

STREETS MAINTENANCE DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

ARTICLE 1 – DIVISIONAL HOURS OF WORK

1.01 The normal hours of work for clerical employees of the Streets Maintenance Division may be varied to meet the specific operating requirements of the Division. Established shift schedules are identified as follows:

<i>Technical Employees</i>	08:00 to 16:00 (Summer and Winter)
All-Out Snow Plowing	07:00 to 19:30 (Day Shift) 19:00 to 07:30 (Night Shift)
<i>Traffic Services Branch</i> Field Staff	07:30 to 15:30 (Summer and Winter)
Line Painting	05:00 to 13:00 (Summer Only)
Intersection Marking	05:00 to 13:00 (Summer Only)
<i>Maintenance Services Branch</i> Field Crews	07:00 to 15:00 15:00 to 23:00 23:00 to 07:00
Monday-Thursday or Tuesday-Friday	07:00 to 17:00 (C.W.W.) 07:00 to 17:00 (C.W.W.)
Litter Crews (North Only)	07:00 to 15:00 (Summer Only) 23:00 to 07:00 (Summer Only)
All-Out Snow Plowing	07:00 to 19:00 (Day Shift) 19:00 to 07:00 (Night Shift)

Clerical staff, assigned to provide administrative support to the Streets Maintenance Division may have their normal starting and/or stopping times altered to coincide with the hours of work of the outside workers in the area to which they are assigned. Established shift schedules are identified as follows:

<i>Administration</i>	08:00 to 16:00 (Summer and Winter) 07:00 to 15:00 (Summer Only)
<i>Traffic Services Branch</i>	07:30 to 15:30 (Summer and Winter) 08:00 to 16:00 (Summer and Winter)
<i>Maintenance Services Branch</i>	07:00 to 15:00 (Summer and Winter) 07:30 to 15:30 (Summer and Winter) 08:00 to 16:00 (Summer and Winter)

1.02 For field and related staff the regular daily hours of work for any Streets Maintenance Division employee designated by management as an outside worker shall be performed consecutively wherever possible and shall include a lunch period not in excess of twenty (20) minutes which shall be taken as duty requirements permit.

1.03 The hours of work for the period of a weekly shift shall be constant unless snow clearing or other emergency operational requirements make it impractical to do so. When enacting a short-term shift change, necessitated by snow clearing or other emergency requirements, the employee's starting time, as specified above, shall be used for determining overtime compensation for the day on which the shift change occurred as well as all subsequent continuous days of shift change.

1.04 The Maintenance Services Branch has requirements for temporary staffing to facilitate the 24 hour per day/7 day per week winter shift operation for snow and ice control. In September of each year a bulletin shall be issued calling for applications from employees presently on the Temporary Employee-Spare Operator 2 List, as specified in Article 4.02, to fill any vacancies on the winter shifts. The successful applicants will be classified as Skilled Labourer/Operator 2 "as required" and will be paid at the rate appropriate for the work that is being undertaken. During the period that this shift is implemented for winter operations other temporary employees cannot bump into the work force for labouring work.

1.05 The Streets Maintenance Division has, pursuant to the provisions of Article 2.04 of the Public Works Supplementary Agreement, instituted a Compressed Work Week (C.W.W.) for field staff working within the Maintenance Services Branch. The following conditions shall apply to this work schedule:

- The hours of work for the C.W.W. will consist of ten (10) hours per day, worked four (4) days per week.
- The C.W.W. will be in effect from the first Monday following Victoria Day until the last Friday immediately prior to Thanksgiving Day. These time frames may be amended pursuant to Article 2.04(2) of the Public Works Supplementary Agreement.
- Shifts will be established to cover either Monday to Thursday or Tuesday to Friday.
- Crews assigned to litter control and street sweeping activities may be excluded from the provisions of the C.W.W.

ARTICLE 2 – BANKED TIME

- 2.01 Permanent and **seasonal** employees shall have the option of being paid for overtime worked or accumulating such overtime and maintaining such accumulation up to a maximum of two (2) regular weeks. Notwithstanding the foregoing, employees that have accumulated unused vacation credits of one (1) week or more, from the previous vacation period, shall only be allowed to accumulate such overtime and maintain such accumulation up to a maximum of one (1) regular week.

Overtime credits may be taken as time off at a time mutually agreed between the Branch and the employee.

- 2.02 Field staff assigned to the Traffic Services Branch and to the Central Services Branch who are expected to be utilized for the winter programs within those areas shall have the option of being paid for overtime worked or accumulating such overtime and maintaining such accumulation up to a maximum of eight (8) regular weeks. This time is to be taken during periods of reduced workload and/or shutdown experienced during the period from December 1 to May 1. All accumulated overtime remaining as at May 1 will be paid out to the employee at the rate at which it was earned, within thirty (30) days.

Employees who elect not to accumulate such overtime will return to their maintenance work area during shutdown or be laid off. Employees who have elected to accumulate such overtime and who are returned to their maintenance work areas for the winter months will only be able to utilize such overtime credits if operational requirements permit.

- 2.03 Employees shall be responsible for submitting an acceptable schedule to the Branch, by no later than December 15, detailing the manner in which they wish to utilize their accumulated overtime, prior to May 1 of the following year, as paid time off. All accumulated overtime, not approved for carry forward into the upcoming year by December 31, shall be paid to the employee, at the rate at which it was earned, within thirty (30) days.

ARTICLE 3 – PUBLIC HOLIDAYS

- 3.01 In an effort to provide consistency for employees within the Streets Maintenance Division each employee shall, pursuant to the provision of Article 18-1(a)(iv), be considered as a "day worker" for the purpose of determining the method of providing remuneration and/or the banking of time credits when said employee works on a public holiday.

ARTICLE 4 – SPARE LISTS

4.01 Pursuant to the provisions of Article 7.01 of the Public Works Department Supplementary Agreement, spare lists shall be established and maintained in order to meet the operational requirements of the Streets Maintenance Division. Employees currently on established spare lists will be placed onto the lists below. Implementation of this article will eliminate prior restrictions that limited the movement of employees between the Maintenance Services and Centralized Services Branches. These spare lists will be established for the following classifications:

- Spare Foreman – Streets
- Spare Foreman – Centralized Services
- Spare Equipment Operator 4 (Backhoe)
- Spare Equipment Operator 4 (Asphalt Spreader)
- Spare Equipment Operator 4 (Asphalt Cold Planer)
- Spare Equipment Operator 4 (Curb Machine)
- Spare Equipment Operator 3 (Asphalt Roller)
- Spare Equipment Operator 3 (Asphalt Screed)
- Spare Equipment Operator 3 (Asphalt Tar Kettle)
- Spare Equipment Operator 3 (Roadpatcher/AMZ)
- Spare Equipment Operator 3 (Down Man – Cold Planer)
- Spare Equipment Operator 2 (Concrete Saw)
- Spare Equipment Operator 2 (Random Saw)
- Spare Equipment Operator 2
- Spare Asphalt Raker*
- Spare Concrete Finisher*
- (* Access to spare position limited to the selected/assigned area only)
- Spare Pipelayer
- Spare Junior Pipelayer
- Spare Traffic Servicer I

4.02 With regard to promotion to Equipment Operator 2:

Two separate lists shall be maintained for Spare Equipment Operator 2: a Permanent Employee-Spare Operator 2 List and a Temporary Employee-Spare Operator 2 List. For the purposes of promotion, a Permanent Employee-Spare Operator 2 will be considered as the next grade junior to the Permanent Equipment Operator 2 position. All promotions from the Spare Equipment Operator 2 List shall be in accordance with the provisions of Article 9.05 of the Public Works Supplementary Agreement.

Temporary employees, who are promoted to the Permanent Skilled Labourer classification will also be placed at the bottom of the Permanent Employee-Spare Operator 2 List. Employees who held the position of Temporary Employee-Spare Operator 2 prior to their appointment to the Permanent Skilled Labourer classification will have their names removed from the Temporary Employee-Spare Operator 2 List and placed on the Permanent Employee-Spare Operator 2 List with the same seniority date as the Permanent Skilled Labourer position receives.

Should an employee who has been appointed to the Permanent Skilled Labourer classification as well as the Permanent Employee-Spare Operator 2 List be offered the opportunity to work for a period of one (1) week or longer at the Spare Operator 2 level, and subsequently declines said opportunity on three (3) occasions, they shall be removed from the Spare Operator 2 List for a period of one (1) year and their seniority ranking on the Permanent Employee-Spare Operator 2 List shall be reduced accordingly. The Union will be informed of all employees so affected prior to their removal from the Spare Operator 2 List.

4.03 With regard to promotion to Foreman-Streets:

When a permanent vacancy occurs in the Foreman 1 classification it shall be awarded to the qualified employee ranked highest on the Spare Foreman-Streets List, pursuant to the provisions of Article 9.05 of the Public Works Supplementary Agreement. Temporary employees, established on the Spare Foreman-Streets List, shall be given equal opportunity for promotion based on their ranking on the Spare Foreman-Streets List subject to the provisions of Article 9.05 of the Public Works Supplementary Agreement.

Employees selected following a specific bulletin for a Spare Foreman-Streets will be ranked in order of classification downward from Equipment Operator 4 to Labourer 2, giving preference to permanent employees and recognizing seniority in the grade. After each bulletin the successful applicants will be placed at the bottom of the existing Spare Foreman List.

4.04 With regard to promotion to Traffic Servicer 1:

When a permanent vacancy occurs in the Traffic Servicer 1 classification it shall be awarded pursuant to the provisions of Article 9.05 of the Public Works Supplementary Agreement.

4.05 Existing incumbents designated as Spare Foreman-Centralized Services shall be "grandfathered" in that classification, as of the date of signing this Supplementary Agreement, and no further additions shall be made to this specific spare list. Any additional requirements for a Spare Foreman in Centralized Services will be filled from the Spare Foreman-Streets List.

4.06 With regard to promotion to Permanent Foreman-Centralized Services:

When a permanent vacancy occurs in the Foreman 1 – Centralized Services classification it shall be awarded to the employee on the Spare Foreman-Centralized Services List, pursuant to the provisions of Article 9.05 of the Public Works Supplementary Agreement, until that list is exhausted. Thereafter, permanent appointments to the Foreman 1-Centralized Services Classification shall be from the Spare Foreman-Streets List.

4.07 All placements to spare lists within the Streets Maintenance Division will be reviewed commencing January 2, 2003. All employees who were appointed to a spare list(s) and who have not worked in that classification(s) for a period of greater than two (2) years, unless they have not been offered the opportunity to work in that classification, will have their names removed from that list(s). The Union will be informed to all employees so affected prior to their removal from the spare list(s).

ARTICLE 5 – LINES OF PROGRESSION / ENTRY LEVEL CLASSIFICATIONS

5.01 The lines of progression to permanent positions, within specified classifications in the Streets Maintenance Division, are detailed in the attached schematic(s).

LETTER OF UNDERSTANDING

Re: Traffic Services – Banked Overtime

Notwithstanding Article 2.02 of the Streets Supplementary Agreement the Traffic Services Branch no longer experiences a shut down between December 1st to May 1st, and because of this employees will revert back to the same amount of overtime banked by other employees in the Streets Maintenance Department as set out under Article 2.01 of this Agreement.

The Parties further recognize that employees in Traffic Services have benefited from banking eight (8) weeks of overtime for years and as such, agree that they will phase into the two (2) weeks banked time as follows:

- 2006 – 320 hours of banked overtime**
- 2007 – 240 hours of banked overtime**
- 2008 – 160 hours of banked overtime**
- 2009 – 80 hours of banked overtime**

DATED this 2nd day of August, 2007.

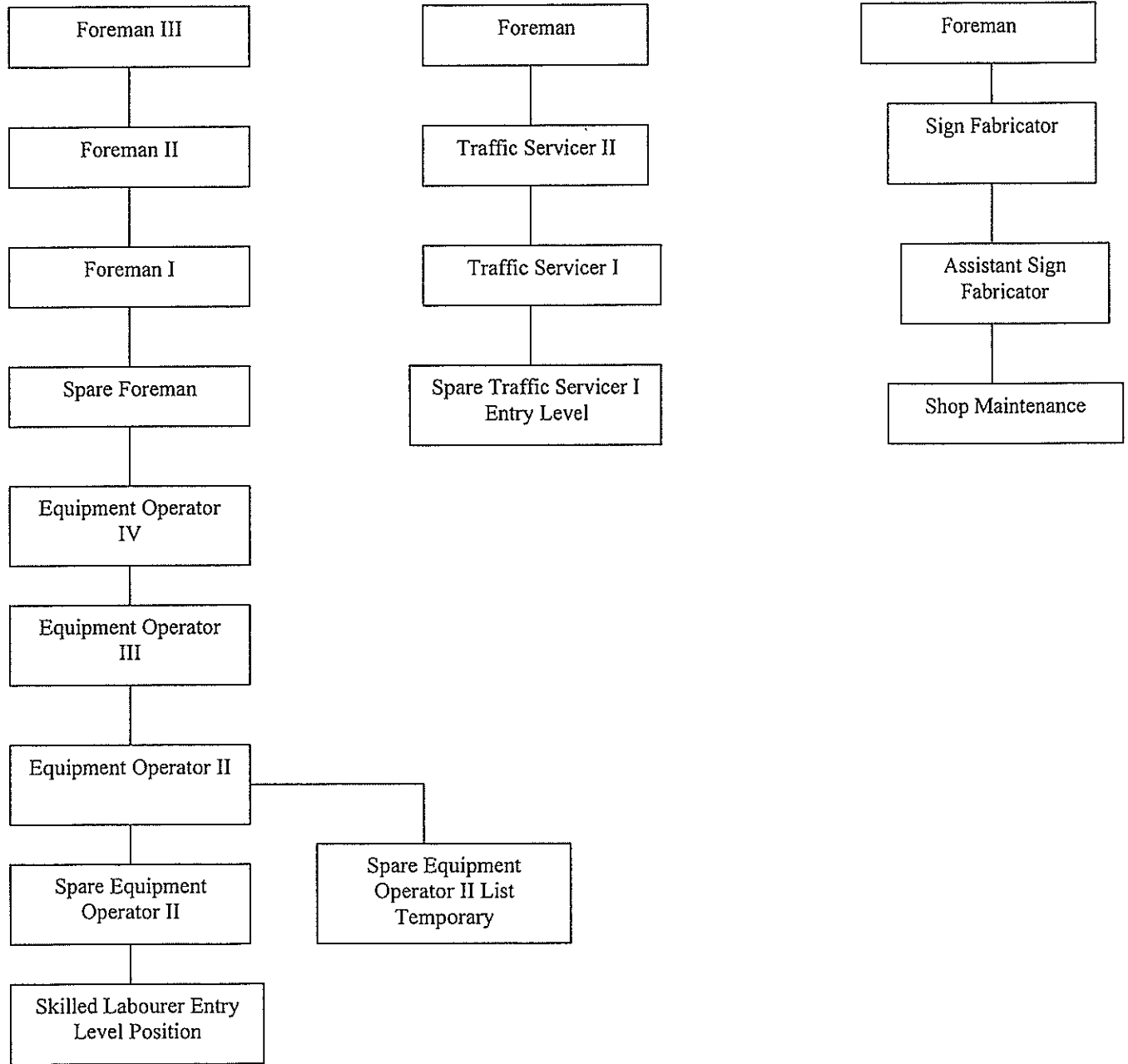
FOR PUBLIC WORKS DEPARTMENT

Marty Dahl.

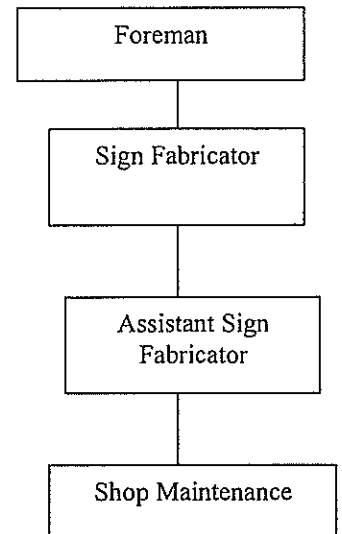
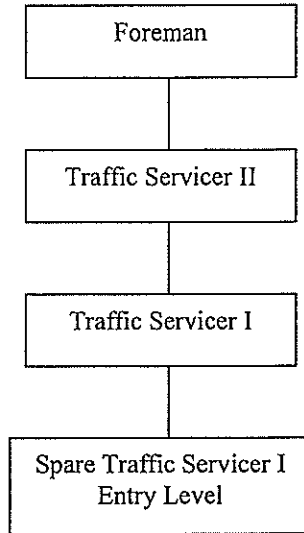
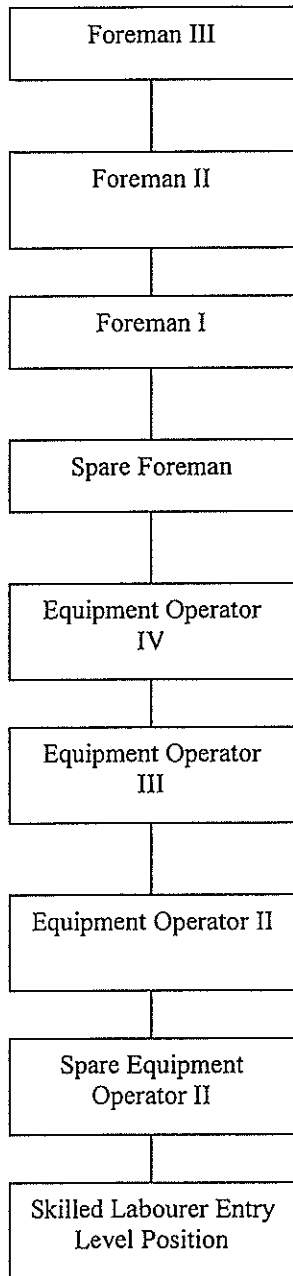
**FOR PUBLIC WORKS UNIT
CUPE LOCAL 500**

ALL B [Signature]

**PUBLIC WORKS DEPARTMENT
STREETS MAINTENANCE DIVISION
LINE OF PROGRESSION
DECEMBER 2006**



**PUBLIC WORKS DEPARTMENT
STREETS MAINTENANCE DIVISION
LINE OF PROGRESSION
DECEMBER 2006**



***TRANSPORTATION AND ENGINEERING DIVISIONAL
COMPONENT MERGED SUPPLEMENTARY AGREEMENT***

TRANSPORTATION AND ENGINEERING DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

ARTICLE 1 – DIVISIONAL HOURS OF WORK

- 1.01 The regular hours of work for Technical staff (Technical Assistants, Technicians and Technologists) are thirty-five (35) hours per week and are typically scheduled as follows:

Monday through Friday:

08:30 to 16:30

08:00 to 16:00 (Letter of Understanding)

- 1.02 (a) The current alternate shift(s)/shift schedule(s) for Technical staff of the Engineering Section are listed below:

Technical staff (Technical Assistants, Technicians and Technologists) assigned to service contracts or projects will have their normal hours of work, as specified in Article 1.01 above adjusted to reflect the specific operational requirements of that contract and/or project. Unless impractical to do so, the hours of work for Technical staff will be scheduled in blocks of at least one (1) week in duration.

Technical staff (Technical Assistants, Technicians and Technologists), when assigned to Snow Inspections or Central Services Asphalt Crew(s) within the Streets Maintenance Division will be assigned the following shifts:

Snow Plow Operation: The hours of work shall be as specified in Article 1.02 of the Streets Maintenance Component of the Supplementary Agreement

Central Service Asphalt Crew: Four day work week – consisting of three nine (9) hour days and one eight (8) hour day

The hours of work for the period of a weekly shift shall be constant unless snow clearing or other emergency operational requirements make it impractical to do so. When enacting a short-term shift change, necessitated by snow clearing or other emergency operational requirements, the employee's starting time, as specified above, shall be used for determining overtime compensation for the day on which the shift change occurred.

- (b) The regular hours of work for technical staff within the Traffic Studies Unit of the Transportation Systems Planning Branch shall be seven (7) consecutive hours, Monday through Friday, between the hours of 07:00 and 18:00, with an unpaid lunch break.
- 1.03 (a) The regular hours of work for clerical staff within the Engineering Section shall be in accordance with Article 17-3 of the General Working Agreement, unless work activities require an earlier starting time. In those instances the earliest starting time for clerical staff shall be 08:00 and the latest stopping time shall be 16:30.
- (b) The current shifts for clerical staff assigned to provide administrative support to the Transportation Section are listed below:

Monday through Friday:

07:30 to 15:30

08:00 to 16:00

08:30 to 16:30

ARTICLE 2 – "SLASH" POSITIONS

- 2.01 In recognition of the transition from the use of the Technician classification series to the Technologist classification series, effective June 2, 2000 the Engineering Division permanent establishment shall utilize the following "slash" positions:

Technologist 2 / Technician 3

Technologist 1 / Technician 2

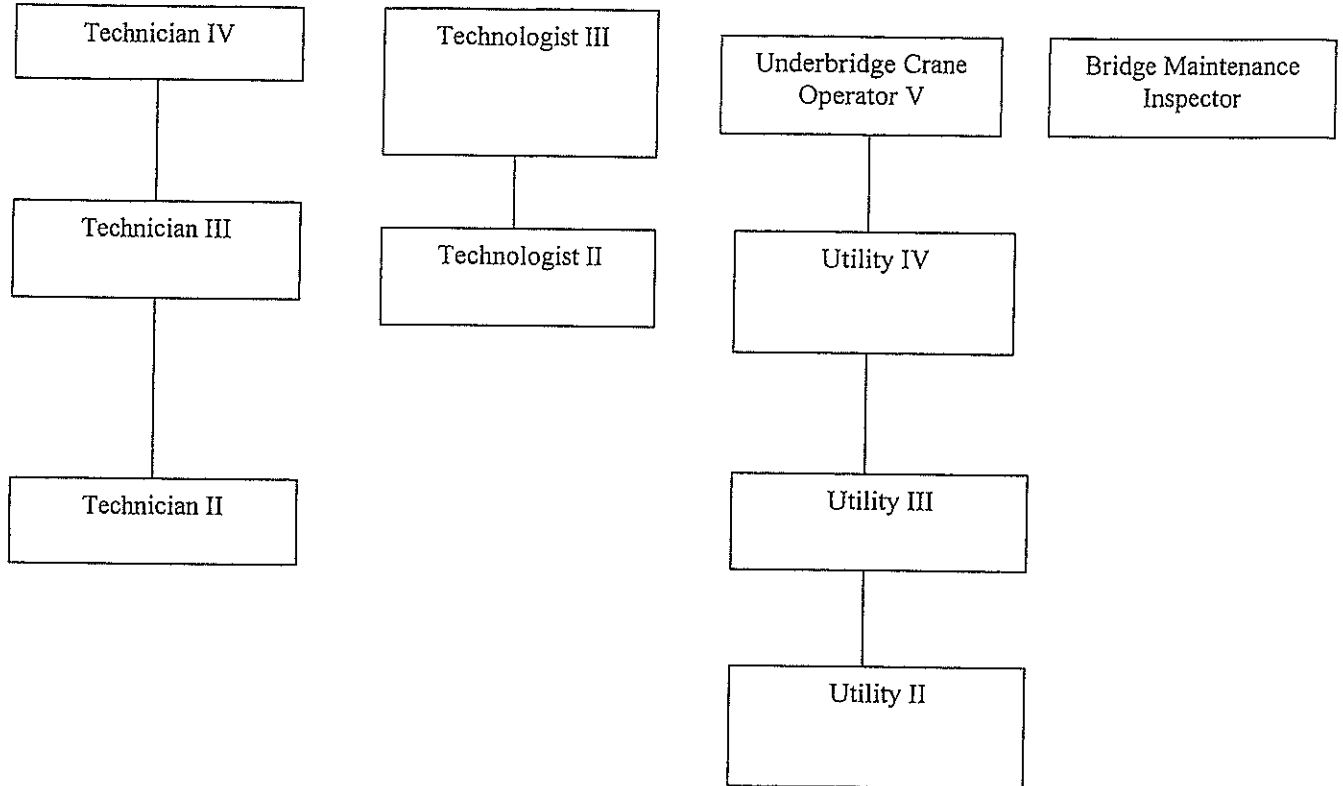
Should a vacancy occur at the Technologist 2/Technician 3 level, that vacancy shall be filled by the applicant, possessing seniority within the Public Works Department who has served the longest in either the Technologist 1 or the Technician 2 classification provided they are able to meet the requirements of the position. If the successful applicant is presently classified as a Technologist 1, they shall be promoted to the Technologist 2 classification. If the successful applicant is presently classified as a technician 2, they shall be promoted to the Technician 3 classification.

- 2.02 When a current incumbent vacates a Technologist 1/Technologist 2 "slash" position, for any reason, that position will revert to a Technologist 1 classification and the slash designation of Technician 2 will be eliminated.

ARTICLE 3 – LINES OF PROGRESSION / ENTRY LEVEL CLASSIFICATIONS

- 3.01 The lines of progression to permanent positions, within specified classifications in the Engineering and Transportation Division, are detailed in the attached schematic(s).

**PUBLIC WORKS DEPARTMENT
TRANSPORTATION AND ENGINEERING DIVISION
LINE OF PROGRESSION
DECEMBER 2006**



STREETS MAINTENANCE DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

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Clerical staff, assigned to provide administrative support to the Streets Maintenance Division may have their normal starting and/or stopping times altered to coincide with the hours of work of the outside workers in the area to which they are assigned. Established shift schedules are identified as follows:

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- 1.02 For field and related staff the regular daily hours of work for any Streets Maintenance Division employee designated by management as an outside worker shall be performed consecutively wherever possible and shall include a lunch period not in excess of twenty (20) minutes which shall be taken as duty requirements permit.
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ARTICLE 2 – BANKED TIME

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ARTICLE 3 – PUBLIC HOLIDAYS

3.01 In an effort to provide consistency for employees within the Streets Maintenance Division each employee shall, pursuant to the provision of Article 18-1(a)(iv), be considered as a "day worker" for the purpose of determining the method of providing remuneration and/or the banking of time credits when said employee works on a public holiday.

ARTICLE 4 – SPARE LISTS

4.01 Pursuant to the provisions of Article 7.01 of the Public Works Department Supplementary Agreement, spare lists shall be established and maintained in order to meet the operational requirements of the Streets Maintenance Division. Employees currently on established spare lists will be placed onto the lists below. Implementation of this article will eliminate prior restrictions that limited the movement of employees between the Maintenance Services and Centralized Services Branches. These spare lists will be established for the following classifications:

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4.02 With regard to promotion to Equipment Operator 2:

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Should an employee who has been appointed to the Permanent Skilled Labourer classification as well as the Permanent Employee-Spare Operator 2 List be offered the opportunity to work for a period of one (1) week or longer at the Spare Operator 2 level, and subsequently declines said opportunity on three (3) occasions, they shall be removed from the Spare Operator 2 List for a period of one (1) year and their seniority ranking on the Permanent Employee-Spare Operator 2 List shall be reduced accordingly. The Union will be informed of all employees so affected prior to their removal from the Spare Operator 2 List.

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4.07 All placements to spare lists within the Streets Maintenance Division will be reviewed commencing January 2, 2003. All employees who were appointed to a spare list(s) and who have not worked in that classification(s) for a period of greater than two (2) years, unless they have not been offered the opportunity to work in that classification, will have their names removed from that list(s). The Union will be informed to all employees so affected prior to their removal from the spare list(s).

ARTICLE 5 – LINES OF PROGRESSION / ENTRY LEVEL CLASSIFICATIONS

5.01 The lines of progression to permanent positions, within specified classifications in the Streets Maintenance Division, are detailed in the attached schematic(s).

LETTER OF UNDERSTANDING

Re: Traffic Services – Banked Overtime

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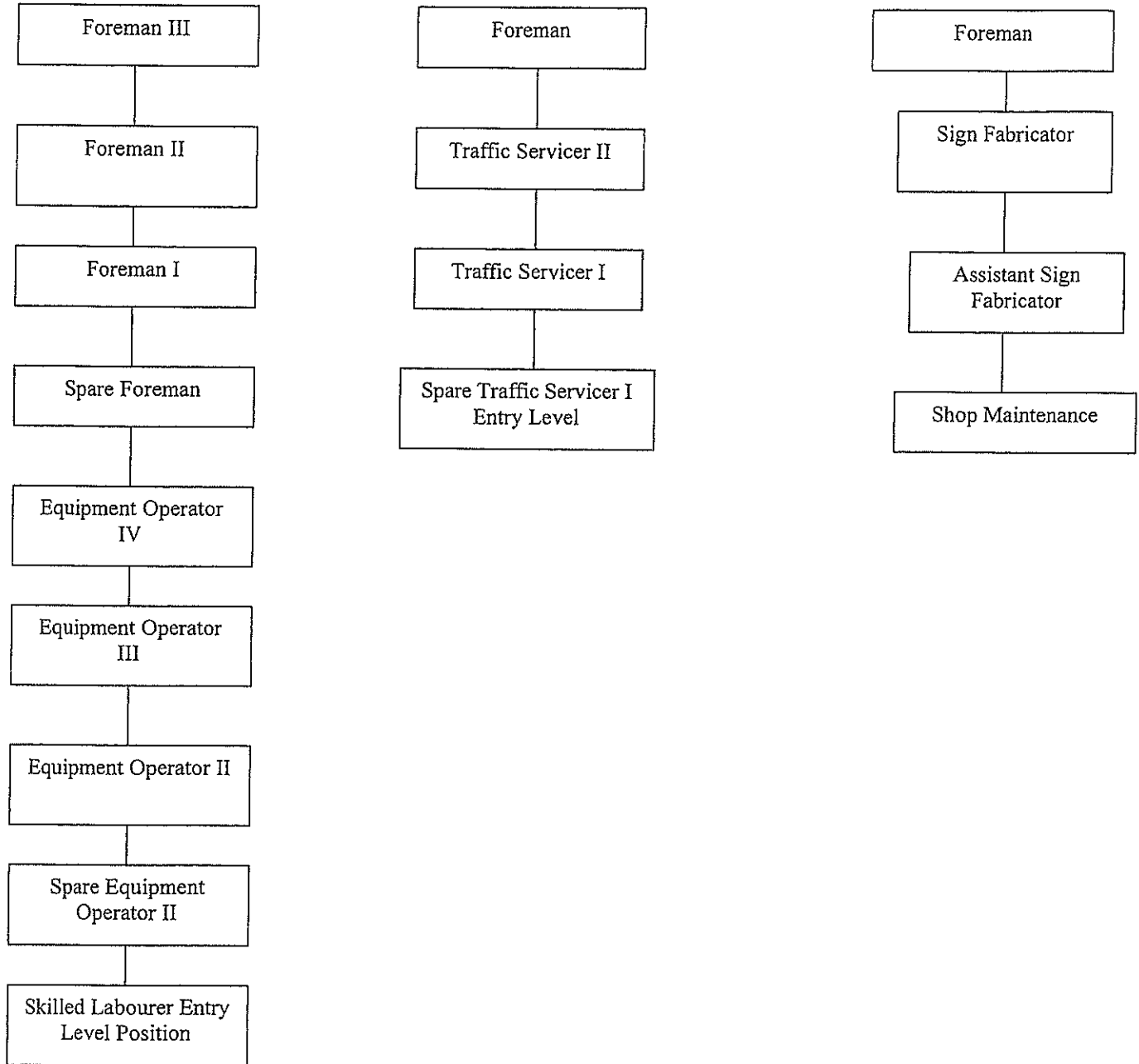
FOR PUBLIC WORKS DEPARTMENT

Marty Dahl

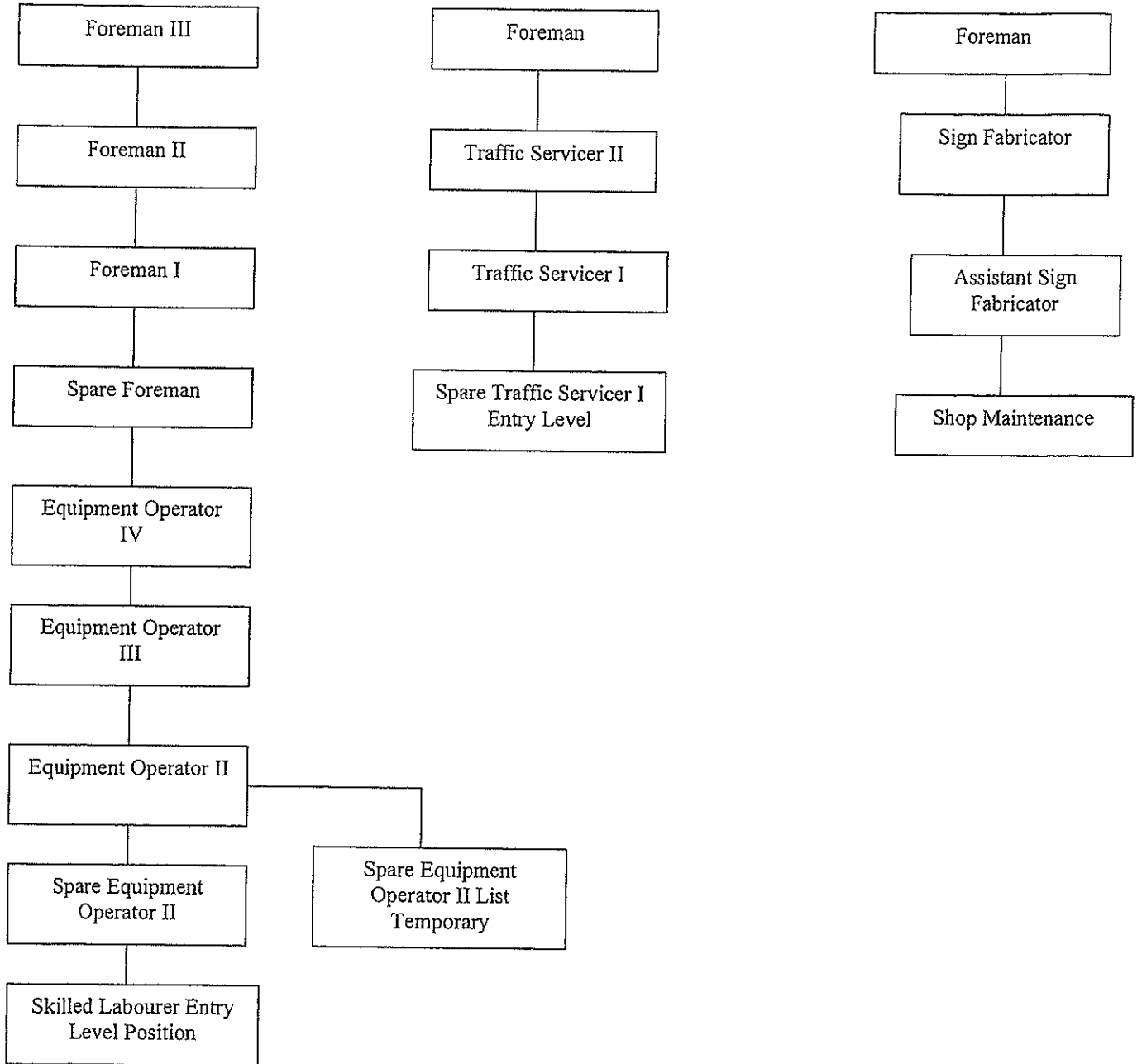
FOR PUBLIC WORKS UNIT
CUPE LOCAL 500

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PUBLIC WORKS DEPARTMENT
STREETS MAINTENANCE DIVISION
LINE OF PROGRESSION
DECEMBER 2006



**PUBLIC WORKS DEPARTMENT
STREETS MAINTENANCE DIVISION
LINE OF PROGRESSION
DECEMBER 2006**



PARKS AND OPEN SPACE DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

ARTICLE 1 – DIVISIONAL HOURS OF WORK

- 1.01 The normal hours of work for clerical employees of the Parks and Open Space Division may be varied to meet the specific operating requirements of the Division. The regular hours of work for clerical staff shall be seven (7) hours per day, commencing no earlier than 07:30 and concluding no later than 16:30. During the summer season, April through October, clerical staff may be required to commence work at 07:00 depending upon duty requirements. In all instances clerical staff will receive a one (1) hour unpaid lunch period.

For clerical staff assigned to the Forestry Branch the regular hours of work shall be seven (7) hours per day, commencing no earlier than 08:00 and no later than 09:00 and concluding no later than 16:30. In all instances clerical staff will receive a one-half (1/2) hour unpaid lunch period.

- 1.02 **The regular hours of work for Technical Staff (Technical Assistants, Technicians and Technologists) are thirty-five (35) hours per week and are typically scheduled as follows:**

**Monday through Friday
08:30 to 16:30**

ARTICLE 2 – BANKED OVERTIME

- 2.01 Permanent and **seasonal** employees shall have the option of being paid for overtime worked or accumulating such overtime and maintaining such accumulation up to a maximum of two (2) regular weeks. Notwithstanding the foregoing, employees that have accumulated unused vacation credits of one (1) week or more from the previous vacation period shall only be allowed to accumulate such overtime and maintain such accumulation up to a maximum of one (1) regular week.

Overtime credits may be taken as time off at a time mutually agreed between management and the employee.

- 2.02 Park Police Officers who bank overtime pursuant to Article 2.01 above and/or Public Holidays pursuant to Article 24-4 of the General Working Agreement may take such credits as time off at a time mutually agreed between management and the employee. Time earned in one calendar year must be taken off prior to April 30 of the following calendar year. Employees shall be responsible for submitting an acceptable schedule to the Branch, by no later than December 15, detailing the manner in which they wish to utilize their accumulated time off prior to May 1 of the following year. All accumulated time remaining as at May 1 will be paid out to the employee, at the rate at which it was earned, within thirty (30) days.

ARTICLE 3 – PUBLIC HOLIDAYS

- 3.01 In an effort to provide consistency for employees within the Parks and Open Space Division, each employee shall, pursuant to the provision of Article 18-1(a)(iv), be considered as a "day worker" for the purposes of determining the method of providing remuneration and/or the banking of time credits when said employee works on a public holiday.

ARTICLE 4 – SPARE LISTS

- 4.01 Pursuant to the provisions of Article 7.01 of the Public Works Department Supplementary Agreement, spare lists shall be established and maintained for the following classifications in order to ensure that trained and qualified personnel are available each season to meet the operational requirements of the Parks and Open Space Division:

Greens Keeper
 Weed Inspector
 Utility 3 – Pesticide Applicators
 Gardener 1
 Utility 2 – **Forestry**
 Equipment Operator
 Winter Sports Assistant

- 4.02 Pursuant to the provisions of Article 9.05 of the Public Works Department Supplementary Agreement, spare lists shall be established and maintained for the following classifications and shall be determined as the next grade junior for subsequent promotion into a permanent vacancy:

Park Police Officer 1
 Foreman 1

ARTICLE 5 – FOREMAN I/UTILITY IV POSITIONS

- 5.01 Incumbents presently occupying "Slash" positions within the Parks and Open Space Division shall accrue classification seniority at the higher classification level.

5.02 The parties hereto agree as follows:

- (a) The Parks and Open space Division of the Department of Public Works will establish several Foreman I/Utility IV positions as part of its permanent staff compliment in its Park Services Branches (North, South, East Areas); Centralized Parks Services; and in its Landscape Development Services Branch.
- (b) The purpose of these positions is to have the successful employees perform, in the same area, the duties of a Foreman I when required and also to have such employees perform the duties of a Utility IV when required, in order to provide workplace stability to both the employees and the Employer.
- (c) The Division shall, to the extent that it is reasonably possible, post and fill as many Foreman I/Utility IV positions within the same time period.
- (d) Qualified employees who are on the Division's Spare Foreman List shall be eligible for promotion to a Foreman I/Utility IV position.
- (e) Foremen positions shall not be downgraded to a Foreman I/Utility IV position.
- (f) The Line of Progression shall be Utility IV; Spare Foreman; Foreman I/Utility IV; Foreman I; Foreman II; Foreman III.
- (g) Employees will be paid in accordance with the rate of pay for the Utility IV classification when performing Utility IV duties, and they will be paid in accordance with the rate for a Foreman I when performing Foreman I duties.
- (h) Employees who take vacation leave with pay while they are assigned Utility IV duties shall be paid vacation pay in accordance with the rate of pay for the Utility IV classification; and employees who take vacation leave with pay while they are assigned Foreman I duties shall be paid vacation pay in accordance with the rate of pay for the Foreman I classification.
- (i) Employees who are incumbents in the Foreman I/Utility IV position shall be assigned Foreman I duties for a minimum of five and one-half (5 ½) months each calendar year.

- (j) Employees who are incumbents in the Foreman I/Utility IV position shall accrue classification seniority in the Foreman I classification, in accordance with Article 5.01 of the Parks and Open Space Divisional Component Supplementary Agreement.

ARTICLE 6 – LINES OF PROGRESSION / ENTRY LEVEL CLASSIFICATIONS

6.01 The lines of progression to permanent positions, within specified classifications in the Parks and Open Space Division, are detailed in the attached schematic(s).

ARTICLE 7 – INCLEMENT WEATHER

Inclement Weather Guidelines for Seasonal Employees and Students

These guidelines apply to seasonal employees and students. The word *employee* in this Article refers to seasonal employees and students only.

All employees are required to report for their regular shift start time unless previously advised by their foreman not to report.

In the event of inclement weather conditions, the branch head or superintendent or their designate will decide if work is available for the upcoming shift and call an inclement weather day for all or part of the city if work is not available.

Subject to work demands and weather forecasts, the following three options will be considered:

Option 1

All employees will work their regular shift.

Option 2

Employees will be given the choice of working their shift or being sent home as an inclement weather day.

1. Employees working their shift will:
 - (a) Be assigned regular or alternate job assignments
 - (b) Be paid according to that job assignment
2. Employees choosing to go home when work is available and offered will:
 - (a) Not be paid reporting pay

- (b) Be recorded as an inclement weather day
- (c) Be allowed to use vacation credits or bank time
- (d) Not automatically be provided with a make-up shift. This is the sole discretion of the branch head or area superintendent or their designate

Option 3

If work is not available, all non-permanent employees will be sent home and the following will apply:

1. Employee will be paid two hours reporting time
2. If this occurs on a night/evening shift employees will receive shift premium on the two hours reporting time
3. Employees (excludes students) have the option of using vacation or banked time credits (if available) for lost time
4. Employees (excludes students) who use vacation credits or bank time credits for lost time may be allowed to have that time credited back to them if there is a need to add staff to a make-up shift. This is the sole discretion of the branch head or area superintendent or their designate.

Note:

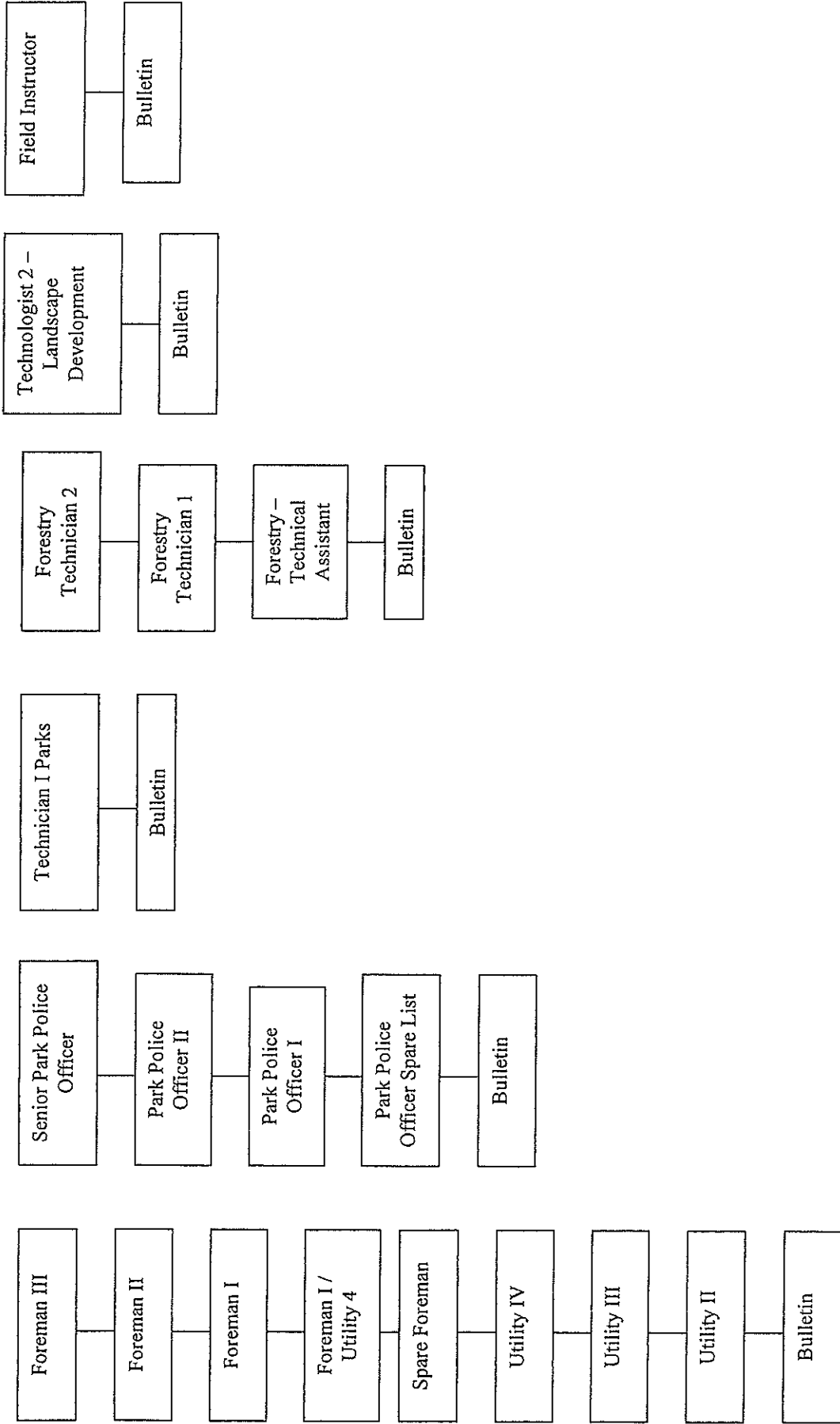
- ✓ Seasonal employees in spare list positions will be treated the same as seasonal employees (see options 1-3 above).
- ✓ Permanent employees, permanent employees in a temporary position and seasonal employees in bulletin positions cannot be sent home on inclement weather days when all other employees in their seniority group are sent home.

Make-up Shifts

1. Management reserves the right to decide when make-up shifts are to be worked, in accordance with Article 2.05 or 8.06 of the Public Works Supplementary Agreement.
2. All make-up time is paid as straight time.
3. If the employee had received two hours of reporting pay for an inclement weather day typically the make-up shift would be for six hours paid straight time.
4. Overtime rates would apply in this situation after six hours of work.
5. Make-up shifts may be scheduled on:

- (a) Saturday or Sunday or
- (b) As extra hours before the regular shift start time or
- (c) As extra hours after the end of regular shift time

PUBLIC WORKS DEPARTMENT
PARKS AND OPEN SPACE SECTION
LINE OF PROGRESSION
DECEMBER 2006



HUMAN RESOURCES DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

ARTICLE 1 – DIVISIONAL HOURS OF WORK

- 1.01 The work hours for clerical staff, assigned to provide administrative support to the Human Resources Division are listed below and which grouping of hours shall be worked by mutual agreement:

Monday through Friday
 07:00 to 15:00
 08:00 to 16:00
 08:30 to 16:30
 09:00 to 17:00

- 1:02 Should operational requirements necessitate changes to the hours of work listed above, or should the need to introduce modified work schedule(s), that does not provide sufficient notice as specified in Article 2.02 of the General Supplementary Agreement, the new work hours may be filled on a voluntary basis during the period of consultation with the Public Works Unit and the affected employees.
- 1:03 The regular hours of work shall be seven (7) hours per day excluding a one (1) hour lunch break, commencing no earlier than 07:00 and no later than 09:00 and concluding no later than 17:00.

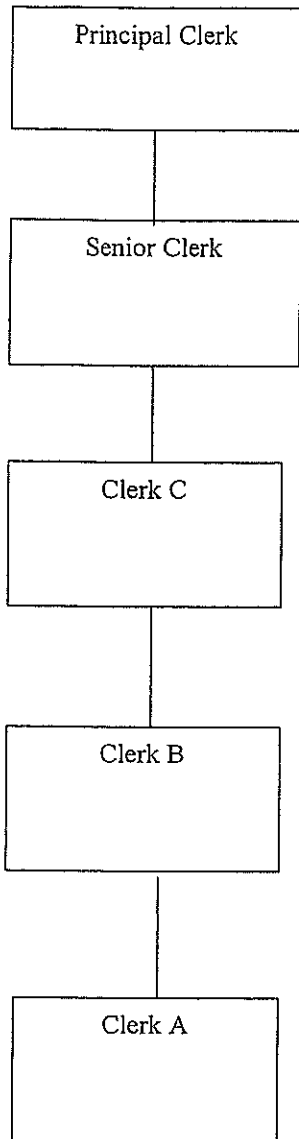
ARTICLE 2 – LINES OF PROGRESSION/ENTRY LEVEL CLASSIFICATIONS

- 2.01 The lines of progression to permanent positions within specified classifications in the Human Resources Division are detailed in the attached schematic.

ARTICLE 3 – TEMPORARY REASSIGNMENT OF STAFF TO HIGHER RATED POSITIONS

- 3.01 In order to ensure the adequate and appropriate deployment of staff, the Human Resources Division shall, on the basis of classification seniority, temporarily reassign a junior qualified employee, within the Human Resources Division, to a higher rated classification for a period of up to five (5) consecutive weeks to provide coverage for illness, injury, leaves of absence or any other authorized absence from work. For periods of annual vacation of up to five (5) weeks of coverage shall be provided by appointing, in seniority order, junior qualified staff within the Human Resources Division.
- 3.02 For periods in excess of five weeks they shall be filled in accordance with Article 3.02 of the main Supplementary Agreement of the Public Works Department.

**PUBLIC WORKS DEPARTMENT
HUMAN RESOURCES SECTION
LINE OF PROGRESSION
DECEMBER 2006**



FINANCE AND ADMINISTRATION DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

ARTICLE 1 – DIVISIONAL HOURS OF WORK

1.01 The current shifts for clerical staff assigned to provide administrative support to the Finance and Administration Division are listed below:

Monday through Friday:

07:30 to 15:30

08:00 to 16:00

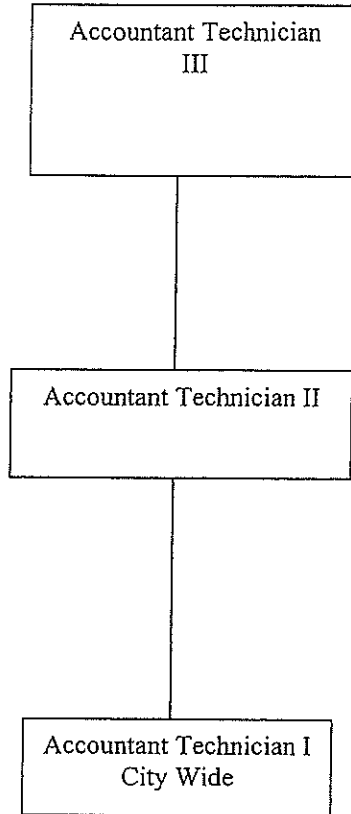
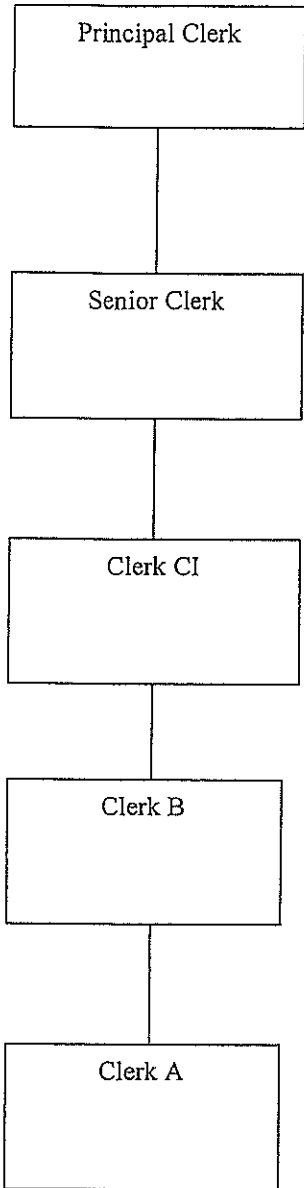
08:30 to 16:30

ARTICLE 2 – LINES OF PROGRESSION / ENTRY LEVEL CLASSIFICATIONS

2.01 The Accountant **Technician** 1 shall be considered the entry level classification in the Accountant **Technician** classification series.

2.02 The lines of progression to permanent positions, within specified classifications in the Finance and Administration Division, are detailed in the attached schematic(s).

**PUBLIC WORKS DEPARTMENT
CLERICAL SECTION
LINE OF PROGRESSION
DECEMBER 2006**



CUSTOMER SERVICE DIVISIONAL COMPONENT

SUPPLEMENTARY AGREEMENT

BETWEEN

**CITY OF WINNIPEG
PUBLIC WORKS DEPARTMENT**

AND

**CANADIAN UNION OF PUBLIC EMPLOYEES
LOCAL 500**

DECEMBER 2006

ARTICLE 1 – DIVISIONAL HOURS OF WORK

1.01 The current shifts for Customer Service Representatives are listed below:

Monday through Friday:

07:30 to 15:30

08:00 to 16:00

08:30 to 16:30

1.02 Should operational requirements necessitate changes to the shifts listed above, or should the need to introduce modified shift schedule(s)/shift rotations, that does not provide sufficient notice as specified in Article 2.02 of the General Supplementary Agreement, the new shift schedule(s)/shift rotations may be filled on a voluntary basis during the period of consultation with the Public Works Unit and the affected employees.

ARTICLE 2 – LINES OF PROGRESSION / ENTRY LEVEL CLASSIFICATIONS

2.01 The lines of progression to permanent positions, within selected classifications in the Customer Services Division, are detailed in the attached schematic(s).

**PUBLIC WORKS DEPARTMENT
CLERICAL SECTION
LINE OF PROGRESSION
DECEMBER 2006**

