

President @ Cupe1505

From: President @ Cupe1505
Sent: Monday, March 23, 2026 10:08 PM
To: 'andrew.boutilier@rmwb.ca'; cao@rmwb.ca
Cc: VP @ Cupe1505
Subject: Documentation RFP Environmental
Attachments: Complete Document.pdf

Hi Andrew,

We have also sent cc'd couple emails to your "CAO" email as they are current matters that require attention. Attached is the information that I committed to providing regarding the RFP process with recycling as it appeared you were not informed on the full details. I ask that you read the full email I sent which is the first document in the attachment. After that I highlighted the relevant sections of each document. I hope this brings clarity, and it needs to be noted that to date, there still is not implementation of these processes 2 years later. Open to discuss if you have questions.

President @ Cupe1505

From: President @ Cupe1505
Sent: Saturday, November 15, 2025 6:32 PM
To: CAO; Jody Butz; Carrie Dow (Carrie.Dow@rmwb.ca); Kayla Stephenson (Kayla.Stephenson@rmwb.ca) (Kayla.Stephenson@rmwb.ca); Antoine Rempp
Cc: VP @ Cupe1505; Karli Matthews
Subject: Recycling Program Communication / Information Complaint

Hi Jody / Carrie

I would first start by thanking the Employer for the meeting on November 13, 2025, regarding the loss of contract regarding the recycling program, however, it is essential that I formally address some significant areas of concern. I understand neither of you were in attendance, however the seriousness of this matter seems to be best addressed to you.

The Union become aware of a potential RFP being released by the province respecting the recycling program that would require the RMWB to bid on the contract from the Employer in approximately April 2024. We had various conversations with the Employer on this topic, and it was an agenda item that was discussed at our labour management meetings.

During these conversations we were advised of the following:

- 1) There are 2 RFP's being released by the province, the first of which with a relatively short deadline while the other had an approximate 18-month deadline.
- 2) The Employer found out about the change to the program and the 2 RFP's in or about March 2024.
- 3) The first RFP, if the RMWB did not get awarded the first contract "again" would impact our material possessors (Approx 8 employees) and recycling operator (one employee"
- 4) The Employer has held the recycling program contract for "decades" so it is likely the RMWB will get the contract again,
- 5) A contractor is unlikely to get the bid because it would be right in the "middle of our recycling process".
- 6) The Employer is working to finalize job descriptions to amalgamate positions for cost savings so the Employer can submit a proposal with cost saving measures applied.
- 7) The second RFP could impact some labourers and Recycling Collections Operators (6 employees).

The Union become aware on November 7, 2025, that employees in the MRF, Scale House, Collections and Landfill operations were advised of a loss in contract. This is before the Union was made aware of a loss of contract for the recycling program.

In the November 13, 2025, meeting the following was established:

- 1) The information that was provided with the Union appears to be consistent with the information provided to the Employees
- 2) The Employer did not find out about the change in the Recycling Program in 2024 as communicated, and when challenged with the facts, the Employer admitted that they were aware

since the change occurred in November 2022. Further the Employer admitted that they did not communicate this to the Union until after the deadline for registration in March 2024.

- 3) The contract that the RMWB has held for “decades” (quoting Director Rempp), in fact had nothing to do with the contract related to this portion of the recycling program. The contract the Director referenced was for ARMA for paints, hazardous waste. Tires, batteries, electronics etc. It is clear that the lack of relevancy or the contract held for “decades” being introduced and part of the conversations was intended to confuse and provide a false sense of assurance to the Union and Employees.
- 4) There were not 2 RFP’s released by the province, there were in fact 3 RFPs.
 - a. The contract for sorting, which the employee impact would be 6 Material Processors and 1 Recycling Operator.
 - b. The contract for bailing / packaging which the employee impact would be 2 Material Processors.
 - c. The contract for pickup with an employee impact may be 6 Recycling Collection Operators.
- 5) The first RFP, which impacted the largest group, the Employer is now advising that it was for electronic sorting and the Employer “does not have the infrastructure”, therefore the Employer did not place any bid. The Union and Employees have been led to believe that this RFP did not exist and the potential for impact was strictly based on the other 2 RFP’s which is factually false.
- 6) The Second RFP was the bid that the Employer did submit, which would have an employee impact of 2 Material Processors. This is the contract that a bid was submitted and awarded externally. It needs to be noted that the Employer admitted that the bid was submitted based on past costs and not with cost saving measures as the Employer had committed to.
- 7) The contract for pickup is still open for bids, and by appearance, there is little concentration being put on saving these positions and the bid is likely to be submitted based on prior data with no cost saving measures being incorporated to reduce costs.
- 8) The contract would not be in the “middle of our recycling process” as described, rather, would be the largest part of our Recycling Process.

In addition to the above information that was false, misleading and inaccurate, the Management in the area had discussed the loss of contract with Employees in environmental prior to the Union being made aware. During the meeting, the following was established:

- 1) The Manager of the area tried to assert that it was only discussed with the impacted employees, when confronted with the facts, there was an admission that it was shared with all employees in landfill/solid waste/MRF/Scale House.
- 2) The Employer tried to assert that it was an error and was a result of Director Rempp being busy with the Fort Chipewyan water matter that Friday, however it was later stated that the Manager had further meetings with employees last week that were not on shift on the date of the initial communication.
- 3) The Manager of the area, when directly questioned admitted that despite the past year of discussing this matter with employees, it was never disclosed that there was no bid submitted for the largest group of employee impacts. The Employer also admitted that the absence of the bid would have a guaranteed outcome of impacts to employment
- 4) The Employer admitted that Employees were never made aware of RFP which had no bid submitted, and although the Manager provided allusive answers regarding what was communicated to employees, it becomes clear that it was never communicated to employees that the bid submitted would only recover a maximum of 2 positions of the 8-9 being impacted and the remainder were going to be lost regardless.

5) The Manager also attempted to suggest that the Supervisors must have taken it upon themselves to communicate this information to employees. The fact is, the Manager instructed her supervisors to communicate this information via email in a string that began at approximately 9:07 am on November 7, 2025. The instructions were to advise all employees, including those impacted, and those not impacted.

It is further noted that the Mr. Rempp was also on this email string and was responding to the string so both the assertion of the Director and Manager are factually false. The facts suggest that the Employer intentionally tried to further mislead the Union during the meeting in an effort to deflect the responsibility of the poor communication to those not in attendance.

To be clear, the Union is not suggesting that Employees should not be made aware, however there should have been communication with the Union and Human Resources to ensure appropriate and accurate information is being communicated. It is also important to ensure the communication includes some redeployment plans or information to place employees at ease during the difficult news. The information should have been formal with resources available for employees that may require them (EFAP etc.). None of this took place and as we communicated during the November 13, 2025 meeting, the Employer's actions placed employees at unnecessary stress, anxiety and uncertainty regarding their job security.

While we appreciate the Employer's statements that there is an intent to ensure a situation of this nature does not arise in the future, and a commitment that the Employer will ensure the Union is included in matters of this nature, these "errors" are pattern behaviour. Based on the above noted, it would be reasonably perceived the Union and employees were intentionally provided false, misleading, inaccurate and unreliable information for more than a year on this matter.

There are multiple situations to this respect that the same or similar actions of the Employer has occurred including but not limited to determinations, grievance review meetings, and most notably the ASDO.

The impacts of the Employer's actions on this matter have exceeded further damage to the Union / Employer relationship. The Union, to our detriment, relied on the information provided by the Employer in our communication to members.

Now that it has been determined that the Employer has intentionally misled the Union, the credibility and integrity of the Union may have suffered irreparable damage to our principles.

To be completely transparent, the Union will be preparing communication to send to our members in the RMWB Bargaining Unit. The Union intends to correct all the false information that we communicated over the past year that was a direct result of the information provided by the Employer. The Union will also be attaching a copy of this email, so the membership is aware that we have escalated this matter to the Director of HR and ICAO.

Sincerely
Craig Milley
President – CUPE Local 1505

Nikki Peddle
Vice President- CUPE Local 1505

June 5, 2024

Shared Implementation Framework

The changes reflected within this framework will be done so in alignment with the Collective Agreement.

No reduction to current CUPE Full-time Employees (FTE)

The Employer and the Union agree that there will be no reduction to current FTEs. Vacant positions will be eliminated through attrition at this time, and additions will be considered on an as-needed basis going forward.

Alignment of scheduling

The Employer and the Union agree to adjust schedules to align with business needs. Additional areas will continue to be evaluated and aligned to optimize operations and improve efficiencies.

Shifting to core services on Statutory Holidays

To reduce operational costs, the Employer will reduce staffing to core operations on statutory holidays. Non-core municipal services will be limited on statutory holidays – this includes the closure of the Fort McMurray Landfill. The Employer and the Union will jointly monitor the impact of this change on overall cost savings and efficiency.

Workforce utilization and consolidation of job descriptions

The Employer and the Union will collaborate to find alignment and optimal utilization of the workforce across departments. This process will include the consolidation of job descriptions where appropriate to enhance operational efficiency. Additional focus will be given to the Apprenticeship Training Program in key areas, to further develop skilled trades in our workforce.

Scheduling and Overtime administrative directives

The Employer and the Union have agreed to implement an organizational approach to managing and approving overtime and scheduling. This approach to reduce overtime will be governed by a new administrative directive to ensure consistency and efficiency across all departments. The





Scheduling Administrative Directive will standardize scheduling practices throughout the organization.

Shared implementation and monitoring

The Employer and the Union will jointly implement and monitor these plans through regular meetings. This collaborative approach will ensure ongoing alignment, address any issues promptly, and continuously improve operational efficiency. The frontline engagement from all employees over the last few months has been critical to these outcomes, and we will focus on continued engagement with employees as part of measurement.

**The attached workshop summaries will guide the implementation phase of scheduling and employee utilization and job consolidation adjustments across the organization. While these summaries include various discussion points and recommendations, it should be noted that not all of these recommendations will necessarily be enacted.*

Craig Milley
President, CUPE 1505

Henry Hunter
Chief Administrative Officer, RMWB

James McIlveen
RMWB Unit Vice President, CUPE 1505



Minutes of a Meeting of the CUPE 1505/RMWB Labour Management Committee held at the Jubilee Centre on Thursday, March 6, 2025, commencing at 9:00 AM.

Present:

Craig Milley, President, CUPE Local 1505

Nikki Peddle, Vice President, CUPE Local 1505

James McIlveen, Unit Chair, CUPE Local 1505

Carrie Dow, Acting Director, Organizational Support Services

Fallon MacKinnon, Acting Manager, Employee & Labour Relations

Tanya Solomone, Manager, Safety

Antoine Rempp, Director, Environmental Services

Keith Smith, Director, Public Works

Toni Elliott, Acting Director, Community Services

Mark Gasior, Manager, Transit Services

Donna Hrehirchuk, Coordinator, Administration

1. Call to Order

Chair Fallon MacKinnon called the meeting to order at 9:01 a.m.

2. Review of Agenda

No additions or changes

3. Safety Moment

Tanya cautioned the committee that freeze/thaw cycles lead to slippery spots. Be mindful of addressing root causes.

4. Action List

4.1. Joint Health and Safety Committee Meetings

Tanya reports that the structure of the committee has been adjusted following the organization's restructuring in 2024. There is ongoing recruitment for representatives from Fort Chipewyan, and new members are being trained. Bylaw Services remains with the Regional Emergency Services (RES) Joint Health and Safety Committee.

4.2. Determinations

Fallon advised that People Services has been working with Legal and Leadership to compile the list, and that she needs to apprise the new Acting Director of this project.



Union expressed frustration at the delay, advising that they are likely to submit their recommendations to the Alberta Labour Board

4.3. KPI's

Tanya advised that this item stems from Alternative Service Delivery Options (ASDO), and she would like the opportunity to brief the new Acting Director. She further stated that changes in leadership at the Divisional and Departmental levels have hindered the process.

Craig stated that amalgamation of Job Descriptions pre-dates the ASDO, and highlighted inconsistencies between roles, even when under the same leadership.

Tanya will take this away and report back to the union.

4.4. PMO – Vests/Operational Procedures

Craig reported that the Project Management Office (PMO) has received their vests, and that the Union is looking for clarification on items surrounding standard operating procedures (SOPs), stating that within the PMO, there are no SOPs for simple processes and that this is now a responsive situation.

Toni and Keith advised that there are dedicated employees tasked with updating SOPs.

Craig will provide a document of the Union's concerns to Carrie Dow.

Tanya will take this away for consideration.

4.5. Apprenticeships

Tanya advised that her team is working on a plan for apprenticeships that aligns with Human Resources. Craig recommended that the plan not be limited to certain areas, and that the Employer take a wholesome approach.

Keith noted that the potential for displacement is a concern among employees. Craig sees the risk as minimal and offered to have conversations with employees, for reassurance.

Tanya to provide further updates and communicate with the Union.

4.6. Chief Building Safety Codes Officer Job Description

Fallon reports that this was provided to the Union in February 2025.

This item is complete and will be removed from the action list.



4.7. Fort Chipewyan

Craig reported that the meeting in Fort Chipewyan has not yet been arranged, and that it would be beneficial for Tanya to attend from Safety, as well as someone from Labour Relations. Fallon stated that the Human Resources Advisor (HRA) has had regular attendance in Fort Chipewyan and could be available if support is needed.

4.8. Seniority Dates

James is working on a discrepancies list and will provide it to Fallon.

4.9. Labour Management Dates

A document will be circulated to committee members, regarding availability to attend scheduled meetings and alternative dates, if necessary.

5. New and Unfinished Business

5.1. Item Survey – Transit Work Culture (standing item)

Mark and Craig discussed the appropriateness of conducting a survey during Collective Bargaining.

This item is placed in abeyance until the ratification of the CUPE Transit Collective Agreement.

5.2. Transit Safety (standing item)

Mark gave an update that the Joint Health and Safety Committee has given recommendations regarding front line staff and operators. He also reported that Bylaw has been supporting Transit at the schools and on school runs, in person, twice per week.

Nikki noted that parents are reluctant to send their children on the bus due to unruly passengers' behaviour toward operators. Mark replied that it is a long process to identify unruly passengers and that enforcement is difficult.

5.3. Transit Customer Service Representative (CSR) Job Description

The Union brought forward concerns that the Customer Service Representative (CSR) job description does not fully align with the expectations for CSR duties.

Fallon and Mark will take this away for consideration, and report back.



5.4. Safety Concerns at the Water Treatment Plant

- *Non-electrical employees performing electrical work and competency*

The Union has met with Electricians, Utility Treatment Technicians, and Safety to discuss concerns that processes/protocols known to electrical employees, may not always be followed by non-electrical employees and contractors, specifically resetting breakers and doing isolations. Craig added that the history of maintenance and Standard Operating Procedure (SOPs) also needs to be considered.

Tanya and Antoine will take this away and report back.

5.5. RFP 2025-01: Receiving Facilities

Antoine advised that Circular Materials has issued an RFP for Receiving Facilities, as mandated by the province. He also noted that attendance issues effect the day-to-day operations in Solid Waste Services.

5.6. Attendance for Material Recovery Facility (MRF) (Antoine)

This item was heard with item 5.5.

6. Information Sharing

Craig

Recruitment for Team Leads – A large number of positions are sitting vacant, relying on Acting to temporarily fill the positions. Why aren't they being filled permanently?

Transit Hostler Relief – We need to fill the vacant Hostler positions. Operators and overtime are used as hostler relief, although job descriptions and pay levels do not align. *Mark responded that they have identified the gap and can resolve the issue by updating the schedule.*

Mark

The on-demand contract is signed.

Adjournment

The meeting adjourned at 11:02 a.m.



Minutes of a Meeting of the CUPE 1505/RMWB Labour Management Committee held at the Jubilee Centre on Thursday, April 3, 2025, commencing at 9:00 AM.

Present:

Carrie Dow, Acting Director, Human Resources and Safety

Craig Milley, CUPE 1505, President

Fallon MacKinnon, Acting Manager, Employee and Labour Relations (Chair)

Heidi Boone, Human Resources Advisor (Note Taker)

James McIlveen, CUPE 1505, Unit Chair

Jaspreet Singh, Acting Director, Environmental Services

Jody Butz, Interim Chief Administrative Officer

Keith Smith, Director, Public Works

Tanya Solomone, Manager, Safety

Toni Elliott, Acting Director, Community Services

1. Call to Order

Chair Fallon MacKinnon called the meeting to order at 9:03 a.m.

2. Review of Agenda

No additions to the agenda.

3. Safety Moment

Toni Elliott shared a safety reminder regarding the importance of having a 72-hour emergency kit at home. She encouraged staff to reach out to the emergency management team for assistance. Jody Butz added that emergency preparedness information is available online and encouraged staff to act early when receiving ALERT notices.

4. Action List

4.1. Joint Health and Safety Committee Representation:

Tanya Solomone confirmed that primary and secondary worker and employer representatives have been identified. James McIlveen mentioned alternates were missing and that the Union is working to fill these.

This item remains on the action list for ongoing recruitment efforts, especially in Fort Chipewyan.

4.2. Determinations:

Fallon MacKinnon stated the Union has decided to proceed with the formal labour board process. Craig Milley informed the committee that Kenda Jacklin is now the CUPE national representative and has been briefed. Carrie Dow proposed scheduling a meeting with Jody Butz to align on next steps. Jody Butz agreed to accommodate.

Action item to remain open until meeting occurs or the formal process begins.



4.3. KPI on ASDO Action Items:

Tanya Solomone provided an update that a meeting is scheduled for the April 4, 2025, to provide more information. She shared the key pillars of the implementation agreement, including schedule alignment, statutory holidays, job consolidation, and overtime directives. Craig Milley emphasized the urgency regarding the MRF and RFP, particularly regarding job classification and overtime constraints.

Item to remain open for further progress tracking.

4.4. PMO – Vests/Operational Procedures:

James McIlveen clarified he is generating the concerns and noted the vest issue is resolved. The primary concern lies with outdated Standard Operating Procedures (SOPs) and inadequate communication. Fallon MacKinnon requested supporting SOP documentation. Keith Smith confirmed they are reviewing SOPs and updating the fleet manual.

Action item to remain open under the title 'Operational Procedures'.

4.5. Apprenticeships:

Fallon MacKinnon proposed moving the item to unfinished business. Tanya Solomone shared that a group has been formed to review trades and apprenticeships. Craig Milley requested this be deprioritized until the landfill situation stabilizes, as this is their primary focus.

Item moved to 'Unfinished Business' section but remains active.

4.6. Fort Chipewyan Labour Relations:

Fallon MacKinnon noted that a meeting request was sent to the Union. Craig Milley indicated the Union has no immediate travel plans to Fort Chipewyan, with potential availability in late May. He also mentioned Nikki Peddle and Alanna King are leading this for CUPE. Jody Butz acknowledged concerns were raised with ICAO.

Carrie Dow shared that a Fort Chipewyan summer student program is being considered.

Item to remain on action list for continued monitoring.

4.7. Seniority Date List:

Fallon MacKinnon confirmed the seniority list was sent to the Union for their review and feedback. James McIlveen reported that initial union feedback is positive. Union is circulating the list to members for confirmation.

Item to be removed from action list but tracked informally until feedback deadline (end of month).

4.8. Labour Management Meeting Dates:



Fallon MacKinnon suggested setting a full-year calendar for Labour Management meetings. Craig Milley recommended quarterly meetings instead. May 1st was proposed as the next meeting, possibly held at NOC with a tour. Keith Smith confirmed space will be ready.

Item to remain open to finalize dates.

5. New and Unfinished Business

5.1. Survey – Transit Work Culture:

Fallon MacKinnon stated the survey item would be parked and is not up for discussion at this time.

Item closed for now.

5.2. Apprenticeship Program (See Action Item #4.5.):

Moved from Action List to Unfinished Business to remain visible but deprioritized temporarily due to landfill priorities.

6. Information Sharing

6.1. Craig Milley

Shared that he will speak at the April 8 Council meeting regarding Councillor Bussiere's motion. He emphasized CUPE's neutral stance but intends to raise procedural concerns.

6.2. Jody Butz

Jody Butz noted the CUPE Transit ratification should go to Council on April 22

6.3. Carrie Dow

Announced that June Jamboree is returning and planning is underway.

6.4. Jaspreet Singh

He stated that he is here to provide support on behalf of Antoine Rempp, who will be returning on April 17.

Adjournment

The meeting adjourned at 9:50 a.m.



Minutes of a Meeting of the CUPE 1505/RMWB Labour Management Committee held at the Jubilee Centre on Thursday, May 1, 2025, commencing at 9:00 AM.

Present:

Craig Milley, President, CUPE Local 1505

Nikki Peddle, Vice President, CUPE Local 1505

James McIlveen, Unit Chair, CUPE Local 1505

Carrie Dow, Acting Director, Human Resources

Janice Hutchison-Hatton, Transit Unit Chair, CUPE Local 1505

Fallon MacKinnon, Acting Manager, Employee & Labour Relations

Tanya Solomone, Manager, Safety

Joel Trudell, Program Manager

Antoine Rempp, Director, Environmental Services

Keith Smith, Director, Public Works

Mark Gasior, Manager, Transit Services

Sue Runnalls, Human Resources Advisor

1. Call to Order

Chair Fallon MacKinnon called the meeting to order at 9:02 a.m.

2. Safety Moment

Tanya advised that April 28, 2025, was the National Day of Mourning to remember and honour workers who have died, been injured or suffered illness due to workplace-related hazards and occupational exposures.

We met with Occupational Health & Safety (OHS) Officers to discuss statistics. We want to reflect on our employees and their safety and encourage them to be mindful of their safety.

3. Review of Agenda

No changes

4. Action List

4.1. Joint Health and Safety Committee Meetings

There is ongoing recruitment for one worker representative and two employer representatives for the Fort Chipewyan Joint Health and Safety Committee.



4.2. Determinations

Carrie, Fallon, James and Jodi Butz (ICAO) met regarding the Determinations project. Carrie reported that good progress has been made, and the employer is responding to the list but needs a little more time.

4.3. KPI's / ASDO Status Report

Tanya, Joel, and Craig met to discuss Job Description Consolidation and while there is further work to be done, the Directive is ready for official review. The Union noted that they are focused on a few positions, mostly within Environmental Services.

Antoine gave an update on the RFP for the Materials Receiving Facility.

4.4. Operational Procedures

Tanya has been working on the Corporate Procedure for Fleet and Fuel. James has reviewed the document and provided feedback. Tanya noted that if customization is required, feedback will be given consideration while ensuring that document hierarchy is followed.

4.5. Apprenticeships

See item 5.3

4.6. Fort Chipewyan

The Union reported that they are planning to be in Fort Chipewyan while Human Resources and LEARN are meeting with employees to deliver training. The Union is expecting to elect a new Unit Representative during their visit.

Nikki voiced concerns surrounding operating hours and scheduling issues at the Fort Chipewyan swimming pool. Fallon stated that the Employer is working on a process.

5. New and Unfinished Business

5.1. Survey – Transit Work Culture

No update at this time. Union and Employer are planning to meet, as schedules allow.



5.2. Transit Safety

Janice reports that with Peace Officers supporting Operators, we are seeing a lot of success. Vaping continues to be an issue, and we need to be consistent when addressing behavior. Our trainer has provided good training on how to deal with the public.

Craig stated that good behavior has become the norm, and that we are seeing less bad behavior, less workplace injuries and Operators' safety has improved.

Mark noted that additional rider conduct campaigns are planned for fall and winter.

5.3. Apprenticeships

Employer has not moved forward with apprenticeships but plans to revisit later this year.

Craig advised of one position within Environmental Services could benefit from apprenticeship, noting that apprentice language is already in the Collective Agreement.

Employer will take this away for consideration and evaluate the position.

5.4. UTOT (Utility Treatment Operations Technician)

Antoine reported the hardship of finding local candidates or candidates wanting to move to Fort Chipewyan, for UTOT. We are currently flying employees in to cover the vacancies. We are considering alternatives and waiting for a compensation review.

5.5. Conference / Training

Antoine spoke about past practices regarding pay/overtime for employees while attending non-mandatory conferences and training. Expectations will be reset so that employees have a clear understanding of their commitment.

6. Information Sharing

Tanya

For the next two months, roving worksite inspections will focus on municipal/city/town worksites.

Keith

We completed the Highway 63 cleanup, picking up 14.2 tonnes of garbage.



James

Informal Action List:

- Seniority list
 - o One challenge on 2005-2007 agreement
 - o One exception, once resolved it will be accepted

Craig

Anticipating ratification of the Transit Agreement tonight.

Antoine

There was a meeting at Solid Waste to speak about respectful workplace and stop the gossip

Craig – we recommend not highlighting that an employee is no longer with the RMWB.

Antoine – currently an email is sent from the manager. We don't celebrate people being let go.

Craig – It could be misperceived.

Mark

We are preparing for new scheduling rules with ratification of the Collective Agreement.

We are introducing a new bus to the fleet on a trial basis. We will collect feedback to be able to write a better RFP.

Adjournment

The meeting adjourned at 10:01 a.m.



Minutes of a Meeting of the CUPE 1505/RMWB Labour Management Committee held at the Jubilee Centre on Thursday, June 5, 2025, commencing at 9:00 AM.

Present:

Craig Milley, President, CUPE Local 1505

Nikki Peddle, Vice President, CUPE Local 1505

James McIlveen, Unit Chair, CUPE Local 1505

Kayla Stephenson, Manager, Employee & Labour Relations

Fallon MacKinnon, Supervisor, Employee & Labour Relations

Tanya Solomone, Manager, Safety

Antoine Rempp, Director, Environmental Services

Toni Elliott, Acting Director, Community Services

Keith Smith, Director, Public Works

Mark Gasior, Manager, Transit Services

Jaspreet Singh, Human Resources Co-op Student

1. Call to Order

Chair Kayla Stephenson called the meeting to order at 9:01 a.m.

2. Review of Agenda

Craig advised that Action List 4.2 should read ASDO KPI Status Report.

3. Safety Moment

Tanya reported that two safety alerts were recently released: Access to N95 Masks and Other Safety Materials. Two safety crews met with employees and encouraged them to follow safe practices and prioritize safety while working.

4. Action List

4.1. Determinations

Jim and Carrie have met with ICAO Butz. A list of positions was provided to the Union.

4.2. ASDO KPI Status Report

Tanya gave an update that the focus continues to be job description consultations. Craig inquired about the status of job descriptions at the MRF (Material Recovery Facility) and recommended that we continue to prioritize this matter.



4.3. Operational Procedures

Updates for Operational Procedures are in progress. Three managers want to be involved, and Safety is waiting for a response.

4.4. Fort Chipewyan

Craig brought forward concerns about weekend operations and scheduling at the Fort Chipewyan pool. Concerns have been shared with the Director of Indigenous and Rural Relations (IRR).

4.5. Labour Management Meetings

The Labour Management Meeting schedule will continue through the summer. Delegates can attend if scheduling becomes an issue.

The July meeting will take place at NOC (North Operations Centre). Jubilee Room 1010 will no longer be reserved for use following Labour Management Meetings.

5. New and Unfinished Business

5.1. Survey – Transit Work Culture (standing item)

Mark reported that he is doing the first signup today and based on the response, we should commit to November for the survey. Craig supported this idea.

5.2. Transit Safety (standing item)

Mark advised that a Health and Safety meeting has taken place. We continue to face some issues with high school students and Bylaw has been supportive in this matter. Things have improved and we have had communication with the Operators, and route changes are being considered. There has been an increase in vaping on buses but a decline in overall complaints.

5.3. Apprenticeships (standing item)

Tanya stated that there is no update, as we are going into Budget. We are looking at working groups as a priority.

6. Information Sharing

Fallon

We are hiring an HRA and there will be portfolio changes.



Keith

Suggested rotating locations for Labour Management Meetings.

Tanya

There have been changes in Legislation for OH&S (Occupational Health & Safety). Changes will be highlighted in next week's Insider.

Nikki

Asked for information on Workplace Harassment complaints, as there are no updates on the portal. Tanya will take this item away for further conversation.

Mark

We are looking for a new bus for the fleet, with more features, on demand, cheaper, smaller. A supplier will give us a bus for the demonstration. We are looking for input from customers, hostlers and operators.

Toni

Bylaw has moved back to the Gregoire location. It is a great move for the team. It was good to see everyone at the June Jamboree.

Craig

Asked about a time change for Labour Management Meetings, that would allow a leader from Transit to join. He advised that we could try a virtual meeting at NOC if possible.

Adjournment

The meeting adjourned at 9:47 a.m.



Minutes of a Meeting of the CUPE 1505/RMWB Labour Management Committee held at the North Operations Centre on Thursday, July 3, 2025, commencing at 9:00 AM.

Present:

Craig Milley, President, CUPE Local 1505

Nikki Peddle, Vice President, CUPE Local 1505

James McIlveen, Unit Chair, CUPE Local 1505

Cheyenne Hall, Fort Chipewyan Unit Chair, CUPE Local 1505

Kayla Stephenson, Manager, Employee & Labour Relations

Fallon MacKinnon, Supervisor, Employee & Labour Relations

Tanya Solomone, Manager, Safety

Joel Trudell, Program Manager, Safety

Toni Elliott, Acting Director, Community Services

Robert Eisen, Manager, Environmental Services

Todd Hansen, Assistant Manager, Transit Services

Donna Hrehirchuk, Coordinator, Administration

1. Call to Order

Chair Kayla Stephenson called the meeting to order at 9:03 a.m.

2. Review of Agenda

Union added items 5.4 – Grievance Process and 5.5 - Transit Spareboard

3. Safety Moment

Craig noted that dark stairwells are a safety hazard, and we should be mindful of three-point contact practices.

4. Action List

4.1. Determinations

Craig advised that the Union has filed with the Alberta Labour Board, to have determinations made. Kayla noted that filing does not preclude the parties from having further conversation. The Union is open to conversation but is not interested in delays.

This item is removed from the action list.



4.2. ASDO KPI Status Report

Joel reported the job descriptions have been received and clarifications are required for the Labourer and Equipment Operator I positions. Implementation is planned but has not been communicated yet. There is no impact to employees in Fort Chipewyan.

4.3. Operational Procedures

James reported mixed messages about who is responsible for the completion of Operating Procedures, Management or Safety.

Craig noted SOP's (Standard Operating Procedures) are written by the area and sent to Safety for their input, but it is up to the area to develop.

Tanya stated that Josephine Appleby (Safety) will work with the Director of the Project Management Office, for their Operating Procedures.

4.4. Fort Chipewyan

Fallon has spoken with Dennis Fraser, Director of Indigenous and Rural Relations, about ongoing concerns at the Fort Chipewyan Pool, and the plan to address the issues. The root causes of the concerns are hours of operation and job descriptions.

Cheyenne noted that weekend coverage falls to the employees in the front office. There is no clear communication.

Amy Leyte, Human Resources Advisor, will schedule a meeting with Dennis Fraser, Craig Milley and Cheyenne Hall to address concerns.

Dennis Fraser to be invited to future Labour Management Meetings.

Craig reported that the Union has launched an Unhealth Workplace investigation. Amy Leyte will liaise with leaders and advise that they not discourage employees from participating in the investigation.

4.5. Labour Management Meeting Updates

Keith and Antoine have expressed interest in hosting the meeting at other locations, provided the number of attendees can be accommodated.

Todd suggested changing the time of the meeting so that Janice Hutchison-Hatton, Transit Unit Chair, can attend. Attendees agreed to a 2:00 p.m. meeting time going forward. Donna will book meeting rooms and include the location in the title of the email.



Kayla reminded the committee that if you are unable to attend, please send a delegate in your place.

This item is concluded and will be removed from the Action List.

5. New and Unfinished Business

5.1. Survey – Transit Work Culture (standing item)

No update at this time. Craig asked to re-explore this topic in September.

5.2. Transit Safety (standing item)

No update at this time. Craig asked to re-explore this topic in September.

5.3. Apprenticeships (standing item)

Joel reports that he is working on budgets, and forecasting for retirements and leaves. Currently considering the Environmental Services Maintenance Department and Public Works Transit Department. Craig noted that the Parts Technician and Warehouse Technician positions, and the Fleet Services branch were identified during the ASDO discussions, for apprenticeships. There was also conversation regarding Parts Technicians reporting to Fleet Services.

Joel, Craig and Mark Gasior will meet to discuss further.

5.4. Grievance Process

Craig conveyed concerns regarding how the grievance process is executed, mainly that during step 1 and 2 meetings, leaders are deferring to the decision of their directors, who are not in attendance. The Union questions the necessity of steps 1 and 2 if no decision can be made.

Fallon suggested that this is an opportunity for re-education for leaders and that the point of the meeting is to come to a resolution. Fallon will work on communication to leaders.

Kayla inquired about old grievances. Nikki reports that a few have been advanced to arbitration. Kayla will provide a list to the Union for status updates.

5.5. Transit Spareboard

Craig has received emails and texts stating that the spareboard operation is not as anticipated. Start times are erratic and do not align with the pick assignment sequence.



Todd noted that there is a misconception that if an employee gets #1 pick, they will have a morning shift, and for #30, an evening shift. Although it is more likely, it is not a guarantee. The pick has been running for four days and there is room for adjustments for the Fall pick.

Todd and Craig will take this away for further discussion.

6. Information Sharing

Robert

Working on infrastructure renewal for water, along with upgrades. It's been a long process.

Todd

Fleet Foreman is being posted and there are Job Description updates. Fallon reports that the Job Description is in final stages and she will send the document to Craig.

Bargaining update – Appendix A is now in effect.

Employees are asking when they will receive their retro pay. Kayla will take this away.

Transit Master Plan is moving toward Fall implementation, with full roll-out at the end of August.

Summer Training Program starts today. Ambassador training refresh, with full day training through the summer.

Craig stated that there has been a reduction of the workforce due to vacancies. Will Transit release the positions? Todd replied yes.

The Fall pick review is next week. Craig, you are welcome to join. There are 72 rosters including on-demand.

James

I'm looking forward to bargaining.

Craig

For any positions outside of the timeline, I don't want to engage in discussion regarding LOU #6 or Appendix A. I don't want to blur the lines between the two committees.

Craig to email this request to Kayla.



We (Craig and Nikki) are out of the office at the end of August for two weeks. Our phones will be on, and Deanna or Marie will be in the office.

Tanya

Is there any feedback on the OHS Inspector? Nikki replied no.

Soid Waste, Water, RES, SOC, Wastewater, Rural and Jubilee were inspected. Some orders have been issued, and the program wraps up next week.

We are approaching construction season. We have expanded our team, adding advisors for the contractor scope.

Fallon

The HRAs are taking rotating vacations. Please copy other HRAs on time sensitive emails.

Adjournment

The meeting adjourned at 10:31 a.m.



Minutes of a Meeting of the CUPE 1505/RMWB Labour Management Committee held at the Jubilee Centre on Thursday, August 7, 2025, commencing at 2:00 PM.

Present:

Craig Milley, President, CUPE Local 1505

Nikki Peddle, Vice President, CUPE Local 1505

Janice Hutchison-Hatton, Transit Unit Chair, CUPE Local 1505

Kayla Stephenson, Manager, Employee & Labour Relations

Fallon MacKinnon, Supervisor, Employee & Labour Relations

Tanya Solomone, Manager, Safety

Antoine Rempp, Director, Environmental Services

Toni Elliott, Acting Director, Community Services

Mark Gasior, Manager, Transit Services

Donna Hrehirchuk, Coordinator, Administration

1. Call to Order

Chair Kayla Stephenson called the meeting to order at 2:07 p.m.

2. Review of Agenda

No changes.

3. Safety Moment

Antoine informed the committee that bears have been spotted at several worksites and public areas throughout the municipality. Be bear aware!

4. Action List

4.1. ASDO KPI Status Report

Craig relayed concerns that the job descriptions are still in draft form, and they should be further along in the process.

Fallon will take this away and provide an update to Antione and the Union.

4.2. Operational Procedures

Tanya reported that this has been moved along to the Directors, and finalization of the procedures is up to the Managers.



4.3. Fort Chipewyan Pool Operations

Nikki relayed that Guest Services covers the pool operations, when needed.

Employer will set up a meeting with the Director, Union and the area Union Representative, prior to the next Labour Management Meeting. Previous attempts to meet were deterred by scheduling conflicts.

5. New and Unfinished Business

5.1. Survey – Transit Work Culture (standing item)

An update will be provided at the next Labour Management Meeting.

5.2. Transit Safety (standing item)

An update will be provided at the next Labour Management Meeting.

5.3. Apprenticeships (standing item)

An update will be provided at the next Labour Management Meeting.

6. Information Sharing

Janice

- I would like to be included in the Benefits Committee meetings.
- Could we consider having bear horns in vehicles where employees work alone? Shelter maintenance carries refuse in the back of the truck, which attracts bears.
 - o Fallon will discuss with Mark and Tanya, and report back.

Craig

- The draft Transit Collective Agreement was sent to CUPE National.
 - o Kayla – A signed copy will be available on the intranet and CUPE website simultaneously, while printing takes place.

Nikki

- Transit members are asking about their raise, backpay and sick bank.
 - o Mark will look into the matter.



Fallon

- A new HRA (Human Resources Advisor) has been hired and will begin in late August. There will be updates to HRA portfolios.

Mark

- The Transit Master Plan will launch on August 22.
- Drivers will begin training for the rollout of Smart Bus tablets.
- We will have two Smart Bus demonstration units in September. We will be using other buses initially, for on-demand service.
- We can now offload green vehicles without penalty. We will be down to 48 regular and 14 specialty buses. With that number, we will no longer be able to accommodate requests based on preference.
- We are using the new buses in summer training. There are differences in seats, mirrors, blind spots, etc.
 - o Janice – there has been positive feedback on the new buses.
 - o Craig – Important to have training for mechanics, so that maintenance stays in-house.
- The Public Works Show and Shine is scheduled for August 13.

Toni

- Bylaw has moved to RES (Regional Emergency Services). Acting Chief Van Heck should be invited to Labour Management Meetings.
 - o Fallon will extend an invitation.

Antoine

- The ICAO came to the MRF (Materials Recovery Facility) for his latest podcast.
- We are waiting for meetings with the Government of Alberta regarding the RFP.

Kayla

- We are working through a revised Alcohol & Drug directive with our Union partners. With that will come training and a roll out plan.

Next Meeting

- September meeting is cancelled. Next meeting October 2, at the Landfill Building.

Adjournment at 3:15 p.m.

