

**COLLECTIVE AGREEMENT**

**Between**

**GORGE VALE GOLF CLUB**

**And**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

**January 1, 2024 – December 31, 2026**

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## COLLECTIVE AGREEMENT

**BETWEEN THE:**

**GORGE VALE GOLF CLUB**

(hereinafter referred to as the "Employer")

**OF THE FIRST PART**

**AND THE:**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

(hereinafter referred to as the "Union")

**OF THE SECOND PART**

**WHEREAS** the Union has been duly certified under the Labour Relations Code of British Columbia as the bargaining authority for greenskeepers employed by the Employer, EXCEPT those excluded by Statute;

**NOW THEREFORE THIS AGREEMENT WITNESSETH AS FOLLOWS:**

### **ARTICLE 1 UNION MEMBERSHIP REQUIREMENT**

#### **1.01 Membership Requirement**

All employees covered by this Agreement, as a condition of continuing employment, shall become and remain members in good standing of the Union. All future employees covered by the Union Certification shall become members of the Union within thirty (30) days of employment and shall remain members in good standing in the Union as a condition of continued employment. Dues deductions shall commence on the first pay day following employment.

**1.02 Membership Cards**

The Employer will supply the new employee with a membership card, as supplied by the Union, upon the commencement of employment and further, will inform the Union of the name and address of each new employee, plus indicate where the employee is employed.

**ARTICLE 2 CHECK-OFF OF UNION DUES**

**2.01 Check-off**

The Employer shall deduct from every employee any dues, initiation fees or assessments levied by the Union in accordance with the Constitution or Bylaws of the Union.

**2.02 Remittance to the Union**

Deductions shall be made as prescribed each month and forwarded to the Secretary-Treasurer of the Union not later than the 10th day of the month following the deduction, together with a list of all employees from whom the deductions have been made.

**2.03 Dues Receipts**

At the same time that Income Tax (T-4) slips are made available, the Employer shall type on the amount of union dues paid by each Union member in the previous year.

**ARTICLE 3 CORRESPONDENCE**

**3.01 Correspondence**

All correspondence between the parties arising out of this Agreement or incidental thereto shall be *sent* to the CUPE Local 50 office to the attention of the President of CUPE Local 50 *with a hard copy mailed by public post only upon request.*

**ARTICLE 4 LABOUR-MANAGEMENT BARGAINING RELATIONS**

**4.01 Bargaining Committee**

The Union shall appoint two (2) members to the Bargaining Committee. The two (2) representatives so appointed shall be the Union designates to deal with the Employer on all matters relating to this Collective Agreement, i.e. - negotiations, grievances or any other problem.

**4.02 Exchange of Proposals**

Both parties shall present their proposed amendments to this Agreement at the first bargaining meeting for renewal of this Agreement.

**4.03 Additional Union Representation**

It shall be the right of the Gorge Vale Golf Club unit of CUPE Local 50 to have the assistance of an executive officer or the CUPE representative when dealing with the Employer on related union matters, working conditions, etc.

**4.04 Pay For Meetings**

Any employee, while meeting with the Employer or *their* representative, shall be paid their regular rate of pay if such meeting is held during regular working hours.

**ARTICLE 5 COMPLAINTS AND GRIEVANCE PROCEDURE**

The Employer and the parties hereto shall diligently co-operate in an effort to settle complaints and grievances at the earliest possible time. There shall be no suspension of work on account of such complaints or grievances.

**5.01 Complaints**

An employee that has a complaint with respect to any matter concerning the interpretation, application, or operation, or any alleged violation of this Agreement shall first take the complaint up with the employee's immediate manager. Failing a satisfactory solution the complaint may be processed and dealt with as a grievance in accordance with the following procedure.

**5.02 Definition of Grievance**

Any disagreement and/or difference of opinion between the parties hereto concerning the interpretation, application, operation, or any alleged violation of this agreement, shall be considered a grievance.

**5.03 Grievance Procedure**

Notice in writing of any grievance or dispute must be given to the Employer or to the Union, as the case may be, within twenty (20) days of the occurrence. The occurrence is the earliest known date on which either the Union or employee knew, or ought reasonably to have known, of the circumstances giving rise to the grievance. The procedure for processing grievances shall be as follows:



**Step 1** Within twenty (20) days from the date of the incident prompting the grievance, the employee(s) and or Shop Steward shall discuss the matter with their immediate manager to endeavour to settle the grievance within ten (10) days.

**Step 2** If the grievance is not settled at Step 1, the Shop Steward shall refer the grievance to the Union who shall submit the grievance in writing, within ten (10) days, to the Employer. The Employer and the Union shall meet promptly to endeavour to settle the grievance within twenty-one (21) days.

**Step 3** If the grievance is not settled at Step 2, either party may then request, in writing to the other party, within forty-five (45) days, that the grievance be submitted to arbitration as outlined in Article 6.

If neither party requests arbitration within forty-five (45) days, the matter shall be deemed to be abandoned with no further recourse.

## **ARTICLE 6 ARBITRATION**

### **6.01 Appointment of Arbitrator**

If such request is made, a single arbitrator shall be mutually appointed. If a mutual appointment is not made, *a signal arbitrator shall be appointed pursuant to the BC Labour Relations Code.*

### **6.02 Arbitrator Procedure**

The Arbitrator may determine their own procedure but shall give full opportunity to all parties to present evidence and make representations to it.

### **6.03 Decision of the Arbitrator**

The decision of the shall be final and binding on both parties.

### **6.04 Expenses of the Arbitrator**

The parties shall jointly bear the expense of the arbitration.

## **ARTICLE 7 DISCHARGE, SUSPENSION AND DISCIPLINE**

### **7.01 Discharge and Discipline Procedure**

*Following the probation period, an employee may be dismissed by only for just cause. Prior to the imposition of discipline or discharge, an employee shall be given the reason in the presence of the President of the Union or their designate. Such employee and the President of the Union shall be advised promptly in writing by the Employer of the reason for such discipline or discharge. During the probation period, an employee may be terminated if the Employer considers that employee to be unsuitable for continued employment.*

### **7.02 Warnings**

Whenever the Employer or their authorized agent deem it necessary to warn an employee in a manner indicating that dismissal or discipline may follow any further infraction or may follow if such employee fails to bring their work up to a required standard by a given date, the Employer shall, within ten (10) days thereafter, mail written particulars of such warning to the President of the Union with a copy to the employee involved.

### **7.03 Crossing of Picket Lines During Strike**

An employee covered by this Agreement shall have the right to refuse to cross a picket line or to handle goods from an employer where a legal strike or lockout is in effect. Failure to cross such a picket line or handle goods from an employer where a legal strike or lockout is in effect by a member of this Union shall not be considered a violation of this Agreement, nor shall it be grounds for disciplinary action other than loss of pay for the period involved.

### **7.04 Access to Personnel File**

An employee shall have the right, upon reasonable request, to have access to and review their personnel file and shall have the right to respond in writing to any document contained therein. Such reply shall become part of the permanent record.

## **ARTICLE 8 SENIORITY**

### **8.01 Seniority Defined**

Seniority is defined as the length of service in the bargaining unit and shall include service with the Employer prior to the Certification or recognition of the Union.

*The Employer shall maintain a current seniority list for all employees showing each employee's seniority standing and the position they hold. The Employer shall provide copies to the Union upon request.*

### **8.02 Probation For Newly Hired Employees**

#### **(a) Regular Employees**

A newly hired employee, other than seasonal, shall be on probation for a period of the first three (3) calendar months of their employment. Such employee shall be entitled to all rights and benefits of this Agreement. After completion of the probationary period, seniority shall be effective from the original date of employment.

#### **(b) Seasonal Employees**

A seasonal employee is defined as an employee working six (6) months or less in any calendar year. The probationary period shall be a total of six (6) months service calculated and accumulated over no more than two (2) seasons. Such employee shall have recall rights according to their seniority after completion of three (3) months service.

### **8.03 Loss of Seniority**

An employee shall not lose seniority rights if they are absent from work because of sickness, disability, accident, layoff or leave of absence approved by the Employer. An employee shall only lose their seniority in the event:

- (a) They are discharged for just cause and is not reinstated.
- (b) They resign in writing and does not withdraw within two (2) days.
- (c) They fail to return to work within four (4) working days following a layoff or general leave after receiving notice by registered mail to do so, unless through sickness or other just cause. Laid off employees engaged in alternate employment and who are recalled shall be permitted to give their current employer reasonable notice of termination to accept the recall.

- (d) Seasonal and regular employees who are laid off and subsequently attend educational courses shall retain their rights of recall for one (1) calendar year, HOWEVER when they become available for work they shall not have the right to bump another employee already working.

#### **8.04 Notice by Employee on Termination**

A regular employee who terminates their employment with the Employer shall, wherever possible, give the Employer two (2) weeks written notice of their intention to terminate their services.

### **ARTICLE 9 PROMOTIONS AND STAFF CHANGES**

*The Job Descriptions attached describe the current duties, characteristics and qualifications for the noted positions.*

#### **9.01 Job Postings**

When a vacancy occurs, other than seasonal employment, the Employer shall within five (5) days, post notice for five (5) days so all employees will know about the vacancy and may make application therefore.

#### **9.02 Information in Postings**

Such notice shall contain the following information:

- Nature of position.
- Qualifications.
- Required knowledge, education and skills.
- Shift, hours of work.
- Wage or salary rate or range.

Such qualifications may not be established in an arbitrary or discriminatory manner. All job postings shall state "this position is open to all qualified applicants without regard to gender or gender identity".

#### **9.03 Role of Seniority in Promotions and Transfers**

Both parties recognize the principle of promotion within the service of the Employer and that job opportunity should increase in proportion to length of service. THEREFORE in making staff changes, transfers or promotions, appointment shall be made of the applicant with the greatest seniority and having the required qualifications in accordance with Article 9.02.

Appointments from within the bargaining unit shall be made within three (3) weeks of posting. The job shall be filled within one (1) week of appointment.

#### **9.04 Trial Period**

The successful applicant shall be notified within one (1) week following the end of the posting period. They shall be placed on trial for a period of three (3) months. Conditional on satisfactory service, the employee shall be declared permanent after the period of three (3) months. In the event the successful applicant proves unsatisfactory in the position during the trial period or if the employee is unable to perform the duties of the new job classification, they shall be returned to their former position, wage salary rate and without loss of seniority. Any other employee promoted or transferred because of the rearrangement of positions shall also be returned to their former position, wage or salary rate and without loss of seniority.

#### **9.05 Notification to Employee and Union**

Within seven (7) calendar days of the date of appointment to a vacant position, the name of the successful applicant shall be sent to each applicant within the bargaining unit and a copy posted on all bulletin boards. The Employer shall mail to the President of the Union notifications of all promotions, demotions, hirings, layoffs, transfers, recalls, resignations, retirements, deaths or other terminations of employment.

### **ARTICLE 10 LAYOFFS AND RECALLS**

#### **10.01 Definition of Layoff**

A layoff shall be defined as a reduction in the work force.

#### **10.02 Role of Seniority in Layoffs**

Both parties recognize that job security shall increase in proportion to length of service. THEREFORE in the event of a layoff, employees shall be laid off in reverse order of their seniority, PROVIDED the employee has the necessary qualifications and abilities to perform the work available.

#### **10.03 Recall Procedure**

Employees shall be recalled in the order of their seniority, PROVIDED the employee has the necessary qualifications and abilities to perform the work available. Employees laid off shall be recalled firstly from the regular seniority list and lastly from the seasonal seniority list.

#### **10.04 No New Employees**

New employees shall not be hired until those laid off have been given an opportunity of recall.

#### **10.05 Advance Notice of Layoff**

- (a) Unless legislation is more favourable to the employees, the Employer shall notify regular employees who are to be laid off at least two (2) weeks prior to the effective date of layoff. Seasonal employees shall receive a minimum of five (5) working days notice of a pending layoff. If the employee has not had the opportunity to work the days as provided in this Article, they shall be paid for the days for which work was not made available.
- (b) Where an employee has been hired for a specified period of time for a specific project of not more than six (6) weeks duration, in such cases no notice of layoff shall be necessary.

#### **10.06 Grievance on Layoffs and Recalls**

Grievances concerning layoffs and recalls shall be processed through the regular grievance procedure.

### **ARTICLE 11 HOURS OF WORK**

#### **11.01 Hours**

- (a) *For full time regular employees, the working day shall consist of eight (8) hours worked within eight and one-half (8½) consecutive hours.*
- (b) The working week shall consist of five (5) consecutive shifts of eight (8) hours each. The weekly shifts shall be:
  - Sunday to Thursday.
  - Monday to Friday.
  - Tuesday to Saturday.

*If operationally required, employees maybe scheduled to work as follows, in reverse order of seniority:*

- Wednesday to Sunday.
  - Thursday to Monday.
  - Friday to Tuesday.
  - Saturday to Wednesday.
- (c) Notwithstanding 11.01 (a) and (b) Greenskeeper – Temporary and Student employees may be scheduled, subject to operational needs and at the discretion of the Employer to less than five (5) shifts per working week and to shifts of less than eight (8) working hours per day.

### **11.02 Definition of “Week”**

The week will commence at 12:01 a.m. Sunday and continue through the following Saturday at midnight.

### **11.03 Change of Shifts**

- (a) The hours of work of *Regular Employees* and seasonal employees pursuant to Article 11.01 shall be between first light and 5:00 p.m. HOWEVER to ensure the most efficient maintenance of the golf course, shifts outside of these hours may be scheduled by the *Employer*, subject to:
1. Forty-eight (48) hours notice.
  2. Shift differential pay of one dollar (\$1.00) per hour for each hour worked after 5:00 p.m.
  3. Being offered in seniority order to qualified employees, so that if everyone refuses, the most junior person will be assigned the hours of work.
- (b) When the Mechanic is assigned to duties other than mechanical maintenance, they shall be notified the previous working day, EXCEPT in the case of an emergency.
- (c) Article 11.03 (a) 1., 2. and 3. does not apply to Greenskeeper – Temporary and Student.

### **11.04 Rest Periods**

Employees *who work more than a five-hour shift* shall be entitled to two (2) half-hour breaks during each shift, one of which shall be designated as a lunch break. No employee shall be required to work during designated breaks in their shift.

## **ARTICLE 12 OVERTIME**

### **12.01 Overtime Defined**

*All hours worked over eight (8) hours in a day or forty (40) hours in a week shall be considered overtime and paid at the rates established below.*

### **12.02 Overtime Rates**

Overtime work shall be paid for at the rate of one and one-half (1½) times the regular rate of pay for the first two (2) hours worked and double time (2X) thereafter.

### **12.03 Voluntary Overtime**

- i. All overtime shall be on a voluntary basis and offered on a seniority basis.
- ii. An exception will be made where an employee has commenced a job during their regular working hours but has not completed it by the end of the work day. The Employer shall be entitled to offer the unscheduled overtime work performed by the same employee if the expected time within which the job will be completed in thirty (30) minutes.

### **12.04 Premium Pay or Time Off**

Instead of cash payment for overtime, an employee may choose to receive time off at the overtime rate, scheduled by mutual agreement. Employees who choose time off with pay will not be paid out except in extenuating circumstances by mutual agreement.

## **ARTICLE 13 SHIFT WORK**

### **13.01 Split Shifts**

No split shifts shall be worked.

## **ARTICLE 14 HOLIDAYS**

### **14.01 Statutory Holidays**

*Regular full-time* employees shall receive the following statutory holidays without loss of wages or salary and when such holiday falls on a Saturday or Sunday, the following Monday shall be deemed to be a holiday for the purpose of this Agreement.

New Year's Day  
Family Day  
Good Friday

Easter Monday  
Victoria Day  
Canada Day

B. C. Day  
Labour Day  
*National day for the Truth and Reconciliation*  
Thanksgiving Day  
Remembrance Day  
Christmas Day  
Boxing Day

AND any other day proclaimed by the dominion, provincial or municipal governments.



*Seasonal employees working full weekly hours shall receive statutory holiday entitlements as a regular full-time employee.*

*Greenskeeper Temporary and Student employees and Part-Time Employees who have worked or earned wages for 15 of the 30 calendar days preceding the statutory holiday will be paid an average day's pay for the statutory holiday.*

#### **14.02 Work on a Statutory Holiday**

- (a) When *regular full-time* employee is required to work on a statutory holiday, such employee shall receive, in addition to their normal pay for that day, *one and one-half times (1 ½ x) their regular rate for all hours worked* and shall be guaranteed a minimum of four (4) hours work at that rate for reporting to work.
- (b) When the Employer requires an employee to work a statutory holiday, the hours will be offered in seniority order, so that if everyone refuses, the most junior qualified employee will be assigned the hours of work.

*Greenskeeper Temporary and Student and Part-time employees who have worked or earned wages for fifteen (15) of the thirty (30) calendar days preceding the statutory holiday and who are required to work on a statutory holiday will receive, in addition to their average day's pay for that day, one and one-half times (1 ½ x) for all hours worked.*

#### **14.03 Good Friday Statutory Holiday**

Seasonal employees, newly hired regular employees and employees recalled from layoff shall not be entitled to the Good Friday provision of Articles 14.01 and 14.02(a), unless they have worked at least fifteen (15) shifts in the thirty (30) calendar days prior to the statutory holidays. Such employees shall receive one and one-half (1½) hours pay for each hour worked, but no normal pay for the statutory holiday.

### **ARTICLE 15 VACATIONS**

#### **15.01 Length of Vacation**

Annual vacation entitlement will be determined on the following basis:

- (a) Employees with less than twelve (12) months service:
  - Four percent (4%) of gross earnings.

- (b) Employees with twelve (12) months service but less than twenty-four (24) months service:
  - Two (2) weeks or four percent (4%) of gross earnings, whichever is greater.
- (c) Employees with twenty-four (24) months service but less than eighty-four (84) months service:
  - Three (3) weeks or six percent (6%) of gross earnings, whichever is greater.
- (d) Employees with eighty-four (84) months service but less than two hundred and four (204) months service:
  - Four (4) weeks or eight percent (8%) of gross earnings, whichever is greater.
- (e) Employees with two hundred and four (204) months or more service:
  - Five (5) weeks or ten percent (10%) of gross earnings, whichever is greater.
- (f) Employees working less than twelve (12) months per year shall receive the same entitlement as employees who work twelve (12) months per year. However, such employees shall receive a pro-rated portion of the entitlement.

#### **15.02 Choice of Vacation Dates**

- (a) By March 1st of each calendar year a list of vacation periods shall be drawn up by the Employer and shall only be changed by mutual agreement between the Employer and employee.
- (b) As far as possible, vacations shall be granted at times requested by the employee. In the event of conflict, seniority shall govern.
- (c) During periods when vacations are restricted, employees shall be permitted to take vacation subject to operational requirements.

#### **15.03 Vacation Records**

During the first month of each vacation year, the Employer shall advise each employee in writing of the amount of vacation entitlement available for the current year. Employees shall have the right to challenge, through the grievance procedure, any disputes regarding vacation entitlement.

#### **15.04 Employee Vacation Pay Option**

Upon reasonable notice, the Employer shall pay out accrued vacation pay on request by a regular employee who works less than eleven (11) months per year, provided that such payout shall not be made more than twice per year, inclusive of payout at time of layoff. Such payment shall be made by separate cheque.

### **ARTICLE 16 SICK LEAVE PROVISIONS**

#### **16.01 Sick Leave Entitlement**

All regular employees shall be entitled to one (1) day sick leave per month at full pay. *This amount of paid sick leave is inclusive of any and all paid illness or injury leave the employee may be entitled to under the BC Employment Standards Act such that the employee will be entitled to a maximum of twelve (12) paid sick days per year.*

Newly hired employees in their first month of employment who commence work on a day other than the first working day of the month shall receive a pro-rated entitlement for that month.

Employees shall not be credited with sick leave days during periods of layoff. Such employees shall receive a pro-rated entitlement during the month when layoff occurs if the layoff date is other than the last working day of the month. Similarly such employees shall receive a pro-rated entitlement during the month when recall occurs if the recall date is other than the first working day of the month.

#### **16.02 Sick Leave Accumulation**

Each regular employee shall be credited with the unused portion in each year of their sick leave credit which shall accumulate to a maximum of eighty-five (85) days.

#### **16.03 Greenskeeper 2 Sick Leave**

Upon attaining twelve (12) months seniority, an employee, classified as a Greenskeeper 2, shall become eligible for the benefits of Articles 16.01 and 16.02.

#### **16.04 Sick Leave – Grandparented**

The regular employees who are listed in (c) below shall continue to enjoy the following benefits as long as employed, and shall not be eligible for Articles 16.01 and 16.02:

- (a) All regular employees shall be entitled to one and one-half (1½) days sick leave per month at full pay.
- (b) Each regular employee shall be credited with three-quarters (<sup>3</sup>/<sub>4</sub>) of the unused portion in each year of their sick leave credit which shall accumulate to a maximum of eighty-five (85) days.
- (c) Mark Gignac and Bruce McConnell.

#### **16.05 Proof of Illness**

Upon request by the Employer, a medical certificate from a licensed medical practitioner in the Province of British Columbia shall be required for any illness.

#### **16.06 Sick Leave Records**

Immediately after the close of each fiscal year, the Employer shall advise each employee in writing of the amount of sick leave accumulated to their credit.

### **ARTICLE 17 LEAVE OF ABSENCE**

#### **17.01 Negotiation Pay Provision**

Members of the Bargaining Committee of the Union shall not suffer any loss of pay or benefits for total time involved in negotiations with the Employer.

#### **17.02 Grievance and Arbitration Pay Provisions**

Members of the Bargaining Committee or any necessary witnesses of the Union shall not suffer any loss of pay or benefits for the total time involved in grievance and arbitration procedures.

### **17.03 Leave of Absence for Union Functions**

Upon request to the Employer, an employee elected or appointed to represent the Union at conventions shall be allowed leave of absence without pay and benefits. Leave of absence without pay and without loss of benefits shall be allowed employees to attend executive and committee meetings of CUPE, its affiliated or chartered bodies and any labour organizations with which the Union is affiliated. It is understood that not more than two (2) employees shall be away at any given time with respect to the above noted matters.

### **17.04 Pay During Leave of Absence for Union Work or Conventions**

An employee shall receive the pay and benefits provided for in this Agreement when on unpaid leave of absence for union work or conventions. HOWEVER, the Union shall reimburse the Employer for all pay and benefits during the period of absence.

### **17.05 Paid Bereavement Leave**

An employee shall be granted a minimum of three (3) [on Vancouver Island and four (4) elsewhere] regularly scheduled consecutive work days leave, without loss of pay or benefits, in the case of death or serious illness of a parent, spouse/partner, common law spouse/partner, sibling, child, parent in law, sibling in law, child in law, grandparent, grandchild, former guardian, ward, future spouse/betrothed or any other relative who has been residing in the same household, or any other relative for whom an employee has executor responsibilities. A relative shall include a person related by marriage, adoption or common law.

### **17.06 Paid Jury or Court Witness Duty Leave**

The Employer shall grant leave of absence without loss of seniority benefits to an employee who serves as juror or witness in any court. The Employer shall pay such an employee the difference between normal earnings and the payment received for jury service or court witness, excluding payment for travelling, meals or other expenses. The employee will present proof of service and the amount of pay received. Time spent by an employee required to serve as a court witness in any matter arising out of their employment shall be considered as time worked at the appropriate rate of pay.

### **17.07 General Leave**

An employee shall be entitled to leave of absence without pay and without loss of seniority when they request such leave for good and sufficient cause. Such request shall be in writing and approved by the Employer. Such approval shall not be withheld without just cause.

## **ARTICLE 18 MATERNITY, PARENTAL AND ADOPTION LEAVE**

Unless *the BC employment Standards Act* is more favourable to the employees the length of leave shall be as outlined below:

### **18.01 Length of Leave**

#### **(a) Maternity Leave**

A pregnant employee shall be entitled to up to seventeen (17) consecutive weeks of maternity leave and up to *sixty-one (61)* consecutive weeks of parental leave, all without pay. *Unless the employee and Employer otherwise agree, the parental leave must immediately follow the maternity leave.*

#### **(b) Parental Leave**

An employee who is a parent *other than an adopting parent, and who does not take maternity leave in relation to the birth of the child or children with respect to whom the parental leave is to be taken,* shall be entitled to up to *sixty-two (62)* consecutive weeks of parental leave without pay. The employee shall *begin* the leave within *seventy-eight (78)* weeks of the child's birth.

#### **(c) Adoptive Parent**

An employee who is the *adoptive parent* shall be entitled to up to *sixty-two (62)* weeks of parental leave without pay. An employee shall *begin* the parental leave within *seventy-eight (78)* weeks of the date the child *is placed with the parent.*

#### **(d) Extensions – Special Circumstances**

An employee shall be entitled to extend maternity leave without pay where a physician certifies the employee as unable to return to work for medical reasons related to the birth of because the child suffers medical complications.

An employee shall be entitled to extend the adoption leave by up to an additional five (5) consecutive weeks' leave without pay where the child, before coming into the employee's care and custody, is certified as suffering a physical, psychological or emotional condition.

### **18.02 Notice Requirements and Commencement of Leave**

- (a) *If requested by the Employer, an employee who requests adoption or parental leave shall be required to provide proof of adoption or birth of the child.*

- (b) An employee shall provide written notice, at least four (4) weeks in advance, of the intended commencement date of the maternity *adoption and/or* parental leave.
- (c) An employee on maternity leave, adoption or parental leave shall provide two (2) weeks notice prior to the date the employee intends to return to work.
- (d) An employee who wishes to return to work within six (6) weeks following the actual date of the birth may be required to provide a certificate from a medical practitioner stating the employee is able to return to work.
- (e) Where a pregnant employee gives birth before requesting maternity leave or before commencing maternity leave, the maternity leave will be deemed to have started on the date of birth.

### **18.03 Return To Work**

On resuming employment an employee shall be reinstated to their previous position or a comparable position if their previous position has been eliminated, and for the purposes of pay increments and benefits and vacation entitlement (but not for public holidays or sick leave) maternity and parental leave shall be counted as service. Vacation pay shall be prorated in accordance with the duration of the leave and an employee may elect not to take that portion of vacation which is unpaid.

### **18.04 Sick Leave**

- (a) An employee who suffers any illness or disability prior to commencing maternity leave shall be entitled to sick leave benefits.
- (b) An employee while on maternity leave, adoption leave or parental leave shall not be entitled to sick leave benefits during the period of the leave.
- (c) Notwithstanding paragraph 18.04 (b), an employee on maternity leave, adoption leave or parental leave who has notified the Employer of their intention to return to work pursuant to Article 18.02 (d) and (e) and who subsequently suffers any illness or disability which prevents them from returning to work as scheduled, whether or not such illness or disability is related to pregnancy, shall be entitled to sick leave benefits commencing on the first day on which the employee would otherwise have returned to work.

### **18.05 Benefits**

MSP, Dental, Extended Health, Group Life Insurance and Long Term Disability benefits shall continue uninterrupted during the period of time the employee is on maternity, adoption and/or parental leave and the employee shall make arrangements prior to commencing the leave to pay their share of the RRSP contribution as per Article 20.02 (c).

### **18.06 Seniority**

Seniority shall continue to accrue to the credit of the employee taking leave under this Article.

## **ARTICLE 19 PAYMENT OF WAGES AND ALLOWANCES**

### **19.01 Pay Rates**

- (a) The wages to be paid by the Employer to the employees shall be those set forth in Schedule "A" attached hereto and forming part of this Agreement. Pay days shall be every second Thursday.
- (b) For the purpose of payroll calculations, the week will commence at 12.01 a.m. Sunday and continue through the following Saturday at midnight.
- (c) Payment shall be made by direct deposit to the credit of an employee's account in a savings institution.

### **19.02 Temporary Transfer – Higher Rated Position**

When a senior qualified seasonal employee is appointed to replace a regular employee, they shall receive the regular employee's rate of pay.

### **19.03 Minimum Hours for Regular and Seasonal Positions**

When Greenskeepers – Temporary and Student have been employed during the current calendar year, the annual hours (pursuant to Article 11.01) to be offered to regular and seasonal positions in the current calendar year shall not be less than their average of the annual hours (pursuant to Article 11.01) scheduled to be worked in the previous two (2) calendar years.



#### **19.04 Pay on Temporary Transfer**

- (a) When an employee temporarily relieves in, or performs the principal duties of a higher paying position, they shall receive the rate for the job. This shall apply to the following classifications:
1. Mechanic.
  2. Foreperson.
- (b) When an employee is assigned in accordance with the terms of this Collective Agreement to a position paying a lower rate, their rate shall not be reduced.

#### **19.05 Recovery of Debt of an Employee**

The Employer shall provide ten (10) working day's written notice to employees and the Union, of their intent to undertake recovery of an overpayment of wages, benefits, vacation or sick leave entitlements by the Employer.

Recovery for overpayment of wages or benefits by the Employer shall be made as mutually agreed between the Employee and Employer.

### **ARTICLE 20 EMPLOYEE BENEFITS**

#### **20.01 Medical, Dental and Group Life Insurance Plans**

The following benefit plans shall be entered into and the costs of premiums shall be paid one hundred percent (100%) by the Employer:

- Medical Services Plan of B.C.
- Group plan covering additional medical, dental, group life insurance and long term disability.
- The Employer will pay for no benefits while an employee is on general leave.
- Student/Temporary employees do not qualify for any benefits under this section.
- Employees on seasonal layoff wishing to continue their Benefit coverage during the layoff shall be responsible for payment of the costs.

## **20.02 RRSP Contribution**

The Employer agrees to match an employee's RRSP contribution on the following basis:

- (a) An employee with twenty-four (24) months and up to and including one hundred and nineteen (119) months service, *three percent (3.0%)* matching employer contribution.
- (b) An employee with one hundred and twenty (120) months service or more, *four percent (4%)* matching employer contribution.
- (c) Contributions by an employee and the Employer are based on the employee's annual earnings from the Employer. Participation by an eligible employee is optional. Once contributions have been made these are considered vested in the name of the employee, except the Employer's contribution shall only be vested in the employee's name following twenty-four (24) months of contributions.

## **ARTICLE 21 HEALTH AND SAFETY**

### **21.01 Health and Safety Committee**

A committee shall be established with equal representation from both parties to this Agreement and any matters referred to this committee that remains unresolved shall be submitted for a ruling by the Workers' Compensation Board.

### **21.02 Health and Safety Clothing, Tools and Equipment**

The Employer shall provide all employees working in any unsanitary or potentially hazardous jobs with all the necessary tools, protective equipment and protective clothing required. These shall be maintained and replaced where necessary at the Employer's expense. It is recognized that such protective equipment and clothing are temporary measures. The conditions necessitating their use shall be subjected to further corrective measures through engineering changes or the elimination of the hazard.

### **21.03 Hazardous Substances**

The Employer shall provide all employees, where practicable, with such information as may come into the Employer's possession which identifies the dangers involved with any hazardous substances that employees are required to use in the course of their work and will meet with the Union to designate hazardous work site areas for storage.

#### **21.04 Pesticide Certificates**

*Should the Employer require additional employees to obtain a British Columbia Pesticide Applicator Certificate in the category of "Landscape-Integrated Pest Management", the Employer will post pursuant to Article 9.02. Applicants will be considered pursuant to Article 9.03. The Employer shall pay any expenses required by the course providing the employee completes the course successfully. For clarity, if the Employer requires to employ an employee with a Pesticide Applicator Certificate on an urgent basis, and there is no existing member of the bargaining unit who is certified and who is prepared to do the work of pesticide application, the Employer may post the vacancy in accordance with Article 9.01.*

#### **21.05 Protective Clothing**

Protective clothing and safety equipment separate and apart from regular issue shall be supplied when handling any and all chemicals and pesticides. Refusal to handle or use chemicals and pesticides without this protection shall not result in any disciplinary action against such employee.

### **ARTICLE 22 HUMAN RIGHTS**

#### **22.01 Human Rights**

(1) The Employer will not:

- (a) Refuse to employ or refuse to continue to employ a person. or;
- (b) Discriminate against a person regarding employment or any term or condition of employment because of the *Indigenous identity*, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, *gender identity or expression*, or age of that person or because that person has been convicted of a criminal or summary conviction offence that is unrelated to the employment or to the intended employment of that person.

(1) Subsection (1) does not apply:

- (a) As it relates to age, to a bona fide scheme based on seniority. or;
- (b) As it relates to marital status, physical or mental disability, sex or age, to the operation of a bona fide retirement, superannuation or pension plan or to a bona fide group or employee insurance plan, whether or not the plan is the subject of the contract of insurance between an insurer and an employer.

- (1) Subsection (1) does not apply with respect to a refusal, limitation, specification or preference based on a bona fide occupational requirement.

## **22.02 Sexual Harassment**

- (1) The Employer and the Union recognize the right of employees to work in an environment free from sexual harassment and agreed to cooperate in attempting to resolve, in a confidential manner, all complaints of sexual harassment that may arise in the workplace.
- (2) Sexual harassment is an unwanted sexual solicitation or advance made by a person who knows or ought to know that it is unwelcome.
- (3) Sexual harassment may include, but is not limited to:
  - (a) Engaging in a course of vexatious comment or conduct of a sexual nature that is known or reasonably to be known to be unwelcome;
  - (b) Sexual solicitation or advance or inappropriate touching or sexual assault;
  - (c) A reprisal, or threat of reprisal, which might reasonably be perceived as placing a condition of the sexual nature on employment by a person in authority after such sexual solicitation or advance or inappropriate touching is rejected.

## **22.03 Personal Harassment**

- (1) The Employer is committed to treating every individual with dignity and respect, providing equal opportunity and a work environment that is free from conflict and harassment. Personal harassment is generally a persistent pattern of behaviour consisting of offensive comments, bullying or actions that serve to demean, belittle or intimidate an employee or cause personal humiliation.
- (2) The Employer has a zero tolerance in matters of harassment. Proven situations may result in disciplinary action up to and including termination. The Union and the Employer will attempt to resolve the matter in a cooperative fashion. Employees should complete an incident report as set out in the Club's policy manual. If the matter cannot be resolved satisfactorily using the cooperative process, an employee who believes they have been harassed by another employee, manager or Club member can file a grievance and have the matter dealt with in accordance with the grievance procedure.

- (3) Harassment does not include reasonable management activities to direct and manage the workforce, including counselling, performance management and discipline.

## **ARTICLE 23 TECHNOLOGICAL AND OTHER CHANGES**

### **23.01 Technological Change**

In the event of an introduction of change in the golf course operation which could affect the employment of current employees, both parties shall meet and endeavour to negotiate a suitable settlement. Should a suitable settlement not occur, then the matter shall be resolved in accordance with Article 6.

## **ARTICLE 24 CLOTHING ALLOWANCE**

Coveralls shall be provided according to Article 24.01 below. Laundry service shall be provided for those employees using coveralls. The parties agree upon ratification of a new Collective Agreement that a Committee shall be formed in order to deal with the appropriate method of providing said laundry service.

### **24.01 Clothing Allowance – All Employees**

Clothing allowance shall consist of the following items on an annual basis, or replacements as required:

- |   |           |   |  |
|---|-----------|---|--|
| - | Rain wear | - | 1 complete unit for each employee<br>replacement as required |
|   |           | - | 1 approved hard hat for each employee                        |
| - | Coveralls | - | Mechanic            4 pairs                                  |
|   |           | - | Greenskeeper    1 pair                                       |
| - | Gloves    | - | All employees    2 pairs                                     |

### **24.02 Boot Allowance**

Upon proof of purchase of CSA approved footwear, the Employer shall provide an annual boot allowance of *two hundred and fifty dollars (\$250.00)* to all regular and seasonal employees.

Employees who work less than six (6) months per year shall be entitled to a bi-annual allowance.

**24.03 Footwear to be Worn**

CSA approved footwear must be worn at all times.

**ARTICLE 25 TERM OF AGREEMENT**

**25.01 Duration**

This Agreement shall be binding and remain in full force and effect from the 1<sup>st</sup> day of *January 2024 to the 31<sup>st</sup> day of December 2026* and shall continue from year to year thereafter unless either party exercises its rights to commence collective bargaining as provided for in the Statutes of the Province of British Columbia.

**25.02 Negotiations**

If negotiations extend beyond the anniversary date of the Agreement both parties shall adhere fully to the provisions of this Agreement during the period of bona fide collective bargaining.

**25.03 Retroactive Provisions**

All revisions to the Collective Agreement mutually agreed upon shall, unless otherwise specified, apply retroactively to the aforesaid anniversary date.

**ARTICLE 26 WORK OF THE BARGAINING UNIT**

**26.01**

In order to provide job security for the members of the bargaining unit, persons whose jobs (paid or unpaid) are not in the bargaining unit shall not do work which is performed by members of the bargaining unit, except as provided in Letter of Understanding #5.

The parties agree that this Article will not apply to the long-standing practice of using contractors for capital works projects.

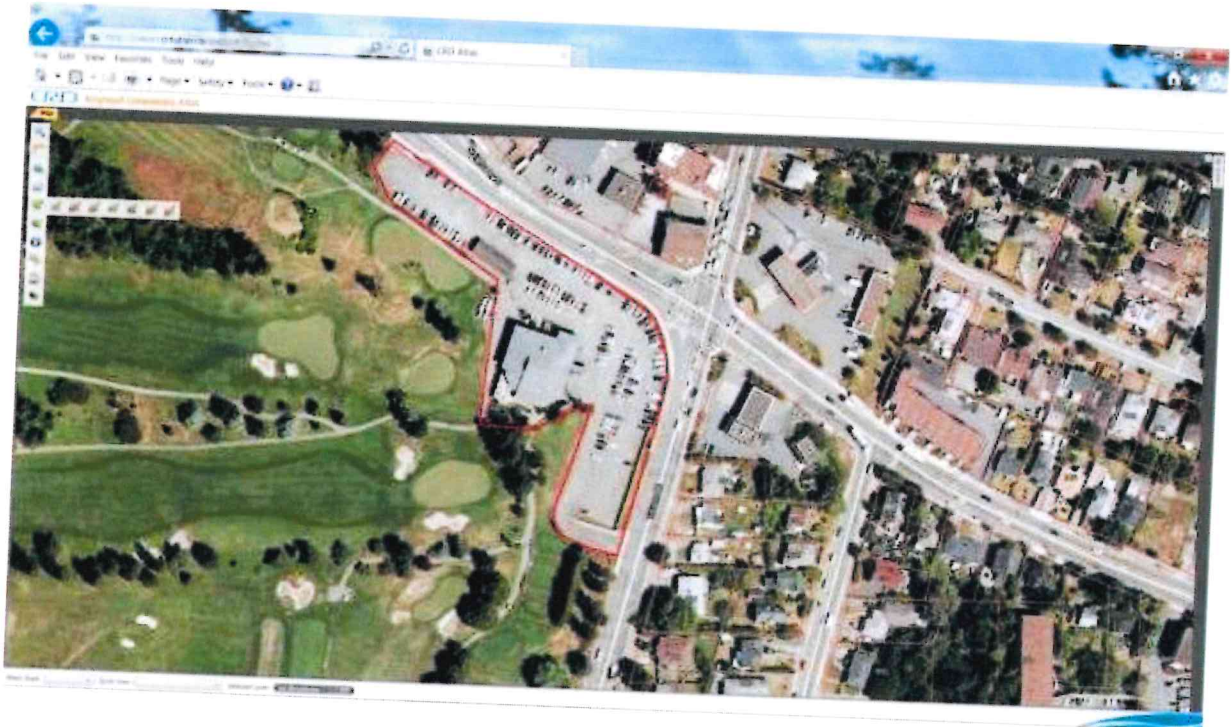
**26.02 Work of the Bargaining Unit**

All mechanical, grounds, greens, etc., as per past practice and the job descriptions. Maintain, repair and construct (except large capital improvements).

### **26.03 Excluded Work**

- (a) Capital improvement projects generally, although some of the work may be assigned to the bargaining unit from time to time.
- (b) All gardens located and maintained by member volunteers.
- (c) Areas within the redline of diagram GV 2016.

### **GV 2016**



IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed on this 9<sup>th</sup> day of February 2024, in the City of Victoria, Province of British Columbia.

SIGNED ON BEHALF OF THE  
GORGE VALE GOLF CLUB

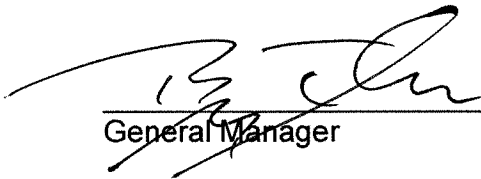


\_\_\_\_\_  
President

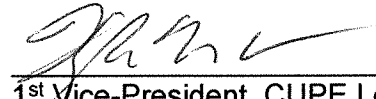
SIGNED ON BEHALF OF THE  
CANADIAN UNION OF PUBLIC  
EMPLOYEES LOCAL NO. 50



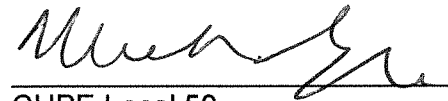
\_\_\_\_\_  
President, CUPE Local 50



\_\_\_\_\_  
General Manager



\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50



\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

/l/c/cope 491



**SCHEDULE "A"**

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

**RATES PER HOUR**

<b>CLASSIFICATION</b>	<b>Wage Rate Nov. 1, 2022</b>	<b>Wage Rate Jan. 1, 2024</b>	<b>Wage Increase Jan. 1, 2025 3.0%</b>	<b>Wage Increase Jan. 1, 2026 3.0%</b>
<b>Greenskeeper - Temporary and Student</b>	\$19.51	\$22.00	\$22.66	\$23.34
<b>Greenskeeper 2</b>				
- First six (6) months of work	\$19.51	\$22.00	\$22.66	\$23.34
- After six (6) months of work	\$22.07	\$24.00	\$24.72	\$25.47
- After eighteen (18) months of work	\$24.48	\$26.00	\$26.78	\$27.58
- After forty (40) months of work	\$25.81	\$28.00	\$28.84	\$29.71
- After one hundred and twenty (120) months of work	\$28.34	\$30.00	\$30.90	\$31.83
<b>Greenskeeper 1</b>	\$28.34	\$30.00	\$30.90	\$31.83
<b>Foreperson</b>	\$31.34	\$33.00	\$33.99	\$35.01
<b>Mechanic</b>	\$39.66	\$48.00	\$49.44	\$50.92

*\*RRSP contributions on new wages – November 1, 2022*

**LETTER OF UNDERSTANDING NO. 1**

between

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

IT IS HEREBY AGREED that the Gorge Vale Golf Club undertakes to equip, where feasible, mobile and motorized equipment to safety standards as prescribed by the Workers' Compensation Board.

FURTHER, that personnel operating or working near noisy equipment shall be provided with ear protection head sets and all employees when using spraying or working in the immediate area where chemicals are used, shall have respirators provided while such work is performed.

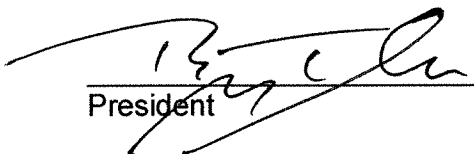
Where recommendations or directives are made by the Workers' Compensation Board with respect to safety and health standard improvements, such change shall be made within sixty (60) calendar days.

**SIGNED** at the City of Victoria in the Province of British Columbia this

9<sup>th</sup> day of February, 2024.

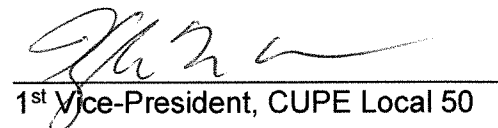
**FOR THE GORGE VALE GOLF CLUB**

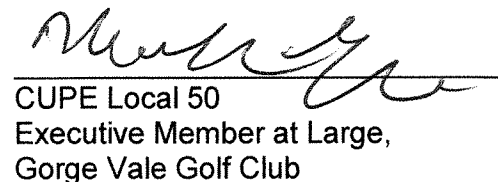
**FOR THE CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL NO. 50**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
President, CUPE Local 50

  
\_\_\_\_\_  
General Manager

  
\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50

  
\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

**LETTER OF UNDERSTANDING NO. 2**

between

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

*Notwithstanding anything else contained in this collective agreement, the Employer may employ up to four (4) part-time regular greenskeepers at a time.*

*A newly hired part-time employee shall be on probation for a period of three (3) calendar months of their employment. Such employee shall be entitled to all rights and benefits of this Agreement with the exception of: Article 16.01 – Sick Leave Entitlement; and Article 20.01 Employee Benefits. After completion of the probationary period, seniority shall be effective from the original date of employment.*

*Part-time employees are entitled to Illness and Injury Leave under the BC Employment Standards Act.*

*These part-time employees may work fewer than five (5) days a week. They will not be scheduled for shifts of less than four (4) hours.*

*If part-time employees are laid off, they will be placed on the recall list and recalled from the regular seniority list.*


*Should full-time work become available while a part-time employee is employed, they will be offered the full-time work based on seniority.*

**SIGNED** at the City of Victoria in the Province of British Columbia this


9<sup>th</sup> day of February, 2024.

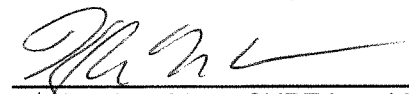
**FOR THE GORGE VALE GOLF CLUB**


**FOR THE CANADIAN UNION OF PUBLIC  
EMPLOYEES, LOCAL NO. 50**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
President, CUPE Local 50

  
\_\_\_\_\_  
General Manager

  
\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50

  
\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

lc/cope 491

**LETTER OF UNDERSTANDING NO. 3**

between

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

Provided it does not result in a reduction of hours or layoff or continuation of layoff of bargaining unit employees;

THE PARTIES AGREE that, under direction and supervision of the Superintendent:

- (a) Specific beautification work may be performed by Club member volunteers on all gardens located on the golf course:

The scope of beautification work to be determined by the Superintendent in consultation with the Shop Steward.

- (b) Emergency work may be performed by Club members.

**SIGNED** at the City of Victoria in the Province of British Columbia this

9<sup>th</sup> day of February, 2024.

**FOR THE GORGE VALE GOLF CLUB**

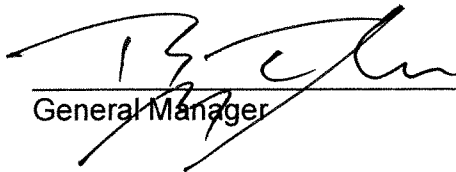
**FOR THE CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL NO. 50**



\_\_\_\_\_  
President



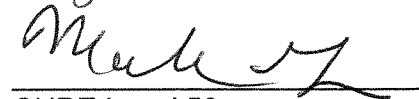
\_\_\_\_\_  
President, CUPE Local 50



\_\_\_\_\_  
General Manager



\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50



\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

**LETTER OF UNDERSTANDING NO. 4**

between

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

IT IS HEREBY UNDERSTOOD AND AGREED THAT, with the consent of an employee, that employee may be scheduled, and is permitted, to work a work week consisting of four (4) shifts of nine (9) hours and one (1) shift of four (4) hours. It is further agreed that overtime rates are not applicable for the purposes of this letter of understanding.

**SIGNED** at the City of Victoria in the Province of British Columbia this

9<sup>th</sup> day of February, 2024.

**FOR THE GORGE VALE GOLF CLUB**

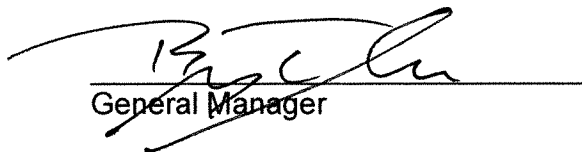
**FOR THE CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL NO. 50**



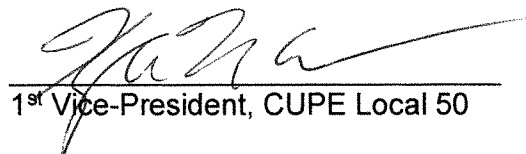
\_\_\_\_\_  
President



\_\_\_\_\_  
President, CUPE Local 50



\_\_\_\_\_  
General Manager



\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50



\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

**LETTER OF UNDERSTANDING NO. 5**

between

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

IT IS HEREBY UNDERSTOOD AND AGREED THAT, Notwithstanding Article 26.01 it is recognized that one (1) Course Superintendent and is employed as a working superintendent and may perform similar work to bargaining unit employees.

The intent of this agreement is not to reduce full time bargaining unit employees, their regular hours of work, or to delay the recall of any laid off bargaining unit employees. To ensure this intent the employer agrees to guarantee full time staffing levels shall not fall below the established "Core Group" as specified below.

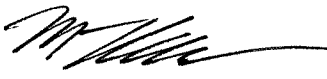
**CORE GROUP**

<b>Classification</b>	<b>From Dec 1 to Mar 30</b>	<b>Calendar Months Apr, Oct, Nov</b>	<b>From May 1 to Sept 30</b>
Foreperson	1	1	1
Mechanic	1	1	1
Greenskeeper 1,2	1	4	7

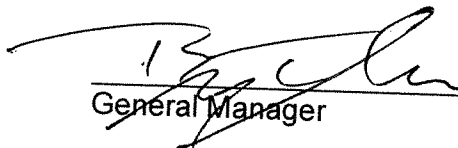
**SIGNED** at the City of Victoria in the Province of British Columbia this  
9<sup>th</sup> day of February, 2024.

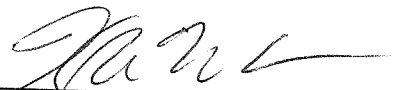
**FOR THE GORGE VALE GOLF CLUB**

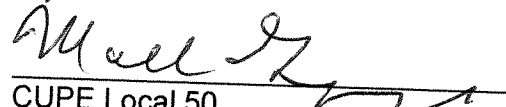
**FOR THE CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL NO. 50**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
President, CUPE Local 50

  
\_\_\_\_\_  
General Manager

  
\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50

  
\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

**LETTER OF UNDERSTANDING NO. 6**

between

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

*All current Greenskeeper 1 employees will be considered qualified at the time of signing the new collective agreement.*

**SIGNED** at the City of Victoria in the Province of British Columbia this

9<sup>th</sup> day of February, 2024.

**FOR THE GORGE VALE GOLF CLUB**

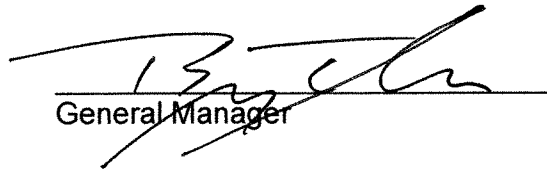
**FOR THE CANADIAN UNION OF  
PUBLIC EMPLOYEES, LOCAL NO. 50**



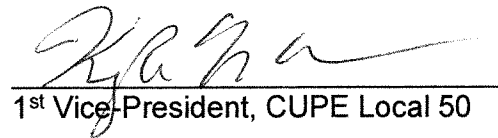
\_\_\_\_\_  
President



\_\_\_\_\_  
President, CUPE Local 50



\_\_\_\_\_  
General Manager



\_\_\_\_\_  
1<sup>st</sup> Vice-President, CUPE Local 50



\_\_\_\_\_  
CUPE Local 50  
Executive Member at Large,  
Gorge Vale Golf Club

lc/cope 491

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

**JOB DESCRIPTION**

**CLASSIFICATION: FOREPERSON**

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**JOB DUTIES INCLUDE:** The Foreperson will be expected to work as a member of the crew as well as consult with the Superintendent regarding daily routine and periodic maintenance of the golf course.

1. Confers with and is responsible to the Superintendent.
2. The Foreperson will be expected to work as a member of the crew as well as coordinate activities with workers under supervision.
3. *Using their knowledge of the working capacity or capabilities of workers, machines and equipment, assists in establishment methods to meet work schedules.*
4. *Recommends ways to improve working methods, equipment, performance, quality of service and working conditions.*
5. *Confers with workers to resolve complaints and grievances.*
6. *Performs other assigned duties related to the above.*

**JOB CHARACTERISTICS INCLUDE:**

1. Deployment of workers where required.
2. Instruction of employees where required.
3. Overseeing all work to satisfactory completion.
4. Familiarity with general maintenance of all equipment.
5. In the absence of the Superintendent, the *Foreperson* will assume responsibility for execution of all phases of work, and will act as the contact person between the crew and the Club or Manager.

**JOB QUALIFICATIONS INCLUDE:**

1. Must be experienced in all phases of golf course maintenance.
2. Must show initiative and leadership qualities.
3. Preferably have education in Turf Management.



GORGE VALE GOLF CLUB

and

CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50

JOB DESCRIPTION

CLASSIFICATION: MECHANIC

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JOB DUTIES INCLUDE: Under the direction of the Superintendent or *Foreperson*, To provide the following:

1. General mechanical duties as assigned.
2. Establish and maintain a preventative maintenance program to ensure that mechanical equipment is kept in good working order.
3. Routinely inspects all equipment and consults with each operator to schedule repairs and servicing.
4. Repairs to minor and major equipment.
5. Oil changes and regular maintenance.
6. Rebuild and overhaul engines.
7. Fabrication of parts.
8. Sharpening of mowers.
9. Orders parts from suppliers.
10. Shop building maintenance.
11. Assist the greenskeeping crew as need dictates.

JOB CHARACTERISTICS INCLUDE:

1. Researches possible new equipment purchases.
2. Performs testing of possible and/or new equipment.
3. Maintain a clean workplace.
4. Carry out all duties with regard to accepted safety regulations.
5. Maintain a co-operative working relationship with the staff, Superintendent, suppliers and *salespeople*.

JOB QUALIFICATIONS INCLUDE:

1. Possess a valid B.C. Driver's license.
2. Proven ability to maintain and repair all types of golf course equipment.
3. Ability to schedule repairs and maintenance of equipment.
4. Be physically able to perform all related duties.
5. Possess welding experience with arc and oxy/acetylene.
6. 4 years mechanical experience.
7. Knowledge of hydraulics and diesel equipment.

# GORGE VALE GOLF CLUB

and

## CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL NO. 50

### JOB DESCRIPTION

#### CLASSIFICATION: GREENSKEEPER 1

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**JOB DUTIES INCLUDE:** Under the general direction of the Superintendent and/or Foreperson, to provide the following:

1. Operate all machines involved in course maintenance.
2. Provide manual labour when required.
3. Convey acquired knowledge to seasonal and/or part-time staff.
4. Clean work areas, equipment and tools.
5. Carry out other related duties.

#### **JOB CHARACTERISTICS INCLUDE:**

1. Be familiar with general maintenance and care of all equipment.
2. Be familiar with routine and periodic procedures for proper course maintenance.
3. Report promptly to the Mechanic or Supervisor any mechanical failure or body damage to vehicles, equipment or tools.
4. Perform duties in compliance with safety regulations.
5. Not required to supervise other employees.

#### **JOB QUALIFICATIONS INCLUDE:**

1. Previous related experience in all phases of course maintenance.
2. A good knowledge about tools, equipment and materials used in golf course maintenance and construction.
3. Effective communication.
4. A demonstrated ability to exhibit initiative and responsibility on the job.
5. Physical ability to perform all related duties in a variety of working conditions, specifically adverse weather.
6. *Preferably have education in "Turf Management" and British Columbia Pesticide Applicator Certificate in the category of "Landscape-Integrated Pest Management".*
7. *Understand the game of golf to be able to relate the work to the game.*

#### **DESIRED QUALIFICATIONS:**

1. Possess a valid B.C. Driver's license.

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

**JOB DESCRIPTION**

**CLASSIFICATION: GREENSKEEPER 2**

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**JOB DUTIES INCLUDE:** Under the general direction of the Superintendent and/or Foreperson, to provide the following:

1. Operate all machines involved in course maintenance.
2. Provide manual labour when required.
3. Convey acquired knowledge to part-time staff.
4. Clean work areas, equipment and tools.
5. Carry out other related duties.

**JOB CHARACTERISTICS INCLUDE:**

1. Be familiar with general maintenance and care of equipment.
2. Be familiar with routine and periodic procedures for proper course maintenance.
3. Report promptly to the Mechanic or Supervisor any mechanical failure or body damage to vehicles, equipment or tools.
4. Perform duties in compliance with safety regulations.
5. Not required to supervise other employees.

**JOB QUALIFICATIONS INCLUDE:**

1. Previous related experience in course maintenance.
2. A good knowledge about tools, equipment and materials used in golf course maintenance and construction.
3. Effective communication.
4. A demonstrated ability to exhibit initiative and responsibility on the job.
5. Physical ability to perform all related duties in a variety of working conditions, specifically adverse weather.
6. *Understand the game of golf to be able to relate the work to the game.*

**DESIRED QUALIFICATIONS:**

1. Possess a valid B.C. Driver's license.

**GORGE VALE GOLF CLUB**

and

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL NO. 50**

**JOB DESCRIPTION**

**CLASSIFICATION: GREENSKEEPER – TEMPORARY AND STUDENT**

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**JOB DUTIES INCLUDE:** Responsible to the Superintendent, under direction of the Foreperson to perform the following:

1. Weeding, hand irrigation, raking, shovelling and cleaning up of the grounds.
2. Operate basic hand-held equipment, excluding grooming equipment. This shall include lawnmowers (i.e. push rotaries), weed eaters, spreaders, trimmers, sod cutters and push blowers, and the equipment necessary to transport such equipment. The use of such equipment is limited to areas other than tees, greens and fairways.
3. Clean work areas, equipment and tools.
4. *The term of appointment shall not exceed six (6) consecutive months.*
5. Perform other related duties.

**JOB CHARACTERISTICS INLCUDE:**

1. The above duties are to be carried out in order to supplement those ordinarily performed by "Greenskeepers 1 and 2".
2. Report promptly to the Mechanic or Supervisor any mechanical failures or body damage to vehicles, equipment and tools.
3. Perform duties in compliance with safety regulations.

**JOB QUALIFICATIONS INCLUDE:**

1. Must be physically able to perform all related duties in a variety of working conditions, specifically adverse weather.
2. Ability to maintain a co-operative working relationship with other workers, supervisors and the public.

**DESIRED QUALIFICATIONS:**

1. Possess a valid B.C. Driver's license.