

JOBS STEWARDS TERMS OF REFERENCE

1. THE FOLLOWING SHALL DEFINE THE AREAS OF REPRESENTATION, AND THE NUMBER OF JOB STEWARDS FOR EACH AREA. THERE SHALL NOT BE MORE THAN THE REQUIRED REPRESENTATION FOR EACH AREA. WHERE A CONFLICT OCCURS, THE EXECUTIVE SHALL MAKE RECOMMENDATION TO THE MEMBERSHIP.

<u>LOCATION</u>	<u>NUMBER OF STEWARDS</u>	<u>GROUP</u>
1. N. DELTA RECREATION CENTRE	2 - (1 PER EMPLOYEE GROUP)	<i>ADMINISTRATION RECREATION</i>
2. SUNGOD POOL	1	
3. SUNGOD ARENA	1	
4. S. DELTA REC. CENTRE	2 - (1 PER EMPLOYEE GROUP)	<i>ADMINISTRATION RECREATION</i>
5. WINSKILL AQUATIC	1	
6. LADNER LEISURE CENTRE	3 - (1 PER EMPLOYEE GROUP)	<i>ADMINISTRATION ICE AQUATICS</i>
7. TILBURY ICE	1	
8. PARKS-OPERATIONS	1	
9. PARKS-MAINTENANCE	1	
10. PARKS-ADMINISTRATION	1	
11. WORKS YARD-STORES	1	
12. ENG. OPS.-GARAGE	1	
13. ENG. OPS.	3 - (1 PER DIVISION)	<i>UTILITIES NORTH DELTA SOUTH DELTA</i>
14. ENG. OPS.-ROAD	2 - (1 PER DIVISION)	<i>ROADS TRAFFIC</i>
15. COM. PLANNING & DEVELOPMENT	1	
16. MUN. HALL - SURVEY	1	
17. MUN. HALL - ENGINEERING	3 - (1 PER EMPLOYEE GROUP)	<i>ADMINISTRATION ROADS DEVELOPMENT</i>
18. MUN. HALL - FINANCE	1	
19. MUN. HALL - INFO. SERVICES	1	
20. MUN. HALL - CLERKS/PERSONNEL	1	
21. MUN. HALL - E.S.S.	1	
22. POLICE	2 - (1 PER DIVISION)	<i>NORTH DELTA SOUTH DELTA</i>
23. CONSTRUCTION CREW	2 - (1 PER DIVISION)	<i>NORTH DELTA SOUTH DELTA</i>
24. DELTA MUSEUM	1	
25. DELTA COMMUNITY ANIMAL	1	
26. FIRE HALL	1	

2. JOB STEWARD MEETINGS SHALL OCCUR MONTHLY.
3. PRIOR TO THE ANNUAL GENERAL MEETING, AND AFTER THE DATE OF JANUARY 1ST, A JOB STEWARD MEETING SHALL BE HELD TO ELECT THE EXECUTIVE JOB STEWARDS. THE EXECUTIVE JOB STEWARDS SHALL BE REQUIRED TO ATTEND ALL EXECUTIVE MEETINGS AS REPRESENTATIVES OF THE MAIN GROUP.
4. TO HAVE QUORUM, 2 MEMBERS MUST BE IN ATTENDANCE AT ANY JOB STEWARD MEETING. ANY RECOMMENDATIONS FROM THE JOB STEWARD COMMITTEE ARE MADE TO THE EXECUTIVE, BY WAY OF THE EXECUTIVE JOB STEWARDS. THE RULES OF ORDER GOVERNING THE EXECUTIVE SHALL ALSO GOVERN THE JOB STEWARD COMMITTEE.
5. ORDER OF BUSINESS SHALL BE:
 - A. ROLL CALL
 - B. CONCURRENCE OF PREVIOUS MINUTES
 - C. AREA REPORTS
 - D. NEW BUSINESS
 - E. ELECTIONS
6. JOB STEWARDS SHALL NOT BE ENTITLED TO BE EXECUTIVE MEMBERS, EXCEPT FOR THE EXECUTIVE JOB STEWARD.