

SOURCE	Union		
EFF.	98	01	01
TERM.	2000	12	31
No. OF EMPLOYEES	30		
NOMBRE D'EMPLOYÉS	30		

COLLECTIVE AGREEMENT

BETWEEN:

NORTH 60" PETRO LTD.

(hereinafter referred to as the "Employer")
PARTY OF THE FIRST PART

AND:

TEAMSTERS LOCAL UNION NO. 31

(hereinafter referred to as the "Union")
PARTY OF THE SECOND PART

EFFECTIVE

JANUARY 1, 1998 TO DECEMBER 31, 2000

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A. PREAMBLE

This Agreement is effective January 1, 1998 and represents all the terms and conditions which govern the relations between the Union, the Employer and the employees. No other terms and conditions, expressed or implied, are applicable or enforceable, except where further mutual agreements have been committed to writing by the parties and appended to this Agreement.

B. UNION RECOGNITION

The Employer agrees to recognize the Union as the sole collective bargaining agent for all employees and categories of employees referred to in the Certificate of Bargaining Authority issued by the Canada Labour Relations Board on May 24, 1979, unless otherwise provided herein.

C. INTERPRETATION

Whenever the masculine gender is used in this Agreement, it shall also be construed as meaning the feminine gender, if applicable. Similarly, whenever the singular is used, the same shall be construed as meaning the plural if the facts or context require.

ARTICLE I

1.01 Union Security

It is agreed that as a condition of employment, each employee not now a member of the Union and all new employees shall become and remain a member in good standing of the Union within seven (7) days of his commencing employment with the Employer. The Employer shall not maintain in its employ at any time an employee covered by this Agreement who is not a member in good standing of the Union.

1.02 The Employer shall furnish to the Union a list of new employees and owner operators taken into employment by the Employer within fourteen (14) calendar days of their being hired or placed under contract and all such employees shall be added to the check-off list at that time.

1.03 Each new employee and owner operator, when hired by the Employer, shall sign Union application and authorization cards or be instructed by the Employer to contact the Union office, or shop steward, in branch terminals, in order to sign application and authorization cards provided by the Union, authorizing the Employer to deduct Union dues, initiation fee and assessments from the employee's earnings and remit same to the Union.

1.04 When additional employees and/or owner operators are required, the Employer will extend equal opportunity to Union members who meet the Employer's requirements and who apply for employment or have been referred to the Employer by the Union.

1.05 Except as otherwise provided for herein, supervisors and other employees outside the scope of this Agreement shall not perform the regular duties of employees within the bargaining unit unless training or instructing an employee during the performance of his duties.

ARTICLE 2 - UNION ACTIVITY

- 2.01 **Union Agents**
Authorized agents of the Union will request and have access to the Employer's establishments for the purposes of investigating conditions related to Union contract clauses.
- 2.02 **Shop Stewards**
The Union shall appoint or elect Shop Stewards and shall notify the Employer in writing of the appointment or election. The Employer shall only recognize such Shop Stewards when notified in writing by the Union and shall not discriminate against them for lawful Union activity. Shop Stewards will suffer no loss of regular pay when processing grievances under Step 1, 2 and 3 of the Grievance Procedure during their regular working hours. The Employer will notify the Union prior to the dismissal of any Shop Steward.
- 2.03 **Steward Time-Off**
The Employer shall allow time off without pay to any employee who is serving on a Union committee or as a delegate providing all requests for time off are reasonable and do not interfere with the proper operation of the business, and provided forty-eight (48) hours written notice is given to the Employer by the Union specifying the length of time off.
- 2.04 **Legal Picket Lines**
It shall not be a violation of this Agreement or cause for discharge of an employee in the performance of his duties, to refuse to cross a legal picket line recognized by the Union. The Union shall notify the Employer as soon as possible of the existence of such recognized legal picket line.
- 2.05 **Union Insignia**
It shall not be a violation of this Agreement for an employee to post the Teamster's Union Label in a conspicuous place in the cab of the vehicle or equipment he is operating. The said label shall be in a size not in excess of three inches (3"0 by four inches (4"), and shall be attached to the place as designated for the insignia by the Company.
- 2.06 **Union Industry Advancement Fund**
The Teamsters Local Union No. 31 Union/Industry Advancement Fund shall be for the enhancement of all persons dependent upon any industry represented by Teamsters Local Union No. 31.
The Employer shall make contributions of five cents (\$.05) per hour for which wages are payable hereunder for each employee covered by this Collective Agreement.
Payment of said funds shall be made to the Teamsters Local No. 31 Union/Industry Advancement Fund by the 15th of the month following that to which they refer.
This payment will be independent and separate from any other payment made to Teamsters Local Union No. 31.

ARTICLE 3 - NO INTERRUPTIONS OF WORK

- 3.01 During the life of this Agreement, there shall be no lockout by the Employer and/or strike, sit-down, work stoppage or suspension of work, either complete or partial, for any reason by the Union.
- 3.02 The Union agrees, that in the event the Employer becomes involved in a controversy with any other union, the Union will do all in its power to help effect a fair settlement, and the Union will not participate in any sympathetic cessation of work or slow-down program while the controversy is being settled.

ARTICLE 4 -MANAGEMENT RIGHTS

- 4.01 The Union recognizes the exclusive right of the Employer to manage and direct the Employer's business in all respects in accordance with its commitments and to alter from time to time rules and regulations to be observed by the employees, which rules and regulations shall not be inconsistent with this Agreement.
- 4.02 (a) The Employer will always have the right to hire and to discipline, demote or discharge employees for proper cause. Where a demerit point system is not applicable, an employee's disciplinary record shall only contain those matters conveyed to the employee in writing with a copy to the Union, and such disciplinary record may only be used for the previous nine (9) months in any future disciplining of such employee.
- (b) The Employer reserves the right to establish qualifying standards and/or educational requirements for each job classification, provided such standards and requirements are not capricious, arbitrary, or discriminatory. The Employer shall, in its sole discretion, determine whether an individual possesses the necessary qualifications and meets the job requirements.
- 4.03 Nothing contained in this Agreement will be deemed to obligate the Employer to continue to operate any of its plants, properties or any parts thereto.
- 4.04 The Highway Division will not generally sub-contract out work currently being performed by actively employed shop employees except in emergencies, where qualified staff are not available or under special circumstances. Where special circumstances occur, the actively employed employees involved will be re-assigned to other maintenance work within the shop.

ARTICLE 5 -NO DISCRIMINATION BETWEEN EMPLOYERS

- 5.01 The Union undertakes that no terms which are more advantageous than those contained herein will be extended to or agreed with any competitor of the Employer without first notifying the Employer of such terms.

ARTICLE 6 -DEFINITION OF EMPLOYEES

- 6.01 Regular Employee
A regular employee shall be considered as such when:
- (a) He has completed his probationary period.
 - (b) He makes himself available to the Employer for full time employment or as he may be needed.
 - (c) He has no other outside employment which will in any manner interfere or reflect upon his employment with the Employer.
 - (d) He is fully qualified in regard to the Employer approved physical examinations or other normal Employer requirements.
- 6.02 Probationary Employees
- (a) All new employees will be considered probationary employees for the first ninety (90) days.
 - (b) Probationary employees shall be on trial to determine their suitability for regular employment. The Employer may dismiss a probationary employee if it does not find him suitable for regular employment, or in the case of casual employees, temporary employment. There shall be no responsibility on the part of the Employer in respect of the employment of such employees, should they be terminated for any reason during the probationary period.
 - (c) Regular full time employee status commences only after the employee has been advised in writing by the Employer that he has been granted such employee status or at the completion of time requirements provided in Article 6.02(a).

- (d) No probationary employee shall attain seniority until he is granted regular full-time status but once he is granted such status, his seniority shall date from the commencement of his probationary period.
- (e) A probationary employee may apply for other positions, but need not be accepted.

6.03 Casual Employee

- (a) For the purpose of this Agreement, a casual employee is defined as a person hired for work that is not of a continuing nature, such as
 - i) temporary positions created to cover absences due to employee vacations, illness, injuries, or leaves of absence
 - ii) temporary positions created to supplement the regular employee work force to provide additional help of an incidental or short-term nature to cover peak work periods or sudden but temporary surges in demand for Company services.
- (b) A casual employee who works for three hundred and eighty-four (384) hours in any ninety (90) day calendar period shall be considered to have completed his probationary period and becomes a regular full-time employee.
- (c) Each time a casual employee is paid wages he shall, in addition to his regular pay, receive payment for vacation pay calculated at four (4) percent of his regular gross pay.
- (d) Casual employees shall not be used for the purpose of depriving regular full-time or regular part-time employees of their normal hours of work.
- (e) Casual employees are covered by the terms of this Agreement except for the following Articles:
 - Article 7 - dealing with Seniority lists and rights for regular employees
 - Article 8 - dealing with Layoffs of regular employees
 - Article 9 - dealing with Recalls of regular employees
 - Article 12.01 & 12.02 - dealing with Hours of Work for regular hourly paid employees
 - Article 13 - dealing with Notification of Temporary layoff
 - Article 41 - dealing with Unpaid Leaves of Absence
 - Article 42 - dealing with Paid Leaves of Absence
 - Article 45 - dealing with Sick Leave Benefits
 - Article 46 - dealing with Health and Welfare Plans
 - Article 49 - dealing with paid annual Vacation

- 6.04 (a) Regular part-time employees shall not be used for the purpose of depriving regular full-time employees of their normal hours of work.
- (b) Regular part-time employees shall not be used in conjunction to eliminate a full-time position.

6.05 Working Agent

A Working Agent at small and/or remote Employer maintained Terminals shall be considered as:

- (a) He shall be an employee of the Employer.
- (b) He shall be used by the Employer only at such small and/or remote locations where the Employer's volume will not support, and the Employer does not employ, more than four (4) employees including the Working Agent.
- (c) He shall be a member of the Union, but otherwise excluded under the terms and conditions of this Agreement except that the monthly or annual monetary remuneration or benefits to him by the Employer shall be in an amount resulting in not less than he would otherwise receive under the terms of this Agreement.
- (d) He shall be on a monthly salary as described.
- (e) His services shall not be utilized to deny other employees of their equitable share of overtime.
- (f) If, as and when terminals are closed down or partially closed down or amalgamated or moved to another location, the seniority of such employees shall immediately become a subject of discussion and failure of the parties to agree may be submitted to the grievance procedure hereinafter provided for a final decision.

6.06 Owner Operator and/or Dependent Contractor

- (a) An Owner Operator and/or Dependent Contractor shall personally and exclusively operate the equipment supplied pursuant to his agreement with the Employer excepting that such equipment shall be operated by an assigned operator of the Dependent Contractor's choice at Union Drivers rates provided there is a mutual agreement between the Dependent Contractor and the Employer, where the equipment requires more than one (1) operator, and, upon request of the Dependent Contractor, in instances where the Dependent Contractor is absent because of vacations, illness, accident or on leave of absence for reasons acceptable to the Employer.
- (b) There shall be a base fleet of three (3) Employer owned highway units. After the base fleet of three (3) Employer owned trucks has been established and the Employer increases or reduces the number of operational highway units, such increases or reductions shall be made on the basis of one (1) Employer unit to one (1) dependent contractor unit. However, the foregoing shall not compel the Employer to engage or retain the services of dependent contractors nor shall the replacement of a dependent contractor with another dependent contractor be a consideration. At no time during this Agreement shall there be fewer than three (3) Employer units while there are any Owner Operators employed.
- (c) The Employer, after establishment of the said base fleet relationship, may, on a short-term basis of not more than six (6) month's duration, hire Owner Operators for additional business not ordinarily performed by Company employees. The Employer will advise the Union of such short-term lease. This term lease may be extended as agreed between the Parties.
- (d) All Owner Operators shall be bound by the maximum hours of work as prescribed by Labour Canada and/or the U.S. Department of Transport in the relevant Safety Code, the Canadian Motor Vehicle Safety Standards and this collective agreement.
- (e) A separate seniority list shall be posted at the Terminal showing the names and truck numbers of all Dependent Contractors, A copy of such list shall be forwarded to the Union forthwith.
- (f) When complying with (c) above, the Employer will not engage the services of an Owner Operator to replace or displace any regular employee.

ARTICLE 7 -SENIORITY

7.01 Company seniority and unit seniority are defined as follows:

- (a) Company seniority means the date a regular full-time employee started his continuous full-time employment with the Employer.
- (b) Unit seniority means the date a regular full-time employee started his continuous full-time employment within the unit.

7.02 The units covered by this Collective Agreement shall be as follows:

	Highway line haul drivers dispatched from Whitehorse
<u>Unit #1A</u>	Agency drivers dispatched from Dawson
<u>Unit #1B</u>	Agency drivers dispatched from Watson Lake

Unit #2 All employees working in the following classification in or out of the Whitehorse Maintenance Shop:

Heavy Duty Mechanic Journeyman	Welder Journeyman
Heavy Duty Mechanic Tradesman	Welder Tradesman
Automotive Mechanic Journeyman	Partsman
Automotive Mechanic Tradesman	Labourer
Machinist Journeyman	Truckwasher
Machinist Tradesman	Apprentice

Unit #3 All employees working in the following classifications in the Petroleum Division:
Tire Retreader Petroleum Labourer
Barrel Plant Employee Operators
Warehouse/Operator

Unit #4 Whitehorse Local Delivery Drivers

Unit #5 All office employees

- 7.03 The Employer shall maintain a seniority list for regular full-time employees only. Such list shall contain the name of the employee, his company seniority date and his unit seniority date.
- 7.04 These seniority lists will be posted in each unit location in the months of January, May and September, and copies of same shall also be provided to the Union. Seniority dates will be subject to question by means of a written protest submitted by the employee to the Union and to the Employer's Industrial Relations Department within a period of thirty (30) calendar days from the date of posting, and if no dispute arises during this period, the posted seniority dates will be deemed to be correct.
- 7.05 In the event of identical unit seniority dates, company seniority will govern
- 7.06 **Retention of Seniority Upon Promotion**
When an employee within the bargaining unit receives a leave of absence to take a position with the Employer which is excluded from the bargaining unit, he may retain his seniority for a maximum of one hundred and twenty (120) calendar days within the former unit. Notice shall be given to the Union, in writing, prior to the employee leaving the bargaining unit.
- 7.07 At the end of this period of one hundred and twenty (120) calendar days, the employee must exercise his seniority rights by returning to his former unit or relinquish all such seniority rights. Should the employee return, or be returned, to the bargaining unit for any reason, he must remain within the unit for a minimum of one hundred and twenty (120) calendar days prior to exercising such privilege again.
- 7.08 **Termination of Seniority and Employment**
A regular employee **will** lose all his seniority rights and his employment is deemed to be terminated where any of the following occurs:
(a) Voluntary quitting or leaving the Employer.
(b) Discharge for just and reasonable cause.
(c) Retirement.
(d) If an employee is absent without leave for three (3) consecutive working days, unless a reason satisfactory to the Employer is provided immediately before or at the expiration of three (3) consecutive working days unless circumstances beyond the employee's control prevent the employee from submitting a reason during that period.
(e) If an employee does not return and report for work on the day following completion of his approved leave of absence, unless there were extenuating circumstances and he notified the Employer by mail or telegram or telephone directly to the immediate supervisor prior to the expiration of his approved leave of absence.
(f) Absence due to layoff for a period in excess of nine (9) consecutive months excepting where the layoff is a direct result of a labour dispute involving another company in which case seniority will be carried for twelve (12) months.

ARTICLE 8 -LAYOFFS

- 8.01 When a layoff is necessary within a unit, no regular employee in the job classification where the layoff is required will be laid off while a casual employee is working. Layoffs of regular employees will be implemented in reverse order of company seniority within that unit.

- 8.02 A regular part-time employee who is subject to layoff may bump a probationary or another regular employee in any job classification within his own unit provided that the job classification is within the same or lower wage group and provided further that:
- (a) The employee has greater company seniority than the employee he wishes to bump; and
 - (b) The employee possesses the necessary qualifications, skills and abilities to properly and efficiently fulfill all of the duties, responsibilities and requirements then current in the job classification into which he wishes to bump; and
 - (c) The employee shall take that job on a trial basis of up to twenty (20) working days during which he must demonstrate that he can properly and satisfactorily perform the job to the satisfaction of the Employer.
- 8.03 A regular full-time employee who is subject to a layoff and cannot hold a position within his own unit will have the right to apply for any posted vacant position in another unit or bump into any position in another unit currently held by a probationary employee provided that:
- (a) He possesses the necessary qualifications skills and abilities to properly and efficiently fulfill all of the duties, responsibilities and requirements then current in that position; and
 - (b) The employee has greater company seniority than the employee he wishes to bump; and
 - (c) He is willing to take that job on a twenty (20) working day trial basis during which he must demonstrate that he can properly and satisfactorily perform the job to the satisfaction of the Employer; and
 - (d) He shall return to his former unit when work becomes available.
- 8.04 Employees who wish to exercise their rights under Article 8.02 or 8.03 must apply to their respective Division Manager (Petroleum, Highway or Office), no later than forty-eight (48) hours from the time at which they have been notified that they have been laid off or bumped, or they are deemed to have forfeited their rights under Articles 8.02 and/or 8.03.

ARTICLE 9 - RECALLS

- 9.01 The Employer shall recall the employees commencing with the employee(s) with the greatest company seniority and possessing the necessary qualifications, skills and abilities to properly and efficiently fulfill all of the duties, responsibilities and requirements then current in the job classification.
- 9.02 It is the responsibility of each employee to keep the Division Manager informed of his current mailing address and phone number by written communication:
- (a) Notice of recall may be made by telephone to the employee, telegram, registered mail or by direct personal contact.
 - (b) An employee who is laid off and fails to return to work when given seven (7) calendar days' notification to return to work shall be deemed to have abandoned his employment with the Employer.

ARTICLE 10 - JOB VACANCIES AND JOB POSTINGS

- 10.01 Where the Employer decides to fill a regular job vacancy or to create a new regular position, it will give present regular employees every reasonable opportunity to apply by posting the position in all locations (listing job classification, unit, and wage rate) for a minimum of seven (7) days in a conspicuous place in each unit. The Employer is not required to consider applications from bargaining unit employees after the posting period has expired.
- 10.02 Positions will be filled on the basis of qualifications, skills, ability and seniority. Provided that the applicant meets all of the qualifications required, preference will be given to the employee with the greatest unit seniority within the unit where the vacancy exists, then provided that the applicant meets all of the qualifications required, preference will be given to the applicant with the greatest company seniority.

- 10.03 Any current employee selected to **till** a vacancy or a new job shall be given a trial period of up to thirty (30) working days to demonstrate that he can satisfy the requirements of the job **to** the satisfaction of the Employer.
- 10.04 Should the employee be unable to satisfy the requirements of the job, or should he decide that he does not want to continue in the new job within the aforementioned trial period, then he may be returned to his former job at the wage rate he previously earned in the former job, plus any increments to which he would have otherwise been entitled, had he not been promoted. The Employer shall have the right to require all other employees who changed job positions to move back into the job positions and wage rates (plus any applicable increments) which they occupied previously.
- 10.05 In such instances, the employee's original unit seniority will be restored without any interruption in the accumulation thereof. **No** temporary seniority in the classification to which the employee was temporarily promoted shall be deemed to have accumulated.

ARTICLE 11 - PAYMENT OF WAGES

- 11.01 **Paid for Time**
Paid time shall commence from the time that the employee is ordered to report for duty or registers in, whichever is later, until he is effectively released from duty.
- 11.02 The rates of remuneration as listed in this Agreement are considered as minimum rates and shall not preclude payment of premium rates at the discretion of the Employer.
- 11.03 **Pay Period**
All regular employees shall be paid not **less** frequently than every other Thursday all wages earned by such employees to a day not more than fourteen (14) days prior to the day of payment. The pay period shall commence on Sunday at 12:01 a.m. All pay advices shall be available at 8:30 a.m. every other Thursday at the employee's place of employment. All other cheques due to an employee shall be issued at the employee's place of employment except termination cheques.
- 11.04 **Pay Statement**
The Employer shall provide each employee with **a** separate or detachable written or printed itemized statement in respect of all wage payments made to such employee. Such statements shall set forth the dated pay period, total hours worked or paid for, the total mile driven (where applicable), the total overtime hours worked, either at time and one-half (1-1/2) or double time the rate of wages applicable, and all deductions made from the gross amount of wages.
- 11.05 **Error in Pay**
When **less** than one (1) day's time has been missed, it will be paid on the next pay day. All other time missed, will **be** paid forthwith after being brought to the Employers attention, provided it was the Employer's error. If it was not the Employer's error, the time missed shall be paid **on** the next **pay day**.
- 11.06 **Injury on the Job**
When an employee sustains a personal injury while on duty which prevents him from completing his shift and the injury requires medical care, the employee will be compensated for the full shift on that day.

ARTICLE 12 -HOURS OF WORK

- 12.01 The normal work week for regular hourly paid employees excepting line-haul drivers, shall consist of not more than eight (8) consecutive hours of work per day excluding the meal period, and not more than five (5) days per week.
- 12.02 Hourly paid employees shall receive two (2) consecutive days of rest each work week. At least one of these rest days must be either Saturday or Sunday.
- 12.03 Employees who are not ready to commence work at their starting time and/or who cease work prior to the authorized quitting time or designated break time are subject to disciplinary action.
- 12.04 **Rest Break**
An Employee shall be entitled to one (1) paid break of fifteen (15) minutes during both the first half and the second half of any shift.
- 12.05 In the event an employee is required to work less than two (2) hours overtime past the end of his regular shift he shall be granted a paid fifteen (15) minute break before starting the overtime. Where an employee is required to work in excess of two (2) hours overtime, he shall be entitled to one-half (1/2) hour paid time off at his regular rate of pay for the purpose of eating. Where a break or meal period is provided under this Article, such break or meal period may be delayed but not beyond thirty (30) minutes of commencing such overtime period.
- 12.06 **Meal Period**
Unpaid meal periods of either thirty (30) minutes or one (1) hour, but not both, shall be established by the Employer, and shall not be changed except by mutual agreement. Each employee shall have a uniform meal period.
- 12.07 No employee shall be compelled to take more than one (1) continuous meal period during his shift nor compelled to take any part of such a continuous period before he has been on duty three and one-half (3-1/2) hours or after he has been on duty five (5) hours.
- 12.08 When an hourly rated employee is required to work through his normal meal period he will receive two (2) times the regular straight time rate of pay for time worked during the meal period. No employee will be required to work beyond five (5) hours without a meal period as provided for in Article 12.07.

ARTICLE 13 -NOTIFICATION OF TEMPORARY LAY-OFF

- 13.01 Regular hourly paid employees shall be notified before quitting time if they will not be required to work their next regular work day. If an employee is laid off, then recalled the next day, his starting time and pay time will be the same on both days.

ARTICLE 14 -DEAD HEADING

- 14.01 Every employee covered under this Agreement when required to ride on Company equipment in a deadhead manner or when required to travel by any other mode of Company or public transportation to a destination point designated by the Employer shall be paid for any hours so spent at his regular straight time hourly rate during the first ten (10) hours of travel and at one and one-half (1-1/2) times the regular straight time hourly rate for any hours spent travelling in excess of ten (10) hours; plus subsistence allowance and/or cost of transportation, where applicable.

ARTICLE 15 - GUARANTEE FOR HOURLY PAID EMPLOYEES

- 15.01 When an hourly rated employee is called in and reports for duty, he shall be guaranteed a minimum of four (4) hours work and/or pay. If he works in excess of four (4) hours, he shall be guaranteed six (6) hours work and/or pay, and if he works in excess of six (6) hours, he shall be guaranteed the full day's pay.

ARTICLE 16 - TEMPORARY CHANGE IN JOB CLASSIFICATION

- 16.01 Any employee working in a higher wage group than his normal job classification for two (2) hours or more per shift shall be paid at the higher rate for the entire shift.
- 16.02 When an employee in a higher wage group job classification is working temporarily in a lower wage group job classification, he shall receive the higher wage group rate for the entire shift.
- 16.03 If an employee works regularly in a combination of job classifications, with different hourly pay rates, he will be paid the higher rate of pay.

ARTICLE 17 - CALL-OUT, CALL-BACK PROVISION

- 17.01 Regular hourly paid employees reporting for duty on a call-out or call-back basis inconsistent with their regular schedule work day or shift. shall be guaranteed a minimum of four (4) hours, but after completion of the duty called for may elect to book off with a minimum of two (2) hours pay. Hours paid will be at the overtime rates.

ARTICLE 18 - COLD WEATHER WORK PREMIUM

- 18.01 Highway Division mechanics, firemen and welders and Petroleum Division mechanics who are required to perform duties outside in cold weather, shall receive double the applicable rate of pay while actual work is being performed. For the purpose of this section "cold weather" is defined as below zero Fahrenheit (minus nineteen (-19) degrees Celcius).

ARTICLE 19 - SHIFT WORK

- 19.01 When any type of work is performed on a multiple shift basis, the general principle of shift rotation will be adhered to as far as is practicable.
- 19.02 Shift work shall have a shift differential paid on the following basis. Any employee working the afternoon shift shall be guaranteed the equivalent of one-half (1/2) hour shift differential and any employee working the night shift shall be guaranteed the equivalent of one (1) hour shift differential. This shift differential shall be paid at straight time at the employee's classification rate of pay.
- (a) Work on the day shift shall commence between the hours of 0600 and 1400 hours.
 - (b) Work on the afternoon shift shall commence between the hours of 1400 and 2200 hours.
 - (c) Work on the night shift shall commence between the hours of 2200 and 0600 hours.
- 19.03 With the exception of a swing shift, shifts, once established, will not be changed without five (5) days notice to the employees involved unless the employees involved agree to waive this provision and the shift change is approved in advance by the Division Manager.
- 19.04 The Employer may, by mutual agreement with the employees involved, arrange to swing shifts. In case of a dispute as to the manning of a shift(s), the junior man in the job classification affected will be assigned.

ARTICLE 20 - OVERTIME

- 20.01 All Employer authorized time over eight (8) hours per day shall be deemed overtime if a rest period of eight (8) hours is not granted after an employee has completed his regular shift, except on short change of shift which could result in only seven and one-half (7-1/2) hours of rest between shifts. The employee shall otherwise be on overtime until a break of eight (8) hours occurs. Seven and one-half (7-1/2) hours of rest between shift applies only on a weekly shift change.
- 20.02 For the first four (4) hours worked after completion of this first eight (8) hours at straight time, the overtime rate shall be at time and one-half (1-1/2) the straight time rate of pay for time worked.
- 20.03 For overtime hours in excess of four (4), the overtime rate of pay will be two (2) times the regular straight time rate of pay until released from duty subject to Article 20.02.
- 20.04 Daily overtime shall be allocated wherever possible to capable senior employees in their classification in a volunteer seniority list, the junior employee shall be required to work overtime. Overtime in excess of four (4) hours per week shall be voluntary. However, when overtime is required and senior employees decline, the most junior employee who has not worked the minimum four (4) hours overtime must accept the overtime assignment.
- 20.05 All hours worked on an employee's designated day of rest will be deemed overtime and paid for at the rate of time and one-half (1-1/2) the straight time rate of pay for the first eight (8) hours worked and two (2) times the straight time rate of pay for any hours in excess of eight (8) hours on each such day.

ARTICLE 21 - EXCLUSION OF LINE-HAUL DRIVERS

- 21.01 None of the provisions contained in Articles 12 through 20, inclusive, shall apply to line-haul drivers who are engaged in over-the-road runs extending more than one hundred (100) miles from their base of operations within the Yukon Territory.

ARTICLE 22 - LINE-HAUL DRIVERS

- 22.01 The provisions contained in Articles 22 through 38, inclusive, govern basic working conditions and methods of pay solely for line-haul drivers who are engaged in over-the-road runs extending more than one hundred (100) miles from their base of operations within the Yukon Territory.

ARTICLE 23 - SINGLE MAN OPERATIONS

- 23.01 The regular hours of work for employees engaged in single man operation shall be ten (10) hours per trip. The Employer shall pay for all time driving and working in excess of the regular hours at the overtime rate as specified hereafter and shall continue at the overtime rate until a rest period of eight (8) hours is provided. This rate does not apply to the layover and wait time but is calculated on the driving and work time only at one-half (1/2) the hourly work time rate.
- 23.02 No single man shall be called for dispatch until he has been off duty for eight (8) hours, excluding call time, after completing a trip at the home terminal. At points away from the home terminal, the driver shall be entitled to up to eight (8) hours, including call time, of uninterrupted rest. Drivers held and/or waiting at a point other than the home terminal in excess of the maximum rest period will be paid wait time for hours in excess of the full rest period.

ARTICLE 24 -SLEEPER CAB OPERATION

- 24.01 Sleeper cab operation shall be performed by two (2) drivers in trucks properly equipped with sleeper berths. The Employer shall designate the home terminal of each driver team and designate the routes to be traveled on each tour from terminal to destination and return and each driver shall be paid for driving one-half (1/2) the mileage the vehicle traveled in making the tour.
- 24.02 Driver Teams
Once driver teams are established, it is understood that they are not to be separated unless mutually agreed to by the Employer, the Union and driver team involved, except in case of emergency or reduction in forces or temporary training. Such mutual agreement shall not be unreasonably withheld.
- 24.03 Only two (2) men shall be permitted in sleeper cab equipment at any time, except in case of emergency or when a new type of equipment is put into operation. In no event shall a driver supervisor or other authorized personnel be in the cab in addition to the two (2) drivers, for more than three hundred (300) miles.
- 24.04 No driver under this Agreement shall be placed on layover if routed on any tour with outbound mileage under five hundred (500) miles.
- 24.05 The Employer may use a sleeper cab driver to effect a single man operation but will not do this when it adversely affects the single man board or when it creates excess layover time for sleeper cab drivers.
- 24.06 (a) Except in cases of emergency, sleeper cab drivers shall be entitled to have a minimum of four (4) hours off duty excluding call time after completion of their tour.
(b) No sleeper cab driver shall be allowed to take a solo trip of more than four (4) hours until he has had eight (8) hours rest since he was last on duty.
- 24.07 Bedding and fresh linens for sleeper cabs shall be furnished and maintained by the Employer, when requested by the driver.

ARTICLE 25 - TRANSFERRING OVER-THE-ROAD DRIVERS

- 25.01 (a) When a branch, terminal, division or operation is closed or partially closed and the work of the branch, terminal, division or operation is transferred to another branch, terminal, division or operation in whole or in part, an employee at the closed or partially closed down branch, terminal, division or operation shall have the right to transfer at the Employer's expense to the branch, terminal, division or operation into which the work was transferred, if work is available there.
(b) Such employees will be dovetailed into the seniority list as of the date they first became employees in their classifications.
(c) Whenever a man is transferred at the request of the Employer, his reasonable moving expenses shall be borne by the Employer.
(d) For the purpose of this section, "expenses" is defined to mean the moving expenses of normal household goods and chattels.

ARTICLE 26 -WORKING CONDITIONS FOR LINE HAUL DRIVERS

- 26.01 Drivers may be permitted to load or unload freight or petroleum products where such loading or unloading is in accordance with past practice with regard to petroleum products or where such loading or unloading is made outside the normal hours when the terminal is operated or when contractual terminal employees are not in the terminal. Drivers may also deliver full loads directly to the customer's depot.

26.02 Transport Operation on Winter Road

- (a) Except under snow blockade or other emergency conditions, the maximum driving or working hours, in off highway operations, will not exceed sixteen (16) hours without a rest period.
- (b) Where sleeping accommodation is not available, trucks equipped with sleeper bunks will be considered as proper accommodation when outfitted with blankets and sheets, except when the driver elects to use alternative bunk covering provided by him.
- (c) Drivers of trucks without sleeper bunks must use such sleeping accommodation as available between eight (8) and sixteen (16) hours after their last place of rest. Drivers must not pass the last available sleeping accommodation within a sixteen (16) hour driving period under normal conditions.
- (d) When a driver has completed his rest period and resumes driving and/or working, the first eight (8) hours will be at straight time rates.
- (e) Trucks dispatched on winter road operation will be equipped with survival kits.
- (f) Drivers operating off highway in excess of ten (10) hours from their last off highway rest period will receive five dollars (\$5.00) in addition to meals supplied enroute.

ARTICLE 27 -DISPATCH

- 27.01** All drivers and operators of equipment shall be dispatched according to agreed upon local dispatching rules.

ARTICLE 28 - MILEAGE RATES

- 28.01** Mileage rates are calculated to include compensation for duties performed by an employee in driving, checking equipment, hook-up or unhooking, post and pre-trip preparation and processing of relating documents and forms.
- 28.02** The Territorial, Provincial and/or official State mileages will be used as a guide to determine the number of miles driven. The authority to determine the number of miles driven shall be the Departments of Highways of the various States, Territories and/or Provinces.
- 28.03** Employees on student trips will be paid two (2) cents per mile less than the appropriate rate shown for single drivers in Appendix "B". The driver used to check out the student driver will receive two (2) cents per mile in addition to the prevailing single driver rate as shown in Appendix "B" when checking out a student driver.

ARTICLE 29 -TRIP RATES

- 29.01** All trips shall be paid for at the mileage rate for miles driven except that the hourly rate shall apply in the event that the amount earned under the applicable mileage rate provides less than the hourly rate for the total driving time on a particular trip. The onus is upon the driver to question the rate of pay by marking his trip and pay report accordingly.
- 29.02** If a sleeper team is used on a load that is restricted to a speed of less than thirty-five (35) miles per hour by condition of a government issued permit for oversize and/or overweight loads, the driving team shall receive one and one-half (1-1/2) times the hourly work time rate stipulated in Appendix "B" divided between the drivers for that portion of the tour which is so restricted. It shall be the responsibility of the drivers to claim such hourly rate by marking their pay claim accordingly.
- 29.03** Runs which include both highway miles and off-line bush miles will be paid for in the following manner: mileage rates for main highway miles and hourly rates for bush miles.

29.04 Calculation of overtime shall be as follows:

- (a) On trips made entirely on highway, overtime shall be paid after sixty (60) hours driving in a work week (Saturday midnight to Saturday midnight) at one-half (1/2) times the straight time hourly work time rate and shall continue until a rest period of eight (8) hours is provided. This includes all work time as defined in Article 31 of this Collective Agreement.
- (b) On trips made entirely on bush roads, overtime shall be paid after eight (E) hours driving and work time at one and one-half times (1-1/2) straight time hourly work time rate and shall continue until a rest period of eight (8) hours is provided.
- (c) On trips which include both highway miles and bush miles, overtime shall be paid after ten (10) hours driving (mile or hourly) and work time (driving or hourly) at one and one-half (1-1/2) times the straight time hourly work time rate and shall continue until a rest period of eight (8) hours is provided.

ARTICLE 30 - BOBTAILING

- 30.01 Driving of tractor without trailer shall be paid on the same basis as driving of tractor-trailers
- 30.02 If hostlers are otherwise employed and tanker, or tanker-pup units are ready for loading, drivers of the units that are standing by waiting to be dispatched may load the units. Drivers so employed will receive their regular work time rates.
- 30.03 Whitehorse Local delivery driver's limits shall be restricted to a 120 mile radius except for emergency deliveries and when regular drivers are not available.

ARTICLE 31 -WORK TIME

- 31.01 Work time shall include, but not be limited to, loading, unloading, chaining and unchaining, repairs to equipment and time spent on ferries or boats.
- 31.02 Fueling at company pumps and key pumps will be included as work time when the driver performs the function.

ARTICLE 32 -WAIT TIME

- 32.01 For all time waiting to load or unload, waiting for equipment to be repaired, waiting for roads to be cleared and waiting at turn-around points on single man operations, where there are public facilities and conditions available (e.g. restaurants, coffee shops, motels, etc.) to make it safe and possible that the driver does not have to remain in the equipment, with a maximum of eight (8) hours pay for waiting time in each eighteen (18) hour period. Wait time is clarified as follows: Wait time is not accumulative. For the purposes of determining wait time pay, each stop shall be considered a separate waiting period. In no event shall wait time pay exceed eight (8) hours for each stop in any eighteen (18) hour period. When a driver is held more than one day, he shall receive pay for the first eight (8) hours in each eighteen (18) hour period.

ARTICLE 33 -TIME LOST DUE TO DELAYS

- 33.01 All time lost due to delays as a result of overloads or certificate violations involving federal, state, territorial, provincial or city regulations, shall be paid for at the regular applicable hourly rate in this Agreement. To the best of his ability, it shall be the duty of the driver to ascertain that he is not hauling an overload, and to ascertain that he has all the necessary and required licenses, certificates and permits before leaving the Employer terminal provided, however, that the Employer shall arrange for all permits to be made available to its employees.
- 33.02 When a driver or drivers are required to stay with equipment it shall be considered work time and shall be paid for as such.

ARTICLE 34 - LAYOVER

- 34.01 In the event that drivers are required to lay over during any one round trip away from their home terminals, they shall be compensated for layover time as follows; it being understood that layover time shall not be cumulative, but shall mean only one layover per trip:
- (a) For the first ten (10) hours of each layover period - No pay
 - (b) For the next eight (8) hours - At the applicable rate
 - (c) For the next ten (10) hours - No pay
 - (d) For the next eight (8) hours - At the applicable rate
 - (e) And continuing on the same basis for each eighteen (18) hour period of continuing layover.
- 34.02 The layover point is to be designated on a driver's original orders prior to dispatch from point of origin of trip, save and except in the case of accident or breakdown, whereby the layover point may be extended to a point beyond the original designated layover point.
- 34.03 The Employer shall not require any driver to lay over unnecessarily.
- 34.04 When drivers arrive at a layover point they are to be placed on layover or will receive wait time.

ARTICLE 35 -REPORTING NOTICE

- 35.01 Where notice has been given to any person who answers the call at the telephone number listed by the driver with the Employer, that notice shall be deemed to be valid notice to the driver.
- 35.02 Where the dispatcher(s) has attempted without success to make contact with the driver by calling the specified telephone number a minimum of three (3) times within a period of thirty (30) minutes, the driver will be deemed to be unavailable to report to duty and will not be eligible for "runaround pay pursuant to Article 36.

ARTICLE 36 -RUNAROUND

- 36.01 When a driver is available but not dispatched in proper order under agreed upon local dispatching rules between the Employer and the Union, he shall be paid at the actual time of departure on a trip and/or tour, with a maximum of ten (10) hours at the applicable work rate for the initial twenty-four (24) hours and continuing on the basis of the first ten (10) hours in each twenty-four (24) hour period thereafter at the applicable wait time rate.
- 36.02 Notwithstanding Article 50.02, any grievance alleging an improper or unfair denial of "runaround pay must be presented to the Employer in writing within five (5) days of the date on which the driver was allegedly available but not dispatched in proper order. The burden of proof shall be on the employee to show that he was available at his listed telephone number at the time and date in question.
- 36.03 For the purpose of this Agreement, the word "trip" will be used when referring to single man operations. A single man trip is considered from point of dispatch to point of rest, layover or book-off.
- 36.04 For the purposes of this Agreement, the word "tour" will be used when referring to sleeper-cab operations, and shall mean the period between departure from and return to home terminal.

ARTICLE 37 -MINIMUM PAY GUARANTEES

- 37.01 When a driver reports in accordance with an established reporting time and no work is provided, he will receive a minimum of four (4) hours pay at the hourly work time rate unless he has been notified at least two (2) hours ahead of the regular reporting time that no work will be available.
- 37.02 When a driver is called in and reports for duty, he shall be guaranteed a minimum of four (4) hours work and/or pay at the hourly work time rate, if no work is available. If he works in excess of four (4) hours, he shall be guaranteed six (6) hours work and/or pay, and if he works in excess of six (6) hours, he shall be guaranteed eight (8) hours work and/or pay at the hourly work time rate for the trip or any portion thereof.

ARTICLE 38 -MAINTENANCE OF EQUIPMENT

- 38.01 It is to the mutual advantage of both the Employer and the employee that employees shall not operate vehicles which are not in a safe operating condition.
- 38.02 The Employer will not require employees to operate equipment on public streets, highways, or thoroughfares that is not in compliance with the appropriate provisions of the law dealing with safety requirements on mobile equipment (i.e., brakes, steering, signal lights or other lighting equipment).
- 38.03 It shall be the duty of the employees to report in writing on **the** appropriate forms **of** the Employer, promptly, but not later than the end of their shifts, trips or tour, all safety and/or mechanical defects on the equipment which they have operated during that shift, trip or tour.
- 38.04 It shall be the obligation of the Employer to direct the repair as necessary to conform with the safe and efficient operation of that equipment. In the event repairs cannot be effected immediately, the equipment will be correctly identified and kept out of service until repaired.
- 38.05 Bulk Heads
Tractor or trailers being used to transport freight which could slide toward the cab of the truck under certain traffic conditions. will be equipped with a suitable barrier to protect the operator of the vehicle.
- 38.06 A driver may obtain information, upon request, from the Dispatch Office regarding repairs carried out on his equipment in the preceding thirty (30) days.
- 38.07 Truck and trailer bodies shall have installed steps or devices to allow reasonable access to the body. I.C.C. rear bumpers and stirrup steps for side doors on the over-the-road line equipment shall be considered as reasonable access.
- 38.08 In order to provide adequate vision front and rear, trucks and tractors will be equipped with heaters and mirrors. Said mirrors to be of a size not **less** than six (6) inches by twelve (12) inches, or the equivalent on some smaller trucks. **All** newly purchased highway tractors will have heated mirrors and power steering. All trucks and tractors shall have heated defrosters.
- 38.09 **All** line equipment including owner operated equipment will be equipped with tachographs or speedographs and engine retarders. However, a malfunction of tachograph shall not be a reason for cancelling a trip or returning to shop **unless** approved by management. Any proven tampering with tachograph and/or speedograph will result in disciplinary action to the Person responsible.

ARTICLE 39 - UNIFORMS AND PROTECTIVE CLOTHING

- 39.01 The Employer agrees that if an employee is required to wear any kind of uniform as a condition of employment, such uniform shall be furnished and maintained free of charge by the Employer. Such uniform shall bear a Union label.
- 39.02 In wet weather or mud conditions, the Employer shall supply proper wet weather apparel as required. When an employee requires wet weather apparel, and none is available from the Employer, he shall be entitled to the premium pay outlined in Article 18.01.
- 39.03 Any employee, physically handling substantial quantities of meats, hides, creosote items, spun glass, lamp block, barbed wire, acids, bulk petroleum products, calcium chloride, ore or soda ash (or any other toxic or noxious chemicals) shall be provided where required, with coveralls, rubber or leather aprons, smocks, gloves, rubber boots, hard hats, safety glasses, breathing respirators and/or ear protectors where needed to perform the job efficiently and safely.
- 39.04 The Company shall provide the following clothing to employees who are distributing and handling petroleum products, which shall be worn during all working hours.
Summer Jacket – one Winter Jacket - one
All clothing will be replaced on an as needed basis but not more than once a year. Laundering of this clothing shall be each employee's responsibility.
If, due to normal usage, your clothing becomes no longer useable or presentable, present the used clothing to your supervisor for replacement.
If negligence or willful destruction is determined the employee is responsible to pay the employer for the clothing. When you terminate employment all of your currently used coveralls, jackets, and winter coveralls shall be turned back to your Supervisor. If you fail to do so, or elect to keep the clothing, payment for said clothing shall either be made by yourself or a deduction will be made from your final pay.
- 39.05 Maintenance Shop employees, Petroleum Plant Operators, Bandag Operators, Local Delivery Drivers and Line Haul Drivers shall be provided with two (2) pairs of regular coveralls and one (1) pair of winter coveralls. These will be cleaned weekly and the cost will be borne by the Employer; however, any willful damage to the coveralls will be charged to the employee. If additional clean coveralls are required they will be issued.
- 39.06 The Employer will replace welder's gloves when turned in on a worn out basis and the lens for helmets and goggles when damaged on the job.
- 39.07 Any employees who are required to wear steel toed work boots, by Workers' Compensation, the employer will replace them annually at a maximum cost of \$100.00.

ARTICLE 40 - MECHANICS TOOL ALLOWANCE

- 40.01 Each journeyman, first and second class mechanics shall receive a monthly tool allowance credit as follows:
- (a) If actively employed for more than ten (10) days in a calendar month, an amount of thirty three dollars (\$33.00).
 - (b) If actively employed for one (1) to ten (10) days in a calendar month, an amount of sixteen dollars and fifty cents (\$16.50).

ARTICLE 41 - UNPAID LEAVES OF ABSENCE

- 41.01 When the requirements of the Employer's operations permit, any regular employee upon written application to the Employer with a copy of said application to the Union, may, if approved by the Employer, be granted an unpaid leave of absence, in writing (with a copy to the Union) for a period of up to thirty (30) calendar days. Following consideration by the Employer, approval or rejection is to be given in writing, with a copy to the Union within thirty (30) calendar days and if approved, such approval may not be withdrawn except by mutual consent of the employee and the Employer. Leaves of absence up to four (4) days will not be subject to the provisions of Article 49.13.
- 41.02 Such leave may be extended for additional periods of thirty (30) calendar days when approved by the Employer and the Union (in writing) and seniority will accrue during such extension.
- 41.03 Any employee on leave of absence engaged in gainful employment without prior written permission from both the Employer and the Union shall forfeit his seniority and his name will be stricken from the seniority list and he will no longer be considered as an employee of the company.
- 41.04 An employee's request for leave of absence for compassionate reasons shall not be unreasonably denied, but he may be required by the Employer to substantiate the reason before returning to work. Any violation will be subject to disciplinary action.
- 41.05 Subject to Article 46.04 an employee on a leave of absence who wishes to retain protection under the Health and Welfare Clause of the Agreement (excluding Weekly Indemnity) must make arrangements with the Employer to continue with the payment required and must deposit with the Employer sufficient funds to cover the premiums while on leave of absence, said amount to be left with the Employer prior to the commencement of the leave of absence. Retention of protection under this section is subject to the insurer's agreement that an employee on leave of absence will be covered if the appropriate premiums are tendered to cover the leave of absence.
- 41.06 An employee who has been elected or appointed to work for the Local Union will be granted a leave of absence by the Employer and the employee may retain seniority to a maximum of one (1) year.

ARTICLE 42 - PAID LEAVES OF ABSENCE

- 42.01 **Bereavement Leave**
When death occurs to a member of a regular employee's immediate family, the employee will be granted, upon request, an appropriate leave of absence and if he attends the funeral he shall be compensated at his regular straight time hourly rate for hours lost from his regular schedule on any of the days prior to the funeral, the day of the funeral and the day after the funeral for a maximum of three (3) days. When the funeral is held outside the Yukon Territory, four (4) days bereavement leave will be paid.
- 42.02 Members of the immediate family are defined as the employee's spouse, common-law spouse, mother, father, sons and daughters, brothers, sisters, mother-in-law, father-in-law, employee's grandparents and legal guardian.
- 42.03 Funeral leave is not compensative when the employee is on unpaid leave of absence, or layoff, or for days falling outside the employee's scheduled work week or when he is receiving benefits under the health and Welfare Plan or Worker's Compensation.

42.04 Jury Duty

Any regular employee who is required to perform jury duty or is subpoenaed to appear as a witness in a court action on any day on which he would otherwise have worked will be reimbursed by the Employer for the difference between the pay received from the jury duty, or witness fee, and his regular straight time hourly rate of pay for his regular scheduled hours of work. It is understood that such reimbursement shall not be for hours in excess of eight (8) per day or forty (40) per week, nine (9) hours per day or forty-five (45) per week for line drivers, less pay received for jury duty, or witness fee, whichever applies. The employee will be required to furnish proof of jury service and jury duty pay received. Any employee on jury duty, or subpoenaed as a witness, shall, subject to this provision, make himself available for work before or after being required for such duty, whenever practicable.

42.05 The preceding provision will have no application for an employee on unpaid leave of absence, layoff, annual vacation or for days falling outside the employee's scheduled work week or when receiving benefits under the Health and Welfare Plan or Worker's Compensation.

ARTICLE 43 - SAFETY PRECAUTIONS

43.01 For reasons of safety no shop personnel at the Highway Division shall be expected to work on equipment, where the possibility of accident exists, without another company person being in the vicinity.

43.02 The Employer shall provide first aid provisions in accordance with the Worker's Compensation Act.

ARTICLE 44 - HEALTH AND SAFETY PROVISIONS

44.01 Medical Examinations

Any Employer requested medical examination shall be promptly complied with by all employees, provided that the Employer shall pay the costs of all such examinations and provided further that if such examination must take place during the employee's regularly scheduled work day, the employee shall suffer no loss of pay. If such an examination is arranged for an employee's day off, a regular employee shall be entitled to a maximum of two (2) hours wages at straight time pay, except in instances where an employee is about to return to work or has just returned to work following illnesses of disability, in which case no compensation shall be paid to the employee for the medical examination. If such an examination is arranged for by the Employer after the employee's scheduled shift, a regular employee shall be entitled to a maximum of two (2) hours wages at straight time pay.

44.02 A probationary employee found to be medically or physically unfit to perform duties required in his specific job classification shall be deemed to be unsuitable for regular employment and shall be terminated.

ARTICLE 45 - SICK LEAVE BENEFITS

45.01 Effective January 1, 1996, all regular employees shall accumulate paid sick leave after 90 days probation period with the Employer, at the rate of one-half (1/2) day (i.e. four (4) hours or four and one half (4 1/2 for line haul drivers) per qualifying month. A qualifying month will be one hundred and twenty-five (125) hours of paid time (including vacation and General Holidays) in a calendar month. After accumulating one (1) or more days sick leave, payment will be made commencing on the first full day of illness on which the employee would otherwise be working and will continue for each day until the employee uses up his sick leave, qualifies for weekly indemnity or until he is able to return to work, whichever occurs first.

- 45.02 A maximum of forty-eight (48) hours sick leave may be accumulated in a year. At December 31st of each year, the company will hold the minimum of forty-eight (48) hours in the employee's hour credit bank to be used for this purpose. Any accumulated hours over forty-eight (48) hours in any one year will be paid to the employee as a bonus, when one goes on vacation, if desired. The employee shall be entitled to the equivalent number of days off at the time of receiving vacation, if so desired and may be taken in months other than May 1st to August 31st and the month of December. When an employee terminates for any reason, the employer will pay all the accumulated sick hours credited in the employee's hour bank. Accrued sick leave forms will be provided once a year where one must make the election to receive either a lump sum payment on the 31st day of March or lump sum payment with your vacation pay or days. Employees shall have the option of taking banked sick days as vacation time, not limiting their scheduling to be in conjunction with vacation time taken. Sick days booked off as vacation time shall be awarded in a block with only one employee per unit off at a time and subsequent to any regular vacation requests. Pay-outs will be made by separate cheque.
- 45.03 It shall be the responsibility of the employee to claim for accredited sick leave.
- 45.04 Any abuse of the sick leave provisions will result in the immediate discharge of the employee.
- 45.05 An employee who is persistently or habitually absent from work on excuse of illness or sickness, may be required to submit to a medical examination by a doctor designated by the Employer. Where such examination does not provide justifiable medical grounds for such absences, the Employer may give the employee a written warning. In the event such absences continue after the written warning, the Employer may discharge the employee.
- 45.06 Where an employee is declared by a doctor to be physically able and capable of resuming his employment, the employee is obligated to immediately return to work. In the event that the employee fails to return to work following such declaration, the Employer may deem the continuing absence to be a voluntary termination of employment by the employee.
- 45.07 When an employee is absent from work due to illness, sickness or accident, the employee shall make every reasonable effort to notify his immediate supervisor as early in the day as possible.

ARTICLE 46 - HEALTH AND WELFARE PLAN

- 46.01 Regular employees shall be covered by a company paid Health and Welfare Plan commencing on the first day of the calendar month following completion of ninety (90) days of employment with the Employer.
- 46.02 Notwithstanding the above, if a new employee was a participant within the previous ninety (90) day period in a comparable Health and Welfare Plan of another company which is a party to an agreement identical to this Agreement, the Employer shall then arrange for that employee to join the health and Welfare Plan effective the day he is hired.
- 46.03 The Plan shall provide the following benefits:
- (a) Group Insurance providing the following minimum coverage:
- (i) Life insurance coverage in the sum of \$45,000 covering death from any cause.
 - (ii) Accidental death and dismemberment coverage for loss within ninety (90) days of an accident of life, limb or sight according to the following schedule: Jan. 1, 1996
- | | |
|--|----------|
| Loss of Life | \$45,000 |
| Loss of both hands or both feet
or sight of both eyes | \$40,000 |
| Loss of one hand and one foot | \$40,000 |
| Loss of one hand and sight of one eye | \$40,000 |
| Loss of one foot and sight of one eye | \$40,000 |
| Loss of one hand or one foot or
sight of one eye | \$25,000 |

(iii) Non-occupational weekly indemnity coverage equal to the current Unemployment Insurance Commission rate per week for regular full-time employees, commencing on the first day of necessary absence from work due to accident and the fourth day of necessary absence from work due to sickness, continuing for a maximum of fifty-two (52) weeks during any period of disability. Period of disability from the same cause shall be considered as separate periods of disability providing they are separated by a return to active employment with the company for at least two (2) weeks.

(b) Long Term Disability

(i) If at the expiration of the fifty-two (52) weeks allowable for weekly indemnity, the employee is considered totally disabled, he shall then be subject to Long Term Disability Benefits so long as the disability continues or until the employee reaches age sixty-five (65).

An employee shall be deemed to be totally disabled, or total disability shall be deemed to exist, when the employee is suffering from such a state of bodily or mental incapacity resulting from injury or disease as would wholly prevent the employee from engaging in any employment for which the employee is reasonably qualified by education, training or experience.

(ii) In the case of long term disability as outlined above, payment during such disablement shall be in the amount of one thousand dollars (\$1,000.00) per month exclusive of Canada Pension Plan benefits.

(c) Basic Medical Plan

Medical, surgical and obstetrical coverage in accordance with the standard plan of service provided by Yukon Medical Service Association for eligible employees and their dependents.

(d) Drug Plan

Drug plan to cover drugs and medicines required by a physician's prescription, excluding drugs used for contraceptive purposes. A twenty-five dollar (\$25.00) deductible is to apply annually with the Plan paying one hundred percent (100%). The twenty-five dollars (\$25.00) is to apply annually in any twelve (12) month period.

(e) Dental Plan

(i) One hundred percent (100%) coverage of Basic Plan "A" for employee.

(ii) Eighty percent (80%) coverage of Basic Plan "A" for the spouse and dependent children one (1) to twenty-five (25) years inclusive if attending school or mentally infirm or depending on the employee for support

(iii) Fifty percent (50%) coverage of Basic Plan "B" for the employee, spouse and dependent children one (1) to twenty-five (25) years inclusive if attending school or mentally infirm or depending on the employee for support.

The above dental coverage to have a maximum of one thousand dollars (\$1,000.00) per year for each person covered. The fee schedule for payment on dental claims will be that established by the Association of Dentists in the Yukon Territory.

(f) Eye Wear Plan

Upon completion of one year's service employees and their dependents will qualify for eyewear coverage. Such coverage will be for an amount up to two hundred and fifty dollars (\$250.00) once every two years for each employee and dependent. A receipt for the eyewear must be provided before payment is made.

46.04 Coverage for benefits under the Health and Welfare Plan will remain in force for the whole of any calendar month during which the eligible employee is actively employed and receives wages from the Employer for all or part thereof, whether or not the employee remains in the active employment of the Employer for the balance of that calendar month. Active employment will not be deemed to be interrupted by temporary absences due to annual vacation or General Holidays.

- 46.05 When an employee goes off work ill, or on compensation, or a grievance is invoked on his discharge, the Employer shall continue to pay both his welfare fees and Union dues so that the employee shall be protected to the utmost, provided:
- (a) The employee reimburses the Employer for such contributions normally paid by said employee and is at no time five (5) or more months in arrears; and
 - (b) The period of such coverage shall exceed twelve (12) months only by mutual agreement of the two parties.

In the event of any employee grievance being rejected, all monies paid by the Employer under this Article, including the total premium, shall be paid to the Employer by the employee.

When an employee returns to work, the Employer shall deduct from his earnings any monies the Employer has paid out in respect of his contributions.

In the event that an employee does not return to work and the employee refuses or neglects on demand at his last known address to make restitution for such monies paid out, the Union shall then reimburse the Employer for said amount up to a total of five (5) months.

- 46.06 It shall be the Employer's responsibility to provide to eligible employees the necessary application forms for coverage under the Health and Welfare Plans.
- 46.07 It shall be the employee's responsibility to arrange to have the necessary forms completed and remitted to the Employer in order that they can be processed.
- 46.08 For purposes of the Health and Welfare Plan, a common-law spouse will be deemed to be a dependent of an eligible employee commencing one (1) year after the date on which the employee first notifies the Employer of his common-law relationship. The employee is also required to notify the Employer forthwith following the dissolution of his common-law relationship so that the spouse's coverage under the Health and Welfare Plan can be cancelled.
- 46.09 Subject to the specific provisions stated herein, all benefit plan coverages, terms, conditions and specific eligibility requirements with regard to group life insurance, accidental death and dismemberment insurance, weekly indemnity coverage, long term disability coverage, medical and dental plan coverage, and drug plan coverage, shall at all times be covered by the actual terms and conditions of the contracts issued by the insurance carrier(s). The benefit plan descriptions contained in this Agreement are provided only for the purpose of general information.
- 46.10 It is understood and agreed that it is the responsibility of each employee to be familiar with the specific details of coverage and eligibility requirements of all benefit plans and that neither the Union nor the Employer has any direct responsibility for ensuring that all requirements for eligibility or conditions of coverage or entitlement to benefits are made by the employee beyond the obligations specifically stipulated in this Agreement.

ARTICLE 47 - PENSION PLAN

- 47.01 The Employer Pension Plan presently in effect for employees covered by the Collective Agreement shall, as provided for the Employer effective June 1, 1995, remain and continue to be on a voluntary basis and participation shall be solely the decision of the employee.

ARTICLE 48 -GENERAL HOLIDAYS

48.01 Subject to the eligibility provisions set out hereunder, the following days shall be recognized as paid General Holidays:

New Year's Day	Labour Day
Good Friday	Thanksgiving Day
Victoria Day	Remembrance Day
Canada Day	Christmas Day
Discovery Day	Boxing Day
Rendezvous Friday	

and any other days as may be proclaimed a holiday by the Federal Government or, Yukon Territorial Government. Exceptions to the Statutory Holidays named above will be as follows:

48.02 Eligibility Requirements

To be eligible to receive pay for a General Holiday, an employee must have worked and received wages from the Employer in that calendar month in which the General Holiday occurs and must work and receive wages from the Employer during the calendar month following the month in which the General Holiday occurred.

48.03 No employee shall be entitled to be paid for a General Holiday if he is assigned to work and does not work on such holiday without prior permission to be absent from work on that day.

48.04 Subject to Article 48.02 employees who are on layoff, workers' compensation, or short term or long term disability shall not receive pay for holiday(s) which occur during their absence(s). Employees on unpaid leave of absence shall not be entitled to General Holiday pay for any holiday which falls during such leave.

48.05 General Holiday Payments for Eligible Employees

General Holiday payments for eligible employees shall be based on the number of straight time hours worked in the qualifying period in Article 48.02, divided by the number of days in which the straight time hours were worked, to a maximum of eight (8) hours pay per Holiday. Line drivers shall be paid nine (9) hours per day.

48.06 Payment for Work Performed on a General Holiday

In the event a regular full-time employee is required to work on a General Holiday he shall receive time and one-half (1-1/2) for each hour worked, with a minimum of ~~four~~(4) hours, in addition to the rate of pay as prescribed for the holiday if he is eligible for such holiday pay. For hours worked in excess of eight (8), he shall be paid two (2) times the straight time rate. Upon request, he shall also be entitled to one day off without pay, such day to be taken within thirty (30) days and in conjunction with his regular days off, where applicable.

48.07 Where a day that is a designated General Holiday for an eligible regular employee falls within his vacation period, the holiday shall not count as a day of vacation leave and the employee shall be entitled to an extra day of vacation with pay in conjunction with his vacation leave.

48.08 Travel Allowance

After each year of continuous employment with the employer, all employees shall be entitled annually to a travel allowance in the amount of two thousand (\$2,000.00) dollars.

This allowance will be paid on the ~~1st~~ Monday of May in each year based on the employee's service in the preceding calendar year.

To qualify for this allowance the employee must have been actively employed for 1,500 hours and be employed at December 31st of the preceding year.

For the purposes of this article "actively employed" means hours worked, paid holidays and paid leave of absence. Absence due to accident or proven illness shall be counted as hours worked up to a maximum of 1,500 hours.

There will be absolutely no pro-rated payments for a partial year of service.

ARTICLE 49 -VACATION

- 49.01 An employee is entitled to take vacation leave with pay, provided the employee has earned vacation leave credits in accordance with this Article.
- 49.02 An employee shall earn vacation leave credits in the following amounts for each completed year of service, based on the calendar year commencing January 1 and ending on December 31:
- | Year | Credit Earned | Vacation Pay
(Inclusive) Percentage |
|--------------------------|-----------------|--|
| First and Second | Two (2) Weeks | Four (4%) Percent |
| Third to Ninth | Three (3) Weeks | Six (6%) Percent |
| Tenth to Fourteenth | Four (4) Weeks | Eight (8%) Percent |
| Fifteenth and Subsequent | Five (5) Weeks | Ten (10%) Percent |
- 49.03 Vacation pay shall be calculated at the applicable vacation percentage above. The applicable percentage shall be applied to the total wages earned in the year in which the vacation leave credit was earned.
- 49.04 For regular full-time employees only, vacation pay for each completed full year of service shall be the greater of:
- (a) the percentage calculation in Article 49.02; or
 - (b) the number of hours that the regular full-time employee would have normally worked during that period in which the employee takes vacation leave credit times the hourly rate in effect at the end of the completed year of service in which the vacation leave credit was earned.
- 49.05 An employee shall be entitled to take vacation with pay only after the necessary vacation leave credit has been earned. Vacation taken must be in periods of not less than one (1) week. Once a year you must make your selection to either be paid in conjunction with your normal pay or be paid three (3) days prior to your vacation leave. This option cannot be changed once your selection is made and it is for the entire year. Where the outstanding balance of an employee's vacation entitlement is less than one week the one week minimum will be waived to allow the employee to use up entitlement without penalty.
- 49.06 A year of service is defined as that period of time in which the employee has been actively employed for at least fifteen hundred (1,500) hours or more in a calendar year ending December 31. No employee shall be entitled to accumulate more than one (1) year of service in any three hundred and sixty-five (365) day period (or three hundred and sixty-six (366) days in anniversary years where February has twenty-nine (29) days).
- 49.07 An employee who has not been actively employed for at least fifteen hundred (1,500) hours or more during any calendar year shall have his vacation leave credit and vacation pay based on the percentage that his total hours of active employment represent compared to a base of two thousand and eighty (2,080) hours. For purposes of this Article, "actively employed means hours worked, paid holidays and paid leaves of absence. Absence by reason of accident or proven illness shall be counted as hours worked up to a maximum of five hundred (500) hours.

- 49.08 In any calendar year where an employee has not qualified for a full vacation as a result of accident or proven illness, he will still be credited with a year of service to determine future vacations.
- 49.09 The time of vacation shall be fixed by the Employer consistent with the maintenance of efficient office operations. Preference of vacation time shall be given to senior employees. Senior employees may only exercise their seniority for selection once a calendar year.
- 49.10 Vacation lists shall **be** posted on the first working day of January of each year and employees shall designate their choice of vacation time before February 28. The Employer shall post the final vacation schedule by April 1 and it shall remain posted for the balance of the year. Once vacation periods are established, they shall not be changed except where mutually agreed by the Employer and the individual employee.
- 49.11 Unless the Employer and the individual employee otherwise mutually agree or unless otherwise specifically provided herein, every employee shall be notified at least two (2) weeks prior to being required to take a vacation period.
- 49.12 All vacation leave credits earned must be taken before the expiry of ten (10) months from the date that the vacation was entitled to be taken. In the event that the employee has not taken vacation leave credits by the expiry of ten (10) months from the date that the vacation was entitled to be taken, the Employer will inform the employee when he will be taking a vacation with no required notice. The date that the vacation accrued for any year of service is entitled to be taken is one day after the end of that year of service.
- 49.13 Subject to Article 41.01 vacation leave credits earned must be used before any unpaid leave of absence will **be** granted by the Employer. However, the Employer may grant an unpaid leave of absence to an employee during his first year of employment when he has not yet earned vacation leave credits.
- 49.14 Any employee who accepts gainful employment while on paid vacation shall be deemed to have voluntarily resigned his employment with the Employer.
- 49.15 In the event that an employee terminates his employment with the Employer, he shall receive four (4) percent, six (6) percent, eight (8) percent, or ten (10) percent, as the case may **be** of his pay for the period for which he has not already received payment.

ARTICLE 50 - GRIEVANCE PROCEDURE

- 50.01 All questions, disputes and controversies arising under this Agreement or any supplement hereto shall be adjusted and settled within the terms and conditions as set forth in this Agreement in the manner provided by this Article unless otherwise expressly provided in this Agreement.
- 50.02 The procedure for the adjustment and settlement of such grievances shall be as follows:
STEP 1 Any grievance of an employee shall first be taken up between such employee and his immediate supervisor. Time limit to institute grievance:
(a) Termination or Layoff: Ten (10) calendar days.
(b) All Others: Thirty (30) calendar days.
- However, such employee will be entitled to be accompanied by a Shop Steward or a Union representative.

- STEP 2** Failing settlement under Step 1, such grievance shall be taken up between representatives of the Local Union and the immediate supervisor.
- STEP 3** Failing settlement under Step 2, the matter will be taken up in presentation to a board consisting of two (2) Union members appointed by the Union and two (2) representatives appointed by the Employer.
- STEP 4** Failing settlement under the above Steps, the matter will be referred to an agreed upon neutral person to act as an arbitrator who will meet with the parties to hear both sides of the case. Failing to agree upon a neutral person, the Federal Ministry of Labour will be requested to appoint a neutral arbitrator. The Arbitrator shall be required to hand down his decision within fourteen (14) calendar days following completion of the hearing and his decision shall be final and binding on the two parties to the dispute.

ARTICLE 51 - OPPORTUNITIES FOR UPGRADING

- 51.01 If the Employer requests the driver to upgrade his license, the appropriate equipment will be provided for test purposes and driver will receive his regular rate of pay during the test period.
- 51.02 If a driver requests appropriate equipment for test purposes to upgrade his license or for license renewal, it shall be provided by the Employer when available.
- 51.03 Opportunities for improving a regular employee's mechanical training will generally be given on the basis of seniority within the appropriate unit, unless there are other extenuating circumstances. Where opportunities will not be extended in order of unit seniority, the matter will be discussed with the Union before a final decision is reached.
- 51.04 Allocation of apprenticeships will be on the basis of company seniority from among those meeting government entrance requirements.

ARTICLE 52 - GENERAL AND MISCELLANEOUS PROVISIONS

- 52.01 The employer will provide a bulletin board in each lunchroom for the posting of such notices as the Union or Employer may from time to time wish to post. The said Union notices shall be posted and signed by an elected or appointed officer or other authorized representative of the Union.
- 52.02 The Employer agrees to maintain adequate lunchrooms and sanitary washrooms having hot and cold running water and toilet facilities at the office locations. The Employer shall not be responsible for personal belongings on company premises.
- 52.03 It shall be the responsibility of employees to use lunchroom and washroom facilities carefully and considerately in order to keep them in a clean and tidy condition and free from unnecessary damage insofar as may be possible with normal usage.
- 52.04 Each employee must ensure the Employer is provided with his current address and telephone number, and any changes thereto as soon as they occur. The employee shall also provide current personal information required for the purpose of benefit plans provided for in this Agreement.
- 52.05 All employees/Union members shall receive a copy of this Agreement which is binding upon the bargaining authority and every employee in the unit for which the Union has been certified.



ARTICLE 53 - VALIDITY OF ARTICLES

53.01 If any Article or section of this Agreement or if any supplements hereto should be held invalid by operation of law or by any tribunal pending a final determination as to its validity, the remainder of this Agreement and any supplements thereto, or the application of such Article or section to persons or circumstances other than those as to which it has been held invalid, or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.

ARTICLE 54 - DURATION OF AGREEMENT

54.01 This Agreement shall be in full force and effect from January 1, 1998 and will continue in full force and effect through December 31, 2000 and from year to year thereafter except as hereinafter provided.

54.02 If a renewal or revision of the Agreement, or a new Agreement has not been completed before the expiry of the term of, or the termination of this Agreement, then this Agreement shall remain in full force and effect until a renewal or revision of the Agreement, or a new Agreement has been concluded or until a legal strike or lock-out commences, whichever occurs soonest.

SIGNED THIS 30th day of April, 1998

FOR THE COMPANY

T.J. Martin
T.J. Martin
Vice-president

FOR THE UNION:

Pat Perry
Pat Perry, Shop Steward

Richard Ross
Richard Ross, Shop Steward

Shane Mortimer
Shane Mortimer, Shop Steward

Don Evans
Don Evans, Business Representative

Garnet Zimmerman
Garnet Zimmerman, President

APPENDIX "A" -SEVERANCE CLAUSE

- (a) In the event that employees with two (2) or more years of continuous service are terminated from their employment due to the complete and permanent closure of their division a severance payment will be made of one week's pay per complete year of service, commencing from date of employment. Payment shall be at the prevailing rates at the time of closure.
- (b) Divisions mentioned above are defined as:
- Highway Division
Petroleum Division
Office Division
- (c) For purposes of this provision, a "complete year of service" means a minimum of fifteen hundred (1,500) hours of active employment during each year calculated from the employee's personal anniversary date. "Active employment" means straight time hours worked, paid General Holidays and vacation, paid leaves of absence, and absences due to accident or proven illness up to a maximum of five hundred (500) hours during each year of service.

Employees who have completed more than one (1) but less than two (2) years of continuous service shall be paid in accordance with the formula outlined in Section 61(1) of the Canada Labour Code.

APPENDIX "B" - RATES OF PAY

I RATES OF PAY FOR DRIVERS

SINGLE MAN AND SLEEPER CAB DRIVERS

Section A Cents per Mile

<u>Mileage Rates</u>	Jan/1998	Jan1999	Jan/2000
Single man operations	46.00	47.00	49.00
Sleeper Cab Drivers	46.00	47.00	49.00
Straight Truck	48.27	48.27	48.27
Work Time	18.10	19.00	19.50
Driver Trainer	19.77	20.20	20.57

While operating combination units, drivers will be paid one-half (1/2) cent per mile above the foregoing mileage rates. A "combination unit" is defined as a tractor and two (2) or more trailers, or, a truck with pup trailer. Dromedary equipped units are not considered as combination units.

When operating units having in excess of seven (7) axles the driver will receive one-half (1/2) cent per load bearing axle above the foregoing mileage rates, however, it is understood that when receiving mileage premiums for the number of **axles** in the **unit** the combination premium will not apply.

Mileage Rates - Skagway to Anvil Mine Site or Whitehorse to Anvil Mine site or Yukon Electrical from Skagway to Whitehorse rate reduced to 45.0 cents per mile to be increased by subsistence of 6.0 cents per mile. No mileage charge for axles in excess of seven (7) axles.

Hourly Rates - A new rate for work time for a line haul driver when out of Whitehorse area doing home deliveries) as follows:

Jan/98	Jan/99	Jan/2000
20.00	20.44	20.81

Section B

SUBSISTENCE Six (6) cents per mile

Section C

(1) SLEEPER TEAMS

Sleeper teams when required and authorized to purchase hotel or motel accommodations at points where the Employer does not maintain a Terminal, will be reimbursed for the reasonable cost of such rooms upon presentation of a receipt to the Employer.

At Terminal points where sleeper teams are placed on layover or are required to wait for schedules that require them to have sleeping accommodation, the Employer reserves the right to designate hotel or motel accommodations and will provide transportation to and from such accommodation. Cost of such accommodation will be borne by the Employer.

(2) SINGLE MAN OPERATIONS

Single man drivers when required and authorized to purchase hotel or motel accommodations at points where the Employer does not maintain a Terminal, will be reimbursed for the reasonable cost of such rooms upon presentation of a receipt to the Employer.

At Terminal points where single man drivers are placed on layover or rest, the Employer reserves the right to designate hotel or motel accommodations and will provide transportation to and from such accommodation. Cost of such accommodation will be borne by the Employer.

- (3) When a driver *is* required **to** remain at point away from his home terminal in excess of his initial layover (eighteen (18) hours), or, in excess of his normal eight (**8**) hour rest period, or in excess of his normal eight (8) hour wait period, the Employer shall then pay such reasonable expenses as may be incurred for meals and room if properly supported by voucher or receipt.
- (4) When a driver is required to layover because of breakdown or road block, all reasonable lodging and meals shall be paid for by the Employer if properly supported by voucher or receipt.

II.	HIGHWAY SHOP	Jan/98	Jan/99	Jan/2000
	Whitehorse Local Delivery Drivers	19.15	19.57	19.92
	Journeyman mechanics with trade card or license	21.32	21.79	22.18
	Mechanic 1st class, welder 1 st class and auto body painter	20.97	21.43	21.82
	Mechanic and welder 2nd class	20.08	20.52	20.89
	Tiremen, lubrication men	19.46	19.89	20.25
	Tiremen 2nd class	19.29	19.71	20.07
	Agency Drivers	19.29	19.71	20.07
	Shop labourer	18.96	19.38	19.73
	Parts Man	18.67	19.08	19.42
	Mechanic trainer	21.54	22.01	22.41
	 PETROLEUM PLANT			
	Tire retreader 1st class	20.20	20.64	21.02
	Tire retreader 2nd class	19.98	20.42	20.79
	Warehouseperson/Operator	19.30	19.72	20.08
	Petroleum Labourer	18.86	19.27	19.62

Leadman (Definition and Rate of Pay)

The necessity of selection and classification of a Leadman shall be at the discretion of the Employer and he shall be defined as:

An employee who directs the work of other employees while performing the same work himself. He shall not have the authority to directly hire, fire, suspend or discipline employees. He shall be a member of the Union.

Rate of Pay

Twenty-five (25) cents per hour over and above the classification of employees for which he is a leadman.

The leadman rate will increase from twenty-five (25) cents per hour **to** one dollar (1.00) per hour over and above the classification of employees for which he is a leadman for the period of time at which his supervisor is not at work. At all other times the rate will return to twenty-five (25) cents per hour over and above the classification of employees for which he is a leadman.

III. All Office positions shall be classified as Accounting Clerk III

5(a)	Accounting Clerk III	Jan 1/98	Jan 1/99	Jan 1/2000
	17.44	17.44	17.82	18.14

All new hires shall receive a starting rate at one (1.00) dollar per hour **less** than the Accounting Clerk III rate for the duration of their first six (6) months of employment.

APPENDIX "C" –Card Lock Accounts

Card Lock accounts shall be provided for all employees as follows:

- Gasolines are at the commercial and industrial rate posted
- Diesel is commercial and industrial rates posted, **less** one and one (1½) cents.
- Credit Terms are NET 30 days from date of purchase. All employees shall sign a letter granting the Employer permission to deduct as a payroll deduction all amounts over thirty days.

APPENDIX "D" -SPECIAL PROVISIONS FOR EMPLOYEES ON THE SENIORITY LIST AS AT MAY 10, 1984

All employees named in Article IV hereunder will retain entitlement to the following provisions.

- I On completion of each five (5) calendar years of service with the company, employees shall be entitled to one (1) week additional paid vacation over and above their normal entitlement. Pay for the week shall be based on two (2) percent of his earnings for the prior calendar year.
- II An employee shall be entitled to a maximum of two (2) weeks additional vacation leave without pay in conjunction with his annual vacation leave during the period of June 1st to September 30th and up to a maximum of three (3) weeks additional vacation leave without pay during the period of October 1st to May 31st. General Holidays falling within the period of such leave of absence will not **be** paid.
- III Employees absent due to sickness or accident shall continue to **be** paid for General Holidays up to a maximum of fifty-two (52) weeks.
- IV The employees covered by the provisions of this Appendix and who were on the company seniority list as at May 10, 1984 are the following:

<u>NAME</u>	<u>SENIORITY DATE</u>
Peter Bringsli	July 7, 1975
Pat Perry	March 5, 1979