

CUPE / *Canadian Union
of Public Employees*

COLLECTIVE AGREEMENT

BETWEEN

THE TOWN OF TISDALE

AND

**CANADIAN UNION OF
PUBLIC EMPLOYEES**

LOCAL 777-02

January 1, 2025 to December 31, 2027

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THIS AGREEMENT MADE

BETWEEN

**THE CORPORATION OF THE TOWN OF TISDALE,
OF THE PROVINCE OF SASKATCHEWAN**

(hereinafter called the "Town")

PARTY OF THE FIRST PART

AND

**THE CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL UNION 777-02 (CLC)**

(hereinafter called the "Union")

PARTY OF THE SECOND PART

PREAMBLE

It is the purpose of this Agreement to provide a framework that:

- a) represents a respectful relationship between the parties and provides just working conditions;
- b) recognizes the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, hours of work and wages; and
- c) promotes the morale, well-being and security of all employees in the Bargaining Unit in an atmosphere of mutual dignity and respect.

ARTICLE 1 – INTERPRETATION

In this Agreement, the expression:

- a) "Town" means the Corporation of the Town of Tisdale.
- b) "Employee" means any person who is employed by the Town except as provided for in Article 3.
- c) "Permanent Full-Time" means any employee who has been assigned to a job which is recognized as a permanent position and has passed the probationary period provided in Article 11 a).
- d) "Permanent Part-time Employee" means an employee who works less than the normal hours of work on a regularly scheduled basis. Said employees are entitled to all rights and benefits laid out in this Collective Agreement on a pro-rated basis.
- e) "Temporary Employee" means an employee who is employed in work of a temporary nature.
- f) "Council or "Town Council" means the Council of the Town.
- g) "Member" means a member of the Canadian Union of Public Employees Local Union 777-02 who is an employee of the Town.
- h) "Town Administrator" means the Town Administrator for the Town of Tisdale.
- i) "Seasonal Employee" means an employee assigned to a seasonal position who is subject to lay-off and recall due to the cyclical nature of the work.

ARTICLE 2 – SCOPE

This Agreement shall cover all of the employees employed by the Town of Tisdale in the Province of Saskatchewan except the Town Administrator, the Assistant Town Administrator, one (1) Confidential Secretary, Director of Public Works and Utilities, Director of Economic Development, Swimming Pool Staff, Recreation Manager, Parks & Recreation Foreman, RECPlex Concession Workers and Town Foreman.

ARTICLE 3 – RECOGNITION AND NEGOTIATIONS

3.01 Bargaining Unit

- a) The Town, or anyone authorized to act on its behalf, recognizes the Union as the sole collective bargaining agency for its employees classified and covered by this Agreement.
- b) The Union acknowledges the exclusive right of the Town to manage the affairs of the Town and to direct the working force, including the right to plan, direct and control operations to maintain the discipline and efficiency of the employees. The Town retains all rights not limited by a specific provision of this Agreement.

3.02 Work of the Bargaining Unit

Persons whose jobs (paid or unpaid) are not in the Bargaining Unit will not work on any jobs which are included in the Bargaining Unit except in cases mutually agreed upon in writing by the parties.

3.03 Crossing of Picket Lines During a Strike

An employee covered by this Agreement will have the right to refuse to cross a picket line or refuse to do the work of striking or locked out employees. Failure to cross such a picket line or to perform the work of striking or locked out employees by a member of this Union will not be considered a violation of this Agreement, nor will it be grounds for disciplinary action, other than loss of wages for the period involved. Any employee who exercises their right under this Article will notify the Employer immediately.

3.04 No Other Agreements

No employee will be required or permitted to make any written or verbal agreement with the Employer or their representatives which may conflict with the terms of this Agreement. No individual employee or group of employees will undertake to

represent the Union at meetings with the Employer without proper authorization from the Union.

3.05 Employee Contact information

The Employer will provide to the Union a list of all the employees in the bargaining unit. The list will include each person's name, job title/classification, home mailing address, home telephone number (and other available personal telephone numbers, such as cellular numbers), work email and, if available, personal email. The list will also indicate the employee's work site and employment status (such as full-time, part-time, temporary, seasonal, casual), and if the employee is on a leave of absence, the nature of the leave. The employee contact list will be provided in an electronic spreadsheet to the Union contact designated by the Executive on a quarterly basis.

ARTICLE 4 – NO DISCRIMINATION

The Town and the Union agree that there will be no discrimination, interference, restriction or coercion exercised or practiced with respect to any employee by reason of age, race, perceived race, creed, colour, national origin, political or religious affiliation, family status, sex or marital status, sexual orientation, disability (subject to bona fide occupational requirements), age (as defined by *The Saskatchewan Human Rights Code*), place of origin, receipt of public assistance, place of residence nor by reason of their membership or activity in any Union.

ARTICLE 5 – UNION SECURITY

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

ARTICLE 6 – CHECK-OFF OF UNION DUES

Upon written authorization from the employee, the Town agrees to deduct from any employee any monthly dues as levied in accordance with the Union Bylaws and owing by them to the Union. Deduction will be made from the payroll period at the end of each month and shall be forwarded to the Secretary-Treasurer of the Union not later than the tenth (10th) day of the month following in respect of which deductions have been made, accompanied by a list which

shall include the following information of all employees from whose wages the deductions have been made.

- a) name, employment status (such as full-time, part-time, temporary, casual), classification/job title, work location, regular earnings, hours worked and dues deducted
- b) address and phone number for each employee
- c) time period for which dues were deducted
- d) amount of dues deducted for the time period for each employee; and
- e) amount of regular earnings for the time period for each employee

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

ARTICLE 7 – TOWN WILL ACQUAINT NEW EMPLOYEES

The Town agrees that the Local President or designate (from a new employee's work area) be given the opportunity to acquaint a new employee with the structure, benefits and duties of Union membership. A maximum of fifteen (15) minutes, during regular working hours, shall be allowed for this purpose without loss of pay for either employee.

ARTICLE 8 – CORRESPONDENCE

All correspondence between the parties hereto arising out of this Agreement or incidental thereto shall pass to and from the Town Administrator and the designated Secretary of the Union.

ARTICLE 9 – LABOUR MANAGEMENT NEGOTIATIONS

a) **Bargaining Committee**

A Bargaining Committee shall be appointed by the Council as appointees of the Town and the Union shall also appoint a Bargaining Committee as appointees of the Union. The Union will advise Council of the Union's nominees to the Committee and the Council will notify the Union of Council's nominees to the Committee.

b) **Representatives of the Canadian Union of Public Employees**

The Union shall have the right at any time to have the assistance of a representative of the Canadian Union of Public Employees when dealing with Town representatives, and

representatives of the Town shall have the right at any time to have the assistance of a representative of their choice.

c) Meeting of Committee

In the event of either party wishing to call a meeting of the Committees, the Town Administrator shall be notified. The said meeting shall be held at a time and place as shall be fixed by mutual agreement.

d) Function of Bargaining Committee

All matters pertaining to collective bargaining shall be referred to the Bargaining Committee.

e) Time Off for Meetings

Any representative of the Union on this Committee who is in the employ of the Town shall have the privilege of attending meetings between the Committees of the Town and the Union held within working hours without loss of regular straight time earnings.

ARTICLE 10 – SENIORITY AND PROBATION

- a) A newly hired employee shall be on probation only for a period of six (6) calendar months from the date the employee commences work. Probationary employees may be terminated for reasons of general unsuitability. During the probationary period, the employee shall be entitled to all rights and benefits of this Agreement.

By mutual consent of the Union and the Employer, an extension may be granted. The circumstances warranting the extension, the improvements expected by the Employer and the duration of the probationary extension must be communicated to the employee. All employees will be notified immediately upon completion of their probationary period.

- b) If a permanent employee is absent from work due to accident or illness, they shall continue to accumulate seniority for a maximum period of twenty-four (24) months. If an employee is absent from work because of authorized leave of absence approved by Council, they shall retain their seniority accumulated prior to their leave of absence.

- c) Seniority shall be broken and all rights forfeited when:

- 1) an employee is dismissed by the Town for just cause
- 2) an employee voluntarily leaves the service of the Town, **and does not withdraw within two (2) working days**

- 3) an employee fails to report for work within ten (10) days on recall after lay-off **unless there is a legitimate reason, which is acceptable to the Town, for the failure to report**
- 4) an employee has been continuously laid off due to lack of work for a period of twelve (12) months
- 5) an employee is absent without authority for **more than three (3) working days**, unless there is a legitimate reason, which is acceptable to the Town, for the failure to report

d) Seasonal Employees Seniority Calculations

Seasonal employees of the Town shall be deemed to have all seniority rights under this Agreement subject to c) above. Their seniority shall be established from the date they first commenced employment with the Town. However, their seniority shall not accumulate during any period of lay-off, and their seniority will be equivalent to their accumulated regular hours of work without a break in seniority.

e) Seniority List

The Town will maintain a seniority list showing the date upon which each employee's service commenced and the accumulated seniority of seasonal and permanent part-time employees. On request, any Officer of the Union will be supplied with a copy of the seniority list and/or with the necessary information relative to seniority and rates of pay of any employee or group of employees.

ARTICLE 11 – LAY-OFF AND REHIRING

a) Lay-Off and Rehiring Procedure

The Council agrees in the event of a lay-off that employees shall, provided training, merit and ability being sufficient, be laid off in the reverse order of their seniority, and where it is necessary to rehire employees, former employees shall be re-employed in the inverse order in which they were laid off, provided training, merit and ability are sufficient.

b) Reporting Back After Lay-Off

Employees laid off due to reduction in staff and who fail to report for work within ten (10) days after being notified by Registered Mail or personally delivered to do so shall be considered out of the service and forfeit all seniority rights, unless through sickness or any other just cause agreed upon by the Town and the Union.

c) No Loss in Seniority During Lay-Off

Subject to a) above, in the event of lay-off, the Council agrees that it will offer employment to employees affected by lay-off prior to engaging any new employees for similar work. Where a former employee is re-employed within twelve (12) months, they shall be credited with previous service in connection with vacations and other benefits based on length of service in so far as the provisions of the applicable benefit plans will permit.

ARTICLE 12 – VACANCIES AND NEW POSITIONS

a) Town Will Notify Union

When vacancies within the scope of this Agreement occur, or new positions of a permanent or temporary nature in excess of sixty (60) days are created in any department, such vacancies shall be bulletined for at least seven (7) days prior to a confirmed appointment being made thereto. The bulletins shall be posted on all bulletin boards in order that all members will know about the position and be able to make written application therefore. Such notice shall contain the following information: nature of position, ability and skills required, knowledge and education and salary rate or range.

b) Out of Scope Positions

No employee shall be transferred out of scope of the Bargaining Unit against their wishes. When an employee within the Bargaining Unit is selected to fill a position out of scope of the Bargaining Unit, the Town shall post the vacancy within three (3) months of the position becoming vacant.

c) Method of Making Appointments

In making staff changes, merit and ability being sufficient, appointment shall be made of the applicant senior in the service. The successful applicant will be placed on a trial period of six (6) months. In the event the successful applicant proves unsatisfactory in the position during the aforementioned trial period, they shall be returned to their former position without loss of seniority or salary. Any other employee promoted or transferred because of the rearrangement of positions shall be returned to their former position without loss of seniority or salary.

d) Objection to Appointments

The Union shall be advised in writing of the name(s) of the successful applicant(s). Should an applicant claim that they have been unjustly denied the position, they shall

have the right to have the matter heard through the grievance and arbitration procedure.

e) New Positions and Reclassifications

Where new positions are created or current positions reclassified, the Council will advise the Union in advance of the nature of the position and the proposed wage or salary rate. In the event the Union shall disagree with said rate, then the same shall be negotiated between the Council and the Union.

f) Disabled Employee's Preference

Any employee covered by this Agreement who has given good and faithful service to the Town, and who through advancing years or temporary disablement is unable to perform their regular duties, shall be given the preference of any light work available at the salary payable at the time for the position to which they are assigned.

ARTICLE 13 – GRIEVANCE AND ARBITRATION PROCEDURE

- a) The Town acknowledges the right of the Union to appoint or otherwise select a Grievance Committee of three (3) members who shall be employees of the Town. The personnel of such committee shall be communicated to the Town.
- b) Should a dispute arise between the Town and any employee(s) regarding the interpretation, meaning, operation or application of this Agreement, including any question as to whether a matter is arbitrable, or where an allegation is made that this Agreement has been violated, an earnest effort shall be made to settle the dispute in the following manner:

Step 1

The employee and their Shop Steward, if so desired by the employee, shall first seek to settle the grievance by discussion with the employee's Department Head within fifteen (15) working days of the event giving rise to the grievance. The employee's Department Head shall respond within two (2) working days of meeting with the grievor.

Step 2

Failing satisfactory settlement in Step 1, the employee(s) concerned, together with the Shop Steward or Union Representative, will submit to the Town Administrator a written statement of the specific provisions of this Agreement alleged to have been violated and the redress sought within five (5) working days upon receipt of the answer in Step 1.

The Town Administrator shall declare their position and render their decision within five (5) working days after receipt of such notice.

Step 3

Failing agreement being reached in Step 2, application shall be made to the Labour Relations Committee of Town Council within ten (10) working days of receipt of the answer in Step 2, stating the grievance concerned. A hearing shall be granted within ten (10) working days upon receipt of the grievance. The Committee shall render their decision within fifteen (15) working days of the hearing.

Step 4

Failing a satisfactory settlement within ten (10) working days of the answer by the Labour Relations Committee of Town Council, either party shall have the right to refer the dispute to arbitration as per the procedure outlined in *The Saskatchewan Employment Act*.

- a) Where a dispute involving a question of general application or interpretation occurs, the Council and the Union may agree to bypass Steps 1 and 2 of this Article.
- b) Replies to grievances shall be in writing at all stages.
- c) Grievances settled satisfactorily within the time allowed shall date from the time that the grievance was filed, or as negotiated.
- d) The Town will supply the necessary facilities for the grievance meetings.
- e) The time limits fixed in the grievance procedure may be extended by mutual consent of the parties to this Agreement in writing.
- f) At any stage of the grievance 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 to have access to any part of the Town's premises to view any working conditions, which may be relevant to the settlement of the grievance.
- g) The decision of the Arbitration Board shall be final, binding and enforceable on all parties. The Board of Arbitration shall not have the power to change this Agreement or to alter, modify or amend any of its provisions.
- h) Either party shall bear the expenses of its appointee, and the Town and Union shall equally bear the fee and expenses of the Chairman.

ARTICLE 14 – DISCHARGE AND DISCIPLINE

Disciplinary Process

a) Non-Disciplinary Verbal Warnings

The Employer recognizes that it is desirable to advise the employee of their conduct and their professional performance as soon as possible and informally. The Employer agrees to consider these warnings in a spirit of cooperation and correction, rather than in a spirit of punishment, and shall endeavour to assist the employee in improving their work file.

b) Progressive Discipline

Except in cases of gross misconduct, the Employer(s) agrees that progressive discipline will be used in dealing with employees whose job performance and/or conduct is not satisfactory. The Employer and the Union recognize that any disciplinary measure shall be imposed only for valid reasons.

The Employer and the Union agree that disciplinary action will follow a progressive fashion:

- Formal verbal warning(s)
- Written warning(s)
- Progressive Suspension
- Termination

c) Presence of a Union Representative

In cases where the Employer(s) considers an employee's conduct to warrant disciplinary action (dismissal, suspension, verbal or written reprimand) no step shall be taken other than in the presence of a Union representative, unless the member has waived their right to Union representation. The employee shall have an opportunity to state their side of the case in advance of discipline being imposed.

d) Documentation

It is also agreed that in cases of discipline, in subsequent proceedings or arbitration hearings, evidence shall be limited to the grounds stated in the written discharge or discipline notice to the employee and the Union. The Union and the employee shall receive reasonable notice of any meeting related to an employee's conduct. The notice provided shall include information pertaining to the purpose of the meeting. The Union representative shall be given a reasonable opportunity to meet with the employee with no loss of pay or benefits prior to the employee's scheduled meeting with the Employer.

When an employee is non-verbally reprimanded, suspended, or dismissed, the Employer shall advise the employee in writing of the reasons for the action taken and a copy shall be submitted to the Union at that time.

If the employee concerned wishes to respond, they may do so in writing and such response will become part of the documentation. At the employee's request, a copy of their response shall be forwarded to the Union.

Provided there has been no further discipline, documentation of disciplinary action shall be removed from the employee's file:

- within one (1) year of the initial discipline for written reprimands
- within three (3) years of the initial discipline for suspensions

e) Workplace Conflict

The Employer(s) and the Union acknowledge a shared responsibility to:

- prevent harassment and/or violence
- promote a safe, abuse-free working environment
- uphold the philosophy of zero tolerance of harassment and/or violence

f) Attempt to Resolve

If an employee believes that a workplace conflict could escalate to harassment or violence, the employee should approach the opposing party in an attempt to resolve.

If there has been no resolution, or if the employee does not feel able to approach the other party directly, that employee, or the Union, should approach the Employer and attempt to resolve the matter between the parties.

If the matter has no satisfactory resolution, the Union should file a formal complaint documenting the event(s) complete with time, date, location, names of witnesses and details for each event.

Upon receipt of any verbal or written formal harassment complaint, the Employer shall attempt to resolve it through any means deemed appropriate in the particular circumstances of the complaint. The Employer must maintain written notes of their actions.

Failure to resolve shall result in the initiation of a formal investigation.

ARTICLE 15 – RATES OF PAY

The rates of pay for various classes of employees shall be those rates set out in Schedule "A", attached to and forming part of this Agreement.

Part-time and Seasonal Employees

Part-time and Seasonal employees shall obtain credit for hours worked as well as hours for on-the-job courses and training. Part-time and Seasonal employees will receive .5 point after accumulating hours equal to twelve (12) months.

15.01 Temporary Pay for Higher Duties

Employees required to perform the duties of a higher classification (supervisor, foreperson, or manager) for a period of more than **three (3)** working days shall be paid an additional two dollars (\$2.00) per hour for all hours worked.

15.02 Pay During Temporary Transfers

Any employee who is temporarily required to accept the responsibilities and carry out substantially all of the duties of a position senior to that which they normally hold shall be paid for the time worked at the higher classification, the minimum rate in the scale for such senior position, except where the wage rate received in their own position exceeds the minimum for the position in which they are substituting, in which case they will receive the next highest rate. If an employee is required to substitute for an employee who is receiving a lower rate of pay than the substitute employee, then the pay for such substitution shall not be changed. This shall not apply in cases of seasonal job changes, in which case the schedule shall apply.

ARTICLE 16 – HOURS OF WORK AND OVERTIME

a) Regular Shifts

For Operators, the regular work week shall consist of five (5) consecutive eight (8) hour days scheduled from Monday through Friday, or four (4) consecutive ten (10) hour work days scheduled from either Monday to Thursday or Tuesday to Friday, for full-time employees.

For Waste Disposal Site employees, the regular work week shall consist of five (5) consecutive eight (8) hour days scheduled from Tuesday through Saturday.

Clerical staff office hours are Monday to Friday from 8:00 a.m. to 4:30 p.m., with a half-hour lunch break. Staff will be paid for 7.5 hours/day and will bank a half-hour daily to

go towards an Earned Day Off (EDO) every third week. The regular schedule for the EDO will be every third Friday, with flexibility between the Employer and employee for holiday schedules and other extenuating circumstances. The extra time worked will be banked as time-for-time to be paid out on the EDO. If there is a shortage of hours in the employee's bank time, the employee will work extra hours to make up the time or have the option to not take an EDO to make up the time. Holiday days, sick days and personal days are considered 7.5 hour days; no bank time will be accumulated on those days.

b) Temporary Shift Change

In the event of a temporary shift change, the Town will give a minimum of one (1) week notice to all affected employees. Both the Town and the Union understand that shift changes are intended to be used for seasonal requirements or on a project basis and will not occur frequently.

c) Overtime Rates on Week Days

All authorized time worked in excess of the regularly scheduled shift or forty (40) hours per week for outside workers, and in excess of the regularly scheduled shift or thirty-seven and one-half (37 1/2) hours per week for office employees shall be deemed to be overtime. Where conditions necessitate overtime and where work is authorized, such overtime rate will be paid for at the rate of time and one-half (1½) the regular rate of pay for the first ten (10) hours worked and two (2) times the regular rate of pay for hours worked thereafter on a per pay period basis.

d) Overtime Rates on Statutory Holidays

Any employee who is required to work on a statutory holiday shall be paid at the rate of time and one-half (1½) the regular rate of pay for the first ten (10) hours worked and two (2) times the regular rate of pay for hours worked thereafter on a per pay period basis.

e) Overtime Rates on Regularly Scheduled Days Off

Any employee who is required to work on their regularly assigned days of rest shall be paid for such work at the rate of time and one-half (1½) the regular rate of pay for the first ten (10) hours worked and two (2) times the regular rate of pay for hours worked thereafter on a per pay period basis.

f) Minimum Call Back Time

Every employee who is called out and required to work outside and in addition to their regular working hours shall be paid at overtime rates for a minimum of **three (3) hours**.

g) Minimum Pay for Work Report

Any employee who reports for duty but is sent home because of weather conditions or a shortage of work in any day shall receive a minimum of four (4) hours pay for each such report. The employee shall perform such duties as may be assigned during that four (4) hour period.

h) The Town and the Union agree that for purposes of snow removal, street sweeping, water breaks and other duties assigned by the Foreman, employees shall work eight (8) hours or ten (10) hours, in any one day, that being from 12:01 a.m. to 12:00 midnight. All hours in excess of eight (8) hours or ten (10) hours shall be considered as overtime.

i) Shift Differential

i. In addition to the regular wage and salary rates provided for elsewhere in this Agreement, a shift differential of one dollar and seventy-five cents (\$1.75) shall be paid to any employee for all regular hours worked between 12:00 midnight and 7:00 a.m. seven (7) days per week.

ii. RECplex Arena – for Parks & Recreation Labourers, a shift differential of one dollar and twenty-five cents (\$1.25) per hour will be paid from 5:00 p.m. to 12:00 midnight and on weekends; after 12:00 midnight the one dollar and seventy-five cents (\$1.75) per hour shift differential will be paid.

j) Assignment of Overtime

The Town will maintain a fair and equal system of offering overtime based on seniority, availability and ability within the job classifications.

ARTICLE 17 – STATUTORY AND SPECIAL HOLIDAYS

The following days shall be recognized as statutory holidays:

New Year's Day	Labour Day
Family Day	Thanksgiving Day
Good Friday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
Saskatchewan Day	One (1) Floating Holiday
Truth and Reconciliation Day	

and any other day proclaimed by the Federal, Provincial or Municipal Government. When a statutory holiday falls on an employee's day or days of rest, the employee shall be granted an

additional day off in lieu thereof. Employees shall be paid for the above holidays in accordance with the formula provided by *The Saskatchewan Employment Act*.

Employees whose religious observances are not accommodated in the statutory public holiday list may choose to exchange their religious observance for one of the listed holidays.

After completing twelve (12) months of employment from the date of hire, all full-time and permanent part-time employees will be granted one (1) floating holiday per year.

ARTICLE 18 – VACATION

a) **Length of Vacations**

Every employee, after one year of continuous service with the Town, shall be granted three (3) weeks' vacation per year. After **eight (8)** years of continuous service with the Town, four (4) weeks' vacation per year **shall be granted**. After **sixteen (16)** years of continuous service with the Town, five (5) weeks' vacation per year shall be granted. After **twenty-four (24)** years of continuous service with the Town, six (6) weeks' vacation per year shall be granted.

Every employee not having a year of service prior to the holiday period shall be granted holidays at the rate of one and one-quarter (1 1/4) working days for every completed month of service. A permanent employee voluntarily leaving the service at any time in their holiday year before they have had their vacation shall be entitled to a proportionate payment of salary or wages in lieu of such vacation.

b) **Statutory Holidays During Vacation**

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

c) **Preference in Vacation**

All employees shall, whenever conveniently possible, be granted the vacation period preferred by the employee, or at such time as may be mutually agreed upon by the Town and the employee. Subject to the above, preference in choice of vacation dates shall be determined by seniority or service with the Town. A holiday list shall, by the fifteenth (15th) of April in each year, be made up by the Town Administrator with vacation periods as close as possible to the employee's choice. This list shall be posted.

d) Sections a), b) and c) above shall apply only to permanent full-time employees. All other employees shall receive vacations and vacation pay as provided by applicable Provincial Legislation.

e) Vacation Carry Over

Vacations are normally to be taken in the employee's vacation year. However, where there are extenuating circumstances which make it difficult for the employee to take all the vacation in the employee's vacation year or where there are legitimate personal reasons for considering a carry-over, up to fifty percent (50%) of the entitled vacation may be carried over into the employee's next vacation year at the discretion of the Town Administrator. The carried over vacation must be used during the next following vacation year. No employee may have more than fifty percent (50%) of their vacation carried over in any year.

ARTICLE 19 – SICK LEAVE PROVISIONS

a) Sick Leave Defined

- i. Sick leave means the period of time an employee is permitted to be absent from work with full pay by virtue of being sick or disabled or because of an accident for which compensation is not payable under *The Workers' Compensation Act*.
- ii. After three (3) months service, permanent full-time employees will accumulate sick leave credits at the rate of one and one-quarter (1 1/4) workdays per full month of service. Permanent part-time employees working a minimum of twenty-two and one-half (22 1/2) hours and seasonal employees working a minimum of twenty four (24) hours will be pro-rated based on hours worked. Employees will accumulate unused sick leave credits to a maximum accumulation of **forty (40)** workdays.

b) Amount of Sick Leave

Sickness and Disability benefits will be provided to regular full time employees through the Sun Life Benefit Plan. The Town agrees to cover all employees at normal wages during the first fourteen (14) days provided the employee has sufficient sick leave credits to cover this period of disability.

c) Proof of Illness

- i) A doctor's note may be requested by the Town confirming the employee's illness and duration of the sick period. Every employee claiming sick pay may be required to complete a statutory declaration stating that they were ill or injured

and unable to work. If requested by the Town Administrator, the employee shall also produce a duly signed medical certificate to the effect that they were unable to perform their duties due to illness or injury. For any abuse of the provisions for sick leave, any employee may be suspended peremptorily. Notwithstanding the above suspension, the employee shall have all the rights of appeal provided in this Agreement.

- ii. Any employee who becomes incapacitated from work through illness or injury shall notify their immediate supervisor upon learning that they will not be able to present themselves for work on the day when they are expected to be present.

d) Sick Leave Without Pay

Sick leave without pay may be granted at the sole discretion of the Council to an employee who does not qualify for sick leave with pay.

ARTICLE 20 – LEAVE OF ABSENCE

a) For Union Business

The Council agrees that where permission has been granted to representatives of the Union to leave their employment temporarily in order to carry on negotiations with the Labour Relations Committee, or with respect to a grievance, they shall suffer no loss of regular straight time pay for the time so spent.

b) Union Leave

Leave of absence without pay and without loss of seniority shall be granted upon request with two (2) weeks' notice to the Town Administrator to employees elected or appointed to represent the Union at union conventions, insofar as such leave of absence does not interfere with the regular operation of any department. Such leave will not be granted to more than two (2) employees at any one time and no more than one (1) employee from any one department at any one time **unless mutually agreed upon by the Union and the Town Administrator.**

c) Compassionate Leave

An employee shall, upon notification to the Department Head and/or Town Administrator, be granted up to three (3) days of compassionate leave, with possible extension up to five (5) days for just cause as determined by the Department Head and/or Town Administrator without loss of salary or wages in the case of serious illness or a death of a parent, spouse, common-law spouse, brother, sister, child, step-child, grandparent, grandchild, grandparent-in-law, mother-in-law, father-in-law, sister-in-law

or brother-in-law. This leave shall also apply to any second degree relative who has been residing in the same household.

One-half (1/2) day will be granted without loss of salary or wages to attend a funeral as a pallbearer or mourner, provided such employee has approval of their supervisor.

Compassionate leave may be used in a broken or non-broken period if memorial services are postponed until a later date.

Serious illness shall be defined as surgery under general anesthetic or any situation in which a physician indicates the situation is potentially life threatening. Serious illness which is followed by the death of a family member will be considered as two separate leave situations.

d) Jury Duty

When an employee is subpoenaed for jury duty or as a court witness, they shall not suffer any loss of salary or wages while so serving. Such employee shall reimburse the Town in an amount equal to any payment received for such court service.

e) Leave for Union Office

Any employee who is elected or selected for a full time position with the Union or anybody with which the Union is affiliated or who is elected to public office will be granted leave of absence without loss of seniority by the Council for a period of six (6) months. This period may be extended by the Council at the end of the six-month period.

f) General Leave

The Council may grant leave of absence without pay and without loss of seniority to any employee requesting such leave for good and sufficient cause, such request to be in writing and approved by the Town Administrator.

g) Maternity, Paternity and/or Adoption Leave

The above-mentioned leaves shall be as per the provincial legislation regarding such, however, the employee on the above leave shall continue to accrue seniority for the full leave and shall be entitled to return to their former position upon return. The leave may be extended upon request if circumstances warrant.

h) Personal Leave

- i. **All employees** shall be granted leave of absence with pay not to exceed two (2) days within any one (1) year to attend to personal matters.
- ii. Personal days will be taken from accumulated sick leave credits.
- iii. Employees will not be entitled to carry over personal days.

ARTICLE 21 – PAYMENT OF WAGES

a) Pay Days

The Town will pay salaries and wages on a bi-weekly basis. Each employee will be provided with an itemized statement of their wages and deductions.

b) Vacation Pay

Employees may, upon giving at least three (3) days' notice, receive on the last office day preceding commencement of their vacation any cheques which may fall due during the period of their vacation.

ARTICLE 22 – SUPPLEMENTATION OF COMPENSATION AWARD

If any employee is prevented from performing their regular work with the Town on account of an occupational accident that is recognized by the Workers' Compensation Board as compensable within the meaning of the Compensation Act, the Town will supplement the award made by the Compensation Board for the loss of wages to the employee by such an amount that the award of the Compensation Board for loss of wages, together with the supplementation of the Town, will equal one-hundred per cent (100%) of the employee's regular net wage for a period totalling the accumulated months of seniority to a maximum of twelve (12) months or until qualified for full or partial disability pension as determined by the Workers' Compensation Board.

ARTICLE 23 – LABOUR/MANAGEMENT AND SAFETY COMMITTEE

An advisory committee shall be established and shall be composed of two (2) representatives appointed by the Town and two (2) representatives appointed by the Union, which committee shall meet to discuss questions affecting work, safety or general efficiency. Such committee shall not deal with matters which ordinarily become a subject for negotiations between the Town and the Union. In addition to its other responsibilities, this committee shall function as

required by *The Saskatchewan Employment Act - Occupational Health and Safety*. Minutes of all committee meetings shall be kept and copies of such minutes shall be sent to the Town and the Union.

ARTICLE 24 – SAFETY

- a) All employees working in any dirty or dangerous capacity shall be supplied with all necessary training, tools, safety equipment and special protective clothing as determined by the Department Head. No employee shall be required to work on a job for which they are not properly trained and under close and competent supervision.
- b) Time spent by employees in performance of their duties as members of the joint Safety Committee shall be considered as time worked and payment shall be made on the basis of straight time.

ARTICLE 25 – OTHER BENEFITS

a) **Break Periods**

All employees will be permitted a fifteen (15) minute rest period both in the first half and the second half of a full shift of seven and one-half (7 1/2) hours or longer.

b) **Special Clothing and Boot Allowance**

- i. Employees required by the Town or by Occupational Health and Safety to wear CSA-approved safety boots or special clothing shall be reimbursed up to a maximum of **four hundred and fifty (\$450.00)** every year.
- ii. **All employees shall receive a purchase order number from the Town so that no out-of-pocket expenses incur to the employee.**

c) **Municipal Employees' Pension Plan**

It shall be a condition of employment that all permanent employees shall join The Municipal Employees' Pension Plan in accordance with *The Municipal Employees' Pension Plan Act and Regulations*.

ARTICLE 26 – GENERAL CONDITIONS

a) **Bulletin Boards**

The Town shall provide bulletin boards in the Town Office and Public Works Maintenance Shop which shall be located so that all employees will have access to them and upon which the Union and the Town shall have the right to post notices of meetings and such other notices as may be of interest to the employees.

ARTICLE 27 – COPIES OF THE AGREEMENT

Copies of revised agreements will be issued to the Local Union Executive for distribution to all employees within thirty (30) days of signing. Copies will also be provided to the Town.

ARTICLE 28 – CONTRACTING OUT

It is agreed that the Town will not contract out work **resulting** in the termination or lay-off of permanent employees. Hours of work for permanent employees will not be reduced, nor will work classifications be reduced to avoid the provision of this Article.

ARTICLE 29 – EDUCATION ON THE JOB

Insofar as it is practical and operationally efficient to do so, employees shall be given the opportunity to receive on-the-job training without loss of pay to improve their job skills and knowledge.

ARTICLE 30 – SUN LIFE BENEFIT PLAN

The Sun Life Benefit Plan will be continued on behalf of the employees during the term of this Agreement. The Program will be funded as close as possible on a 50/50 cost-shared basis between the employees and the Employer as follows:

Long Term Disability	100% Paid by Employee
Optional Insurance	100% Paid by Employee
Group Life Insurance	100% Paid by the Employer
Accidental Death & Dismemberment	100% Paid by the Employer
Short Term Disability	100% Paid by the Employer
Critical Illness	80/20 Employer/Employee split
Extended Health	80/20 Employer/Employee split
Dental	80/20 Employer/Employee split

a) Group Benefits

The Town is willing to work with Seasonal Staff (on an individual basis) to get benefit coverage. The employee would be responsible for both the Employer and the employee premiums during the time period that they are laid off.

ARTICLE 31 – EMERGENCY SERVICE

The Union agrees that in the event of a strike or other work stoppage, they will provide emergency service sufficient to maintain the Town's water supply and sewerage disposal system.

ARTICLE 32 – HEALTH AND SAFETY

32.01 Occupational Health and Safety Committee

There shall be an Occupational Health and Safety Committee for the Town of Tisdale, consisting of representation from unionized employees and management. The parties agree to cooperate in the establishment and ongoing function of this Committee.

Duties of Committee

The Occupational Health and Safety Committee shall hold meetings and regular inspections to deal with all unsafe, hazardous or dangerous conditions.

Wherever possible, Committee meetings shall be scheduled during normal working hours.

Attendance at Committee meetings or Committee training courses shall be without loss of pay.

Minutes of all Committee meetings and inspection reports shall be posted in the workplace with copies provided to the Employer, Co-Chairs and Occupational Health and Safety Branch of the Saskatchewan Ministry of Labour Relations and Workplace Safety.

The Occupational Health and Safety Committee may recommend where training might be warranted or may recommend training measures designed to prevent occurrences of occupational health and safety problems related to the workplace.

ARTICLE 33 – TERM OF AGREEMENT

- a) For all employees covered by this Agreement, it shall be deemed to have come into effect on the first (1st) day of January **2025**, and shall continue in force and effect until the thirty first (31st) day of December **2027**, and shall continue in force thereafter unless written notice of a request to negotiate a revision thereof is given by either party to the other not less than sixty (60) days nor more than one hundred and twenty (120) days prior to the expiration date.
- b) The requested changes to the Agreement are to be submitted at the first meeting between the Town and the Union.
- c) This Agreement further provides for its continuance during any negotiating period.

ARTICLE 34 – OTHER

Harassment and Violence Policy as required by *The Occupational Health and Safety Act and Regulations, Section 36 and Section 37.*

SCHEDULE "A" – WAGE RATES AND CLASSIFICATIONS

Each Classification Level = 1.5 points

Each year of experience = 0.5 point

Additional points may be awarded upon hire at the Employer's discretion.

PUBLIC WORKS – PARKS & REC. – UTILITIES – CLERK – WASTE DISPOSAL SITE			
POINTS	January 1, 2025	January 1, 2026 \$0.50 for all levels	January 1, 2027 \$0.50 for all levels
0	\$19.50	\$20.00	\$20.50
0.5	\$19.75	\$20.25	\$20.75
1	\$20.00	\$20.50	\$21.00
1.5	\$20.25	\$20.75	\$21.25
2	\$20.50	\$21.00	\$21.50
2.5	\$20.75	\$21.25	\$21.75
3	\$21.00	\$21.50	\$22.00
3.5	\$21.25	\$21.75	\$22.25
4	\$21.50	\$22.00	\$22.50
4.5	\$21.75	\$22.25	\$22.75
5	\$22.00	\$22.50	\$23.00
5.5	\$22.30	\$22.80	\$23.30
6	\$22.55	\$23.05	\$23.55
6.5	\$22.80	\$23.30	\$23.80
7	\$23.05	\$23.55	\$24.05
7.5	\$23.30	\$23.80	\$24.30
8	\$23.55	\$24.05	\$24.55
8.5	\$23.80	\$24.30	\$24.80
9	\$24.05	\$24.55	\$25.05
9.5	\$24.30	\$24.80	\$25.30
10	\$24.55	\$25.05	\$25.55
10.5	\$24.80	\$25.30	\$25.80
11	\$25.05	\$25.55	\$26.05
11.5	\$25.30	\$25.80	\$26.30
12	\$25.60	\$26.10	\$26.60
12.5	\$25.85	\$26.35	\$26.85
13	\$26.10	\$26.60	\$27.10
13.5	\$26.35	\$26.85	\$27.35
14	\$26.60	\$27.10	\$27.60
14.5	\$26.85	\$27.35	\$27.85
15	\$27.10	\$27.60	\$28.10
15.5	\$27.35	\$27.85	\$28.35
16	\$27.60	\$28.10	\$28.60
16.5	\$27.85	\$28.35	\$28.85
17	\$28.10	\$28.60	\$29.10
17.5	\$28.35	\$28.85	\$29.35
18	\$28.60	\$29.10	\$29.60
18.5	\$28.85	\$29.35	\$29.85
19	\$29.10	\$29.60	\$30.10

Job Classification Skills – PUBLIC WORKS – OPERATOR

(Each Level = 1.5 points)

All current employees retain their current point levels (unless new classification language increases earned points) and will keep credits for qualifications already earned.

LEVEL 1

- Basic transportation services knowledge (streets, signage, drainage, etc.)
- Assist in water and sewer maintenance
- Assist in street maintenance
- Operate small equipment (packer, sweeper and sanding truck)
- Obtain safety courses: First Aid, WHMIS, Chain saw

LEVEL 2

As above plus:

- Obtain equipment certification (based on experience and testing by a certified examiner) on:
 - Skid steer
 - Backhoe (loader part)
 - Loader
 - Snow blower
- Have basic mechanic skills
- Obtain safety courses:
 - TDG
 - Confined Space
 - Ground Disturbance
 - Fall Protection
 - Man Lift
 - OHS Level 1
- Able to maintain equipment and records

LEVEL 3

As above plus:

- Obtain equipment certification (based on experience AND testing by a certified examiner) on:
 - Backhoe (back portion)
- Able to train junior staff on equipment
- Limited supervisory role
- Maintain maintenance records
- OHS Level 2 certificate
- Obtain Class 3A or greater license

LEVEL 4

As above plus:

- Obtain equipment certification (based on experience and testing by a certified examiner) on:
 - Trackhoe
 - Grader
 - All other equipment
- Knowledge of utility line locations and connections
- Able to assume Foreman's position (short periods of time)
- Able to advise other jurisdictions (i.e.: SaskPower, SaskEnergy, SaskTel) of existing utility locations

LEVEL 5

As above plus:

- Approved advanced training (i.e.: heavy duty mechanic, welder)
- Basic knowledge of WTP & SPS
- Oversee water and sewer utility maintenance
- Able to perform basic surveying
- Able to maintain service connection records
- Able to schedule and prioritize activities

Job Classification Skills – PARKS & REC. – OPERATOR

(Each Level = 1.5 points)

All current employees retain their current point levels (unless new classification language increases earned points) and will keep credits for qualifications already earned.

LEVEL 1

- Basic Parks and Recreation Services (mowing, minor parks and arena maintenance, other basic duties)
- Basic Janitorial duties – cleaning, minor repairs, other
- Basic operator skill on mowers & small equipment
- Obtain the following courses: CPR, First Aid

LEVEL 2

As above plus:

- Certified on skid steer, loader, ice resurfacing machine & other required equipment
- Be able to perform ice maintenance duties
- Perform minor plumbing, electrical, mechanical duties
- Perform pump maintenance
- Obtained the following Courses: TDG, WHMIS, Confined Space, Ground Disturbance

LEVEL 3

As above plus:

- Able to train Junior Operator
- Level I Pool Operator & Level 1 Arena Operator
- Dig Full Graves
- Pesticide/Herbicide Applicators License
- Limited Supervisory Role

LEVEL 4

As above plus:

- Lead hand – able to assist in supervising crew in Foreman's absence
- Knowledge of all aspects of the Parks and Recreation Department
- Fireman's Boiler Certificate
- Arena Operator Level 2
- Applicable Refrigeration Course
- Level 1 Building Maintenance Course
- Could assume Foreman's duties for short periods of time

LEVEL 5

As above plus:

- Oversees Parks and Recreation maintenance
- Responsible for ensuring all regulations are met

- Required to do all reporting to meet regulations including input into setting up procedures and policies to help meet regulation
- Level 2 Building Maintenance Course
- Approved additional advanced training
- Could assume all Foreman's responsibilities

Job Classification Skills –UTILITIES – OPERATOR

(Each Level = 1.5 points)

All current employees retain their current point levels (unless new classification language increases earned points) and will keep credits for qualifications already earned.

LEVEL 1

- Basic transportation services knowledge (Streets, signage, drainage, etc.)
- Assist in water and sewer maintenance
- Assist in street maintenance
- Operate small equipment (packer, sweeper, and sanding truck)
- Obtain Safety courses: First Aid, WHMIS

LEVEL 2

As above plus:

- Obtain equipment certified (based on experience and testing by a certified examiner) on:
 - Skid steer
 - Backhoe (loader part)
 - Loader
 - Snow blower
- Obtain safety courses:
 - TDG
 - Confined Space
 - Ground Disturbance
 - Fall Protection
 - Man Lift
 - OHS Level 1
- Able to maintain equipment and records

LEVEL 3

As above plus:

- Level 1 certification in Water Treatment, Water Distribution, Wastewater Treatment and Wastewater Collection
- Knowledge of Saskatchewan Environmental Safe Operation regulations
- Able to train junior staff in WTP, SPS and Lagoon operations
- Basic knowledge of utility installations (including water meters)
- Able to properly perform all reporting and paperwork to the proper regulatory bodies (Town, Sask Environment and others)
- Ability to establish basic system maintenance problems (hydrant flushing, line swabbing, filter cleaning)
- Limited supervisory role

- OHS Level 2 certificate
- Able to perform on-call duties

LEVEL 4

As above plus:

- Level 2 certified in Water Treatment, Water Distribution, Wastewater Treatment and Wastewater Collection
- Maintain Utility infrastructure (water meters, bleeders, etc.)
- Independently troubleshoot problems in WTP & SPS
- Knowledge of utility line locations and connections
- Able to advise other jurisdictions (i.e.: SaskPower, SaskEnergy, SaskTel) of existing utility locations
- Obtain supervisory safety courses
- Obtain equipment certification (based on experience and testing by a certified examiner) on backhoe (back portion)

LEVEL 5

As above plus:

- Obtain equipment certification (based on experience and testing by a certified examiner) on:
 - Trackhoe
 - Grader
 - All other equipment
- Level 3 certified in Water Treatment, Water Distribution, Wastewater Treatment and Wastewater Collection
- Ability to supervise and perform repairs to water and sewer systems
- Ability to schedule and perform all maintenance activities (calibrations, cleaning, replacements, etc.)
- Able to oversee construction and upgrade projects
- WTP, SPS & Lagoon operator without supervision
- Assist in budgeting for the department

Job Classification Skills – CLERK

All current employees retain their current point levels (unless new classification language increases earned points) and will keep credits for qualifications already earned.

LEVEL 1 – 1.5 points upon full completion (0.5 point at 6 months & 1.0 point after 1 year)

- General Office Duties
 - Answer phones
 - Filing
 - Receipting
 - Typing
 - Meeting Prep
 - Bylaw Maintenance
 - Accounts Receivable
 - Other basic duties

LEVEL 2 – 1.5 points upon completion (0.5 point at 6 months & 1.0 point after 1 year)

As above plus:

- Thorough working knowledge of at least one (1) main duty (Accounts Payable, Utilities or Payroll) and the ability to train new employees in that area
- Overall working knowledge of how the Town Operates
- Willingness and ability to take on new tasks and responsibilities

LEVEL 3 – 1.5 points upon completion (0.5 point at 6 months & 1 point after 1 year)

As above plus:

- Thorough working knowledge of at least two (2) main duties (Accounts Payable, Utilities or Payroll) and the ability to train new employees in that area
- Have leadership and responsibility for at least one (1) larger task in addition to other duties (i.e. – Cemetery, Building Permits, Facility Booking)

LEVEL 4 – 1.0 point upon completion (0.5 point at 6 months & 0.5 point after 1 year)

As above plus:

- Thorough working knowledge of all the main duties (Accounts Payable, Utilities and Payroll) and the ability to train new employees in all areas
- Multiple duties
- Strong knowledge of all aspects of the office
- Able to assist in budgeting
- Some accounting and financial responsibilities
- Limited supervisory role

LEVEL 5 – 2.0 points upon completion (0.5 point at 6 months & 1.5 points after 1 year)

As above plus:

- Able to assist in budgeting
- Able to work and train in all aspects of the office
- LGA Certificate or other approved certificate or bachelor's degree in related field
- Thorough knowledge of all aspects of the office
- Able to do monthly and yearly bank reconciliations
- Able to perform all monthly and yearly accounting duties
- Working knowledge of the Financial Statements
- Supervisory Position of Accounts Payable, Utility and Payroll

Job Classification Skills – WASTE DISPOSAL – OPERATOR

(Each Level = 1.5 points)

All current employees retain their current point levels (unless new classification language increases earned points) and will keep credits for qualifications already earned.

LEVEL 1

- Basic understanding of landfill operations
- Basic operator skills on compactor, loader & dozer
- Able to work independently on site
- Obtain the following courses: CPR, First Aid

LEVEL 2

As above plus:

- Full understanding of landfill operations
- Able to perform or arrange for equipment maintenance
- Ability to supervise other Operator on site
- Certified on all necessary equipment

LEVEL 3

As above plus:

- Refrigeration evacuation certificate,
- Waste Management Course or other applicable training
- OHS Level 1

Job Classification Skills – WASTE DISPOSAL – CLERK

(Each Level = 1.5 points)

All current employees retain their current point levels (unless new classification language increases earned points) and will keep credits for qualifications already earned.

LEVEL 1

- Basic understanding of landfill operations
- Ability to direct public to proper disposal areas
- Able to collect and receipt money
- Able to balance and deposit funds received daily
- Work well with public and with other staff
- Maintain the cleanliness of the scale shack building
- Obtain the following courses: CPR, First Aid

LEVEL 2

As above plus:

- Full understanding of landfill operations
- Work with no supervision
- Ability to complete all necessary paperwork required for tracking purposes
- Ability to train other employees in scale shack operations

LETTER OF UNDERSTANDING #03-2008

between

**THE TOWN OF TISDALE
(Hereinafter called the "Employer")**

and

**THE CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 777-02
(Hereinafter called the "Union")**

STAND-BY PROGRAM – WATER & WASTEWATER TREATMENT

Stand-by shall mean any period of time during which the employee is not on regular duty, the duration of which is not less than eight (8) hours and not more than twenty-four (24) hours per day during which the employee is on stand-by and must be available to respond within one (1) hour to any emergency call or request to return to duty.

Employees shall use their earned time in lieu during the next year in which the time was earned, and in conjunction with the Town of Tisdale's vacation and time in lieu usage and carryover policy.

Employees may access shift trades upon their agreement.

Employees currently assigned to stand-by shall continue to be remunerated, until such time as the rotation for the new stand-by program is deemed complete per the current stand-by agreement.

Four (4) hours overtime at the appropriate rate of pay, plus eight (8) hours' time in lieu weekly.

The Employer shall provide on-site training in the Water and Wastewater Treatment areas for the stand-by program. Employees shall be deemed to have completed their training upon notification by the Director of Public Works and agreement of the employee.

Immediately upon completion of training, employees who are willing to participate or new employees who have been assigned to work in the stand-by program shall receive their remuneration in the following manner:

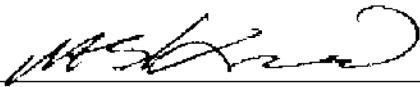
- An additional four (4) increments (2.0 points) above their current rate
- Monday – Thursday: One (1) hour per day at appropriate overtime rate of pay
- Friday: Two (2) hours' time in lieu
- Saturday: Three (3) hours' time in lieu

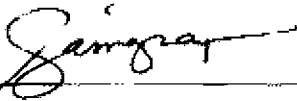
- Sunday: Three (3) hours' time in lieu
- Statutory Holidays: Three (3) hours at appropriate overtime rate of pay OVER AND ABOVE ALLOWED TIME

It is further agreed that once the rotation for the new stand-by program is deemed complete, employees currently assigned to stand-by shall also receive their remuneration as per the new agreement. Employees who choose to withdraw from the program will no longer receive the additional four (4) increments (2.0 points) above their current rate. It is also agreed that should the new rotation be unable to be maintained and the program deemed unsuccessful, employees shall revert to the former stand-by agreement.

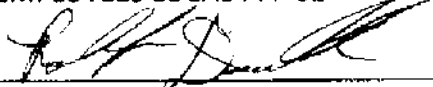
Dated this 11 day of April, 2025 at Tisdale, Saskatchewan

ON BEHALF OF:
THE TOWN OF TISDALE





ON BEHALF OF:
THE CANADIAN UNION OF PUBLIC
EMPLOYEES LOCAL 777-02





LETTER OF UNDERSTANDING

between

**THE TOWN OF TISDALE
(hereinafter referred to as the "Employer")**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 777-02
(hereinafter referred to as the "Union")**

RE: REVIEW OF GROUP BENEFIT PROVIDER OPTIONS

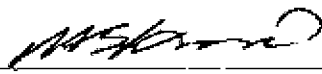
1. The parties agree that the employer will review options for a provider for the Group Benefit Plan.
2. The parties agree that the current level of benefits shall be maintained.
3. The review shall be completed no later than October 15, 2025.
4. Change to the benefit provider is subject to negotiations between the Union and the Employer and ratification by both parties.
5. The cost of the Benefit Provider Review will be borne by the Employer.

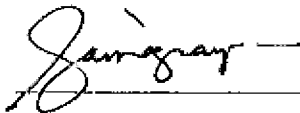
DATED THIS 11 DAY OF April, 2025

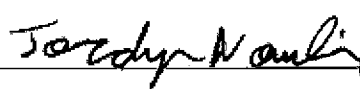
On behalf of:

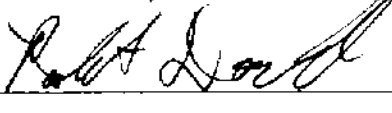
THE TOWN OF TISDALE

**THE CANADIAN UNION OF PUBLIC
EMPLOYEES LOCAL 777-02**









EMPLOYEE POINTS SCALE AT JANUARY 3, 2025

YEAR	START DATE	EMPLOYEE NAME	CLASS LEVEL	YRS OF SERVICE AT	YRS OF SERVICE POINTS (.5/Year)	JOB CLASS POINTS (1.5/LEVEL)	BONUS POINTS	TOTAL POINTS AT	2025 PAY RATES	ROP
CLERICAL										
2008	October	6	Charlotte Martin	5	16	8	5.5	1	14.5	\$26.85
2021	April	12	Amanda Leader	3	3	1.5	4.5	0	6	\$22.55
2022	July	11	Samantha Nichol	2	2	1	3	0	4	\$21.50
2024	September	16	Megan Fredsburg	1			1.5		1.5	\$20.25
PW/WTP/WDS										
2014	February	24	Dory Smith** (see note below)	5	11	5.5	7.5	0.5	13.5	\$26.35
2014	May	15	Darwin McComber (May 3 is new ROP increase)	1	6	3	1.5		4.5	\$21.75
2012	April	30	John Thiesen	4	12	6	6	2	14	\$26.60
2019	December	2	Byron Nippi (YOS award is June 2)	2	4	2	3		5	\$22.00
2020	July	22	Jordyn Nowlin**** (see note below)	2	4	2	3	2	7	\$23.05
2020	October	13	Dan Curry	3	4	2	4.5	2	8.5	\$23.80
2022	January	4	Donald Holdstock***** (see note below)	2	3	1.5	3	4.5	9	\$24.08
2022	December	20	Dayton Lukinchuk	1	2	1	1.5		2.5	\$20.75
2023	June	26	Stephen Denhartog	1	1	0.5	1.5		2	\$20.50
2024	January	2	Drayden Adams	0	1	0.5	0		0.5	\$19.75
REC & PARKS										
2002	April	22	Robert J. Donald	4	22	11	6		17	\$28.10
2011	May	4	Kevin Honeyman	3	13	6.5	4.5		11	\$25.05
2015	April	1	Zach Hall**** (see note below)	3	8	4	4.5		8.5	\$23.80
2023	April	17	Kenneth Jacobs***** (see note below)	1	1	0.5	1.5	0	2	\$20.50
2024	March	1	Vitaliy Shramko	1		0	1.5		1.5	\$20.25
2024	April	15	Mackenzie Demers*** (see note below)	1		0	1.5	0	1.5	\$20.25
SEASONAL - NOW ON SCALE WITH 2019 CONTRACT										
					2 x 6 MON = 1 YR					2025 PAY RATES
2017	April	8	Fred Munro	1	3	1.5	1.5	0	3	\$21.00
2024	May	13	Zander Brown			0	0	0	0	\$19.50
2024	July	18	Jesse Sharp						0	\$19.50
2024	July	19	Malcolm Watt						0	\$19.50
2023	March	13	Lauri Gessner						0	\$19.50

As per contract 2 bonus points for WTP Utility Standby (LOU)

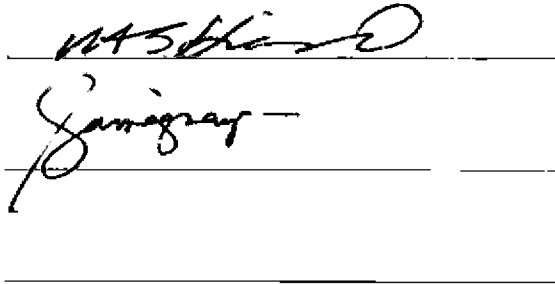
Each classification level = 1.5 points
Each year of experience = 0.5 points

- ***** Don Holdstock - WDS Contractor for 10 years before part of Union, compensate with bonus points not years of service
- **** Jordyn Nowlin STARTED AS SEASONAL Rec & Parks in 2020 then moved to full-time Public Works October 13, 2020, moved to WDS February 1, 2022, bonus standby points WTP
- **** Zach full-time July 6, 2020, original seasonal start April 1, 2015, filled in full-time for Darryl Wollbaum - changed YOS/Sick Time award date, holidays awarded July 6
- ** Dory gets an extra .5 for years of experience due to working for Town in a past year (this is in bonus column)
- ***** Kenneth was hired seasonal April 17, 2023 and then went to full-time October 16, 2023 - holidays will use October 16 as anniversary date and ROP increase and sick will use April 17 date
- *** Mackenzie started seasonal April 15, 2024 and moved to full-time May 4, 2024 - ROP increase and sick time will use April 15 as anniversary and holiday update will be May

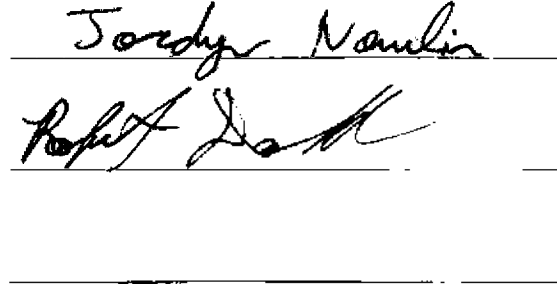
SIGNING PAGE

Dated this 11 day of April, 2025 at Tisdale, Saskatchewan

ON BEHALF OF:
THE TOWN OF TISDALE



ON BEHALF OF:
THE CANADIAN UNION OF PUBLIC
EMPLOYEES LOCAL 777-02



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