



AGREEMENT

BETWEEN

THE CITY OF LACOMBE
(Hereinafter called the "City")

Party of the First Part

and

THE LACOMBE POLICE ASSOCIATION
(Hereinafter called the "Association")

Party of the Second Part

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PREAMBLE:

The Association and the City have bargained for the purpose of determining remuneration and working conditions of members of the Association, the Parties now therefore agree with each other as follows:

DEFINITIONS:

"AVERAGING AGREEMENT (AA)" means any compressed schedule over 8 hours per day.

"ACTIVE GENERAL DUTY" shall mean the duties of a First Class Constable as defined in the Lacombe Police Service (LPS) Policy and Procedure Manual.

"CALL OUT" shall mean the summoning of a member back to their place of work during the member's off duty hours for the purpose of carrying out their Police duties.

"CHIEF OF POLICE" (Chief) shall mean the person appointed by the City of Lacombe with the duties as outlined in the Police Act. The Chief may delegate these duties as required.

"CONTINUOUS EMPLOYMENT" shall mean continuous probationary and permanent employment with LPS and shall include time that a member may be off duty through illness or injury, or as otherwise specified herein.

"COURT" shall mean any Federal, Provincial, Municipal or Civic Tribunal acting in a Judicial or Quasi-judicial capacity and shall include Police Service, Board of Inquiries or hearings and meetings.

"COURT TIME" shall mean any attendance at any court inquiry or hearing by a member while they are not on duty to give evidence whether or not called upon to give evidence provided that the evidence was acquired by the Member in the performance of their duties.

"EARNED TIME OFF" means the method of balancing the annual hours to 2080 for members on a twelve (12) hour shift rotation.

"INCOME CONTINUATION PERIOD" means the date the Member would have reached twenty-five (25) years of service or fifty-five (55) years of age, whichever would have been achieved first.

"MEMBER" shall mean a person holding a rank or assigned to a position coming within the scope of this agreement.

"OPERATIONAL REQUIREMENT" means there are urgent/emergent/unusual: Emergent need related to public safety, officer safety, major incidents, or minimum staffing.

"OPERATIONAL PRIORITY" means (normal course of business): Foreseeable obligations such as training, firearms recertification, and non-emergent staffing need.

"OVERTIME" means work in excess or outside of a member's scheduled hours of work.

"PREMIUM PAY" for the purposes of this agreement shall mean an additional one (1x) a member's regular rate of pay for regular scheduled work on a statutory general holiday.

"REGULAR RATE OF PAY" means the rate of pay assigned to a member within the pay range of such position as shown in Schedule 1 of this Agreement.

"SENIORITY" shall mean the period of continuous employment commencing from the current sworn in date with the Lacombe Police Service.

"SERVICE" means the Lacombe Police Service.

"SET" means one (1) block of work. 12-hour shifts = 4 on 4 off; 8-hour shifts = 5 on 2 off

"SHIFT" for the purposes of this agreement, shall be comprised of a twelve (12), ten (10), or eight (8) hour work period.

"STANDARD WORK WEEK" shall mean a shift schedule based on 2080 hours per year – based on five (5) days per week and eight (8) hours per day.

ARTICLE 1: Scope

The scope of this agreement shall include all sworn members of the Lacombe Police Service who hold any rank below that of Inspector.

ARTICLE 2: Recognition

The City of Lacombe recognizes the Association through its accredited officers or representatives as the exclusive agent for those members covered by this Agreement for the purpose of collective bargaining with respect to wages, hours, fringe benefits, working conditions, pension or other terms or conditions of employment or service of members of the Association for the life of this Agreement.

ARTICLE 3: Members on Association Business

- (1) Association Executive Members and/ or Representatives of the Association Executive will be allowed a collective total of six (6) shifts in total off with pay, per year, to attend meetings of the Alberta Federation of Police Associations by giving two (2) weeks' notice and when in the opinion of the Chief, it will not conflict with other duties of the member. If this meeting falls on the member's regular day off, they will not receive any additional pay.
- (2) Members, to a maximum of two, acting in the capacity of Association negotiations will be granted leave of absence as required with no loss of pay for the purpose of attending a scheduled meeting related to negotiations with the City. Members will be required to give one (1) week's notice to allow for rescheduling.

ARTICLE 4: Layoff and Recall

- (1) In cases of reduction of the established strength through layoffs affecting members, the member with the least amount of seniority shall be the first laid off.
- (2) A member laid off due to a work shortage will be allowed the first opportunity to fill a vacant position if one becomes available, provided that the position becomes vacant within the two-year layoff period.

ARTICLE 5: Security

- (1) For the life of this Agreement, the Police work of the City of Lacombe shall not be contracted to any outside Force or Agency other than the existing Service without the City having first served at least one hundred and eighty (180) days written notice of such intention upon the Association. Such notice shall be in the form of registered letter.
- (2) In the event Article 5: (1) above is invoked the City agrees to work with members in securing employment with the outside agency; alternatively, the City will provide assistance in helping members find other employment solutions.

- (3) This clause, however, shall not be interpreted to prevent the Commission for the present City of Lacombe Police Service from requesting and accepting assistance from other police forces or agencies when the normal complement of the Force requires reinforcement during an emergency or when specialized or technical services are required.

ARTICLE 6: Duration

- (1) This agreement takes effect on January 1, 2026, and shall continue to December 31, 2027 (the "Expiry Date") and then year to year thereafter until notice to amend or terminate.
- (2) Such notice shall be given in writing not less than thirty (30) days or more than ninety (90) days prior to the Expiry Date of this Agreement and such notice will contain particulars of all amendments sought. At the first meeting between the parties following notice, the party receiving notice shall give particulars of all amendments it seeks.
- (3) If neither party submits notice as per clause (2), this Agreement shall continue from year to year thereafter until notification of desire to amend or terminate is given within thirty (30) to ninety (90) days prior to the expiry of any subsequent year. Such notice will contain particulars of all amendments sought. At the first meeting between the parties following notice, the party receiving notice shall give particulars of all amendments it seeks.
- (4) In keeping with the spirit and intent of the parties and desire to continue the terms and conditions of this Agreement, the Agreement will remain in full force during the negotiating for an amended agreement.
- (5) The wording and figures contained in the Articles and Schedules of this Agreement shall not be changed by either party except through mutual agreement.
- (6) No provision in this Agreement shall be retroactive unless specifically provided.

ARTICLE 7: Rules, Regulations and Discipline

- (1) Members shall observe all rules and regulations made for the governing of the Service.
- (2) All matters of discipline shall be dealt with in accordance with the Police Act.
- (3) Where there is any conflict between the policy of the Service and the provisions of this Agreement, then the terms of this Agreement shall prevail. Rules and regulations, which enter into the scope of bargaining jurisdiction, shall be negotiated.
- (4) Any Service Policy and any change therein shall be made known, in writing, to each member and the members shall not be held responsible for any alleged breach of policy or changes thereto that are not presented in writing.
- (5) All policies will be easily available to all members via electronic method, with access instructions posted in a common physical area.

ARTICLE 8: Leave of Absence

Leave of absence without pay shall be granted at the discretion of the Chief.

ARTICLE 9: Hours of Work

- (1) The regular hours of work shall be forty (40) hours per week when averaged over the annual shift schedule.

- (1.1) The 10-hour shift: shall include two paid fifteen (15) minute coffee breaks and one paid thirty (30) minute meal break.
- (1.2) For shifts longer than 10 hours: one paid thirty (30) minute break for every 5 hours worked.
- (1.3) When changing yearly shift rotation, a minimum of thirty (30) days' notice will be given to members affected.
- (2) The Chief shall determine the days worked and length of each shift for each member.
- (3) The following notice requirements apply for shift changes, with the Chief having the discretion to determine what category of notice is required:
 - (3.1) 30+ days' notice (Operational Priorities): Default standard for foreseeable Operational Priorities. Shifts may be adjusted by mutual agreement with no change in pay.
 - (3.2) 7-30 days' notice (Operational Requirements): Shifts may be changed at regular pay only for true Operational Requirements.
 - (3.3) Less than 7 days' notice (urgent but not emergent): Genuine attempts must be made to fill through voluntary overtime at overtime rates. If no one accepts overtime, shifts may be changed at regular pay.
 - (3.4) Less than 24 hours' notice (emergent): Member paid 2x regular rate.
 - (3.5) Court attendance will not force schedule changes unless mutually agreed. If a member's schedule is adjusted to accommodate court appearances, which directly affects scheduled days off, the member may accept the proposed days off as rescheduled, or may have these affected scheduled days off, added to the overtime bank. These days off, added to the overtime bank due to court appearance dates, must be taken off on a mutually agreed date before the end of the calendar year and cannot be claimed for overtime pay in lieu of time off as per Article 10 (11).
- (4) Rescheduling for court appearances should not have an adverse effect on booked vacation and days off directly prior to or directly following booked vacations.
- (5) Consistent with this Agreement as far as practicable:
 - (a) the regular hours of work shall be consecutive.
 - (b) days off shall consist of consecutive days off except for reasons of an emergent nature.
- (6) An Averaging Arrangement (AA) or as outlined in the Letter of Agreement Appendix A and B and Schedules C and D below, with the schedules below as examples. If the operational needs of the service require an additional shift or a change to an existing shift, those changes shall be negotiated between the LPA and the Chief.

SHIFT PATTERN APPENDICES

Appendix "A"

Priority Crimes unit (10hr shifts)

	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
PCU			7	7	7	7			2	2	2	2				7	7	7	7			2	2	2	2

Appendix "B"

School Resource unit (9/ 1-8hr last day every second week shifts)

	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
SRO	7	7	7	7	7			7	7	7	8				7	7	7	7	7			7	7	7	8

Schedule "C"

Patrol officer schedule

12 hour shifts 4 shifts on 4 days off

"D" = 06:00 AM – 6:00 PM

"N" = 6:00 PM – 06:00 AM

S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA
D	D	N	N					D	D	N	N		

Schedule "D"

Administrative staff Sergeant schedule

10 hour shifts of 4 shifts on 2 days off, followed by 4 shifts on and 4 days off.

"D" = 07:00 AM – 5:00 PM

S	M	T	W	TH	F	SA	S	M	T	W	TH	F	SA
		D	D	D	D			D	D	D	D		
M	T	W	TH	F	SA	S	M	T	W	TH	F	SA	S
	D	D	D	D			D	D	D	D			

- (7) Members working an AA shall be paid eighty (80) hours biweekly, and any shift differential overtime, or statutory pay to which a member is entitled or any other earned entitlement for actual hours worked during those two (2) weeks.
- (8) Members on an AA will not be paid more than 2080 regular hours per year.
- (9) Members on a twelve (12) hour shift rotation shall have their annual hours balanced to 2080 hours through the following means:

Overtime Agreement: Instead of overtime pay, hours worked over forty (40) hours per week under Schedule C shall be provided and taken as Earned Time Off (ETO) and shall accrue on a monthly basis to a maximum of eight point five (8.5) hours per month. To allow for maximum flexibility for members to schedule ETO, members shall be permitted to carry a negative balance of ETO to a maximum of forty-eight (48) hours. It is expected the member's ETO balance at December 31 shall be zero. To the extent possible, the ETO hours shall be scheduled off in full sets.

All ETO shall be used prior to the end of the calendar year in which it was earned and will be scheduled by the member with the approval of the Sergeant. A member who fails to use all of his/her ETO prior to the end of the calendar year shall lose entitlement to the remaining hours unless previously approved by the Chief. In the event a member has a negative balance at December 31, arrangements shall be made between the member and the Chief to restore the balance to zero.

- (10) Notwithstanding section (9), should a circumstance arise where a member has used more ETO during a year than earned, and is no longer eligible to earn ETO hours, including but not limited to, a transfer to another Section, maternity or parental leave, extended unpaid leaves, and or extended illness or injury, the member shall be liable for the outstanding hours. These outstanding hours can be replaced by the member working the hours, or transferring time from other banked time, such as vacation leave or overtime.

Extended illness or injury shall mean an absence that is eligible to be covered by the short-term disability plan or a WCB related absence that extends beyond fourteen (14) calendar days.

- (11) A member who retires or resigns with a negative balance in their ETO bank, shall have the outstanding time removed from other banks or deducted from wages owing.
- (12) When a member is on Short-Term Disability (STD) or Long-Term Disability (LTD) the AA schedule does not apply. The member is deemed to be working a standard forty (40) hour work week, Monday to Friday.

ARTICLE 10: Overtime

- (1) A member may be called out, or their normal period of duty extended, at the direction of the Chief on any particular day and nothing in this Agreement shall affect the obligations of the member to carry out all lawful orders or to attend at any time to any matter which it is their duty as a member of the Service to attend.
- (2) If because of sickness or any other personal cause a member reports being unable to attend duties for all or part of their scheduled shift, the Chief may reschedule any other member when off duty to report for duty at a time earlier than they are normally scheduled to report for duty. Such earlier reporting shall not constitute overtime provided that the member required to report for duty does not exceed the standard work period as a result of such earlier reporting.
- (3) Overtime worked immediately following a member's shift shall be paid for at a rate of two (2) times the regular hourly rate of pay.
- (4) Overtime worked immediately preceding a member's shift shall be paid for at a rate of two (2) times the regular hourly rate of pay for actual hours worked.
- (5) All necessary and reasonable travel expenses, including food and lodging, actually incurred by a member in returning from vacation to undertake any duty required of him/her during annual leave will be paid by the City and shall include all expenses incurred in returning to the place from which the member had to return from to undertake such duty.
- (6) Not including overtime worked for emergency purposes or court, members shall be entitled to receive no less than eight (8) hours off between the end of a shift and the commencement of another scheduled shift of work. In

the event that the member is scheduled or rescheduled to work a shift which does not allow the minimum time off as specified and they work the shift, the member shall receive overtime for the shift as though they were called back as in Article 10 (1).

- (7) When a member is on vacation, they shall not be called in to work for any non-emergency duty (e.g. breathalyser, identification, etc.) unless all other efforts have been exhausted. A member called for duty under this clause shall be paid four (4) hours at two (2) times their regular rate of pay.
- (8) All call back, regardless of reason, will be completed when the reason for call back is completed.
- (9) Off duty members who attend staff meetings shall be paid at regular time rates for such attendance.
- (10) The Chief may approve the accumulation of overtime worked to be used as time off in lieu of overtime worked. This accumulation will be at the applicable overtime rate.
- (11) These accumulated hours will be taken as time off in lieu of overtime payment at a time mutually agreed upon by the Chief and the member. At no time will a member accumulate more than seventy-two (72) hours of overtime lieu time.
- (12) Overtime lieu time is not accrued from year to year. Any unused overtime in lieu remaining to the member's credit at December 31 shall be paid out at the member's regular rate of pay.
- (13) At any time within the year overtime is accrued, a member may request all or a portion of that accumulated overtime be paid at the member's regular rate of pay.
- (14) All overtime hours claimed shall be rounded to the closest whole number.
- (15) All other call back that is not subject to Article 11 (2) or Article 10 (7) shall pay three (3) hours at two (2) times the member's regular rate of pay.

ARTICLE 11: Court Attendance

- (1) Court time shall be paid to a member when they are called to appear in court when off duty. Court time shall be paid at a rate of two (2) times the regular hourly rate of pay. No court time shall be paid for the portion of time in court, which may coincide with the member's scheduled duty time. The minimum number of hours of overtime if a member is called back for court shall be four (4) hours or actual time, whichever is greater.
- (2) When a member is on vacation and is called to appear in court, or for any other duty, they shall be paid eight (8) hours overtime at a rate of two (2) times their hourly rate of pay. When vacation leave has been approved, a member is deemed to be on vacation commencing immediately upon completion of the last scheduled shift of work through the start of the first scheduled shift of work following the leave, inclusive. A member wishing to take leave during a time when court has been previously scheduled and cannot be rescheduled, may have their leave request approved but shall not be entitled to make a claim to fulfil their required attendance at court.
- (3) On a day a member finishes their last shift at or between 2:00 a.m. and 8:00 a.m., the overtime at a rate of two (2) times their regular rate of pay shall be paid for one (1) court appearance, a.m. or p.m., for a minimum of four (4) hours. If a member attends court in the forenoon and afternoon of any given day, they shall be paid six (6) hours overtime at the rate of two (2) times the regular hourly rate of pay.
- (4) When a scheduled court appearance falls on a member's regular day off, the member is entitled to claim overtime in accordance with Article 11 (1) unless the member is provided notice of such cancellation either prior to the end

of the member's regular shift worked or twenty-four (24) hours in advance of the court appearance, whichever is the lesser.

- (5) A member scheduled for court during vacation leave and intending to make a claim under Article 10 (7), shall notify the Chief upon learning of the scheduled court date. The Chief will correspond with the Chief Crown Prosecutor in an effort to have the case adjourned or the member excluded from court.

ARTICLE 12: Training

- (1) Overtime provisions do not apply to seminars, courses and other training related to a member's occupation/service.
- (2) Elective training on a member's day off shall be paid at eight (8) hours of straight time. A member may be re-scheduled from their regular shift rotation to accommodate elective training. When elective training occurs on a regular scheduled shift, the member will receive their regular shift pay.
- (3) When mandatory training, as defined by the Provincial Policing Standards, is scheduled on a member's day off the member will receive a minimum of 8 hours of regular pay plus any travel time that occurs outside of the regular eight (8) hours.
- (4) In the event members are scheduled for mandatory training on a member's day off with less than fourteen (14) days advance notice, they shall receive twelve (12) hours pay at straight time unless a shorter duration is mutually agreed upon.
- (5) When a member is required to attend elective or mandatory training on a regularly scheduled shift, the requirement to return to operational duties shall be determined based on operational priorities and the following thresholds:
 - (a) Training outside Lacombe on a scheduled workday: Members will receive time-for-time credit for training and may be required to continue working based on operational priorities.
 - (b) Training in Lacombe (8-hour course): Members are expected to work the remaining four (4) hours of their scheduled shift.
 - (c) Training on a scheduled day off: Members shall receive eight (8) hours' pay at straight time.
 - (d) Training outside Lacombe: Members may be required to return to duty after training based on operational priorities.
 - (e) Operational Priorities shall guide all decisions regarding return to duty.

ARTICLE 13: Dismissals and Seniority

- (1) Any member who leaves the Service voluntarily shall not be reappointed to the Service in a rank higher than that which they left unless the member has received additional Police Training and/or experience. Such member's seniority and pay credits will start anew upon their rejoining the Service.
- (2) Members who have completed their probationary period can only have their employment terminated for cause. One (1) month notice is required when the employment is terminated, whether the termination is initiated by the City or the member, except when the termination is for cause.

ARTICLE 14: Vacation Leave

- (1) Vacation leave is to be taken at a time approved by the Chief, but in any event must at least once in a calendar year consist of one (1) unbroken period of one (1) week. Carry-over of vacation shall not exceed what a member is entitled to accumulate in a year. Vacation balances that exceed the one (1) year of entitlement on December 31 shall be paid out at the member's rate of pay in effect at December 31, unless otherwise authorized by the Chief.
- (2) Vacation leave shall accrue at the following rates:
 - Upon commencing continuous employment to the completion of 3 years of continuous service – 120 hours
 - From 4 years to the completion of 10 years of continuous service – 160 hours
 - From 11 to the completion of 20 years of continuous service – 200 hours
 - 21+ years of continuous service and beyond – 240 hours
- (3) Vacation must be earned prior to being taken unless authorized by the Chief of Police in advance.
- (4) Prime-Time Vacation Period: From June 1 to September 15, the City shall make reasonable efforts to ensure equitable access to vacation opportunities for all members. There is no guaranteed week per member during this period.
- (5) Negative Vacation Balances: Members may go up to one full set (forty-eight [48] hours) into a negative vacation balance with the approval of the Chief, which shall not be unreasonably withheld.
- (6) Structured Approval Criteria: Vacation requests shall be granted provided:
 - (a) Operational Priorities are not compromised;
 - (b) No Operational Requirement exists on the requested dates;
 - (c) No active subpoenaed court date falls on the requested vacation days;
 - (d) "Save-the-date" Crown notices do not restrict vacation; only subpoenas apply.

ARTICLE 15: Statutory General Holidays

The City recognizes the following paid Statutory and General Holidays for all eligible members:

New Years Day	Victoria Day	Truth & Reconciliation
Family Day	Canada Day	Thanksgiving Day
Good Friday	Heritage Day	Remembrance Day
Easter Monday	Labour Day	Christmas Day
Boxing Day	Christmas Floater	

and any other designated holiday which may be prescribed in the future by the Federal, Provincial or Municipal government.

- (1) Except as herein otherwise provided, all members shall be entitled to all Statutory General Holidays set out in this agreement. Members working a standard work week shall receive their shift off in lieu on the day the statutory holiday falls. Statutory holidays that fall on a regularly scheduled day off shall be observed on the first regularly scheduled shift following the statutory holiday.

- (2) Eligibility for statutory general holidays shall be on the following basis – on active duty and available for work in accordance with their shift preceding, during and following the designated day for observance of the statutory general holiday. Active duty and available for work includes a member on vacation leave or other paid leaves. Members on sick leave or WCB for a period of fourteen (14) calendar days or less are considered on active duty.
- (3) Specialty-role members continue to accrue statutory holidays based on their schedule, not patrol patterns. Members working an AA and eligible for the accumulation of stat time under section (2) shall have the equivalent number of hours based on their shift length placed in a stat bank as the statutory holidays occur throughout the year.
- (4) Members scheduled and required to work on a statutory holiday shall receive their regular rate of pay in addition to premium pay of one (1) times their regular rate of pay for all hours worked on the statutory holiday, and statutory entitlement equal to the scheduled hours for that day at their regular rate of pay. Members may bank premium hours into the statutory holiday bank. Members working a statutory holiday have the option of receiving the premium pay or banking the equivalent number of hours into a premium bank to be taken as time off at a mutually agreed upon date.
- (5) At no time shall a member accumulate more than seventy-two (72) hours in the premium bank as noted in (4) above. Time remaining to the member's credit at December 31 shall be paid out at the member's regular rate of pay.
- (6) Statutory holiday banks shall not accrue year to year. Members may request a payout at any time throughout the calendar year. Any unused statutory holiday time outstanding at December 31 shall be paid out at the member's regular rate of pay in effect December 31.
- (7) Notwithstanding (7), upon approval of the Chief, members on an AA may carry forward a maximum of twenty-four (24) hours of statutory holiday time to the next calendar year. Statutory Holiday time carried forward must be scheduled off prior to the end of January.
- (8) When a statutory holiday falls on a member's day off and they are called to work, the member shall be paid at the overtime rate of two (2) times their regular rate of pay for the hours worked.
- (9) When a statutory holiday falls on a scheduled day off: Patrol team members receive 12 hours based on their usual shift; all others receive their scheduled day off.

ARTICLE 16: Bereavement Leave

- (1) A member shall be entitled to bereavement leave in the event of the death of a spouse, a son, daughter, brother, sister or the wife or husband of any of them; a brother-in-law or sister-in-law, an aunt, uncle, a parent, parent-in-law, grandparent or grandchild.
- (2) A member so bereaved shall be allowed leave with pay for a period of up to:
 - Bereavement leave for the death of a relative as defined in (1) a relative – One (1) work set;
 - Mourners leave for other than a relative – One (1) shift;
 - Pallbearers leave – One (1) shift;
 - Travel time – an extension of up to two (2) shifts may be granted for travel in excess of two hundred (200) kilometers at the discretion and approval of the Chief;
 - Funeral arrangements – an extension of up to two (2) shifts may be granted if the member is required to make funeral arrangements or required to organize the return of a deceased family member from a location more than four hundred (400) kilometers from Lacombe.

ARTICLE 17: Maternity/Parental Leave

- (1) A member shall be entitled to maternity and parental leave in accordance with provincial law.
- (2) Every member returning to work from maternity or parental leave shall resume work with no loss of seniority, rate of pay or benefits accrued to the commencement of the maternity, paternity, or adoption leave.
- (3) Notwithstanding anything contained within this Agreement, any member on maternity or parental leave shall not accumulate sick leave or vacation leave during such leave.
- (4) If the member wishes to maintain benefits for the time of the leave they will be required to pay the member's share of the premiums.
- (5) Pension contributions may be suspended during the leave. If the member so chooses, the member will be given the opportunity to purchase the service upon their return to work. Subject to the Plan regulations, should the member choose to continue to pay their portion of the SFPP premiums, they shall provide the City with post-dated cheques for their amount of the contributions.

(6) Supplementary Unemployment Benefits (SUB) Plan

The SUB Plan provides supplementary benefits to Employment Insurance Maternity Benefits for the period a physician provides satisfactory documentation that the employee is pregnant and is expected to give birth within 12 weeks of the requested leave and where the employee does in fact take maternity leave. The SUB Plan does not apply to any other form of leave other than maternity leave.

Provided the member is eligible for Employment Insurance benefits:

- Normally, the SUB Plan benefit will be paid for fifteen (15) weeks, including the two (2) week EI waiting period, commencing no earlier than ten (10) weeks before the estimated date of delivery.
- Upon receipt of satisfactory medical evidence related to the need for an extension of the health-related absence, the City shall pay the difference between the Employment Insurance benefits and the benefit the Member would receive on STD for the length of the health-related absence up to a maximum of 14 weeks.

A copy of an EI statement showing benefits received must be provided before earnings from the SUB Plan will be paid out.

- (7) All other maternity/parental leave shall be deemed to be a leave of absence without pay.

ARTICLE 18: Sick Leave

- (1) Members will accrue Sick Leave (SL) days at a rate of one (1) day (As per normal shift hours 12/10/8) per month to a maximum of twelve (12) days. If a member uses a day, then the next month they will accrue a day to bring the bank back up to a maximum of twelve (12) days. Those members who already have Sick Leave banked in excess of twelve (12) days, will be grandfathered and only re-accrue one (1) day a month (max 12 days) once their SL bank has reduced below twelve (12) days.
- (2) In case of sickness, the SL bank is used for casual illnesses, up to the one (1) Set waiting period before Short Term Disability (STD) benefits commence. In case of injury, STD begins immediately. STD will be for a maximum of fourteen (14) sets, at which time the member may be eligible to apply for LTD benefits.
- (3) A member who reports in sick for more than one (1) day may be asked to obtain a medical certificate from a physician, as outlined in the Lacombe Police Service Policy and Procedure Manual, stating that the member is unable to work and when it will be possible for the member to return to work.

- (4) Maximum two (2) days of Sick Leave per calendar year may be used for the care of a member's spouse, children, parents or parents-in-law, should they become ill or for a family emergency (e.g. school calls and says your child has had an accident and you need to attend).

ARTICLE 19: Short Term Disability (STD)

All Members shall participate in the Short-term Disability Plan (STD) provided by the City with the employer paying the premiums and the Member receiving a taxable benefit for these premiums, which then makes the 66 2/3% benefit non-taxable.

Alternate Work for Partially Incapacitated Members: The City shall make every reasonable effort up to the point of undue hardship to employ partially incapacitated members in suitable alternate work within the Lacombe Police Service.

While on STD the City will pay the employee's share of Dental, Health and SFPP premiums. The employee will continue to pay the premium on LTD.

ARTICLE 20: Long Term Disability (LTD)

Members of the Police Service shall participate in the City of Lacombe's Long Term Disability Plan. Members pay one hundred (100%) percent of the premiums.

ARTICLE 21: Group, Dependent and Optional Life, AD&D

All members are eligible to participate in the Group Life Dependent Life, Member and Spousal Optional Life and AD&D insurance programs provided by the City with the City paying one hundred percent (100%) of the Group Life, Dependent Life and AD&D premiums while the members will pay one hundred percent (100%) of the Member and Spousal Optional Life insurance premiums.

Effective January 1, 2018, the Group Life and AD&D coverage shall increase to three (3) times the member's annual salary.

ARTICLE 22: Extended Health and Dental Care Benefits

All members are eligible to participate in the Extended Health and Dental Care programs provided by the City with the City paying eighty percent (80%) of the premiums while the members will pay twenty percent (20%) of the insurance premiums.

ARTICLE 23: Employee and Family Assistance Program

All members are eligible for coverage under the City's Employee and Family Assistance Program.

ARTICLE 23.1: Duty-Related Death Benefit

- (1) Duty-Related Death Benefit: in the event of a sudden, direct, duty-related death of a member occurring as a result of an assault, motor vehicle collision, or other critical incident during the course of duties, the City shall provide an income continuation benefit.
- (2) Income Continuation: the benefit shall be calculated at two-thirds (2/3) of the current salary and shall be payable to the Member's spouse or dependent children for the period specified in the definition, subject to coordination with Workers' Compensation Board (WCB), pension benefits, and insurance coverage. Any amounts received from these sources shall be deducted from the continuation benefit. In the event the widow/widower dies subsequent to a member having been killed without having remarried, the provisions shall apply to any dependent child surviving the member and their widow. Any sums of money payable by the City to any dependent child under the

age of eighteen (18) years may properly be paid by the City to the legal guardian of such child whose receipt shall be sufficient discharge to the City.

- (3) Exclusions: this benefit shall not apply in cases where death results from:
- Self-inflicted causes;
 - Addiction or long-evolving psychological injuries;
 - Gross negligence or serious dereliction of duty.
- (4) Coordination of Benefits: the duty-related death benefit shall operate in conjunction with all applicable statutory and contractual entitlements, including WCB, pension, and insurance benefits, to avoid duplication of payment.

ARTICLE 24: Special Forces Pension Plan

The City of Lacombe and members of the Police Service shall participate in the Special Forces Pension Plan. Pension contributions to the plan shall be apportioned as prescribed by the Plan.

ARTICLE 25: Association Dues

The City agrees to deduct from the wages of each member covered by this Agreement a single standard amount for Association dues as shall be directed by the Association. This deduction shall be made on the final pay period of each month and shall be forwarded to the Association. The Association will provide the City with pay deduction forms for each member.

ARTICLE 26: Protections

- (1) City shall indemnify and appoint legal counsel to defend any civil action arising from a member's actions while engaged in their duties, except where the member's actions constitute gross disregard or neglect of duty or fall outside the normal course and scope of employment ("Indemnification Criteria"). Members must immediately notify the Chief upon becoming aware of any claim or action.
- (2) City-funded legal representation shall be provided for certain duty-related criminal matters, subject to the same Indemnification Criteria as civil actions.
- (3) The City reserves the right to tax all accounts. Legal counsel shall be appointed upon mutual agreement of the City, the member, and insurers.
- (4) This clause shall not be construed to mean that the City shall pay any cost a member incurred during the Service's Internal Disciplinary proceedings against such member.
- (5) An Indemnification Review Committee (IRC) shall be established to decide on indemnification where questions arise, including but not limited to whether the Indemnification Criteria have been met. The IRC shall consist of: (a) Chief Administrative Officer (Chair), (b) Chief of Police, and (c) Senior Manager of Human Resources. Members may make written submissions to the IRC for consideration.

ARTICLE 27: Annual Evaluation

A written evaluation will be completed for each member at least annually by the Chief or the member's supervisor.

ARTICLE 28: Grievance Procedure

- (1) Any member of the Association, or the accredited representative of the Association, having grievance arising out of

the interpretation, application, operation or alleged violation of this Agreement, shall take the matter up with the Association within ten (10) days of the time that the grievance should reasonably have come to the attention of the aggrieved party.

- (2) If, after investigation, the Association considers the grievance to be a just one it shall have the right to be heard by the Chief. In making application for the hearing the Association shall deliver to the Chief within fifteen (15) calendar days of the time the grievance was brought to its attention the application, which shall include in writing an outline of the grievance and the remedy desired.
- (3) The hearing shall be given within fifteen (15) calendar days of the date the application is received. The Chief shall within fifteen (15) calendar days following the end of such hearing give their decision in writing to the Association.
- (4) The Association shall have the right to appeal to the Police Commission the decision of the Chief, within thirty (30) days of receipt of notice of the decision, and in so doing shall file with the Police Commission a written statement of appeal, as well as a copy of the decision of the Chief.
- (5) The Association shall forthwith advise the Chief of its decision to appeal to the Police Commission.
- (6) The appeal shall be heard by the Police Commission within fifteen (15) calendar days of the receipt of the application and the Police Commission shall render its decision within twenty (20) calendar days following the conclusion of the hearing.
- (7) In the event that the parties are unable to resolve the difference at the stage outlined in clause six (6), either of the parties, provided the grievance has been properly processed, may notify the other party in writing within twenty (20) calendar days of its desire to submit the difference to arbitration in accordance with the provisions of the Police Officers Collective Bargaining Act.

ARTICLE 29: Seniority

- (1) Seniority is the total length of continuous employment with the City, commencing with the date the member is sworn into the Lacombe Police Service.
- (2) Seniority is used as:
 - (a) consideration for right or preference for vacation leaves within a unit, and
 - (b) consideration for promotion within the Service, lay-off, recall, demotion because of lay-off, and transfer.
- (3) Seniority will continue to accrue during:
 - (a) bereavement leave
 - (b) jury duty or court services
 - (c) vacation leave
 - (d) short term disability claim period
 - (e) leaves of absence under sixty (60) calendar days
 - (f) Workers' Compensation absences under one (1) year
 - (g) maternity/parental leave
- (4) Seniority will be maintained and not accrue during periods of:
 - (a) layoff under two (2) years duration
 - (b) Workers' Compensation in excess of one (1) year
 - (c) approved un-paid sick time
 - (d) long term disability of two (2) years duration or less
 - (e) leave of absence over sixty (60) calendar days

- (5) Seniority will accrue during temporary transfer or promotion outside the Service.
- (6) Seniority shall be lost by reason of:
- (a) resignation of employment by the member
 - (b) discharge for just cause
 - (c) the member failing to report for work within seven (7) working days of recall after being notified by registered mail
 - (d) the member failing to report to work and is absent without permission for a period exceeding three (3) working days
 - (e) the expiration of two (2) years following a lay-off during which time the member has not been recalled
 - (f) long term disability exceeding two (2) years and where there is no reasonable prospect of the member returning to work
 - (g) retirement
- (7) The City shall maintain a seniority list showing the date upon which each member's service commenced with the City, and within the Service. An up-to-date seniority list shall be provided to the Secretary of the Association upon request.

ARTICLE 30: No Lockout, No Strike

During the life of this Agreement there shall be no illegal strikes or illegal sanctions taken by the Association or its members against the City, nor shall there be any illegal lockouts or illegal sanctions taken by the City against the Association or its members.

ARTICLE 31: Advance in Class, Promotions and Acting Status

- (1) If an appointment is to be made to any vacant or new position within the Service, such vacancy shall be posted, and first consideration shall be given to qualified members of the Service.
- (2) All advancement in class within the Lacombe Police Service shall be in accordance with the following criteria:
- (a) New members of the police service shall serve a probationary period as outlined in the Police Service Regulation.
 - (b) Advancements in classification up to the rank of First (1st) Class Constable shall take place annually on the anniversary of the members date of hire.
 - (c) At the sole discretion of the Chief of Police, a person with recognized previous police experience outside of the Lacombe Police Service may be hired not higher than the classification of 1st Class Constable. Applicants with prior Lacombe Police Service experience is referenced in Article 13.
 - (d) After serving 6 months and having demonstrated acceptable performance an officer may apply to the Chief of Police to be advanced in class up to First (1st) Class Constable.

(3)

3.1 Senior First Class Constable I

A First Class Constable with a of forty-eight (48) consecutive months in the rank of First Class Constable with the Service will be eligible for Senior Constable Level 1.

3.2 Senior First Class Constable II

A Senior First Class Constable I with a minimum of forty-eight (48) consecutive months in the rank of Senior First Class Constable I will be eligible for Senior Constable Level II with the Service.

3.3 Sergeant

A member who has attained the minimum rank of First Class Constable and a minimum of four (4) years continuous employment with the Lacombe Police Service, shall be eligible to participate in the promotional process in accordance with the Lacombe Police Service Policy for the rank of Sergeant provided they have successfully completed the Lacombe Police Service Temporary Acting Sergeant course or equivalent.

When it is not possible to fill a promotional position in accordance with the provisions of this section, the Chief, in consultation with the Association, may look to other members within LPS, who have a minimum of five (5) years police experience within Canada and allow them the opportunity to participate in the Sergeant recruitment process as per Lacombe Police Service Policy. This section will be enacted if only one member or less is eligible for promotion.

Any member of the Service that feels they have been treated unfairly in the administration of the foregoing Promotion Policy may file a grievance in accordance with Article 25: Grievance Procedure.

Every effort will be made to fill the vacant Sergeant position within 90 days. The Chief will advise the association in writing of the reasons for any delay.

3.4 Staff Sergeant

A member who has attained the minimum rank of Sergeant and a minimum of four (4) years continuous employment with the Lacombe Police Service, shall be eligible to participate in the promotional process for the rank of Staff Sergeant.

Any member of the Service that feels they have been treated unfairly in the administration of the foregoing Promotion Policy may file a grievance in accordance with Article 25: Grievance Procedure.

3.5 Acting Capacity - Temporary Acting Sergeant

A member who has attained the minimum rank of First Class Constable and has completed their 18-month probation period with the Lacombe Police Service, shall be eligible to participate in the T/A Sergeant process for the designation of T/A Sergeant. To be designated T/A Sergeant, members must first successfully complete the Lacombe Police Service Temporary Acting Sergeant course or equivalent.

The Chief shall appoint a member to occupy a Patrol Sergeant position if the position to be occupied has been vacant or will be vacant for a period of one (1) Set or longer. The appointee will assume the duties and responsibilities of the position being occupied and will be compensated at the rate of pay assigned to the higher ranked position.

Salary paid under this Article will be subject to Special Forces Pension contributions where permitted or required by the Special Forces Pension Plan.

3.6 Acting Capacity – Temporary Acting Staff Sergeant

A member who has attained the minimum rank of Sergeant and has completed the six (6) month probationary period and is confirmed in the rank of Sergeant is eligible to fill the role as Temporary Acting Staff Sergeant. The appointee will assume the duties and responsibilities as assigned by the Chief and will be compensated at the rate of pay assigned to the higher ranked position.

Salary paid under this Article will be subject to Special Forces Pension contributions where permitted or

required by the Special Forces Pension Plan.

- (4) **Classification Based on Prior Experience**
 After six (6) months of continuous service with a satisfactory performance appraisal, a member may apply for classification aligned with prior policing experience-up to the rank of First (1st) Class Constable at the discretion of the Chief of Police. Approval under this provision shall not alter the member's probationary status.

ARTICLE 32: Probation

Probation of members shall be governed by the provisions of the Police Service Regulation, Alta Reg 356/1990.

ARTICLE 33: Training of New Members

Any member assigned to train a new member of the Service shall receive a premium of \$1.75 per hour for hours worked in such a capacity. This premium shall be indexed annually by the negotiated general wage increase for that year.

ARTICLE 34: Salaries

The salaries in effect for the duration of the agreement are set out in Schedule 1 attached. Notwithstanding the salary levels set each year, should the Consumer Price Index (CPI) applicable to Central Alberta as determined by Alberta Treasury as at December 31, of the current year be greater than 4% higher than the CPI at December 31, of the previous year, the Parties agree to reconsider the salary levels set out in Schedule 1.

ARTICLE 35: Shift Differential

A shift differential shall be paid for each hour worked by a member between 1600 hours and 0800 hours. Where the majority of the shift hours are between 1600 hours and 0800 hours, the member shall receive shift differential for the entire shift.

Effective the date of ratification, the shift differential rate shall be \$1.50 per hour. This shift differential rate shall be indexed annually by the negotiated general wage increase for that year.

ARTICLE-36: Discrimination

The City shall not at any time, nor in any manner whatsoever, discriminate against any member because of his or her participation in Association duties. Should there be an alleged incident of discrimination the employee shall follow the steps within the Lacombe Police Service Policy and Procedure manual; Complaint and Grievance procedure before invoking this article.

ARTICLE 37: Damage Compensation

If a personal item being worn by a member is damaged or destroyed while the member is engaged in the lawful execution of their duties, such article may be reimbursed or replaced at the discretion of the Police Chief.

ARTICLE 38: Officer Safety / Minimum Staffing

A minimum of two (2) active general-duty members shall be scheduled and always assigned. For this Article, general-duty member means a Constable or Sergeant assigned to front-line patrol duties and does not include members assigned to dual-role or specialty positions, including but not limited to School Resource Officer, dedicated Traffic roles, Priority Crimes Unit/plainclothes roles, or members seconded to external agencies. Staff Sergeants, Administrative Sergeants, and the Chief of Police are not considered active general-duty members for minimum staffing purposes.

ARTICLE 39: Wellness Spending Account

Members are entitled to a wellness spending account of four hundred (\$400) dollars annually. This is a taxable benefit. Eligible expenses are restricted to those recognized by the City's benefits provider. Members are required to provide receipts for reimbursement.

ARTICLE 40: Employee Travel (NEW)

Members remain under the City's Business Travel Expense Policy. Travel reimbursement (meals, mileage, etc.) as per City policy. Court attendance was explicitly excluded from meal per diem eligibility (unless specifically authorized by the Chief or designate within that policy framework).

Travel time credit: Travel on weekly leave within Alberta: credited at regular hourly rate for actual time spent, to a minimum of 3 hours and maximum of 5 hours. Out-of-province travel: credited based on actual time spent to a minimum of 3 hours and maximum of 7 hours. All reasonable efforts will be made to ensure that training occurs on a member's scheduled work time.

ARTICLE 41: Plain Clothes Allowance (NEW)

Any member assigned to a plain-clothes role shall be eligible for reimbursement of clothing expenses up to one thousand dollars (\$1,000) per calendar year, upon submission of valid receipts.

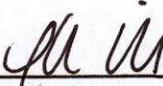
ARTICLE 42: Kit and Clothing (NEW)

- (1) The Employer shall provide all necessary kits, clothing, and equipment required for the safe and professional performance of duties.
- (2) All issued items shall be properly sized and suitable for the member's duties, ensuring safety and professional standards.
- (3) Issuance of uniforms, kits, and equipment shall be fair, consistent, and non-discriminatory.
- (4) The quality of uniforms, kits, and equipment shall be consistent with standards maintained by municipal police services in Alberta.
- (5) The Employer shall replace or professionally clean any uniforms or equipment damaged or contaminated in the course of duty at no cost to the member.
- (6) Worn-out, ill-fitting, or unserviceable items shall be replaced at the Employer's expense.
- (7) No fixed annual inventory list shall form part of this Agreement. Specific items shall be determined by Operational Requirements.

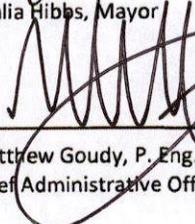
Signed on the 30th day of January, 2026.

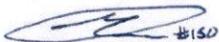
City of Lacombe

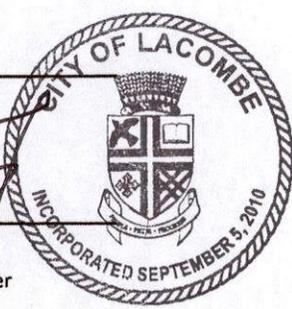
Lacombe Police Association


Thalia Hibbs, Mayor


President


Matthew Goudy, P. Eng.,
Chief Administrative Officer


Vice-President



Schedule 1 - Salaries

Expressed in Annual Dollars

EFFECTIVE DATE:		31-Dec-25	01-Jan-26	01-Jul-26	01-Jan-27	01-Jul-27
RANK	Percent		4%	3%	3%	3%
Staff Sergeant	132	\$145,007	\$150,807	\$155,331	\$159,991	\$164,790
Sergeant	120	\$131,825	\$137,098	\$141,210	\$145,446	\$149,809
Senior 1 st Class Cst. II	109	\$119,741	\$124,530	\$128,266	\$132,113	\$136,077
Senior 1 st Class Cst. I	105	\$115,347	\$119,960	\$123,559	\$127,265	\$131,083
1 st Class Constable	100	\$109,854	\$114,248	\$117,675	\$121,205	\$124,841
2 nd Class Constable	90	\$98,869	\$102,823	\$105,908	\$109,085	\$112,357
3 rd Class Constable	80	\$87,883	\$91,398	\$94,140	\$96,964	\$99,873
4 th Class Constable	70	\$76,898	\$79,974	\$82,373	\$84,844	\$87,389