

POLICY NO:	PE 018
POLICY TITLE:	GUARANTEED MONTHLY WAGE (GRADER OPERATORS)
DEPARTMENT:	PERSONNEL
APPROVAL DATE:	15-11-97 (November 1997)
REVISION DATE:	07-12-97; 39-12-98; 33-11-99; 14-01-03; 88-02-06; 21-03-09 (March 10, 2009)
REVIEW DATE:	

Policy:

The Council for the County of Vermilion River has approved a guaranteed monthly wage for grader operators. The guaranteed wage has been put into place for gradermen as they are required to be on call at all times within their respective areas.

The guaranteed monthly wage will be a specified amount and shall be adjusted in line with any change granted to the grader operator's grid.

Procedure:

Payment of the guaranteed amount or part thereof will be determined as follows:

1. All regular and overtime hours claimed on the monthly timesheet will be totalled.
2. All sick, compassionate and critical illness leave hours claimed on the timesheet will be totalled.
3. All personal leave with pay hours claimed on the timesheet will be totalled.
4. Once all the above hours are determined, a calculation will be done using the appropriate hourly rates. Should the total amount payable be less than the guaranteed amount, an adjustment will be made to bring the wage up to the guarantee.

Vacation and Statutory Holiday pay will be calculated at a rate of 9.6% on all amounts except overtime and added on to the guaranteed amount. Payment of the guaranteed wage or part thereof **will not be paid** if any of the following exists:

1. Some hours were worked in the month but part of the month was taken as vacation time. Payment will be calculated and paid for the actual hours worked. The guaranteed wage would be prorated in this instance to cover only the period available for work.
2. If a grader operator is receiving Workers' Compensation benefits no wage is payable from the County.
3. If a grader operator refuses to do other work assigned that is within their abilities

The Public Works Superintendent will give direction on payment of the guaranteed wage if a special or unusual circumstance arises.