



COLLECTIVE AGREEMENT

BETWEEN

TOWN OF ASSINIBOIA

AND

**SERVICE EMPLOYEES INTERNATIONAL UNION WEST
(SEIU-WEST)**

FOR THE PERIOD OF

January 1, 2023 to December 31, 2025

How to Handle a Question or Complaint

If you have a question or complaint about the application or interpretation of the Collective Agreement as it applies to you, do not delay and

- Review the facts.
- Read the Collective Agreement.
- Check on the existence of any locally negotiated terms which may modify the basic agreement.

If you continue to have a question or complaint, speak to your local Unit Executive or Steward about the problem.

If you do not get a satisfactory answer to your problem, or need help in resolving your problem, you should call the SEIU-West **Member Resource Centre (MRC)**.

A Member Resource Centre Officer will answer your questions and help deal with your issue. They can also refer your concerns to the Union Representative assigned to your workplace, if necessary.

The SEIU-West MRC can be reached toll free by calling:

**1-888-999-SEIU (7348) press 1
(or enter ext. 2298)**

Emailing:

MRCinfo@seiuwest.ca

Or clicking 'Contact' on:

SEIUWEST.ca

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THIS AGREEMENT ENTERED INTO THIS 10th DAY OF NOVEMBER, 2022 IN THE TOWN OF ASSINIBOIA, SASKATCHEWAN.

PURPOSE

It is the intent of both parties to provide municipal service in a co-operative, efficient and effective manner, therefore the purpose of this Agreement shall be:

- 1) To promote and maintain harmonious relations between both parties to this Agreement by providing the parties to this Agreement with a clear understanding of their respective rights and responsibilities;
- 2) To recognize the mutual value of joint discussions and negotiations in matters pertaining to working conditions and employment;
- 3) To encourage efficiency in operations, prevent waste, unnecessary expense and avoidable delays while ensuring orderly and legal collective bargaining between the parties to the Agreement;
- 4) To facilitate the prompt, equitable and peaceful adjustment of any disputes and grievances and to prevent any strikes or lockouts;
- 5) To ensure the quality of services are maintained and continue to be provided to the citizens of the Town of Assiniboia under the terms of this Collective Agreement in a safe and efficient manner; and
- 6) To promote the morale, well-being and security of all employees in the bargaining unit of the Union.

Now, therefore, the Town and Service Employees' International Union, SEIU-West, mutually agree as follows:

ARTICLE 1 – RECOGNITION

- 1.01** The Town recognizes the Union as the sole collective bargaining agent for the employees covered by this Agreement.
- 1.02** The Union recognizes the responsibility of its members to perform faithfully and diligently their respective duties for the Town and, at all times, to carry out their individual responsibilities according to the regulations, methods and procedures established by the Town.

- 1.03** The Union and the Town recognize the mutual value of improving by all proper and reasonable means the productivity of the individual employee and both will undertake individually and jointly to promote such increased productivity.

ARTICLE 2 – SCOPE

- 2.01** In accordance with the Order issued by the Saskatchewan Labour Relations Board dated January 25, 2001 (LRB File No. 285-00), this Agreement shall cover all eligible employees employed by the Town of Assiniboia in and around the Town of Assiniboia, in the Province of Saskatchewan, including Assiniboia Parks and Recreation Personnel, except those filling the following classifications:

Town Administrator, Assistant to the Administrator, the secretary to the Town Administrator, Town Superintendent, the Town Engineer, the Town Foreman, the Parks and Recreation Director, Parks and Recreation Facility Manager, Parks and Recreation seasonal employees and Public Works seasonal employees.

ARTICLE 3 – DEFINITIONS

- 3.01** Employee or Employees means a person to which the terms of this Agreement apply as described in Article 2 (Scope) of this Agreement.
- 3.02** Full-time employee means an employee who is regularly scheduled to the normal hours as defined in Article 18.02.
- 3.03** Part-time employee means an employee who is regularly scheduled to work less than the normal hours as defined in Article 18.02.
- 3.04** Temporary employee means an employee who may work full-time or part-time for a predetermined period of time not to exceed one (1) year. The time limit may be extended by agreement between the Union and the Employer.
- 3.05** Casual employee means an employee who is not regularly scheduled and works on a call-in basis.
- 3.06** Seasonal employee means an employee who is employed in work of a seasonal nature.

- 3.07** In this Agreement, wherever the words "he", "his", or "him" appear, it shall be construed as any employee, male or female.

ARTICLE 4 – MANAGEMENT RIGHTS

- 4.01** The Service Employees International Union recognizes that the management of the Town and the direction of the workforce, including the right to plan, direct and control operations, to maintain the discipline and efficiency of the employees, and to require employees to observe the Town's rules and regulations, to hire, lay-off or relieve employees from duties, to suspend, demote, transfer, promote, discipline and discharge employees for just cause are to be the sole right and function of the Town.

The Town agrees that the exercise of managerial prerogatives listed above shall not be inconsistent with any of the terms of this collective agreement.

- 4.02** The enumeration of Management rights as set out above shall not exclude other functions not specifically set forth. The Town, therefore, retains all rights not specifically covered in this Agreement

ARTICLE 5 – UNION SECURITY

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

ARTICLE 6 – DUES CHECK-OFF

- 6.01** Upon receipt of a written request from an employee, the Town shall

deduct Union dues, initiation fees and assessments from the wages owed. Such deduction shall be made on each paycheck and shall be remitted to the Union within fifteen (15) days after the end of the month in which the deduction took place. Each month, the Town shall furnish the Union with a written list of the employees from whom such deductions have been made. The list shall also include the classification, the gross monthly earnings, the amount of dues deducted and the amount of initiation fees, if any, for each employee. The Town shall also provide to the Union the address of new Union members on whose behalf deductions have been made and shall also provide changes of names or addresses of the existing membership. It is the employee's responsibility to provide the employer with his current address or changes thereof.

6.02 T-4 Slips

T-4 Slips issued by the Town to employees shall include amounts deducted by the Town for the Union.

ARTICLE 7 – JOB CLASSIFICATION

7.01 The Town agrees to pay all employees covered by this Agreement in accordance with the schedule of wages as set out in Schedule "A" attached and made part of this Agreement.

7.02 Rates of pay for any new classification or reclassification of an existing position that may be established by the Town, within the scope of this Agreement, shall be subject to negotiations provided that the Town shall have a right to establish a reasonable rate to be paid until the right classification is agreed upon. Should agreement not be reached by the parties in such negotiations the matter may be referred to Arbitration in accordance with Article 12 (Grievance Procedure).

7.03 **The Employer agrees to provide job descriptions for each classification herein, to the Union. All job descriptions shall contain the nature of the duties and the required qualifications for the respective classifications.**

ARTICLE 8 – SENIORITY

- 8.01** Seniority shall be defined as the length of service of an employee since his last date of hiring.
- 8.02** A new employee shall be on probation for a continuous period of six (6) months worked, and during such period his employment may at any time be terminated due to unsuitability **or with cause**. Upon completion of the prescribed period, seniority shall be established retroactive to the date of which the employee last entered the service to the Town.
- 8.03** Seniority shall be broken and all rights forfeited when;
- a) An employee is dismissed by the Town for just cause;
 - b) An employee voluntarily leaves the service of the Town;
 - c) An employee fails to report for work on recall after lay-off;
 - d) An employee has been continuously laid-off due to a lack of work for a period of one (1) year.
- 8.04** The Employer agrees to post an up to date seniority list on the bulletin boards by February 1st of each year. Such a list will include the accrued Seniority of each employee up to December 31st of the previous year. Upon proof of error the Employer shall immediately revise the Seniority list. Copies of the Seniority list and all revisions thereof shall be forwarded to the Union.

ARTICLE 9 – LAY-OFFS AND RECALLS

9.01 Role of Seniority

When reducing staff or recalling laid off employees Seniority shall prevail provided the senior employee has the qualifications and ability to handle the work to be performed.

9.02 Recall

When the Town recalls an employee who has been laid off, it shall notify

such employee by registered letter addressed to the employee's last known address. The employee concerned must notify the Town within seven (7) days of the mailing of such letter stating his acceptance or refusal of the employment offered. The Town will consider extending the time to ten (10) calendar days where circumstances require.

9.03 Notice of Lay-Off

Notice of lay-off shall be in accordance with Article 9.04 (Notice of Lay-Off or Discharges), provided, however that the minimum amount of notice shall be seven (7) calendar days. If the employee laid off has not had the opportunity to work the above notice period, the employee shall be paid in lieu of work for that period of the notice period for which work was not made available, provided however, that in this notice period, if regular duties are unavailable, the Town may assign duties other than those normally performed by the employee.

9.04 Notice of Lay-Off or Discharge

Except for just cause other than shortage or work, the Employer shall not discharge or lay-off an employee who has been in the service of the Employer for at least three (3) continuous months without giving that employee at least:

- a) One (1) week written notice if his period of employment is less than one (1) year;
- b) Two (2) weeks' written notice if his period of employment is one(1) year or more but less than three (3) years;
- c) Four (4) weeks' written notice if his period of employment is three years or more but less than five (5) years;
- d) Six weeks' (6) written notice if his period of employment is five (5) years or more but less than ten (10) years;
- e) Eight (8) weeks' written notice is his period of employment is ten (10) years or more.

ARTICLE 10 – PROMOTIONS AND VACANCIES

10.01 Vacancies and new positions within the scope of this Agreement shall

be posted on the bulletin board(s) and employees shall be allowed five (5) working days **during the period May 1st to September 30th, and ten (10) working days, during the period October 1st to April 30th**, in which to make written application for such vacancies or new positions. A copy of the postings will be sent to the Union. If a vacancy is not filled, the Union will be advised within seven (7) calendar days together with a written explanation of the Employer's intentions concerning the position.

- 10.02** Vacancies and new positions within the scope of this Agreement shall be filled by the candidate possessing the required qualifications, experience, skills, fitness and abilities, as per the job description, that are required for the respective positions. Where more than one candidate possesses the required qualifications, experience, skills, fitness and abilities, the senior applicant will be awarded the position.
- 10.03** An employee transferred, reclassified or promoted to a new position shall be on a probationary period of three (3) months. If the employee is required or requests to revert to his former position during this period, he shall receive his former rate of pay without loss of seniority.
- 10.04 Applicants for training for promotion shall be selected in order of seniority provided they possess the requisite qualifications and ability to perform the work. Such training opportunities shall be provided on a fair and equitable basis.**

ARTICLE 11 – NO STRIKE OR LOCK OUT

- 11.01** The Union agrees that during the life of this Agreement there will be no strike, slow down, stoppage of work, or any withdrawal of normally provided services, and the Town agrees that during the life of this Agreement there will be no lock out.

ARTICLE 12 – GRIEVANCE PROCEDURE

- 12.01** A grievance is defined as any difference or dispute between the employer and any employee(s) or between the employer and the Union pertaining to any matter arising out of the interpretation, application, administration or alleged violation of this Agreement.

- 12.02** All discussions with respect to disputes and grievances shall be dealt with during regular working hours and no employee shall suffer any loss of pay for time spent in such discussions. The number of Union members who are entitled to remuneration under this clause shall not exceed two (2).
- 12.03** Any grievance submitted shall specify the Article of the Agreement alleged to have been violated, the circumstances and occurrence leading to the alleged violation and the redress or adjustment requested.
- 12.04** No grievance shall be considered which is not presented within fourteen (14) calendar days after the event or circumstances giving rise to the complaint which has occurred or originated.
- 12.05** Where a grievance does arise, the parties to this Agreement shall make an earnest effort to resolve such difference through the following procedures:

Pre-Grievance discussion: Informal process:

In keeping with the Union and the Employer's non-adversarial approach, an earnest effort shall be made by all parties to solve problems before they reach the formal grievance stage.

An employee who feels he has a justifiable complaint may discuss such matters with the immediate supervisor in an effort to resolve the problem. The supervisor shall convene a meeting with the employee within seven (7) calendar days at a time mutually agreed upon. The employee may request the attendance of a Shop Steward at the meeting.

The supervisor shall provide the decision verbally within seven (7) calendar days of the meeting and the decision shall be presented to the employee and the Shop Steward (if one was in attendance).

Step 1:

The aggrieved employee, with the Steward present, shall present the grievance in writing to his immediate supervisor. The immediate supervisor shall communicate his decision on the matter in writing, with a copy directed to the Union, within seven (7) working days of the meeting with the employee. It is understood that any settlement achieved at this stage is considered to be on a without prejudice basis.

Step 2: Privileged and Without Prejudice

If the problem is not worked out to the satisfaction of grievor at Step 1, the Union may apply in writing for a privileged and without prejudice meeting with the Town Administrator within seven (7) working days after receipt of the written decision by the immediate supervisor. The meeting shall take place no more than seven (7) working days after receipt of such application from the Union. This meeting is intended to settle the grievance without the help of a mediator or arbitrator. Should the grievance not be resolved at this meeting the Union may proceed to the next step.

Step 3:

If a satisfactory settlement is not reached in Step 2, either party may refer the grievance to Arbitration by giving written notice to the other party of its intention to do so within ten (10) working days of the decision in Step 3.

- 12.06 Employees shall be allowed access to their personnel files to review any documents therein, pertaining to work performance or conduct. This shall be arranged with the Employer, at a mutually agreeable time.**

ARTICLE 13 – ARBITRATION

- 13.01** The Arbitration Board shall be established in accordance with the provisions of *The Saskatchewan Employment Act*.
- 13.02** The Arbitration Board shall not have jurisdiction to alter, add to, subtract from this Agreement or to substitute any new provisions in lieu thereof or to give any decision inconsistent with the terms of this Agreement or to deal with any matter not covered by this Agreement.
- 13.03** The decision of the Arbitration Board shall be final and binding on both parties. Each party shall bear the expenses of its appointee and the Town and Union shall equally bear the fee and expenses of the Chairman.
- 13.04** The time limits specified in Article 12.05 may be extended by mutual agreement of the parties hereto.

ARTICLE 14 – LEAVE OF ABSENCE

14.01 Union Leave

Insofar as regular operations permit, an employee selected as a delegate to attend labour conventions or business meetings in connection with the affairs of the Union, upon giving not less than five (5) calendar days' notice, shall be granted leave of absence without pay. Such leave shall not be unreasonably withheld.

- a) The Employer agrees to continue to pay normal salary and benefits to employees allocated on a short-term basis of one (1) month or less to attend to Union business as referred to in Article 14.01(Union Leave) and that the Employer is to charge the Local Union for reimbursement of the cost. Such costs shall only include:

- i) Actual lost wages;
- ii) Employer's share of Canada Pension contributions;
- iii) Employer's share of Employment Insurance premiums;
- iv) Employer's share of MEPP contributions or equivalent;
- v) Employer's share of Group Insurance premiums;
- vi) Employer's share of Disability Income contributions;
- vii) Workers' Compensation premiums; and
- viii) Extended Health and Enhanced Dental premiums.

- b) On leaves of absence of more than one (1) continuous month, and at the request of the Union, the Employer agrees to pay normal salary and benefits to an employee, and will charge the Union, in addition to those costs set forth in Article 14.01 a. (Union Leave) an appropriate amount for the following benefits:

- i) Annual vacation;
- ii) Sick leave, and
- iii) Statutory Holiday.

On leaves of absence of more than one (1) continuous month, the Union shall provide the Employer with a report of the Employee's sick leave used, Statutory Holiday observance(s) and vacation usage for those employees.

- c) An employee who is elected or selected for an Executive position with the Union or any labour body with which the Union is affiliated,

shall be granted Union leave for the term of office; provided such term of office shall not exceed four (4) years. The Union will provide at least four (4) weeks' notice for leave under this Article.

- d) An employee on Union Leave shall accrue seniority for the full period of such leave.

14.02 An employee will be granted a leave of absence without pay for a period of up to, but not exceeding, one (1) month for good and sufficient reason, upon one (1) week's written notice. The employee's seniority shall be retained but not accumulated during the period of leave.

14.03 An employee on leave of absence without pay shall not be eligible for sick leave benefits nor payment of Statutory Holidays which fall during the authorized absence period.

14.04 An employee will be granted a leave of absence with pay, if subpoenaed for jury duty, **or court witness**. The employee shall present proof of service and the amount of pay received for such service. Such employee shall reimburse the Town an amount equal to any fee received for such court service excluding any fee received for traveling, meals or out of pocket expenses.

14.05 Time spent by an employee required to serve as a Crown Witness in any matter arising out of employment with the Town shall be considered as time worked at the regular rate of pay.

ARTICLE 15 – COMPASSIONATE LEAVE

15.01 Immediate Family

For the purpose of this article, immediate family shall be defined as the employee's spouse, parent, child, step-parent, step-child, brother, sister, mother-in-law, father-in-law, grandparents, brother-in-law, sister-in-law, grandparents-in-law, grandchild, **nieces and nephews, aunts and uncles.**

15.02 Compassionate Leave

- a) Where a death or serious illness or injury occurs in the immediate family of an employee, compassionate leave with pay shall be

granted for up to five (5) working days. When requesting compassionate leave, employees may be expected to identify the family member, the general nature of the employee's involvement and the amount of time required.

- b) Where there has been a funeral, an employee may access one (1) days of compassionate leave for the purpose of attending a memorial service or interment so long as the total absence does not exceed the maximum as per a) above and the memorial service or interment occurs within one (1) year of the date of death.
- c) The Employee may also request vacation leave, or leave of absence without pay as may be required. Such additional leave shall not be unreasonable denied.

ARTICLE 16 – STATUTORY HOLIDAYS

16.01 Statutory Holidays

The following days shall be observed as holidays for which regular full time employees will be paid without being required to work:

New Year's Day	Family Day
Good Friday	Victoria Day
Canada Day	Saskatchewan Day
Labour Day	Thanksgiving Day
Remembrance Day	Christmas Day
Boxing Day	One (1) Float Day

National Day for Truth and Reconciliation

And any other day which may be proclaimed as a Statutory Holiday by either the Provincial or Federal Government.

This one (1) float day holiday to be used insofar as the regular operations of the Town will permit. This float day will be taken at a time mutually agreeable between the employer and employee, provided the Float Day is taken by December 31st of each year.

16.02 The above holidays shall only be observed on the days stated above except when so proclaimed by the Federal or Provincial authorities unless otherwise agreed to between the parties.

16.03 Working on a Statutory Holiday

An employee required to work any holiday shall be paid in addition to his Statutory Holiday pay entitlement an amount equal to one and one-half times (1 ½) his/her regular rate of pay for each hour or part thereof he/she works.

16.04 Other Than Full-time Employees

Other than full-time employees shall receive Statutory Holiday pay in accordance with the following formula:

$$\frac{\text{Total regular wages earned} \\ \text{In four (4) weeks immediately} \\ \text{Preceding Statutory Holiday}}{20} = \text{Statutory Holiday Pay}$$

ARTICLE 17 – VACATIONS

17.01 Vacation Year

The vacation year shall mean the twelve month period commencing on the first (1st) day of January in each calendar year and concluding on the thirty-first (31st) day of December in that year. The vacation days earned from the first (1st) day of January to the thirty-first (31st) day of December of any year shall be granted as vacation time in the following year.

17.02 Vacation Entitlements

All full-time employees shall receive vacation with pay as follows:

- a) During the first (1st) and subsequent years, including the sixth (6th) year of continuous employment, each employee shall earn fifteen (15) days at the rate of one and one-quarter (1 ¼) days per month worked.

- b) During the seventh (7th) and subsequent years, including the fifteenth (15th) year of continuous employment, each employee shall earn twenty (20) days at the rate of one and two-thirds ($1 \frac{2}{3}$) days per month worked.
- c) During the sixteenth (16th) and subsequent years, including the twenty seventh (27th) year of continuous employment, each employee shall earn twenty-five (25) days at the rate of two and one-twelfth ($2 \frac{1}{12}$) days per month worked.
- d) During the twenty eighth (28th) and subsequent years of continuous employment, each employee shall earn thirty (30) days at the rate of two and one-half ($2 \frac{1}{2}$) days per month worked.

17.03 Statutory Holiday During Vacation

When a Statutory Holiday occurs during an employee's vacation, the employee shall receive an extra day's pay or day off in lieu of such Statutory Holiday.

17.04 Vacation Scheduling

Insofar as the regular operation of the Town will permit, vacations will be granted for the time requested by the employee. When more than one employee requests the same vacation period, the choice will be determined in accordance with seniority within each department.

17.05 Vacation Pay

An employee will be paid his regular rate of earnings for annual vacation or $\frac{3}{52}$, $\frac{4}{52}$, $\frac{5}{52}$, Or $\frac{6}{52}$ respectively of his earnings, whichever is greater.

17.06 Unbroken Vacation Period

An employee shall be entitled to take their vacation in an unbroken period unless otherwise mutually agreed upon by the employee and the Employer.

17.07 Call-Back from Vacation Leave

Employee(s) called back to work from his/her vacation leave shall be compensated at the rate of one and one half (1 ½) times his regular rate of pay for all hours so worked. The employee shall also have the day(s) of vacation leave lost due to the call back reinstated for his/her future use.

ARTICLE 18 – HOURS OF WORK AND OVERTIME

18.01 No Guarantee of Hours

The provisions of this Article are intended to define normal hours of work and shall not be construed as a guarantee of hours of work per day or per week or of days of work per week.

18.02 Standard Hours of Work

- a) For outside workers, excluding Parks & Recreation and Landfill workers, the basic work week shall consist of forty (40) hours and the basic work day shall consist of eight (8) hours.
- b) For office workers, the basic work week shall consist of thirty-seven and one half (37 ½) hours and the basic work day shall consist of seven and one-half (7 ½) hours, Monday to Friday.

18.03 Overtime

All hours worked in excess of the basic work day or the basic work week shall be considered as overtime hours and shall be paid for at the rate of one and one-half times the regular rate of pay for the first 4 hours and double the regular rate of pay for all other consecutive hours, providing such hours worked have been authorized by the employee's supervisor.

18.04 Call-back

- a) The employee on standby assignment shall be first to offered any call-back duties. Any additional employees required to complete the call-back duties shall be offered in order of seniority. Each employee who is called back to work after completing a regular work day shall be paid a minimum of three (3) hours at one and one-half (1 ½) times his regular rate of pay, provided that if the employee is called back a

second (2nd) time within the three (3) hours of the original call back, the employee shall not be paid an additional amount for such call-back. An employee who works more than four (4) hours on a call back will be paid double his regular rate of pay for those hours worked in excess of four (4) hours provided such hours worked have been authorized by the employee's supervisor.

18.05 Scheduled Overtime

- a) A Water Treatment Plant employee who is required to perform scheduled utility checks outside of normal working hours will be paid for two (2) hours of work at double (2X) the regular rate of pay.
- b) All employees scheduled to work on a weekend shall be paid for a minimum of two (2) hours at double (2X) the regular rate of pay.

18.06 Overtime Pay

All overtime pay earned by an employee shall be paid out in the next pay period.

18.07 Shift Premiums

- a) Employees shall be paid a shift differential of one dollar and fifty cents (\$1.50) per hour for each regularly scheduled hour which the employee works prior to seven o'clock a.m. (0700) after six o'clock p.m. (1800).
- b) Parks and Recreation employees are exempt from Article 18.07(a)(Shift Premiums) while working during the winter season.

18.08 Standby Assignment

- a) Standby assignment shall mean any period during which the employee is not on regular duty but must be available to respond without undue delay to any request to return to duty.
- b) Standby payment shall be in addition to any call-back compensation.

- c) Standby will be assigned on a rotational basis by the employee's supervisor. Employees assigned to standby will be paid \$2.00 for each hour on Standby assignment.
- d) Water Treatment Plant Operators shall not be assigned standby for more than fifteen (15) consecutive days in a three (3) week period, except where mutually agreed otherwise by the Employer and the employee.

18.09 Rest and Meal Breaks

- a) Each employee shall be granted two (2) paid fifteen (15) minute rest periods per day, one in the forenoon and one in the afternoon, at times determined by the Town. Such rest periods will be arranged approximately midway in the morning and afternoon shifts of the employees.
- b) Each employee shall be granted one (1) unpaid meal period of at least one (1) hour per day. In the event the employee is required to work during the scheduled meal period, such time shall be provided later in the shift or, paid at the applicable overtime rates if such time cannot be rescheduled.

18.10 Telephone Consultation

An employee not on standby assignment, who after leaving work, receives a work-related telephone call from their supervisor or an employee authorized by their supervisor, to provide off-site assistance and which does not involve a return to the workplace shall be paid for one-half ($\frac{1}{2}$) hour at his regular rate of pay for calls of less than one-half ($\frac{1}{2}$) hour in duration. Should a phone call or series of phone calls extend beyond one-half ($\frac{1}{2}$) hour, the employee shall be paid for each one-half ($\frac{1}{2}$) hour or portion thereof at his regular rate of pay.

ARTICLE 19 – WAGES

- 19.01** During the term of this Agreement, it is agreed that the wages paid will be in accordance with the rates set forth in Schedule "A" hereto attached.

Employees shall be paid by direct deposit on the fifteenth (15) and the last day of each month. If the fifteenth (15th) or the last day of the

month is a Saturday, Sunday or Statutory Holiday, employees shall be paid on the last working day preceding the fifteenth (15th) or the last day of the month.

19.02 Except in the case of a demotion, including a demotion due to lay-off, no employee shall have his rate of pay reduced as a consequence of the coming into effect of this Agreement.

19.03 Employees assigned to **duties within** a higher job classification for a continuous period of four (4) hours or more **shall** be paid at the higher rate for all time worked in the higher classification.

ARTICLE 20 – BENEFITS

20.01 Every employee covered by the Agreement shall be entitled to the following benefits under the Saskatchewan Urban Municipalities Association Group Insurance Plan subject to the provisions and restrictions of the policies:

	<u>Employer Premium Contribution</u>
1) Basic Life Insurance	75%
2) Accidental Death and Dismemberment	75%
3) Short Term Salary Continuance	75%
4) Long Term Salary Continuance	75%
5) Dental Coverage, Plan C	75%
6) Extended Health, Plan B	75%
7) Vision Care	75%
8) Employee & Family Assistance	100%

20.02 Every employee shall, as condition of employment by the Town, become a member of the Town's Group Insurance Plan as outlined in Article 20.01 of this Agreement, and shall maintain membership in the plan during his entire service with the Town.

20.03 Benefit Participation

- a) Every new employee shall, as a condition of employment, make application for inclusion in the Group Insurance Plan as outlined in Article 20.01 (Employee Benefits) of this Agreement immediately after the employee has completed six (6) months of

employment.

- b) Notwithstanding Article 20.03(a), any employee whose spouse is covered for extended health care, dental care and/or vision care need not maintain membership in the Town's Group Insurance Plan for these benefits.

20.04 Contributions During Unpaid Leave

- a) The Employer shall continue to pay their share of the cost for the benefits plan for the first month of any approved LOA and the employee shall continue to pay his share.
- b) If the employee chooses to retain benefits while on approved leave for a period of more than one (1) month, **the Employer shall notify the employee, and** the employee will be responsible to prepay the full cost of the benefits plan after the first month.

20.05 Post-Retirement Benefit Bridging

When retiring, an employee may extend all benefits (except disability) for up to six (6) months. The cost shall be fully funded and pre-paid by the employee and there will be no cost incurred by the Employer for this benefit. Any such bridging extensions will be subject to any benefit plan restrictions.

20.06 Sick Leave

- a) Sick Leave Defined

Sick leave means the period of time an employee is absent from work by virtue of being sick or disabled or because of an accident for which compensation is not payable under the Workers' Compensation Act or under the Automobile Accident Insurance Act.

- b) Effective January 1, **2023**, all full time Employees shall be granted leave of absence with pay for periods of sick leave to an aggregate of **fifteen (15)** days per year based on the basic workday as stated in Article 18.02. No sick leave days can be carried forward from year to year. However, any unused sick leave days by a respective employee in a given year will be added to a Short-term Disability Waiting Period Bank for that employee until it is at a ten (10) day maximum. This

bank of days would be available to be used only to cover the waiting period of such Plan by an employee who has applied for, and been accepted on, the Short-Term Disability Plan. Sick leave for other than full time employees covered by the agreement shall be granted based on the following calculation:

$$\frac{\text{Number of annual hours for other than full time employee}}{\text{Number of annual hours for Full time employees}} \times 10 = \text{number of annual days granted}$$

- c) An employee claiming sick leave may be requested by the Employer to provide medical evidence of such illness. Where such is required, the employee shall be notified during the illness that medical verification, signed by a qualified medical practitioner, is required upon the employee's return to work. Upon submission of a receipt, the Employer shall reimburse the employee any costs associated with obtaining such medical certificate.
- d) Income replacement for periods of sick leave will be provided under the terms of the Town's "Short and Long Term Disability Plan". The employee's sick leave days may be used during the waiting period prior to the commencement of the income replacement benefit provided under the plan, subject to the insurer's confirmation that the employee's claim has been accepted. If an income replacement benefit claim is not accepted or is discontinued due to issues with the employee satisfying the plan's definition of disability, the employee shall be required to contact the employer with their intentions regarding their return to work within seven (7) days of insurer's notification of non-acceptance or discontinuance.

20.07 Medical Care Leave

Employees may be granted leave of absence with pay in order to undertake personal medical or dental examination by certified medical and/or dental practitioners to an aggregate of **seven (7)** days annually. Such time shall not be charged against the employee's sick leave entitlement. Requests for Medical Care Leave shall not be unreasonably denied. On request, employees shall be required to show proof of medical or dental care. For the purposes of this section, personal shall be defined as including the employee, the employee's spouse and children who are living at the home of the employee and are eighteen (18) years of age and

under.

20.08 Pension Plan

There shall be a compulsory superannuation plan for all employees as set out in the Saskatchewan Municipal Employees' Superannuation Plan.

20.09 Workers' Compensation Supplement

- a) The Town will supplement an employee's Workers' Compensation benefit payments up to the amount of his normal earnings less deductions, where an employee is injured in the course of his employment with the Town and the Workers' Compensation Board adjudges the injury to be one for which compensation is payable.
- b) The Town shall pay the injured employee for a period not exceeding twelve (12) weeks following the injury, his regular earnings provided the employee turns over to the Town for the exclusive use of the Town, all payments received from the Workers' Compensation Board.

20.10 Footwear and Clothing Allowance

A full-time Public Works employee and Parks and Recreation Personnel shall be reimbursed for the purchase cost of either a pair of work boots or winter outerwear per calendar year to a maximum of **three** hundred dollars (\$300.00) per year, including taxes. The boots and winter outerwear must be approved by the Canadian Safety Council. The employee must supply their supervisor with applicable receipts.

ARTICLE 21 – DISCIPLINE

- 21.01** An employee shall be notified in writing of an expression of dissatisfaction concerning his work performance or violation of Town policies and procedures within thirty (30) days of the event of the complaint. The notice shall include particulars of the work performance or policy/procedure violated which led to the dissatisfaction. If this procedure is not followed, such expressions of dissatisfaction shall not become part of the employee's record for use against the employee at any time. Any disciplinary documents placed on the employee's personnel file will become void after two (2)

years. Upon request, following the time period above, the documentation shall be removed from the employee's file.

21.02 Progressive Discipline

No employee shall be disciplined or suspended without just cause and without being apprised of the issue or concern prior to any disciplinary action being taken. Except for issues of a serious or emergent nature, the Employer agrees to use a process of Progressive Discipline in a timely and reasonable manner. Except in matters of an emergent nature, the employee shall be afforded the opportunity to state his/her side of the case, with the assistance of a Union Representative in advance of discipline being imposed. The Employer will advise the employee that they have the right to have Union Representation at any meeting where discipline is being imposed or which may lead to discipline being imposed. Employees declining Union Representation will sign a waiver form, a copy of which will be forwarded to the Union.

The employee has the right to withdraw any waiver of Union Representation at any time during such meetings.

21.03 Reference to *The Saskatchewan Human Rights Code and Regulations*

The Town and the Union agree that in all matters pertaining to terms and conditions of employment the Town will adhere to the requirements of *The Saskatchewan Human Rights Code and Regulations*.

ARTICLE 22 – NO DISCRIMINATION

22.01 No Discrimination

The Employer and the Union agree that there shall be no discrimination, interference, restriction, or coercion exercised or practiced with respect to any employee in the matter of hiring, wage rates, training, upgrading, promotion, transfer, lay-off, recall, discipline, classification, discharge or otherwise by reason of age, race, creed, colour, national origin, disability (subject to bona fide occupational requirements), political or religious affiliation, sex, sexual orientation, marital status, family status, place of residence, nor by reason of membership or activity in the Union.

ARTICLE 23 – HEALTH & SAFETY

23.01 Health & Safety

The parties agree to adhere to the relevant portions of *The Saskatchewan Employment Act* and the Regulations made there under.

- a) The Employer shall ensure that all employees receive training and orientation appropriate to their position.
- b) Where an employee is required by the Employer to hold certification in First Aid/CPR, such training shall be provided under the terms of Article 25 (Training).

23.02 Harassment

The Employer and the Union recognize the right of employees to work in an environment free of harassment and will work jointly to achieve that goal. The Employer and the Union will work co-operatively to develop and implement a harassment policy, which shall be reviewed regularly and revised as deemed appropriate.

23.03 Workplace Related Vaccinations

The Employer shall cover the cost of hepatitis 'C' and tetanus vaccinations and boosters for all outside workers.

The employee shall first submit any costs incurred through the Health Benefits Plan provided in accordance with Article 20.01. Any additional costs shall be reimbursed by the Employer.

An employee who requires additional vaccinations due to a workplace incident shall submit appropriate reports for Workers' Compensation claim(s).

ARTICLE 24 – TECHNOLOGICAL CHANGE

- 24.01** The parties agree to adhere to the relevant provisions of *The Saskatchewan Employment Act* and regulations made there under in regards to technological change.

ARTICLE 25 – TRAINING

The Town agrees to pay the expenses and cost of the training for any employee covered under this collective agreement. The training must be pre-approved by the CAO of the Town of Assiniboia.

ARTICLE 26 DURATION

26.01 Term of Agreement

This agreement shall become effective on the first day of January, **2023**, and shall continue in effect until the thirty-first (31st) day of December, **2025**, and automatically from year to year thereafter, unless either party gives written notice of its desire to negotiate revisions thereof. Such notice shall be given not less than sixty (60) days nor more than one hundred and twenty (120) days prior to the expiry date of this Agreement.

26.02 This Agreement shall continue to be in effect during the period of such negotiations to amend.

26.03 Production of Agreement

The Union shall be responsible for producing and copying of the Collective Agreement. Paper copies shall be made available to all Union members and, upon request, to the Employer at a nominal cost. The Union shall post a copy of this Agreement on the SEIU-West website. Upon request the Union will provide the Employer with an electronic copy.

Signing Page

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT
TO BE EXECUTED BY THEIR DULY AUTHORIZED REPRESENTATIVES AS OF THE DAY
AND YEAR FIRST WRITTEN ABOVE.

Signed on behalf of
The Town of Assiniboia



Clinton Mauthe
Chief Administrative Officer



Sharon Schauenberg
Mayor

Signed on behalf of
Service Employees International
Union – West


Regin Geverola
Bargaining Committee Member
Ken Britton
Chair
Lynette Pinfold
Union Representative
Larry Buchinski
Negotiations Officer

Letter of Understanding

Return to Work and Duty to Accommodate

BETWEEN: **SEIU-West**

AND: **TOWN OF ASSINIBOIA**

- a) The Employer agrees to make every reasonable effort, short of undue hardship, to provide suitable modified or alternate employment to Employees who are temporarily or permanently unable to return to their regular duties as a consequence of an occupational or non-occupational disability, or as a consequence of limitations as a result of illness or injury or who otherwise require accommodation as set out in the Saskatchewan Human Rights Code, the Saskatchewan Human Rights Code Regulations, *The Saskatchewan Labour Standards Act* and *The Saskatchewan Occupational Health and Safety Act*.

A Return to Work or Duty to Accommodate agreement shall provide a fair and equitable process to allow a disabled employee to return to work. Accommodation of employees within the workplace is a shared responsibility between the Employer, the Union and the employee. All parties shall work cooperatively to foster an atmosphere conducive to accommodation.

- b) When an employee requires a Return to Work or Duty to Accommodate placement, consideration shall be given to the employee's wages and benefits.
- c) It is the responsibility of the employee returning to work to provide the Employer with initial medical evidence of the limitations or restrictions associated with the disability, injury or illness. Further information, if required, shall be provided to the Employer. The assessment requested by the Employer must be specific to the disability, injury or illness giving rise to the accommodation process and shall include the following:
- i) A prognosis for recovery, with or without limitations;

ii) Objective medical evidence as provided by the employee's medical practitioner as to the employee's fitness to perform the specific duties of his/her current job, or the accommodation being considered;

iii) The length of time limitations or restrictions may last.

The Employer's request for the above medical information shall be provided in writing, given to the employee, and the employee shall provide the request to her/his medical practitioner. The Employer shall not contact the employee's medical practitioner without the employee's written consent.

d) The procedure for assessment of the capacity of an employee to perform the duties of his/her job or modified work must be made in such a way as to protect the confidentiality of the employee's medical information.

This Letter of Understanding shall remain in effect from the date of signing and shall continue from year to year thereafter unless either party provides a minimum ninety (90) days' notice of their intent to terminate or negotiate revisions thereto. This Letter of Understanding shall remain in effect during the period of time required to negotiate any agreed to revisions.

All of which is agreed to this 10th day of November, 2022.

Signed on behalf of
SEIU-West



Ken Britton
Unit Chairperson

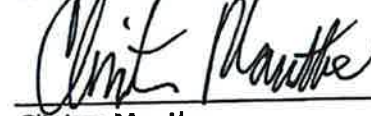


Lynette Pinfold
Union Representative



Larry Buchinski
Negotiations Officer

Signed on behalf of
Town of Assiniboia



Clinton Mauthe
Chief Administrative Officer



Sharon Schauenberg
Mayor

**Town of Assiniboia
Schedule "A"
Hourly Rates of Pay**

Classification	Current	Jan 1st		Jan 1st		Jan 1st
	2022	2023		2024		2025
		6.00%		2.00%		2.00%
Clerk 1						
start	\$17.07	\$18.09		\$18.45		\$18.82
975 hrs (6 mos)	\$17.41	\$18.45		\$18.82		\$19.20
1950 hrs (1 yr.)	\$17.98	\$19.06		\$19.44		\$19.83
3900 hrs	\$18.69	\$19.81		\$20.21		\$20.61
Clerk 2						
start	\$19.85	\$21.04		\$21.46		\$21.89
975 hrs (6 mos)	\$20.25	\$21.47		\$21.90		\$22.34
1950 hrs (1 yr.)	\$20.78	\$20.03		\$20.43		\$20.84
3900 hrs	\$21.47	\$22.76		\$23.22		\$23.68
Clerk 3						
start	\$22.16	\$23.49		\$23.96		\$24.44
975 hrs (6 mos)	\$22.53	\$23.88		\$24.36		\$24.85
1950 hrs (1 yr.)	\$23.15	\$24.54		\$25.03		\$25.53
3900 hrs	\$23.87	\$25.30		\$25.81		\$26.33
Labourer 1						
start	\$15.61	\$16.55		\$16.88		\$17.22
1040 hrs	\$15.92	\$16.88		\$17.22		\$17.56
2080 hrs	\$16.41	\$17.39		\$17.74		\$18.09
4160 hrs	\$17.05	\$18.07		\$18.43		\$18.80
Labourer 2						
start	\$18.67	\$19.79		\$20.19		\$20.59
1040 hrs	\$19.09	\$20.24		\$20.64		\$21.05
2080 hrs	\$19.64	\$20.82		\$21.24		\$21.66
4160 hrs	\$20.95	\$22.21		\$22.65		\$23.10
Labourer 3						
start	\$21.59	\$22.89		\$23.35		\$23.82
1040 hrs	\$21.94	\$23.26		\$23.73		\$24.20
2080 hrs	\$22.49	\$23.84		\$24.32		\$24.81
4160 hrs	\$23.18	\$24.57		\$25.06		\$25.56

**Town of Assiniboia
Schedule "A"
Hourly Rates of Pay**

Equip.Op.	Current 2022	2023		2024		2025
start	\$24.34	\$25.80		\$26.32		\$26.85
1040 hrs	\$24.91	\$26.40		\$26.93		\$27.47
2080 hrs	\$25.43	\$26.96		\$27.50		\$28.05
4160 hrs	\$26.06	\$27.62		\$28.17		\$28.73
WTP - OIT						
start - 4160 hrs	\$21.79	\$23.10		\$23.56		\$24.03
WTP 1						
start	\$23.73	\$25.15		\$25.65		\$26.16
1040 hrs	\$24.26	\$25.72		\$26.23		\$26.75
2080 hrs	\$24.81	\$26.30		\$26.83		\$27.37
4160 hrs	\$25.44	\$26.97		\$27.51		\$28.06
WTP 2						
start	\$25.64	\$27.18		\$27.72		\$28.27
1040 hrs	\$26.04	\$27.60		\$28.15		\$28.71
2080 hrs	\$26.67	\$28.27		\$28.84		\$29.42
4160 hrs	\$26.84	\$28.45		\$29.02		\$29.60
WTP 3						
start	\$27.66	\$29.32		\$29.91		\$30.51
1040 hrs	\$28.08	\$29.76		\$30.36		\$30.97
2080 hrs	\$28.50	\$30.21		\$30.81		\$31.43
4160 hrs	\$28.90	\$30.63		\$31.24		\$31.86
WTP 4						
start	\$31.49	\$33.38		\$34.05		\$34.73
1040 hrs	\$31.90	\$33.81		\$34.49		\$35.18
2080 hrs	\$32.32	\$34.26		\$34.95		\$35.65
4160 hrs	\$32.75	\$34.72		\$35.41		\$36.12

Recreation 1	Current 2022	2023		2024		2025
start	\$16.42	\$17.41		\$17.76		\$18.12
1040 hrs	\$16.96	\$17.98		\$18.34		\$18.71
2080 hrs	\$17.57	\$18.62		\$18.99		\$19.37
4160 hrs	\$18.19	\$19.28		\$19.67		\$20.06
Mechanic*	\$26.00	\$27.56		\$28.11		\$28.67
Carpenter*	\$20.00	\$21.20		\$21.62		\$22.05

***New classifications added to Schedule "A"**

Arbitration	9	Post-Retirement Benefit Bridging	19
Benefit Participation	18	Pre-Grievance Discussion	8
Benefits	18	Progressive Discipline	22
Call-Back	15	Promotions And Vacancies	6
Compassionate Leave	11	Rest And Meal Breaks	16
Contributions During Unpaid Leave	19	Role Of Seniority	5
Definitions	2	Scope	2
Dues Check-Off	3	Seniority	4
Entitlements	13	Shift Premiums	16
Footwear And Clothing Allowance	21	Sick Leave	19
Grievance Procedure	7	Standby Assignment	16
Immediate Family	11	Statutory Holidays	12
Job Classification	4	Telephone Consultation	17
Lay-Offs And Recalls	5	Union Leave	9
Management Rights	3	Union Security	3
Medical Care Leave	20	Vacation Year	13
No Guarantee Of Hours	14	Vehicle Allowance	21
No Strike Or Lock Out	7	Wages	17
Overtime	15	Workers' Compensation Supplement	21
Pension Plan	21	Workplace Related Vaccinations	23

Union contacts:

	Name	Phone	Email
Unit Chairperson			
Unit Vice-Chairperson			
Workplace Communicator			
Shop Stewards			
Union Representative:			

The Member Resource Centre (MRC) is normally staffed from 9 am to 5 pm Monday to Friday. You can reach an MRC Officer by phone (1-888-999-7348 and press 1) or you can use the 'Contact Us' form on the website: www.seiuwest.ca.

Calendar for Year 2022 (Canada)

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12	3	4	5	6	7	8	9
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23	24	25	26	27	28	29	27	28						27	28	29	30	31			24	25	26	27	28	29	30
30	31																										

May							June							July							August							
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1	2	3	4	5	6	7				1	2	3	4						1	2			1	2	3	4	5	6
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29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				

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25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30						25	26	27	28	29	30	31
							30	31																					

Calendar for Year 2023 (Canada)

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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May							June							July							August						
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28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31		
														30	31												

September							October							November							December						
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24	25	26	27	28	29	30	29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
																					31						

Calendar for Year 2024 (Canada)

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3						1	2		1	2	3	4	5	6
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	14	15	16	17	18	19	20
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	28	29	30				
														31													

May							June							July							August						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
							30																				

September							October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Calendar for Year 2025 (Canada)

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1								1					2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29	27	28	29	30			
														30	31												

May							June							July							August						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5					1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30
																					31						

September							October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6				1	2	3	4							1		1	2	3	4	5	6
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22							
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
														30													

Calendar for Year 2026 (Canada)

January							February							March							April						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3																					
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13	14	15	16	17	18
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25
25	26	27	28	29	30	31								29	30	31					26	27	28	29	30		

May							June							July							August						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2				1	2	3	4					1	2	3							1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
31																					30	31					

September							October							November							December							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4					1	2	3											1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
27	28	29	30				25	26	27	28	29	30	31	29	30													

SEIU-West represents working people across Saskatchewan who work in Health Care, Education, Municipalities, Community Based-Organizations and Private Sector industries. We work to improve the lives of working people and their families and lead the way to a more just and humane society.



The gains and protections contained in this document are the result of you and your co-workers coming together to negotiate a Collective Agreement with your Employer. If you know of someone who needs this kind of agreement and Union protections in their workplace, please contact the SEIU-West Organizing Department today at 1-888-999-SEIU (7348).