attendance at the meeting. A decision shall be made and the other party notified in writing within fourteen (14) calendar days of holding the meeting.

At all steps the Employer shall provide a concise statement of the reasons for its decision.

In the event that no settlement is reached through the above procedure, either party may request arbitration in accordance with Article 11 within fourteen (14) calendar days of receiving the other party's decision. No grievance shall proceed to arbitration without exhausting Step 3 of the grievance procedure.

- 1003 The Employer or the Union shall have the right to initiate a **Policy** grievance at Step 2 of the procedure.
- 1004 Meetings between the Employer and the employee shall, when possible, be held during working hours without loss of wages to the employee.
- 1005 **Grievance meetings between the Employer and the Union, and where applicable the grieving employee, shall, when possible, be held during working hours and without loss of wages to the employee.**

**ARTICLE 11 - ARBITRATION**

- 1101 When either party requests a grievance be submitted to arbitration, the arbitrator shall be chosen in rotation from the following list:
- (a) Michael D. Werier
  - (b) Karine M. Pelletier
  - (c) Blair Graham, K.C.**
- 1102 If any individual of the above list who, having been requested their turn to act as Chairman on an arbitration, shall be unable or unwilling to act, or the grievance is withdrawn or resolved by the parties, they shall not again be requested to act as Chairman on any arbitration until their name comes up again on the regular rotation of the list.
- 1103 The arbitrator may determine their own procedure but shall give full opportunity to all parties to present evidence and make representations to them. The arbitrator shall hear and determine the differences or allegations and render a decision within twenty-one (21) calendar days of a request for a meeting.
- 1104 The decision of the arbitrator shall be final and binding and enforceable on all parties, but in no event shall the arbitrator have the power to change this Agreement or to alter, modify or amend any of its provisions. However, the arbitrator shall have the power to dispose of any discharge or a discipline grievance by any arrangement, which in their opinion is deemed just and equitable.
- 1105 Each party shall pay one-half (½) of the fees and expenses of the arbitrator.
- 1106 At any stage of the Grievance or Arbitration Procedure, the parties may have the assistance of the employee(s) concerned as witnesses and any other witnesses and all reasonable arrangements will be made to permit the conferring parties or the arbitrator to have access to the Employer's premises to view any working conditions which may be relevant to the settlement of the grievance.

**ARTICLE 12 - DISCHARGE, SUSPENSION & DISCIPLINE**

- 1201 The Employer shall not discipline nor dismiss any employee, who has completed their probation period, except for just cause. Discipline shall be issued on the basis of the principles of progressive discipline where appropriate. A Union representative, or if no union representative is available, another employee from the bargaining unit chosen by the employee, shall be present when the employee is required to attend a formal investigation meeting involving two representatives of management for contemplated discipline, is being disciplined or is being discharged, unless the employee chooses no representation. This shall not restrict management's right to remove an employee from the workplace pending further investigation.

- 1202 The Employer shall have the right to dismiss an employee during their one hundred and eighty (180) calendar day probationary period without just cause.
- 1203 The Employer agrees to provide the employee, President of the Union **and the National Representative** with a copy of any disciplinary action taken against the employee, indicating the grounds for discipline.
- 1204 Where the Employer makes a written assessment of an employee's work performance, the employee shall be entitled to receive a copy. The employee shall be advised of any shortcomings in their work and of the standard of work required by the Employer. The employee shall sign the assessment, indicating only that they have read and understand the contents. They may elect to respond to the assessment, which shall become a part of their record.
- 1205 The Employer shall, upon the individual request of an employee, review the employee's file and work history and may agree to remove some or all of the documents on file relating to discipline or work performance. The employee may make such a request not more than once every two (2) years.

#### **ARTICLE 13 - REPRESENTATION OF EMPLOYEES**

- 1301 During the term of the Collective Agreement, the Labour Management Committee will be **set up consisting of a total of not more than two (2) Union members whose duties it shall be to meet, at a mutually agreed upon time and without undue delay, with two (2) representatives from the Employer. The National Representative may attend if reasonably available and requested by the Union members. The Committee may discuss issues relating to the workplace such as working conditions, seniority, internal and external job postings, job descriptions, vacancy management and any other matters that might promote a more harmonious relationship. An agenda will be provided prior to every meeting by the party requesting to have the meeting. It is mutually agreed between the Employer and Union to give support to this Committee.**

The Committee shall not have jurisdiction to amend any of the terms and conditions contained in the Collective Agreement.

- 1302 The Union shall be entitled to a Collective Agreement Negotiation Committee of up to four employee representatives, with the assistance of the CUPE Regional office, provided the operational requirements of the Employer are maintained. The Employer shall maintain the pay and benefits of such employees for time spent in joint negotiation meetings with the Employer during regular working hours, provided the Union will reimburse the Employer for such costs upon presentation of invoices.

#### **ARTICLE 14 - EMPLOYEE BENEFITS**

- 1401 Every permanent employee, as a condition of employment, shall join the Pension Plan provided by the City of Selkirk and both the employee and Employer shall make contributions in accordance with the provisions of the Plan.
- 1402 The Employer agrees to make premium payments to the carrier of the Long-Term Disability Plan to provide benefits for employees which are subject to the limitations of the Plan.
- 1403 The Employer agrees to make premium payments to the carrier of the Group Life Insurance Policy to provide death benefits to an employee's beneficiary in the amount of one (1) or two (2) times the employee's annual salary. Twenty percent (20%) of the premiums shall be deducted from the wages of the employees. Coverage and benefits payable are subject to the limitations of the Plan.
- 1404 The Employer agrees to make premium payments to provide extended health coverage, including dental and massage coverage, to the employees of the City. Twenty percent (20%) of such premium shall be deducted from the wages of employees.
- 1405 The Employer reserves the right to tender any of the plans or change carriers at any time provided that there is no reduction in coverage to the existing employees.
- 1406 The Employer shall provide an EAP (Employee Assistance Program).

#### **ARTICLE 15 - SUPPLEMENTARY COMPENSATION**

- 1501 If compensation payments are delayed, the employee may request an advance from the Employer. Said advance shall be repaid by the employee upon receipt of the compensation cheque.
- 1502 In the event of the death of an employee, the employee's designated beneficiary shall be paid the current and the following one (1) month's salary.

#### **ARTICLE 16 - LEAVES OF ABSENCE**

##### **1601 Bereavement Leave**

- a) Where there is one (1) or more deaths in the immediate family of an employee, they shall be granted bereavement leave for a period up to **five (5) working days** including **the day of the funeral without loss of their regular straight time pay.**

Immediate family shall mean parent, including step-parent, spouse, including registered common law partner, siblings, step siblings, or child, including foster child, step-child and child of a registered common-law partner.

- b) Where there is a death of an employee's spouse's parents, including parents of a registered common-law partner, daughter-in-law, son-in-law, grandparent, spouse's grandparents, including grandparents of a registered common-law partner, grandchild, siblings-in-law including siblings of a registered common-law partner, the employee shall be granted bereavement leave for a period up to two (2) days without loss of their regular straight time pay.
- c) In the event that an employee is required to act as a pallbearer, they shall be granted a leave of absence for one (1) day without loss of their regular straight time pay.
- d) One (1) bereavement leave day may be retained at the employee's request for use in the case where actual interment or cremation is at a later date. This day must be used within one (1) year.
- e) The Employer will consider an employee's request for a leave of absence in the event of the death of other close relatives or significant relationships and may at its discretion grant such leave of absence with or without an allowance of pay.

#### 1602 Jury or Court Witness Duty

The Employer shall grant leave of absence with pay and without loss of seniority to an employee summoned or subpoenaed as a court witness or called for jury duty providing the employee is not appearing as a witness in their own personal matters. The employee shall remit all witness fees or juror's fees, excluding payment for travelling, meals and other expenses, to the Employer and will present proof of service and the amount of pay received.

#### 1603 Leave of Absence for Public Affairs

The Employer recognizes the right of an employee to participate in public affairs. The cost of fringe benefits during the period of leave of absence, for the employee to participate in public affairs, shall be paid by the employee concerned.

#### 1604 General Leave – non legislative

The Employer may grant a **non legislative** leave of absence without pay to any employee requesting such leave for a good and sufficient cause, such request to be in writing and pre-approved by the Employer. **Seniority will accumulate, be maintained and/or**

**discontinued in accordance with Article 302.** In the event that leave is refused, the Union may appeal on behalf of such employee **through the grievance process.** During the period of any such leave of absence, although there shall be no loss of seniority, the Employer will not be expected to make any contribution towards the benefits of the employee nor will the employee be credited with any days of sick leave or accumulated vacation entitlement for the said period.

1605 Union Leave

- a) Where operational requirements permit, the Employer shall grant a leave of absence with pay to an employee, provided the President of the Union or designate makes such a request in writing on the prescribed form to the Department Head at least fourteen (14) working days before the leave is to commence. Such written request may be transmitted by email. The Employer shall respond to such written request within fourteen (14) days. If a request is refused, a brief explanation of the reasons will be provided. The period of such leave of absence shall not exceed ten (10) consecutive working days. The Union shall reimburse the Employer for all pay and benefits during the period of absence. Such leave shall not result in the loss of seniority and benefits.
- b) Leave of absence for Union business of longer duration than ten (10) consecutive working days shall be submitted to the Chief Administrative Officer and considered by the Employer under the provisions of general leave.

1606 Legislated Leaves

All leaves covered by the *Employment Standards Code*, which are not covered in this collective agreement, shall be governed by the provisions of the legislation of Manitoba from time to time.

**ARTICLE 17 - CHECK OFF**

- 1701 The City agrees to deduct from the wages and salaries of the employees covered by this Agreement, the dues payable to the Canadian Union of Public Employees Local 336, which shall be turned over monthly to the Union. These dues shall be accompanied by a list of the full names and addresses of all employees from whose wages deductions have been made, and shall be provided within fourteen (14) calendar days of the end of the previous month. This shall not apply to persons employed less than thirty (30) days.

**ARTICLE 18 - USE OF EMPLOYEE OR CITY VEHICLES**

- 1801 An employee who is required to use their vehicle on Employer business shall be paid the greater amount of:
- a) The Canada Revenue Agency kilometre rate for each kilometre driven on behalf of the City, which does not apply to any distance travelled for the employee to report to work or return home, or
  - b) A flat daily rate of three dollars (\$3) for the use of their vehicle.
- 1802 City vehicles shall not be used for an employee's personal use without the authorization of the Department Head.

**ARTICLE 19 - COPIES OF AGREEMENT**

- 1901 The Union and the City desire every employee to be familiar with the provisions of this Agreement and their rights and obligations under it. The Union and the City shall share equally the cost of printing the Agreement in a union shop. Copies of the Agreement shall be supplied to all employees and sufficient additional copies shall be printed for use of the Union Executive and City Officials.

**ARTICLE 20 - HEALTH AND SAFETY**

- 2001 A Health and Safety Committee shall be established which is composed of an equal number of Union and Employer representatives but with a minimum of two (2) Union and two (2) Employer members. The Health and Safety Committee shall hold meetings as requested by the Union or by the Employer for jointly considering, monitoring, inspecting, investigating and reviewing health and safety conditions and practices and to improve existing health and safety conditions and practices. Minutes shall be taken of all meetings and copies shall be sent to the Employer and Union.

Time spent by members of the Committee in the course of their duties shall be considered as time worked and shall be paid for in accordance with the terms of this Agreement.

- 2002 Employees are expected to follow the Safety Rules and Regulations as established by the Employer, the joint Workplace Health and Safety Committee of the City and the Workplace Safety and Health Division of the Province of Manitoba. Any employee who refuses to comply with these Rules and Regulations may be sent home without pay, but retains the right to file a grievance. The employee's safety record will be reviewed prior to the employee returning to work. Such a review will not be unreasonably delayed.

**ARTICLE 21 - RESERVATIONS OF MANAGEMENT RIGHTS**

2101 The Union acknowledges that it is the sole and exclusive right of the City to:

- a) maintain order, discipline and efficiency, and
- b) hire, assign work, classify, promote or layoff, and
- c) reprimand, suspend or discharge an employee for just cause, and further
- d) manage efficiently its operations,

subject to the provisions of the Collective Agreement. In administering this Agreement, the Employer shall act reasonably, fairly, in good faith and in a manner consistent with the Agreement as a whole.

**ARTICLE 22 - RIGHTS, PRIVILEGES AND IMMUNITIES**

2201 All rights, privileges and immunities enjoyed by, and all obligations of the employees, shall continue except as altered herein.

2202 Any intended contracting out of work normally performed by the members of the Bargaining Unit shall be discussed with the Union.

2203 An employee has the right to review and request information from and copies of their personnel file. The Employer shall provide the information for all reasonable requests. An employee has the right to reply to any document in their personnel file and request the removal and destruction of any correspondence within their Personnel File upon written approval of the Chief Administrative Officer.

2204 There shall be one (1) formal personnel file maintained by the Department of Corporate Services for each employee.

2205 Bargaining Unit Work

It is recognized by the Employer that supervisory employees whose jobs are not in the Bargaining Unit may not work on any jobs which are included in the Bargaining Unit except in cases of emergency, training and/or instruction.

2206 Respectful Workplace

The Employer and the Union jointly affirm that every employee of the Employer is entitled to a respectful workplace which is free from discrimination and harassment. The parties agree that there shall be no discrimination based on the protected characteristics set out in the Manitoba *Human Rights Code* or by reason of participation or non-participation in the Union.

**ARTICLE 23 - JOB DESCRIPTION AND CLASSIFICATION**

- 2301 In the event the Employer elects to create a new position or if the duties of a current position significantly change, it shall prepare the job profile and assign it a regular rate, based on a comparison of the job profile to existing positions. The Local Union President shall receive notification and may raise the issue to the Labour Management Committee to discuss. If no agreement is reached, they may refer the issue to arbitration under Article 11 within thirty (30) days of notification if not in agreement with the Employer's assignment.
- 2302 The Employer agrees to advise the Union of all changes to job profiles and shall provide to the Union President (or designate) a copy of any job profile within four (4) weeks of a reasonable written request. **No incumbent employee shall have their wages reduced as a result of an amendment to a job profile.**

**ARTICLE 24 - CASUAL EMPLOYEES**

- 2401 Casual employees, except those specifically excluded by Article 102, shall be members of the bargaining unit, on the following basis:
- a) Notwithstanding any other provisions of the collective agreement a casual employee shall not be entitled to any benefits or entitlements under the Collective Agreement except as set out in this article.
  - b) A casual employee shall be paid at a rate of seventy-five (75%) of the regular rate applicable to the position, unless recruitment is affected, in which case a higher rate may be paid following consultation with the Union.
  - c) Union dues shall be deducted from all wages payable to a casual employee.
  - d) The appointment of an employee to consecutive positions none of which exceeds ninety (90) calendar days shall not affect the employee's casual status.

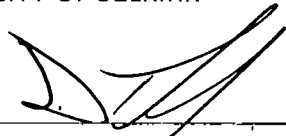
- e) A casual employee covered by the Collective Agreement who is hired into a permanent position in which they have worked as a casual for at least ninety (90) days in the preceding twelve months shall have a ninety (90) day probation period.

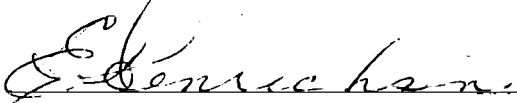
**ARTICLE 25 – TECHNOLOGICAL CHANGE**

**2501** The technological change provisions of *The Labour Relations Act* (Manitoba), as amended from time to time, shall apply.

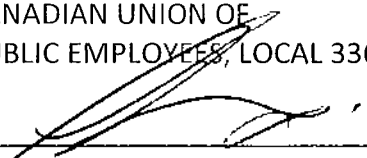
DATED this 16<sup>th</sup> day of October, 2025.

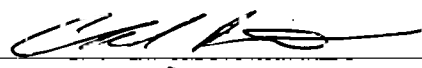
CITY OF SELKIRK


  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY v P.

  
\_\_\_\_\_  
NATIONAL REPRESENTATIVE

## SCHEDULE "A"

The parties have agreed to incorporate changes to the structure of Schedule A as follows:

1. Incorporating new steps into the Salary Schedule by adding two additional steps as Step 1 and Step 2, with the currently stated wage rate being Step 3. Step 1 would be considered the normal starting wage for the applicable position at a rate that is 4.0% less than Step 3. Step 2 would be established at a rate that is 2.0% less than Step 3. Merit increases to Step 2 and then to Step 3 would be applicable if criteria satisfied.
2. All current employees will be placed at Step 3 of their currently held position. Language to determine which step would be applicable if an employee successfully moves into a new position has been provided and is included in Schedule A.
3. Wage increases applied to Step 3 of each wage on the wage scale during the term of the collective agreement to be as follows:
 

<i>January 1, 2025</i>	<i>2.0% (applied to January 1, 2024 rates to create Step 3)</i>
<i>January 1, 2026</i>	<i>2.5% applied to Step 3</i>
<i>January 1, 2027</i>	<i>3.0% applied to Step 3</i>
4. Step 2 will be 2.0% less than the Step 3 rate for each classification.
5. Step 1 will be 2.0% less than the Step 2 rate for each classification (and 4.0% less than Step 3).
6. Retroactivity of wage increases (if applicable) to apply only to current employees as of the date of ratification and any employees that have retired from their employment with the City between January 1, 2025 and the date of ratification.
7. A lump sum ratification payment of \$400.00 to be paid to permanent employees who are employed on the date of ratification, less required deductions. The ratification bonus will be paid within thirty (30) days of the date of ratification. Employees on leave will receive payment when they return to work.

**Merit Increases:**

**“Merit Increases” means an increase in the rate of pay of an employee within the employee’s classification which may be granted in recognition of satisfactory service on the established anniversary date.**

**An employee may move to the next step in the Merit Steps until they reach Step 3, provided they meet the following conditions:**

- **They are not on a Performance Improvement Plan.**
- **They have not received a disciplinary suspension of three (3) days or greater during the period they have been placed at their current Merit Step**
- **They have satisfied all of the training requirements and obtained all of the certifications deemed to be necessary for the position that they hold.**

**If these conditions are satisfied, the employee will advance to the next step effective the commencement of the next full pay period immediately following the one-year anniversary of their start date for their current position.**

**Merit increases shall not be unduly withheld from employees in the Labourer position if they are not able to complete all the courses listed above due to the course being unavailable.**

**Step 1 shall only be applicable to new employees. The Employer may, in its discretion, place a new employee at wage step other than Step 1 if the Employer determines that the employee’s skills and previous experience, or other circumstances, warrant placement of the employee at a step higher than Step 1.**

**If an employee that is at Step 1 of their current position successfully applies for a new position the employee will be placed at Step 1 of the wage scale for the new position. The employee’s original anniversary date will be used for movement to Step 2 of the wage scale.**

**If an employee that is at Step 2 of their current position successfully applies for a new position the employee will be placed at Step 2 of the wage scale for the new position. The employee’s date of placement into the new position will be used for movement to Step 3 of the wage scale.**

**If an employee that is at Step 3 of their current position successfully applies for a new position the employee will be placed at Step 2 of the wage scale for the new position for duration of the Trial Period. The Employer may, in its discretion, place an employee at Step 3 if the Employer determines that the employee’s skills and previous experience, or other circumstances, warrant placement of the employee at a Step 3.**

**SCHEDULE "A"**  
**CITY OF SELKIRK**  
**JANUARY 1, 2025 TO DECEMBER 31, 2025 (2.0% to Step 3)**

Position	96%	98%	100%
	Step 1	Step 2	Step 3
Custodian*	\$ 20.81	\$ 21.23	\$ 21.65
Labourer**	\$ 20.81	\$ 21.23	\$ 21.65
Light Equipment Operator	\$ 24.29	\$ 24.78	\$ 25.28
Mechanic 1	\$ 24.29	\$ 24.78	\$ 25.28
Parks & Arena Operator 1	\$ 24.83	\$ 25.33	\$ 25.84
Parks & Arena Operator 2	\$ 25.81	\$ 26.33	\$ 26.86
CitizenSupport Representative	\$ 26.03	\$ 26.55	\$ 27.08
Heavy Equipment Operator 1	\$ 26.65	\$ 27.18	\$ 27.72
Mechanic 2***	\$ 29.53	\$ 30.12	\$ 30.72
Heavy Equipment Operator 2	\$ 29.53	\$ 30.12	\$ 30.72
CRGT Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Services Support Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Planning Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Operations Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Finance Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Tax Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Accounting Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Utility Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Marketing and Communications Officer	\$ 29.53	\$ 30.12	\$ 30.72
By-law Enforcement Officer	\$ 29.53	\$ 30.12	\$ 30.72
Utility Clerk	\$ 29.53	\$ 30.12	\$ 30.72
Building Maintenance	\$ 29.53	\$ 30.12	\$ 30.72
Utility Maintenance****	\$ 29.53	\$ 30.12	\$ 30.72
Program Coordinator	\$ 32.96	\$ 33.62	\$ 34.29
Culture Coordinator	\$ 32.96	\$ 33.62	\$ 34.29
Urban Forestry and Naturalization Coordinator	\$ 32.96	\$ 33.62	\$ 34.29
Parks and Recreation Chargehand	\$ 32.96	\$ 33.62	\$ 34.29
Public Works Chargehand	\$ 32.96	\$ 33.62	\$ 34.29
Engineering Technologist	\$ 35.10	\$ 35.80	\$ 36.52
Asset Management/GIS Technician	\$ 35.10	\$ 35.80	\$ 36.52
Utility Operator*****	\$ 36.34	\$ 37.07	\$ 37.81
Community Safety Officer	\$ 37.79	\$ 38.55	\$ 39.32
Mechanic 3*****	\$ 38.09	\$ 38.85	\$ 39.63
Urban Planner	\$ 41.21	\$ 42.03	\$ 42.87
Building Inspector/Development Officer	\$ 41.21	\$ 42.03	\$ 42.87
Utility Chargehand	\$ 41.21	\$ 42.03	\$ 42.87

**SCHEDULE "A"**  
**CITY OF SELKIRK**  
**JANUARY 1, 2026 TO DECEMBER 31, 2026 (2.5% to Step 3)**

Position	96%	98%	100%
	Step 1	Step 2	Step 3
Custodian*	\$ 21.33	\$ 21.76	\$ 22.20
Labourer**	\$ 21.33	\$ 21.76	\$ 22.20
Light Equipment Operator	\$ 24.90	\$ 25.40	\$ 25.91
Mechanic 1	\$ 24.90	\$ 25.40	\$ 25.91
Parks & Arena Operator 1	\$ 25.45	\$ 25.96	\$ 26.48
Parks & Arena Operator 2	\$ 26.46	\$ 26.99	\$ 27.53
CitizenSupport Representative	\$ 26.68	\$ 27.21	\$ 27.76
Heavy Equipment Operator 1	\$ 27.31	\$ 27.86	\$ 28.42
Mechanic 2***	\$ 30.26	\$ 30.87	\$ 31.49
Heavy Equipment Operator 2	\$ 30.26	\$ 30.87	\$ 31.49
CRGT Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Services Support Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Planning Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Operations Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Finance Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Tax Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Accounting Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Utility Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Marketing and Communications Officer	\$ 30.26	\$ 30.87	\$ 31.49
By-law Enforcement Officer	\$ 30.26	\$ 30.87	\$ 31.49
Utility Clerk	\$ 30.26	\$ 30.87	\$ 31.49
Building Maintenance	\$ 30.26	\$ 30.87	\$ 31.49
Utility Maintenance****	\$ 30.26	\$ 30.87	\$ 31.49
Program Coordinator	\$ 33.78	\$ 34.46	\$ 35.15
Culture Coordinator	\$ 33.78	\$ 34.46	\$ 35.15
Urban Forestry and Naturalization Coordinator	\$ 33.78	\$ 34.46	\$ 35.15
Parks and Recreation Chargehand	\$ 33.78	\$ 34.46	\$ 35.15
Public Works Chargehand	\$ 33.78	\$ 34.46	\$ 35.15
Engineering Technologist	\$ 35.98	\$ 36.70	\$ 37.43
Asset Management/GIS Technician	\$ 35.98	\$ 36.70	\$ 37.43
Utility Operator*****	\$ 37.25	\$ 38.00	\$ 38.76
Community Safety Officer	\$ 38.74	\$ 39.51	\$ 40.30
Mechanic 3*****	\$ 39.04	\$ 39.82	\$ 40.62
Urban Planner	\$ 42.24	\$ 43.08	\$ 43.94
Building Inspector/Development Officer	\$ 42.24	\$ 43.08	\$ 43.94
Utility Chargehand	\$ 42.24	\$ 43.08	\$ 43.94

**SCHEDULE "A"**  
**CITY OF SELKIRK**  
**JANUARY 1, 2027 TO DECEMBER 31, 2027 (3.0% to Step 3)**

Position	96%	98%	100%
	Step 1	Step 2	Step 3
Custodian*	\$ 21.97	\$ 22.41	\$ 22.86
Labourer**	\$ 21.97	\$ 22.41	\$ 22.86
Light Equipment Operator	\$ 25.65	\$ 26.16	\$ 26.68
Mechanic 1	\$ 25.65	\$ 26.16	\$ 26.68
Parks & Arena Operator 1	\$ 26.22	\$ 26.74	\$ 27.28
Parks & Arena Operator 2	\$ 27.25	\$ 27.80	\$ 28.35
CitizenSupport Representative	\$ 27.48	\$ 28.03	\$ 28.59
Heavy Equipment Operator 1	\$ 28.14	\$ 28.70	\$ 29.27
Mechanic 2***	\$ 31.18	\$ 31.80	\$ 32.44
Heavy Equipment Operator 2	\$ 31.18	\$ 31.80	\$ 32.44
CRGT Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Services Support Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Planning Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Operations Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Finance Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Tax Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Accounting Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Utility Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Marketing and Communications Officer	\$ 31.18	\$ 31.80	\$ 32.44
By-law Enforcement Officer	\$ 31.18	\$ 31.80	\$ 32.44
Utility Clerk	\$ 31.18	\$ 31.80	\$ 32.44
Building Maintenance	\$ 31.18	\$ 31.80	\$ 32.44
Utility Maintenance****	\$ 31.18	\$ 31.80	\$ 32.44
Program Coordinator	\$ 34.79	\$ 35.49	\$ 36.20
Culture Coordinator	\$ 34.79	\$ 35.49	\$ 36.20
Urban Forestry and Naturalization Coordinator	\$ 34.79	\$ 35.49	\$ 36.20
Parks and Recreation Chargehand	\$ 34.79	\$ 35.49	\$ 36.20
Public Works Chargehand	\$ 34.79	\$ 35.49	\$ 36.20
Engineering Technologist	\$ 37.06	\$ 37.80	\$ 38.55
Asset Management/GIS Technician	\$ 37.06	\$ 37.80	\$ 38.55
Utility Operator*****	\$ 38.37	\$ 39.14	\$ 39.92
Community Safety Officer	\$ 39.90	\$ 40.70	\$ 41.51
Mechanic 3*****	\$ 40.22	\$ 41.02	\$ 41.84
Urban Planner	\$ 43.50	\$ 44.37	\$ 45.26
Building Inspector/Development Officer	\$ 43.50	\$ 44.37	\$ 45.26
Utility Chargehand	\$ 43.50	\$ 44.37	\$ 45.26

\*Custodians - five (5) hours per day Monday to Friday evenings.

\*\*Labourer - plus \$0.50/hour for each of the following:

- Refrigeration Operation Level 1 Course (or similar substitute determined by the City)
- Mobile Stage Certification (\$0.25) / Class 3 (\$0.25)
- **Aquatic Operator**
- **Arena Maintenance**
- **Trails Maintenance**
- **Sport Turf Maintenance**

Labourers will be paid at the LEO rate as per Article 4.02 (a) when operating the following designated equipment: farm tractors, riding mowers, skid steer loaders, and lawn sweepers. Management will ensure labourers are trained on all such equipment by competent operators and their competence will be tested.

When operation of the arena equipment is required, a Parks/Arena Operator or a Labourer qualified to act as Operator will be assigned.

\*\*\*Mechanic 2 - fully qualified - minus \$0.75/hour if employee is without Certificate- Inspection Light Vehicle and Bus.

\*\*\*\*Utility Maintenance - fully qualified - minus \$0.50/hour for each course (4) that the individual does not possess.

\*\*\*\*\*Utility Operator - fully qualified - minus \$0.50/hour for each course (9) that the individual does not possess.

\*\*\*\*\*Mechanic 3 - fully qualified - minus \$0.75/hour if employee is without Certificate- Inspection Light Vehicle, Truck, Trailer and Bus.



**SCHEDULE "B"**  
**CITY OF SELKIRK**  
**GRIEVANCE FORM**



**DISCUSSION STAGE**

Employee: \_\_\_\_\_ Signature: \_\_\_\_\_

Job Title: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Discussion with Supervisor occurred on: \_\_\_\_\_, 20\_\_\_\_

Details on the matter being brought forward by the employee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Decision detailed by the Supervisor: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Where the employee is dissatisfied with the supervisor's decision after the discussion stage, the employee may refer the matter to the Union.

**STEP 1**

Date referred to Step 1 by Union: \_\_\_\_\_ Employee's Initials: \_\_\_\_\_

Union Representative: \_\_\_\_\_

Nature of Grievance: (State basic facts, dates, etc.. and Articles of Collective Agreement violated)

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Remedy Requested:

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Date Received by Department Head: \_\_\_\_\_ (Policy Grievance to Step 2)

Department Head Signature: \_\_\_\_\_

Date of Response: \_\_\_\_\_ Response: Denied \_\_\_\_\_ Upheld \_\_\_\_\_

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(Provide explanation for decision, attach additional page if necessary.)

**STEP 2**

Date referred to Step 2 by Union : \_\_\_\_\_

Signature of Union Representative: \_\_\_\_\_

Additional Information: (not already stated in the Discussion stage or Step 1)

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Remedy Requested: (only complete if different than remedy requested in Step 1)

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Date Received by Director of Corporate Services: \_\_\_\_\_

Director of Corporate Services Signature: \_\_\_\_\_

Date of Response: \_\_\_\_\_ Response: Denied \_\_\_\_\_ Upheld \_\_\_\_\_

(Provide explanation for decision, attach additional page if necessary.)

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**STEP 3**

Date referred to Step 3 by Union: \_\_\_\_\_

Signature of Union Representative: \_\_\_\_\_

Additional Information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Received by Chief Administrative Officer: \_\_\_\_\_

Date of meeting: \_\_\_\_\_

Date of Response: \_\_\_\_\_ Response: Denied \_\_\_\_\_ Upheld \_\_\_\_\_

(Provide explanation for decision, attach additional page if necessary.)

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\_\_\_\_\_

LETTER OF UNDERSTANDING #1

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: PERMANENT EMPLOYEE PRACTICAL TRAINING OPPORTUNITIES PROGRAM

The City of Selkirk will continue its program of providing practical training opportunities for employees on all equipment and all position functions.

As circumstances permit, employees in a lower position within a job progression will be provided the opportunity to obtain practical training opportunities on all equipment and in the performance of the position functions in the higher position.

As circumstances permit, employees who have completed the Career GPS Program, may request a practical training opportunity in another position in the organization.

Participation in practical training opportunities will not result in a decrease or increase in wages during the training period.

The Employer reserves the right, where operating experience is deemed to be beneficial, to have an employee in training in a supervised setting. When offering training opportunities, the Employer will give consideration to seniority.

This Letter of Understanding shall not negate in any way the provision of the Collective Agreement.

DATED this 10<sup>th</sup> day of October, 2025.

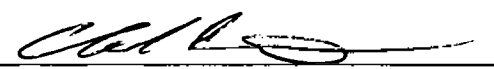
CITY OF SELKIRK

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
~~SECRETARY~~ U.P.

  
\_\_\_\_\_  
NATIONAL REPRESENTATIVE

## LETTER OF UNDERSTANDING #2

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: UNDERFILL TRAINING, QUALIFICATIONS AND RATES OF PAY FOR  
**PARKS & ARENA OPERATOR 1 ("Operator")**

---

The Union and the Employer agree that it is in the best interests of both parties to encourage employees to achieve qualifications, advance education and participate in training programs to increase skills and attain such qualifications as are required and indicated in the Job Descriptions. Where no permanent employee is considered qualified, the Employer may choose to underfill the position of Operator with an unqualified internal applicant and require the qualifications be met at a future time established by the Employer. The employee shall remain on trial period until the employee meets the qualifications. In addition, the following provisions shall apply:

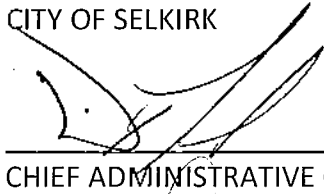
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1. When an applicant for a position does not have the qualifications as outlined in the Job Description for the position but the Employer is giving consideration to an underfill with the unqualified internal applicant, the Employer will consult with the Union and the employee to discuss training options and, should the Employer decide to proceed to underfill with the internal applicant, will establish a training program to enable the employee to attempt to attain the required qualifications.
2. The Employer, in consultation with the Union, will establish an interim rate of pay for the position for the training period, where the rate of pay shall not be lower than Three Dollars (\$3.00) per hour (based on \$.50 per hour for each of the listed qualifications which the employee does not possess) the normal rate of pay for the position, and where regular increments will be established that will recognize the increasing value of the employee in the position as experience increases. The interim rates of pay shall be in effect until the training period established in paragraph 1 is completed and the employee has attained the qualifications as established at the time of appointment. The Employer will prepare a Letter of Offer to confirm the terms, to be signed by the Employer, the Union and the employee.
3. The Employer agrees to pay the cost of tuition for courses agreed to, in accordance with its usual practice.

4. Employees hired as an underfill who do not fulfill the terms of the Letter of Offer may be subject to specifically, but not limited to, ongoing review, non-disciplinary transfer or demotion, or if there is no other reasonable option, non-disciplinary termination for failure to obtain or retain a required qualification. The Employer and the Union will meet to discuss extensions where it appears timelines will not be met. The Employer agrees to provide appropriate supports and reasonable flexibility to the employee in order to allow the employee to fulfill the terms. This does not apply to employees during the trial period as per Article 301 (e).
  
5. Any conflict between the provisions of this Letter and the balance of the Collective Agreement will be resolved in favour of this Letter.

DATED this 10<sup>th</sup> day of October, 2025.

CITY OF SELKIRK



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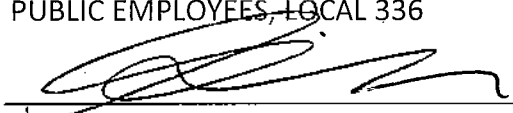
CHIEF ADMINISTRATIVE OFFICER



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DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336



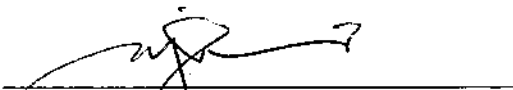
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PRESIDENT



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SECRETARY V P.



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NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #3

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk


RE: WELLNESS DAYS

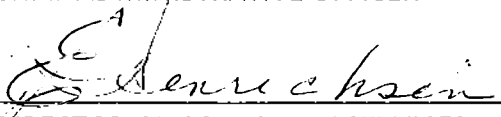
An employee may use 1 day of sick leave per year for a "Wellness Day" (2 days per year after 4 years of employment) upon submission of a written request at least one week prior to the requested date. Only full days may be requested, except by special permission of the Manager/Department Head. The request shall include the purpose of the Wellness Day and shall be granted if considered appropriately related to wellness and if operational requirements permit, as determined by the Manager/Department Head. "Wellness" may include, by way of example:

- Stress Management
- Physical activity and fitness
- Leisure Activities
- Healthy nutrition
- Personal development


DATED this 10<sup>th</sup> day of October, 2025.

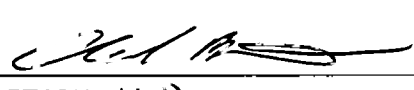
CITY OF SELKIRK

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY U.P.

  
\_\_\_\_\_  
NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #4

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: HEALTH SPENDING ACCOUNT


A Health Spending Account (HSA) shall be made available for all employees covered by the current benefits plan. The purpose of the HSA shall be to top up existing benefits provided within the plan, and to cover medical needs and services not covered within the plan including but not limited to such things as Orthotics, medical supplies, etc.

For the purpose of the HSA, an employee shall have access to an additional **three hundred dollars (\$300)** per calendar year. In order to make a claim regarding the HSA, an employee is required to submit proper receipts for products or services being claimed.

The annual HSA benefit shall be effective the date of ratification.

DATED this 10<sup>th</sup> day of October, 2025.


CITY OF SELKIRK

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY V.P.

  
\_\_\_\_\_  
NATIONAL REPRESENTATIVE

## LETTER OF UNDERSTANDING #5

## BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: WORK-LIFE BALANCE ARRANGEMENTS

---

The parties agree that a work-life balance arrangement provides employees with more flexibility to balance work and home life while also recognizing and acknowledging that operational requirements must be met and maintained.


Work-life balance arrangements may be established by mutual agreement between the employee and the employer without committing either party to a permanent change or any additional cost to the City.

All terms of work-life balance arrangements shall be in writing. Upon completed discussions, the arrangement will be sent to the Union and will become effective on sign off. Employees may request a work-life balance arrangement in general accordance with the City's ADM-HR-006 Work-Life Balance Policy as in effect from time-to-time, including but not limited to the following:

- The Employer shall determine if staffing coverage is adequate and sufficient to meet operational requirements.
- No additional cost to the City will be incurred, such as but not limited to, shift-premium and overtime.
- All agreements will be introduced for up to a 3-month trial period to assess effectiveness and effects on the City. The Employee and their Manager will consider any possible changes, if required, when the trial period ends.
- Agreements can be terminated by either the Employee or Manager with two-weeks notice. A lesser notice period may be provided if both parties agree.
- Conflict of any provisions in the Collective Agreement, the Work-Life Balance Agreement will govern hours of work.

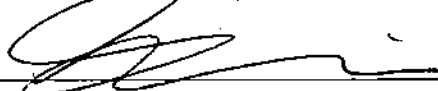
DATED this 15<sup>th</sup> day of October, 2025.

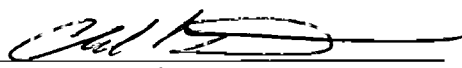
CITY OF SELKIRK

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY V.P.

  
\_\_\_\_\_  
NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #6

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: ALTERING SHIFTS

The parties recognize that due to the nature of Municipal work and operational requirements, situations may arise where temporarily altering the hours of work for Employee(s) would prove beneficial to both the Employee(s) and the City.

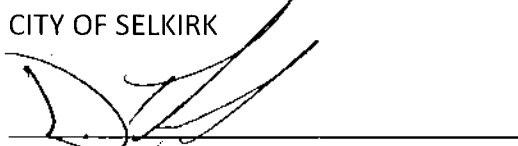
Where either party believes there is situation where this would apply, the party may make a written proposal to the other party for consideration.

Any agreed to alterations shall be on a temporary basis and shall require agreement from both the Union and the City. Any potential agreements shall be subject to the following conditions.

- Altering shifts shall not result in additional costs to the City being incurred, such as but not limited to, shift-premium and overtime.
- Overtime will apply to any time worked in excess of eight (8) hours during any one (1) day of the altered shift, exclusive of meal periods.
- The temporary shift shall require an end date. This date can be extended by mutual agreement from both the Union and the City.
- Sufficient notice must be provided to any Employee(s) affected by a change arising from this LOU.

DATED this 16<sup>th</sup> day of October, 2025.

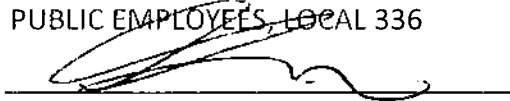
CITY OF SELKIRK



CHIEF ADMINISTRATIVE OFFICER

E. Henriksen  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336



PRESIDENT

[Signature]  
SECRETARY V.P.



NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #7

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: PERMANENT EMPLOYEES WORKING 35 HOURS WEEKLY

---

This LOU serves as notice of the City's intent to move employees on a 35-hour weekly schedule to 40 hours weekly. Implementation of the new hours of work schedule will occur by December 31, 2023.

As of the date this LOU is signed, Employees currently working 35 hours weekly will have the option to remain on their current 35 hours per week schedule. Employees will be required to provide their intent to remain on the 35-hour weekly schedule, in writing, to the Employer and Union.


Overtime will continue to apply, to employees who choose to remain on the 35-hour weekly schedule, as follows:

- The Employer shall pay an employee one and one-half (1½) times their regular straight time rate for all time they are required to work over seven (7) hours a day up to ten (10) hours per day.
- The Employer shall pay an employee two (2) times their regular straight time rate pay for all hours they are required to work over ten (10) hours per day as per applicable regular hours of work.

Employees who move to 40-hours per week must remain on the new schedule unless an accommodation or Work-Life Balance Arrangement is requested.


DATED this 10<sup>th</sup> day of October, 2025.

CITY OF SELKIRK



CHIEF ADMINISTRATIVE OFFICER

CANADIAN UNION OF  
PUBLIC EMPLOYEES LOCAL 336



PRESIDENT

A handwritten signature in cursive script, appearing to read "E. J. ...", is written above a horizontal line.  
DIRECTOR OF CORPORATE SERVICES

A handwritten signature in cursive script is written above a horizontal line.  
SECRETARY V.P.

A handwritten signature in cursive script is written above a horizontal line.  
NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #8

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: RECRUITMENT

---

The parties agree that this Letter of Understanding will only be exercised after the Employer has determined that there are no qualified internal candidates with seniority who meet the required qualifications of the job positions listed herein. Pursuant to Article 301(i), all unsuccessful internal candidates to any job postings may submit a written request for a brief written explanation of the reasons for the denial of the position.

The parties agree that the provision of effective services is dependent on the City's ability to recruit critical skills in an employee driven market.

The parties agree that new employees with relevant prior experience shall be considered to have years of continuous service equal to such prior experience solely for the purpose of annual vacation, as per article 901 of this collective agreement.

The parties agree the City may grant enhanced vacation entitlements as may be necessary to attract and recruit new employees to the City of Selkirk. Subsequent adjustments shall occur at the times and by the amounts provided in Article 9. This enhanced vacation entitlement shall only apply to employees in the following classifications,

Program Coordinator  
Culture Coordinator  
Marketing and Communications Officer  
Urban Forestry and Naturalization Coordinator  
Engineering Technologist  
Asset Management/GIS Technician  
Utility Operator  
**Community Safety Officer**  
Mechanic III  
Urban Planner  
Building Inspector / Development Officer  
**Arena Operator 2**  
**Utility Clerk**

Finance Clerk  
Accounting Clerk  
Tax Clerk  
Planning Clerk

The parties agree any new positions created by the Employer, which require post secondary education, may be added to this list with agreement from the Union.

DATED this 16<sup>th</sup> day of October, 2025.

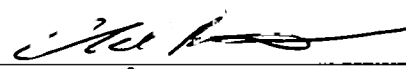
CITY OF SELKIRK

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY V.P.

  
\_\_\_\_\_  
NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #9

BETWEEN

Canadian Union of Public Employees Local 336

and

City of Selkirk

RE: LAYOFFS

---

The City confirms to CUPE that if it intends to exercise its right to lay off under Article 303, it shall consult with CUPE no less than 60 days prior to the date of intended layoff.

DATED this 10<sup>th</sup> day of October, 2025.

CITY OF SELKIRK



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CHIEF ADMINISTRATIVE OFFICER



---

DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336



---

PRESIDENT



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SECRETARY V.P.



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NATIONAL REPRESENTATIVE

LETTER OF UNDERSTANDING #10  
BETWEEN  
Canadian Union of Public Employees Local 336  
and  
City of Selkirk  
RE: EI PREMIUM REBATE PROGRAM

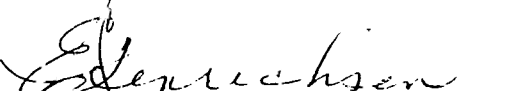
In the 2025 collective bargaining negotiations, the parties discussed issues related to the Employment Insurance Premium Rebate Program. The Employer advised the Union that it would further explore the program and determine whether it wishes to make an application. The Employer confirmed with the Union that it will notify the Union if it files an application and if a rebate is received.

DATED this 10<sup>th</sup> day of October, 2025.

CITY OF SELKIRK



CHIEF ADMINISTRATIVE OFFICER



DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES LOCAL 336



PRESIDENT



SECRETARY V.P.



NATIONAL REPRESENTATIVE

**LETTER OF UNDERSTANDING #11**

**BETWEEN**

**Canadian Union of Public Employees Local 336**

**and**

**City of Selkirk**

**RE: WAGE RATE REVIEW FOR SPECIFIC POSITIONS**

---

In the 2025 collective bargaining negotiations, the parties agreed to review the rates of pay for the following positions:

**Mechanic II**

**Planning Clerk**

**Finance Clerk**

**Tax Clerk**

**Accounting Clerk**

**Utility Clerk**

The parties have agreed to obtain information regarding the rates of pay, duties and responsibilities for equivalent positions at the City of Steinbach, City of Portage La Prairie, City of Winkler, City of Morden and City of Dauphin (the "Equivalent Positions"). The parties agree to review this information regarding the Equivalent Positions and how it compares to the rates of pay, duties and responsibilities of the corresponding position at the City of Selkirk. If based on the review the parties agree that a Step 3 rate of pay should be increased by a specific amount, it will be increased by that amount effective the date of that agreement. A position's rate of pay in the Collective Agreement will not be decreased as a result of this review process, and will not be increased in the absence of an agreement between the parties. The Employer may alter the duties and responsibilities of a position if it considers it appropriate based upon the comparison to the Equivalent Positions.

The established goal of the parties is to complete this review process within six months of the ratification of the collective agreement, with the understanding that additional time may be warranted if information is incomplete or more time to complete the review is required.


DATED this 10<sup>th</sup> day of November, 2025.


CITY OF SELKIRK

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DIRECTOR OF CORPORATE SERVICES

CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL 336

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY V.P.

  
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NATIONAL REPRESENTATIVE