

COLLECTIVE AGREEMENT

BETWEEN:

**THOMPSON REGIONAL
AIRPORT AUTHORITY
(The Employer)**

-AND-

**UNITED STEEL, PAPER AND FORESTRY, RUBBER,
MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND
SERVICE WORKERS INTERNATIONAL UNION
LOCAL 8223-19
(The Union)**

February 1, 2018 - January 31, 2023

TABLE OF CONTENTS

ARTICLE 1 - PREAMBLE.....	1
ARTICLE 2 - DEFINITIONS	1
ARTICLE 3 - UNION RECOGNITION.....	1
ARTICLE 4 - MANAGEMENT RIGHTS	2
ARTICLE 5 - UNION SECURITY & CHECK-OFF OF UNION DUES	2
ARTICLE 6 - UNION REPRESENTATION.....	3
ARTICLE 7 - COPIES OF AGREEMENT.....	3
ARTICLE 8 - NO DISCRIMINATION	3
ARTICLE 9 - SENIORITY	3
ARTICLE 10 - LAY OFF AND RECALLING PROCEDURE.....	4
ARTICLE 11 - VACANCIES & STAFF CHANGES.....	4
ARTICLE 12 - TEMPORARY APPOINTMENTS	5
ARTICLE 13 - GRIEVANCE PROCEDURE	6
ARTICLE 14 - ARBITRATION	6
ARTICLE 15 - DISCIPLINE AND DISCHARGE.....	8
ARTICLE 16 - HOURS OF WORK.....	8
ARTICLE 17 - OVERTIME.....	8
ARTICLE 18 - GENERAL HOLIDAYS.....	9
ARTICLE 19 - VACATION	10
ARTICLE 20 - WAGE RATES AND CLASSIFICATIONS.....	11
ARTICLE 21 - CLOTHING ALLOWANCE.....	12
ARTICLE 22 - LEAVE OF ABSENCE.....	13
ARTICLE 23 - SICK LEAVE	14
ARTICLE 24 - BENEFITS.....	14
ARTICLE 25 - PENSION PLAN	15
ARTICLE 26 - DURATION OF AGREEMENT.....	15
LETTER OF AGREEMENT #1.....	17
LETTER OF AGREEMENT #2.....	18
LETTER OF AGREEMENT #3.....	19
LETTER OF AGREEMENT #4.....	21

ARTICLE 1 - PREAMBLE

1.01 Whereas it is the desire of both parties to this agreement:

- (a) To establish mutually satisfactory relations
- (b) To provide for the prompt and equitable settlement of conditions and employment between the Employer and the Union in accordance with the provisions of this agreement.
- (c) To encourage efficiency in operation; and
- (d) Secure satisfactory working conditions, hours and wages for all employees subject to the provisions of this agreement.

AND WHEREAS it is now desirable that the terms be reduced to writing,

NOW THEREFORE THE EMPLOYER AND THE UNION (THE PARTIES) AGREE AS FOLLOWS:

ARTICLE 2 - DEFINITIONS

- 2.01 Employee: shall mean a person assigned to a position falling within the scope of this Agreement.
- 2.02 Regular Employee: shall mean either a full-time or part-time Employee who is filling a permanent position and who has successfully completed the required probationary period.
- 2.03 Full-Time Employee: shall mean an Employee who is normally required to work the full-time hours of work as specified in Article 16.
- 2.04 Part-Time Employee: shall mean an Employee who is hired to work regularly scheduled shifts but who works less than the full-time hours of work as specified in Article 16.
- 2.05 Temporary Employee: shall mean an Employee who is filling an established temporary position for a pre-determined period of time or one who has been hired for a pre-determined task. The term of a temporary Employee shall not exceed twelve (12) months without mutual agreement of the parties.
- 2.06 Summer Students: shall mean an Employee occupying a seasonal position established by the Employer, and who is required to work on a temporary basis for no longer than four (4) months.
- 2.07 Casual Employee: shall mean an Employee who works occasionally, usually on a call-in basis.

ARTICLE 3 - UNION RECOGNITION

- 3.01 The Employer recognizes the Union as the sole collective bargaining agent for all those employees covered by Article 3 of this agreement in respect of hours of work, wages

and all other conditions pertaining to this agreement.

- 3.02 This agreement shall apply to those employees who work at the Thompson Regional Airport Authority that qualify them to be a part of that bargaining unit pursuant to section 24 of the Canada Labour Code (Part 1-Industrial Relations); January 10, 1992.
- 3.03 It is further agreed that persons whose regular jobs are not confined within the framework of the definition of the said bargaining unit shall not work on any jobs which are included in the bargaining unit except for purposes of instruction, experimenting or in emergencies when regular employees are not available.
- 3.04 Thompson Regional Airport Authority (TRAA) to be known as the Airport or the Employer throughout the contract.

ARTICLE 4 - MANAGEMENT RIGHTS

- 4.01 The Union acknowledges that it is the exclusive function of the Employer to:
- (a) Maintain order, discipline and efficiency;
 - (b) Hire, classify, transfer, promote, demote and also to discharge, suspend or otherwise discipline employees for just and sufficient cause, subject to the provisions of this agreement.
- 4.02 Employees not in the bargaining unit shall not be permitted to perform work on any bargaining unit job except for a situation, which is defined as an unusual condition that may arise which is a serious detriment to the safety of employees, equipment or property.

ARTICLE 5 - UNION SECURITY & CHECK-OFF OF UNION DUES

- 5.01 The Employer agrees to the compulsory monthly check-off of constitutional dues for all employees, covered by agreement. Such dues deducted shall be made payable to the International Treasurer of the Union and forwarded to the United Steelworkers, Box 9083, Commerce Court Postal Station, Toronto, Ontario M5L 1K1, accompanied by a list of all employees from whose wages the deductions have been made. Photo copies to be sent to the Local Union (8223-19) at 19 Elizabeth Drive, Thompson, Manitoba, R8N 1S7.
- 5.02 In consideration of the premises and of the Employer making the compulsory check-off of constitutional union dues as therein provided, the Union agrees to and does hereby indemnify and save the Employer harmless from all claims, demands, actions and proceedings of any kind and from all causes of action which may arise or be taken against the Employer by reason of the Employer making the compulsory check-off of union dues as provided for in this Article.

ARTICLE 6 - UNION REPRESENTATION

6.01 It is agreed that in any discussion or representation arising out of this agreement, the Union shall have the right at any time to have the assistance of one or more representatives of the United Steelworkers or of a person designated as such when dealing and negotiating with the Employer, and the Employer shall have the right to have the assistance of a solicitor or other person designated by it when dealing and negotiating with the Union.

ARTICLE 7 - COPIES OF AGREEMENT

7.01 The Employer agrees to provide the necessary number of copies of this agreement to the Union and the Employer agrees to present each of the new employees with a copy of such agreement, and introduce new employees to the steward of the department.

ARTICLE 8 - NO DISCRIMINATION

8.01 Subject to the express terms of this agreement neither the Union nor the Employer, its servants or agents, shall discriminate, interfere, restrict or coerce any employee or prospective employee in respect of any matters coming within the terms of this agreement by reason of race, creed, colour, national origin, political or religious affiliation, sex, marital status (i.e. whether single or married) or by reason of his/her membership in the labour union.

8.02 Whenever singular or masculine terms are used in this agreement, they shall also mean the plural or feminine terms unless the context requires otherwise.

ARTICLE 9 - SENIORITY

9.01 SENIORITY LIST

The Employer shall maintain a seniority list showing the date upon which each employee's service commenced, an up-to-date seniority list shall be sent to the Union, and be posted on all bulletin boards of the bargaining unit. All employees shall be placed on the seniority list only after three (3) months' employment by the Employer, but the seniority shall nevertheless date from the initial date of employment.

9.02 SENIORITY OF NEW EMPLOYEES

Newly hired employees shall be considered on a trial basis of three (3) months from the date of hire; during the trial period employees shall be entitled to all rights and privileges of this agreement except with respect to discharge and seniority. Employment of such employee may be terminated at any time during this period without recourse to the grievance procedure. After completion of the trial period, seniority shall be effective from the original date of employment.

9.03 SENIORITY DURING ABSENCE

If an employee is absent from work because of sickness, accident, or lay-off or leave of absence granted by the Employer, he shall not lose seniority rights. Employees shall only lose seniority in the event:

- (a) He is discharged, for just cause and is not reinstated;
- (b) He resigns;
- (c) He is laid off for a period longer than one (1) year.
- (d) After lay-off he fails to notify his Employer within seventy-two (72) hours that he will agree to return to work within fourteen (14) calendar days after being notified by registered mail or telephone to do so, or does not return to work within fourteen (14) calendar days after being so notified. It shall be the responsibility of the employee to keep the Employer informed of his current address.

ARTICLE 10 - LAY OFF AND RECALLING PROCEDURE

10.01 In the event of lay-off, an employee shall be laid off in reverse order of seniority, with the employee with the least seniority being laid off before an employee with more seniority. In the event of a layoff of employees, an employee with a higher qualification performing work for which he is qualified, shall not be laid off on the basis of seniority, unless he is replaced by an employee who possesses the qualifications required for the work.

- 10.02
- (a) In the event of recall, an employee who has been laid off shall be recalled to work in the order of his seniority, providing he is qualified to do the relevant work.
 - (b) No new employee will be hired until those employees who have been laid off have been given an opportunity of recall subject to meeting the qualifications requirement.
 - (c) An employee who has been recalled to a position other than the one from which he had been laid off, will be provided with an orientation period of not more than thirty (30) days.
 - (d) The Employer shall have the right to lay off an employee who after such orientation period has not demonstrated the ability to perform the job.

10.03 The Employer shall notify the employees who are to be laid off ten (10) working days before the lay-off is effective. If the employee laid off has not had the opportunity to work ten (10) full days after notice of lay-off, he shall be paid in lieu of the work for that part of the ten (10) days during which work is not available at regular rates.

ARTICLE 11 - VACANCIES & STAFF CHANGES

11.01 When a vacancy occurs in a job, or when a new job or classification is created, the Employer shall notify the Union in writing and the vacancy, or the new job or

classification posted on the Union bulletin board for five (5) working days in order that every employee will know about the openings and be able to make written application.

Such notice shall identify the job duties and qualifications, including any other requirements established by the Employer, rate of pay for the vacancy and the closing date to submit applications and the effective date the job shall commence, if determined or known by the Employer as of the date of the posting.

Any employee or his designate shall have the right to apply, in writing, for the posted opening within the said five (5) days.

11.02 METHOD OF MAKING APPOINTMENTS

When a vacancy occurs, the Employer shall consider the following two (2) factors in considering which applicant fills such vacancy, new job or classification:

- (a) The seniority of the employees making the application.
- (b) The knowledge, qualifications and skill of the applicant to fill the normal requirements of the job.

When factor (b) is to all intents and purposes met by one or more of the applicants, then factor (a) shall govern.

11.03 UNION NOTIFICATION

The Union shall be notified respecting any changes in regular positions, including appointments, hiring, lay-off, rehiring and termination of employment.

ARTICLE 12 - TEMPORARY APPOINTMENTS

12.01 Notwithstanding Article 11.02, where the Employer deems it necessary to transfer an employee to a temporary position, the Employer shall appoint the employee without posting the work and shall provide the orientation it deems appropriate for the employee to do the job.

12.02 An employee who is temporarily transferred from one job to another shall maintain his current rate of pay or be paid the rate for the job to which he has been appointed, whichever is the greater.

12.03 Upon the return of the employee to his regular work, the employee's rate of pay shall be the rate at which he was paid in his previous position.

12.04 The Employer shall endeavor to provide opportunity for employees to gain additional skills and experience through temporary appointments.

12.05 Prior to hiring someone for a temporary job, the Employer will temporarily transfer its own employees in rotation, starting with the senior employee.

12.06 If the temporary transfer is more than three (3) months, the job will be posted.

ARTICLE 13 - GRIEVANCE PROCEDURE

13.01 The purpose of this Article is to establish procedures for discussions, processing and settlement of complaints and grievances as quickly as possible.

13.02 Grievances must be submitted to the Employer by the Union within ten (10) days of the time the employee was aware of the incident which gave rise to the grievance. The onus shall be on the employee to prove that he could not have been aware.

13.03 The Employer acknowledges the right of the Union to appoint or otherwise select a Union Steward or his designate to represent the Union and/or its members in the grievance process.

13.04 Should a dispute arise between the Employer and any employee regarding the interpretation, meaning, operating or application of this agreement, including any question as to whether a matter is arbitrable or where an allegation is made that this agreement has been violated, or should any other dispute respecting this agreement arise, an earnest effort shall be made to settle the dispute in the following manner:

13.05 Prior to the filing of a grievance, the employee and his steward will meet with the manager with an attempt to find a resolution to the issue raised by the employee.

STAGE 1

The Grievance may be presented in writing to the operating manager by the steward or officer of the Union. The manager shall endeavor in a timely fashion and he will provide a reply in writing to the grievance no later than five (5) working days.

STAGE 2

If no settlement is reached in Stage 1, the grievance may be submitted in writing with all the necessary details to the Airport Manager within five (5) working days after the reply to Stage 1 has been given. A representative of the Union who is not an employee of the Employer may be present at this step. The Airport Manager shall answer the grievance in writing within fourteen (14) working days or such time as is mutually agreed upon.

STAGE 3

If the grievance is not settled to the satisfaction of the parties at Stage 2, then the grievance may be referred by either party to arbitration at any time within, but not later than, twenty (20) working days after the answer in writing in Stage 2 has been given.

ARTICLE 14 - ARBITRATION

14.01 When a party desires that a grievance be submitted to arbitration, that party shall notify the other party in writing within twenty (20) working days of the giving of the decision

at Stage 2, of its desire to submit the matter to arbitration. The matter to be arbitrated is to be submitted to a single arbitrator. The parties shall mutually agree on the choice of the arbitrator. Where the parties are unable to agree on the choice of an arbitrator, the parties will apply to the Canadian Industrial Relations Board to identify the appointment of an arbitrator.

- 14.02 The arbitrator may determine his own procedure but shall give full opportunity to all parties to present evidence and make representations to it. The arbitrator shall commence his proceedings as expeditiously as possible after he has been appointed. He shall hear and determine the difference or allegations and render a decision within twenty (20) days after the close of the arbitration proceedings.
- 14.03 The written representations of the aggrieved employee or the Union or the Employer throughout the grievance procedure shall be presented to the arbitrator by the parties, and the award of the arbitrator shall be confined to determining the issues therein set out.
- 14.04 The findings of the arbitrator as to the facts and as to the meaning, application, or alleged violation of the provision of this agreement shall be conclusive and binding upon all parties concerned, but in no event shall the arbitrator alter, modify or amend any part of this agreement. It is understood and agreed that in cases where the arbitrator finds that the Employer has violated any of the provisions of this agreement and that such violation has resulted in loss of wages or other remuneration, that the arbitrator shall have authority to order the Employer to pay such lost wages or other remuneration to the employees either in full or in part as the arbitrator may deem just in the circumstances.
- 14.05 Each party shall pay one-half (½) the fees and expenses of the arbitrator.
- 14.06 At any stage of the grievance procedure, including arbitration, the parties may have the assistance of the employee, or employees concerned and any necessary witnesses. Upon the request of the Union, the Employer shall reasonably provide the Union's representative with access to the area where the dispute arose to view the operation or work site and when required, to speak with the individuals who may be witnesses to the allegations. Such access to the work site shall not be **unreasonably** withheld by the Employer, nor shall the Union interfere with the normal workings of that area and the employees working in that area.
- 14.07 Both parties agree that any dispute arising out of the terms of this agreement shall be adjusted and settled in an orderly manner, without interruption to the said services to the citizens provided by the Employer, pursuant to the grievance procedure and arbitration provision above set forth.
- 14.08 TIME LIMIT EXCEPTIONS
Exceptions may be made by mutual agreement to any of the time limits specified in the grievance procedure stated in Articles 13 and 14. Such agreement must be in writing to be considered valid. Grievances, which go beyond the time limitation, will be considered

as having lapsed if no extension has been requested.

ARTICLE 15 - DISCIPLINE AND DISCHARGE

- 15.01 The Employer shall, when determining the disciplinary action to be taken as a result of an incident by an employee, only consider the disciplinary record of such employee for the period of eighteen (18) months prior to the incident.
- 15.02 In the event of an employee who has attained seniority being discharged or suspended from employment and the employee feeling that an injustice has been done, the employee may file a grievance in writing in accordance with Stage 2 of the grievance procedure within six (6) working days after such discharge or suspension. The grievance will begin at Stage 2 of the grievance procedure.
- 15.03 Such grievance may be settled by confirming the Employer's action in dismissing or suspending the employee, or by reinstating the employee and with full compensation for time lost or by any other arrangement that is just and equitable in the opinion of the parties.
- 15.04 An employee shall have the right to union representation when discharge and discipline is being imposed.
- 15.05 The Employer will provide the Union with notification in the event of employee discipline.

ARTICLE 16 - HOURS OF WORK

- 16.01 The normal work week shall consist of five (5) consecutive days of eight (8) **paid** hours per day.
- 16.02 An employee shall be permitted a **paid** fifteen (15) minute rest period for each **paid** four (4) hours worked in a workday.
- 16.03 An employee who works eight (8) hours in a workday shall be entitled to a one (1) hour unpaid lunch break. An employee who works five (5) paid hours or more, but less than eight (8) paid hours in a workday, shall be entitled to a thirty (30) minute unpaid lunch break.

ARTICLE 17 - OVERTIME

- 17.01 Overtime rates shall apply for all work in excess of eight (8) hours in a day or forty (40) hours in a week as follows:
- (a) Should overtime be worked on an employee's regular work day immediately

after the end of the shift, these hours will be paid at time and one-half. Overtime may be scheduled to start prior to the employee's next regularly scheduled shift. Such notice will be provided prior to the end of the employee's previous shift and will be paid at time and a half (1½).

- (b) Should overtime be worked on an employee's regular day off, these hours will be paid at double time (2x).
- (c) Should an employee be called back after the completion of his regular hours of work, he will be paid a minimum of four (4) hours at the basic rate of pay or be paid at time and one-half (1½), whichever is greater. Should an employee be called in on an unscheduled basis for overtime prior to the beginning of his regular shift, he will be paid a minimum of four (4) hours at the basic rate of pay or be paid at time and one-half (1½), whichever is greater.
- (d) Call-ins on the employee's days off will be paid a minimum of four (4) hours at his regular rate of pay or double time (2x), whichever is greater.
- (e) When an employee works on a general holiday, he will be paid double time (2x) for every hour in addition to his regular rate of pay.
- (f) Employees will be allowed to bank overtime to a maximum of one hundred and twenty (120) hours in a year. Hours will be booked at the equivalent overtime rate as described. Employees will be allowed to use banked time for days off subject to operational requirements.
- (g) Banked time not used by the end of the calendar year in which they were earned shall be paid out at the same rate of pay as they were earned.

17.02 SHARING OF OVERTIME

The Employer shall make every effort to distribute overtime as equitably as the circumstances will permit amongst those employees who normally perform the work to be done.

17.03 STANDBY TIME

An employee shall be paid the equivalent of two and one-half (2½) hours at overtime rates for each eight (8) hour period requested to standby. The standby employee must be able to be on the job site within **sixty (60)** minutes upon callout. All other terms of agreement to apply.

ARTICLE 18 - GENERAL HOLIDAYS

18.01 Every employee shall receive one (1) day's pay although he/she does not work on the following holidays:

New Year's Day	Civic Holiday
Louis Riel Day	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day

And any other day proclaimed as a public holiday by Provincial Government, except

those holidays which are proclaimed in lieu of the foregoing specified holidays.

ARTICLE 19 - VACATION

19.01 LENGTH OF VACATION

- (a) The length of vacation granted to each employee under this article shall be according to his anniversary of employment as follows:

No. of Anniversary of Employment	Length of Vacation (in work days)
1	17
2	18
3	20
4	21
5	22
6	22
7	23
8	23
9	24
10	24
11	25
12	25
13	26
14	26
15	27
16	28
17	29
18	30
19	31
20	32
21	32
22 and more	33

- (b) Shall be lengthened by two (2) work days (travel time).
- (c) Shall be further lengthened by one (1) work day where a general holiday occurs during that period of vacation.
- (d) Vacation may be taken in any increment of one (1) work day or more.
- (e) Vacation entitlement may be banked for a maximum of one (1) calendar year following the year in which it was earned. Unused vacation not taken by the employee prior to the end of the year following the year for which it was earned will be paid out by the Employer at the rate of pay at which it was earned.

19.02 VACATION PREFERENCE

Employees shall be granted a vacation period as decided by management but with preference where practicable being given to accommodate the wishes of the more senior in service. Where employees are taking vacation in two (2) or more blocks of

time, preference for the first block of the vacation request shall be granted to all employees according to seniority before preference for the second block is granted according to seniority and so forth.

Payment shall be made to the employees on their regular hourly rate of pay. Any employee leaving the service before qualifying as per the preceding schedule outlined in this article shall be paid four (4%) percent of the earnings for the time worked in that particular vacation period, and any employee leaving the service after qualifying shall receive his pro rata portion of holiday pay computed in accordance with the foregoing.

19.03 NORTHERN TRAVEL ALLOWANCE

Northern Travel Allowance shall be paid at the rate of forty-five (\$45.00) dollars per day for each day of vacation earned (including travel time), as described in Article 19.01, to each regular employee. Such allowance will be paid once per year following the employee's anniversary date at the request of the employee. Travel allowance is not eligible for carry over to the following year. The amount of travel allowance shall be reported on their T4.

ARTICLE 20 - WAGE RATES AND CLASSIFICATIONS

20.01

TITLE	Feb. 1, 2018 Hourly Rate	Feb. 1, 2019 Hourly Rate	Feb. 1, 2020 Hourly Rate	Feb. 1, 2021 Hourly Rate	Feb. 1, 2022 Hourly Rate***
Increment	1.5%	1.5%	1.5%	1.5%	
*Level 4					
Works Supervisor	\$39.27	\$39.86	\$40.46	\$41.07	\$41.07
Airport Facility Supervisor/Operator	\$38.20	\$38.77	\$39.35	\$39.94	\$39.94
*Level 3 - Trades					
Mechanic/Operator	\$38.95	\$39.53	\$40.12	\$40.72	\$40.72
Electrician/Operator	\$38.95	\$39.53	\$40.12	\$40.72	\$40.72
Level 2 Operators/Maintenance					
Equipment Operator 2 - Starting	\$32.04	\$32.52	\$33.01	\$33.51	\$33.51
Equipment Operator 2 - 6 months	\$34.05	\$34.56	\$35.08	\$35.61	\$35.61
Equipment Operator 2 - 12 months	\$36.18	\$36.72	\$37.27	\$37.83	\$37.83
Equipment Operator 1 - Starting	\$27.60	\$28.01	\$28.43	\$28.86	\$28.86
Equipment Operator 1 - 6 months	\$29.33	\$29.77	\$30.22	\$30.67	\$30.67
Equipment Operator 1 - 12 months	\$31.15	\$31.62	\$32.09	\$32.57	\$32.57
Level 1					
Custodian - Starting	\$20.96	\$21.27	\$21.59	\$21.91	\$21.91
Custodian - 6 months	\$22.26	\$22.59	\$22.93	\$23.27	\$23.27
Custodian - 12 months	\$23.65	\$24.00	\$24.36	\$24.73	\$24.73

Labourer - Starting	\$19.43	\$19.72	\$20.02	\$20.32	\$20.32
Labourer - 6 months	\$21.21	\$21.53	\$21.85	\$22.18	\$22.18
Labourer - 12 months	\$21.92	\$22.25	\$22.58	\$22.92	\$22.92
Summer Student - Starting	\$15.33	\$15.56	\$15.79	\$16.03	\$16.03
Summer Student - 6 months	\$16.27	\$16.51	\$16.76	\$17.01	\$17.01
Summer Student - 12 months	\$17.28	\$17.54	\$17.80	\$18.07	\$18.07
* Single Rate					

*** Cost of living calculated using CPI as published by Stats Canada for the calendar year beginning **January 1, 2022** through **December 31, 2022** to be paid to the employee in the last pay period of **February 1, 2023**. COLA allowance will be based on the 1961 Consumer Price Index.

The Cost of Living Allowance (COLA) will be paid to each Employee as set out below. This allowance will be based on the 1961 Consumer Price Index, published by Statistics Canada (hereinafter referred to as the "C.P.I."), and will be calculated at one (1) cent per hour for each 0.35 increase in the cost of living annually.

All employees will receive a one-time signing bonus of five hundred dollars (\$500.00) upon ratification of this Collective Agreement.

Regular part time and casual employees will be required to accumulate 1040 hours in lieu of the six (6) month increment as indicated in the wage scale in 20.01 and 2080 hours for the twelve (12) month increment.

20.02 Where the Employer deems it appropriate to assign acting (work supervisor) status to an employee covered by this Agreement, the employee shall be compensated at the rate of pay for that position during the period they are fulfilling the duties of the acting status role.

ARTICLE 21 - CLOTHING ALLOWANCE

21.01 The Employer will reimburse a regular Employee up to a maximum of **three hundred and fifty (\$350)** dollars per year for the purchase of the following: Safety Footwear, Hi-Visibility parka or hi-visibility insulated pants. The Employee shall provide the Employer with proof of purchase in order to qualify for reimbursement. In addition, the TRAA will provide a regular Employee with Hi-Visibility coveralls on an as required basis. TRAA agrees to pay for cleaning and repairing of coveralls through a commercial cleaner. Coveralls are the property of the Employer. Temporary employees are provided work clothing in keeping with Letter of Agreement #3.

ARTICLE 22 - LEAVE OF ABSENCE

22.01 UNION BUSINESS

The Employer agrees that where permission has been granted by the Employer to representative(s) of the Union to leave their employment temporarily in order to carry on negotiations with the Employer, with respect to this agreement, they shall suffer no loss of pay for the time so spent. The Union agrees to reimburse the Employer for the employee's wages and benefit costs for the time spent for such purposes.

22.02 UNION PURPOSES

Upon application by the Union, the Employer will grant leave of absence without pay and without loss of seniority for work of an official nature for the Union. However, if management can show said leave would adversely affect operation, management can withhold said leave. The Union agrees to reimburse the Employer for the employee's wages and benefit costs for the time spent for such purposes.

22.03 TRAINING/SEMINARS

An employee who is directed by the Employer to take part in training shall be paid their regular hours of work at the regular rate of pay for the period of such training. Travel time in excess of the regular work day shall be paid at time and one-half. Expenses incurred by the employee (transportation, meals and accommodation) shall be reimbursed by the Employer upon submission of an accounting of such expenses, supported by receipts of such expenditures. Where an employee is travelling by air, the Employer shall make such arrangements on behalf of the employee. Similarly, where accommodation is required, the Employer will make the necessary arrangements.

22.04 BEREAVEMENT LEAVE

All employees may be granted up to five (5) working days leave without loss of pay for the purpose of dealing with matters arising out of the death of family: father, mother, spouse, common-in-law spouse, son or daughter, mother-in-law, father-in-law, brother, sister, sister-in-law, brother-in-law, grandparents and grandchildren.

In the instance of a blended family, the employee may be granted up to five (5) working days leave without loss of pay for the purpose of dealing with matters arising out of the death of a step parent, a step child and/or a step sibling (brother/sister).

If the deceased is the spouse, common-law spouse, son or daughter of the employee, an additional three (3) days will be added.

The Employer will grant one-half day (½) with pay to any employee for the purpose of his acting as a pallbearer at a funeral.

22.05 JURY DUTY

The Employer shall pay an employee who is required to serve as a juror or attend as a court witness, at any case other than his own, the difference between his normal earnings and the pay he received for jury service or as a court witness. The employee shall present proof of service and the amount of remuneration received.

22.06 FAMILY RESPONSIBILITY

A regular employee who is required to attend to the illness, health matter or other responsibilities associated with a family member shall be entitled to one-quarter (1/4) day paid leave to a maximum of three (3) days in a calendar year to attend to that illness, health matter, or other responsibilities. This paid leave entitlement is not cumulative and is not eligible for pay out to the employee by the employer.

For the purpose of Article 22.06, a family member is defined as the employee's mother, father, spouse, child or other dependent living in the employee's household.

22.07 GENERAL LEAVE

Subject to operational requirements, the Employer may grant leave of absence without pay and without loss of seniority to any employee requesting such leave for a good and sufficient cause, such request is to be in writing.

ARTICLE 23 - SICK LEAVE

- 23.01 (a) Regular employees will be entitled to one (1) sick day per month to a maximum of two hundred and eight (208) days in total. Accumulated, unused sick leave entitlement will not be paid out to the employee during their employment nor upon the termination of their employment.**
- (b) An employee who is off work for ten (10) consecutive working days for the same illness or injury must apply for the Short Term Disability Benefit provided by the Employer as per Article 24.01 on the tenth (10) working day of that illness or injury. Vacation time cannot be used in lieu of accrued sick time and/or Short Term Disability.**

ARTICLE 24 - BENEFITS

24.01 The Employer shall pay the premiums for regular full-time employees necessary to establish coverage for benefits under the following insurance plans:

- (a) Group Life Insurance;**
- (b) Group Accidental Death and Dismemberment;**
- (c) Group Accident and Sickness Insurance (Weekly Indemnity)**
- (d) Group Prescription**
- (e) Group Dental**
- (f) Group Optical**

The Employer shall reimburse an Employee once every two (2) years an additional seventy-five dollars (\$75.00) towards the purchase of prescription glasses. The reimbursement may be for either the employee and/or a family member listed on their Group Optical Plan.

- (g) Extended Health Care Benefits**
- (h) The Employer shall reimburse the Employee up to fifty dollars (\$50.00) once**

every two (2) years towards the cost of eye exam for the Employee only.

The terms of the plans referred to above are contained in the policies made known to the Union prior to the execution of this agreement. The Employer's responsibility shall be specifically limited to paying the premiums required to keep those plans in full force and effect.

In consideration of improved employee benefits paid for by the Employer, the Union on behalf of the employees, releases the Employer from any obligation it might hereafter have to pay to employees any Unemployment Insurance rebate available because of the existence of a wage loss plan (Group Accident and Sickness Insurance Plan).

The Union on behalf of the employees also releases the Employer and the Group Prescription Plan Insurer from any obligation to provide further employee benefits in order to obtain reimbursement under the Prescription Drug Cost Assistance Act.

ARTICLE 25 - PENSION PLAN

- 25.01 The Employer agrees to provide a pension plan (Municipal Employees Benefits Board Pension Plan or equivalent, such equivalent to be subject to Union agreement) in accordance with the terms of policies made known to the Union prior to the execution of this agreement. The Employer and employee responsibilities shall be specifically limited as set out in the policies of the plan.
- 25.02 All employees will be provided with a report of rules and regulations annually, provided under the M.E.B.B. pension plan. (Conditional on being available from M.E.B.B.)
- 25.03 Subject to operational requirements, the Employer will permit two (2) representatives of the Union to attend a one-day seminar provided by M.E.B.B. representative every second year of the contract with no loss of wages. (This seminar is conditional on M.E.B.B. being able to provide same.) The Union agrees to reimburse the Employer for the employees' wages and benefit costs for the time spent for such purposes.
- 25.04 While an employee is on Union Leave, the Employer will pay regular wages and benefits and deductions, including pension contributions, and the Union shall reimburse the Employer for such payments upon billing by the Employer.
- 25.05 For any period of absence due to illness or accident for which an employee may buy back M.E.B.B. service, the Employer will make its contribution in full to match any payments the employee makes.

ARTICLE 26 - DURATION OF AGREEMENT

- 26.01 This agreement shall become effective February 1, **2018** and shall terminate on January 31, **2023**.

26.02 Not more than ninety (90) days and not less than thirty (30) days before the termination of this agreement, the parties hereto shall meet for the purpose of discussing the renewal of, amendment to, or the negotiation of a new agreement.

In witness whereof the parties hereto have executed these presents duly attested to by their proper officers respectively in that behalf.

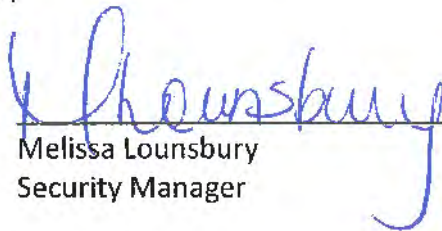
Signed, Sealed and Delivered in the Presence of:

DATE: Nov 29 / 2018

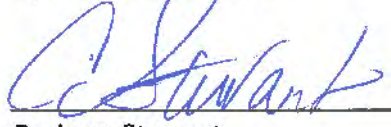
THOMPSON REGIONAL AIRPORT AUTHORITY



Maggie Taylor
Operations Manager




Melissa Lounsbury
Security Manager

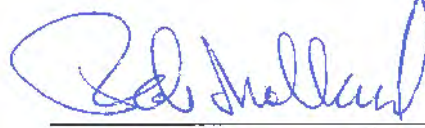


Corinne Stewart
Airport Manager


UNITED STEELWORKERS, LOCAL 8223



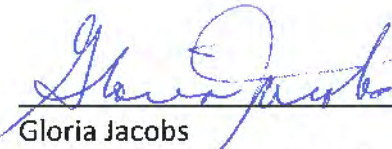
Chris Stacy
Unit Chair, USW Local 8223-19



Rob Mollard
USW Local 8223



Matt Winterton
USW Staff Representative



Gloria Jacobs
President, USW Local 8223

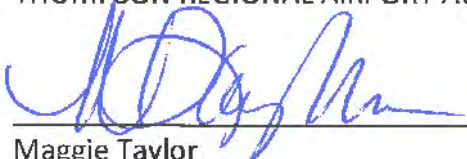
cope 343

LETTER OF AGREEMENT #1
Between
Thompson Regional Airport Authority
and
United Steelworkers, Local 8223-19

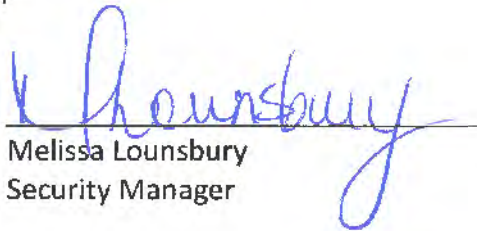
In the event of job action, the Union and the Employer agree to voluntarily maintain service that is deemed essential to the Public Health and Safety. An employee who normally performs the work required shall be scheduled by the Employer to do so.

DATE: Nov 29 / 2018

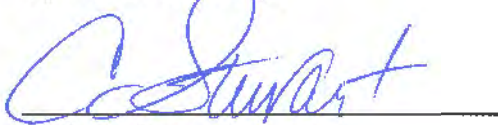
THOMPSON REGIONAL AIRPORT AUTHORITY



Maggie Taylor
Operations Manager

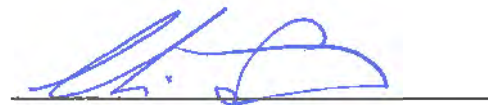


Melissa Lounsbury
Security Manager

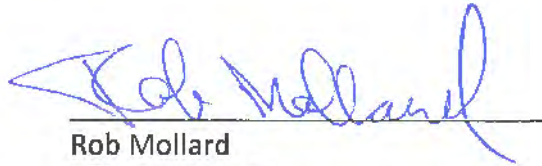


Corinne Stewart
Airport Manager

UNITED STEELWORKERS, LOCAL 8223



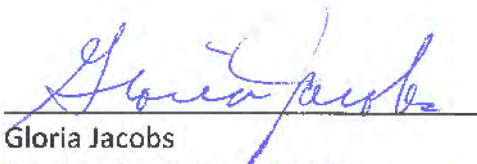
Chris Stacy
Unit Chair, USW Local 8223-19



Rob Mollard
USW Local 8223



Matt Winterton
USW Staff Representative



Gloria Jacobs
President, USW Local 8223

LETTER OF AGREEMENT #2
Between
Thompson Regional Airport Authority
and
United Steelworkers, Local 8223-19

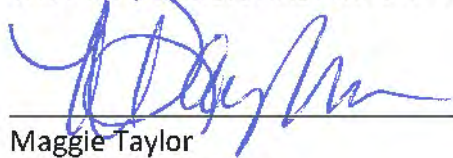
Re: Prescription Glasses

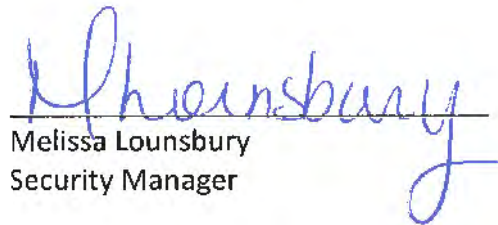
The Employer agrees to reimburse the employee for the purchase of prescription safety glasses once every two (2) years to a maximum of one hundred and forty dollars (\$140.00) for single vision glasses or one hundred and sixty dollars (\$160.00) for bifocals or trifocals.


The employee shall provide the Employer with proof of purchase to be eligible for reimbursement.

DATE: Nov 29 / 2018


THOMPSON REGIONAL AIRPORT AUTHORITY

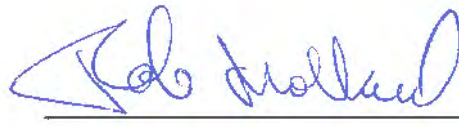

Maggie Taylor
Operations Manager



Melissa Lounsbury
Security Manager

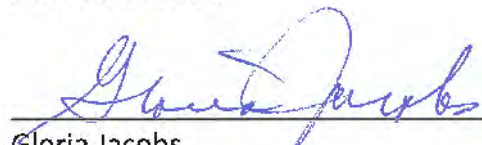

Corinne Stewart
Airport Manager

UNITED STEELWORKERS, LOCAL 8223


Chris Stacy
Unit Chair, USW Local 8223-19


Rob Mollard
USW Local 8223


Matt Winterton
USW Staff Representative


Gloria Jacobs
President, USW Local 8223

LETTER OF AGREEMENT #3
Between
Thompson Regional Airport Authority
and
United Steelworkers, Local 8223-19

Re: Employees Hired on Temporary Basis

Whereas it is the Employer's right to schedule and assign work in order to address operational requirements in an effective, efficient and safe manner; and

Whereas operational requirements necessitate the need to hire employees (Temporary Employee) for a period of time less than twelve (12) months, the parties agree that the terms and conditions of employment of a temporary employee come to an end as of the employee's last scheduled day of work in keeping with his letter of hire.

The parties agree the terms of the collective agreement shall apply with the following exceptions:

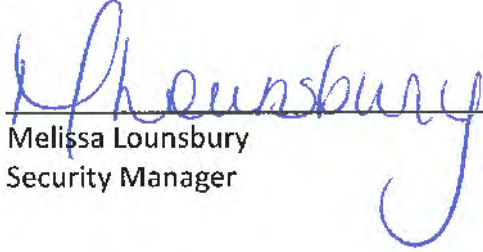
- (a) seniority shall accrue after six (6) months
- (b) seniority shall terminate as of the last date of work
- (c) the employee shall not be entitled to the Employer's benefit plans as described in the collective agreement
- (d) the employee shall not be entitled to the Employer's pension plan as described in the collective agreement
- (e) the employee is entitled to five (5) days unpaid bereavement leave in the event of the death of a member of his immediate family; upon completion of three (3) consecutive months of employment, the employee is entitled to five (5) days bereavement leave with pay at his regular rate of pay
- (f) the employee shall be entitled to vacation pay, to be paid bi-weekly at the rate of four percent (4%) of wages earned.
- (g) the employee shall not be entitled to vacation leave during the term of his employment contract, unless specifically requested by the employee and granted by the Employer at the time of hire.
- (h) the employee shall not be entitled to vacation bonus as per Article 19.03 of the collective agreement
- (i) the employee shall not be entitled to a clothing allowance as described in Article 21 of the collective agreement. The Employer will provide two (2) pairs of high visibility coveralls and one (1) high visibility winter parka for the employee's use during the employee's term of employment. Coveralls and parka are to be returned to the Employer as of the employee's last work day.
- (j) the employee's rate of pay shall be ninety percent (90%) of the rate of pay for the job being performed as per Article 20 – Wage Rates and Classifications.
- (k) the employee shall be entitled to bank overtime work throughout the term of their employment to be paid out at the employee's request or on the employee's last pay date

DATE: Nov 29 / 2018

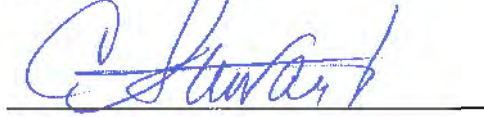
THOMPSON REGIONAL AIRPORT AUTHORITY



Maggie Taylor
Operations Manager



Melissa Lounsbury
Security Manager

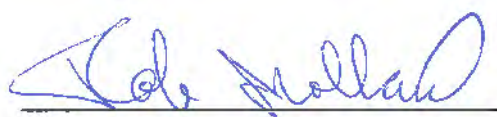


Corinne Stewart
Airport Manager

UNITED STEELWORKERS, LOCAL 8223



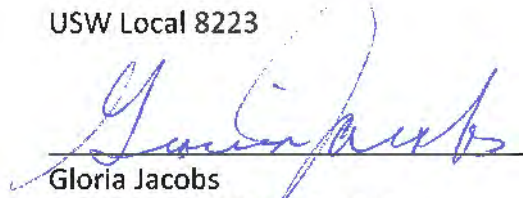
Chris Stacy
Unit Chair, USW Local 8223-19



Rob Mollard
USW Local 8223



Matt Winterton
USW Staff Representative



Gloria Jacobs
President, USW Local 8223

LETTER OF AGREEMENT #4
Between
Thompson Regional Airport Authority
and
United Steelworkers, Local 8223-19

Re: Administration of Article 20 Wages and Classification - Equipment Operator 2

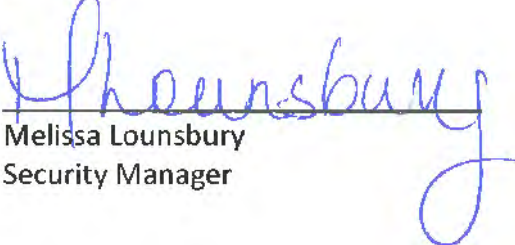
Whereas the parties have agreed to the utilization of Equipment Operator 1 as the starting classification for employees involved in maintenance duties and that the classification of Equipment Operator 2 will, in addition to the duties required in Equipment Operator 1, be an operator who is qualified and assigned to operate the grader on runway 15/33 to meet the requirements specified in TP312. Employees currently classified as Equipment Operators 2 will be given the opportunity to demonstrate the ability to meet the above requirements. A current Equipment Operator 2 employee who cannot demonstrate the competency to the satisfaction of the Employer will be provided training by the Employer for a period totaling six (6) months (three months of winter and three months of summer training). Should the employee be unable to demonstrate proficiency after the training period, they will be reclassified to an Equipment Operator 1 and their wages will be adjusted accordingly.

DATE: Nov 29 / 2018

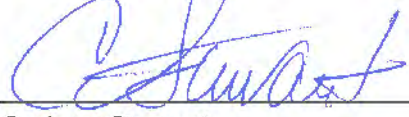
THOMPSON REGIONAL AIRPORT AUTHORITY



Maggie Taylor
Operations Manager




Melissa Lounsbury
Security Manager

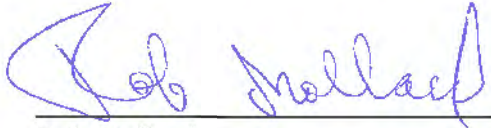


Corinne Stewart
Airport Manager

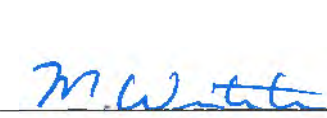
UNITED STEELWORKERS, LOCAL 8223



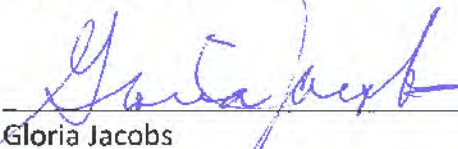
Chris Stacy
Unit Chair, USW Local 8223-19



Rob Mollard
USW Local 8223



Matt Winterton
USW Staff Representative



Gloria Jacobs
President, USW Local 8223