

LETTER OF UNDERSTANDING

BETWEEN

THE CITY OF REGINA

AND

REGINA CIVIC MEMBERS' UNION CUPE LOCAL 21

**Re: Outdoor Rink Program**

---

Nothing in this Letter of Understanding shall be construed as altering the existing rights and/or obligations of either party under the provisions of the Collective Bargaining Agreement except as specified.

The City of Regina and the Regina Civic Members' Union CUPE Local 21 agree that the following clauses shall be applicable to permanent employees in Golf and casual employees in Parks Maintenance.

The purpose of this LOU is to capture a long standing practice whereby five (5) additional permanent positions were created in Golf as a shared position between Golf and Parks Maintenance to support the Outdoor Rink Program.

**Golf Staff**

Five (5) of eight (8) permanent Golf Employees are designated to assist in the outdoor rink program. These 5 permanent positions in Golf are jointly funded by both golf funding which is generated by golf revenue (0.75 FTE), and the outdoor ice program based out of Parks Maintenance and Cemeteries Branch (0.25 FTE).

The Outdoor Rink Program will start no earlier than November 15 and end no later than March 15 of the following year. Weather conditions may extend or reduce the length of the program, however, golf staff will return to the golf program at the completion of the regular season.

The 5 permanent golf employees will be advised approximately two weeks in advance of reporting to Parks.

Permanent golf staff working in the Rink Program will be provided a minimum of one weeks' notice to return to golf.

The 5 permanent golf staff are primarily assigned to the outdoor rink program, however, they can be reassigned for other Park Maintenance work when required.

**Parks Maintenance Casual Staff Only**

Parks Maintenance Ops Definition – Casual staff in District 1, 2, 3, 4, Irrigation, Athletic Fields.

For the purposes of the outdoor ice program, if casual staff are required for the program, only casual Parks Maintenance staff areas are eligible to work on this program. All other casuals based in Parks Recreation and Culture Branches or Cemeteries are excluded from this LOU.

1. If either a permanent Golf Employee or permanent Parks Maintenance Employee is absent from the outdoor ice program during the assigned period, only Parks

Maintenance Casual Staff are eligible to exercise their seniority for work opportunities through the use of the spare board.

2. If all permanent positions are full and there's no permanent positions that are vacant, the top 6 qualified senior casuals from Parks Maintenance are needed to supplement the staffing for the rink program.
3. The top 6 casual park employees may not be laid off in fall and will be retained to prepare for the rink program. Once the rink program is complete, the casual staff will be laid off typically as a result of funding and/or weather conditions.

**Spare Board Eligibility**

1. The Parks Maintenance Expression of Interest will be posted prior to the start of the season.
2. Staff are called and offered work – they either accept or decline at time of call. If staff accept, they must report to work within 30 minutes of being called.
3. If staff do not answer when called, the supervisor will move on to the next person on the list until someone accepts or the list is exhausted.
4. If a casual employee has signed up to be on the spare board list, and that casual has turned down work for three consecutive calls, the employee will be dropped from the spare board list for the remainder of the current season Rink Program. The employee may sign up again for the next spare board signup period with no penalty.

**Enforceability**

This LOU will remain in force and effect until such time that the next round of bargaining negotiations have concluded.

In the event of a corporate reorganization where branch structure is altered, the permanent positions relevant to golf course operations and the outdoor ice program are not directly affected.

Signed this 10th day of April 2024.

Cortnie Jacobson  
On behalf of the City of Regina (print)

  
On behalf of the City of Regina (sign)

TYLER HUTCHINSON  
On behalf of the Regina Civic Members'  
Union CUPE Local 21 (print)

  
On behalf of the Regina Civic Members'  
Union CUPE Local 21 (sign)