

COLLECTIVE AGREEMENT

BETWEEN:

THE COUNTY OF GRANDE PRAIRIE

and

**THE COUNTY OF GRANDE PRAIRIE PROFESSIONAL FIRE FIGHTERS, LOCAL 5108 OF THE
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS**



January 1, 2017 – December 31, 2019

Table of Contents

1 TERM OF COLLECTIVE AGREEMENT 5

2 DEFINITIONS 5

3 NO STRIKE AND LOCKOUTS 7

4 SCOPE 8

5 MANAGEMENT RIGHTS 8

6 UNION RECOGNITION & DUES 9

7 UNION BUSINESS 10

8 CORRESPONDENCE 10

9 CHANGES IN LEGISLATION 11

10 HUMAN RIGHTS & LABOUR CODE 11

11 HARASSMENT & DISCRIMINATION 11

12 INDEMNIFICATION 12

13 HOURS OF WORK 12

14 OVERTIME 14

15 BANKED OVERTIME 15

16 SHIFT EXCHANGES 15

17 FIT FOR WORK & IMPAIRMENT 15

18 MEDICAL & FCE EXAMINATIONS 16

19 PROBATIONARY PERIOD 16

20 FULL-TIME VACANCIES & TRIAL PERIOD 16

21 DISCIPLINE AND DISCHARGE 17

22 GRIEVANCES AND ARBITRATION 18

23 BULLETIN BOARDS 21

24 LABOUR RELATIONS & OHS COMMITTEES 21

25 SENIORITY 22

26 LAY-OFF AND RE-CALL 23

27 COURT APPEARANCE & JURY DUTY 24

28 PENSION 24

29 GROUP RRSP 25

30 REFRESHMENTS 25

31 DAYLIGHT SAVINGS TIME 25

32 STATION & DRESS UNIFORM ISSUE 25

33	SAFETY CLOTHING & SAFETY APPAREL	27
34	BEREAVEMENT LEAVE.....	28
35	GENERAL CALLOUT & CALL-BACK.....	28
36	GENERAL HOLIDAYS (STATUTORY HOLIDAYS)	29
37	ANNUAL VACATION FULL-TIME	30
38	HEALTH & WELLNESS	31
39	EMPLOYEE HEALTH & WELLNESS BENEFIT	32
40	WORKERS' COMPENSATION & SALARY CONTINUANCE	32
41	SALARY CONTINUANCE WHEN ON WCB.....	33
42	GROUP BENEFIT PLANS	34
43	SICK LEAVE	35
44	SHIFT DIFFERENTIAL	36
45	ACTING PAY	36
46	PYRAMIDING	37
47	LINE OF DUTY DEATH SERVICE.....	37
48	FAMILY MEDICAL LEAVE.....	37
49	PROFESSIONAL FEES	37
50	TRAINING.....	38
51	TRAINING & TRAINING TRAVEL REMUNERATION	38
52	OUT OF TOWN TRAVEL EXPENSES.....	39
53	LONG SERVICE RECOGNITION	40
54	PAY PERIODS.....	40
55	WAGES.....	40
	SCHEDULE A - WAGES AND CLASSIFICATIONS.....	42

THIS AGREEMENT MADE THIS 25 DAY OF JULY, 2018 A.D.

BETWEEN:

COUNTY OF GRANDE PRAIRIE PROFESSIONAL FIRE FIGHTERS, LOCAL 5108 IAFF
(Hereinafter referred to as "Association" or "Union")

And

THE COUNTY OF GRANDE PRAIRIE A Municipal Corporation
(Hereinafter referred to as "County" or "Employer")

COLLECTIVE AGREEMENT

PREAMBLE

The County of Grande Prairie No. 1 ("County" or "Employer") is a municipality under the *Municipal Government Act* and an employer within the meaning of the *Labour Relations Code*, and whereas the County of Grande Prairie Professional Fire Fighters' Association, Local 5108 of the International Association of Firefighters ("Association" or "Union") is a union within the meaning of the *Labour Relations Code*;

The purpose of this Agreement is to maintain a harmonious relationship between the Employer, the Association and Employees and to provide an amicable method of resolving differences which may arise;

The County and the Association share a desire to provide quality fire services and to foster beneficial relationships between the Employer and Employees as represented by the Association;

The further purpose of this Agreement is to promote the mutual interests of the County, Employees and the public in providing fire protection and firefighting services;

The County operates a composite fire service in a rural setting which has Full-Time Firefighters, Part-Time Firefighters, Volunteer Firefighters and partnerships with neighboring municipalities;

The County and the Association agree to discuss and consult on matters as may be required in this Agreement from time to time;

This Agreement sets out terms and conditions of employment applicable to the Employees covered by it;

It is the intent of the Parties to ensure the best possible provision of quality services to the public, protect the interests of Employees, ratepayers and the County and encourage safe, efficient, cost effective and productive operations of the County;

Collective Agreement

County of Grande Prairie & County of Grande Prairie Professional Fire fighters, Local 5108 of the
International Association of Firefighters
January 1, 2017 – December 31, 2019

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1 TERM OF COLLECTIVE AGREEMENT

- 1.1. This Agreement shall be effective from January 1, 2017 to December 31, 2019 and from year to year thereafter until replaced by a new collective agreement.
- 1.2. Notification to meet and bargain shall be made in writing by either party not less than 60 or more than 120 calendar days before the expiry of this Agreement.
- 1.3. The parties will mutually agree on a date to meet to commence negotiations for a renewal collective agreement. Proposed amendments shall be exchanged at that first renewal negotiation meeting.
- 1.4. Changes in this Agreement may be made at any time by a Letter of Understanding executed by the parties.

2 DEFINITIONS

- 2.1. In this collective agreement, the following definitions apply whether or not the words defined are capitalized:
 - a. "Call-back" is when an Employee has completed his or her regular shift and the Employer requires the Employee to return to work. A call back is not a general call out.
 - b. "Calendar year" means twelve (12) consecutive months commencing on January 1st of a year and ending on December 31st of the same year.
 - c. "Classification" means a group of positions having sufficiently similar duties, responsibilities, authority and required qualifications for which a common descriptive title can be used.
 - d. "County" means the County of Grande Prairie No. 1, a municipality established as per the Alberta *Municipal Government Act*, as amended.
 - e. "Employee" means a Full-Time Employee, Part-Time Employee or Temporary Employee of the County's fire services defined as follows:
 - i. "Full-Time Employee" or "Full-Time Firefighter" is a fire services employee of the County who is employed on a continuous basis and works 2184 regular hours per year or 2080 regular hours in the case of Administrative Duties.

- ii. "Part-Time Employee" or "Part-Time Firefighter" is a paid-on-call fire services employee of the County who works less than 2,184 regular hours per year. A Part-Time Employee is to work a minimum of forty-eight (48) regular hours per month [four (4) shifts per month], which is reviewed by the Employer for the quarterly periods ending March 31, June 30, September 30 and December 31. After receiving a written notification from the Employer that the monthly hours have not been met in the previous quarter, if the Part-Time Employee does not maintain the minimum monthly hours for the next quarter and does not have an approved leave of absence from the Employer, he/she will be considered to have resigned from the Fire Service.
- iii. "Temporary Employee" or "Temporary Firefighter" means an Employee of the County who performs duties for a specified period of time, or who fills in for another Employee who is off work sick or on disability, maternity/parental leave, adoption leave, Workers' Compensation, training, vacation, other leaves or leave of absence, or for seasonal employment or project work or for casual employment as required. Such Employee must be able to perform the work requested to be performed by the Employer.
- f. "Employer" means the County which employs Employees for fire services work. The Employer will be represented by authorized designated managerial representatives of the Employer/County who are not in the Union.
- g. "Firefighter" means an Employee working in Fire Services who is employed by the County.
- h. "Fire Service" means a department of the Community Services division of the County which serves the needs of the public using a composite fire services model which includes fire prevention, fire suppression, fire rescue, inspections or other work, duties or services for the County.
- i. "General Callout" is when the Employer requires Employees who are off duty to attend a worksite in response to an incident to meet the manpower requirements for the incident, or when all of the Employees at a fire station are in attendance at a worksite responding to an incident and required positions at that fire station are backfilled.
- j. "Policy Grievance" is a grievance which must be initiated by the Union related to an obligation in this Agreement of the Employer to the Union, and the issues and content of it are not an obligation which may be the subject of a grievance of an Employee or group of Employees.

- k. "Regular Rate" means the straight time rate of pay or the normal rate of pay as indicated in Schedule A without anything added to it. It is applicable to an Employee in accordance with the terms of this Agreement. No premiums or overtime pay is included in it.
- l. "Senior Management" means the Chief Administrative Officer, Director or their designates.
- m. "Shall" means the same as must or will and is mandatory.
- n. "Singular/Plural": Where it is evident from the intent, meaning and context of wording in this Agreement, wherever the singular or masculine is used, it shall be considered as if the plural or feminine had been used.
- o. "Tour" related to Full-Time Employees means four (4) consecutive or successive shifts of an Employee whether or not days off occur in between the shifts.
- p. "Union" or "Association" means the certified bargaining agent, the County of Grande Prairie Professional Fire Fighters, Local 5108 of the International Association of Fire Fighters.
- q. "Union Representative" or "Association Representative" means a person representing the Union who is authorized to act on behalf of the Union.
- r. "Union Steward" or "Association Steward" means an Employee in the bargaining unit who is selected by the Union to act on behalf of Employees. A Union Steward is a Union Representative.

3 NO STRIKE AND LOCKOUTS

- 3.1. The Union and Employer shall not promote or participate in any form of strike with the Employer. There will not be any lockout by the Employer.
- 3.2. Interest arbitration will be available to the parties as a form of resolution.

4 SCOPE

- 4.1. The Employer recognizes the Union as the sole bargaining agent for all Employees covered by this Agreement and according to the Alberta Labour Relations Board's certificate issued to the Union. The following positions are not covered by this Agreement:
- a. Fire Chief;
 - b. Deputy Fire Chiefs;
 - c. District Fire Chief;
 - d. Fire Marshal;
 - e. All management and those employed in a confidential capacity related to labour relations;
 - f. Volunteer Firefighters;
 - g. Firefighters in training who are not qualified to work as Full-Time, Part-Time or Temporary Firefighters;
 - h. Fire Services Administration Assistant.

5 MANAGEMENT RIGHTS

- 5.1. The Employer retains all rights not otherwise specifically abridged, modified or expressly limited or restricted in this Agreement. Without limiting the generality of the foregoing, the Union acknowledges that it will be the exclusive right of the Employer to operate and manage its business as long as that right is not specifically abridged, modified or restricted in this Agreement. Employees recognize they are required to follow the lawful instructions of the Employer. Subject to the express terms of this Agreement, the Union acknowledges the management rights of the Employer which includes:
- a. Maintaining order, discipline and efficiency, and the right to discipline, suspend and discharge Employees for just cause;
 - b. Making or altering rules, regulations, policies, procedures to be observed by Employees;
 - c. Determining the nature and location of operations and the expansion, curtailment or discontinuance of operations. The scheduling of operations, shifts and rotations;

determining job content and quality and quantity standards; determining the levels of training required; using improved methods, machinery and equipment;

- d. Determining the nature and type of fire related services to be provided and the methods and techniques of work to provide those services, together with the number of Employees required to perform those services;
 - e. Organizing and re-organizing the work of Employees and services; creating new positions, classifications and work units; declaring positions, classifications or work units redundant; directing, selecting, hiring, promoting, transferring; assigning positions and shifts; scheduling, demoting, classifying and laying off and recalling Employees.
- 5.2. Failure of the Employer to exercise any of its management or other rights is not considered to be an abandonment or waiver of those rights or prevent the Employer from exercising those rights.
- 5.3. The question of whether one of these management rights is limited by the other provisions of this Agreement may be decided through the grievance procedures.

6 UNION RECOGNITION & DUES

- 6.1. The Employer recognizes the Union as the sole collective bargaining agent for Employees covered by this Agreement.
- 6.2. Full-Time, Part-Time and Temporary Employees are required to maintain membership in the Union as a condition of employment, and pay Union dues, unless exempted by law.
- 6.3. In the event the Union is intending to suspend an Employee for non-maintenance of membership, the Union will give written notice to the Employer of at least seven (7) calendar days.
- 6.4. Employees covered by this Agreement are required to pay Union dues. The Employer shall deduct each month the amount of the Union dues, as set by the Union from time to time, from the pay of Employees and remit them to the Union by the 15th day of the following month.
- 6.5. The Union shall advise the Employer, in writing, with at least thirty (30) calendar days of notice, of any change in the amount of dues.
- 6.6. The Union indemnifies and holds harmless the Employer from all liability related to the deduction and remittance of dues.

7 UNION BUSINESS

- 7.1. The Employer will grant non-employee Union representatives access to its premises provided prior approval has been obtained from the Fire Chief or his designate. When a non-employee Union representative is investigating a grievance for the purpose of meeting with the grievor or his immediate supervisor, prior permission for an appointment with the grieving Employee or his immediate supervisor will be obtained from the Fire Chief or his designate.
- 7.2. Subject to operational requirements, time off for Union business will be provided to Employees for members to attend at collective agreement negotiations with the Employer and attendance at union conventions, seminars, Union committee meetings, attendance at union training events and similar events. For such events, upon prior notification to the Fire Chief, the Employee off on union business will be paid his or her regular wages and the Union will substitute another similarly qualified unpaid Employee with the same rank, classification and status (Full-Time or Part-Time) to work the shifts of the Employee off on Union business. No more than three (3) Employees will be off work on Union business at one time, except for collective agreement negotiations where no more than four (4) Employees will be allowed time off work.
- 7.3. Employees will give the Employer five (5) working days' notice of time off for union business. The Employer may approve time off for Union business when shorter notice is given.
- 7.4. There shall be no loss of seniority while on union business.
- 7.5. The Union shall advise the Employer in writing of the name of Union Stewards.
- 7.6. Union Stewards and Employees who are Union representatives will not interfere with the business and operations of the Employer, and will not leave their assigned duties to deal with grievances or other union matters without first obtaining the permission of the Fire Chief or his designate.
- 7.7. Union meetings may be held on Employer property with the prior approval of the Employer.

8 CORRESPONDENCE

- 8.1. Within fourteen (14) calendar days of ratification of this Agreement by the Employees of the Association and County Council, the Association and the County are to each assign a contact person(s) and the designate in their absence, where correspondence between the parties is to be sent related to matters arising from this Agreement which are not the subject of the grievance and arbitration procedures. The County and Association are to advise of changes to the names of the contact persons and designates

9 CHANGES IN LEGISLATION

- 9.1. The terms of this collective agreement are to comply with applicable laws. Where a term of this collective agreement does not comply with applicable laws, it is null and void and all other terms in this collective agreement continue in effect and are binding on the Employer and the Union.
- 9.2. Where a provision in this collective agreement is in conflict with a policy of the Employer, the provision in the collective agreement supersedes such policy.

10 HUMAN RIGHTS & LABOUR CODE

- 10.1. The Employer and the Union recognize the applicable provisions of the *Alberta Human Rights Act* and the *Labour Relations Code*.

11 HARASSMENT & DISCRIMINATION

- 11.1. The Employer, Union and Employees are committed to having a safe and respectful workplace.
- 11.2. The Employer and Association agree the workplace shall remain free from harassment and discrimination in employment on the basis of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age (18 years or more), ancestry, place of origin, marital status, source of income, family status or sexual orientation. It is not discrimination if there is a bona-fide occupational requirement or if what occurred was reasonable and justifiable in the circumstances.
- 11.3. The Employer, Union and Employees are committed to having a workplace where discrimination, workplace violence, sexual harassment and harassment are not tolerated.
- 11.4. In this collective agreement, harassment in the workplace is unwelcome verbal or physical conduct related to the grounds of discrimination noted above. It may be a pattern of such conduct. Harassment may cause embarrassment, humiliation and may interfere with a person's performance.
- 11.5. In this collective agreement, sexual harassment in the workplace is behaviour of a sexual nature which occurs from verbal or physical conduct without consent. It may be a pattern of such conduct. Sexual harassment may cause embarrassment, humiliation and may interfere with a person's performance.

- 11.6. An Employee who has a complaint of discrimination, harassment, sexual harassment or workplace violence has a responsibility to document the incident and advise the offender that his or her actions are unacceptable. It is imperative that the alleged offender be made aware that the behaviour or conduct is offensive, and be given the opportunity to cease such behaviour.
- 11.7. If the Employee is uncomfortable or feels intimidated about confronting the offender, the Employee will report the incident directly to his or her Captain, the Deputy Fire Chief, Fire Chief, Director of Community Services, the Human Resources Manager or the Chief Administrative Officer, and an investigation will be conducted by the Employer. In the event the investigation supports the complaint, disciplinary action, up to and including discharge, may be taken by the Employer.
- 11.8. The Employer will not tolerate any form of retaliation against an Employee who, in good faith, makes a complaint of discrimination, harassment, sexual harassment or workplace violence. If an Employee acts in bad faith in making a complaint of discrimination, harassment, sexual harassment or workplace violence, disciplinary action may be taken against such Employee.
- 11.9. All complaints of discrimination, harassment, sexual harassment and workplace violence will be dealt with in a confidential manner.

12 INDEMNIFICATION

- 12.1. When Firefighters are acting in good faith and are not proven grossly negligent, the County recognizes its vicarious liability related to Firefighters when acting within the scope of their duties and agrees to indemnify Firefighters for it.
- 12.2. At its cost, the Employer will defend all claims, suits or actions commenced against an Employee which arise from the Employee performing his or her duties who is not grossly negligent and has acted in good faith. The Employee shall cooperate with the County in investigating and defending such claims, suits and actions. The County may retain and assign legal counsel of its choice to defend the Employee. The Employee will follow the instructions of the County and legal counsel related to such claims, suits and actions.

13 HOURS OF WORK

- 13.1. The Employer operates its Fire Service on a continuous twenty-four (24) hour basis, seven (7) days a week.
- 13.2. Shift schedules for Full-Time Firefighters on shift rotation in fire suppression shall be two (2) ten (10) hour day shifts, followed by two (2) fourteen (14) hour night shifts, averaging forty-two (42)

regular hours of work per week. This shift schedule includes work on weekdays and weekends. Shift start and end times for regular hours for Full-Time Firefighters are:

- a. Day Shift: 07:00 hours to 17:00 hours;
 - b. Night Shift: 17:00 hours to 07:00 hours.
- 13.3. Shift schedules for Full-Time Firefighters not working shift rotations in fire suppression and those on administrative duties shall be eight (8) hour shifts, five (5) days per week and forty (40) regular hours per week.
- 13.4. Flex Full-Time Firefighters work ten (10) and fourteen (14) hour shifts, and eight (8) hour shifts, or other shifts, as required, so the Flex Full-Time Firefighter averages forty-two (42) regular hours per week.
- 13.5. The shift schedules for Part-Time Employees shall be twelve (12) hour shifts. Shift start and end times for regular hours for Part-Time Employees are:
- a. Day Shift: 07:00 hours to 19:00 hours;
 - b. Night Shift: 19:00 hours to 07:00 hours.
- 13.6. Temporary Employees work hours as assigned by the Employer. Temporary Employees may be scheduled to work shifts of eight (8) to fourteen (14) regular hours depending on operational requirements.
- 13.7. Compressed work weeks, averaging agreements or alternative work week schedules may be implemented by the Employer after agreement with the Union. Such agreement shall not be unreasonably denied by the Union.
- 13.8. The Employer may implement flexible schedules and hours of work to meet accommodation obligations as may be required by law.
- 13.9. For Full-Time and Part-Time Employees, the start and end times for shifts may be changed after agreement with the Association. Such agreement shall not be unreasonably denied by the Association.
- 13.10. Employees may be required to work hours of work beyond the regular hours noted above.
- 13.11. The Employer may reassign an Employee from one platoon to another upon thirty (30) calendar days of notice or immediately when there is an emergency or unforeseen or unpreventable circumstances.

14 OVERTIME

- 14.1. Hours worked in excess of a Full-Time Employee's scheduled regular hours of work shall be considered overtime. Overtime must be authorized by the Fire Chief or designate before it is worked.
- 14.2. Overtime is calculated in fifteen (15) minute increments rounded to the nearest increment. Time less than fifteen (15) minutes shall not be paid.
- 14.3. Overtime may be scheduled or unscheduled.
- 14.4. For overtime resulting from the extension of a scheduled shift for a Full-Time Employee resulting from his or her services being required due to work which is carried over from the end of the regularly scheduled shift in a day, the first two (2) hours of overtime is paid at one and one-half ($1\frac{1}{2}$ x) times the Full-Time Employee's Regular Rate, and two (2) times his or her Regular Rate thereafter. The foregoing is referred to as "Shift Extension Overtime".
- 14.5. Shift Extension Overtime is not scheduled overtime. Scheduled overtime for a Full-Time Employee is paid at the one and one-half times ($1\frac{1}{2}$ x) rate. Scheduled overtime occurs when the Employer gives the Full-Time Employee at least twenty-four (24) hours advance notice.
- 14.6. Other than Shift Extension Overtime and scheduled overtime, unscheduled overtime for Full-Time Employees is paid at two times (2x) the Regular Rate. Unscheduled overtime is when less than twenty-four (24) hours advance notice is given to a Full-Time Employee.
- 14.7. For scheduled and unscheduled overtime, Full-Time Employees are paid a minimum of two (2) hours of overtime. This minimum does not apply to Shift Extension Overtime or overtime immediately preceding the commencement of a shift.
- 14.8. Overtime for Part-Time Employees and Temporary Employees is paid after working more than the regular scheduled hours of work in a day and in accordance with the requirements of the *Employment Standards Code/Regulations*.
- 14.9. In the event an Employee works overtime and subsequently works his or her next scheduled shift, the Regular Rate is paid to the Employee for the hours worked on such scheduled shift.

15 BANKED OVERTIME

- 15.1. With the approval of the Fire Chief or designate, a Full-Time Employee may bank overtime at the rate of one and a half (1.5) hours for each overtime hour worked. Banked overtime is paid at the Regular Rate. Prior approval is required when banked hours are used. There will not be more than sixty (60) hours of overtime banked at any one time. Any hours above that maximum are paid out at the Regular Rate.

16 SHIFT EXCHANGES

- 16.1. Full-Time Employees may exchange shifts. The exchange of shifts is for the full scheduled shift and not part of the shift, unless otherwise approved by the Employer.
- 16.2. The shift exchange is agreed to by the affected Full-Time Employees, approval of the shift exchange is required to be given by the Employer and is recorded.
- 16.3. If a Full-Time Employee is owed a shift(s) by another Full-Time Employee due to a shift exchange, there will be no recourse against the Employer.
- 16.4. The Full-Time Employee who is originally scheduled to work the shift is paid for the shift.
- 16.5. Operations are not to be impacted by the shift exchange.
- 16.6. The shift exchange is to be cost neutral to the Employer. The Employer is not responsible for payment of any additional costs incurred arising from the shift exchange, including overtime pay, statutory holiday pay, vacation pay or other entitlements or amounts.
- 16.7. When a shift exchange has been approved and an affected Full-Time Employee fails to report for duty due to illness or injury or other legitimate extenuating circumstances, he or she may be required to provide the Employer with a medical certificate or other documentation to support the reasons for the absence. The reasonable costs for the medical certificate is reimbursed to the Full-Time Employee by the Employer.

17 FIT FOR WORK & IMPAIRMENT

- 17.1. Employees are to be fit for work. Employees are not to be impaired while at a work site.

18 MEDICAL & FCE EXAMINATIONS

- 18.1. To determine fitness for work, upon reasonable cause or when the Employer has concerns related to safety, security, risk or potential liability and the Employee or the Employee's healthcare practitioners have not provided satisfactory information to the Employer, the Employer may send an Employee for a functional capacity evaluation or a medical examination, or both, with a qualified health care practitioner, which is paid for by the Employer. A copy of the medical report shall be provided to the Employer and the Employee and remain private and confidential. The Employee will cooperate regarding any such medical examination. A qualified health care practitioner includes a physician, psychiatrist, psychologist, occupational medicine doctor, a specialist and a physiotherapist or occupational therapist. The Employee may request Union representation or assistance.

19 PROBATIONARY PERIOD

- 19.1. Full-Time Employees and Part-Time Employees will be on probation for one (1) year after commencing employment with the Employer.
- 19.2. Employment may be terminated during the probationary period when performance is not satisfactory to the Employer or the Employee does not demonstrate alignment with the values of the Employer. The termination of a probationary Employee may be grieved following the grievance procedures.

20 FULL-TIME VACANCIES & TRIAL PERIOD

- 20.1. The Employer is not required to fill a vacancy. When a vacancy is to be filled for a Full-Time Employee position, the Employer shall post for the position on Employer bulletin boards and electronically for fifteen (15) calendar days. The posting will have the job requirements, position, qualifications, responsibilities, education, current wage rate and hours of work. Applications from Employees shall be in writing or by email. After internal applicants are considered for the vacancy, the Employer may advertise externally in newspapers, electronically or otherwise.
- 20.2. Where Full-Time Employee internal applicants are not accepted for a job posting, the Employer may fill the position with external applicants.
- 20.3. Preference is given to existing Employees for a posted vacancy, provided the Employee is suitable for the position. The best suitable person is chosen for a Full-Time vacancy. When filling vacancies for Full-Time posted positions, the determining factors shall be job requirements, knowledge, efficiency, ability, competency and qualifications, and where those factors are equal for internal Full-Time applicants, seniority shall be the deciding factor.

- 20.4. Upon mutual agreement between the Employer and Union, an Employee may be appointed to a position without posting for the vacancy.
- 20.5. The Employer may temporarily fill a position which has been posted until someone is selected for the posting.
- 20.6. A Full-Time Employee who is accepted for a job posting shall serve a trial period of six (6) months in the new position. When the Employer determines a Full-Time Employee is not satisfactory during the trial period, the Full-Time Employee shall be returned to his or her former position without loss of seniority and will be compensated at the rate which applies to the former position. During the trial period, the Full-Time Employee may choose to revert to his or her former position, he or she may do so after notifying the Employer and he or she will be compensated at the rate which applies to the former position.
- 20.7. When the Full-Time Employee goes back to his or her former position during the trial period, the Employer may choose the next most suitable applicant for the position from the applicants who applied for the posted position rather than reposting for it.

21 DISCIPLINE AND DISCHARGE

- 21.1. Discipline and discharge shall be for just cause. An Employee shall be advised of the right to have a Union Representative present when discipline or discharge occurs. When a Union Representative is not present, the absence of a Union Representative shall not affect the Employer's right to impose discipline or discharge and in and of itself shall not be used to request an arbitrator to amend or overturn a discipline or discharge. Copies of written disciplines and discharge shall be provided to Employees and to the Union. Employees are deemed to have given consent for such documents to be provided to the Union.
- 21.2. The Employer shall advise a Union Representative when a meeting is to occur with an Employee for discipline or discharge. The failure to do so does not nullify the discipline or discharge.
- 21.3. Upon written request from the Employee after three (3) years of continuous service from the time a written disciplinary warning was issued to an Employee, it shall be removed from the Employee's Human Resources file, provided the Employee did not receive any other written disciplines during that time period and there are no other disciplinary actions pending which the Employer is aware. For the purposes of this provision, continuous service includes time spent on vacation, but excludes all other periods of time where the Employee has been absent from work for sixty (60) calendar days or more.
- 21.4. Upon written request from the Employee after five (5) years of continuous service from the time a disciplinary suspension was issued to an Employee, it shall be removed from the Employee's Human Resources file, provided the Employee did not receive any other written disciplines

during that time period and there are no other disciplinary actions pending which the Employer is aware. For the purposes of this provision, continuous service includes time spent on vacation, but excludes all other periods of time where the Employee has been absent from work for sixty (60) calendar days or more.

- 21.5. Once per year, upon five (5) working days written request from an Employee to the Human Resources Manager, and upon supervision by the Employer, the Employer will make reasonable arrangements to have the Employee's Human Resources file made available to the Employee to review. In the event of a grievance involving an Employee, upon five (5) working days written request from an Employee to the Human Resources Manager, an Employee may review his or her Human Resources file under supervision of the Employer. The Employee is not to remove anything from the Human Resources file, or destroy or alter anything in it.
- 21.6. There is to be one Human Resources file for each Employee. Disciplinary reports are to be put in the Employee's Human Resources file. The Employer is transitioning to electronic Human Resources files.

22 GRIEVANCES AND ARBITRATION

- 22.1. A grievance is defined as any difference arising out of the interpretation, application, administration or alleged violation of this Agreement or as to whether any such difference can be the subject of arbitration.
- 22.2. For the purpose of this Article, "days" shall be defined as work days exclusive of Saturdays, Sundays and statutory holidays.
- 22.3. If the Union fails to comply with any time limits in this grievance procedure, the grievance will be considered to be abandoned, unless the Parties have mutually agreed in writing to extend the time limits.
- 22.4. Should the Employer fail to comply with any time limits in the grievance procedure, the grievance shall automatically move to the next step on the day following the expiry of the particular time limit, unless the Parties have mutually agreed in writing to extend the time limits.
- 22.5. During any and all grievance proceedings, the Employee shall continue to perform his or her duties, except in cases of suspension or dismissal.
- 22.6. At Step 1, a grievance shall be in writing, state the particulars and circumstances which gave rise to the grievance, state the name of the grievor(s), indicate the dates of the incidents grieved, the redress sought and the clause(s) of this Agreement alleged to have been violated. A grievance is to be signed by the Union. There are no amendments to a grievance once it is filed.

- 22.7. The Union and Employer may mutually agree to have additional meetings about a grievance other than those at the steps in the grievance procedures.
- 22.8. Grievances are to follow the procedure set out below:
- a. **Informal Meeting:** Before a grievance is filed, an Employee shall have an informal discussion with the Deputy Chief or his designate in an attempt to resolve the issue.
 - b. **Step One:** An individual or group grievance is to be provided to the Fire Chief or his designate within fourteen (14) work days of the date of the incident which is the subject matter of the grievance, or when the Union reasonably ought to have been aware of the circumstances giving rise to the grievance, whichever first occurs. A meeting is to occur within fourteen (14) work days of receiving the grievance. The Fire Chief or his designate will give a response to the grievance in writing to the Union within seven (7) work days of the meeting.
 - c. **Step Two:** Failing satisfactory settlement at Step One, the grievance shall be forwarded in writing to the Director of Community Services or his designate within fourteen (14) work days of the date of the response at Step One. A meeting is to occur within fourteen (14) work days of receiving the grievance. The Director of Community Services or his designate shall provide a decision in writing to the Union within seven (7) work days of the meeting.
 - d. **Step Three:** Failing satisfactory settlement at Step Two, the grievance shall be submitted in writing to the Chief Administrative Officer within fourteen (14) work days of the date of the response at Step Two. A meeting is to occur within fourteen (14) work days of receiving the grievance. The Chief Administrative Officer or his designate shall reply to the grievance in writing to the Union within seven (7) work days of the meeting.
 - e. **Step Four:** If the Union is not satisfied with the response to the grievance at Step Three, and wishes to pursue the grievance, the Union may submit the grievance to Arbitration within fifteen (15) work days of receipt of the reply provided at Step Three by giving the Employer written notice of the referral to arbitration. The Union's referral to arbitration shall name its nominee to the arbitration board or name the person proposed as a sole arbitrator. Within 15 (fifteen) work days of receiving the Union's referral to arbitration, the Employer shall advise the Union in writing of its nominee to the arbitration board, or whether it accepts the sole arbitrator proposed by the Union or of the name of a proposed sole arbitrator.
- 22.9. The arbitration board shall be comprised of one (1) member appointed by the Employer, one (1) member appointed by the Union, and a neutral chair appointed by the other two (2) members. The nominees to the arbitration board shall appoint a chair to the arbitration board within 15 (fifteen) work days of the Employer's nominee being appointed.

- 22.10. As an alternate procedure to a three-member arbitration board, the parties may mutually agree to the appointment of a sole arbitrator.
- 22.11. Each party shall bear its own fees and expenses related to the arbitration. The fees and expenses of the chair, or sole arbitrator, shall be shared equally by the Union and Employer.
- 22.12. If the parties' nominees cannot agree on a neutral chair, or are unable to agree on a sole arbitrator, such appointment shall be made by the Director of Mediation Services in accordance with the *Labour Relations Code*.
- 22.13. The arbitration board or single arbitrator shall not have any power to alter, amend or change the provisions of this Agreement or to substitute any new provisions for any existing provisions. The arbitration board or sole arbitrator shall not adjudicate anything which is not specified in the grievance.
- 22.14. The arbitration board or the sole arbitrator shall as soon as practicable hear and determine the difference and shall issue an award in writing. The decision is final and binding upon the Parties and upon any Employee affected by it. The award of a majority is the award of the arbitration board, but if there is no majority the decision of the chair governs and shall be deemed to be the award of the arbitration board.
- 22.15. The time limits contained in this Article are mandatory and may be extended by mutual agreement of the Parties confirmed in writing.
- 22.16. An Employee may have a Union Representative present during a formal or informal grievance meeting if he or she chooses to do so.
- 22.17. **Group Grievances:** A group grievance may be initiated by more than one (1) Employee, provided that all Employees are grieving the identical issue, a list of all affected Employees is attached to the grievance, and the results of the grievance apply proportionally, if applicable, to all Employees listed on the original grievance, and shall be initiated at Step I of this grievance procedure.
- 22.18. **Employer Grievances & Union Policy Grievances:** A policy grievance may be initiated where the Union, by way of a written grievance signed by the President or his designate which is not an obligation which may be the subject of a grievance of an Employee, or an Employer grievance signed by the Chief Administrative Officer or his designate, and the Union or Employer grievance seeks to enforce an obligation that is alleged to arise out of this Agreement. Such grievance shall commence at Step Three of the grievance procedures. If such grievance is not resolved at Step Three, it may be referred to arbitration following the above arbitration procedures. The Employer or the Union may commence such a grievance within twenty (20) work days of the date upon which the circumstances of the grievance occurred or within twenty (20) work days of the date upon which the aggrieved party first reasonably became aware of the circumstances of the grievance, whichever first occurs. The party required to respond to the

Collective Agreement

County of Grande Prairie & County of Grande Prairie Professional Fire fighters, Local 5108 of the
International Association of Firefighters
January 1, 2017 – December 31, 2019

grievance shall respond in writing to the other party within 10 (ten) work days of receiving the grievance.

- 22.19. At any time, by mutual agreement, the parties may refer the grievance to mediation. Failing agreement on a mediator, the Director of Mediation Services shall appoint a mediator. The time limits in the grievance and arbitration procedures shall be suspended when the parties agree to use mediation. If a grievance is resolved at mediation, it shall be discontinued. If a grievance is not resolved at mediation, the grievance and arbitration procedures above apply.

23 BULLETIN BOARDS

- 23.1. The Employer will provide a bulletin board at each of the Clairmont and Dunes Fire Halls for the Union to use. The Union will not post anything on the bulletin boards which is disrespectful of the Employer or which brings the reputation of the Employer into disrepute. The Employer may remove offensive or disrespectful postings from the bulletin boards.

24 LABOUR RELATIONS & OHS COMMITTEES

- 24.1. The Employer and Union each shall appoint two (2) representatives for meetings of a Labour Relations Committee and an Occupational Health & Safety Committee in Fire Services, which shall be established for the purposes of communication and dialogue for matters of mutual concern in an effort to find solutions to issues which have arisen since the last meeting and to recommend solutions. The Employer and Union will endeavour to have such meetings once every two (2) months. Agendas are to be provided before the meetings. Minutes of meetings will be kept and action items assigned. By mutual agreement the Parties may require more representatives to attend. When such meetings occur during the scheduled working hours of an Employee representative of the Committee, he or she will be paid for attendance.
- 24.2. The Chair of each Committee is to alternate between an Employer and Union representative. Unless otherwise agreed, where the Chair of the Committee at one meeting is an Employer representative, the Chair at the next meeting will be a Union representative.
- 24.3. The Chair of each Committee is responsible for arranging, organizing, conducting and doing other things necessary for the functioning of the Committee.
- 24.4. Once the Labour Relations Committee or the Occupational Health and Safety Committee have reached a consensus, the recommendation is to be provided in writing to the responsible Party. The responsible Party has thirty (30) days to respond to the recommendation.

25 SENIORITY

- 25.1. A Full-Time Employee's seniority shall commence with the first day of their employment as a Full-Time Employee with the Employer.
- 25.2. A Part-Time or Temporary Employee's seniority commences on the first day of work and is based on actual hours worked. Seniority for Part-Time or Temporary Employees shall have transfer application to the Full-Time Employee seniority list to a maximum of two (2) years.
- 25.3. If two (2) or more Full-Time Employees commence work on the same day, placement on the seniority list shall be determined by their date of birth and the older Full-Time Employee shall have greater seniority.
- 25.4. If two (2) or more Part-Time or Temporary Employees commence work on the same day, and have the same number of actual hours worked, placement on the seniority list shall be determined by their date of birth and the older Part-Time or Temporary Employee shall have greater seniority.
- 25.5. Should a Full-Time Employee revert to a Part-Time Employee status, he/she shall maintain the seniority accrued to date as a Full-Time Employee.
- 25.6. Once annually, the Employer is to prepare a seniority list for Full-Time Employees which shows their date of hire and position, and provide a copy to the Union.
- 25.7. Once annually the Employer is to prepare a seniority list for Part-Time and Temporary Employees which shows their date of hire, position and hours, and provide a copy to the Union.
- 25.8. Seniority for Full-Time Employees is not lost when absent from work due to illness, work related injury, disability, a paid leave of absence, when on maternity, parental or adoption leave, and up to six (6) months for an unpaid leave of absence.
- 25.9. An Employee shall lose seniority in the event:
 - a. The Employee is discharged for just cause and is not reinstated,
 - b. The Employee resigns;
 - c. The Employee is absent from work for three (3) consecutive working days without sufficient cause or without notifying the Employer;
 - d. The Full-Time Employee fails to return within seven (7) days following a recall after being notified of recall at the last recorded address by registered mail to do so, unless through sickness or just cause. It shall be the responsibility of the Full-Time Employee to keep the Employer informed of his or her address;

- e. The Full-Time Employee is on layoff for more than twelve (12) months;
- f. The Employee is off work due to illness or disability continuously for thirty-six (36) months;
- g. The Employee is off work due to a work-related injury continuously for thirty-six (36) months.

25.10. When seniority ends as above, employment ends.

26 LAY-OFF AND RE-CALL

- 26.1. A layoff shall be defined as a reduction in the work force.
- 26.2. Full-Time Employees shall receive two (2) weeks working notice, or pay in lieu thereof, of the Employer's intention to layoff. A copy of such notice shall be provided to the Union. Where knowledge, skill, ability, competency and qualifications related to the position are equal, the Employer shall give layoff notice to the Full-Time Employee with the least seniority in the job classification where the layoff occurs.
- 26.3. Where a Full-Time Employee has been laid off they shall be recalled in the reverse order they were laid off to the first available job within their classification.
- 26.4. The Employer will contact the Employees on lay off in person or by phone for the purpose of recall. Where recall in this manner is not possible, recall shall be deemed to have been carried out seven (7) days after the posting of a registered letter to the last known address of the Employee according to the Employer's records. The Union will be advised in advance of recall when possible.
- 26.5. Where an Employee does not return to work as required, the employment relationship shall be terminated barring unforeseen special circumstances that call for compassionate consideration.
- 26.6. No Full-Time Employees shall be hired by the Employer until eligible Full-Time Employees on layoff have been given the opportunity to return to work in accordance with this Article.
- 26.7. The right to recall for Full-Time Employees shall continue for a period of twelve (12) months after which time the employment relationship shall be terminated.
- 26.8. Full-Time Employees on layoff may work as Part-Time Employees without affecting their recall rights.
- 26.9. After the recall period expires and a Full-Time employee on layoff has not been recalled to work, such Full-Time Employee is paid severance pay in the amount of one (1) week for each year of completed service calculated up to the date of layoff, paid at the regular rate for the regular

Collective Agreement

County of Grande Prairie & County of Grande Prairie Professional Fire fighters, Local 5108 of the
International Association of Firefighters
January 1, 2017 – December 31, 2019

hours the Full-Time Employee would have earned if the Full-Time Employee had worked the scheduled work days in a week, up to a maximum of twelve (12) weeks of severance pay.

27 COURT APPEARANCE & JURY DUTY

- 27.1. When an Employee is summoned to jury duty, sequestered as a juror, subpoenaed as a witness for the Employer or represents the Employer in his or her official capacity at court or in quasi-judicial proceedings ("Court Leave"), leave of absence without loss of pay or benefits shall be granted.
- 27.2. Pay for Court Leave shall be at the Employee's Regular Rate, unless it occurs on a Full-Time Employee's scheduled day off, in which case the Full-Time Employee is paid one and a half times (1.5x) the Regular Rate for the hours on Court Leave.
- 27.3. While awaiting witness duty or jury duty, or when the Employee is not sequestered as a juror, the Employee may be required to return to work and complete a scheduled shift.
- 27.4. Any juror's or witness fee paid to the Employee must be remitted to the Employer. Employees will be required to provide a certificate of attendance from an Officer of the Court or quasi-judicial body.

28 PENSION

- 28.1. Full-Time Employees shall be provided pension as per the Alberta Local Authorities Pension Plan (LAPP or Plan). The Employer and Full-Time Employees will each make their contributions to LAPP as required by the Plan. The rules and procedures of the Plan apply at all times.
- 28.2. From the commencement date of employment, there is a six (6) month waiting period for a Full-Time Employee to participate in LAPP. If within five (5) years of the commencement date of employment, the Full-Time Employee initiates the buy back of pensionable LAPP service for that six (6) month period or part thereof, the Employer will make its contributions to LAPP for that period.
- 28.3. In the event the Full-Time Employee decides at the commencement of employment or during the six (6) month waiting period that he or she wants to buy back pensionable LAPP service for the waiting period or part thereof, the Full-Time Employee may authorize the Employer to deduct the Full-Time Employee's contributions each pay period and set them aside for the buy back at the end of the waiting period.
- 28.4. Other than the Employer not making LAPP contributions as required by the Plan, or making contributions for a buy back noted above, there will not be any grievances related to LAPP issues.

29 GROUP RRSP

- 29.1. Full-Time, Part-Time and Temporary Employees may participate in the Group RRSP by payroll deduction. Employees are to complete forms required for such participation. The Group RRSP rules apply. The Employer does not contribute to the Group RRSP.

30 REFRESHMENTS

- 30.1. The County shall make provisions for supplying reasonable refreshments to Employees on duty at an incident and for those Employees who are working overtime in excess of three (3) hours, or to Employees who are called back to work and are required to be on standby for a period in excess of three (3) hours where a normal meal time occurs during that time. Further refreshments shall be supplied at the discretion of the Officer in charge of the incident. The Officer in charge shall ensure the costs for such refreshments are within reasonable limits. Employees are to be properly nourished with reasonably healthy food and drink.

31 DAYLIGHT SAVINGS TIME

- 31.1. When Daylight Savings Time occurs in the Spring and when Mountain Standard Time is reverted to in the Fall, Employees will be paid for the scheduled hours on the night shift which will not be altered regardless of the hours worked due to the change of time.

32 STATION & DRESS UNIFORM ISSUE

- 32.1. Employees are provided an initial uniform issue as set out below. Employees will keep and maintain uniforms in good condition, normal wear and tear excepted.
- 32.2. When uniform issue items are damaged or contaminated during work, the Employer shall repair or replace them. Replacements are to be equivalent to issue quality.
- 32.3. All uniform issue items remain the property of the Employer and are to be returned, as required by the Employer, when employment ends, or upon request of the Employer.
- 32.4. Class A uniforms are only issued after a Full-Time Employee has completed the probationary period.
- 32.5. Uniform issue for Full-Time Employees are:
- a. 4 uniformed shirts with flashes (choice of short or long sleeved);
 - b. 4 uniform pants;

- c. 4 duty T-shirts;
- d. 6 pairs of socks;
- e. 1 spring/summer jacket;
- f. 1 fall/winter jacket;
- g. 1 pair of leather gloves;
- h. 1 pair of leather station boots;
- i. 1 ball cap;
- j. 1 belt;
- k. 1 toque;
- l. 1 job shirt;
- m. 1 pair of gym shorts;
- n. 1 Class A uniform;
- o. 1 Class A Uniform trench coat.

32.6. Uniform issue for Part-Time and Temporary Employees are:

- a. 2 uniformed shirts with flashes (choice of short or long sleeve);
- b. 2 uniform pants;
- c. 4 duty T-shirts;
- d. 4 pairs of socks;
- e. 1 pair of leather station boots;
- f. 1 ball cap;
- g. 1 belt;
- h. 1 toque;
- i. 1 job shirt;

j. 1 pair of gym shorts.

32.7. At their own expense, Employees may purchase additional uniform items from the Employer at cost.

33 SAFETY CLOTHING & SAFETY APPAREL

33.1. All Employees must use personal protective equipment, protective clothing, safety apparel and other safety equipment as required by the Employer for safety purposes.

33.2. All safety equipment, personal protective equipment, safety clothing and safety apparel provided by the Employer shall remain the property of the Employer. Employees will keep and maintain such equipment, clothing and apparel in good condition, normal wear and tear excepted.

33.3. All safety equipment, personal protective equipment, safety clothing and safety apparel remain the property of the Employer and are to be returned when employment ends or upon request of the Employer.

33.4. Safety clothing issued to Employees are:

- a. Fitted Turn-Out coat and pants with suspenders;
- b. Leather structural firefighting boots;
- c. Balaclava;
- d. Structural firefighting gloves;
- e. Fitted SCBA mask;
- f. Wildland Goggles and coveralls (Nomex or equivalent);
- g. Helmet.

33.5. Full-Time Firefighters are issued another set of the following:

- a. Fitted Turn-Out coat and pants with suspenders;
- b. Leather structural firefighting boots;
- c. Balaclava;
- d. Structural firefighting gloves;
- e. Helmet.

34 BEREAVEMENT LEAVE

- 34.1. When there is a death in the immediate family, and subject to the approval of the Employer, Full-Time Employees are entitled to bereavement leave at the regular rate for up to three (3) scheduled working shifts for the purpose of attending the funeral or memorial event and/or making arrangements for the funeral or memorial event. Up to an additional two (2) scheduled working shifts, at the regular rate, may be provided where travel is in excess of 450 km, or where special circumstances warrant consideration. Immediate family is the Full-Time Employee's spouse, child, parents, parents-in-law, grandchildren, grandparents, brother, sister, brother-in-law, sister-in-law, son-in-law and daughter-in-law.
- 34.2. Vacation lost due to bereavement may be deferred and re-scheduled when the Full-Time Employee notifies the Employer of the immediate family death as soon as possible.
- 34.3. Subject to the approval of the Employer, a Full-Time Employee may be granted up to one scheduled (1) working shift off with pay at the regular rate, to attend the funeral or memorial service for a relative who is not immediate family or a person living in the Full-Time Employee's home.

35 GENERAL CALLOUT & CALL-BACK

- 35.1. When there is a general callout or call-back, Employees are paid a minimum of two (2) hours. The calculation of time for the general callout or call-back commences when the Employee arrives at the Fire Hall and ends when the Employee is released by the Officer-In-Charge. The Employer may assign the Employee to other duties for the remainder of the minimum two (2) hour period when the work related to the general callout or call-back ends earlier. In the event an Employee is released from callout or callback and the Employee is called back to work, such is considered to be a continuation of the previous general callout or call-back provided the Employee is called back within the initial two (2) hour period of the general callout/callback.
- 35.2. Full-Time, Temporary and Part-Time Employees shall be paid at two (2) times his or her Regular Rate for the hours worked for a general callout or call-back.
- 35.3. An Employee who fails to arrive at the assigned Firehall to respond to a general callout or a call-back within thirty (30) minutes, and whose services are no longer required, will not receive any general callout/callback pay.

36 GENERAL HOLIDAYS (STATUTORY HOLIDAYS)

36.1. The following shall be recognized as General Holidays:

- a. New Year's Day
- b. Family Day
- c. Good Friday
- d. Heritage Day
- e. Labour Day
- f. Thanksgiving Day
- g. Remembrance Day
- h. Christmas Day
- i. Canada Day
- j. Victoria Day
- k. Boxing Day
- l. Easter Monday
- m. and any other day designated as a General Holiday by the Lieutenant Governor in Council under the Employment Standards Code.

36.2. An Employee is not entitled to General Holiday pay when:

- a. The Employee does not work on a General Holiday when scheduled to do so unless absent due to illness, vacation or other reason acceptable to the Employer; or
- b. The Employee is absent from employment, without the consent of the Employer, for all or part of the last shift preceding or the first shift following the General Holiday; or
- c. On the date of the General Holiday, the Employee is on lay-off, on an unpaid leave of absence, on maternity, parental or adoption leave, on Workers' Compensation (WCB) or is on disability benefits.

- 36.3. When the above conditions do not apply, a Full-Time Employee is entitled to receive twelve (12) hours pay at the Regular Rate as General Holiday pay.
- 36.4. When the above conditions do not apply, effective January 1, 2018, Part-Time and Temporary Employees are entitled to five percent (5%) of regular wages for General Holiday pay. The previous rate was four percent (4%) prior to January 1, 2018. General Holiday pay is paid to Part-Time and Temporary Employees each pay period.
- 36.5. A Full-Time, Temporary or Part-Time Employee who works on a General Holiday shall receive two times (2x) their Regular Rate for all hours worked on the General Holiday.
- 36.6. The overtime provisions of this Agreement do not apply to work on General Holidays.

37 ANNUAL VACATION FULL-TIME

- 37.1. Full-Time Employees shall receive annual vacation with pay, accrued on an annual basis as follows:
 - a. From 1 to and including 5 years of completed service: 126 hours (3 weeks)
 - b. From 6 to and including 10 years of completed service: 168 hours (4 weeks)
 - c. 11 to and including 15 years of completed service: 210 hours (5 weeks)
 - d. 16 or more years of completed service: 252 hours (6 weeks)
- 37.2. A Full-Time Employee commences to accrue vacation from the first day of employment with the Employer. Full-Time Employees are encouraged to take vacation annually. A maximum of two (2) years of vacation entitlement may be accrued by a Full-Time Employee. A Full-Time Employee is required to have the written permission of the Employer for accruing more than two (2) years of vacation.
- 37.3. Accrued vacation is to be shown on the pay statements of Full-Time Employees.
- 37.4. Vacation must be accrued before it is taken. An Employee shall not take vacation without prior authorization from the Employer. Vacation shall be granted as operational requirements permit. Unless approved by the Fire Chief or designate, vacation cannot be taken when an Employee is on probation.
- 37.5. The Association will make reasonable efforts to coordinate vacation requests of Employees.
- 37.6. The Union acknowledges the Employer has the right to schedule vacations at any time during the year.

- 37.7. Annual vacation requests shall be submitted in writing to the Fire Chief or his designate on or before March 1st of each calendar year. Vacation requests not submitted by that date are considered by the Fire Chief or his designate based on operational requirements. The vacation requests are to be responded to by April 1st.
- 37.8. Subject to operational requirements, for vacation requests after March 1st of each calendar year, the Employer will make reasonable efforts to schedule Full-Time Employee vacation at the time desired by the Full-Time Employee. The Employer endeavours to respond to such Full-Time Employee vacation requests within twenty-one (21) days.
- 37.9. Where two Full-Time Employees on the same platoon apply for the same period of vacation at the same time, depending on operational requirements, the most senior Full-Time Employee is to be granted the vacation period for not more than two (2) tours [96 hours of vacation].
- 37.10. Authorized vacation leave may be changed by mutual agreement of the Employee and the Fire Chief or his designate.
- 37.11. Unless approved by the Chief Administrative Officer, accrued vacation time will only be paid out to Full-Time Employees upon termination of employment.
- 37.12. Vacation shall not accrue during periods while:
- a. An Employee is on layoff;
 - b. An Employee is on a leave of absence without pay for thirty (30) calendar days or more, is on WCB for 90 calendar days or more, when the Employee is on maternity/parental leave or when an Employee is receiving Employment Insurance or disability benefits.
- 37.13. **Part-time and Temporary Vacation** - Each pay period, Part-Time and Temporary Employees shall be provided vacation pay of six (6%) of regular wages.
- 37.14. After eight years of service, Part-Time and Temporary Employees receive vacation pay of eight (8%) of regular wages.

38 HEALTH & WELLNESS

- 38.1. The Union and County agree that health and wellness of Employees is important. It is agreed that Employees are expected to maintain their fitness and wellness for work. The Employer provides access to fitness equipment for Employees.
- 38.2. The IAFF/IAFC Wellness Fitness Initiative (WFI) may provide guidance on fitness and wellness. Participation by Employees is voluntary.

39 EMPLOYEE HEALTH & WELLNESS BENEFIT

- 39.1. Full-Time Employees receive a Health and Wellness benefit each year in the amount of seven-hundred-fifty dollars (\$750).
- 39.2. For the year December 1, 2017 to November 30, 2018 and each subsequent year, the Employer shall provide Part-Time and Temporary Employees with a Health and Wellness Benefit in a prorated amount of seven-hundred-fifty dollars (\$750). The portion of that amount which a Part-Time or Temporary Employee is eligible to use during that year is based on actual hours worked in the prior year by the Part-Time Employee prorated to the Full-Time Employee equivalency of 2184 hours. Amounts for the Health and Wellness Benefit not used in one year are not carried forward to the next year.
- 39.3. Satisfactory receipts have to be provided to the Employer before Health and Wellness Benefit monies are advanced to Part-Time Employees, which must be submitted to the Employer by December 15th of each year for reimbursement.
- 39.4. The Health and Wellness Benefit may be used by Full-Time, Part-Time and Temporary Employees in accordance with the Employer's policy for health and wellness benefits.

40 WORKERS' COMPENSATION & SALARY CONTINUANCE

- 40.4. Employees shall immediately report any workplace injury to the Employer and adhere to Workers' Compensation Board legislation as it pertains to them.
- 40.5. Employees who are on Workers' Compensation (WCB) are to keep the Employer apprised of their prognosis and expected date of return to work.
- 40.6. The day of the accident, the Employee will receive his or her regular pay for the remainder of his or her shift.
- 40.7. The Employer may provide modified work to an Employee who is on WCB provided such modified work is consistent with the medical limitations/restrictions which apply to the Employee. Employees must accept modified work when it is available.
- 40.8. Employees on WCB remain employees of the Employer until their employment ends.

41 SALARY CONTINUANCE WHEN ON WCB

41.1. Subject to the following:

- a. The Employer will provide a Full-Time Employee, or Temporary Employee whose term is one (1) year or more, his or her normal earnings at the Regular Rate;
- b. Only for regularly scheduled hours of work the Full-Time Employee or Temporary Employee would have worked when he or she is unable to work past the day of the accident/illness due to a work-related accident or illness that occurred while in the course of duties for the County;
- c. Less deductions and withholdings as may be required by law;
- d. The foregoing is referred to as "Salary Continuance"; and
- e. If the claim is accepted by the Workers' Compensation Board ("WCB") under the provisions of the *Workers Compensation Act* and the Employee is receiving WCB benefits related to the accident or illness:
 - i. The Full-Time or Temporary Employee must accept meaningful modified work when the Employer is able to meet the limitations/restrictions recommended by physicians or the WCB;
 - ii. Salary Continuance continues until physicians or the WCB determine the Full-Time or Temporary Employee is fit to return to work to perform modified work or his or her regular duties, a permanent pension is granted by WCB to the Full-Time or Temporary Employee or WCB provides the Full-Time or Temporary Employee with any other pension, or for up to twenty-four (24) months from the date of the accident or illness of the Full-Time or Temporary Employee when he or she is continuously on WCB, whichever first occurs.

41.2. Salary Continuance excludes overtime hours and any premiums.

41.3. Pre-authorized deductions will continue to be deducted from the Salary Continuance of the Full-Time or Temporary Employee.

41.4. For Salary Continuance to be received, the Full-Time or Temporary Employee is required to assign and remit all WCB benefits related to replacement remuneration to the Employer. When there is a change in the WCB benefits provided to the Full-Time or Temporary Employee, he or she is required to forthwith notify the Employer.

- 41.5. Any overpayment to a Full-Time or Temporary Employee resulting from Salary Continuance is a debt due and owing to the Employer and may be deducted from any remuneration, benefits or other monies payable to the Full-Time or Temporary Employee.
- 41.6. If a Full-Time or Temporary Employee's WCB claim is denied and the inability to work continues, accrued sick leave time shall be used, or if he or she does not have accrued sick time, then vacation time shall be used. If the Full-Time or Temporary Employee does not have any accrued vacation, he or she shall be on a leave of absence without pay until the restrictions or limitations are determined or the Full-Time or Temporary Employee is declared fit to return to work for modified or full duties.
- 41.7. Part-Time Employees who are unable to work past the day of the accident/illness, due to a work-related accident or illness that occurred while in the course of their duties for the County when their claim is accepted by WCB under the provisions of the Workers' Compensation Act are provided WCB benefits and a top-up to normal earnings at the County at their Regular Rate for the regular hours worked in the year preceding the date of the accident/illness. To receive the top-up, the Part-Time Employee is to provide evidence to the Employer of the payments received from WCB for the accident/illness at the County.
- 41.8. The top-up for Part-Time Employees on WCB for a work related injury/illness at the County continues until the top-up is used up, or until physicians or the WCB determine the Part-Time Employee is fit to return to work to perform modified work or his or her regular duties, a permanent pension is granted by WCB to the Part-Time Employee or WCB provides the Part-Time Employee with any other pension, or for up to twenty-four (24) months from the date of the accident or illness of the Part-Time Employee when he or she is continuously on WCB, whichever first occurs.

42 GROUP BENEFIT PLANS

- 42.1. Full-Time Employees shall be entitled to group benefits enjoyed by all other full-time employees of the Employer which are provided through the Employer's group benefits insurer. The Employer will consult the Association in advance of any changes to group benefits insurers. Group benefits for Full-Time Employees will not be reduced without the agreement of the Association.
- 42.2. Eligibility for group benefits for Full-Time Employees will be as per the rules in the group benefits plan with the Employer's benefits insurer. The rules and procedures of such group benefit plan will apply at all times.
- 42.3. Subject to the eligibility rules of the Employer's group benefits plan with the Employer's benefits insurer, the Employer shall provide Full-Time, Part-Time and Temporary Employees access to an EAP (Employee Assistance Program). The rules and procedures of the Employer's group benefit plan will apply at all times.

- 42.4. When hired, Employees are to receive a booklet or other information about the EAP services.
- 42.5. A Temporary Employee whose term is one (1) year or more is entitled to group benefits provided by the Employer's group benefits insurer, except disability and optional benefits. The rules and procedures of the group benefits plan applies to Temporary Employees.
- 42.6. Other than EAP, Part-Time Employees are not entitled to group benefits.
- 42.7. A denial of benefits by the Employer's group benefits insurer cannot be grieved. Any appeal procedures in the group benefits plan may be used by Full-Time, Temporary and Part-Time Employees.

43 SICK LEAVE

- 43.1. Sick leave is provided to eligible Full-Time Employees for the purpose of maintaining the Regular Rate of the Full-Time Employee during absences from regularly scheduled shifts due to sickness, quarantine or for an accident where Workers' Compensation benefits are not provided.
- 43.2. Full-Time Employees working the ten (10) hour day and fourteen (14) hour night shift rotations, accrue paid sick leave at the rate of 5.8154 hours bi-weekly to a maximum of 756 hours. Full-Time Employees who work forty (40) regular hours per week, accrue paid sick leave at the rate of 5.5385 hours bi-weekly to a maximum of 720 hours. Unused sick leave is not paid out.
- 43.3. Temporary Employees whose term is anticipated to exceed six (6) months are entitled to accrue sick leave after working three (3) pay periods. Temporary Employees accrue sick leave at the rate of 5.8154 hours biweekly when working full-time hours (2184 hours per year) to a maximum of 756 hours. When such Temporary Employee works less than full-time hours, his or her sick leave accrues at the prorated amount to the full-time equivalency (2184 hours) based on regular hours worked, and the maximum accrual is the prorated amount of 756 hours based on the full-time equivalency. Unused sick leave is not paid out.
- 43.4. Paid sick leave for Full-Time and Temporary Employees does not accrue when an Employee is receiving Employment Insurance or disability benefits or when a Full-Time or Temporary Employee is on an approved unpaid leave of absence of thirty (30) days or longer.
- 43.5. When a Full-Time or Temporary Employee has accrued the maximum sick leave credits, the Full-Time or Temporary Employee shall not continue to accrue sick leave credits until such time as the Full-Time or Temporary Employee's total accumulation of sick leave credits is reduced below the maximum. At that time, the Full-Time or Temporary Employee shall commence accumulating sick leave credits up to the maximum once more.

- 43.6. Full-Time and Temporary Employees must apply for disability insurance in accordance with the provisions set out in the group benefits plan of the Employer.
- 43.7. Sick leave is only paid if a Full-Time or Temporary Employee has accrued sick leave. Sick time taken in excess of the accrued sick leave of a Full-Time Employee is without pay, unless otherwise authorized by the Employer.
- 43.8. Part-Time Employees are not entitled to paid sick leave.
- 43.9. Employees who are not able to attend work due to an illness must notify the Station Officer as soon as possible prior to the start of their scheduled shift.
- 43.10. When an Employee is absent from work due to illness for more than three (3) consecutive shifts or upon request by the Employer, the Employee may be required to provide satisfactory proof of such sickness to the Employer.

44 SHIFT DIFFERENTIAL

- 44.1. A shift differential of \$1.25 (one dollar and twenty-five cents) per hour shall be paid to Full-Time and Temporary Employees on the night shift for regularly scheduled hours actually worked between 17:00 hours and 07:00 hours. Shift differential shall not be subject to overtime percentages and will be paid out at \$1.25 (one dollar and twenty-five cents) per hour regardless of the rate of pay the Full-Time or Temporary Employee is earning for the time worked.
- 44.2. A shift differential of \$1.25 (one dollar and twenty-five cents) per hour shall be paid to Part-Time Employees on the night shift for hours actually worked between 19:00 hours and 07:00 hours. Shift differential shall not be subject to overtime percentages and will be paid out at \$1.25 (one dollar and twenty-five cents) per hour regardless of the rate of pay the Part-Time Employee is earning for the time worked.

45 ACTING PAY

- 45.1. When an employee is asked to temporarily act in a senior position in the Fire Service for fifty percent (50%), or more of the scheduled shift, the employee shall receive the pay rate for the position being filled for that shift, or their current pay rate, whichever is the greater.
- 45.2. The position will be filled by the next most senior qualified member on shift.
- 45.3. When it is anticipated that a fire service officer position will need to be filled for more than two (2) tours, the Employer will temporarily fill the position utilizing the applicable seniority list. Terms of coverage must be agreed upon by both the employer and employee.

- 45.4. An Employee is not entitled to acting pay where his or her work in the higher paid classification is necessitated by the incumbent's absence at an Association meeting or Union business.

46 PYRAMIDING

- 46.1. There will be no pyramiding or stacking of wage premiums, unless provisions in this collective agreement expressly permit that to be done. Where two or more wage premiums apply, the Employee shall receive only the greater premium, unless stated otherwise in this Agreement.
- 46.2. Shift differential shall not be impacted by any other premium paid.

47 LINE OF DUTY DEATH SERVICE

- 47.1. The Employer agrees to contribute up to two (2) months' regular salary of a 1st class Firefighter towards the costs incurred to provide a full honours Line of Duty Death ceremonial service for an active Employee covered by this Agreement and whose death has been attributed to the work they perform on behalf of the Employer and has been ruled as compensable by WCB. Such services will be in keeping with the CAFC and the IAFF accepted protocols. The service ceremony and other events associated with the ceremony shall be directed by family, coordinated and collaborated on together, with a committee consisting of a family representative, the Union and the Fire Chief or his designate.

48 FAMILY MEDICAL LEAVE

- 48.1. Full-Time Employees may be entitled to a leave of absence with pay to care for ill or elderly family members, which are the spouse, parent, brother, sister, brother-in-law, sister-in-law, dependent child, father-in-law, mother-in-law, grandparent, grandchild, fiancé, related dependent, ward or guardian. The granting of such leave shall be subject to the operational needs of the County. The maximum paid for such leave for Full-Time Employees working in fire suppression is forty-two (42) hours per calendar year and forty (40) hours for other Full-Time Employees per calendar year. The Employer may grant an unpaid leave following this paid leave.

49 PROFESSIONAL FEES

- 49.1. The Employer shall pay licensing, professional fees and other certificate costs for any Employee who is required by the Employer to hold such licensing, certificate or membership to an association or organization, other than Union dues/fees or Union affiliations. This does not apply to operator's licenses.

50 TRAINING

- 50.1. Education or training taken as part of employment will be identified in the Training SOP (Green 6) and broken down into the following categories:
 - a. Career Development: Courses which are required for reclassification or promotion.
 - b. Required: Courses that are required to maintain employment.
 - c. Optional Personal Development Courses: This refers to courses that are not required to maintain employment.
- 50.2. Additional developmental opportunities may be provided and staff shall suffer no loss in pay by participating in those functions. Those activities may include meetings and other activities jointly agreed to by the Fire Chief and the Association. To be considered a work-related activity, the activity shall be pre-approved in writing. (Conferences, etc.)
- 50.3. Courses required to be taken while not on shift shall be paid at the overtime rate identified in the Over Time Article.
- 50.4. The choice of members for career development courses as per 1 (a) shall be based on Seniority and continue in descending Seniority until a member is selected. Members may be selected out of Seniority for remedial courses which are identified on a member's performance appraisal.
- 50.5. Prior authorization is required from the Employer for Training.
- 50.6. Training is contingent on the budget limitations of the Employer.

51 TRAINING & TRAINING TRAVEL REMUNERATION

- 51.1. All members shall be paid for the actual time spent training and travelling. Overtime considerations will apply as per the overtime Article.
- 51.2. **FTE SPECIFIC:**
 - a. DAY SHIFT: If a member is expected to attend training on the day of a scheduled day shift, they will receive regular pay for their day shift missed due to the training or they will be paid for actual time spent training and traveling, whichever is greater. Overtime considerations will apply as per the overtime Article.
 - b. NIGHT SHIFT: If a member is expected to attend training on the day of a scheduled night shift, they will receive regular pay for their night shift (s) missed due to the training

or they will be paid for actual time spent training and traveling, whichever is greater. Overtime considerations will apply as per the overtime Article.

- c. **AFTER A NIGHT SHIFT:** When a member is expected to attend training, or travel to training, on the day following a scheduled night shift, they will be removed from the scheduled night shift. They will still receive regular pay for their night shift missed due to the training or travel but may be expected to work up to 8 (eight) hours on the day of the scheduled night shift. This will be assessed by the administration taking into account the fatigue management program.

52 OUT OF TOWN TRAVEL EXPENSES

52.1. For training out of town, the following will be reimbursed by the employer:

- a. **Mileage rate** - \$0.60/kilometer - for travel on County business, using own personal vehicle. Not taxable as considered reasonable to 5000 kms per calendar year. A portion is taxable there-after.
- b. **Meals** - \$55.00 /day - (no receipt required), for travel away from principle place of residence requiring an overnight stay, to a temporary work site. Not taxable as considered reasonable.
- c. **Accommodation** - \$ 220.00 /day - for travel away from principle place of residence requiring an overnight stay, to a temporary work site. (100% taxable when paid; deductible as an employment expense deduction - receipts required. T2200 will be issued for tax purposes)
- d. **Other** – Reimbursement at cost - (receipts required), including economy class airfare, cab fare, registration fees, if applicable. Not taxable as is a reimbursement.

52.2. Note that airfare and conference registration fees are normally paid directly by the County of Grande Prairie No.1.

52.3. Mileage is not payable for travel from employee's residence to normal place of work.

52.4. The employer will make every attempt to provide a suitable vehicle to transport the member(s) to and from the event, (meeting, conference, training). If the employer does not provide transportation the employer will pay the employee mileage.

52.5. Exceptions to the foregoing: When room and board are part of training registrations (i.e. In the past deployments, special courses like ice rescue and train the trainer and like).

53 LONG SERVICE RECOGNITION

53.1. Full-Time Employees are eligible for long service recognition pins and a payment for continuous service as follows:

- a. After five (5) consecutive years: \$200;
- b. After ten (10) consecutive years: \$350;
- c. After fifteen (15) consecutive years: \$500;
- d. After twenty (20) consecutive years: \$700;
- e. After twenty-five (25) consecutive years: \$900;
- f. After thirty (30) consecutive years: \$1,100;
- g. After thirty-five (35) consecutive years: \$1,300.

53.2. Part-Time and Temporary Employees are eligible for the long service recognition pins noted above, and the payments prorated to their Full-Time Employee equivalency for the amounts noted above.

53.3. In the foregoing, consecutive years of service excludes periods of time where the Full-Time, Part-Time or Temporary Employee is on an unpaid leave of absence for thirty (30) consecutive calendar days or more.

54 PAY PERIODS

54.1. Full-Time Employees and Temporary Employees are paid bi-weekly by electronic payment transfer, and Part-Time Employees are paid monthly by electronic payment transfer. Payments to Employees are net of deductions and withholdings as may be required by law. The Employer may change these pay periods after agreement with the Union. Such agreement shall not be unreasonably denied by the Union.

54.2. November 1, 2018 is the target date of the Employer for implementing averaging of the regular wages for Full-Time Employees so an equal amount of gross pay is paid each pay period.

55 WAGES

55.1. Full-Time, Part-Time and Temporary Employees are paid the rates of pay in Schedule A which correspond to the classification occupied.

- 55.2. Other than the Officer classifications, the advancement of Full-Time and Temporary Employees from one classification to another in Schedule A is based on one (1) year of continuous service in the classification.
- 55.3. Full-Time and Temporary Employees advancement in Schedule A is from the 4th Class Firefighter classification to the 1st Class Firefighter classification.
- 55.4. Advancement from one level to another in Schedule A may be withheld by the Employer when the Fire Chief or his delegate determines the Employee is not satisfactorily meeting the requirements for the position. In such event, the Employer is required to provide the Employee with a written evaluation of the Employee's performance, a performance improvement plan and the matter is to be discussed with the Union. In the event the Employee satisfactorily improves before the next scheduled advancement in Schedule A, the Employee is to be advanced to the pay level which had been withheld on the date that performance was satisfactorily improved.

SCHEDULE A - WAGES AND CLASSIFICATIONS

Refer To Attached Rates

Presently, Captains are paid at the 130% rate due to enhanced duties they perform which include planning/organizing work, scheduling, budget, Duty Officer duties and other management duties which were assigned to the Captains before certification by the Union and which have continued after certification. No later than January 1, 2019, the Employer will have management perform the enhanced duties which are currently performed by the Captains.

Captains who are presently at 130% will have their rate of pay frozen until such time as the 123% rate meets or exceeds their current rate of pay.

Part-Time Class 5A: By January 1, 2019 they are to have: NFPA 1001 Level II, a Class 3 operator's license with air brakes, medical first responder certified and have one (1) certification in ropes rescue, ice rescue or dangerous goods technician.

For the Part-Time rates in Schedule A, the following applies:

As of January 1, 2019, Part-Time Employees will need to become qualified as noted above. Those Part-Time Employees who become qualified by that date advance to class PT FQ 5(b) in Schedule A.

New Part-Time Employees are required to meet the qualifications noted above, and they are at class PT FQ 5(b) in Schedule A.

Annual, Hourly and Weekly Rates Shall be Determined as Follows:

Full-Time Employees monthly salary is the product of the annual salary divided by twelve (12), the hourly rate is the annual salary divided by 2,184 (hours of work) and biweekly is the hourly rate times eight-four (84).

Hourly wages while on Administrative Duties is the annual salary divided by 2,080 and biweekly is the hourly rate times 80.

Wages will be subject to statutory deductions and withholdings, as may be required by law.

The wages in Schedule A include the wage increase that was given to Employees on January 1, 2017. It has already been paid, and continues to be paid, by the County, and will not be paid again. The wage increase already given on January 1, 2017 is not an additional wage increase. It is taken into consideration and accounted for in any retroactive payment for wages owed to Employees, which result from the wage increases proposed as noted above.

Note: The January 1, 2017 wage increase of one percent (1%) in Schedule A is in addition to the one percent (1%) wage increase already given by the County.

Retroactive Pay - Retroactive pay is only paid to Employees who are an Employee of the County as of the date this collective agreement is ratified by the Association and the County.

SCHEDULE "A" Rates

Effective January 1, 2017 (1% Increase)

Classification	Percentage compared to 1 st Class Rate @ 100%	Annual Rate	Monthly Rate	Biweekly Rate	Hourly Rate
Captain	130%	\$121,056	\$10,088.00	\$4,656.00	\$55.43
Lieutenant	111%	\$103,363	\$ 8,613.58	\$3,975.51	\$47.33
1 st Class Firefighter	100%	\$ 93,120	\$ 7,760.00	\$3,581.54	\$42.64
2 nd Class Firefighter	90%	\$ 83,808	\$ 6,984.00	\$3,223.38	\$38.37
3 rd Class Firefighter	80%	\$ 74,496	\$ 6,208.00	\$2,865.23	\$34.11
Probationary Firefighter	73%	\$ 67,978	\$ 5,664.83	\$2,614.54	\$31.13
Part Time Firefighter FQ	55%				\$23.45
Part Time Firefighter FF	50%				\$21.32

Effective July 1, 2017 (1.5% Increase)

Classification	Percentage compared to 1 st Class Rate @ 100%	Annual Rate	Monthly Rate	Biweekly Rate	Hourly Rate
Captain	130%	\$121,056	\$10,088.00	\$4,656.00	\$55.43
Lieutenant	111%	\$104,914	\$ 8,742.83	\$4,035.15	\$48.04
1 st Class Firefighter	100%	\$ 94,517	\$ 7,876.42	\$3,635.27	\$43.28
2 nd Class Firefighter	92%	\$ 86,955	\$ 7,246.25	\$3,344.42	\$39.81
3 rd Class Firefighter	83%	\$ 78,449	\$ 6,537.42	\$3,017.27	\$35.92
Probationary Firefighter	75%	\$ 70,888	\$ 5,907.33	\$2,726.46	\$32.46
Part Time Firefighter FQ	65%				\$28.13
Part Time Firefighter FF	50%				\$21.64

Effective January 1, 2018 (2% Increase)

Classification	Percentage compared to 1 st Class Rate @ 100%	Annual Rate	Monthly Rate	Biweekly Rate	Hourly Rate
Captain	130%	\$121,056	\$10,088.00	\$4,656.00	\$55.43
Lieutenant	111%	\$107,012	\$ 8,917.67	\$4,115.85	\$49.00
1 st Class Firefighter	100%	\$ 96,407	\$ 8,033.92	\$3,707.96	\$44.14
2 nd Class Firefighter	92%	\$ 88,695	\$ 7,391.25	\$3,411.35	\$40.61
3 rd Class Firefighter	83%	\$ 80,018	\$ 6,668.17	\$3,077.62	\$36.64
Probationary Firefighter	75%	\$ 72,305	\$6 025.42	\$2,780.96	\$33.11
Part Time Firefighter FQ	65%				\$28.69
Part Time Firefighter FF	50%				\$22.07

Effective July 1, 2018 (2.25% Increase)

Classification	Percentage compared to 1 st Class Rate @ 100%	Annual Rate	Monthly Rate	Biweekly Rate	Hourly Rate
Captain	123%	\$121,249	\$10,104.08	\$4,663.42	\$55.52
Lieutenant	111%	\$109,420	\$ 9,118.33	\$4,208.46	\$50.10
1 st Class Firefighter	100%	\$ 98,576	\$ 8,214.67	\$3,791.38	\$45.14
2 nd Class Firefighter	92%	\$ 90,690	\$ 7,557.50	\$3,488.08	\$41.52
3 rd Class Firefighter	83%	\$ 81,818	\$ 6,818.17	\$3,146.85	\$37.46
Probationary Firefighter	75%	\$ 73,932	\$ 6,161.00	\$2,843.54	\$33.85
Part Time Firefighter FQ	65%				\$29.34
Part Time Firefighter FF	50%				\$22.57

Effective January 1, 2019 (2.25% Increase)

Classification	Percentage compared to 1 st Class Rate @ 100%	Annual Rate	Monthly Rate	Biweekly Rate	Hourly Rate
Captain	123%	\$123,977	\$10,331.42	\$4,768.35	\$56.77
1 st Class Firefighter	100%	\$100,794	\$ 8,399.50	\$3,876.69	\$46.15
2 nd Class Firefighter	92%	\$ 92,731	\$ 7,727.58	\$3,566.58	\$42.46
3 rd Class Firefighter	83%	\$ 83,659	\$ 6,971.58	\$3,217.65	\$38.31
Probationary Firefighter	75%	\$ 75,596	\$ 6,299.67	\$2,907.54	\$34.61
Part Time Firefighter	70%				\$32.31

Effective July 1, 2019 (1.75% Increase)

Classification	Percentage compared to 1 st Class Rate @ 100%	Annual Rate	Monthly Rate	Biweekly Rate	Hourly Rate
Captain	123%	\$126,147	\$10,512.25	\$4,851.81	\$57.76
1 st Class Firefighter	100%	\$102,558	\$ 8,546.50	\$3,944.54	\$46.96
2 nd Class Firefighter	92%	\$ 94,353	\$ 7,862.75	\$3,628.96	\$43.20
3 rd Class Firefighter	83%	\$ 85,123	\$ 7,093.58	\$3,273.96	\$38.98
Probationary Firefighter	75%	\$ 76,919	\$ 6,409.92	\$2,958.42	\$35.22
Part Time Firefighter	70%				\$32.87

Signed this 13 day of Aug, 2018 on behalf of the County of Grande Prairie,

[Redacted Signature]

Reeve

[Redacted Signature]

Chief Administrative Officer

Aug 13/18

Date

Signed this 9 day of AUG, 2018 on behalf of the County of Grande Prairie Professional Fire Fighters, Local 5108 of the IAFF,

[Redacted Signature]

President

[Redacted Signature]

Secretary

2018/AUG/9th

Date