

COLLECTIVE AGREEMENT

between

THE TOWN OF BATTLEFORD



and

THE CANADIAN UNION OF PUBLIC EMPLOYEES

LOCAL 3003

CUPE / *Canadian Union
of Public Employees*

January 1, 2025 to December 31, 2027

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AGREEMENT made this 17 day of FEBRUARY, 2026

BETWEEN: THE TOWN OF BATTLEFORD
Hereinafter referred to as the "Town"

PARTY OF THE FIRST PART

AND: THE CANADIAN UNION OF PUBLIC EMPLOYEES,
LOCAL #3003, Town of Battleford
Hereinafter referred to as "The Union"

PARTY OF THE SECOND PART

ARTICLE 1 – PREAMBLE

- 1) To establish wage rates, hours of work and other working conditions as outlined by this contract.
- 2) To maintain and improve harmonious relations and settled conditions of employment between the Employer and the Union.
- 3) To recognize the mutual value of joint discussions and negotiations.
- 4) To encourage effective, efficient and safe operations.
- 5) To promote the morale, well-being and security of all employees in the bargaining unit of the Union.

ARTICLE 2 – RECOGNITION AND NEGOTIATION

- 2.01 The Employer recognizes the Canadian Union of Public Employees, Local 3003 as the sole and exclusive bargaining agent for all its employees save and except the Chief Administrative Officer, **Chief Financial Officer**, Finance Officer, Public Works Manager, Parks and Recreation Manager, Museum Manager, Campground Manager, Executive Assistant, **Town Clerk**, Utilities Manager, **Community Development Officer**, Public Safety Officer(s), and **Fire Chief/Deputy Fire Chief**.
- 2.02 Work of the Bargaining Unit: No other employee shall work on any jobs which are included in the bargaining unit, except in cases of emergency or as mutually agreed upon by the parties. Such requests shall not be unreasonably denied by the Union. Emergency is defined as a sudden, urgent, or unusually unexpected occurrence or occasion requiring immediate action.

- 2.03 No Other Agreements: No Union employee shall be required or permitted to make a written or verbal agreement with the Employer or **their** representatives which may conflict with the terms of this Collective Agreement.
- 2.04 Contracting Out: No bargaining unit employee shall be laid off or terminated as a result of the Employer contracting out any of its work or services.

ARTICLE 3 – DEFINITIONS

- 3.01 Permanent Employee means any new employee who has been assigned a job which is recognized as a permanent position who has successfully completed the probationary period as provided in Article 12 of this Agreement. Such employees shall normally work the full daily and weekly hours for the Department in which they are employed.
- 3.02 Part-Time Employee means any person employed by the Town to work less than the full weekly hours of work for the Department in which they are employed, on a regular and recurring basis.
- 3.03 Casual Employee means an employee in a non-permanent position who is employed by the Town for casual work to augment the regular work force through the provision of:
- a) Relief of permanent employees who are absent from their regular duties due to vacation, extended illness or other approved leave of absence.
 - b) Project work with fixed commencement and completion dates.
 - c) Relief of an employee who has vacated a permanent position.
- 3.04 Temporary Employee means any person who is employed by the Town on a full-time basis for a period of more than sixty (60) days but not more than four (4) months, unless extended by mutual agreement, to relieve in the absence of a permanent employee or to fill a temporary requirement.
- 3.05 Seasonal Employee means an employee who is hired into a position, working full-time hours, which is seasonal in nature and not exceeding seven (7) months and is subject to layoff and recall. **The timeframe may be extended by mutual agreement between the Employer and the Union.**
- 3.06 Promotion means movement of an employee from one classification to another classification with a higher maximum wage range.
- 3.07 Transfer means the movement of an employee from one classification to another classification with an identical maximum wage range.

- 3.08 Summer Student means an **individual** who is attending a high school or post-secondary institution and is employed **by the town** during the summer term, normally falling between May 1 and October 31 of any given year. Summer Student workers will not participate in the employee Benefits or Pension Plans. **This includes individuals who are part of an internship or co-op program. The timeframe may be extended or modified by mutual agreement between the Employer and the Union.**
- 3.09 Position means a specific set of responsibilities and duties within a classification.
- 3.10 Demotion means the movement of an employee from one classification to another classification having a lower rate of pay.
- 3.11 Classification shall refer to each level or levels of positions within an occupational group.
- 3.12 Reclassification means a substantive bona fide change to any or all of the following (a) through (c) for any existing classification/position:
- a) Job duties and responsibilities
 - b) Experimental requirement for the classification/position
 - c) Educational qualification required for the classification/position
- 3.13 Standby means any period during which an employee is not on regular duty and must be available to respond without due delay to a request to return to duty.
- 3.14 **All references to gender will be replaced with “the employee” and restructured as needed to not change the intent of the article.**
- 3.15 Date of employment shall mean the date the employee last commenced employment with the Town of Battleford.
- 3.16 Union shall mean the Canadian Union of Public Employees or CUPE, Local 3003.
- 3.17 Employee(s) shall mean employees covered by this Agreement.
- 3.18 Employer shall mean the Town of Battleford.
- 3.19 Immediate Family means:
- a) The employee's spouse, **common-law partner, fiancé, parent, stepparent, legal guardian, grandparent, child, grandchild, sibling, step-sibling, half-sibling, or the spouse of a sibling.**

- b) The employee's spouse's or **common-law-partner's** parent, **stepparent, legal guardian, grandparent, child, grandchild, sibling, or the spouse of the sibling.**
- c) **Anyone who relies on an employee for financial support and is related to blood, marriage, common-law partnership, or adoption as identified by the Canadian Revenue Agency.**

3.20 Term employee means an individual who is employed for a defined period in excess of four months.

ARTICLE 4 – NO DISCRIMINATION

The Employer agrees that there shall be no discrimination, exercised or practiced with respect to any employee in the matter of hiring, wage rates, selection for training, upgrading, promotion, transfer, layoff, recall, discipline, classification, discharge or otherwise by reason of age, race, creed, colour, national origin, political or religious affiliation, sex, gender identification, sexual orientation or marital status, family relationship, place of residence, physical handicaps, nor by reason of **their membership or activity in the Union or any other form of discrimination defined under law.**

ARTICLE 5 – MANAGEMENT RIGHTS

The Union acknowledges that it is the right of the Town to manage the affairs of the Town and direct the working force subject to the terms of this Agreement.

ARTICLE 6 – UNION MEMBERSHIP REQUIREMENT

Every employee who is now or hereafter becomes a member of the Union, shall maintain membership in the Union as a condition of employment and every new employee whose employment commences hereafter, shall, within thirty (30) days after the commencement of employment; apply for and maintain membership in the Union as a condition of employment, provided that any employee in the appropriate bargaining unit who is not required to maintain membership or apply for and maintain membership in the Union shall, as a condition of employment, tender to the Union periodic dues uniformly required to be paid by members of the Union.

ARTICLE 7 – CHECK-OFF OF UNION DUES

7.01 Check-Off Payments: The Employer shall deduct from every Union employee, dues, initiation fees, or assessments levied, in accordance with the Union Constitution and By-Laws and *The Saskatchewan Employment Act*, upon receipt of

signed authorization cards and assessed from the effective date of employment for each employee.

- 7.02 Deductions: Deductions shall be made from each payroll and shall be forwarded to the **National Secretary-Treasurer of the Canadian Union of Public Employees** within fourteen (14) calendar days, accompanied by a list of the names, total wages and deductions of each employee from whose wages the deductions have been made.

The Employer will also send a copy of the union dues remittance form and spreadsheet to the Union's Secretary-Treasurer.

ARTICLE 8 – THE EMPLOYER AND THE UNION SHALL ACQUAINT THE EMPLOYEES

New Employees: The Employer agrees to acquaint new employees with the fact that a Union Agreement is in effect.

On commencing employment in a position within the bargaining unit, the employee's immediate supervisor or other representative of the Employer will introduce the new employee to their union steward or representative, as designated by the Union.

The representative designated by the Union will be given an opportunity to meet privately with each new employee during the first month of employment to acquaint them with the structure, benefits, and duties of union membership. A maximum of sixty (60) minutes will be allowed for this purpose within regular working hours and without loss of pay for either employee.

ARTICLE 9 – LABOUR MANAGEMENT/BARGAINING RELATIONS

- 9.01 Union Bargaining Committee: The Union Bargaining Committee shall be elected or appointed and shall be recognized by the Employer **for the purposes of collective bargaining**. The Union will advise the Employer of the Union nominees to the Committee **in writing as soon as practicable**. **Bargaining will occur during work hours at mutually agreed to dates and locations and will not unreasonably interfere with regular operations.**

- 9.02 Representative of the Canadian Union of Public Employees: The Union shall have the right at any time to have the assistance of representatives of the Canadian Union of Public Employees when consulting or negotiating with the Employer. **When attending to workplace the Employer shall be notified in advance where reasonably practicable**. Such representative(s) shall have access to the Employer's physical premises upon request in order to investigate and assist in the settlement of grievances. **Site visits by the Union shall be arranged in advance with the Employer and will not unreasonably interfere with regular operations.**

- 9.03 Time Off for Meeting: Four (4) representatives of the Union on the bargaining committee, who are the employee of the Employer, shall have the right to attend meetings between the parties to this Agreement held within working hours without loss of remuneration. Such employees shall report to their respective Head of Department upon leaving and returning to work.
- 9.04 Union Executive: The Union Executive shall be elected or appointed and shall be recognized by the Employer. **The Union will advise the Employer of any Union Executive member changes in writing as soon as reasonably practicable.**

ARTICLE 10 – GRIEVANCE PROCEDURE

- 10.01 Recognition of Union Stewards and Grievance Committee: The Employer recognizes that Stewards and the Union Grievance Committee have the right to investigate and present grievances during regular working hours without loss of earnings. The Union recognizes that each Steward is employed full-time by the Employer and that **the employee** will not leave **their** work during working hours except to perform **their** duties under this Agreement. Before leaving **their** work, the Steward shall obtain permission from **their** immediate Supervisor.
- 10.02 A Grievance shall be defined as any difference or dispute between the Employer and any employee(s) or the Union pertaining to any of the following:
- a) any matter relating to the terms of employment, conditions of employment, rates of pay, hours of work, or working conditions of any employee or employees;
 - b) any matter involving the interpretation or alleged violation of any provisions of this Agreement.
- 10.03 Settling of Grievances: An earnest effort shall be made to settle grievances fairly and promptly in the following manner:

No grievance shall be considered which is not presented within thirty (30) working days after the event or circumstance giving rise to the complaint came to the attention of the employee(s) or Union concerned. All grievances shall be presented in writing.

Informal discussion: Whenever possible, the employee/Union will discuss the complaints with the manager or Chief Administrative Officer prior to filing a formal grievance. If a matter cannot be resolved through discussions, then the Union and the employee may initiate the grievance procedure.

STEP 1: If an employee considers **they** have a grievance, **the employee** shall first present **the** grievance to the Steward or Grievance Committee for consideration.

STEP 2: Should a Steward and/or the Grievance Committee consider the grievance to be justified, **the Union** will seek to settle the dispute with the employee's **Manager**. The submission to the **Manager** shall be made within ten (10) working days of receipt of the grievance in Step 1. **The Manager shall submit their decision in writing to the Union with reasons for the decision within ten (10) working days of hearing the dispute.**

STEP 3: Failing satisfactory settlement within **ten (10)** working days after the dispute was submitted under Step 2, the Steward and/or the Grievance Committee will submit to the **Chief Administrative Officer** a written statement of the particulars of the grievance and the redress sought. The **Chief Administrative Officer** shall render **their decision in writing with reasons for the decision** within ten (10) working days after receipt of such notice.

STEP 4: Failing satisfactory settlement in Step 3, the Steward and/or the Grievance Committee shall, within ten (10) working days, submit the grievance to the Town's Union Negotiations Committee. The Committee shall render its decision within ten (10) working days of such submission.

STEP 5:

- a) Failing a satisfactory settlement being reached in Step 4, the Union may refer the dispute to binding arbitration within thirty (30) calendar days of receiving the decision at Step 4. Should the Union fail to request arbitration within this time frame, it will be explicitly understood by both parties that the Union has withdrawn the grievance(s).
- b) Only those matters where a dispute or disagreement in regard to the interpretation, meaning, operation or application of this Agreement may be submitted to the arbitration procedure.

10.04 **Union May Institute Grievances:** The Union and its representatives shall have the right to originate a grievance on behalf of an employee, or group of employees and to seek adjustment with the Employer in the manner provided in the Grievance Procedure. Such a grievance shall commence at Step 2.

10.05 **Replies in Writing:** Replies to grievances stating reasons shall be in writing at all stages.

ARTICLE 11 – ARBITRATION

11.01 Selection of an Arbitrator: The Employer, together with the Union, will establish a list of four (4) acceptable arbitrators. The single arbitrator will be chosen **by random draw by the parties** in from this list. **The arbitrator list will be:**

1. **Sheila Denysiuk**
2. **Anne Wallace**
3. **Ronni Nordal**
4. **Eric Cline**

11.02 Decision of the Arbitrator: The Arbitrator shall not be authorized to make any decisions inconsistent with the provisions of this Agreement, nor to substitute, alter, modify or amend any part of this agreement. The final decision of the Arbitrator shall be final, binding, and enforceable on all parties.

11.03 Jurisdiction of the Arbitrator: The Arbitrator's jurisdiction will be limited to interpreting this Agreement, and to vary or eliminate any disciplinary action or penalty imposed on the employee when, in the opinion of the Arbitrator, an injustice has been done. The Arbitrator shall render **their** decision no later than thirty (30) calendar days from the hearing date. The Arbitrator's decision shall be final and binding upon both parties.

11.04 Arbitrator Expenses: Unless otherwise agreed upon, the Employer and the Union shall pay equal portions of the fees, disbursements, and other expenses invoiced by the Arbitrator.

11.05 Amending of Time Limits: The time limits fixed in both the grievance and arbitration procedure may be extended by consent of the parties to this Agreement.

11.06 Technical Objections to Grievances: No grievance shall be defeated or denied by technical objection. An arbitrator shall have the power to allow all necessary amendments to the grievance and the power to waive formal procedural irregularities in the processing of a grievance, in order to determine the real matter in dispute and to render a decision which **the arbitrator** deems just and equitable.

ARTICLE 12 – SENIORITY

12.01 Seniority Defined (Type of Seniority Unit): Seniority is defined as the length of service in the bargaining unit **from the date of hire together with their absence from work due to: annual vacations, statutory holidays, personal sickness, occupational injury covered by workers compensation, Union leave, any approved leave of absence provided for by this agreement, and any other approved leave under *The Saskatchewan Employment Act***. Seniority shall operate on a bargaining-unit-wide basis.

12.02 Seniority Lists: The Employer shall maintain a seniority list showing the date upon which each employee's service commenced. An up-to-date seniority list shall be sent to the Union and posted on all bulletin boards in January of each year.

12.03 Probation for Newly Hired Employees: A newly hired employee shall be on probation for a period of six (6) months from the date of hiring. During the probationary period, the employee shall be entitled to all rights and benefits of this Agreement. After completion of the probationary period, seniority shall be effective from the original date of employment.

Trial Period: A permanent employee who has been promoted shall serve a trial period in the new position for a period of three (3) months. If such employee does not qualify within such time, they shall revert to their former position without loss of seniority provided that, if before the expiry of the trial period:

- a) It appears to the Town that such employee is incapable of qualifying for such position within the required period, they may be required to revert to their former position before such time without prejudice or loss of seniority and any other employee affected by such reversion shall likewise revert.
- b) The employee, by written request, may revert back to **their** former position without prejudice or loss of seniority and any other employee affected by such reversion shall likewise revert.
- c) A permanent employee who has successfully bid into a permanent full-time position at a lower rate of pay shall have the right to revert to their former position within three (3) months of the appointment.

12.04 Loss of Seniority: An employee shall not lose seniority rights if **the employee** is absent from work because of sickness, accident, lay-off, or leave of absence **provided for by this agreement or under *The Saskatchewan Employment Act***. An employee shall only lose **their** seniority in the event:

- a) **the employee** is discharged for just cause
- b) **the employee** resigns in writing
- c) **the employee** is absent from work in excess of three (3) working days without sufficient cause or without notifying the Employer, unless such notice was not reasonably possible.
- d) **the employee** fails to return to work within seven (7) calendar days following a layoff and after being notified by registered mail to do so, unless through sickness or other just cause. It shall be the responsibility of the employee to keep the Employer informed of **their** current address.

12.05 Promotions out of Scope: If an employee is promoted to a position with the Employer beyond the scope of this agreement such employee shall continue to accumulate **their** unit and company-wide seniority and in the event that such employee, for any reason, is, within a period of six (6) calendar months from **their** promotion date, reverted within the scope of this Agreement, **the employee** shall be entitled to return to the position from which **the employee** was promoted. **Other employees promoted or transferred as a consequence of the original promotion shall also be returned to their original positions without prejudice.**

ARTICLE 13 – PROMOTIONS AND STAFF CHANGES

13.01 Job Postings: When a vacancy occurs or a new position is created inside of the bargaining unit, the Employer shall notify the Union in writing, within two (2) weeks of such occurrence or decision, and post notice of the position in the Employer's offices, shops and on all bulletin boards for a minimum of one (1) week, so that all members will have an opportunity to make application.

13.02 Information in Postings: Such notice shall contain the following information: nature of position, qualifications, shift, wage or salary rate or range. All job postings shall state: "This position is open to male and female applicants."

13.03 The Town may advertise for a vacant position both internally and externally at the same time, but qualified Union member(s) shall be interviewed prior to the Town considering and interviewing any outside applicants.

13.04 Role of Seniority in Promotions and Transfers: Both parties recognize: In making staff changes, transfers, demotions or promotions, appointment shall be made of the applicant with the greatest seniority having the required qualifications.

Appointment: The Employer shall advise the Union of all successful applicants to each posting **in writing as soon as reasonably practicable** upon making appointments. The successful candidate shall be appointed to the new position within three (3) weeks of the closing date of the original posting. Where necessary, the appointment may be delayed to a later date upon mutual agreement between the Employer and Union.

13.05 Inability to Return to Work: If an employee on disability leave is, at the end of twenty-four (24) months, unable to return to work, the Town and the Union shall meet to determine whether the position vacated by the employee should be permanently posted. If the employee is able to return to work after twenty-four (24) months, **they shall be returned to the position last vacated or an equivalent position**, failing that the employee's name shall be placed on the disability re-employment list. While on the list the employee may also apply for positions for which they have seniority, providing qualifications and ability are sufficient for the work to be performed.

13.06 Re-employment List: Employees whose names are placed on the disability re-employment list shall retain vacation service, sick leave credits and seniority for the entire period.

ARTICLE 14 – LAYOFFS AND RECALLS

14.01 Role of Seniority in Layoffs: In the event of a layoff, employees shall be laid off in the reverse order of their bargaining-unit-wide seniority, provided those retained are qualified to perform the work.

14.02 Recall Procedure: Employees shall be recalled in the order of their seniority provided those recalled are qualified to perform the work available.

a) Where short-term or temporary work becomes available, an employee may refuse such call back without jeopardizing **their** call back seniority rights or a permanent or long-term position. Where refusal for such short-term work is exercised on two (2) separate occasions, the employee would then be placed on the bottom of the short-term and temporary call back list. **Short-term is defined as service of less than four (4) weeks of full-time employment.**

14.03 No New Employees: No new employees shall be hired until those laid off with the required qualifications have been given an opportunity of recall.

14.04 Notice of Layoff:

a) Notice: Employees shall be given at least one (1) weeks' notice of layoff, otherwise notice shall be as follows:

- two weeks' written notice, if the period of employment is one year or more but less than three years;
- four weeks' written notice, if the period of employment is three years or more but less than five years;
- six weeks' written notice, if the period of employment is five years or more but less than ten years;
- eight weeks' written notice, if the period of employment is ten years or more.

b) Pay in Lieu: If the employee has not had the opportunity to work the days as provided in this article or by legislation, the employee shall be paid for the days for which work was not made available.

14.05 Employee Options in the Event of Staff Reduction: **In the event of a layoff due to reduction in staff, closure of facilities, or suspension of services, and where no mutually agreed resolution is achieved between the parties, the affected employee may elect one of the following options:**

- **To exercise bumping rights, in which case the provisions of Article 14.06 Bumping shall apply.**

- To go on layoff, in which case the provisions of Article 14.02 Recall shall apply.

14.06 Bumping

- a) In the event of layoff, an employee who is displaced as a result of a permanent reduction in staff may exercise bumping rights by “bumping” an employee with less bargaining-unit seniority, provided:
 - There are no vacancies for which the employee is qualified; and
 - The employee possesses the minimum qualifications for the position as outlined in the job description.
- b) The Employer shall provide a training period of thirty (30) calendar days to enable the employee to adjust to the duties and responsibilities of the new position. The training period may be extended once by mutual agreement.

14.07 Notice to Union: Where the Employer intends to abolish a position covered by this Agreement, a minimum of thirty (30) days’ written notice shall be provided to the Union, including the reasons for the change.

The Employer shall meet with the Union to discuss potential alternatives.

ARTICLE 15 – DISCIPLINE, SUSPENSION AND DISCHARGE

15.01 Burden of Proof: The Employer agrees that they will not discharge, suspend or discipline an employee, except for just cause. The burden of proof for establishing just cause shall rest with the Employer. Where an employee is disciplined, they shall be advised of the reasons for the discipline in writing via letter, memo or email and the Employer shall provide a copy of the written document of discipline to the Union.

Union Representation: All employees called into any meeting with the Employer where an investigation into conduct that could lead to discipline or where disciplinary measures are being discussed, will be advised in advance of such as to the purpose of the meeting and that they have the right to have Union representation at such meetings. The Union will be advised at least four (4) hours in advance of any meeting called by the Employer for this purpose. **These meetings will be at no loss of pay to the Union representative(s) attending nor the employee called to such meeting. This includes union members who are being interviewed as witnesses to incidents.**

15.02 Suspension: Where an employee is terminated or suspended with cause or **issued a reprimand following an investigation**, the Employer shall provide the suspension or dismissal in writing to the employee in the presence of a Shop Steward, such written notice to indicate the nature of the discipline and the reasons for its application. **The Employer will issue a copy of the letter to the Union. It is understood and agreed that instances of coaching do not constitute formal discipline.**

The Employer reserves the right to immediately suspend an employee with pay pending the outcome of an investigation or in the instance of an immediate threat to safety.

15.03 Adverse Report: Where an out-of-scope **manager** believes that **performance of an employee is unsatisfactory they may:**

- **Issue a letter of expectation which outlines the expectations the Employer has for the employee and steps to improve. These letters are non-disciplinary and will not form part of the record for the purposes of corrective or progressive discipline.**

If the out-of-scope **manager** considers that an employee's conduct warrants reprimand, suspension or dismissal, the practice shall be to provide the reprimand, suspension or dismissal in writing to the employee in the presence of a Shop Steward. The employee's reply to such expression of dissatisfaction shall become part of **their** record. If the procedure in regard to the reprimand, suspension, or dismissal as stated above is not followed, such expression of dissatisfaction shall not become part of **the employee's** record or used against **them** at any time. An employee may at any time examine **their** record.

15.04 Employee Performance Review: When a review of an employee's work performance is made, the employee concerned shall be given the opportunity to read such review. The employee shall be required to sign an acknowledgement that they have been given an opportunity to read the performance review and shall be provided with a copy. Such signature shall not constitute an agreement with the contents of the review.

15.05 Files: Employees shall have the right to inspect their file by arrangement with administration, and make copies of performance appraisals and disciplinary letters. **With written consent of the employee, the Union will have access to the same.**

15.06 Records of Discipline: Written records of discipline shall be removed from the employee's file after a period of two (2) years in the case of written reprimands and after a period of three (3) years in the case of a more serious disciplinary action, provided the employee has had a clear discipline record.

ARTICLE 16 – HOURS OF WORK

16.01 Administration: Parks and Recreation, Public Works/Utilities & Town Hall

The basic work week shall be based on thirty-seven and one-half hours (37 1/2) and the basic work day seven and one-half (7 1/2) hours, with a half (1/2) hour unpaid lunch break.

Hours of work for Administrative Assistants in Works and Administrative Assistants for Parks and Recreation will be 7:30 a.m. to 4:00 p.m.

Hours of work for Administrative Assistants and Accounting Clerks working in Town Hall will be 8:00 a.m. to 4:30 p.m.

To achieve an earned day off (EDO) every third week, on a mutually agreed upon day, administration staff will work eight (8) hours per day. The EDO will be scheduled as per approval of the department manager.

16.02 Paid Rest Period: An employee shall be permitted a rest period of fifteen (15) consecutive minutes in both the first half and the second half of a shift. The timing of these breaks may be adjusted as required due to work circumstances.

16.03 Public Works Department

The basic work week shall consist of forty (40) hours for all employees. The basic work day will be from 7:30am to 4:30pm, with one (1) hour unpaid meal break per day.

16.04 Parks and Recreation Department

The basic work week shall consist of forty (40) hours.

- **Summer/Seasonal Hours: Monday to Friday, 7:00 a.m. to 4:00 p.m. with one (1) hour unpaid meal break.**
- **Winter Hours: Compressed Shift Schedule, 10-hour days, 3 days off per week, with one (1) hour paid meal break.**

Shifts may include combinations of:

- **Days/Afternoons: Day shifts begin at 7:00 a.m.**
- **Afternoons/Evenings: Evening shifts begin at 2:30 p.m.**
- **Weekends may be scheduled based on operational requirements**

16.05 Utility Maintenance and Operators Schedule: The employees' work schedule is based on eighty (80) hours over a period of two (2) weeks before overtime will be paid. Normal schedule will be on a rotational basis (if applicable) with hours of work to be 7:30 a.m. to 4:30 p.m. and will have a one (1) hour unpaid lunch break.

16.06 **Summer students will be scheduled for nine (9) hour shifts with a one (1) hour unpaid lunch break, with the exception of summer students working at the campground who will be scheduled for eight (8) hour shifts with one (1) hour paid lunch break.**

ARTICLE 17 – OVERTIME

- 17.01 **Overtime Defined:** All hours worked before or after the regularly scheduled work day and continuous with the regular work day and/or the regular work week, or on a holiday, shall be considered overtime hours. All overtime must be authorized by the employee's supervisor and, unless an immediate emergency or unforeseen event, shall be authorized in advance.
- 17.02 **Compensation for Work Before and After Daily Scheduled Hours:** Overtime work before and after the regular daily hours shall be paid for at the rate of time and one-half (1 1/2) for the first one (1) hour and double (2X) time thereafter in any one day or shift.
- 17.03 **Compensation for Work on Regularly Scheduled Days Off:** Overtime work on regular days off shall be paid for at the rate of time and one-half (1 1/2) for the first **one (1)** hours and double (2X) time thereafter in for continuous work.
- 17.04 **Compensation for Work on Statutory Holidays:** Overtime work on a paid holiday when the employee was not scheduled to work shall be paid in addition to Statutory Holiday pay at the rate of time and one-half (1 1/2) for each hour or part thereof **the employee works.**
- 17.05 **Call Back:** An employee notified or called back to perform work not continuous with before or after the regular day work period, shall be paid for a minimum of three (3) hours at the rate of time and one-half (1 1/2) and double (2X) time thereafter.
- In the event of a second call back on the same day, the employee shall receive a minimum of two (2) hours at double (2X) time their regular hourly wage.**
- 17.06 **Stand-By:** An employee required to be on stand-by shall receive **sixty dollars (\$60.00)/day.** It is recognized that a stand-by assignment for the purpose of this premium payment would not exceed twenty-four (24) consecutive hours.
- An employee shall also receive the call-back or overtime provisions of this Agreement for any work performed while on stand-by assignment **concurrently.**
- 17.07 **No Lay-Off to Compensate for Overtime:** An employee shall not be required to lay off during regular work hours to equalize any overtime worked.
- 17.08 **Time Off in Lieu of Overtime:** Instead of cash payment for overtime, an employee may choose to receive time off at the appropriate overtime rate at a time selected by the employee and agreed upon by the Employer. All earned time off in lieu of overtime shall be used per fiscal year and all remaining lieu time shall be paid out at the end of each fiscal year.

ARTICLE 18 – HOLIDAYS

18.01 The following shall be observed as paid holidays:

New Year's Day, Family Day, Good Friday, **Easter Monday**, Victoria Day, Canada Day, Saskatchewan Day, Labour Day, **National Day for Truth and Reconciliation**, Thanksgiving Day, Remembrance Day, Christmas Day, Boxing Day and any other day proclaimed as a holiday by the Federal, Provincial or Municipal Government.

18.02 Compensation for Holidays Falling on Saturday: When any of the above-noted holidays falls on a Saturday and is not proclaimed as being observed on some other day, the **following Monday** shall be deemed to be the holiday for the purpose of this Agreement.

18.03 Compensation for Holidays Falling on Sunday: When any of the above-noted holidays falls on a Sunday and is not proclaimed as being observed on some other day, the following Monday (or Tuesday, where the preceding clause already applies to the Monday) shall be deemed to be the holiday for the purpose of this Agreement.

18.04 Statutory Holiday Pay: Employees shall be paid holiday pay on all wages earned in the previous four (4) weeks. Pay shall be in accordance with the public holiday pay formula provisions of *The Saskatchewan Employment Act* for the named holidays in Article 18.01.

ARTICLE 19 – VACATIONS

19.01 Vacation Credits: Vacation credits will be applied **and** be available to be taken on January 1 of each year per the formula provided for in **Article 19.02**.

19.02 Length of Vacation: An employee shall receive an annual vacation with pay in accordance with **their** years of employment as follows:

less than one (1) year	1 1/4 working days for each month
one (1) year or more	20 working days
at the beginning of the 7th year and each year thereafter	25 working days
at the beginning of the 14th year and each year thereafter	30 working days
at the beginning of the 20th year and each year thereafter	30 + 1 day for each year worked to a maximum of 40 days

An employee may carry forward ten (10) days of unused vacation credits from one year to the next year only subject to Chief Administrative Officer approval. All unused vacation must be used by May 31 of the following year.

- 19.03 Compensation for Holidays Falling Within Vacation Schedule: If a paid holiday is observed during an employee's vacation period, **the employee** shall be allowed an additional vacation day with pay at a time mutually agreed upon with the Employer or otherwise at the end of the vacation period.
- 19.04 Vacation Pay: Vacation pay for each week of vacation shall be calculated on the basis of the employee's current regular rate of pay. The vacation pay shall include regular shift bonus, where applicable. The Town agrees to pay out on the last pay period of each year any vacation pay on bonuses to employees if applicable.
- 19.05 Approved Leave of Absence During Vacation: Where an employee is hospitalized during **their** period of vacation, there shall be no deduction from vacation credits for such absence, provided the employee submits verification of being hospitalized. The period of vacation so displaced shall be reinstated for use at a later date at a time mutually agreed with the Employer.
- 19.06 Overtime Vacation Rate: No employee shall be required to work during **their** scheduled vacation period.
- 19.07 Vacation Approval: **Vacation requests will be approved with consideration given to the operational requirements of the department. Approval will not be unreasonably withheld.**

ARTICLE 20 – SICK LEAVE PROVISIONS

- 20.01 Sick Leave Defined: Sick Leave means the period of time an employee is absent from work by virtue of being sick or disabled or because of an accident for which compensation is not payable under *The Workers' Compensation Act, 2013*.
- 20.02 a) Income replacement for periods of sick leave will be provided under the terms and conditions of the Town's current Short and Long-term Disability Plan. The employee's regular hourly rate of pay will continue up to and including the commencement of the income replacement benefit provided under the Plan provided the employee has sufficient sick leave credits to cover this period.
- b) Notwithstanding subsection (a) hereof at the commencement of a sick leave and in the case of suspected misuse of sick leave, an employee shall, at the discretion of the Town, produce a medical certificate signed by a duly qualified Medical Practitioner certifying the said employee was unable to perform **their** work. **The Employer will cover the cost of one (1) sick note per calendar**

year. These notes will not be requested unless the period of illness exceeds five (5) consecutive working days.

- c) During the probationary period, an employee is entitled to sick leave without pay. Permanent employees, upon date of hire, will accumulate sick leave at the rate of one and one-quarter (1 ¼) working days per month of service. Temporary employees, after four (4) months service, will accumulate sick leave at the rate of one and one-quarter (1 ¼) working days per month of service. Employees will accumulate unused sick leave to a maximum accumulation of sixty (60) days.

20.03 An employee will be required to notify the Employer upon becoming aware **the employee** is unable to report to work prior to the commencement of a shift.

20.04 Family Sick Leave

Employees shall be entitled to access a maximum of **ten (10)** days each year from their accrued sick leave to attend to the illness of a spouse, dependent child, dependent family member or parent.

ARTICLE 21 – LEAVE OF ABSENCE

21.01 Grievance and Arbitration Pay Provision: Representatives of the Union shall not suffer any loss of pay or benefits for the time involved in direct grievance and arbitration procedures with the Employer during regular working hours, including meetings called by the Employer where an employee is entitled to have Union representation.

21.02 Leave of Absence for Union Functions: Employees selected as delegates to attend Union Conventions or business meetings in connection with the affairs of the Union upon giving not less than two (2) weeks' notice, shall be granted leave of absence with pay for a period not to exceed two (2) weeks. The Employer will then invoice the Union for all wages and benefits paid to employees on union leave. Such leaves of absence will be granted insofar as operations may permit.

21.03 Leave of Absence for Full-time Union or Public Duties: Employees **shall** be granted a leave of absence without pay for a period of up to, but not to exceed one (1) year. **Leaves shall be extended by mutual agreement and may not be unreasonably withheld.** Application for such leave of absence must be made not less than thirty (30) days prior to commencement of same. The employees' seniority shall be retained.

21.04 Leaves of Absence for Personal Reasons: Leaves of absence for personal reason without pay may be granted at the discretion of the Town. **These leaves shall not be unreasonably withheld.**

- 21.05 a) Paid Bereavement Leave: Where a death or serious illness of an employee's **immediate family, as defined in Article 3.19 Immediate Family**, such employee shall be granted up to **five (5)** regularly scheduled work days of bereavement leave, per calendar year, without loss of pay or benefits.
- b) Mourner's Leave: One (1) day leave shall be granted for an employee required to attend as a pallbearer and one-half (½) day mourners leave shall be granted when requested by an employee. All leaves shall be without loss of pay or benefits.

The maximum combined amount of paid leave that can be taken above is two (2) days per calendar year.

- 21.06 Medical Care Leave: **With management's approval, employees** may be granted leave of absence with pay in order to undertake personal medical or dental care examination by qualified and certified medical and/or dental practitioners to an aggregate of **four (4)** days annually.
- 21.07 Maternity, Parental and Adoption Leave: The terms and conditions for these leaves shall be those as defined by *The Saskatchewan Employment Act* and all other applicable legislation.
- 21.08 Paid Jury or Court Witness Duty Leave: The Employer shall grant leave of absence without loss of seniority benefits to an employee who serves as a juror or witness in court. The Employer shall pay such an employee the difference between **their** regular hourly rate of pay and the payment **the employee** receives for jury service or court witness, excluding payment for travelling, meals or other expenses. The employee will present proof of service and the amount of pay received. The employee will be required to return to **their** workplace when excused from court duty where practicable.
- 21.09 Education Leave: An employee shall be entitled to a leave of absence with pay at regular hours and rate and expenses according to travel rates set by Council from time to time without loss of seniority and benefits to write examinations with regard to a course of study approved by the Employer. The Town shall pay for all tuition fees and expenses incurred for books applicable to a course approved by Council, however, the books become the property of the Town and shall be housed at the applicable department of the Town.
- 21.10 Unless otherwise stated within the terms of this Agreement, the maintenance of employee benefit plans during leaves of absences without pay, shall be conditional on the bylaws and regulations of the plan(s) concerned, and upon payment of the full cost by the employee for any period of unpaid leave in excess of one (1) month.

21.11 Indigenous Voting Privileges: In recognition of voting privileges in Indigenous communities, up to three (3) hours during the work day will be provided for employees who are registered voters in their recognized community.

ARTICLE 22 – PAYMENT OF WAGES AND ALLOWANCES

22.01 Automatic Deposit: Early payroll is not an option with automatic deposit.

- a) **Paydays: The Employer shall pay salaries and wages bi-weekly [twenty- six (26) times per year] in accordance with Schedule "A" attached hereto and forming part of this Agreement.**
- b) **All employees shall have their earnings transferred to the financial institution of their choice, provided that the institution selected is able to process electronic transfers.**

Changes made by employees to their financial institution, account number, branch, etc., that affect the Town of Battleford's ability to transfer their earnings to them, will require seven (7) working days' notice to the Payroll Department.

- c) **All financial institution information supplied by employees will be kept confidential and will be used only for the purpose of paying employees.**
- d) **The Town of Battleford will provide each employee an itemized statement of the pay period's earnings and deductions.**

22.02 a) Acting Pay: When an employee is temporarily assigned to **perform duties of a higher paying position **for a minimum of one hour**, the employee shall receive the rate of pay for the higher paying position for all hours worked in the higher paid position.**

In the case of Equipment Operation, an employee would only receive the higher rate of pay when operating the Grader, for all hours worked on the grader.

- b) **An employee temporarily assigned to **perform duties** of a higher position outside of the bargaining unit shall be paid the rate of the higher position for all hours worked. The employee shall be deemed to be covered by all provisions of this Collective Agreement for the time worked outside of the bargaining unit.**

22.03 Pay on Transfer to a Lower Rated Job: When an employee is temporarily assigned to a position paying a lower rate, **their rate shall not be reduced.**

22.04 Vehicle Allowance: Rates paid to employees required to use their own automobile for the Employer's business shall be paid at the current council rate.

22.05 Shift Differential: Employees working regularly scheduled hours, between 6:00 p.m. and 8:00 a.m. shall be paid a shift differential of one dollar (\$1.00) per hour for all hours worked within that period. Summer hours worked from 7:00 a.m. to 8:00 a.m. do not qualify for shift differential.

22.06 Weekend Differential: Employees who are required to work Saturdays and Sundays shall receive a differential of one dollar (\$1.00) per hour for all hours worked on those days.

ARTICLE 23 – DIRTY WORK & HAZARD PREMIUM

23.01 All work performed:

- a) in sewer lifts, or;
- b) in sewage lines, or;
- c) in the sewer lab, or;
- d) in lagoon cells, or;
- e) working under mobile homes, or;
- f) during dog shows, or;
- g) cleaning up after special events within the arena, or;**
- h) picking up animal faeces, or;**
- i) operating the steamer, or;**
- j) applying herbicides and pesticides, or;**
- k) any other circumstances mutually agreed to between the parties**

shall be considered dirty or hazardous work and a premium of **two dollars and fifty cents (\$2.50)** per hour shall be paid to all employees performing such work.

ARTICLE 24 – JOB CLASSIFICATION & RECLASSIFICATION

24.01 Job Descriptions: The Employer agrees to draw up and review with the Union all job descriptions for all positions and classifications for which the Union is bargaining agent. Upon request these descriptions shall be presented to the Union or the employee.

24.02 Rates of Pay: Rates of pay for any new in-scope classification or positions that may be established during the term of this Agreement, shall be subject to negotiations between the parties to this Agreement. The Town shall have the right to establish reasonable rates to be paid until the classification or position rate is agreed upon.

ARTICLE 25 – EMPLOYEE BENEFITS

25.01 BENEFIT PLANS

The Town agrees to provide the following benefit plans to all **full-time, term, and seasonal** employees upon the successful completion of three (3) months of continuous employment:

- a) Life Insurance
- b) Accidental Death and Dismemberment
- c) Dependent Life Insurance
- d) Short Term Disability
- e) Long Term Disability
- f) Extended Health and Vision
- g) Dental

For employees who join the plan, the employee premium for the period from attainment of benefits and the following June 1, will be deducted in the four (4) pay periods following application to join the plan.

Subsequently, the following 12 months employee premiums are deducted in the first four (4) pay periods following June 1.

25.02 All benefits specified in Article 25 shall be provided through insurance obtained by the Employer, and the administration of such plans shall be subject to and governed by the terms and conditions of the policies or contracts entered into with the underwriters of the plan. The Employer in no instance will be considered the insurer.

The Employer agrees to provide to the Union advance notice of changes to the benefit plans, including changes to insurance carrier.

The premium cost shall be paid one-hundred percent (100%) by the Employer with the exception of the Life, Dependent Life and the Short and Long Term Disability Plans, which the employee shall be 100% responsible for the premium cost.

Both parties agree to a yearly review of the total Benefit Plan premiums.

25.03 Pension Plan: All employees shall join the Saskatchewan Municipal Employee's Superannuation Plan in accordance with the conditions of said Plan.

25.04 **Workers' Compensation Pay Supplement:** All employees shall be covered by *The Workers' Compensation Act, 2013*. An employee prevented from performing **their** regular work with the Employer on account of an occupational accident that is covered by *The Workers' Compensation Act, 2013* shall receive from the Employer the difference between **their** regular hourly rate of pay and the amount payable by *The Workers' Compensation Act, 2013* for a maximum of nine (9) months or until an award of a partial or permanent pension, whichever shall come first.

Pending a determination of the insurable claim, the employee shall continue to receive the full pay and benefits of this Agreement, subject to necessary adjustments, unless the claim is disputed or appealed. In doing so, the Employer will pay to the employee the difference between the employee's regular salary and any compensation the employee receives from the Workers' Compensation Board. The Employer shall indicate the amount received from the Compensation Board on the employee's Income Tax (T4) form.

The Employer shall continue to pay to an employee who is receiving Workers' Compensation benefits their regular rate of pay on an uninterrupted basis, and shall continue to deduct all necessary premiums as if the employee were still present at work during the time they are absent from work and collecting Workers' Compensation benefits.

25.05 **Health Spending Account:** The Town shall provide a flexible Health Spending Account for all employees in the amount of \$200 per year for any services and/or equipment reasonably connected to wellness with accompanying receipts or to supplement their existing coverage under the current health and dental plan. Reimbursement will be cumulative on a yearly basis and reimbursement will be within 30 days of satisfactory receipt.

ARTICLE 26 – SAFETY

26.01 **Union-Employer Safety Committee:** A safety and health committee shall be established and composed of equal representatives appointed by the Employer and the Union.

Employer Obligation: The Employer has the primary responsibility for ensuring that safe conditions prevail within the workplace, to take reasonable and practicable measures, both preventative and corrective, to protect the health and safety of employees.

Union Obligation: The Executive Officers and Shop Stewards of Local 3003, in co-operation with the Employer, shall encourage employees to work in a safe manner, and shall promote healthy and safe working conditions.

Employee Obligation: Employees are responsible for taking the necessary measures to ensure their health, safety and physical well-being and that they do not endanger the health, safety and physical well-being of other persons in the workplace.

26.02 Safety Committee Pay Provisions: Representatives of the Union shall suffer no loss of pay for attending such safety meetings. Copies of minutes of all committee meetings shall be sent to the Employer and to the Union and also shall be posted on the Bulletin Board. **Any notice of infraction shall be forwarded to the Union.**

ARTICLE 27 – INCLEMENT WEATHER

27.01 Whenever work cannot reasonably be continued during working hours by reason of severe inclement weather, the Employer shall provide indoor work or send the employee home with pay.

ARTICLE 28 – GENERAL CONDITIONS

28.01 Clothing: The Employer shall provide at their cost, clothing to employees according to the following:

1) Inside Workers

- a) **For 2025**, one (1) smock for each employee up to a value of one-hundred and fifty dollars (\$150.00) annually.

Effective January 1, 2026, a clothing allowance will be paid to inside workers in the following amounts:

2026: \$175

2027: \$200

2) Outside Workers

- a) **For 2025**, one (1) pair of coveralls annually for each employee; or one (1) pair of coveralls of their choice up to a value of one-hundred and fifty dollars (\$150.00) annually upon providing a receipt to the Employer. Employees may carry forward the coverall allowance maximum of three-hundred dollars (\$300.00) up to one year beyond the year in which the allowance was issued.

Effective January 1, 2026, a clothing allowance will be paid to outside workers in the following amounts:

2026: \$175

2027: \$200

- b) **For 2025, one pair of CSA safety approved work boots of their choice up to a value of two-hundred and fifty dollars (\$250.00) annually upon providing a receipt to the Employer. Employees may carry forward the boot allowance maximum of five-hundred dollars (\$500.00) up to one year beyond the year in which the allowance was issued.**

Effective January 1, 2026, a boot allowance will be paid annually for CSA safety approved work boots in the following amounts:

2026: \$275

2027: \$300

If a manager has reason to believe that an employee has not utilized the allowance for its intended use, an employee may be asked to produce a receipt(s).

- 3) An employee who has completed their:

- a) Six (6) month probation period shall be eligible for:

A Bunny Hug with the Town's logo, department and personal name (if desired) at the cost of the Town.

- 4) Summer Students

To be paid at the end of the employment period:

- a) Inside Workers

- i) One (1) smock annually for each employee up to a value of fifty dollars (\$50.00).

- b) Outside Workers

- i) \$50.00 towards one (1) pair of coveralls annually upon providing the receipt to the Town

- ii) \$50.00 towards one (1) pair of CSA safety-approved work boots annually upon providing a receipt to the Town

28.02 Bulletin Boards: The Employer shall provide bulletin boards which shall be placed so that all employees will have access to them and upon which the Union and Employer shall have the right to post notices of meetings and such other notices that may be issued by the Union or the Employer.

28.03 Allowance for Tools: The Employer shall supply all tools necessary for the performance of duties.

ARTICLE 29 – GENERAL

Long-term Employee Recognition:

Effective January 1st, 2026, employees shall receive a bonus for their completion of years of service as follows:

Five (5) years	– \$100
Ten (10) years	– \$300
Fifteen (15) years	– \$600.00
Twenty (20) years	– \$800.00
Twenty-five (25) years	– \$1,000.00
Thirty (30) years	– \$1,200.00

ARTICLE 30 – TERM OF AGREEMENT

- 30.01 **Duration:** This agreement shall be binding and remain in effect from January 1, **2025** to December 31, **2027**, and shall continue from year to year thereafter unless either party gives to the other party notice in writing that it desires its amendment.
- 30.02 **Changes in Agreement:** Any changes deemed necessary in this Agreement may be made by mutual agreement at any time during the existence of this Agreement.
- 30.03 **Notice:** Either party to a collective bargaining agreement may, not less than sixty (60) days or more than one-hundred and twenty (120) days before the expiry date of the agreement, give notice in writing to the other party to negotiate a revision of the agreement, and where a notice is given, the parties shall forthwith bargain collectively with a view to the renewal or revision of the agreement or the conclusion of a new agreement.

WAGES

Schedule "A": This provision of Schedule "A" shall also form part of this Agreement.

January 1, 2025 to December 31, 2025: 4%

January 1, 2026 to December 31, 2026: 3%

January 1, 2027 to December 31, 2027: 2%

In addition, all classifications in Schedule "A" will receive \$1/hour a base rate increase each year of this agreement.

RETROACTIVITY:

All increases in compensation and benefits as negotiated by the parties shall be applied retroactively to January 1, 2025.

Retroactivity shall also apply to all laid off, retired or deceased employees for all entitled hours between the expiry of the last Collective Agreement and their last date of employment with the Employer.

Summer Students will receive the agreed 4% increase for 2025 paid to them for hours worked in 2025.

SCHEDULE "A"

January 1, 2025 to December 31, 2027

	2025 (4% GWI)	2026 (3% GWI)	2027 (2% GWI)
Administrative Assistant			
Probationary	\$24.01	\$25.73	\$27.24
Rate of Pay	\$25.97	\$27.75	\$29.30
	GWI+\$1/year	GWI+\$1/year	GWI+\$1/year
Accounting & Utility Clerk			
Probationary	\$27.09	\$28.90	\$30.48
Rate of Pay	\$29.17	\$31.05	\$32.67
	GWI+\$1/year	GWI+\$1/year	GWI+\$1/year
Maintenance Personnel and Arena Operators			
Probationary	\$24.01	\$25.73	\$27.24
Rate of Pay	\$25.97	\$27.75	\$29.30
	GWI+\$1/year	GWI+\$1/year	GWI+\$1/year
Summer Students	\$17.65	\$19.18	\$20.56
	GWI	GWI+\$1/year	GWI+\$1/year
Water & Sewer Plant Operators			
Probationary Plant Operator-In-Training	\$25.42	\$27.18	\$28.73
Plant Operator-In-Training	\$26.47	\$28.26	\$29.83
	GWI+\$1/year	GWI+\$1/year	GWI+\$1/year
Plant Operator I	\$29.00	\$30.87	\$32.48
Plant Operator II	\$33.31	\$35.31	\$37.02
	GWI+\$1/year	GWI+\$1/year	GWI+\$1/year
Equipment Operators			
Probationary	\$28.24	\$30.09	\$31.69
Rate of Pay	\$30.37	\$32.28	\$33.93
	GWI+\$1/year	GWI+\$1/year	GWI+\$1/year

OTHER

The parties agree to make all necessary arrangements to enter into negotiations prior to the expiry of the current term.


SIGNING PAGE

Signed this 17 day of FEBRUARY, 2026.


IN WITNESS WHEREOF each of the parties hereto have entered into this Agreement and caused it to be signed by its duly authorized representatives as of the day and year first above written.

On behalf of CUPE Local 3003:

On behalf of the Town of Battleford:




Kayla Noble – President



Ames Leslie – Mayor



Pat Newman – Committee Member



Landon Chambers –
Chief Administrative Officer



Miron Ramac – Committee Member



Nick Ropson – Committee Member

