

THIS AGREEMENT made and entered into this 28<sup>TH</sup> day of November 2022.

**BETWEEN:**

**ALSCO CANADA CORPORATION**, a body corporate incorporated under the laws of Canada, operating in the Cities of Saskatoon and Regina, in the Province of Saskatchewan, hereinafter referred to as the Company

OF THE FIRST PART

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE UNION, LOCAL 558**, hereinafter referred to as the Union

OF THE SECOND PART

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AGREEMENT

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Expires: September 30, 2026

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OF THE SECOND PART

**ARTICLE 1 - PURPOSE**

- 1.01 It is the purpose of this Agreement, in recognizing a common interest between the Company and the Union in promoting the utmost cooperation and friendly spirit between the Company and its employees, to set forth conditions covering rates of pay, hours of work and conditions of employment to be observed between the parties and to provide a procedure for prompt and equitable adjustment of grievances in order that there will be no impeding of work, work stoppages or strikes, or other interferences with the Company's operations or their facilities during the life of this Agreement.
- 1.02 It is agreed that this Agreement is the only Agreement between the Employer and its employees and that it supersedes any arrangements made, or terms and conditions applicable to employees before the signing of this Agreement. It is further agreed that the terms and conditions outlined herein are minimums.
- 1.03 It is also the intent and purpose of this Agreement, in recognizing a common interest between the Company and the Union, to provide for the efficient operation of the Company, with full regard to economy of operation and the quality and quantity of work performance.
- 1.04 The Company agrees not to enter into any agreement or contract with the employees covered by this Agreement, individually or collectively, which in any way conflicts with the terms and provisions of this Agreement or any applicable statute of the Province of Saskatchewan or Dominion of Canada. Any such agreement will be null and void.
- 1.05 To these ends, this Agreement is signed in good faith by the two parties.

## **ARTICLE 2 - CLARIFICATION OF TERMS**

- 2.01 It is agreed that throughout this Agreement wherever the words “he” or “his” or “him” appear, it shall be construed as meaning any employee, male or female covered by this Collective Agreement.
- 2.02 It is agreed that wherever the words “employee” or “employees” appear, it shall refer to any person or persons covered by this Agreement.
- 2.03 Emergency – For the purpose of this Agreement, emergency shall be defined as any sudden or unusual occurrence or condition that could not, by the exercise of reasonable judgment, have been foreseen by the Company.

## **ARTICLE 3 - RECOGNITION**

- 3.01 The Company recognizes the Union as the sole collective bargaining agency for all employees employed by the Company, as set out in Article 4 of this Agreement.
- 3.02 The Company agrees to meet and negotiate with Union Representatives, as provided in Article 28 of this Agreement, on matters pertaining to rates of pay, hours of work and other terms and working conditions of the employees covered by this Agreement.
- 3.03 (a) This Agreement shall be binding upon the parties hereto, their successors, administrators, executors and assigns. In the event the entire operation or any part thereof, which is covered by this Agreement, is sold, leased, transferred or taken over by sale, lease, transfer, assignment, receivership or bankruptcy proceedings, or another Limited Company is set up to perform any of the functions previously performed by the Company covered herein, such operation shall continue to be subject to the terms and conditions of this Agreement for the life thereof.
- (b) If at any time the Company intends to sell, transfer or lease the entire operation or any part thereof, he shall give notice of the existence of this Agreement to any purchaser, transferee, lessee, assignee, etc. of the operation covered by this Agreement or any part thereof. Such notice shall be in writing with a copy to the Union, not later than the effective date of sale.

## **ARTICLE 4 - SCOPE**

- 4.01 This Agreement shall cover all employees employed by AlSCO Canada Corporation in its place of business located at 414 - 45<sup>th</sup> Street East in the City of Saskatoon, in the Province of Saskatchewan, except the General Manager, Assistant General Manager, Sales Manager, Sales Persons, **Major Accounts Specialist**, Service Manager, two (2) District Managers, Office Manager, Customer Service Coordinator, Personal and Confidential Secretary,

Production Manager, Plant Manager, Credit Manager, Chief Engineer and Management Trainee. This Agreement shall also cover all employees employed at 707 E., McDonald Street, in the City of Regina, except the Depot Manager, Service Manager, Sales Persons and any positions similar to those exempt in Saskatoon.

4.02 It is agreed that a Management Trainee will not replace an in-scope employee.

#### **ARTICLE 5 - UNION SECURITY**

- 5.01 Every employee who is now or hereafter becomes a member of the Union shall maintain his membership in the Union as a condition of his employment and every new employee whose employment commences hereafter shall, within thirty (30) days after the commencement of his employment, apply for and maintain membership in the Union and maintain membership in the Union as a condition of his employment provided that any employee in the appropriate bargaining unit who is not required to maintain his membership or apply for and maintain his membership in the Union shall, as a condition of his employment, tender to the Union the periodic dues uniformly required to be paid by the members of the Union.
- 5.02 On commencing employment, the employee's immediate supervisor shall introduce the new employee to his Union Steward or Representative. An Officer of the Union shall be given the opportunity to meet with the new employee within regular working hours without loss of pay for a maximum of fifteen (15) minutes during the first week of employment for the purpose of acquainting the new employee with the benefits and duties of the Union membership and his responsibilities and obligations to the Company and the Union.

#### **ARTICLE 6 - DUES CHECKOFF**

- 6.01 Upon request in writing from any employee, the Company shall deduct and pay in periodic payments, out of the wages due to such employee, to the person designated by the Union to receive the same, on or before the 20<sup>th</sup> day of each month, the Union dues, initiation fees and assessments uniformly required from all employees. Names of employees hired, transferred, discharged, on compensation or absent due to illness or injury and all employees who have left the employ of the Company of their own accord shall be submitted to the Union once each month.

#### **ARTICLE 7 - MANAGEMENT RIGHTS**

- 7.01 The Union recognizes that the Company shall have the sole and exclusive right, except as otherwise specifically limited by the express provisions of this Agreement, to determine all matters pertaining to the management of its affairs, and that the direction of employees is fixed exclusively in the Company and without restricting the generality of the foregoing, the Union acknowledges that it is the exclusive right of the Company to:
- (a) Maintain order, discipline and efficiency;
  - (b) Organize and reorganize the work of employees;

- (c) Hire, appoint, discharge, promote, demote, classify, transfer, lay off, recall, suspend or otherwise discipline employees;
- (d) Make and enforce and alter from time to time rules and regulations to be observed by the employees;
- (e) Determine and change the operations of the Company; determine and change the locations where the Company's operations are carried on; determine and change the methods of carrying out the Company's operations; set reasonable standards for the performance of work; determine the work to be performed by employees; and determine the time or times an employee is to work;
- (f) Determine the nature and kind of operations conducted by the Company; the kind and location of equipment to be used; the right to subcontract; the extension, limitation, curtailment or cessation of operations; the right to sell, merge, consolidate or lease its operations or any part thereof; and to determine all other functions and prerogatives heretofore vested in and exercised by the Company which shall remain solely with the Company.

#### **ARTICLE 8 - GRIEVANCE PROCEDURE**

- 8.01 It is agreed during the life of this Agreement that neither party to this Agreement shall cause a suspension of work, strike, picketing, slowdown or lockout.
- 8.02 For the purpose of negotiating grievances, it is agreed that the Union shall set up a Grievance Committee consisting of not more than two (2) employees plus the grievor, if appropriate.
- 8.03
  - (a) Any disagreement or difference of opinion between the Company, the Union or the employees covered by this Agreement concerning the interpretation or application of the terms and provisions of this Agreement shall be considered a grievance. All grievances shall set out the matter complained of, the specific provisions of the Agreement allegedly violated, the remedy sought and must be signed by the grievor. It shall not be sufficient to allege a violation of the Agreement as a whole.
  - (b) All grievances of employees shall be submitted in writing and be taken up within ten (10) working days of their occurrence with the employee's Department Manager who shall render a written decision within five (5) working days to the Union Committee.
  - (c) If a satisfactory settlement cannot be reached under 8.03(b) of this Article, grievances shall be taken up within five (5) working days with the General Manager who shall render a decision in writing within five (5) working days to the Union Committee.
  - (d) It is understood and agreed that the Company has the right to file grievances with the Union. Such grievances shall be submitted, in writing, by the General Manager to

the Union Committee who shall reply in writing within five (5) working days.

- (e) (i) If a satisfactory settlement cannot be reached under 8.03(c) or (d) above, the grievance may be referred to arbitration within but not after ten (10) working days of the date of the decision rendered under 8.03(c) or (d) above. The parties to this Agreement agree to establish an independent Board of Arbitration in the following manner:
  - (ii) The Company and the Union shall, within ten (10) days after the referral to Arbitration, each select a member to represent them on a Board of Arbitration. The Company and the Union shall then, within ten (10) days of the referral to arbitration, select a Chairperson who is acceptable to both Parties. Upon failure to agree on a Chairperson within the time limit specified, either party may request the Dean of Law of the University of Saskatchewan to appoint a Chairperson. It is agreed that the expenses of the Chairperson of the Board of Arbitration shall be shared equally by both parties to this Agreement.
- (f) A decision of the Board of Arbitration shall be final and binding upon the parties. The Board may not, by its decision, modify, waive, abridge, alter or extend any of the terms of the Agreement, render a decision which is inconsistent with the terms of this Agreement, nor deal with any matter not covered by this Agreement. The Board of Arbitration may interpret the provisions of this Agreement but shall not deal with any matter not set forth in the copy of the grievance referred to in 8.03(a) of this Article.

8.04 Meetings between the parties concerning grievances of employees shall be held during regular working hours, unless otherwise mutually agreed upon. It is agreed that no employee duly appointed by the Union to the Grievance Committee or the grievor shall suffer loss of regular pay while taking part in meetings or negotiations with the Company with respect to grievances.

8.05 Time limits and procedures contained in this Article may only be extended by mutual agreement of the parties in writing.

## **ARTICLE 9 - HOURS OF WORK**

9.01 The Company retains the exclusive right to schedule hours of work of employees and additional shifts as may be necessary to provide coverage for the determined hours of operation. Without limiting the generality of the foregoing, normal hours of work will be as follows:

- (a) **Plant Employees** - The normal workweek for all plant employees shall be forty (40) hours, five (5) days per week, not exceeding eight (8) hours per day, Monday to Friday which shall be contained between 6:00 a.m. and 8:00 p.m. Selection of

a preferred shift shall be based on seniority provided there are sufficient qualified employees on each shift to ensure operational efficiency.

- (b) **Office Employees** - The normal workweek for all office employees shall be forty (40) hours, five (5) days per week, not exceeding eight (8) hours per day, Monday to Friday which shall be contained between 7:00 a.m. and 6:00 p.m. Selection of a preferred shift shall be based on seniority provided there are sufficient qualified employees on each shift to ensure operational efficiency.
- (c) **Route Sales Representatives** - The normal workweek for route sales representatives shall be five (5) days per week, Monday to Friday and forty (40) hours per week averaged over a four-(4) week period.
- (d) **Maintenance Employees** - The normal workweek for maintenance employees shall be forty (40) hours, five (5) consecutive days per week not exceeding eight (8) hours per day between Monday and Saturday. Selection of a preferred shift shall be based on seniority provided there are sufficient qualified employees on each shift to ensure operational efficiency.
- (e) Should the Company schedule additional shifts on a permanent basis, such new shifts shall first be offered to incumbent employees in accordance with the provisions of Article 17 of this Agreement.

- 9.02 All employees who are required to report for work on any day and do so report but for reasons of some breakdown or weather conditions are dismissed for the day, shall receive not less than four (4) hours' pay at regular rates. The employees shall perform such duties as the Company may require during that four (4) hour period.
- 9.03 It is understood and agreed that the provisions of this Article are only to provide a basis for calculating overtime compensation.
- 9.04 The Company agrees to guarantee to every full-time employee a minimum of thirty-seven (37) hours' work per week or pay in lieu of work except in the case of breakdown, weather conditions, incidents beyond the Company's control or while an employee is absent from work at his own request or as hereinafter provided.
- 9.05 Except in cases of emergency, when an employee is required to change their shift, they shall receive a minimum of one (1) week's written notice or the affected employee shall remain on his current shift schedule. Changes due to the unscheduled absences of other employees shall be considered an emergency.

## **ARTICLE 10 - OVERTIME**

- 10.01 (a) Overtime pay at one and one-half (1 ½) times an employee's regular rate shall be paid for all hours worked in excess of eight (8) hours in any one day or forty (40)



hours in a week, except as otherwise stated. Notwithstanding the above, overtime hours worked on a Sunday shall be paid at two times (2X) an employee's regular rate. No employee will be permitted to work any overtime without receiving the appropriate overtime pay as set out above.

- (b) (i) Route Sales Representatives shall receive the applicable overtime rates of pay for all hours worked over an average of forty (40) hours per week when averaged over a four (4) week period. There will be thirteen (13) such periods designated starting with the first two (2) pay periods of the calendar year. Route Sales Representatives will turn in weekly time sheets and any overtime hours worked must be justified by the employee and authorized by the Company.
- (ii) When overtime is required within the Production Departments, the overtime shall be offered on a seniority basis to employees who normally perform such work in the Department. If the assignment is not filled within the Department by this procedure, the Company may assign the overtime as deemed appropriate. If by error an incorrect overtime assignment is made, the Company may remedy this situation by offering the affected employee the next available overtime work in the Department.

10.02 Three (3) hours' advance notice shall be given employees when requested to work more than one (1) hour overtime except in case of a mechanical breakdown or incidents beyond the Company's control. Employees are expected to comply with any reasonable request for overtime and overtime shall be mandatory if the Company's request encompasses reasons of mechanical breakdown, requirements to meet customer needs, or incidents beyond the Company's control.

10.03 If an employee is required to work during his regular lunch period, he shall be entitled to equal time off in the same day.

10.04 An employee required to work more than two (2) hours' overtime continual in one day shall be provided with a meal up to a value of fifteen (\$15.00) dollars by the Company. This claim shall apply to overtime work on Saturday and Sunday after four (4) hours of work.

#### **ARTICLE 11 - REST PERIODS AND LUNCH BREAKS**

11.01 All employees shall be given, approximately midway during the first half and approximately midway during the second half of each eight (8) hour shift, a fifteen (15) minute rest period without deduction of pay. The Company shall provide suitable and sufficient restrooms for employees.

11.02 When employees are requested to work overtime and it is continuous with their regular hours, they shall be entitled to a fifteen (15) minute paid rest period before commencing overtime which is expected to last one (1) hour or more. If, however, the overtime is in excess of two (2) hours including the rest period, the employees shall receive a one-half (½) hour unpaid lunch break and a meal provided by the Company. This meal break is to be

taken at the end of the first two (2) hours of overtime. If, however, overtime is worked not continuous with regular working hours, employees shall receive their regular rest breaks as set out in Article 11.01.

- 11.03 All employees shall be entitled to a one-half (½) hour unpaid lunch break approximately midway during their shift.

## **ARTICLE 12 - WAGES**

- 12.01 Any employee required temporarily to fill another position paying a higher rate of pay who performs substantially all of the duties of that position shall receive this higher rate of pay for all hours worked in the higher paying position provided the employee fills the position for a period longer than one (1) hour on any one occasion. However, any employee required to work temporarily in a classification paying a lower rate of pay shall not have his rate reduced.
- 12.02 Pay shall be deposited by way of direct deposit to the employee's financial institution every second (2<sup>nd</sup>) Friday. A completed itemized computation of employee's pay, including the amount of deductions for sickness and statement of pay for statutory holidays shall be available on line to employees on pay day. Said pay cheque may be printed at one of the available kiosks on site. Except for money owing the Company, employees shall not have pay or earnings held back by the Company.
- 12.03 It is agreed that regardless of age or sex, the principle of equal pay for equal work shall apply.
- 12.04 Job classifications for all employees covered by this Agreement shall be as set out in Appendix "A" attached to and forming part of this Agreement and rates of pay applicable thereto shall be not less than provided therein.
- 12.05 (a) Rates of pay applicable to any new classifications that may hereafter be established shall be subject to negotiations and a supplementary Agreement between the Company and the Union shall be executed. The Company, however, reserves the right to temporarily fill the position and establish an interim rate of pay pending the conclusion of those negotiations. Said negotiations shall commence within thirty (30) days of the position being filled.
- (b) When the deletion of existing job classifications are deemed necessary or existing job classifications require changes because of changes in the character of duties and responsibilities as deemed necessary by the Company, the Union shall be advised in writing of the contemplated change. Thereafter, a meeting will be arranged between the Company and the Union to discuss such deletion or change.
- 12.06 (a) When an employee who is being paid the top rate for their classification is promoted from a classification at Production Worker 1 to Production Worker 2, their rate of pay

shall be increased to the top level for Production Worker 2 on promotion.

- (b) In all other circumstances, when an employee is promoted and their rate prior to promotion falls within the range provided in Appendix “A”, their rate of pay will not be reduced on promotion. Their rate of pay would be increased at such time as their experience in the new classification qualified them for an increase. For these purposes, they will be given credit for hours previously worked in the new classification under the provisions of Article 12.01. That is, if they have a combined total of 1040 hours worked in the new classification, the job rate would result in an increase, they will receive that higher rate and they will receive the top rate when the total combined hours worked is 2080 hours.

12.07 All hourly employees must have all their straight time and authorized overtime recorded on a time clock and shall be required to punch a time clock and shall be paid accordingly.

**ARTICLE 13 - STATUTORY HOLIDAYS**

13.01 The following days shall be observed as paid holidays:

- (a) New Year’s Day      Family Day      Good Friday      Victoria Day  
 Canada Day      Saskatchewan Day      Labour Day      Thanksgiving Day  
 Remembrance Day      Christmas Day      Boxing Day

and any other holiday when duly legislated by the Provincial Government as a Statutory Holiday. Any holiday falling on a weekend shall be observed on a day before or after the weekend as determined at the discretion of the Company.

**National Day for Truth and Reconciliation will be honoured by giving everyone on staff one (1) personal day to be taken at a mutually agreed upon time during the calendar year. It is understood that should the NDTR be recognized provincially the Company will honour that statutory day and this personal day shall be removed.**

- (b) **The Company will provide one (1) personal day off for all employees on staff after fifteen (15) years of service.**

**The Company will provide a second (2nd) personal day for all employees on staff after twenty-five (25) years of service.**

13.02 Any employee who works on any holiday as set out in 13.01 of this Article shall be paid, in addition to his statutory pay entitlements, an amount equal to one and one-half (1 ½) times his regular rate for all hours worked.

13.03 When any holiday or holidays as set out in Section 1 of this Article fall in an employee’s workweek, the workweek shall be reduced: by four (4) hours or one-half (½) day if a one-

half day holiday occurs; by eight (8) hours or one (1) day if a one-day holiday occurs; and by sixteen (16) hours or two (2) days if two holidays occur.

- 13.04 Part-time employees shall be compensated for statutory holidays in compliance with the Saskatchewan Employment Act.
- 13.05 There will be no entitlement to pay for the statutory holiday from the Company in cases where the employee is:
- (a) Being paid benefits under the Workers' Compensation Act for the week in which the Statutory Holiday is observed, or Absent from work due to disability during the week in which the Statutory Holiday occurs, or
  - (b) Is on approved leave of absence without pay for the week in which the Statutory Holiday occurs, or
  - (c) Is absent from work without authorization, on either the working day immediately before or after the Statutory Holiday.
- 13.06 In the case of an employee who is temporarily working in a classification calling for a higher rate than the employee's regular rate for a period of one (1) week or more, in which week the statutory holiday occurs then the employee's pay for the statutory holiday will be at the higher rate.

#### **ARTICLE 14 - ANNUAL VACATIONS**

- 14.01 (a) (i) For all employees, the vacation year for purposes of administering annual vacations shall be the calendar year (January 1<sup>st</sup> to December 31<sup>st</sup>).
- (ii) Vacations earned in the current calendar year shall be taken in the following calendar year.
- (iii) Employees with less than a full year of service shall receive one and one-quarter (1 ¼) days of vacation for each full month of service with pay based on three fifty-seconds (3/52) of the employee's total earnings in the previous year.
- (b) Three (3) weeks' vacation with pay based on three fifty-seconds (3/52nds) of an employee's total previous year's earnings shall be granted after one (1) year's service and after each subsequent year of service up to seven (7) years.
- (c) Four (4) weeks' vacation with pay based on one-thirteenth (1/13th) of an employee's total previous year's earnings shall be granted after seven (7) years' service and after each subsequent year of service up to fourteen (14) years.

- (d) Five (5) weeks' vacation with pay based on five fifty-seconds (5/52nds) of an employee's total previous year's earnings shall be granted after fourteen (14) years' service and after each subsequent year of service.
- (e) At each year end (December 31<sup>st</sup>), the applicable percentage shall be calculated on each employee's gross earnings and any amounts in excess of their regular rate of pay received previously by the employee as vacation pay shall be paid to each employee on the first full pay period in January of the following year.

14.02 Vacation periods are mandatory and will be allowed within Departments in a manner and at a time which will ensure operational efficiency. Employees shall have the right to take their vacation in one period of three (3) consecutive weeks or in two (2) separate periods of two (2) weeks' consecutive and one (1) separate, or in three (3) separate one-week periods. A maximum of one (1) week in one (1) day periods will be allowed as well. The same principle shall apply to employees who are entitled to four (4) or five (5) weeks' vacation.

14.03 In order to ensure operational efficiency, the Company reserves the right to limit the number of employees permitted to be on vacation from any Department at one time. Insofar as operational requirements will permit, vacations shall be awarded on the following basis:

- (a) **Vacation time shall be scheduled by seniority prior to March 15.**
- (b) Prime Time Vacation period shall be from May 1<sup>st</sup> to September 30<sup>th</sup>. Eligible employees shall be entitled to a minimum of two (2) weeks' vacation during this period.

Non-Prime Time Vacation period shall be from January 1<sup>st</sup> to April 30<sup>th</sup> and October 1<sup>st</sup> to December 31<sup>st</sup>. Employees may schedule an additional week or all of their vacation during non-Prime Time Vacation period. All vacation time scheduled after March 15<sup>th</sup> shall be done on a come first basis and/or mutual consent.

**Employees wishing to request vacation during the non-prime vacation period from January 1<sup>st</sup> to April 30<sup>th</sup> shall do so by December 15<sup>th</sup> of the prior year by seniority. Any vacation requests after December 15<sup>th</sup> for the above non-prime vacation period shall be done on a come first basis and/or mutual consent.**

- (c) Route Sales Representatives Only

Once the process has been completed as referred to in Article 14.03(a), further selection by employees and allocation of vacation periods shall be awarded on the basis of seniority as defined in Article 15.01, where there are only vacant weeks in the vacation schedule, then employees can claim a maximum of three (3) weeks of vacation during the prime time. During the prime time vacation period, the Company will allow two (2) RSRs off per week excluding those weeks that have statutory holidays within the week. All vacation time scheduled after March 31<sup>st</sup>

shall be done on a come first basis and/or by mutual consent.

- (d) Vacation request forms will be posted by January 1<sup>st</sup> for the following year. Employees shall designate their vacation preference by seniority subject to Article **14.03(b)** above. The vacation schedule will follow the standard 12-month calendar year. Employees shall not unduly hold up the vacation schedule.

Employees who fail to request their preference by March 15<sup>th</sup> shall receive vacation within the vacation period but only during those periods not already allotted. Vacation time not scheduled by March 15<sup>th</sup> shall be scheduled by mutual consent. The Union shall receive copies of all vacation request forms.

- (e) The vacation schedule shall be prepared by the Company and the Union Shop Steward and posted no later than March 31<sup>st</sup>.

The Company and the Union Shop Steward shall adjudicate any conflicting vacation scheduling.

- 14.04 When a holiday occurs during an employee's vacation, an extra day's vacation shall be granted or pay in lieu thereof if the employee so agrees. Pay for such holiday shall be paid to the employee at the time he receives his annual vacation pay. The employee shall signify to the Company, in writing, one (1) week in advance, as to whether he wishes an extra day off or pay in lieu thereof. The extra day off may be taken at a time mutually agreed to by the employee and his supervisor prior to the employee's next annual vacation.
- 14.05 Employees shall receive their vacation pay on their regular paydays or, upon giving the Company not less than two (2) weeks' notice, employees may receive their vacation pay on their last paycheque before their scheduled vacation date.
- 14.06 If the employment of any employee is terminated any time after the commencement of his employment, the Company shall pay to him, in addition to all other amounts due to him, any unused earned vacation entitlements.
- 14.07 Vacation that has been scheduled during any periods of Workers' Compensation or Weekly Indemnity must be taken prior to returning to work or, if mutually agreed, may be rescheduled.
- 14.08 Request for non-scheduled holidays shall be made two (2) weeks prior where possible of the requested date(s). Confirmation shall be given a minimum of one (1) week prior to the non-scheduled requested date.

## **ARTICLE 15 - SENIORITY**

- 15.01 New employees shall be on probation for a continuous period of employment consisting of sixty-three (63) days' worked for Wash or Production employees and ninety (90) days'

worked for employees in Delivery, Office or Maintenance/Engineering during which time

they may be dismissed without reference to seniority. The termination of a probationary employee shall be deemed to be for just cause and shall not be the subject of a grievance under this Agreement. After successful completion of the probation, seniority shall then be established from the date an employee first permanently entered the service of the Company. Seniority of part-time employees shall be based on actual straight time hours worked. It is agreed that seniority shall be based on continuous service with the Company.

- 15.02 The Company shall prepare a seniority list of all employees in January and June of each year showing seniority date and classification. The list shall be posted in places accessible to all employees and a copy shall be forwarded to the Local Union Office. Any errors in the seniority list shall be reported in writing to the Company within fifteen (15) days from the date of posting. Any errors in the seniority list shall be corrected and a new seniority list shall be posted.
- 15.03 If an employee is on an approved unpaid leave of absence in excess of thirty (30) days, he shall retain his accrued seniority but shall not accumulate additional seniority while on such leave.
- 15.04 Seniority shall be forfeited:
- (a) by dismissal for cause;
  - (b) by an employee failing to report for work on recall after layoff within five (5) working days;
  - (c) by voluntarily leaving the service of the Company;
  - (d) if an employee is laid off for more than twelve (12) months;
  - (e) if an employee is absent from work due to accident or sickness for a period exceeding twenty-four (24) months;
  - (f) by an employee being employed in an out-of-scope position for a period in excess of six (6) months.
- 15.05 Relief employees shall be defined as employees employed for one of the following reasons:
- (a) To fill short-term needs which are expected to be of less than six (6) months' duration; or
  - (b) To fill positions resulting from the absence of another employee due to sickness, vacation or accident or other approved leaves;
  - (c) As not to be used to cause a reduction in full-time hours;

- (d) Subject to the foregoing, any relief employee who continues in a position beyond the period of illness, injury or parental leave for which he is relieving and it is confirmed that the incumbent employee will not be returning to work, a full-time permanent position shall be filled in accordance with Article 17.
- (e) Relief employees who have worked ninety (90) days or more in the last six (6) months shall be given preference over outside applicants for full-time vacancies in the Department in which they work and be given consideration for full-time vacancies outside the Department in which they work when their qualifications and ability are sufficient to perform the duties of the vacant position in an efficient manner. For the purposes of this clause, Departments shall be defined as Office, Route Sales Representatives, Wash Floor and Production.

15.06 No employee shall be transferred to a position outside the bargaining unit without his consent. If an employee is transferred or promoted to a position outside of the bargaining unit, he shall retain his accumulated seniority and a right to return to his former position for a maximum of six (6) months while on probation in the new position. If the employee is outside of the bargaining unit longer than the above mentioned six (6) months and is subsequently rehired to the bargaining unit, his seniority shall commence effective the first day he is returned to the bargaining unit.

## **ARTICLE 16 - LAYOFFS AND RECALLS**

- 16.01 In the event of a layoff, senior employees shall be retained, provided that they have the required and sufficient qualifications and ability to perform the work to be done. Any employee laid off shall be returned to work in order of seniority, provided that they have the required and sufficient qualifications and ability to perform the work being resumed. A layoff shall be defined as a period of more than six (6) consecutive calendar days during which no work is available for the employee.
- 16.02 When the Company wishes to recall an employee who has been laid off, they shall notify such employee by Registered Letter addressed to the employee's last known address and shall notify the Union of this action. The employee shall have forty-eight (48) hours after being notified by the Company to advise the Company of his intention to return to work and must do so within seven (7) days of having informed the Company. The Company may telephone an employee but if the employee cannot be reached personally, the Registered Letter must be sent.
- 16.03 If it is necessary to send employees home because of a shortage of work during the workweek, the employees in the Department affected with the least seniority shall be sent home provided the remaining employees in the Department are qualified and able to perform the remaining work.



- 16.04 When layoffs of employees are to be made, the Company shall determine what jobs are to be left vacant or abolished and the number of employees to be laid off.

### **ARTICLE 17 - PROMOTIONS AND VACANCIES**

- 17.01 Any full-time vacancies or any new full-time positions created during the life of this Agreement shall be posted on the Notice Board.
- 17.02 A period of five (5) working days shall be allowed employees in which to make written application for any such vacancies or new positions.
- 17.03 All such vacancies or new positions shall be filled on the basis of seniority when qualifications and ability are sufficient to perform the duties of the position in an efficient manner. When the position is to be filled, the Union shall be notified of the name of the successful applicant within ten (10) days of the appointment being made.
- 17.04 All employees filling a new position or vacancy shall be on probation in the new position for a period of sixty-three (63) days' worked. If such employee does not perform the duties satisfactorily during such time, he shall be reverted by the Company to his former position at his former rate of pay without loss of seniority. Employees will receive training for the position during the probationary period appropriate to the position.

### **ARTICLE 18 - LEAVE OF ABSENCE**

- 18.01 Upon giving the Company at least seven (7) days' notice in writing, a maximum of two (2) employees, who cannot be from the same department, elected or selected as a delegate to attend business meetings in connection with the affairs of the Union shall be granted leave of absence without pay for a period not exceeding seven (7) days and without loss of seniority or any other rights enjoyed by such employee.
- 18.02 Insofar as operational efficiency will permit, not more than one (1) employee who is elected or selected to do Union work may, upon request and upon giving the Company not less than thirty (30) days' notice, be granted up to six (6) months' leave of absence in any one year without pay and, upon return to work without loss of seniority or any other rights enjoyed by such employee prior to such leave of absence.
- 18.03 Employees shall be granted parental and adoption leave in compliance with applicable provincial legislation.
- 18.04 The Company agrees to pay lost straight-time wages for Collective Bargaining negotiations for up to three (3) employees up to an aggregate total of sixty (60) hours' pay for any contract renewal.
- 18.05 (a) In the event of a death of an employee's parents, legal guardian, grandparents, children, grandchildren, sister, brother, spouse, step-parents, mother-in-law,

father-in-law, sister-in-law, brother-in-law, spouse's grandparents, step-son or step-daughter, the employee will be granted up to five (5) working days with pay to attend the funeral.

If the employee is not attending the funeral, he shall be granted a minimum of two (2) working days with pay. An additional three (3) working days with pay may be granted at the Department Manager's discretion.

- (b) Employees shall be allowed to utilize sick days in order to care for a sick spouse and/or child.
- (c) In the event that an employee is on vacation and there is a death in his immediate family, access shall be given to the appropriate bereavement leave and affected vacation shall be rescheduled with pay at a mutually agreed date.

18.06 An employee may request a leave of absence through a written application stating the requested date for commencement of the leave and the date of return to work. The Company may grant the requested leave of absence without pay and will advise the employee of the decision in writing. **Such leave shall be exclusive of all other leaves and vacations. A copy of the leave shall be forwarded to the Union.** Seniority shall not accumulate during the period of such leave of absence.

18.07 Subject to any other provision of this Agreement, an employee will receive the pay and benefits provided for in this Agreement when on unpaid leave of absence for Union work or conventions. However, the Union shall reimburse the Company for all pay and benefits during the period of absence.

## **ARTICLE 19 - SAFETY AND HEALTH**

19.01 The Company shall make provisions for the safe and healthy working conditions of the employees during working hours in full compliance with the provincial Occupational Health and Safety Regulations or as amended.

19.02 A first aid box as defined by St. John's shall be maintained on each floor and in each truck, plus a couch or cot in the plant where injured or ill employees may be cared for. One person employed by the Company shall be appointed to look after same.

19.03 An employee to a maximum of **four (4)** people required to take a course in first aid may do so and, upon successful completion of such course, the tuition fee shall be paid for by the Company provided so arranged with the Company beforehand. The course is to be taken on the Company's time and the employee shall not suffer a reduction in pay.

19.04 There shall be a Safety Committee composed of equal representation on behalf of the Company and the employees and regular meetings of the said Committee shall be scheduled. Special meetings may be called to deal with legitimate pressing safety

concerns. The employees on the Safety Committee shall be elected and be reflective of the numbers in their respective departments.

19.05 The Company will maintain adequate and clean lunch rooms and toilet facilities for the benefit of all employees.

19.06 All trucks shall be properly serviced and equipped to meet legal requirements of health and safety. Every reasonable attention will be given to any truck reported in need of service or repairs by the driver thereof.

The Company shall be responsible for the testing of trucks as required by applicable Civic, Provincial or Federal Governments.

19.07 In order to acquaint employees with proper exiting of the Plant during a fire, the Company will actively practice no less than two (2) fire drills per calendar year.

19.08 In cases where a maintenance employee is required to work alone, the Company shall supply a working mobile communication device when necessary.

## **ARTICLE 20 - EMPLOYEE BENEFITS**

20.01 The Company will provide Group Insurance Benefits to full-time employees who have completed the probationary period (see Article 15.01) with the Company as follows:

(a) **Life and Accidental Insurance**

Life Insurance and A.D. & D. in the amount of \$50,000.00. The Company will pay 100% of the premiums. Coverage provided by Assumption Life.

(b) **Extended Health Care Program**

Extended Health Benefits provided through Group Medical Services - Blue Cross as outlined in the attached brochure. The Company will pay 100% of the standard non-rated premiums. Where more than one spouse is employed, only one premium will be paid.

Provide for Employee Swipe Cards.

Prescription Drugs - \$600.00/annum;

Increase coverage to \$400.00 per year per specialist (Chiroprapist, Chiropractor,

Osteopath Podiatrist, Naturopath, Orthotics and orthopedic Footwear) and Psychologist, Massage Therapy by physician referral.

Vision Care - Increase to \$350.00/2 years

Vision Care for children - \$350.00/year

Safety Glasses – If required by the Company for the job and agreed to by the Company, the Company shall pay for the cost of a basic pair of safety prescription glasses.

Add Hearing Aids

(c) **Long Term Disability Insurance**

Long Term Disability Insurance with a one hundred and nineteen (119) day waiting period and benefits at 60% of earnings to a maximum benefit of \$2,000.00. The Employee will pay 100% of the premiums. The Employer will pay 100% of all other Health Care Premiums in Article 20.01(a)(b)(d). Coverage provided by Assumption Life.

(d) **Weekly Indemnity Benefit**

A. Weekly Benefit

- 1) ***Benefit Amounts***  
66 2/3% of weekly income  
Benefit amounts are rounded to the next highest dollar
- 2) ***Taxability of Benefits***  
Benefits are non-taxable
- 3) ***Payment Basis***  
Benefits are payable on a workday basis

B. Elimination Period

- 1) ***Accident***  
4 days on a workday basis
- 2) ***Illness***  
4 days on a workday basis
- 3) ***Hospitalization***  
Nil

C. Maximum Benefit Period

17 weeks

If the participant attains the age of 65 during the course of such a period, the maximum benefit period for such disability may not exceed 26 weeks.

D. Termination of Benefit

At the earlier of the participant's retirement or attainment of age 65.

20.02 Notwithstanding any provisions of this Agreement, the terms of any group insurance policy and plan shall govern in all respects relative to eligibility for participation and benefit coverage.

20.03 **Sick Leave**

- (a) Upon completion of the probationary period, each full-time employee shall accrue eight (8) hours per month of sick leave credits to a maximum of seventy-two (72) hours per calendar year.
- (b) Employees shall be compensated in cash for fifty percent (50%) of any unused sick leave credits in excess of three (3) days on the first full pay period in January of each year. Employees shall be compensated in cash for one hundred (100%) percent of any unused sick leave credits in excess of three (3) days if no time loss has occurred in that calendar year. Payments shall be calculated only on sick leave credits of said calendar year. However, at their option, employees may carry over into the following year up to ten (10) days of accumulated sick leave credits.
- (c) It is understood that employees accumulate sick leave credits as set out above for periods of paid vacations, statutory holidays, paid compassionate leave and any other periods for which pay is received by the employee from the Company in accordance with the Collective Agreement.
- (d) In order to be eligible for sick pay, employees must contact their supervisor and/or Company answering machine (voice mail) as soon as possible. Employees must call in not less than thirty (30) minutes prior to commencement of their scheduled shift. Any abuse of this section will render the employee ineligible for sick pay.
- (e) If it is mutually agreed that an employee appears to have developed an unacceptable pattern of sick leave, the Company may require a medical certificate for any additional absences. The Company agrees to reimburse the employee for the cost of a medical certificate only as may be requested by the Company.

20.04 **Dental Plan**

- (a) The Company agrees to contribute premium contributions to the Retail, Wholesale and Department Store Union Dental Plan at a rate of **thirty-nine (\$.39) cents per**

**hour per employee. Effective January 1, 2023, forty (\$ .40) cents. Effective January 1, 2024, forty-one (\$ .41) cents.** The contributions will commence upon the implementation of the Plan by the Union.

- (b) It is understood that contributions shall be made for all compensable weeks (or fraction thereof) paid for by the Company for each full-time employee in the bargaining unit who has completed their probationary period with the Company (see Article 15.01). Each week paid for shall include periods of paid vacations, statutory holidays, paid compassionate leave and any other periods for which pay is received by the employee from the Company in accordance with the Collective Agreement and shall be counted as time for which contributions are payable.
- (c) It is agreed that in the event the Government of Canada or the Province of Saskatchewan provides a non-contributory Dental Care Plan with similar benefits, the Company's obligation to continue contributions to the Dental Plan shall cease. It is further understood that should a Government Plan duplicate these benefits then these benefits shall be deleted from the Dental Plan and the Company's contribution in respect to the cost of these benefits shall cease.
- (d) The Company agrees to submit payment to the Retail, Wholesale and Department Store Union Dental Care Fund at the time that Union dues are submitted to the Union together with a list of names for whom the contributions have been made and any changes in dependent status, additions of new employees or deletions of employees, terminated or laid off, on forms to be supplied by the Union.

#### 20.05 **Teamsters/RWDSU General Workers Pension Plan**

**Section 1.** For the duration of the current Collective Agreement between the Union and the Company and any renewals or extensions thereof, the Company agrees to

continue payments to the Pension Trust Fund as herein set forth to provide pension benefits for employees of the Company. Such contributions shall be as follows:

- (a) Effective October 1, 2014, for each employee working in job classifications covered by the Collective Agreement, Company contributions shall be 6.0% of his gross earnings.

**Section 2.** Each employee shall contribute contributions as follows:

Effective October 1, 2014, employee contributions shall be 6.0% of gross earnings.

**Section 3.** Such contributions shall be paid into the Teamsters/RWDSU General Workers Pension Plan Trust Fund (hereinafter called the "Trust Fund"). The terms of the Pension Plan established for the employees shall be determined by the Trustees of that Trust Fund and the administration of the

Plan shall be carried out by the Trustees of that Trust Fund in accordance with the Trust Agreement governing the Fund.

It is understood that contributions shall be payable for eligible employees in respect to the earnings of employees whether said employees are permanent, temporary or seasonal or full-time or part-time employees and regardless of whether or not they are members of the Union. It is further understood that each day or hour paid for, including days or hours of paid vacation, paid holidays or other days or hours for which pay is received by the employee in accordance with the Collective Agreement shall be counted as days or hours for which contributions are payable.

**Section 4.** While an employee who is a member of the Pension Plan is in receipt of benefits under the Long-Term Disability Plan, the Company shall contribute an amount equal to the employee and employer contributions of such member's earnings at the time of disability for a maximum of twenty-four (24) months.

**Section 5.** (a) Contributions along with a list of employees for whom they have been made and the amount of contribution by or in respect to each employee and his covered earnings shall be forwarded by the Company to the Custodian of the assets of the Plan.

(b) Such payments shall be made to the Custodian appointed under the Trust Fund for each pay period not later than 21 days after the end of each pay period. The Company shall, within the said period of 21 days, mail a list of the members of the Plan and Trust covered by each such remittance to the Administrator of the Trust Fund showing for

each member his gross earnings and voluntary contribution, if any, for the period covered by the remittance. The Company further agrees to submit a completed change in status form with respect to each member whose status under the Plan changes on or about the date of such change in status and also agrees to submit to the said Administrator within sixty (60) days following the end of such plan year a listing of all persons who were members of the Plan during such plan year showing, for each member, his gross earnings received during the plan year.

**Section 6.** The Company agrees to be bound by all the terms, conditions and provisions of the Teamsters/RWDSU General Workers Pension Plan and Trust Fund and for such purpose to execute such documents as may be required to constitute the Company a party of the Second Part (Employer) to the Agreement and Declaration of Trust under which the said Pension Trust is established.

20.06 Employees other than full-time employees shall qualify for group benefits as may be provided by the Labour Standards Act or other applicable legislation.

### **ARTICLE 21 - NOTICE BOARDS**

21.01 A suitable notice board shall be provided by the Company for the use of the Union to be located in the coffee room easily accessible and conspicuous to employees.

### **ARTICLE 22 - LAYOFF AND TERMINATION OF EMPLOYMENT**

22.01 Except for just cause other than shortage of work, the Company shall not discharge or lay off any employee who has been in its service for at least three (3) months without giving that employee at least:

- (a) one (1) week's written notice or pay in lieu of notice if his period of employment is less than one (1) year;
- (b) two (2) weeks' written notice or pay in lieu of notice if his period of employment is one (1) year or more but less than three (3) years;
- (c) four (4) weeks' written notice or pay in lieu of notice if his period of employment is three (3) years or more but less than five (5) years;
- (d) six (6) weeks' written notice or pay in lieu of notice if his period of employment is five (5) years or more but less than ten (10) years;
- (e) eight (8) weeks' written notice or pay in lieu of notice if his period of employment is ten (10) years or more.

### **ARTICLE 23 - MISCELLANEOUS**

23.01 The Company will inform the Union of any full-time vacancies which have not been filled as a result of Article 17.

23.02 Employees shall be required to wear uniforms which shall be supplied and maintained by the Company at no cost to the employees. Such uniforms shall remain the property of the Company and shall be returned upon termination of employment or the Company shall be reimbursed for its landed cost of replacement.

- 23.03 (a) The Company shall pay the total cost of all Route Sales Representatives' uniforms including heavy winter jackets.
- (b) All Route Sales Representatives' uniforms shall remain the property of the Company and shall be returned by the Route Sales Representatives to the Company upon termination of employment. It is understood that the Route Sales Representatives shall be allowed to wear the uniform to and from work if so desired.



- (c) All heavy winter jackets purchased by the Company shall be cleaned and maintained by the Company and will remain the property of the Company at all times.
- 23.04 (a) Route Sales Representatives shall be supplied with a renewal of the basic Premium for the class of License required by the Province of Saskatchewan to legally operate the vehicle they are required to operate. RSRs choosing to purchase a five (5) year license shall be reimbursed the appropriate amount yearly to a maximum equal to the original disbursement. This will also include Maintenance 4<sup>th</sup> Class Engineer Certification License.
- (b) All employees who are required to operate vehicles shall be required to possess and maintain a valid Saskatchewan Operator's License with valid endorsements as may be required by Company policy or applicable legislation.
  - (c) Employees shall be responsible for immediately advising the Company of any restrictions placed on their Operator's License. Failure to do so will be deemed just cause for termination.
  - (d) All employees who are required to operate vehicles shall be required to authorize the Company to obtain their Drivers Abstract before selection for the position and on an annual basis thereafter. The Company reserves the right to relieve employees with an unsatisfactory record from their employment.
  - (e) Should the Company incur additional insurance costs due to the driving record of any employee who is required to operate a Company vehicle, such additional costs shall be recovered from the employee by payroll deduction.
  - (f) Any employee receiving a traffic violation is responsible to inform the Company immediately of such and is responsible for any financial obligation this may bring.
- 23.05 The Business Representative of the Union shall be admitted to the lunch room to conduct the legitimate affairs of the Union, with the prior permission of management, provided there is not a disruption of the employees or their working schedules.
- 23.06 The Company will not contract out or lease any of its operations that might lead to the layoff of its then present staff.
- 23.07 No Union employee shall be required to cross a legal picket line.
- 23.08 Route Sales Representatives shall be reimbursed by the Company for out-of-town overnight trips. The rate of reimbursement shall be:
- (a) The cost of sleeping accommodation at a hotel or motel arranged by the Company.

- (b) A **sixty-five (\$65.00) dollar** per diem per overnight route shall be paid to RSR's to cover costs of meals (**Date of Ratification**). A **seventy (\$70.00) dollar per diem per overnight route as of October 1, 2024**. This per diem does not require receipts or a Company expense report.
- (c) The cost of one (1) personal telephone call home (not to exceed five (5) minutes in duration).

23.09 The Company shall subsidize the cost of CSA approved safety boots for Maintenance and Wash Floor employees once annually on proof of purchase to a maximum payment of **two hundred and fifty (\$250.00)** dollars including taxes.

RSR's shall be subsidized to a maximum of **two hundred and seventy-five (\$275.00)** dollars including taxes once annually but may purchase two (2) pairs of boots to achieve this amount. Such employees shall be required to wear CSA approved boots at all times while on duty. Should a customer require specialty footwear exceeding these costs, the Company agrees to pay the full amount to the RSR who is assigned to said route.

23.10 The Company shall provide RSR's a hand-held device that allows communication with head office in the course of their daily duties during their shift.

#### **ARTICLE 24 - DISCHARGE AND SUSPENSION**

24.01 An employee other than a probationary employee as provided in Article 15.01, considered by himself to be wrongfully discharged or suspended, shall be entitled to a Hearing under Article 8, Grievance Procedure.

24.02 The Company shall have the right to discharge, without notice, an employee upon any of the following grounds:

- (a) Theft;
- (b) Untrustworthiness;
- (c) Sabotage, gross negligence or willful destruction of Company property;
- (d) Consuming alcohol or non-prescription (illegal) drugs while on duty;
- (e) Intentional falsification of any Company records or documents including employment application;
- (f) Reporting for work where his ability to perform his job satisfactorily is affected as a result of the use of alcohol or non-prescription (illegal) drugs;

- (g) Unauthorized disclosure of confidential information regarding the affairs of the Company or any of its clients or customers;
- (h) Misappropriation of funds, embezzlement or any other fraudulent act;
- (i) Insubordination;
- (j) Accepting gifts or benefits, the offer of which arises out of or accrues to the employee by reason of his employment by the Company.

24.03 It is further understood that the provisions of this Article are not restrictive of the Company's rights to discharge an employee for other reasons which constitute just cause.

24.04 Records of written reprimand shall not be used against an employee after a lapse of one (1) year in which the employee has had a clear disciplinary record.

Records of disciplinary suspension shall not be used against an employee after a lapse of one (1) year in which the employee has had a clear disciplinary record.

#### **ARTICLE 25 - JURY DUTY PAY**

25.01 An employee summoned to jury duty or subpoenaed as a Crown witness shall be paid wages amounting to the difference between the amount paid them for jury service and the amount they would have earned had they worked on such days.

#### **ARTICLE 26 - SEVERANCE PAY**

##### **26.01 Advance Notice**

Should the Company decide to install new advanced mechanical equipment, change methods or close down any of its operations that would result in the termination or layoff of a significant number of employees as defined in the Saskatchewan Employment Act, it will give the Union and its Committee three (3) months' advance notice. It is understood the parties shall then discuss the question of retraining or application of severance pay.

##### **26.02 Severance Pay**

When employment is terminated by the Company for reasons other than set forth under 26.03 below, the Company, in addition to accrued vacation pay, shall pay:

- (a) No termination pay will be paid for service up to one (1) year;
- (b) One-half (½) week's current earnings will be paid for each of the next four (4) years

or fraction thereof;

- (c) One (1) week’s current earnings for each year or fraction of a year in excess of five (5) years and up to the actual date of termination.

26.03 The above shall not apply when an employee resigns or is discharged for cause.

**ARTICLE 27 - NO DISCRIMINATION AND SEXUAL HARASSMENT**

27.01 No employee shall be discriminated against in any manner by either party to this Agreement because of Union activities or because of race, colour, creed, sex, age or political beliefs.

27.02 The Union and the Company recognize the right of employees to work in an environment free from harassment and sexual harassment and the Company undertakes to discipline any person employed by the Company engaging in the harassment or sexual harassment of another employee.

27.03 The Harassment Letter of Understanding #4 between AlSCO Canada Corporation and Retail, Wholesale and Department Store Union, Local 558 as contained in this Agreement may be used as a guideline to define sexual harassment and shall form part of this Agreement.

27.04 Grievances under this Article will be handled with all possible confidentiality and dispatch. Under this Article, any step of the Grievance Procedure may be waived.

**ARTICLE 28 - DURATION OF AGREEMENT**

28.01 This Agreement shall be effective from **November 28, 2023** and shall remain in effect until **September 30, 2026** and thereafter from year to year, unless either party, not less than sixty (60) days or more than one hundred and twenty (120) days before the expiry date of this Agreement, gives notice in writing to the other party to terminate this Agreement or to negotiate a revision thereof.

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

\_\_\_\_\_  
Shawn Snyder

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Yves Van Der Auwera

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Glenn Grant

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Deen Maharaj

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Rocky Luchsinger, Representative

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**APPENDIX "A"**  
**JOB CLASSIFICATION AND WAGE APPENDIX**

CLASSIFICATION	Current Rate	Oct 1/22	Oct 1/23	Oct 1/24	Oct 1/25
% Increase		3.00%	2.75%	2.75%	2.75%
<b>I Production Worker 1</b>					
Flat Dept, Tunnel, Press					
<b>Inspector, Bundler</b>					
Start	\$16.14	\$16.63	\$17.09	\$17.55	\$18.04
After 63 Days	\$17.09	\$17.60	\$18.09	\$18.59	\$19.10
After 9 months	\$18.04	\$18.58	\$19.10	\$19.62	\$20.16
After 12 months	\$18.99	\$19.56	\$20.10	\$20.65	\$21.22
<b>II Production Worker 2</b>					
<b>Stockroom asst.</b>					
<b>Seamstress, Assembler</b>					
Start	\$16.46	\$16.95	\$17.42	\$17.89	\$18.39
After 63 Days	\$17.42	\$17.95	\$18.44	\$18.95	\$19.47
After 9 months	\$18.39	\$18.94	\$19.47	\$20.00	\$20.55

After 12 months	\$19.36	\$19.94	\$20.49	\$21.05	\$21.63
<b>III Dryer Operator/Washer Helper</b>					
<b>Mat Person/Check In</b>					
Start	\$16.59	\$17.09	\$17.56	\$18.05	\$18.54
After 63 Days	\$17.57	\$18.10	\$18.59	\$19.11	\$19.63
After 9 months	\$18.54	\$19.10	\$19.63	\$20.17	\$20.72
After 12 months	\$19.52	\$20.11	\$20.66	\$21.23	\$21.81
<b>IV Head Washer/Utility Laundry Worker</b>					
Start	\$17.59	\$18.11	\$18.62	\$19.13	\$19.65
After 63 Days	\$18.62	\$19.18	\$19.71	\$20.25	\$20.81
After 9 months	\$19.66	\$20.24	\$20.81	\$21.38	\$21.96
After 12 months	\$20.69	\$21.31	\$21.90	\$22.50	\$23.12
<b>V Maintenance Person</b>					
Start	\$17.59	\$18.11	\$18.62	\$19.13	\$19.65
After 90 Days	\$18.62	\$19.18	\$19.71	\$20.25	\$20.81
After 9 months	\$19.66	\$20.24	\$20.81	\$21.38	\$21.96
After 12 months	\$20.69	\$21.31	\$21.90	\$22.50	\$23.12
<b>VI Office Clerk</b>					
Start	\$17.09	\$17.60	\$18.08	\$18.58	\$19.09
After 90 Days	\$18.09	\$18.63	\$19.15	\$19.67	\$20.21
After 9 months	\$19.10	\$19.67	\$20.21	\$20.76	\$21.34
After 12 months	\$20.10	\$20.70	\$21.27	\$21.85	\$22.45
<b>VII Lead Hand</b>					
	\$21.07	\$21.90	\$22.50	\$23.11	\$23.74
pay level 8 + \$0.25					
<b>VIII Stockroom / Order Desk</b>					
	\$21.02	\$21.65	\$22.25	\$22.86	\$23.49
<b>IX Shuttle Driver</b>					
Start	\$18.60	\$19.16	\$19.69	\$20.22	\$20.78
After 90 Days	\$19.69	\$20.29	\$20.84	\$21.41	\$22.00
After 9 months	\$20.79	\$21.41	\$22.00	\$22.61	\$23.23
After 12 months	\$21.88	\$22.54	\$23.16	\$23.80	\$24.45
<b>X Route Sales Representative</b>					
Start	\$884.47	\$911.00	\$936.05	\$961.79	\$988.24
After 90 Days	\$936.50	\$964.59	\$991.12	\$1,018.37	\$1,046.38
After 9 months	\$988.52	\$1,018.18	\$1,046.18	\$1,074.94	\$1,104.51
After 12 months	\$1,040.55	\$1,071.77	\$1,101.24	\$1,131.52	\$1,162.64

<b>XI Commissioned Earnings</b>					
<b>51% of wkly guarantee</b>	\$530.68	\$546.60	\$561.63	\$577.08	\$592.95
<b>Plus Route Net Volume Percentage, 4.25% Yr1, 4.30% Yr2, 4.35% Yr3, 4.4% Yr 4</b>					
(Linen Volume, Loss and Abuse, COG, Direct Sale, Facility Service and Service Charge)					
<b>on their route plus sales commissions of 4:1 for linen, 8:1 for Garments, Dust Control and All Fresh products.</b>					
<b>Payment on renewal of Service Agreements based on volume and Year End Bonus based on 95% of route customers signed.</b>					
However, Route Persons will receive the minimum weekly earnings set out above if the calculated earnings provide less.					
<b>XII Utility RSR</b>					
Start	\$941.84	\$970.10	\$996.78	\$1,024.19	\$1,052.36
After 90 Days	\$997.25	\$1,027.16	\$1,055.41	\$1,084.44	\$1,114.25
After 9 months	\$1,052.65	\$1,084.23	\$1,114.05	\$1,144.68	\$1,176.17
After 12 months	\$1,108.05	\$1,141.29	\$1,172.68	\$1,204.93	\$1,238.07
<b>To be paid same rate of pay as the route being relieved if higher.</b>					
<b>XIII 4th Class Engineer</b>					
Start	\$23.74	\$24.45	\$25.13	\$25.82	\$26.53
After 90 Days	\$25.14	\$25.89	\$26.60	\$27.33	\$28.09
After 9 months	\$26.53	\$27.33	\$28.08	\$28.85	\$29.65
After 12 months	\$27.93	\$28.77	\$29.56	\$30.37	\$31.21

Note #1:

**WORK IN OTHER CLASSIFICATIONS**

It is understood between the parties that the job classifications listed above shall be used for the purposes of identifying job positions and applicable rates of pay. The Company will have the right to transfer employees to other job classifications where they may be needed as required for operational efficiency, subject to the provisions of Article 12.01 of this Agreement.

Note #2:

**FIRST AID PREMIUM**

All employees, designated by the Occupational Health and Safety Committee, who hold the required First Aid certification, shall be paid a premium of thirty cents (\$0.30) per hour over their applicable rate of pay.

Note #3:

**SHIFT DIFFERENTIAL**

A shift differential of fifty cents (\$0.50) shall be paid for all regular hours worked between 8:00 p.m. and 6:00 a.m.

**LETTER OF UNDERSTANDING #1**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE UNION,  
LOCAL 558**

**Re: Teamsters/RWDSU General Workers Pension Plan**

This letter sets forth the Agreement reached with regard to the pension arrangements for the Employees represented by the Union (“Employees”) of the Company, during the term of the Agreement between the parties.

(a) **MEMBERSHIP**

- (i) All existing Employees, including Employees in receipt of Long Term Disability benefits or Workers’ Compensation benefits, shall automatically become covered under the Teamsters/RWDSU General Workers Pension Plan and Trust Fund (the “Trust Fund”) as of April 1, 1998.



- (ii) All future Employees shall automatically become covered under the Trust Fund on the first day of the month following the date on which the employee has completed one (1) year of employment.
- (iii) **Where an employee has previously met the eligibility requirements for the pension plan, retired/ceased employment from the Company, and is subsequently rehired at any time, pension contributions shall be made by both parties calculated from the date of rehire.**

(b) **STRUCTURE OF TRUST**

The Company shall become an Employer in the Trust Fund and the Union shall become a participating Union in the Trust Fund. It is understood that the provisions of the Trust Agreement are as follows:

- (i) The Trust Agreement is entered into by the participating unions (“the Union”) and the Trustees.
- (ii) The Board of Trustees consists of at least three (3) Trustees who are appointed by the Unions.
- (iii) The Trustees have complete authority and are responsible for the operation of the Trust Fund and the selection of all persons, firms or organizations who shall serve the Trustees.
- (iv) The Trust Fund does not require any participating Company or the Union to guarantee the benefits or assure the solvency of the Fund and it is understood and agreed that the Company has no obligation to finance the benefits promised under the Trust Fund beyond making contributions pursuant to its Collective Agreement with the Union. It is the responsibility of the Trustees to ensure that the Trust Fund satisfies the minimum funding and solvency requirements of the Pension Benefits Act of Saskatchewan. The Trust Fund provides for the reduction of benefits for the purpose of meeting the prescribed tests for solvency of the Trust Fund subject to the approval of the reduction by the Superintendent of Pensions.
- (v) The Trust Fund will be operated so that it is registered under the Income Tax Act and any applicable Pension Benefits Act.
- (vi) Inter-Plan Transfer Agreements may be effected with the Company and any other Board of Trustees or plan sponsor to and from which Employees represented by the Union may transfer. The provisions of any such agreement between the pension plan of the Company and the Trust Fund shall be mutually acceptable to the Company, the Union and the Board of Trustees.
- (vii) All Employees represented by the Union shall be informed of the provisions of the Trust Fund by the Union in accordance with the Province of Saskatchewan Pension Benefits Act.

**(c) CONTRIBUTIONS**

- (i) Commencing with and for the duration of the current Collective Agreement between the Union and the Company and any renewals or extension thereof, it is agreed that the following contribution shall be made to the Trust Fund.
  - (a) by each participating Employee, effective October 1, 2014, 6.0% of gross earnings.
  - (b) by the Company in respect of each active participating Employee, effective October 1, 2014, 6.0% of gross earnings.
- (ii) For purposes of (a) and (b) above, earnings shall be gross earnings received by an Employee from the Company and from a benefit plan provided by the government or any insurance program. Contributions from the participating Employee shall be made by payroll deduction.
- (iii) Contributions along with a list of the Employees for whom they have been made (showing Employee and Company amount separately) shall be provided by the Company to the Trust Company, Plan Administrator or other financial institution designated by the Trustees to receive these and shall do so not later than twenty-one (21) days after the end of the Company's normal 4-week, 5-week or monthly accounting periods. This listing shall be prepared in a form compatible with the Company's system and shall also show the amount of voluntary contributions, if any.
- (iv) As the provisions of the Trust Fund allow for Employees to make voluntary contributions, the Company shall co-operate by taking payroll deductions and, subject to such time limits as may be set by the Company, in changing the amount deducted from time to time.
- (v) In the event the Company fails to forward the prescribed contributions within the above-stated time limitation, the Company shall be liable to pay interest on such contributions equal to 1.0% multiplied by the number of completed plus partial months from the date such contributions were due to the date they were paid.

**(d) ADMINISTRATION**

The Trust Fund shall be administered by such organization, persons or entity as the Trustees shall decide. The Company agrees that it shall provide such details and information about employees covered under the Trust Fund as are needed to create Fund records and administer the Trust Fund and shall assist the Trustees as requested to ensure the proper and efficient operation of the Trust Fund.

**(e) COMPANY LIABILITY**

It is agreed that the Company shall not have any liability beyond funding the amount set

forth in paragraph (c).

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

\_\_\_\_\_  
Shawn Snyder

\_\_\_\_\_  
Glenn Grant

\_\_\_\_\_  
Yves Van Der Auwera

\_\_\_\_\_  
Deen Maharaj

\_\_\_\_\_  
Rocky Luchsinger, Representative

**LETTER OF UNDERSTANDING #2**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE UNION,  
LOCAL 558**

**Re: Route Sales Representatives**

1. Route Sales Representatives, both hourly and commissioned, will be consulted prior to additional stops being added or removed from their route. The RSR may request a steward to be present at such meeting.
2. Quarterly meetings will be held between Management and Route Sales Representatives to discuss matters of mutual interest regarding route management.

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

\_\_\_\_\_  
Shawn Snyder

\_\_\_\_\_  
Glenn Grant

\_\_\_\_\_  
Yves Van Der Auwera

\_\_\_\_\_  
Deen Maharaj

\_\_\_\_\_  
Rocky Luchsinger, Representative

**LETTER OF UNDERSTANDING #3**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE UNION,  
LOCAL 558**

**Re: Modified Workweek - 4 X 10 Hour Days Scheduled Between Monday and Friday  
Weekly (Route Sales Representatives and Utility Route Sales Representatives)**

The following terms shall apply to employees working as a Route Sales Representative or a Utility Route Sales Representative who are working on a modified work schedule of hours.

1. The parties agree that when a modified work schedule is to be established by the Company following agreement from the Union then Section 2.19 of the Saskatchewan Employment Act shall apply and Article 10.01(b) of the Collective Agreement.
2. The parties agree that certain provisions of the Collective Agreement must be amended to accommodate employees working on a modified work schedule as provided below.
3. The modified work schedule shall apply to all applicable employees in the Route Sales Representatives and Utility Route Sales Representative Classifications as listed in Appendix "A" as assigned by the Company.

4. Days Off

The Company will schedule, wherever possible, three (3) consecutive days off, those being Friday, Saturday and Sunday or Saturday, Sunday and Monday. Where three (3) consecutive days are not possible, the Company will schedule two (2) consecutive days off being Saturday and Sunday and one (1) other day off between Monday and Friday of each week.

5. Article 14 - Vacations

Employees working on a modified work schedule shall have their vacation entitlement commuted to hours instead of days:

- i.e.:
- 3 weeks x 40 hours = 120 hours of vacation time.
  - 4 weeks x 40 hours = 160 hours of vacation time.
  - 5 weeks x 40 hours = 200 hours of vacation time.

Employees booking vacation time shall reduce the vacation allotment by the number of hours taken.

6. Article 7 - Statutory Holidays

Employees working the modified work schedule shall have their Statutory Holiday entitlements commuted to hours instead of days. One (1) day of Statutory Holiday equals ten (10) hours. The reduction in the hours of work to be in accordance with Article 13.03. Employees shall not normally be required to work on a Statutory Holiday, however, employees may be scheduled to work forty (40) hours in a week in which a Statutory Holiday falls. Hours in excess of forty (40) hours in a week in which a Statutory Holiday falls shall be paid out at overtime rates on the Route Sales Representative's current rate of pay.

7. Article 20.03 (Sick Leave)

Employees working a modified work schedule shall accrue sick leave entitlements on the basis of one (1) day of entitlement equals eight (8) hours. The total entitlement for a year shall be seventy-two (72) hours. Sick leave entitlement shall be reduced by ten (10) hours for each ten (10) hour day of sick leave.

8. Discipline

A week is based on forty (40) hours and a day is based on **ten (10) hours. It is understood that a five (5) day suspension is equal to one (1) week based on forty (40) hours.**

9. The foregoing shall only apply to those employees working a modified work schedule. For all other employees, the Collective Agreement provision shall apply.

10. This letter to take effect September 1, 2001.

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

\_\_\_\_\_  
Shawn Snyder

\_\_\_\_\_  
Glenn Grant

\_\_\_\_\_  
Yves Van Der Auwera

\_\_\_\_\_  
Deen Maharaj

\_\_\_\_\_  
Rocky Luchsinger, Representative

**LETTER OF UNDERSTANDING #4**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE UNION,  
LOCAL 558**

**Re: Harassment Policy**

**Should the policy change at anytime during the current Collective Agreement the Union and the Company shall meet to discuss such changes.**

**(See pages 38 -41)**

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

Marc Delainey

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Shawn Snyder

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Glenn Grant

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Yves Van Der Auwera

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Deen Maharaj

Rocky Luchsinger, Representative

### **Purpose/Objective**

Also is committed to providing equal employment opportunities to all employees and applicants without regard to age (18 or older), ancestry, color, race, citizenship, ethnic origin, place of origin, creed (including religious dress and grooming practices), disability (both mental and physical and including HIV and AIDS), family status, marital status (including single status), gender identity, gender expression, record of criminal offences, sex (including pregnancy, child birth, breastfeeding and medical conditions related to pregnancy, child birth or breastfeeding), sexual orientation, medical condition (cancer and genetic characteristics), genetic information, military and veteran status or any other protected status in accordance with all applicable statutory law.

### Definitions

**Gender expression:** refers to gender-related appearance or behavior, regardless of whether it's stereotypically associated with an individual's sex at birth.

**Gender identity:** is identification as male, female, transgender or a gender different than the person's sex at birth.

**Sex stereotype:** is an assumption about someone's appearance or behavior—or about the ability or inability to perform certain types of work—based on a myth, social expectation or generalization about that person's sex.

**Transgender:** refers to someone whose gender identity is different from the person's sex at birth.

**Workplace Sexual Harassment:** includes

- (a) *engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expressed, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or*
- (b) *making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the*

*worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.*

AlSCO is committed to providing a work environment that is free of unlawful harassment. In furtherance of this commitment, the company strictly prohibits all forms of unlawful harassment, including harassment on the basis of age (18 or older), ancestry, color, race, citizenship, ethnic origin, place of origin, creed (including religious dress and grooming practices), disability (both mental and physical and including HIV and AIDS), family status, marital status (including single status), gender identity, gender expression, record of criminal offences, sex (including pregnancy, child birth, breastfeeding and medical conditions related to pregnancy, child birth or breastfeeding), sexual orientation, medical condition (cancer and genetic characteristics), genetic information, military and veteran status or any other protected status in accordance with all applicable statutory law.

### **AlSCO's Commitment**

AlSCO is committed to complying with all laws protecting qualified individuals with disabilities, as well as employees' religious beliefs and observances. This policy extends to all aspects of the company's employment practices, including recruiting, hiring, discipline, termination, promotions, transfers, compensation, benefits, training, leaves of absence, and other terms and conditions of employment.

AlSCO will provide a reasonable accommodation for any known physical or mental disability of a qualified individual or for employees' religious beliefs and observances, provided the requested accommodation does not create an undue hardship for the company and does not pose a direct threat to the health or safety of others in the workplace or to the individual. The company will not retaliate or discriminate against a person for requesting an accommodation for his or her disability, regardless of whether the accommodation was granted.

### **Application**

This policy prohibits unlawful discrimination and harassment in the workplace and applies to applicants and employees of the company, including supervisors and managers. The company prohibits managers, supervisors and employees from discriminating against or harassing co-workers as well as customers, vendors, suppliers, independent contractors and others doing business with the company. In addition, the company prohibits customers, vendors, suppliers, independent contractors and others doing business with the company from discriminating against or harassing the company's employees.

### **Examples of prohibited sexual harassment or discrimination**

As set out in the definition above, sexual harassment includes a broad spectrum of conduct, including harassment based on sex, gender, gender identity or expression, and sexual orientation. Examples of unlawful and unacceptable behavior include:

1. Unwanted sexual advances.



2. Offering an employment benefit (such as a raise, promotion or career advancement) in exchange for sexual favors, or threatening an employment detriment (such as termination or demotion) for an employee's failure to engage in sexual activity.
3. Visual conduct, such as leering, making sexual gestures and displaying or posting sexually suggestive objects or pictures, cartoons or posters.
4. Verbal sexual advances, propositions, requests or comments.
5. Sending or posting sexually related messages, videos or messages via text, instant messaging or social media.
6. Verbal abuse of a sexual nature, graphic verbal comments about an individual's body, sexually degrading words used to describe an individual and suggestive or obscene letters, notes or invitations.
7. Physical conduct, such as touching, groping, assault or blocking movement.
8. Physical or verbal abuse concerning an individual's gender, gender identity or gender expression.
9. Verbal abuse concerning a person's characteristics such as pitch of voice, facial hair or the size or shape of a person's body, including remarks that a male is too feminine or a woman is too masculine.

#### **Other examples of prohibited harassment or discrimination**

In addition to the above listed conduct, the company strictly prohibits harassment, bullying or discrimination concerning any other protected characteristic. Such prohibited harassment includes:

1. Racial or ethnic slurs, epithets and any other offensive remarks.
2. Jokes, whether written, verbal or electronic.
3. Threats, intimidation and other menacing behavior.
4. Inappropriate verbal, graphic or physical conduct.
5. Sending or posting harassing messages, videos or messages via text, instant messaging or social media.
6. Other harassing or discriminatory conduct based on one or more of the protected categories identified in this policy.

Harassment of the company's customers, clients, vendors, suppliers, independent contractors or employees of the company's customers, clients, vendors, suppliers or independent contractors is also strictly prohibited. Any such harassment will subject an employee, supervisor or manager to disciplinary action, up to and including termination. Employees who have any questions about what constitutes harassing or discriminatory conduct should contact a supervisor or human resources.

### **Investigation Procedure**

#### **Reporting harassment or discrimination**

If an employee feels that he or she is being harassed or discriminated against in violation of this policy by another employee, supervisor, manager or third party doing business with the company, the

employee should immediately contact his or her supervisor or human resources. Individuals who wish to remain anonymous may choose to leave a message by calling the Speak-up Hotline at 866-257-2687 or sending an e-mail to [speakup@alsco.com](mailto:speakup@alsco.com). In addition, if an employee observes harassment or discrimination by another employee, supervisor, manager or nonemployee, the company requests that the employee immediately report the incident to the individuals identified above. Appropriate action will also be taken in response to violation of this policy by any non-employee.

All supervisors and managers must report complaints of misconduct under this policy to human resources immediately so the company can investigate and try to resolve the claim internally.

All complaints of unlawful harassment or discrimination that are reported to management or to the persons identified above will be investigated as promptly as possible, and corrective action will be taken where warranted. All complaints of unlawful harassment or discrimination that are reported to management or to the persons identified above will be treated with as much confidentiality as possible, consistent with the need to conduct an adequate investigation. Complaints will be investigated by impartial and qualified internal personnel unless external involvement is warranted. The process will be documented and tracked for reasonable progress, and all investigations will be completed in a timely fashion, usually within 90 days, and the complainant and (alleged) wrongdoer shall immediately be informed of the disposition of the complaint.

Employees' notification to the company is essential to enforcing this policy. Employees may be assured that they will not be penalized in any way for reporting a harassment or discrimination problem. It is unlawful for an employer to retaliate against any employee who steps forward with an allegation of a violation of this policy.

### **Privacy**

Investigations will respect the privacy of all individuals. Investigative interviews shall be conducted in private (subject to the right of an employee to union representation as set out in an applicable collective agreement).

### **Violations of this policy will result in discipline**

Violation of this policy will subject an employee, supervisor or manager to disciplinary action, up to and including immediate termination.

### **Retaliation prohibited**

Alsco prohibits retaliation against those who report, oppose or participate in an investigation of alleged violations of this policy. Participating in an investigation of alleged wrongdoing in the workplace includes:

1. Filing a complaint with a governmental authority.
2. Participating in or cooperating with an investigation undertaken by a governmental authority.
3. Testifying as a party, witness or accused regarding alleged unlawful activity.
4. Making or filing an internal complaint with the company regarding alleged unlawful or inappropriate activity in violation of this policy.
5. Providing informal notice to the company regarding alleged unlawful or inappropriate

activity in violation of this activity.

AlSCO strictly prohibits any adverse action or retaliation against an employee for participating in an investigation undertaken by the company of alleged violation of this policy. If an employee feels that he or she is being retaliated against, the employee should immediately contact his or her supervisor or human resources. Individuals who wish to remain anonymous may choose to leave a message by calling the Speak-up Hotline at 866-257-2687 or sending an e-mail to speakup@alsco.com. In addition, if an employee observes retaliation by another employee, supervisor, manager or nonemployee, he or she is requested to immediately report the incident to the individuals identified above.

Any employee, supervisor or manager determined to be responsible for violating this policy will be subject to appropriate disciplinary action, up to and including termination. Moreover, any supervisor or manager who condones or ignores potential violations of this policy will be subject to appropriate disciplinary action, up to and including termination.

**LETTER OF UNDERSTANDING #5**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE  
UNION, LOCAL 558**

**Re: Shortened Workweek**

To reduce the chances of a shortened workweek in production, the Company shall post a volunteer list on the Thursday prior by 3:30 p.m. In the case of a reduced workweek, should insufficient volunteers post their names, the most junior employee(s) shall be sent home as needed.

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

\_\_\_\_\_  
Shawn Snyder

\_\_\_\_\_  
Glenn Grant

\_\_\_\_\_  
Yves Van Der Auwera

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 Deen Maharaj

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 Rocky Luchsinger, Representative

**LETTER OF UNDERSTANDING #6**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE  
UNION, LOCAL 558**

**Re: Renewal Bonus Program and Year-End Bonus for RSRs**

1. Renewal Bonus Program

The following is the bonus that will be paid on any account that they renew. The renewal must be signed by the customer and payouts will be paid the following payroll:

<u>Account Size</u>	<u>RSR Paid</u>
Under \$25.00 per week	\$2.50
\$25.00 to \$50.00 per week	\$5.00
\$50.00 to \$100.00 per week	\$10.00
Over \$100.00 per week	\$20.00

2. Year-End Bonus for Account Renewals

<u>% of Customers Renewed</u>	<u>Bonus Paid</u>
90%	\$500.00
92.5%	\$750.00
95%	\$1,000.00

Accounts that are beyond the control of the RSR shall be taken into consideration in the calculations of the year-end bonus.

To be eligible for the year end bonus, an RSR must have been working on the route for a minimum of six (6) months and continue to be employed on December 31 of that year. An RSR having a significant effect on the accounts renewed percentage in less than six months on said route may be eligible for the year end account renewal bonus.

A Utility RSR having a significant effect on the account's renewal percentage in the time they were scheduled on a route will be considered for the bonus.

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

\_\_\_\_\_  
Shawn Snyder

\_\_\_\_\_  
Glenn Grant

\_\_\_\_\_  
Yves Van Der Auwera

\_\_\_\_\_  
Deen Maharaj

\_\_\_\_\_  
Rocky Luchsinger, Representative

**LETTER OF UNDERSTANDING #7**

**BETWEEN:**

**ALSCO CANADA CORPORATION**

**AND:**

**RETAIL, WHOLESALE AND DEPARTMENT STORE  
UNION, LOCAL 558**

**Re: Joint Labour Management Committee**

During recent negotiations, the Union and the Company have agreed that a formal process of communication would help everyone deal with changes and issues affecting the workplace. The Committee will be made up of Local Management, the Stewards and the Business Agent for Retail, Wholesale and Department Store Union (RWDSU). The Committee may invite other employees or Company staff members if required. The Committee shall meet on a quarterly basis.

**SIGNED at Saskatoon, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

**Signed on behalf of the Company:**

**Signed on behalf of the Union:**

\_\_\_\_\_  
Darrell Sukkau

\_\_\_\_\_  
Chrystal Ross

\_\_\_\_\_  
Marc Delainey

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Shawn Snyder

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Glenn Grant

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Yves Van Der Auwera

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Deen Maharaj

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Rocky Luchsinger, Representative