

Salt Spring Island Fire Protection District

POLICY MANUAL

Section	Governance
Policy Number	AG-4104-01
Policy Title	Joint Consultation Committee

PURPOSE

Section 53 of the *Labour Relations Code* requires that the Salt Spring Island Fire Protection District (“*District*”) and International Association of Fire Fighters Local 4467 (“*Union*”) establish joint consultation committee(s) to:

1. Promote the cooperative resolution of workplace issues;
2. Respond and adapt to changes in the economy;
3. Foster the development of work-related skills; and
4. Promote workplace productivity.

The purpose of the Joint Consultation Committee (“*Committee*”) is to discuss, explore and study issues relating to the workplace that affect the parties or any employee bound by the collective agreement referred to it by either the *District* or *Union*. The *Committee*, by mutual agreement, shall be authorized to make recommendations on those problems that have been discussed, explored and studied.

It is the understanding of the *District* and *Union* that meetings contemplated under *Article 2.02 Meetings subsections (a) and (b)* of the Collective Agreement will be within the purview of the *Committee*.

REPRESENTATION

Employee representatives who are members of the *Committee* will be appointed by the *Union*.

Three *District* (management) representatives will be appointed as members of the *Committee* by the Board of Trustees - the Fire Chief, and two other members. If not already appointed, the Chair of the Board of Trustees and Administrator are ex-officio members of the *Committee*. By mutual consent other persons may be invited to attend meetings.

CHAIRING

Responsibility for chairing meetings shall alternate each meeting between *Union* and *District* Co-chairs. The *District* (Management) Co-chair of the *Committee* shall be the Fire Chief.

ACCOUNTABILITY

The Fire Chief shall report to the Board following each meeting.

Recommendations of the *Committee* of an operational nature may be approved by the Fire Chief. Recommendations that refer to policy or have a financial cost not anticipated in the approved budget are to be approved by the Board of Trustees.

MEETINGS

In order to have open discussion, the business of the *Committee* will be conducted at an In-camera session and all discussion and proposals are made “without prejudice”.

The *Committee* has no authority to change, delete, or modify any of the terms of the existing Collective Agreement, nor to settle grievances arising under the Collective Agreement.

Either party may initiate a request for assistance from the *Director – Mediation Division Labour Relations Board*.

Committee discussions shall not be publicized or reported except for those recommendations that have been mutually agreed upon.

BOARD DISCRETION

The provisions set out in this policy are subject to revision from time to time at the discretion of the Board of Trustees.

CROSS REFERENCES

Labour Relations Code [RSBC 1996] Chapter 244

APPROVALS

Approval date:	<i>15-Jan-2018</i>	Approved by:	
1. Amendment date:		Approved by:	
2. Amendment date:		Approved by:	
3. Amendment date:		Approved by:	