

# **AGREEMENT BETWEEN**

**SOUTHERN RAILWAY OF BRITISH  
COLUMBIA LIMITED**



**AND**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



**Effective April 1, 2021 to March 31, 2027**

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## **PART 'G' - GENERAL ITEMS**

### **1.0 COVERAGE, DURATION AND EFFECT**

#### **1.01 Scope**

This Agreement shall apply to and be binding upon all employees of the Company described in a Certificate first issued to the Canadian Union of Public Employees on April 27, 1999 and as varied by the Labour Relations Board since that date. Unless otherwise specified "employee(s)" is defined as a person covered by the above Certification and as further defined in the Labour Code of British Columbia. Where the masculine gender appears, it will also infer the feminine.

#### **1.02 Duration of the Agreement**

This Agreement shall come into effect as of the **first day of April 2021** and shall remain in effect until it expires on the **31<sup>st</sup> day of March 2027** or thereafter until it is reopened as provided in Clause 'G' 1.03.

Pursuant to Section 50, Subsection (4) of the Labour Act of British Columbia, 1996, RSBC Chapter 306 as amended, the operations of Section 50 Subsections (2) & (3) is hereby excluded.

#### **1.03 Reopening of the Agreement**

Either party desiring to propose changes to the Agreement shall, within the one hundred and twenty (120) calendar days prior to the expiry date of the agreement, provide notice in writing to the other party. Upon receipt of such notice by one party, negotiations for a new agreement shall commence pursuant to the terms set out in the Labour Code of British Columbia.

#### **1.04 Other Agreements**

Employees covered by the Agreement will not make an agreement with the Company which conflict with the terms of this agreement.

#### **1.05 Rounding**

All wage rates are rounded to the nearest whole cent: .50¢ and over are rounded to the next whole cent: .49¢ and under are rounded to the last whole cent.

### **2.00 UNION RECOGNITION AND SECURITY**

#### **2.01 Recognition**

The Company recognizes the Union and will not discriminate against any employee because they are a member or Officer of the Union. The Company also recognizes any employee elected or appointed to act as a representative or Officer of the Union and such an Officer shall be granted access to the Company's premises at all reasonable times upon application to the appropriate department head or designate, such requests will not be unreasonably withheld. Any qualified Union Officer, including Union designated Shop Stewards, shall be recognized by the Company in discussing any grievance under the terms of the Grievance Procedure as set out in Section "G" 3.00.

## 2.02 Security

Each new employee shall become within one month after appearing on the payroll and they shall remain thereafter, a member of the Union in good standing as a condition of their continued employment with the Company in any job classification covered by the Union. Notwithstanding, it is specifically understood that dues and assessments shall be deducted as outlined in Article 2.03 commencing on the first day of the first full pay period.

Any employee who fails to maintain their membership in good standing in the Union, as determined by the Union, shall be discharged after ten (10) days written notice to the Company by the Union of the employee's failure to maintain their membership in good standing.

Provided that should the Union notify the Company, in writing, within the said ten (10) day period that the member is again a member in good standing, the original discharge notice to the Company shall be deemed to be null and void and accordingly the said member shall not be discharged.

## 2.03 Check Off

The Company shall honour a written assignment of wages to the Union for initiation fees, dues, and assessments which may be made against all members of the Union. Each month the Company shall deduct from each employee's pay an amount required by this assignment and they shall remit each month the total of wages so deducted to a designated Officer of the Union.

## 2.04 Probationary Period for New Employees

Each new employee shall be placed on probation for 675 hours of actual time worked. The Company may terminate during their probationary period without giving any reason for doing so provided the Union may grieve any alleged discrimination against the terminated probationer. Where a probationer is not notified of termination of employment before the end of their probationary period, it is understood that their application for employment has been approved.

### 2.05 a) Advising the Union of New/Rehired Employees

**On the date of hire the Company will forward the name, home address, email address and phone number of each new/rehired employee to the Secretary of the Union Local which has jurisdiction over the new employee's position.**

### b) Union Information to New Employees

The Company agrees that new employees will be informed, as part of employee orientation, that a Collective Agreement is in force and they will be provided with a copy. In addition, the Company agrees that a Union Representative or Job Steward will be given an opportunity during the orientation to address new full-time employees for a period of up to thirty (30) minutes, concerning Union membership, Union structure and other matters relating to the employee's membership in the Union.

## 2.06 Leave of Absence for Union Business

### 2.06.1 Any employee who acts as a full-time Officer of the Union, will be placed on leave of absence with the time involved considered as service with the Company. On conclusion of such leave of absence an employee shall return to the job classification they previously held without loss of

the Company Accredited Service as used to determine vacation and welfare plan entitlements (see Clause "G" 9.01).

2.06.2 Leave of absence granted to a full-time Union Officer shall be without pay, but they shall be entitled to retain their membership in the following welfare plans, subject to the Union paying the Company contributions for each plan on their behalf:

- Weekly Indemnity Plan
- Long Term Disability Plan
- Group Life Insurance Plan
- A Recognized Pension Plan
- Extended Health Benefits Plan
- Dental Plan

2.06.3 The Union shall be granted leave of absence for Union business without pay provided and Officer of the Union gives as much notice as possible, but not less than 48 hours' notice, of the requested absence. In the event the Union is unable to provide 48 hours' notice, the Union will accept responsibility for any additional costs incurred for replacements (e.g. overtime premiums).

Members of the Union may request a leave for Union business, without pay, provided an Officer of the Union authorizes the request. Such request shall be granted providing it does not conflict with customer service or increase operational costs for replacement(s).

**The Company shall pay wages on behalf of the Union, to employees for such leaves and they shall invoice the Union for the cost of maintaining the wages. This process shall be maintained provided that the Union pays the invoices.**

2.06.4 Recognition of Union Representatives/Stewards & Permission to Leave Work

In order to provide an orderly and speedy procedure for the settling of grievances, the Employer acknowledges the right of the Union to appoint or elect Representatives/Stewards whose duties shall include assistance to any employee which they represent, in preparing and presenting a grievance in accordance with the grievance procedure.

The Employer agrees that such Representative shall not be hindered, coerced, restrained, or interfered with in the performance of their functions, while investigating disputes and presenting grievances as provided in this Agreement.

The Steward shall make every effort to perform the duties as a Steward outside the Steward's normal hours of work. A Representative before leaving their work shall advise their supervisor in order to ensure coverage at the workplace and shall also notify the supervisor at the location of the meeting to ensure that disruption is avoided. If the Supervisor is unable to accommodate such a request, due to bona fide business requirements, it is understood and agreed between the parties that such meeting shall be rescheduled as soon as possible without prejudice to either parties' position. Employees will not suffer loss of pay or benefits to attend grievance meetings.

The Union shall notify the Employer in writing of the name of each Steward or Representative, and the department(s) they represent, and the Chief Steward before the Employer shall be required to recognize them.

### **3.00 SETTLEMENT OF GRIEVANCES**

#### **3.01 Definitions**

“Grievance” means any difference between the persons bound by the Agreement concerning its interpretation, application, operation, or any alleged violation thereof, including any question as to whether any matter is arbitrable.

For the purposes of the Section “Officer of the Union” shall include any elected Officer of the Local Union or Shop Steward recognized by the Local Union.

Inquiries from Union Representatives regarding the Company’s interpretation of clauses in the Agreement shall be referred to the Director of Human Resources.

#### **3.02 No Interference or Stoppage of Work**

All grievances or disputes shall be settled finally and conclusively by the grievance procedure described in this section without interference with or stoppage of work.

#### **3.03 Grievance Procedure**

Either party may initiate a grievance. If a grievance is not settled at any one stage of the grievance procedure, then the grievor shall have the alternative either to abandon it or proceed to the next successive stage with the time limits set out in each stage. By mutual agreement between the Company and the Union, the processing of any grievance may begin at the third stage. The successive stages of the grievance procedure are:

##### **3.03.1 First Stage**

The employee, and/or a Union Officer, may within fifteen (15) days of the action on the part of the Company which led to the dispute, or complaint, grieve the matter orally to the employee’s immediate supervisor. The grievance must be answered within five (5) days of receipt of the grievance.

##### **3.03.2 Second Stage**

If the two parties are unable to agree at First Stage, then within ten (10) days of the receipt of an answer to the First Stage grievance, the Union must take up the grievance in writing, with the Department Head. The answer to the Second Stage grievance must be given within five (5) days of the meeting held to discuss the grievance at second stage.

##### **3.03.3 Third Stage**

If the two parties are unable to agree at second stage, then within fifteen (15) days of receipt of an answer at second stage, the Union must take up the grievance in writing, with the President and the Human Resources Director (or their Representatives). The answer to the third stage grievance must be given within ten (10) days of the meeting held to discuss the grievance at third stage.

#### 3.03.4 Final Stage

If the two parties are unable to agree at third stage, then within twenty (20) days of receipt of an answer at third stage, the Union must notify the Company in writing of its intention to take the grievance to arbitration.

In general, it is intended that grievances which are not resolved at the third stage shall be submitted to a single arbitrator, however, either party may elect to submit a grievance to an Arbitration Board of three members, in which case the other party shall comply.

##### Single Arbitrator

In the event that a grievance is to be adjudicated by a single arbitrator, the parties to the Agreement shall attempt to agree on naming the Arbitrator as soon as the grieving party has submitted notice, in writing, of its decision to proceed to arbitration. Should the parties fail to reach Agreement within seven days of the date of such notice, the necessary appointment shall be made as outlined in the Labour Relations Code upon the request of either party. The Arbitrator shall proceed as soon as practical to examine the grievance and render their judgement, and their decision shall be final and binding upon the parties and upon any employee affected by it.

##### Arbitration Board

If a grievance is to be adjudicated by an Arbitration Board of three members, the grieving party shall notify the other party in writing of its desire to submit the grievance to arbitration and the notice shall contain the name of the grieving party's appointee to the Arbitration Board. The recipient of the notice shall within five (5) days advise the other party of the name of its appointee to the Arbitration Board. The two (2) appointees so selected shall, within five (5) days of the appointment of the second of them appoint a third person who shall be the Chairman. If the two appointees fail to agree upon the Chairman within the time limit, the appointment shall be made as outlined in the Labour Relations Code upon the request of either party. The Arbitration Board shall proceed as soon as practical to examine the grievance and render its judgement, and its decision shall be final and binding on the parties and upon an employee affected by it. The decision of a majority shall be the decision of the Arbitration Board, but if there is not majority the decision of the Chairman shall govern.

Each party shall pay the fees and expenses of its appointee to a Board and one-half the fees and expenses of the Chairman, or single arbitrator. Expenses will include any disbursements incurred by the arbitrators during their proceedings.

#### 3.04 Time Limits

It is intended that grievances shall be processed as quickly as possible. If the grieving party does not appeal the grievance to the next successive stage within the specified appeal time limit the grievance shall be deemed to be abandoned and shall not thereafter be reinstituted. If the aggrieved party does not answer the grievance within the specified answer time limit for each stage, then the grievance shall automatically proceed to the next higher stage. Notwithstanding the above, the appeal and answer time limits as specified may be extended by mutual agreement. "Days" means working days and excludes Saturdays, Sundays and Statutory Holidays.

#### **4.00 WORKING PRACTICES**

It is recognized that working practices can vary from one Union Local to another. Working practices not specifically provided by the Agreement shall be the subject of mutual agreement between the Company and each Union Local. Understandings about such working practices shall be filed with the Company and the Union Local concerned and any dispute as to the existence of such an understanding shall be decided by the President of the Company, subject to appeal by the Union through the grievance procedure set out in Section 'G' 3.00.

Subject to Section 4.01 below "Technological Change", it is further agreed that no future changes will be made to working conditions agreed to by the Company and the Local concerned, nor will new conditions be introduced unless the change or the new working condition is agreed to by the Company and the Local concerned.

##### **4.01 Technological Change**

The parties hereto agree to cooperate so that the Company can take full advantage of improved technology.

The Company shall notify the Union six (6) months or as soon as practicable, in advance of an intent to introduce new technology which will affect ten (10) employees or twenty (20) percent of the department, whichever is less.

After receipt of such notice the Company and the Union will meet to decide on the best treatment of employees who may be affected. Failing agreement, either party may refer the matter to Arbitration covered under Part 'G' Section 3.03.4 of the Grievance Procedure.

It is agreed that if a regular employee is displaced due to technological changes, the employee will be given the opportunity to transfer to a current vacant position subject to the employee's ability and seniority or the Employer will train wherever practicable displaced employees for other positions covered by this Collective Agreement. A regular employee for whom no job is available because of technological change will, upon termination, receive severance pay as calculated by the following method:

- a) One week's pay for each full year of continuous service up to and including the 9<sup>th</sup> year.
- b) In the 10<sup>th</sup> year or more, two week's pay for each full year of continuous service.

Severance pay as provided for above will not be applicable where employees decline training as provided for under this Section, and as a result, terminate, or are terminated.

#### **5.00 RULES AND REGULATIONS**

**5.01** All employees shall be governed by the rules and regulations established from time to time by the Company, and shall observe the Company orders which are communicated orally or by written bulletin, unless such orders are contrary to law or to the provisions of this Agreement.

**5.02** When an employee is required to be absent from their regularly scheduled work in connection with matters covered by Section 5.02.1 and 6.01.1, they will be reimbursed for their regularly scheduled hours of work necessarily lost, at their regular straight time hourly rate of pay.

If an employee is required to attend, at the request of the Company, the employee will be reimbursed as outlined above, including SWWL as outlined in Section 14.02.1.

### **5.02.1 Legal Liability**

The Company will indemnify and hold harmless employees from legal liability imposed upon them arising from their normal course of employment. The Company does not and cannot be expected to assume risk from mistakes by employees which are made by going beyond the scope of their employment or which arise from gross negligence. It is understood that this coverage applies to former employees if the incident giving rise to liability took place during the course of their employment with the Company.

In most situations covered by this indemnity agreement the interest of the Company and the employee will coincide and the Company will carry the defense of the action.

## **6.00 REPORTING TIME**

### **6.01 Reporting for Court Appearance**

#### **6.01.1 Witness Pay**

Any employee compelled to attend an inquest or court on a subpoena requested or procured by Company officials, or required to appear for and by the Crown as a witness to an event occurring during their actual working hours will be reimbursed by the Company for their regularly scheduled hours of work necessarily lost, at their regular straight time hourly rate of pay. Any fees received by the employee for duties referred to in this Section shall be turned over to the Company, except those received by the employee while on days off, Annual Vacation, or Statutory Holidays. Employees attending an inquest or court on a Company requested or procured subpoena will be reimbursed for reasonable expenses when away from home. Duties under this Section which extend beyond four weeks will necessitate a review of the employee's days off to assure some period of rest. They must report to work promptly after being released or excused by the courts.

#### **6.01.2 Jury Duty**

When an employee is required to be absent from their regularly scheduled work to report for jury duty, as prescribed by applicable law, the Company shall pay them the difference between the compensation paid to them by the court, excluding travel expenses, if any, at their regular day work rate for the straight-time hours they otherwise would have worked. In addition, an employee required to be absent from their regularly scheduled work to report for jury duty interview and orientation, as prescribed by applicable law, shall be paid for time lost. In order to receive such payments, an employee must give the Company prior notice that they have been summoned for jury duty, must furnish satisfactory evidence that they reported for or performed the jury duty for which they claim payments, and must report back to work promptly after being released or excused by the court. Duties under this Section which extend beyond two (2) weeks will necessitate a review of the employee's days off to assure some period of rest.

#### **6.01.3 Veteran's Leave**

Employees who are former members of the Canadian Armed Forces and who are called up for active duty by the Federal Government shall be entitled to retain all rights of the Collective Agreement including the accumulation of such items as seniority and vacation entitlement for a period of eight months. This may be extended by mutual agreement by both parties.



#### 6.02 Reporting in Connection with Claims and Accidents

The Company can request an employee to attend the Head Office at any reasonable time in connection with claims or accidents.

An employee shall be paid at straight-time rates for the time of such a report and a minimum payment of one hour shall apply. A payment of forty-five percent (45%) of the employee's straight-time hourly rate shall be paid to Engineers, Conductors and Assistant Conductors who are required to complete accident report forms outside regular working hours. The Company will pay travel time when an employee is called in for an accident report on their scheduled day off.

#### 6.03 Reporting for a Medical Examination

If an employee is required to attend the Company's appointed Doctor before resuming work following a period of illness, but is unable to do so immediately because the office is closed, then they shall not suffer loss of wages as a result of the delay.

If an employee is required to attend their doctor before returning to work following a period of disability, they will be notified of such requirement at least five (5) working days prior to their return date.

#### 6.04 Call-Ins

If an employee is called in by the Company outside their normal working hours, for an interview for any purpose other than completing an Accident Report, they shall be paid at straight-time rates for the time of such interview: A minimum payment of one hour shall apply.

### 7.00 DISCHARGE, SUSPENSION AND DISCIPLINE

The Company may discipline, suspend or dismiss any employee for just cause, however the Union shall have the unrestricted right to appeal through the grievance procedure. In cases of discharge or other forms of discipline, the burden of proof for just cause shall rest with the Employer.

#### 7.01 Preferred Handling

Where an employee is suspended or dismissed by the Employer, the Employer shall notify the employee in writing of the suspension or dismissal. The notice shall set forth the reasons for the suspension or dismissal. A copy of the written notice shall be forwarded to the Union within twenty-four (24) hours of the action being taken.

#### 7.02 Right to have Steward Present/Advance Notice

- a) Where a Supervisor intends to interview an employee for disciplinary purposes, the Supervisor shall advise the employee and the Union, in advance of the interview, regarding reasons for discipline and of their right to Union representation. Such interview is to be held within a reasonable period of time following the incident.
- b) The Steward shall have the right to consult with a CUPE Representative and to have them present at any discussion with supervisory personnel that may be the basis for disciplinary action. This process must not result in undue delay in the appropriate action being taken by the supervisory personnel.

### 7.03 Personnel Records

- a) An employee or the Union, with a release from the employee, shall have the right to have access to, and review, their personnel records with forty-eight (48) hours' notice.

At any 3<sup>rd</sup> stage grievance meeting pertaining to discipline, upon request by the Union, the Company will provide copies of previous discipline letters on the grievor's file.

Further, the Company will provide a copy of any record indicating the issuance of any verbal warnings.

- b) No disciplinary notation will be entered into an employee's record without the concerned employee being so advised and initialing the document. Should the employee refuse to initial any document, the Job Steward shall do so in lieu. The parties agree that initialing of any document shall be acknowledgement, not acceptance of said document.

### 8.00 VACANCIES, PROMOTION & LAY-OFFS

#### 8.01 Job Vacancies

8.01.1 When job vacancies occur, they shall be posted on Railway bulletin boards and a copy sent to the Union office. Promotion will be governed by proficiency and seniority and in the case of all job vacancies, the Company shall have the right to final selection.

8.01.2 All job vacancies at Southern Rail whether temporary or full-time shall be posted on Railway bulletin boards and a copy sent to the Union office. This includes vacancies in units covered by the CUPE and the MOVEUP. The vacant positions shall be posted for a minimum of five (5) working days in order to give employees the opportunity to apply for the vacant position. The job posting shall contain all pertinent details such as job title, job description, rate of pay, etc. **If known at the time of posting, the expected schedule for the position will be included on the posting.** CUPE members will be given preference for all CUPE job vacancies and where vacancies occur within the MOVEUP, consideration will be given to CUPE applicants before hiring from outside bargaining units.

#### 8.01.3 Exception to Seniority for Promotional Opportunities

Solely for the purpose of selection for promotions, the seniority clause of the Agreement shall not apply to Track Foreman **or Shop Foreman**.

#### 8.02 Promotion Date

The Company agrees that vacancy bulletins shall have a starting date. Where an employee has been selected to fill another position, the supervisor concerned shall release the employee as expeditiously as possible, but not later than six (6) weeks from the date of notification. Pay will commence with the starting date in the new position.

#### 8.02.1 Trial and Training Periods

Employees promoted or awarded new positions within the bargaining unit shall be considered on a trial period in their new position for thirty (30) calendar days. During this trial period the employee may choose to return to their former position and rate of pay without loss of

seniority. This does not include positions that have mandatory breaking-in orders or natural progression within a classification.

### **8.03 Lay-Off and Recall**

When it is necessary to reduce staff, layoffs and recalls shall be made on the basis of last on, first off, and last off, first on. The Union will be advised of staff reduction. It is understood that prior to a layoff, temporary employees will be terminated first within the department affected. A permanent employee who is designated to be laid off will be considered for any vacancies, that they are qualified to fill, in other departments.

#### **8.03.1 Seniority**

An employee's seniority for layoff shall be based on regular unbroken service since the last starting date within each of the Rail Departments (i.e. Operation, Shops, Track Maintenance or Freight Office). Time on layoff will not be counted toward seniority. Where seniority is tied, all previous regular service with Rail Division will be used to determine the senior employee.

#### **8.03.2 Bumping**

Where there is a need for a reduction, the most junior person in the classification affected will be laid off. This employee will be provided with a minimum of two weeks' notice. Where an employee has been identified for layoff, they may replace the most junior employee in a previously held classification of an equivalent or lower level within their current department.

The only exception to the above will be in the Freight Office and Track Maintenance where the position to be eliminated will be identified. Within Freight Office, the incumbent may bump any junior position (at an equivalent or lower level) which their seniority allows them to hold. Within Track Maintenance, the incumbent may bump any junior employee in a previously held classification of an equivalent or lower level. All bumping will be subject to the employee being qualified and able to perform the job. Bumping election must be made when requested by the Company. In no case will this first election be required prior to seventy-two (72) hours from the notification. All subsequent elections must be decided within twenty-four (24) hours of notification.

An employee bumping will be given a maximum of two (2) weeks of familiarization to demonstrate their ability to perform the duties required on the job.

#### **8.03.3 Severance Pay**

Where an employee is designated for layoff, they may elect to accept termination with severance pay in lieu of bumping or layoff to the recall list. Severance pay will be based on one (1) week's pay for each full year of service with the Rail Division.

#### **8.03.4 Recall to Work**

An employee on layoff shall hold Departmental recall rights to their former regularly held job classification. An employee laid off shall leave an address and phone number with the Company. The onus shall rest with the employee to notify the Human Resources Department in writing and the Union with respect to any changes in address or phone number. Notification of recall will be carried out by contacting the employee personally by phone. Once contacted, the employee will accept the recall or request forty-eight (48) hours from the time of contact to

decide to accept the recall or decline. Should the employee decline the recall, or the Company is unable to contact the employee, a registered letter will be sent giving seven (7) calendar days' notice of resumption of work. If the recalled employee does not resume their position they will be terminated and the position shall be deemed vacant. Consideration will be given as to the reason for not returning providing it is brought to the attention of the Company within fourteen (14) days from the date the employee was to resume work.

An employee shall not be considered new in restarting providing they are recalled within twenty-four (24) months from the date of layoff. The recalled employee will regain the same status, in terms of seniority, annual vacations and sick leaves that they held at the time of layoff. Benefit entitlements will be reinstated immediately providing they are recalled within six (6) months from the date of their layoff. In all other circumstances the required waiting periods will apply.

## **9.00 ANNUAL VACATION**

### **9.01 Definitions**

"Year" shall mean calendar year. "Day" shall mean working day. "Service" shall mean an accredited service with the Company which is the total of all periods of service as an employee of the Company or predecessor companies but excludes any periods of temporary employment with Hydro's Construction Departments.

### **9.02 Vacation Entitlements**

**In their year of hire, with approval, a new employee may take up to five (5) days of vacation with pay provided they complete six (6) months' continuous service. Any such vacation taken shall be deducted from their entitlement in their first anniversary year.**

In the year in which a new employee completes **their** first year of service, **they** shall be entitled to vacation with pay equal to **fifteen (15) days**.

Employees who complete the years of service shown under column one (1) shall be entitled to the corresponding number of days of annual vacation with pay as shown in column two (2) to be taken during that year and subsequent years.

| 1                   | 2                    |
|---------------------|----------------------|
| Years of Service    | Vacation Entitlement |
| 1 year of service   | 15 days              |
| 7 years of service  | 20 days              |
| 18 years of service | 25 days              |
| 30 years of service | 30 days              |

An employee shall EARN their annual vacation entitlement for any calendar year only when they reach their anniversary, although they may take their annual vacation anytime during that calendar year.

### 9.03 Calculation on Vacation pay

#### 9.03.1 General Rule

As a general rule, payment for annual vacation will be based upon one of two calculations, whichever yields the greater amount:

- a) The straight-time wage rate of the employee's regular job at the time the vacation is taken is multiplied by the number of hours in the period of vacation, or
- b) The employee's straight-time earnings which shall include pay for overtime worked, for the previous year are multiplied by a percentage rate applicable to the employee's vacation entitlement, i.e. six percent (6%), eight percent (8%), ten percent (10%) or twelve percent (12%).

If necessary, adjustment of vacation pay will be made by the year-end to ensure that each employee received the greater amount of vacation pay from application of either the going rate (a) or percentage (b) calculation above.

Employees upon request of Annual Vacation pay advance, shall receive the equivalent of their net weekly pay times the number of weeks' vacation being taken at that time. Requests for advances will be made on Request for Advance Form and the form must reach the Pay Department not less than ten (10) working days before the advance is required. Unearned vacation taken will be recovered from the employee on termination.

#### 9.03.2 Split Vacations

The Company reserves the right to split four (4), five (5) and six (6) week vacation periods in two (2) pieces only in order to meet operational requirements. In the event that a vacation entitlement is split, either upon the Company's direction or by an employee's choice; the employee may elect in writing at the start of the year to have the percentage calculation, Clause "G" 9.03.1 (b), used for all periods of vacation. If not such election is made, vacation pay will be calculated according to the general rule set out in Clause "G" 9.03.1 and any adjustment will be paid after the last piece of vacation is taken.

#### 9.03.3 On Termination

Any employee whose service with the Company is terminated shall receive vacation pay, calculated according to Section "G" 9.03.1, for any unused vacation entitlement based on service up to the date of termination. The vacation entitlement for the termination year shall be prorated by the length of service in that year.

Any employee hired in 1976 or later, upon termination of service, will receive final vacation pay prorated to their anniversary date.

Vacation pay which has been received by the employee but not yet earned will be recovered from the employee on termination.

#### 9.03.4 Nothing in Section "G" 9 shall reduce the minimum amount of vacation pay provided by the Employment Standards Act.

#### 9.04 Prorating of Annual Vacation Entitlement Because of Absences

Leaves of absence for any purpose up to a total of three (3) months (six (6) months for WCB) in any year shall not reduce an employee's annual vacation entitlement in the following year. If leaves of absence exceeds three (3) months (six (6) months for WCB) in total in any year, an employee's annual vacation entitlement in the following year shall be reduced by one-ninth (1/9<sup>th</sup>) for each full month of absence in excess of three (3) months six (6) months for WCB prorated at one-sixth (1/6<sup>th</sup>) per month).

#### 9.05 Vacation and Sick Leave

A vacation shall not be rescheduled or extended because of a disability or illness which begins after the last scheduled working day immediately prior to the commencement of a vacation period. If an employee is absent on sick leave immediately preceding the commencement of a period of vacation, then the vacation will be rescheduled on request if work arrangements permit. If it is not practical to reschedule a vacation, then the employee shall receive pay in lieu of the vacation in addition to any sickness protection benefits which may apply in their case.

In order to qualify for sickness protection benefits in addition to vacation pay, an employee must present a medical certificate on the prescribed form to the Human Resources Department (available from Human Resources).

#### 9.06 Vacation Banking

Effective with the 1976 vacation sign-up, employees with 4, 5, 6 weeks of vacation may bank one (1) week. Vacation time banked must be taken as "time off", subject to staffing requirements, or "pay in lieu of" prior to the next vacation sign-up or the end of the following year, whichever is applicable.

### 10.00 STATUTORY HOLIDAY

#### 10.01 Definition of "Statutory Holidays"

For the purpose of the Agreement, the following shall be acknowledged as "Statutory Holidays":

|                |                  |
|----------------|------------------|
| New Year's Day | Labour Day       |
| Good Friday    | Thanksgiving Day |
| Easter Monday  | Remembrance Day  |
| Victoria Day   | Christmas Day    |
| Dominion Day   | Boxing Day       |
| BC Day         | Family Day       |

or days in lieu of these listed holidays, and any other additional public holiday gazetted, declared or proclaimed by the Government of Canada or by the Government of the Province of British Columbia.

#### 10.02 Payment for Statutory Holidays

#### 10.02.1 Eligibility for Payment

Whether a statutory holiday is worked or not worked, an eligible employee shall be paid statutory holiday pay equivalent to a normal day's time at straight-time rates.

An employee shall be eligible for statutory holiday pay provided they work either the working day before or the working day after the statutory holiday but they shall not be eligible when a statutory holiday falls during any of the following periods of absence:

- Paid bereavement leave;
- Absence due to sickness or non-occupational injury;
- Worker's Compensation absences;
- Approved leave of absence;
- Any absence without the Company's approval.

In no instance will an employee receive, for the same day, both statutory holiday pay and Worker's Compensation, bereavement pay or payments under the Sickness Protection Plan.

#### 10.03 Banking Statutory Holidays

Employees who are required to work, or who are on annual vacation or regularly scheduled day off, on a statutory holiday may elect to bank those holiday days **in their time bank**.

If any employee elects not to bank statutory holidays they shall nevertheless be required to work any holiday scheduled as a workday in accordance with Clause "G" 10.04 and they shall not receive another day off in lieu.

#### 10.04 Working on a Statutory Holiday

The Company shall designate how many employees in each job classification shall work on each statutory holiday. Time worked on a statutory holiday shall be paid in addition to any statutory holiday pay, as provided in Section "G" 10.02. There shall be no compounding of premiums. Payment for time worked on a statutory holiday shall be as follows:

| Time Worked     | Rate of Pay<br>(Times regular rate) |
|-----------------|-------------------------------------|
| Up to 7.5 hours | 150%                                |
| After 7.5 hours | 200%                                |

#### 11.00 LEAVE OF ABSENCE

Subject to service requirements and reasons given for requesting a leave of absence, the Company will grant leave of absence in accordance with the conditions which follow. Leave of absence for Union business is set out separately in Clause "G" 2.06.

"Days" means calendar days.

#### 11.01 Application and Approval for Leave of Absence

- 11.01.1 An employee must apply in writing to the Company for leave(s) of absence in excess of fourteen (14) days' total in any calendar year. No such leave(s) will be granted without written approval of the Company.
- 11.01.2 Leave of absence for the purpose of entering another occupation will only be granted by the Company. The Company may grant such a leave for health reasons upon the advice of the Company's Doctor.
- 11.01.3 The Company shall dismiss any employee who obtains a leave of absence under false pretenses.
- 11.01.4 Employees elected to Federal, Provincial, Municipal, Canadian Confederation of Unions (CCU) or BC Council of the CCU full time office shall be granted as much leave as is necessary during the term of such office. Upon return to the Company, the employee shall enter the job classification they previously held without loss of seniority or accredited service. As a condition for the granting of the leave the employee shall reimburse the Employer at times and in a manner suitable to the Employer for its costs, if any, incurred during the leave under the terms of whichever Pension Plan of the Employer's the employee may contribute to as a member of the Plan. Other terms of the Collective Agreement are not applicable to leave granted under this Subsection.
- 11.01.5 Employees have the option of requesting that the Employer apply one (1) or more banked days, in lieu of unpaid leave of absence time taken, to the pay period in which the leave of absence is taken. Such use of banked time shall be initiated by the employee.

#### 11.02 Length of Leave of Absence

Subject to staffing requirements, the Company may grant leave(s) of absence for reasons other than sickness, disability, or serious trouble in an employee's family, up to the total limit for any calendar year.

| Employee's Length of Service | Maximum Total Length of Leave in<br>a Calendar Year |
|------------------------------|---|
| Up to 1 year                 | 14 days   |
| 1-5 years                    | 1 month   |
| More than 5 years            | 3 months  |

The above leaves of absence may be extended by mutual agreement between the Company and the Union. Union dues will apply during such leave.

#### 11.03 Bereavement Leave

In the event of a death in an employee's family, the Company will grant a bereavement leave with pay up to three (3) days in length for the purpose of arranging and/or attending the funeral. Bereavement leave will be granted only upon application by the employee and only for such time that the employee would normally have worked. "Family" shall be limited to include spouse, common-law partner, son, daughter, sister, brother, mother, father, mother-in-law, father-in-law, grandmother, grandfather, stepmother, stepfather, grandchild, adopted child, or legal guardian. In the event of death of a mother or father an employee will be granted leave of absence with pay of one (1) day if they are unable to attend the funeral.



#### 11.04 Maternity Leave

- a) Leave of absence without pay for a continuous period not exceeding **seventy-eight (78)** weeks will be granted to regular employees for maternity reasons.
- b) In order to be eligible for a leave of absence, a pregnant employee shall have a medical certificate completed by **their** physician and submitted to the Human Resources Department as soon as is reasonable within the second trimester.
- c) Employees will notify the Company at least four (4) weeks in advance of the date on which the employee intends to begin **their** leave of absence. An employee may alter, but only once, the date of commencement of **their** leave of absence by providing written notice to the Company no later than two (2) weeks prior to the date **they** originally wished to commence **their** leave of absence. Should the employee suffer mental or physical illness as a result of pregnancy, **they** shall on the recommendations of **their** physician in consultation with the Company's appointed Doctor, commence **their** leave of absence immediately.
- d) Once the employee has commenced **their** leave of absence, **they** will not be permitted to return to work during the six (6) week period following the date of delivery unless the employee requests a shorter period.
- e) A request for a shorter period under Subsection (d) shall be given in writing to the Employer at least one (1) week before the date the employee proposes to return to work, and if required by the Employer, be accompanied by a medical practitioner's certificate stating the employee is able to resume work.
- f) Should the employee suffer mental or physical illness as a result of childbirth they may upon presenting to the Company a medical report from their physician apply to the Company for an extension of the **seventy-eight (78)** weeks leave of absence to a date recommended by the physician.
- g) Where an employee gives birth or the pregnancy is terminated before a request for a leave is made, the Company shall, on the employee's request and on receipt of a medical certificate stating that the employee has given birth or that the pregnancy was terminated, grant the employee leave of absence from work without pay for a period of six (6) weeks, or a shorter period as the employee request.
- h) Where an employee has been granted maternity leave and is for reasons related to the birth or termination of the pregnancy as certified by a medical practitioner, unable to work or return to work after the expiration of the leave, the Company shall grant to the employee further leaves of absence from work without pay, for a period specified in one or more certificates but not exceeding a maximum of six (6) weeks.
- i) Employees desiring to return to regular employment following maternity leave shall notify the Company at least thirty (30) days prior to the desired date of return or thirty (30) days prior to the expiry date of the maternity leave.

In special circumstances, an employee may request a return prior to six (6) weeks following the date of delivery. This request must be given in writing to the Company at least one (1) week before the date that the employee indicates **their** intend to return to work and the employee must furnish the Company with a certificate of a medical practitioner stating that the employee is able to resume work

- j) On return from maternity leave, the employee will be reinstated in **their** former position and receive the same wage rate and benefits as **they** received prior to such leave including any wage increases and improvements to benefits to which the employee would have been entitled had the leave not been taken.
- k) The Company will not terminate an employee or change a condition of employment of an employee because of the employee's pregnancy or maternity leave unless the employee is absent for a period exceeding the permitted leave.
- l) If the employee elects to continue to pay **their** share of the premium cost of the benefit plans, then the Company will continue to pay the Employer's portion of the benefit premiums while **they are** on leave.
- m) It is agreed in work situation where the Company has concern about the ability of the employee to perform **their** work because of pregnancy, that the Company may request that the employee provide a statement from **their** doctor confirming that **they are** medically fit to perform the work. It is also agreed that the Company, at the time of such request, may forward to the employee's physician a mutually agreed upon description of the employee's duties and responsibilities. Any costs associated with obtaining the medical certificate shall be reimbursed by the Company.

#### 11.05 Adoption Leave

- a) An employee who is adopting a child may, upon a minimum of four (4) weeks written notice, request up to **sixty-two (62)** consecutive weeks, without pay, beginning within **seventy-eight (78)** weeks after the child is placed with the parent. An employee shall be entitled to extend the adoption leave by way up to an additional five (5) weeks leave, without pay, where the child is at **least** six (6) months of age before coming into the employee's care and custody and it is certified by a medical practitioner, or the agency that placed the child, that an additional period of parental care is required because the child suffers from a physical, psychological or emotional condition.
- b) In order to be eligible for leave of absence under this Article, the employee shall be required to furnish the Company proof of adoption.
- c) Upon return to work the employee will be reinstated in their former position and receive the same wage rate and benefits as received prior to the leave, including any wage increases and improvements to benefits to which the employee would have been entitled had the leave not been taken.
- d) If the employee elects to continue to pay their share of the premium cost of the benefit plans, then the Company will continue to pay the Employer's portion of the benefit premiums while they are on leave.

#### 11.06 Parental Leave

- a) An employee may, upon four (4) weeks written notice, request leave without pay:
  - i) For a birth mother who takes maternity leave, up to **sixty-one (61)** consecutive weeks;
  - ii) For a birth mother who does not take maternity leave, up to **sixty-two (62)** consecutive weeks;
  - iii) For a birth father, up to **sixty-two (62)** consecutive weeks.

An employee shall be entitled to extend the parental leave by up to an additional five (5) weeks, without pay, where it is certified by a medical practitioner that an additional period of parental care is required because the child suffers from a physical, psychological or emotional condition.

- b) In the case of the natural mother, this leave must be taken immediately following the end of the maternity leave (17 weeks) under Article 11.04. In no case will the combined maternity and parental leave exceed **seventy-eight (78)** weeks.
- c) In the case of the natural father, this leave must be taken within the **sixty-two (62)** week period immediately following the birth of the child. In order to be eligible for such leave, the employee shall be required to furnish to the Company proof of the child's birth.
- d) Upon return to work the employee will be reinstated in their former position and receive the same wage rate and benefits as received prior to the leave, including any wage increases and improvements to benefits to which the employee would have been entitled had the leave not been taken.
- e) If the employee elects to continue to pay their share of the premium cost of the benefit plans, then the Company will continue to pay the Employer's portion of the benefit premiums while they are on leave.

#### 11.07 Family Responsibility Leave

An employee is entitled to up to five (5) days of unpaid leave during each employment year to meet responsibilities related to:

- a) The care, health, or education of a child in the employee's care, or
- b) The care or health of any member of the employee's immediate family.

In cases of family leave, direct contact with your supervisor must be made with as much notice as possible, with the exception of emergencies in which case direct contact with supervisor/Rail Traffic Controller must be made as soon as possible.

#### 12.00 SICK LEAVE

The provisions of this section shall apply only to regular employees.

It is the intent of both the Company and the Union that sick leave allowances are provided to cover legitimate sicknesses and off-the-job accidents and the reviews and consideration of

individual sick leave usages must take place from time to time in order to achieve this intent. Employees misusing sick leave allowances shall be terminated.

Employees who receive reimbursement for lost wages through a third party liability claim shall repay the Company for any lost wages they have received. Sick days will be reinstated when full repayment is received by the Company.

Definitions:

“Year” shall mean calendar year; “Day” shall mean working day; “Service” shall mean accredited service with the Company as defined in Clause “G” 9.01.

## 12.02 Sick Leave Allowances

### 12.02.1 Three Month Waiting Period

There shall be no sickness protection during the first three (3) months of employment. After the three (3) month waiting period, three (3) days shall be set up plus one (1) additional day per month commencing in the fourth month of service up to a total of five (5) days.

### 12.02.2 Yearly Sickness Protection

As of January 1, each year the Company will set up yearly sickness protection, based on service to be used as insurance against absences due to legitimate sickness and off-the-job accidents experienced by the employee. For each employee who completes the service requirement shown under column one (1) in any year, the Company will set up the corresponding number of days of sickness protection shown under column two (2) at the beginning of that year.

| (1)<br>Years of Service | (2)<br>Sickness Protection |
|-------------------------|----------------------------|
| 1 year                  | 10 days                    |
| 2-4 years               | 15 days                    |
| 5 years                 | 22 days                    |

Plus five (5) days per year for each full year of accredited service in the calendar year in which the sixth (6<sup>th</sup>) and successive anniversaries occur to a maximum of one hundred (100) days.

Effective October 29, 2010 the first three (3) days of any disability will be unpaid.

### 12.02.3 Absences Extending into a New Year

An absence which extends into a New Year shall be covered by the balance of the previous year's sickness protection. Employees who have their absence continue into the New Year will become eligible for that year's entitlement after they have returned to work for two (2) consecutive weeks.

## 12.03 Application for Sick Leave Pay

### 12.03.1 An employee shall complete and submit within twenty-four (24) hours of return to work an application for sick leave pay on the prescribed Company form for each absence.

## 12.04 Medical Evidence of Inability to Work

### 12.04.1 Where an employee:

- i) In the Employer's judgment is developing a pattern of consistent or frequent absence from work; or
- ii) Has been absent for four (4) consecutive days, the Employer, at its discretion, may require the employee to:
  - a) Attend a medical consultation and/or examination by the Employer's doctor or at the employee's option, their doctor;
  - b) Provide written authorization on the prescribed form, to permit the employee's doctor, or consulting physician, in order to obtain a medical diagnosis of the illness which has resulted in the employee booking off work or the overall level of their absenteeism.

- 12.04.2
- a) Employees shall be reimbursed for charges levied by the doctor for required medical examinations or certificates.
  - b) Employees will be reimbursed one-half (1/2) of the costs for obtaining medical certificates required by the insurance carrier for Weekly Indemnity and Long Term Disability.

12.04.3 Sick leave will not be paid when the medical diagnosis does not support the absence.

## 12.05 Weekly Indemnity Plan

The Company shall continue to provide mutually acceptable Weekly Indemnity Plan and Long Term Disability Plan as provided through their Insurance Company.

12.05.1 The Weekly Indemnity Plan shall continue to provide a benefit of fifty percent (50%) of normal earnings upon completion of three (3) working days of absence due to sickness or off-the-job accidents. Membership in this Plan shall be a condition of employment upon completion of three (3) months continuous employment and premiums shall be paid one-hundred percent (100%) by the Employer effective November 1, 2010.

### 12.05.2 Weekly Indemnity Supplement

Once an employee becomes covered by Weekly Indemnity benefits, the Company will pay a supplement of fifty percent (50%) of normal straight-time earning from unused sick leave allowances which will be reduced at the same rate, i.e. by one-half (1/2) a day for each full day of absence until they are exhausted.

**In extenuating circumstances while a Weekly Indemnity claim is pending, an employee may contact the Company to request support. The Company may assist the employee through an advance of funds with respect to the expected supplement. If the employee does not become covered by Weekly Indemnity Benefits and supplement, the Company shall recover this advance from the employees' pay.**

### 12.05.3 Long Term Disability Plan

Upon completion of twenty-six (26) weeks of disability under the Weekly Indemnity Plan the employee will apply for Long Term Disability benefits. Once eligible the employee will receive fifty percent (50%) of normal earnings which will be supplemented by thirty percent (30%) of normal straight-time earnings from unused sick leave they have remaining. The sick leave used will reduce at the same rate, i.e. thirty percent (30%) of a sick day for each full day of absence until they are exhausted.

Effective November 2, 2010 the premiums shall be paid one-hundred percent (100%) by the employee members of the Plan.

- 12.06 Upon termination, the Employer will provide one (1) week's severance pay for each year of service to regular employees who become health cases to the extent that they may not continue on in their jobs, but who are not in receipt of Weekly Indemnity or Long Term Disability benefits, or Worker's Compensation Board benefits.

### 13.00 MEDICAL AND DENTAL INSURANCE

Membership in the **Extended Health Plan** and the **Dental Plan**, as provided through the Insurance Company, is a condition of employment except for temporary and summer relief employees. Employees become eligible for coverage on the first of the month following three (3) months of service. Eligible employees may waive membership provided they can prove they have alternate coverage elsewhere

The Company will pay one-hundred percent (100%) of the premiums for EHB and Life Insurance. **Dental Plan Premiums shall be paid one hundred percent (100%) by the Company.**

### 13.01 BC Medical Services Plan

**In negotiations for the Collective Agreement in effect from April 1, 2021 to March 31, 2027, the Parties agreed to remove language regarding Company payment of MSP premiums as MSP had ceased to be a user pay system. If MSP reverts to a user pay system, the language that was removed will be reinstated.**

### 13.02 Extended Health Benefits

The Supplementary Plan shall provide additional health benefits equivalent to the standard offered by the existing Insurance provider as it exists at the date of signing of this Agreement.

The Extended Health Plan will provide for corrective eyeglass lenses, frames, and contact lenses, excluding sunglasses and safety lenses and limited to a maximum reimbursement to four hundred dollars (\$400) per person every two (2) years.

This will also include eye examination coverage up to a maximum of fifty dollars (\$50) every two (2) years. If the Company requires the eye examination the Company will pay for the examination.

The deductible is seventy-five dollars (\$75) per family per calendar year.

The lifetime maximum is one million dollars (\$1,000,000).

### 13.03 Dental Plan

The Company agrees to provide a Dental Plan for all eligible regular employees covered by this Agreement.

The benefit of the Plan will be equivalent to those offered by the existing Insurance provider, as it exists at the date of signing of this Agreement, in Plan A ninety percent (90%) co-insurance and Plan B fifty percent (50%) co-insurance and Plan C fifty percent (50%) co-insurance with a limit of five thousand dollars (\$5,000) maximum lifetime benefits per person enrolled in the Plan.

### 13.04 Benefit Plan Carrier and Coverage Levels

The parties agree to meet and discuss concerns raised regarding benefits. All attempts will be made to rectify the concerns.

It is specifically agreed that the coverage for Extended Health Benefits, the Dental Plan, Life Insurance, Weekly Indemnity, and Long Term Disability will meet or exceed the existing level of coverage.

It is further agreed, that prior to any changes being made to the Plans the Union will be notified, consulted and provided with the coverage levels the Company is putting out for tender.

## 14.00 SHORTER WORK WEEK LEAVE

### 14.01 Definition

- a) Shorter Work Week Leave (SWWL) is a form of compensation which is based on time worked during the preceding year.
- b) "Earning Year" – shall mean the twelve (12) month period from April 1 to March 31 which is used as the basis for calculating an employee's SWWL entitlement for the following year.

### 14.02 Entitlement

- a) Effective April 1, 1981 and thereafter the work week shall be reduced to the equivalent of thirty-five (35) hours. This shall be accomplished as follows:

Employees shall work either seven and one-half (7 ½) or eight (8) hours work day, five (5) day week and shall earn and bank a maximum SWWL entitlement of seventeen (17) days per year. This bank shall be scheduled off or paid out in the following earning year.

- b) Employees hired after September 1, 1997 will not earn SWWL.

Current employees with a seniority date prior to September 1, 1997, will have their SWWL protected and will continue to earn SWWL as per the Collective Agreement.

#### 14.02.1 Calculation of Individual Earned Entitlement

In the earning year commencing April 1, 1981, and each subsequent April 1, an employee shall earn one-half (1/2) hour entitlement for each regular full shift of work and for each day paid as annual vacation, a statutory holiday, S.V. (effective November 30, 1984) or SWWL day. All other time paid, including spareboard guarantee, or leaves from work, with or without pay, will not earn SWWL.

#### 14.03 SWWL Sign-Up or Pay Out

- a) There will be a sign-up each year when employees will schedule their entire individual entitlements as time off with pay in blocks of five (5) days or four (4) days in weeks where there is a statutory holiday.

At this sign-up, not later than the second week of January, employees have the option of either scheduling time off or electing to buy-out any number of their SWWL entitlement.

Any SWWL day remaining (e.g. not a multiple of five) may also be scheduled as time off or may be taken in pay, and employees will so designate these residual SWWL days at the time of sign-up. SWWL entitlements which result in partial days will be paid out.

All SWWL scheduled as time off will be subject to staffing and productivity requirements at the discretion and approval of the Company.

- b) Any SWWL entitlements not taken as time off or designated to be paid at March 31, 1983 and each subsequent March 31 will be paid out at straight-time rates.
- c) Compensation for the days taken in pay will be **paid** in the month following the end of the earning year.
- d) SWWL entitlements which are paid out will be paid at the employee's base rate for their current classification.

#### 14.03.1 Changes to SWWL Schedule

Sign-up SWWL may be cancelled, due to operational reasons, by mutual agreement between the employee and their supervisor. Such cancelled leave will be rescheduled by March 31.

It must be understood that this Agreement in no way affects the Company's right to determine the time to be scheduled on the sign-ups nor the scheduling of single days off. Both of these are subject to staffing and productivity requirements and approval of the Company.

### 15.00 SAFETY

#### 15.01 Intent to Conduct a Safe Operation

It is the intent of the parties to conduct a safe operation. To this end the Company agrees to consider any reasonable and practicable suggestions for the improvement of safety practices or for the protection of any employee from safety hazards in the performance of their work.

Each department is to establish monthly meetings for the Safety Committee. Members of the Safety Committee shall be paid so that there will be no loss of earnings.



## 15.02 Safety Shoes – Cost Sharing

When safety shoes are required on the job and with prior approval by the supervisor concerned, the Company will pay half the cost of safety shoes purchased by employees in classifications listed below provided the shoes are purchased by employees at reasonable intervals and provided that the shoes are suitable to the type of work performed.

### 15.02.1 Locomotive and Car Shops All categories

### 15.02.2 Rail Operations Locomotive Engineer Conductor **Assistant Conductor**

### 15.02.3 Track Maintenance All categories

### 15.02.4 Freight Office Yard Checkers Claim Inspectors

## 15.03 Safety Shoes – Cost of Repairs

Subject to the approval of their supervisor an employee will be reimbursed one half the cost of repairs to approved safety shoes.

## 15.04 **Employees required to attend periodic medical assessments required by railway safety regulations, who are unable to do so during working hours, shall be paid one (1) hour of straight time wages for attending during non-working hours.**

## 16.00 **PAY STATEMENTS**

Employees shall be paid every two (2) weeks on every other Friday or on the preceding working day when a pay day falls on a holiday. Adjustments of a pay shortage of one full day's pay or more can be made at the request of the employee.

## 17.00 **TEMPORARY EMPLOYMENT**

### 17.01 Period of Hire and Payment

A temporary employee (full-time or part-time) is one hired to perform work of a temporary nature. Temporary employees may be hired for a period six (6) months or less, except that in the Locomotive and Car Shops the period will be three (3) months or less. Situations which require longer periods of employment will be mutually agreed by the parties. Extensions shall not be unreasonably denied by the Union. The hiring of temporary employees will not adversely affect the employment of permanent employees. Temporary employees will be paid one hundred twenty percent (120%) of the applicable straight time hourly rate in lieu of annual vacation, statutory holidays and all other benefits and health and welfare items. Temporary employees will not accumulate seniority.

## 17.02 Freight Office

- a) In the event of a lay-off where senior employees have to bump to a lower classification, they shall receive the twenty-four (24) month rate of pay in the lower classification.
- b) In the event of new positions being created within the scope of the bargaining unit or through normal promotions, an employee who is demoted because of loss of higher category work is now re-promoted, they shall receive the step rate of pay they previously held.

## 17.03 Rail Operations

Temporary employees shall not be hired to work in the Railway Operations.

## 18.00 TIME ENTRY

All **time entry** must be **completed in the time capture system** at the end of each shift. Time **entry** for Spareboard guarantees are to be **completed in the time capture system** prior to the end of the applicable pay period. If the **time entry** is challenged by the Company, **the employee will be notified.**

## 19.00 PENSION PLAN

The employee and Employer contributions shall be equal. The employee and Employer contributions shall be fixed at the following amounts:

April 1, 1993 seven percent (7%)

April 2, 2011 nine percent (9%)

of "Plan earnings" as defined in Schedule "A" to Appendix "C". These contributions shall not be subject to change unless the parties themselves agree to do so at the time.

## 19.01 Post Retirement Benefits

Employees who are 55 years of age with twenty (20) years or more service with the Company and who are collecting an SRY pension are eligible for coverage for:

EHB, and  
Declining Life

provided they retire from active service from SRY and are currently enrolled in the above Benefit Plans.

The **Declining Life** will be paid for by the Employer.

All employees will contribute \$0.50 cents per hour of straight-time earnings towards the benefit costs for post-retirement benefit coverage. This contribution will not exceed 50% of the cost for providing this benefit. The Parties will conduct a yearly review of the deductions and any surplus will be transferred to a trust account. This surplus, if any, will be used for future liabilities or to determine the length of a contribution holiday and/or towards improvements to the benefit plans by mutual agreement.

Premiums for Extended Health Benefits will be paid by the Company to a maximum of:

|        |          |
|--------|----------|
| Single | \$90.00  |
| Couple | \$230.00 |

Prior to retirement, the employee will be required to sign an authorization form to permit the deductions from their pension benefit payments for amounts in excess of the maximum stated above. These payments will be remitted to the Company. The Company will remit the total premium to the carrier.

**In negotiations for the collective agreement in effect from April 1, 2021 to March 31, 2027 the Parties agreed to remove language regarding Company payment of MSP premiums as MSP had ceased to be a user pay system. If MSP reverts to a user pay system, the language that was removed will be reinstated.**

## **20.00 CONTRACTING OUT**

- 1) It is the intent of the Company to continue to use its employees to perform work, however, in the event it is necessary for bona fide operational reasons to contract out work which is normally performed by bargaining unit employees, the Union will be advised as far in advance as is possible of the date and reasons for the contracting out. If practicable, the Company will notify the Union not later than ninety (90) calendar days prior to the date of the scheduled work(s).
- 2) Contracting out will not be done to evade the wage and benefit provisions of the Collective Agreement.
- 3) The Union Representatives and the Company will meet promptly to discuss contracting out of a specific project. Representatives from the Company and the Union will discuss alternative ways to complete the project. If the Joint Committee can demonstrate that the work could be performed just as efficiently and economically by bargaining unit employees as by subcontractors, then every consideration will be given by the Company to have the work performed by bargaining unit employees.
- 4) Disputes arising as a result of work contracted out will be referred to arbitration without delay.

## **21.00 METHOD OF PAYMENT**

### **21.01 Overtime Banking**

An employee who works one half hour or more of overtime may bank such overtime **in their time bank**. The total number of hours banked annually by an employee shall not exceed thirty-seven and one-half (37.5) hours for employees entitled to SWWL, and shall not exceed seventy-five (75) hours for employees not entitled to SWWL.

The premiums applicable to these overtime hours will be paid out at the time earned. This will result in banking of one half (1/2) hour of overtime for one-half (1/2) hour of banked time.

## **21.02 Shift Differential**

**Employees who start work between 12:00 and 0400 shall be entitled to be paid a shift differential. Hours worked between 14:00 and 22:00 shall be paid a shift differential of thirty-five cents (\$0.35) per hour. Hours worked between 22:00 and 16:00 shall be paid a shift differential of fifty-five cents (\$0.55) per hour.**

In the event of a change in call all hours worked within their original shift will be paid the shift premium applicable to that shift.

## **22.00 TIME BANK**

**Employees may use up to five (5) banked days as “floaters” to be scheduled off as a day with pay in the current year, providing it is approved by the supervisor.**

**Before the end of each calendar year the Company shall determine the blocks available to be taken as time off in the subsequent year. Time in the employees’ bank may be scheduled off in those blocks of five (5) days or four (4) days where there is a statutory holiday. Up to five (5) days (37.5 hours) which are not scheduled off may be carried forward to the next calendar year. Any time not scheduled or carried forward will be paid out at the end of the year in which it is banked.**

## **PART 1**

### **RAIL OPERATIONS "R"**

#### **1.00 HOURS OF WORK**

##### **1.01.1 Work Day and Pay Period**

Seven and one-half (7 ½) hours shall constitute a normal shift and seventy-five (75) hours shall constitute a normal pay period in fourteen (14) days.

##### **1.01.2 Days Off – Train Crew member**

Insofar as is practicable, four (4) days off will be allowed in each fourteen (14) day pay period. Should less than four (4) days off be allowed in any pay period, the remaining days off will be allowed in the next pay period in accordance with the requirements of the service.

##### **1.01.3 Requirement to Work on Days Off**

It is understood that during periods when exceptional demands are made of the service train crew member may be required to work on their days off. An employee shall not be compelled to take another day off in lieu of having worked on their scheduled day off. Method of payment for such work is provided in Clause "R" 3.01.3

##### **1.01.4 Non-Standard Work Week**

The Rail Traffic Controller will compile the number of days worked in each pay period by train crew member changing assignments and attempt to control train crew member to twenty (20) days over two (2) pay periods. The train crew member having a nineteen (19) day pay in a two (2) pay period will be entitled to one (1) extra day on the Spareboard and will retain their seniority for that day.

A train crew member who is scheduled to work in excess of twenty (20) days in two (2) pay periods will be paid time at prevailing overtime rates, unless a Spareboard employee is available to relieve them for the days in excess of the twenty (20) day period.

##### **1.01.5 Calendar Day**

All work starting between 00:01 and 23:59 will be considered as that calendar day's work. All overtime and WDO will be paid on the calendar day basis.

#### **2.00 ASSIGNMENT OF WORK**

##### **2.01 Sign-up**

##### **2.01.1 Train crew member will sign in order of seniority for the work assignments on posted running sheets as follows:**

- a) One Conductor in charge of the train
- b) One Engineer in charge of the locomotive
- c) If required, one or more **Assistant Conductor** as indicated.

### 2.01.2 Overtime Lists and Procedures

For the period covered by each sign up, employees may indicate they wish to be included on the overtime call list.

When the Company requires overtime, it shall call qualified employees on the call list who are available for the required overtime without disruption to their schedule or violation of work rest rules. The list will be kept in seniority order and each call for overtime will begin with the name following the last name to be called for overtime. It is understood that errors and oversights in the administration of the list shall not result in payments for time not worked.

Once the list is exhausted and the required overtime remains uncovered, the Company may call employees who are not included on the call list.

Employees included on the overtime call list who are unavailable (refusals and/or failures to receive the Company's call) three times during the sign up, shall be removed from the call list and shall not be eligible for inclusion on the overtime call list for the subsequent sign up period.

- 2.01.3 The Superintendent, or delegate, will advise the Union which assignments have been designated to operate without an **Assistant Conductor** prior to the sign-up. In the event the Union disagrees with the manning on any of the assignments, the Union shall advise the Superintendent, or designate, in writing within ten (10) days stating the reasons. Where the difference is not resolved through discussion within ten (10) days either party may refer the matter directly to an expedited arbitration constituted under Clause G 3.00. The Arbitration Board shall be a single Arbitrator. The Arbitrator will consider the respective merits of the positions of the parties and make a determination as to whether the manning on the disputed assignment is to be a crew of three or crew of two.

### 2.01.4 Protected Employee

An employee who has a seniority date as Brakeman prior to October 19, 1997 shall be designated as a "Protected Employee".

Protected Employees who have a seniority date prior to October 30, 1981 will not be laid off as a result of the implementation of crews of three. In the event of a layoff on the system due to slackness of work a Protected Employee would be laid off only if they would have been subject to layoff in the same circumstances when reduced crews consisted of four **employees**.

Protected Employees who have a seniority date prior to October 19, 1997 will not be laid off as a result of implementing crews of two. In the event of a layoff on the system due to a loss of business, a Protected Employees would only be laid off as a result of this loss, not due to the implementation of crews of two.

### 2.01.5 Crew of Three Premium

Each protected **train crew member** working on a crew of three assignment will be paid an additional five percent (5%) per hour premium for each hour worked on a crew of three.

#### 2.01.6 Crew of Two Premium

Each **train crew member** working on a reduced crew of two assignment will be paid an additional 12.5% per hour premium for each hour worked on reduced crew of two.

#### 2.01.7 Road Services

Road Service is a Point A to Point B train not engaged in any switching movements other than:

- a) the staging or yarding of their own train
- b) making no more than one (1) set out or pick up of equipment at no more than one (1) siding.

Crews of two engaged in road service jobs which are not switching en-route will not qualify for the twelve point five percent (12.5%) per hour crew of two premium.

#### 2.02 Running Sheets – Frequency

Not less than four (4) new running sheets for railway operations will be posted during each calendar year and no running sheets shall be in force for a period longer than thirteen (13) weeks plus the period to the next succeeding pay break unless otherwise agreed between the parties. These provisions shall not preclude the right of the Company to introduce additional running sheets as conditions may warrant. It is further agreed that the Company shall be in charge of sign-up times. If exceptional conditions prevail at the time announced for bringing into effect a new running sheet, then the Company may extend to normal. When a **train crew member** is scheduled to sign-up and is not available and has not left a list of desired assignments the following procedure will apply:

- a) Rail Traffic Controller will attempt to contact a **train crew member**.
- b) Upon failure to contact a **train crew member**, the Rail Traffic Controller will advise the Union and the Superintendent. The Union will sign-up the Employee in consultation with the Superintendent.

#### 2.03 Home Terminals

The home terminal for all Spareboard employee will be the Greater Vancouver area (Langley and West thereof). The home terminal for signed-up **employees** will be the terminal so designated on the sign-up. Where circumstances warrant, any employee required to work a run which ties up away from their home terminal shall, be provided with transportation back to their home terminal. In the event of an unforeseen circumstance, such as inclement weather where transportation cannot be provided, then, on approval of a supervisor, the employee will be provided with suitable room and board. Such approval will not be reasonably withheld.

Transportation to the home terminal is paid time worked.

#### 2.04 Relief of Train Crew member

Provided there is a suitable relief employee available, the Company will furnish relief to a **train crew member** if the relief is requested prior to 14:00 on the preceding day. Cases of emergency relief are excepted from the requirement of notice. Reliefs will be granted in the order in which

applications are made. No application shall be filed earlier than thirty (30) days before commencement of leave required.

#### **2.04.1 Own Arrangements and Leave of Absence**

**Own arrangements or trades can only be made between employees with the same qualifications. If a trade is made with the same qualification but the signed positions within each crew are different (e.g. Signed Engineer in Engineer position trades with signed Engineer in Conductor position) the employee who traded to the lower qualification must accept the potential pull or promotion the original employee was subject to. Own arrangements or trades must not conflict with work rest rules. Trades must be approved by the Company.**

**Leave of Absence (LOA) requests must be entered on the Company's time capture system no less than twenty-four (24) hours and no greater than one (1) month prior to the commencement of the requested leave. LOAs must be approved by the Company.**

#### **2.05 Reporting After an Absence**

**Train crew members** returning to work after an absence for sickness or other cause shall book back on duty with the Rail Traffic Controller by 13:00 of the day prior to resuming duty in order to be entered on the board for their regular run.

#### **2.06 Spareboard**

Any **employee** who does not wish to sign-up for a regular run may sign the Spareboard sheet instead.

##### **2.06.1 Filling Vacancies in Freight Service**

Vacancies in freight service will be filled by the senior competent Spareboard employee **within their call window** desiring same, or as otherwise mutually agreed, it being understood that all jobs must be covered.

##### **2.06.2 Last Minute Absence Due to Sickness or Other Cause**

- a) Where a crew is short-handed due to an unforeseen situation, the remaining members of the crew will commence work on schedule providing there are qualified **employees** on the crew, the Company will obtain a replacement for the absent crew member as soon as possible.
- b) Definition of last minute absence – Absences reported later than sixty (60) minutes before crew call time.
- c) In the event of a last minute absence employees in the process of breaking in will not be given temporary promotions. Engineers and Conductors must be fully qualified.
- d) This clause does not apply to designated crew of two.

##### **2.06.3 Spareboard List**

A Spareboard list assigning **employees** to vacant runs shall be posted not later than 16:00 of the preceding day in **all reporting locations**, and if a Spareboard **employee** is not marked up



correctly according to seniority they shall receive pay equal to the run which the mistake deprived them of unless work is provided for them within the same hours as far as practicable, and paying the same amount of time.

In accordance with Clause 2.06.1 vacancies occurring between standard report times must be covered and therefore it is the obligation of Spareboard employees to ensure they can be contacted as required.

#### 2.06.4 Spareboard Employees Days Off

Insofar as is practical, Spareboard employees will be allowed four (4) days off in a pay period with no less than two (2) consecutive days off.

#### 2.06.5 Spareboard Rules

- 1) Spareboard employees assigned a day or afternoon window desiring to exercise their seniority for the following days' work must call the **RTC** office by 14:00; employees assigned to a night window must call by **20:00**. If the Spareboard employee fails to call or leave their choice, the employee will be placed in the job with the earliest starting time **within their call window**, subject to provisions of the rest clause. **It is understood that a Spareboard employee who has been placed on a job is subject to reassignment under Article 2.06.5 3(d) below. A Spareboard employee will not be required to work more than one (1) assignment in a day.**
- 2) Spareboard employees are required to check the Spareboard employee list or to call in by phone for next day's work.
- 3) Spareboard employees not assigned will be governed by the following procedure.
  - a) Spareboard employee will be assigned **call windows** to protect all spare work **within the call window**. The **call windows** to be assigned will be **established by the Company for each sign up**. Each call window will be based on the principle of day, afternoon, and night shifts. The Company agrees to notify the Union of the proposed call windows prior to the signup.
  - b) During their **call window** the Spareboard employee must provide the **RTC** with a phone number where they can be contacted if not at their normal place of call.
  - c) If a Spareboard Employee cannot be contacted during their **call window**, they will be considered unavailable and will not be eligible for the daily guarantee. The Supervisor or Rail Traffic Controller will **call one time and leave a message if the Spareboard employee does not answer. The Spareboard employee will have fifteen (15) minutes to return the call before being declared unavailable.**
  - d) The **call windows** will be assigned to each Spareboard employee at the beginning of the week. The Spareboard employee will continue with the same **call window** for one week. Exception: if there is no Spareboard employee to cover one of the **call windows and there is no available pull**, then the Spareboard employee will be reassigned **to a new call window** as necessary, to provide twenty-four (24) hour

protection of spare work. A Spareboard employee cannot be reassigned a new call window more than once in a sign-up week. **When the RTC calls a Spareboard employee outside their call window to reassign them to a new call window they will leave a message if the Spareboard employee does not answer. The Spareboard employee will have two (2) hours to return the call before being declared unavailable.** The senior employee contacted, who elects to pass on being reassigned to a new call window, will be required to cover the reassigned call window until a junior Spareboard employee has been contacted.

- e) Seniority prevails on all vacancies. In this regard, Spareboard employees will be called by seniority **within their call window** and assigned for all vacancies, subject to 2.06.5.3(d). Spareboard employees may use seniority to pass down work only to Spareboard employees who are within the same **call window**. The senior employee contacted, who elects to pass down work, will be required to cover the assignment until a junior Spareboard employee has been contacted.
  - f) A Spareboard employee who books terminal rest as per Section 2.06.6 of Part 1 will start their **call window** at the completion of their rest period.
  - g) In accordance with Section 2.06.1 vacancies must be covered and therefore it is the obligation of Spareboard employees to ensure they can be contacted as required within their **call window**.
- 4) An available signed up **employee** can be pulled onto another crew **within the appropriate call window as per 2.06.5 3(a)** only if there are no qualified Spareboard employees to fill that vacancy and only if such job is of a different classification, in the case of dual classification; seniority will prevail. Available is defined as an employee who can cover the shift and return to their original shift without need to exercise the provisions of the rest clause. When vacancy occurs on a regular signed up crew the senior qualified **employee** on the crew shall accept the promotion and cannot pass down work unless there are qualified Spareboard employees available or a junior qualified **employee** on the same crew. This clause to include Conductor to Locomotive Engineer and vice versa. When an employee is pulled from a regular signed up crew, they hold their seniority with the Spareboard.
- 5) When a WDO **employee** is called in, they go to the bottom of the Spareboard **within the call window where the vacancy exists**.

#### 2.06.6 Eight Hours Rest

Where other employees are available, employees will not be required to report for duty or to work runs until they have had eight hours rest plus two (2) hours call out time after the completion of their work.

**Normal rest periods between shifts shall be eight (8) hours.**

#### 2.07 Overtime Work and Option of Tying Up

The Company can direct employees in the freight service to work overtime. However, an employee on overtime work will have the option of tying up at the end of nine and one-half (9 ½) hours of work, provided they give the Rail Traffic Controller at least four (4) hours prior notice.

## 2.08 Reports

Where reports other than accident reports detain Conductors after a day's work, they will be paid reasonable time for same. Accident reports will be completed in a proper manner before tying up.

## 2.09 Pusher Service (Crew Consist)

Crew consist for pusher service will be one Locomotive Engineer and **Assistant Conductor**.

## 3.00 METHOD OF PAYMENT

### 3.01.1 Payment of Time

**Train crew members** time shall be computed from the time employees are required to report for their run and shall finish at the time they arrive at their home terminal after they have finished their run and been relieved of duty.

### 3.01.2 Overtime

In any one day overtime rates shall be paid after completing seven and one-half (7 ½) hours of work. The rate of pay for overtime work shall be one-hundred and fifty percent (150%) of the regular rate for the first three (3) hours and two hundred percent (200%) of the regular rate for overtime worked in excess of three (3) hours.

### 3.01.3 Work on a Scheduled Day Off

If a **train crew member** is called to work on their scheduled day off, they shall be paid as follows:

| Time Worked            | Rate of Pay<br>(X Regular Rate) |
|------------------------|---------------------------------|
| Up to 7 ½ hours        | 150%                            |
| From 7 ½ to 10 ½ hours | 225%                            |
| After 10 ½ hours       | 300%                            |

They will receive no less than other straight time members on the same crew and when working more than 3 ¾ hours, they shall receive pay based on not less than seven and one-half (7 ½) hours.

Twenty (20) days' pay over two consecutive pay periods shall be the basis for computing premium pay for working days off.

### 3.01.4 Calculation of Vacation Pay

In addition to Clause "G" 9.03, a **train crew members** vacation pay will be calculated on the regular rate of pay they would have received if they had signed up for work.

### 3.01.5 Minimum Pay

For freight and work trains regularly set up, not less than ten (10) calendar working days at the rates currently in force shall constitute a pay period for any service and must be paid a proportionate rate for the number of days held in service. If a statutory holiday occurs during a pay period, the seven and one-half (7 ½) hours pay for the holiday shall be counted as earnings toward the minimum pay for the period. Train crew member called for duty shall receive pay

for actual time on duty, provided that allowance for such duty shall not be paid less than three and three-quarters (3  $\frac{3}{4}$ ) hours at straight-time rate.

When a **train crew member** is called for duty and works more than three and three-quarters (3  $\frac{3}{4}$ ) hours and less than seven and one-half (7  $\frac{1}{2}$ ) hours, they shall receive seven and one-half (7  $\frac{1}{2}$ ) hours pay.

When a regularly signed up crew is scheduled to and has been advised to work on a designated holiday a full seven and one-half (7  $\frac{1}{2}$ ) hours pay will be the minimum paid in addition to the designated holiday pay.

For all **train crew members** whose day off falls on a statutory holiday the seven and one-half (7  $\frac{1}{2}$ ) hours pay for the statutory holiday will not be counted as earnings toward the minimum pay for the period.

Train crew member called for service other than their regular assignments shall be paid not less than they would have received on their regular assignment. This will not apply to employees accepting promotion on a vacancy. It will only apply to the junior employee in the classification required who is forced to accept the promotion.

Train crew member Called for Duty Within Three Hours:

Train crew member, who after they have tied up are re-called to work will be paid continuously at straight-time rates from the time of tie up until recall, providing the time interval is three hours or less.

#### 3.01.6 Spareboard Guarantee

Railway Spareboard employees will be guaranteed a minimum amount of pay for each day they are available for work. This daily guarantee will be six point four (6.4) hours at **the Assistant Conductor's rate**.

#### 3.01.7 Change of Call

The starting time of a regularly signed crew may be altered up to two (2) hours. For the altered shift, payment will be six and one-half (6  $\frac{1}{2}$ ) hours at regular rates and one (1) hour at overtime rates. Actual starting time will govern meal periods and booking rest.

#### 3.01.8 Notice of Shift Change

If an employee is pulled to another shift and is not called more than two (2) hours in advance of their regular start time, the employee can be pulled but the original start time of their regular schedule will apply.

#### 3.01.9 Training Premium

Qualified train crew member selected by the Company to train new employees shall be paid a training premium of thirty dollars (\$30.00) per day while engaged in training work.

#### 3.01.10 Shortage in Pay

Train crew member will be notified when time is not allowed as per time slips, with reasons therefore. Shortages and omissions in pay will be paid by cheque if requested, with as little delay as possible.

### 3.01.11 Payment for Work on Sundays

On Sunday's payment for time worked up to seven and one-half (7 ½) hours shall be at the rate of one hundred twenty-five percent (125%) of the regular straight-time rate.

### 3.01.12 SAP Call

When a **train crew member** is called SAP (soon as possible), as authorized by a supervisor, payment of wages shall commence from time of contact providing reporting time is no greater than normal travel time from point of contact to work location plus fifteen (15) minutes.

## 4.00 DEAD HEADING

Employees may be required to report anywhere in the Greater Vancouver area (Langley and West thereof) without payment for travel time. Transportation will be supplied to all employees required for relief work at a point other than their home terminal. Transportation to this clause means an allowance of forty-five (45) minutes at straight rates for each direction. Where circumstances warrant, anyone required to work a run which ties up away from their home terminal shall, be provided with transportation back to their home terminal. In the event of an unforeseen circumstance, such as inclement weather where transportation cannot be provided, then, on approval of a supervisor, the employee will be provided with suitable room and board. Such approval will not be unreasonably held.

Transportation to the home terminal is paid time worked.

Employees transferring from the Greater Vancouver Area (Langley and West thereof) to Huntingdon at sign-up time will receive an allowance of forty-five (45) minutes at straight time rates.

Employees transferring from Huntingdon to the Greater Vancouver Area (Langley and West thereof) at sign-up time will receive an allowance for forty-five (45) minutes at straight time rates.

## 5.00 MEALS

The Supervisor will designate a thirty (30) minute eating period for freight crews commencing between three and five hours after the crew started work. **With mutual agreement between the Supervisor and the freight crew, the eating period may be designated outside the period between three and five hours after the crew started work.** When it is known that a freight crew will be on duty for longer than nine (9) hours (8 ½) hours of work) the Supervisor will designate a second eating period commencing as close as practical (having regard for the service) to nine (9) hours after the start of their shift, or nine and one-half (9 ½) hours after the start of their shift if the freight crew exercises the rest clause.

No deduction in pay will be made for the second eating period.

## 6.00 TRAVEL ALLOWANCE

When a **train crew member** is away from their own district, they will receive a per diem allowance of twelve dollars (\$12.00) for meals.

## **7.00 CLOTHING ALLOWANCES**

### **7.01 Overalls**

The Company will supply one pair of clean overalls per week for all **train crew members**. In lieu of being provided coveralls, each employee may elect to receive an annual payment on January 1<sup>st</sup> of one hundred and fifty dollars (\$150.00).

### **7.02 Rainwear**

**Train crew members** on request, shall receive rainwear for use on the job once every three years, on an equal cost sharing basis. The Company shall approve the type and cost of rainwear prior to purchase.

## **8.00 SENIORITY**

### **8.01 Commencement of Seniority**

**Train crew members** seniority shall commence from time application is accepted, and same shall be furnished to Union upon request.

### **8.02 Seniority List**

Seniority list of **train crew members** will be posted every six (6) months.

## **9.00 PROMOTION**

### **9.01 Promotion of Locomotive Engineer**

Conductors will be advised in seniority order of break in orders to become engineers.

Conductors will not be forced to break in as engineers due to bona fide medical issues or reasons.

Within one hundred twenty (120) days, student engineer must complete training, pass the required examination and qualify for the diesel certificate and ticket from the governing provincial body. Should conductors fail to qualify on their first attempt, a second opportunity to qualify will be given within six (6) months.

Student Engineers will have Conductor's qualifications. During training the Student Engineer will be paid seven point five (7.5) hours per shift at the Conductor rate.

### **9.02 Promotion to Conductor**

**New employees to the Operations Department will be hired as Student Conductors. Student Conductors** will have one hundred and eighty (180) days to qualify as a Conductor. Upon qualification, seniority as a Conductor will be based on the **first day worked in the Operations Department**. Should **Student Conductors** fail to qualify on their first attempt, a second opportunity to qualify will be given within six (6) months.

### **9.03 TRAINING POLICY**

It is the intent of the parties of the Agreement to conduct a safe operation. Working practices shall be governed by the Federal Regulations and the Province of British Columbia insofar as they apply. The Parties agree that the Employer shall continue to train Conductors and Engineers until all employees in Rail Operations are trained. The Parties further agree two (2) Engineers per calendar year will be trained. The training of Conductors would involve one

**hundred and twenty (120) days plus a period of sixty (60) days working as an Assistant Conductor. The training of Engineers** will involve the standard two hundred (200) hours plus one (1) day for examination. The training period (of five (5) weeks or two hundred (200) hours) may be reduced by mutual agreement of the Union, the Employer and the Trainee.

Once everyone is broken into their positions, the Company does not need to keep hiring employees in Operations to maintain the quota of training two (2) Engineers in a calendar year. In any case the Company will not be obligated to hire additional employees to train for these positions.

## **10.00 RAILWAY EQUIPMENT**

### **10.01 Bad Order Cars**

**Train crew members** will not be compelled to handle “bad order” cars on trains, draft gear of which is defective and required to be changed, further than to take care of perishable freight or livestock that may become disabled en-route to the first terminal.

## **11.00 DISCHARGE AND RESIGNATION**

When a **train crew member** is discharged or resigns, they will within five (5) days excluding holidays be paid and issued a certificate stating term of service and capacity employed.

## **12.00 JOB CLASSIFICATIONS**

Train crew member – Definition

The term “**train crew member**” means an employee employed by the Company for service as a Conductor, Locomotive Engineer, **Assistant Conductor** and shown on its list and records as having been assigned to the train service.

### **12.01 Qualified Train Crew Members to Operate Trains**

**No employee who is not a qualified train crew member shall operate a train.**

### **12.02 Pilots**

When a train is being operated over a district other than that over which the crew operating the train is acquainted with the physical characteristics or running rules of such districts, a qualified train crew member will be supplied as Pilot. Pilots will be paid same rate as their seniority entitles them to as Conductors.

### **12.03 Rail Traffic Controller**

Train crew member will provide Rail Traffic Controller with their current home address. Train crew member with telephones will also provide current telephone number.

All telephone calls regarding the assignment of work will be recorded.

## **PART 2**

### **LOCOMOTIVE AND CARS SHOPS**

#### **1.00 HOURS OF WORK**

Seven and one-half (7 ½) hours shall constitute a normal day's work and thirty-seven and one-half (37 ½) hours shall constitute a normal work week of five (5) days' work followed by two (2) days off.

##### **1.01 Day Employees**

Between 07:00 and 17:00 a day, employees shall work seven and one-half (7 ½) hours and shall have an additional half (1/2) hour off as an unpaid lunch period.

##### **1.02 Night Employees**

The working hours of a night employee shall be any eight (8) consecutive hours between 22:00 and 08:00, including one-half (1/2) hour off as an unpaid lunch period.

##### **1.03 Non-Standard Shift**

Non-standard shift, or those commencing prior to 07:00 and ending at or after 17:00, shall be for eight (8) consecutive hours, including one-half (1/2) hour off as an unpaid lunch period.

#### **2.00 ASSIGNMENT OF WORK**

Employees shall work five (5) shifts on and two (2) shifts off provided the days off are rotated as may be mutually agreed between the parties in order to conform with the requirements of the service. As many employees as possible shall have a night off and all employees shall have leave at weekends in turn as days off are rotated.

##### **2.01 Assignment of Overtime Work**

Overtime work in the Railway Shops will be assigned to employees in rotation. Notice of emergency callouts will be given as early as possible.

##### **2.02 Incidental Work**

The maintenance of all necessary records and reports is incidental to any job classification covered by this Agreement. Any qualified employee may be required to operate any vehicle as a duty incidental to their work.

#### **3.00 METHOD OF PAYMENT**

"Regular rate" shall mean the applicable straight-time hourly rate of pay set out in the Wage Schedule.

##### **3.01 Payment of Overtime Work**

An employee will not be required to report for their next shift until they have completed an eight (8) hour rest period. They will be given an additional two (2) hours reporting time. There will be no compound of premiums.



### 3.02 Payment for Overtime Work – Except Sundays and Holidays

In any one day overtime rates shall be paid for time worked after seven and one-half (7 ½) hours of time worked.

On all days except Sundays and Statutory holidays the rates of pay for overtime work shall be one hundred and fifty percent (150%) of the regular rate up to ten and one-half (10 ½) hours of time worked and two hundred percent (200%) of regular rate for overtime worked after ten and one-half (10 ½) hours.

### 3.03 Payment for Work on Sundays

Except on Statutory holidays, payment for time worked on Sundays shall be as follows:

| Time Worked      | Rate of Pay<br>(X Regular Rate) |
|------------------|---------------------------------|
| Up to 10 ½ hours | 150%                            |
| After 10 ½ hours | 200%                            |

### 3.04 Payment for Callout on a Day Off

If an employee is called out on their scheduled day off, they shall be paid a minimum for four (4) hours as follows:

| Time Worked                  | Rate of Pay<br>(X Regular Rate) |
|------------------------------|---------------------------------|
| Up to 7 ½ hours              | 150%                            |
| From 7 ½ hours to 10 ½ hours | 225%                            |
| After 10 ½ hours             | 300%                            |

This provision does not apply when two employees exchange days on, with the approval of the Company and the Union.

### 3.05 Payment for Callout in Event of an Emergency

If an employee is called out on an emergency, they shall be paid at the applicable overtime rate for time required to correct the emergency condition, but in no case will they receive less than four (4) hours at straight-time.

The order of call out in an emergency will be:

- 1) Employees regularly scheduled to work that day
- 2) Employees scheduled to work their day off
- 3) Employees on their day off

### 3.06 Standby on a Statutory Holiday

A Railway Shops employee directed to standby on a statutory holiday will receive three and three-quarter (3 ¾) hours at straight-time rates which will be offset by pay for any time worked.

### **3.07 Temporary Relief on a Higher Paid Job**

If an employee is temporarily assigned to do work which pays a higher regular rate than their normal classification, then they shall receive the higher rate while engaged in the higher paid classification.

### **3.08 SAP Call**

When an employee is called SAP (soon as possible), as authorized by a supervisor, payment of wages shall commence from time of contact providing reporting time is no greater than normal travel time from point of contact to work location plus fifteen (15) minutes.

## **4.00 TRAVEL**

Employees who are required to relieve at a work location away from their normal work location, for one or more full days, will receive twenty-two dollars (\$22.00) per day for travel and all other expenses.

## **5.00 MEALS**

### **5.01 Meals – Overtime Worked Following a Normal Shift**

If an employee is required to work more than one (1) hour of overtime immediately following their normal working shift, they will be provided with a meal or, alternatively, they will be paid one-half (1/2) hour in lieu of a meal at the prevailing overtime rate.

### **5.02 Meals – On Callouts**

If an employee is called out to work at a place where food is not readily obtainable, they shall not be required to work more than four (4) hours without meals being supplied by SRY.

### **5.03 Meals – Missed Meal on a Normal Shift**

If an employee is required to work through the meal break which is normally provided during their shift, then they will be provided with either an alternative one-half (1/2) hour meal break or payment in lieu of a meal break equal to one-half (1/2) hour at one hundred fifty percent (150%) of their regular straight-time rate.

## **6.00 CLOTHING**

### **6.01 Coveralls**

The Company will supply, maintain and clean coveralls for each maintenance employee in the Shops Department.

In lieu of being provided coveralls, each employee may elect to receive an annual payment on January 1<sup>st</sup> of one hundred fifty dollars (\$150.00).

## **6.02 Rainwear**

When rainwear is required on the job, with prior approval by the supervisor concerned, the Company will pay one-half (1/2) the cost of the rainwear purchased. The rainwear must be suitable to the type of work that is to be performed and will be replaced at reasonable intervals.

## **7.00 PROMOTION**

one classification to another in the Railway Shops will be based on proficiency and seniority and the Company shall determine what qualification are required of employees seeking promotion.

## **8.00 WELDERS-IN-TRAINING REIMBURSEMENT**

The Company will pay for the cost of courses and related materials for welders undergoing upgrading training, provided employees concerned undertake such courses in their own time. In general, the Company reimbursement will be contingent upon satisfactory completion of a course.

### **8.01 Training in Shops**

It is agreed quarterly meetings between CUPE Representatives and Rail Management will be convened during the life of the Agreement in order to maintain ongoing consultation on the Shop Training Program. Areas of discussion will include course content, overall length of program employee progress and the relationship between work and study.

It is understood that purpose of the meetings will be to maximize the benefit of this training for both employees and the Company, and to achieve the objective of qualifying trained employees within the time frames set out.

## **9.00 FIRST AID**

The Company shall appoint competent first aid employees to cover first aid work at each location in accordance with Worker's Compensation Board Regulations.

## **10.00 TOOL ALLOWANCE**

The Company will pay a tool allowance to those employees classified as Mechanic A, Mechanic B and Machinists. The tool allowance shall be an annual payment of four hundred and eighty dollars (\$480.00) every April.

Termination repayment will be based on a prorated amount. Employees eligible for the tool allowance will be required to provide their own hand tools except for special tools which will be supplied by the Company. The Company and the Union will undertake periodic joint inspection of tool kits.

## **11.00 JOB CLASSIFICATIONS – LOCOMOTIVE AND CAR SHOPS**

### **11.01 Locomotive Mechanic 'A'**

A Locomotive Mechanic must be qualified to do all work on diesel-electric locomotives including all work on the electrical, mechanical and air systems and may be required to undertake to completion, any work which may be assigned within the classification. An employee will enter this classification by qualifying as a Railway Serviceman.

#### 11.01.1 Locomotive Mechanic 'B'

- i) A Locomotive Mechanic 'B' must be qualified to work on diesel-electric locomotives but may be specialized in any one area and not fully qualified in all. This work could include the electrical, mechanical and air systems. It is agreed that any worker hired without complete training will be required to complete the Serviceman training within two (2) years of the date of hire. After two (2) years a 'B' Mechanic will receive the 'A' Mechanic rate.
- ii) A 'B' Locomotive Mechanic will receive the 'A' Mechanic rate when performing duties within their area of specialization including training.
- iii) 'B' Locomotive Mechanic rate = Level four Serviceman + \$0.55 per hour.
- iv) Failing to complete the Serviceman training within the two (2) year requirement the employee will revert to the rate of Serviceman Level 1 pay until such time they become qualified.

#### 11.02 Railway Serviceman

A Serviceman shall be an employee who is presently enrolled in the training program (refer to LOU 'G').

#### 11.03 Serviceman tools and toolbox will be supplied by the employer, at the employee's option, for the term of the training period.

#### 11.04 Helper

Helpers will assist all categories in servicing, repairing and overhauling railway equipment.

**The number of employees in the Helper classification shall not exceed 12% of the Locomotive and car Shop workforce, unless there are 2 or less Helpers. In the event of a workforce reduction the Parties will meet to discuss the impact of that reduction of the functioning of this clause.**

#### 11.05 Carman

A Carman will be qualified in the Freight Car Repair Shop as a Railway Serviceman/Carman. To qualify they must have passed the examinations in freight car repairing or have the equivalent in car repair experience. In any event they must be qualified to carry to a conclusion all repairs on freight cars.

#### 11.06 Shop Foreman – Car Shop and Mechanical Shop

##### 11.06.1 General Responsibilities of a Shop Foreman

**A Shop Foreman** shall have general responsibility for the following duties:

- a) To assist in the direction of employees in their own or other classification;

- b) To carry out work of a specialized nature, whether or not such work entails the direction of others;
- c) To ensure that workers under their direction observe working hours set out in the Agreement;
- d) To do manual work on equipment as time required for other duties permits.
- e) **Planning, estimating, ordering and maintaining stocks of material, allotting work, supervising and training employees.**

#### 11.06.2 Duty of Other Employees

Employees working under a **Shop Foreman** shall accept their direction and instruction.

#### 11.06.3 Selection of **Shop Foreman**

The Company will post job bulletins for all vacant **Shop Foreman** positions. The Company shall select successful applicants on the basis of ability.

#### 11.06.4 **Shop Foreman Pay Rates**

While so acting, a **Shop Foreman** shall be paid at the applicable **Shop Foreman pay rate**.

## **PART 3**

### **TRACK MAINTENANCE**

#### **1.00 WORK DAY AND MEAL BREAK**

Seven and one-half (7 ½) hours shall constitute a normal shift, from 08:00 to 16:30 with one (1) hour off for lunch, Monday to Friday inclusive, the Company will not object to rearrangement of the working hours which will provide for a thirty (30) minute lunch break if such hours are desired by a whole gang and demands of the service do not conflict.

- 1.00.1 With mutual agreement between the Company and every member of the Section Gang, the hours of work may be varied. Any agreed change will be implemented after five (5) days' notice.

#### **1.01 Night Work**

When a day employee is required to work two (2) nights or less they shall not as a result lose a day prior to the start of the night work and overtime rates shall be paid for the night work. This clause shall not apply to extra employees taken on for emergency work.

#### **2.00 VACANCIES IN TRACK GANGS**

In order that track maintenance employees on railway lines may have the opportunity of applying for a transfer from one section gang to another section gang when a vacancy or vacancies arise, the Company agrees that once each year it will circularize all trackmen on railway lines with the end in view of ascertaining the names of those employees who desire to transfer from the section gang on which they may be working to some other particular section gang. When a vacancy on a section gang occurs. The Company will give due consideration to representation made by the employees and will fill such vacancies on the basis of proficiency and seniority from any applicants who may be interested in making a change.

#### **2.01 Recall to Classification**

In the event an employee reverts to their former classification of trackman as a result of layoff under G 8.03 they shall, subject to being qualified and able, have the opportunity to return to a regular vacancy, or to a temporary vacancy that the Company is advised will exceed five (5) working days, in their previous classification prior to that job being offered as a transfer or posted.

A trackman shall forfeit right of re-establishment under this clause if they reject the first opportunity to return to their previous classification on a permanent basis or if they accepted a position in another Department.

#### **3.00 PROMOTION**

The Company agrees to the principle of promoting employees within the Track Maintenance Division from one classification to another on the basis of proficiency and seniority.

The Company will, as far as possible and consistent with proficiency, fill all vacancies for track foreman from the ranks of trackmen. The Company shall have the right to determine qualifications of employees seeking promotion.

#### **4.00 METHOD OF PAYMENT**

##### **4.01 Minimum Pay for Show Up**

Trackmen who report for work but are not allowed to work shall be paid a minimum of three and three-quarter (3  $\frac{3}{4}$ ) hours at regular rates. If the foreman directs trackmen to standby after the three and three-quarter (3  $\frac{3}{4}$ ) hours, any additional standby time shall also be paid at regular rates.

##### **4.02 Work Performed on Scheduled Day Off**

If Trackman is called to work on their scheduled day off, they shall be paid as follows:

| Time Worked                         | Rate of Pay<br>(X Regular Rate) |
|-------------------------------------|---------------------------------|
| Up to 7 $\frac{1}{2}$ hours         | 150%                            |
| After 7 $\frac{1}{2}$ hours         | 200%                            |
| (Subject to any change in OT rates) |                                 |

##### **4.03 Payment for a Callout**

Time worked in excess of normal working hours in any one (1) calendar day shall be paid at time and one-half for the first three (3) hours and double time for overtime worked in excess of three (3) hours.

If called out on emergency work a Trackman shall be paid at the applicable overtime rate for time required to correct the emergency condition, but in no case will they receive less than four (4) hours at straight time. No employee shall be required to work longer than four (4) hours on an emergency callout without a meal being provided by the employer.

##### **4.04 Payment from Assembling Point**

Employees shall be paid time both ways between assembling points and points of work.

##### **4.05 Relief Foreman**

When a member of a gang is appointed to relieve the foreman of the gang, they shall be paid foreman's rate of pay.

#### **5.00 MEALS**

##### **5.01 Meals – Overtime Worked Following a Normal Shift**

If a Railway Trackman is required to work more than one (1) hour of overtime immediately following their normal working shift or three (3) hours prior to the start of their normal shift they will be provided with a meal, or alternatively, they will be paid one-half (1/2) hour in lieu of a meal at the prevailing overtime rate. No employee shall be required to work longer than four (4) hours on an emergency callout without a meal being provided by the Company.

## **6.00 TRAVEL ALLOWANCES**

Employees may be required to report for work at locations other than their normal reporting location. Employees whose normal reporting locations is in the Greater Vancouver Area (Langley or West thereof) will be paid an allowance of forty-five (45) minutes at straight-time rates for each direction when required to report to a location east of Langley. Employees whose normal reporting location is East of Langley will be paid forty-five (45) minutes at straight-time rates for each direction when required to report to a location in the Greater Vancouver Area (Langley or West thereof).

All employees in Track Maintenance will sign by seniority a reporting location annually. If any employee in Track Maintenance is required to report to a location other than their signed reporting **location**, they will be paid a travel allowance of forty-five (45) minutes at straight-time rates for each direction traveled.

Travel time will not apply to employees hired after 05 July 2000 if they accept voluntary overtime.

## **7.00 CLOTHING**

### **7.01 Overalls**

The Company will supply one (1) pair of clean overalls per week to all Trackmen.

In lieu of being provided coveralls, each employee may elect to receive an annual payment on January 1<sup>st</sup> of one hundred fifty dollars (\$150.00).

### **7.02 Rainwear**

Trackman on request, shall receive rainwear for use on the job once every three (3) years, on an equal cost sharing basis. The Company shall approve the type and cost of rainwear prior to purchase.

### **7.03 Flotation Devices**

The Company will provide a suitable flotation device to employees for use on bridges.

Bridgetenders will be provided with an acceptable flotation device which will be assigned to them individually. Bridgetenders are responsible for ensuring they have their flotation devices available at all times during work.

The Company will replace the flotation devices as they reach their expiry date, or if damaged in the course of the Bridgetender's duties.

### **7.04 Gloves**

Gloves will be supplied in the handling of railway ties. Employees are required to turn in old gloves prior to receiving a new pair.



**8.00 SECTION TOOL HOUSE AND TOOL HOUSE FACILITIES**

- 8.01 Section Tool-houses shall be provided on each section when circumstances warrant. Tool-houses shall be provided with heating and washroom facilities.

All employees will report and finish at a designated tool-house.

- 8.02 When suitable facilities are not available, washroom and washing facilities will be provided by the Company.

**9.00 JOB CLASSIFICATIONS**

The term “**Track Maintainer**” includes all employees whose duties are to maintain the track in safe condition for operation and who take their orders from the Track Supervisor or Track Foreman.

**9.01 Track Maintainer Trainee**

**Track Maintainer Trainees shall remain Trainees until they have completed one (1) year of service.**

**9.02 Track Maintainer**

**Employees who have completed one (1) year of work as a Track Maintainer, or who can perform the work upon hire, or who have sufficient prior experience. They are able to maintain track to required standards, able to use correct for correct fob and maintain said tools, able to provide basic flagging, able to drive and inspect class 5 company vehicles.**

**9.03 Track Technician**

**Qualified in all facets of track maintenance. Able to lead track work and provide quality sign off, sound knowledge of track engineering, TIG's qualified, able to provide flagging for advanced level of work and capital projects, able to drive and inspect company vehicles both class 5 and air brakes.**

**9.04 Bridgetender**

Seven and one half (7 ½) hours of work plus one-half (½) hour unpaid lunch period shall constitute a normal shift and each week shall consist of five (5) days on and two (2) consecutive days off.

**9.05 Shop Welder**

An employee who is qualified and capable of taking a piece of work and with use of drawings and blueprints, or from instructions can transmit work to a successful completion within a reasonable length of time.

**9.06 Signal Maintainer**

Signal Maintainer duties include maintaining signals in safe operating conditions and inspecting, testing, repairing, installing and removing signals.

#### **9.07 Air Brake Premium**

**Track Maintainers or Track Maintainer Trainees while operating a vehicle requiring a minimum Class 5 License with Air Brake Endorsement, will receive the employees' normal rate of pay in addition to fifty cents (\$0.50) per hour.**

#### **9.08 Machine Operations**

**Qualified employees in Track Maintenance department, who are assigned to operate a vehicle requiring a minimum Class 1 or 3 License or heavy equipment and actually operate the assigned vehicle or equipment during their shift, will receive the machine operator's rate as provided below:**

- **Works 3.75 hours or less will be paid 3.75 hours**
- **Works more than 3.75 hours will be paid 7.5 hours**

**Overtime will be paid at the applicable classification rate for actual time worked.**

**Machine Operator 1 – Able to operate and maintain – Regulator, Loader, Back-hoe, Tie Changer and Grass Cutter.**

**Machine Operator 2 – able to operate and maintain – Tamper, 360 Excavator and any other vehicle or machinery that requires a Class 1 or 3 License.**

#### **10.00 WELDERS-IN-TRAINING REIMBURSEMENT**

**The Company will pay the cost of courses and related materials for welders undergoing upgrading training, provided employees concerned undertake such courses in their own time. In general, the Company reimbursement will be contingent upon satisfactory completion of a course.**

## **PART 4**

### **FREIGHT OFFICE**

#### **1.00 WORK DAY AND WORK WEEK**

Seven and one-half (7 ½) hours of work plus one (1) hour off for lunch shall constitute a normal day shift. Day shifts commence anytime between 05:00 and 10:00. The work week shall be any five (5) consecutive days.

##### **1.01 Non-Standard Work Week**

If an employee works eleven (11) days in one pay period, they will only be required to work nine (9) days in the following pay period or vice versa. The premium penalty would apply to any days worked in excess of twenty (20) over two (2) consecutive pay periods.

##### **1.02 Other Shifts**

Shifts other than day shift shall be any consecutive hours of work seven and one-half (7 ½) hours with lunch eaten on the job with minimum interference to work.

#### **2.00 METHOD OF PAYMENT**

##### **2.01 Overtime**

In any one (1) day overtime rates shall be paid after completing seven and one-half (7 ½) hours of work. The rate of pay for overtime work shall be one hundred fifty percent (150%) of the regular rate for the first three (3) hours and two hundred percent (200%) of the regular rate for overtime work in excess of three (3) hours.

##### **2.01.1 Submitting Overtime Tickets**

Overtime tickets will be sent in by employees to their immediate Supervisor, and if overtime is not allowed, the employee will be notified in writing within five (5) days of receipt, setting forth the reasons for time not being allowed.

##### **2.02 Work on Sunday**

Time worked on Sunday shall be paid as follows:

| Time Worked   | Rate of Pay<br>(X Regular Rate) |
|---------------|---------------------------------|
| Up to 9 hours | 150%                            |
| After 9 hours | 200%                            |

##### **2.03 Payment for Non-Standard Hours**

An employee required to work outside of their regularly assigned hours of work shall be paid at the rate of one hundred fifty percent (150%) of their regular rate for such non-standard hours.

#### **2.04 Payment for Callout on a Day Off**

If an employee is called out on their scheduled day off, they shall be paid a minimum of three and three-quarter (3 ¾) hours at (150%) and for all hours up to seven and one-half (7 ½) hours at one hundred fifty percent (150%) and after seven and one-half (7 ½) hours at two hundred percent (200%) of their regular straight-time rate.

#### **3.00 TRAVEL ALLOWANCE**

When a Freight Clerk whose base terminal is New Westminster fills a temporary vacancy out of Huntingdon, or when a Freight Clerk whose base terminal is Huntingdon fills a temporary vacancy out of New Westminster, they will be on allowance of twenty-two dollar (\$22.00) per diem to cover travel time, transportation costs, hotel accommodation and meals.

#### **4.00 MEALS**

Employees required to work more than one hour overtime following a normal shift will be allowed one-half (1/2) hour with pay for meals or be paid one-half (1/2) hour in lieu of a meal at the prevailing overtime rates.

#### **5.00 STAFF VACANCIES**

Job bulletins will be posted indicating days off. If the days off are subsequently changed, the job will be re-bulletined. The incumbent employee will have the right to bump another position, per G 8.03.2.

An employee who is promoted will receive their new rate of pay upon assuming their new position or within thirty (30) working days after notification of promotion, whichever comes first.

##### **5.01 Staff Vacancies (Temporary)**

If the Company is advised that a vacancy will exceed five (5) working days – no matter what the cause – the vacancy will be filled if necessary on a temporary basis by the most qualified service employee in the department where the vacancy occurred provided the employee is capable of performing the work. Relief work at a higher classification for fifteen (15) or more consecutive working days, will accumulate towards the next step in the appropriate scale of the higher classification.

#### **6.00 JOB CLASSIFICATIONS**

##### **6.01 Customer Service Clerk**

This category shall cover the work previously done by employees in the classifications entitled: "A" Clerk, "B" Clerk, "C" Clerk, "D" Clerk, Car Controller and Rate Clerk. Employees in this category may be required to carry out any one of the duties of these jobs full time or any combination of them. The Customer Service Clerk duties shall include, but not limited to, the following:

- Switching clerk duties covering the placement, release, interchange and movement of rail equipment.

- Duties related to the assessment of demurrage, processing of freight claims, preparation of custom manifests, advising consignees, preparing switching. statements, coding waybills and bills of lading, preparing interchange reports.
- Shall perform applicable data input.
- Shall perform messenger, filing and verification duties.
- Shall forecast, order, and distribute rail equipment in accordance with railroad, car service, and car hire agreements.
- Shall also prepare information necessary for the car accounting section.
- Shall initiate billing in accordance with railway tariffs, accounting instructions and directions from agencies such as Railway Association of Canada and Association of American Railroads.

#### 6.02 Sign-up Frequency

Not less than two (2) new sign-up sheets for the Freight Office will be posted during each calendar year. Each sign-up will be for a duration of six (6) months. This provision shall not preclude the right of the Company to introduce additional sign-up sheets as conditions may warrant.

#### 6.03 Protected Customer Service Clerks

All Customer Service Clerks who have a seniority date prior to March 31, 2010 will not be laid off as a result of implementing single classification of Customer Service Clerks.

#### 7.00 PARKING FACILITIES

Free parking will be provided for employees on the Company's property (where they are employed)

#### 8.00 TRAINING PREMIUM

**Customer Service Clerks selected by the Company to train new employees shall be paid a training premium of thirty dollars (\$30.00) per day while engaged in training work.**

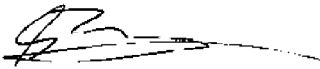
### WAGE SCHEDULE

|                                      | <b>GW</b>        | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.25%</b>     |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                      | <b>01-Apr-21</b> | <b>04-Apr-21</b> | <b>03-Apr-22</b> | <b>02-Apr-23</b> | <b>31-Mar-24</b> | <b>30-Mar-25</b> | <b>29-Mar-26</b> |
| <b>RAILWAY OPERATIONS</b>            |                  |                  |                  |                  |                  |                  |                  |
| Locomotive Engineer                  | 40.02            | 40.82            | 41.64            | 42.47            | 43.32            | 44.19            | 45.18            |
| Conductor                            | 37.06            | 37.80            | 38.56            | 39.33            | 40.12            | 40.92            | 41.84            |
| Assistant Conductor                  | 35.50            | 36.21            | 36.93            | 37.67            | 38.42            | 39.19            | 40.07            |
| Student Conductor                    | 26.26            | 26.79            | 27.33            | 27.88            | 28.44            | 29.01            | 29.66            |
|                                      |                  |                  |                  |                  |                  |                  |                  |
| <b>LOCOMOTIVE AND CAR SHOPS</b>      |                  |                  |                  |                  |                  |                  |                  |
| Mechanical Shop Foreman              | 42.34            | 43.19            | 44.05            | 44.93            | 45.83            | 46.75            | 47.80            |
| Locomotive Mechanic "A"              | 39.34            | 40.13            | 40.93            | 41.75            | 42.59            | 43.44            | 44.42            |
| Locomotive Mechanic "B" *See LOU "G" |                  |                  |                  |                  |                  |                  |                  |
| Car Shop Foreman                     | 41.75            | 42.59            | 43.44            | 44.31            | 45.20            | 46.10            | 47.14            |
| Carman                               | 38.75            | 39.53            | 40.32            | 41.13            | 41.95            | 42.79            | 43.75            |
| Serviceman *See LOU "G"              |                  |                  |                  |                  |                  |                  |                  |
| Shop Welder                          | 39.34            | 40.13            | 40.93            | 41.75            | 42.59            | 43.44            | 44.42            |
| Helper                               | 27.47            | 28.02            | 28.58            | 29.15            | 29.73            | 30.32            | 31.00            |
|                                      |                  |                  |                  |                  |                  |                  |                  |
| <b>RAILWAY MAINTENANCE</b>           |                  |                  |                  |                  |                  |                  |                  |
| Track Foreman                        | 36.43            | 37.16            | 37.90            | 38.66            | 39.43            | 40.22            | 41.12            |
| Track Technician                     | 34.79            | 35.49            | 36.20            | 36.92            | 37.66            | 38.41            | 39.27            |
| Track Maintainer                     | 33.08            | 33.74            | 34.41            | 35.10            | 35.80            | 36.52            | 37.34            |
| Track Maintainer Trainee             | 30.08            | 30.68            | 31.29            | 31.92            | 32.56            | 33.21            | 33.96            |
| Track Welder                         | 37.89            | 38.65            | 39.42            | 40.21            | 41.01            | 41.83            | 42.77            |
| Bridge Tender                        | 33.08            | 33.74            | 34.41            | 35.10            | 35.80            | 36.52            | 37.34            |
| Machine Operator 1                   | 34.15            | 34.83            | 35.53            | 36.24            | 36.96            | 37.70            | 38.55            |
| Machine Operator 2                   | 35.85            | 36.57            | 37.30            | 38.05            | 38.81            | 39.59            | 40.48            |
| Signal Maintainer – Sub Foreman      | 42.87            | 43.73            | 44.60            | 45.49            | 46.40            | 47.33            | 48.39            |

|                                |                  |                  |                  |                  |                  |                  |                  |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                | <b>GWI</b>       | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.00%</b>     | <b>2.25%</b>     |
|                                | <b>01-Apr-21</b> | <b>04-Apr-21</b> | <b>03-Apr-22</b> | <b>02-Apr-23</b> | <b>31-Mar-24</b> | <b>30-Mar-25</b> | <b>29-Mar-26</b> |
| Signal Maintainer              | 40.82            | 41.64            | 42.47            | 43.32            | 44.19            | 45.07            | 46.08            |
| <b>FREIGHT OFFICE</b>          |                  |                  |                  |                  |                  |                  |                  |
| Customer Service Clerk – Start | 35.97            | 36.69            | 37.42            | 38.17            | 38.93            | 39.71            | 40.60            |
| 6 Months                       | 36.54            | 37.27            | 38.02            | 38.78            | 39.56            | 40.35            | 41.26            |
| 12 Months                      | 37.08            | 37.82            | 38.58            | 39.35            | 40.14            | 40.94            | 41.86            |
| 24 Months                      | 37.61            | 38.36            | 39.13            | 39.91            | 40.71            | 41.52            | 42.45            |

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**




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**Scott Boogemans**  
Director, Human Resources

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**Keith Nordin**  
Director, Operations



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**Allyn Edwards**  
Controller

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo**  
President – CUPE Local 7000



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**Ron Woods**  
Bargaining Committee Member  
CUPE Local 7000



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**Shea O'Neill**  
Bargaining Committee Member  
CUPE Local 7000



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**Jerrimya Churko**  
Bargaining Committee Member  
CUPE Local 7000



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**Ryan Boyce**  
CUPE National Servicing Representative



**LETTER OF UNDERSTANDING 'A'**

**Re: Tie Up after 9 ½ hours**

This will confirm our stated assurance that the change extending the period of work from 8 ½ to 9 ½ hours before booking rest, is not intended to routinely lengthen the regular work day.


To that end, the **train crew member** who has had occasion to book rest and actually work overtime under this Clause 100 times in a calendar year will be permitted to book rest after 7 ½ hours of work for the remainder of that year.

Every month the Company will make available an up to date list that states the number of days that each employee has booked rest and actually worked overtime. A copy of the list will be provided to the Union upon request.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Scott Boogemans**  
**Director, Human Resources**

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**Tony Rebelo, President**  
**CUPE Local 7000**

## LETTER OF UNDERSTANDING 'E'

### Re: Hybrid Positions

The Employer agrees and recognizes that employees are hired to work in four (4) Departments (Operations, Mechanical, Track Maintenance and Freight Office).

Under the Collective Agreement between the Parties, employees cannot be involuntarily transferred between the four (4) Departments.

In order to fulfill "operational requirements" during various peak periods of the year, "hybrid positions" shall be posted and trained in the assigned departments within the Collective Agreement between CUPE Local 7000 and Southern Railway.

This Agreement is on a without prejudice basis to either Party's rights as otherwise contained in the Collective Agreement, and are subject to the following terms and conditions:

- 1) Departments in the Collective Agreement – Employees in the "hybrid positions" would be trained in both the primary and secondary departments where they will be working and would be transferable as per operational need.
- 2) Primary Department – Will consist of eight (8) positions as follows:
  - 6 in Operations
  - 1 in Track Maintenance
  - 1 in MechanicalThese are the departments they will accrue seniority in.
- 3) Secondary Department – in any of the other departments that may require positions to be filled on a temporary basis as operational needs require.
- 4) Transfer Limitation – The Employer will create up to eight (8) "hybrid positions" trained in both the Primary and Secondary Departments, which will be permanent full-time positions. The hybrid positions will be known as "*hybrid*". The creation of these eight (8) hybrid positions will not displace any employees in the Union's Bargaining Unit. Employees in the hybrid position shall not be transferred if there is one or more person(s) on the Secondary Department's recall list.
- 5) Collective Agreement Applies – The Parties recognize that the Collective Agreement continues to be in full force and effect, and this Letter of Understanding is only meant to clarify and amend provisions of the Collective Agreement where such clarifications and amendments are expressly stated.

The employees in the hybrid positions will be in the Union's Bargaining Unit. These employees will be subject to the terms and conditions of the Collective Agreement in force between the Parties.

- 6) Job Postings – The Employer will post the hybrid positions under Article 8 of the Collective Agreement. Each job posting will include: Job Title, Job Descriptions, Rate of Pay and all other matters contained in job postings under the Collective Agreement.
- 7) Filling Vacancies – The Employer will fill the hybrid positions per Article 8 of the Collective Agreement. The hybrid positions will first be posted internally to the bargaining unit members. Bargaining Unit members will be considered first for the positions if they can become qualified with appropriate training. If there are not internal candidates who are qualified or can become qualified with adequate training, the Employer may post the positions for external applications. Hybrids will not be used to fill vacant positions created by termination, attrition, retirement, or other means without posting of the vacant positions as per Article 8 of the Collective Agreement.
- 8) Probation – If an internal candidate is the successful applicant, then no probationary period will be required. If the successful applicant is an external candidate, Article 2.04 applies.
- 9) New Hire Training – Each employee in the hybrid position, whether internal or external, will receive appropriate training in the assigned departments. New hires will work the probationary period in the Primary Department. The training and probationary period will not be part of the calculation of the maximum term of assignment described in Article 12 of this Letter of Understanding.
- 10) Wage Rates – When the employees in the hybrid positions work in their primary position, they will be paid their regular wage schedule, per the Collective Agreement. When the employees in the hybrid positions work in their secondary departments, they will be paid per the regular wage schedule.
- 11) Seniority accrued in Primary Department – The employees in the hybrid positions will accrue Company and Departmental seniority in the Primary Department for all time worked in both the Primary and their Secondary Department. For greater clarification, even while working in their Secondary Department these employees will accrue seniority in the Primary Department, since seniority is accrued by Department under the Collective Agreement.
- 12) Notice by Employer and Maximum Term Assignment – The Employer must give seventy-two (72) hours written notice to any employee in a hybrid position and to the Union prior to utilizing that employee in the Secondary Department. Assignment to the Secondary Department will be for a maximum of twenty-six (26) weeks per calendar year.

If the operational needs are such that the Employer must utilize an employee in a hybrid position for more than twenty-six (26) weeks per year, the Employer will create a permanent position with the Secondary Department.

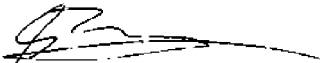
- 13) Other Job Postings – The employees in the hybrid positions shall be entitled to bid on any posting in any Department as per the Collective Agreement. If an employee in a hybrid position is deemed to be the successful applicant for another position and accepts the position, the

Employer shall not unilaterally transfer this employee to any Department within the Company, and can no longer utilize this employee in any other Department.

- 14) Vacancies in the Hybrid Position – If an employee bids out of a hybrid position or ceases employment with the Employer, the resulting job opening in the hybrid position will be posted as per the Collective Agreement.
- 15) This Letter of Understanding applies to transfer of hybrid employees between departments. It does not apply for transfers within departments such as between Repair Track and Locomotive Maintenance.
- 16) Transfers of non-hybrid position employees between Track Maintenance and Locomotive and Car Shops can occur with mutual agreement on a temporary basis by seniority and qualifications depending on operational requirements. The employee will be paid at the higher of the two rates of pay.
- 17) If a hybrid position is transferred from their primary position to cover a secondary position their primary position cannot be backfilled by another hybrid without mutual agreement of the Parties.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## LETTER OF UNDERSTANDING 'F'

### Re: Train Crew member and Locomotive Engineers Sign-up Procedure

Reference to Part 1 Section 2.02 of the Collective Agreement:

1. A master copy of the sign-up will be kept at the Operations Supervisor's ("OS") Office in New Westminster, BC.
2. Copies of the master sign-up which will be updated daily by the Chief OS or their delegate will be available at the OS's desk
3. The Superintendent or delegate will have all changes for the next sign-up completed and posted with sufficient time to complete the sign-up following the process stated below.
4. Before commencing the signing of the new sign-up, it will be posted for three (3) days at Huntingdon, Annacis and Trapp Yard with each person's sign-up date and time.
5. The OS or designate shall supply a draft electronic copy of the sign-up as completed to that point to the employees before they have to sign their choices. Where no email exists, a hard copy when requested shall be provided at the OS Office in New Westminster.
6. Three (3) employees will sign-up each day, each employee will be given a 4 hour block in which to sign, and each signing block will be followed by a 1 hour administration window in the event an employee fails to sign-up.
7. Employees are to sign-up in person or contact the Operations Supervisor or RTC by phone, fax or email during their appointed time.
8. The sign-up will not be taken off the Company property.
9. The completed sign-up will be posted for four (4) days at Huntingdon, Annacis and Trapp Yard Office prior to the effective date.
10. An employee will have the option of leaving a list of their sign-up choices with the RTC or the Operations Supervisor in New Westminster prior to their allocated date and time. If an employee does not leave a list of their sign-up choices the Union will sign-up the employee as per Part "R" Section 2.02 of the Collective Agreement.
11. The above conditions for a sign-up procedure does not prohibit the Company from introducing and expediting a new sign-up to meet customers commitments and operational demands as outline in Part "R" Section 2.02 of the Collective Agreement.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Scott Boogemans**  
Director, Human Resources



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**Tony Rebelo, President**  
CUPE Local 7000

## **LETTER OF UNDERSTANDING 'G'**

### **Re: Locomotive and Car Shop Training Program**

The challenge facing SRY and its employees is to position themselves for growth in a highly competitive ever-changing marketplace while continuing to offer a total commitment to customer service and reliability. With changing technology, we must address ways to promote up-to-date skills which provide a leadership in this very specialized industry.

The measure of our success will be our collective ability to deal with this challenge. Once met, together we can drive towards success/profitability which is the best job security for all employees at SRY.

### **SENIORITY CONSIDERATION**

With the introduction of the following program, there are some seniority issues that need to be addressed (It is agreed that the underlying principle of seniority is, "last on, first off" in any reduction of staff).

- 1) Recognize the structure in the Shops: namely the Car Repair and Mechanical sides:

Separate the sides for training purposes, in that an employee hired to train in the Mechanical side would focus on the courses that pertain to the mechanical classification, and vice versa.

- 2) Bumping in the event of a cutback in the workforce:

The underlying principle in any layoff and bumping procedure is agreed to be "last on, first off" according to departmental seniority.

- i) All Locomotive Mechanics/Carmen in place prior to February 1, 1997 will continue to exercise their seniority in case of layoff as per past practice (i.e. they may bump to Serviceman or Helper classification on either side of the Shops).
- ii) If a Carman or Locomotive Mechanic hired after February 1, 1997 is subject to layoff, they may bump into the highest level within their Serviceman classification or failing that either side in the Helper classification.
- iii) If a Serviceman is subject to layoff, they may bump into either side in the Helper classification.

### **OBJECTIONS AND OBLIGATIONS**

The principle objective of Locomotive Shops Training Program is to ensure productive, efficient, knowledgeable and safety-minded personnel.

Once an employee has been selected into the training program, they will progress through the program showing acceptance, interest, competence and a willingness to learn and improve.

The Company will provide opportunities to learn through on and off site courses, correspondence and on the job training.

Both parties will continue to work together in developing and upgrading training. Both parties will emphasize safety training and safe workplace.

The parties will meet quarterly to discuss any areas of improvement of the overall training program, and all reasonable efforts will be made to implement said improvements.

## **TRAINING PROGRAM**

### **A) Serviceman**

Once **entering** the Serviceman **classification**, the employee will be required to start correspondence courses as outlined below (or as mutually agreed to by the Company and Union at quarterly training meetings) **and complete hostler and welding training, and obtain their tickets:**

#### **Mechanic**

##### **a) Maintenance – to be the first level courses**

|                     |           |
|---------------------|-----------|
| ABC of locomotives  | 3 courses |
| Basic Diesel Theory | 3 courses |

The following courses can be taken in any order:

|                      |           |
|----------------------|-----------|
| <b>b) Air Brakes</b> |           |
| 26L and 26C valves   | 5 courses |
| Compressors          | 1 course  |

|                      |           |
|----------------------|-----------|
| <b>c) Electrical</b> |           |
| Electrical basics    | 3 courses |
| Wiring               | 2 courses |
| Generators           | 2 courses |

##### **d) Mechanical**

|                               |            |
|-------------------------------|------------|
| 567C engine maintenance       | 12 courses |
| Wheels for locomotives        | 5 courses  |
| Draft gears and journal boxes | 2 courses  |

Carman:

- a) Freight car nomenclature 9 courses  
Car Inspector 1 course

Courses b) and c) can be taken in any order:

- b) Air brake equipment 4 courses  
Cushioning units 3 courses
- c) Freight car wheels 1 course  
Rigging 2 course  
Roller bearings 1 course

B) Any one segment may be missed should the employee have the qualifications in that particular field. If determined appropriate by the Company, the employee will then move to the next level and be paid accordingly.

- i) The Union may review any advanced employee's qualifications upon request.
- ii) Any dispute arising from this language may be grieved as outlined in the Collective Agreement.

C) i) No employee shall be kept at any one level for longer than one year, providing they have completed the assigned courses. In the event the training is extended, Letter of Understanding 'D'

- ii) Wage Structure:  
Serviceman- Mechanic Level One  
83% of Locomotive Mechanic Rate  
Level Two  
87% of Locomotive Mechanic Rate  
Level Three  
92% of Locomotive Mechanic Rate  
Level Four  
95% of Locomotive Mechanic Rate

Serviceman- Carman  
Level **One** 87% of Carman Rate  
Level **Two** 92% of Carman Rate  
Level **Three** 95% of Carman Rate

- iii) At the completion of Level Four Serviceman Training **Mechanic**, the employee will be classified as a Locomotive Mechanic. **At the completion of Level Three Serviceman Training (Carman), the employee will be classified as a Carman.**



- D) **Employees enrolled in the Locomotive and Car Shops training program are to be completed within a period of five (5) years, providing all necessary materials to complete the program are made available at the required times.**

**When an employee successfully completes the program, they will be moved to the applicable position and credited up to a maximum of five (5) years of service.**

**If an employee completes the program in less than five (5) years, they will be credited with only the amount of time it took to complete the program. Conversely, should an employee take longer than five (5) years, they will only be credited for five (5) years of service.**

## **CLASSIFICATIONS**

### **Part Two Article 11.02 "Locomotive Mechanic"**

#### **11.02 Locomotive Mechanic "A"**

A Locomotive Mechanic "A" must be qualified to do all work on diesel-electric locomotives including all work on electrical, mechanical and air systems and may be required to undertake to completion, any work which may be assigned within the classification.

##### **11.02.1 Locomotive Mechanic "B"**

- i) A locomotive Mechanic "B" must be qualified to work on diesel-electric locomotives but may be specialized in any one area and not fully qualified in all. This work could include the electrical, mechanical and air systems. It is agreed that any worker hired without complete training, will be required to complete the serviceman training within two (2) years of the date of hire before they can advance to the "A" Mechanic rate. Should the employee not complete the serviceman training within the required two (2) year period, providing there is no delay in receiving the course/course materials when requested, they will not move to the "A" Mechanic rate until the training is completed.
- ii) A "B" Locomotive Mechanic will receive the "A" rate when performing duties within their area of specialization including training.
- iii) "B" Locomotive Mechanic Rate = Level Four Serviceman + \$0.55 per hour.
- iv) At the completion of Level Four Serviceman Training, the employee will be classified as Locomotive Mechanic "A". Failing to complete the Serviceman training within the two (2) year requirement the employee will revert to the rate of Serviceman Level 1 pay until such time they become qualified.

In the event the layoff in the Mechanical Shops, any Locomotive Mechanic "B" who has bypassed the classification of Helper and/or Serviceman as a result of their certification and/or experience, will be laid off according to their departmental service, regardless of their classification.

Part Two Article 11.03 Serviceman

A Serviceman will be designated to either the Car Repair or Locomotive side of the Shops.

- 11.03 A Railway Serviceman shall be an employee who is presently enrolled in a training program after completing, if necessary, six months as Helper. **When a Serviceman position becomes available any current employed Helper shall have the opportunity to apply for the position and shall be considered prior to any external candidates.** In order to progress through the training levels **Serviceman** must successfully complete the course outline in each segment before the next applicable rate is implemented.

Part Two Article 11.09 Carman

- 11.09 A Carman will be qualified in the Freight Car Repair Shop as a Railway Serviceman/Carman. To qualify they must have passed the examinations in freight car repairing or have the equivalent in car repair experience. In any event they must be qualified to carry to a conclusion all repairs on freight cars.

In the event of layoff in the Car Shops, any Carman hired after February 1, 1997 who has bypassed the classification of Helper and/or Serviceman as a result of their certification and/or experience, will be laid off according to their departmental service, regardless of their classification.

Signed this 11<sup>th</sup> day of January, 2022.

SOUTHERN RAILWAY OF  
BRITISH COLUMBIA



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Scott Boogemans  
Director, Human Resources

CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000



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Tony Rebelo, President  
CUPE Local 7000

## LETTER OF UNDERSTANDING 'I'

### Re: Implementation of Reduce Crews and Cabooseless Trains

Once approval has been received from the Ministry, and the Company plans to implement reduced crews or Cabooseless trains, the Company will meet with the Union to discuss the reasons for the decision. The only exceptions to this would be for last minute absences and for special service requirements as requested by customers.

Signed this 11<sup>th</sup> day of January, 2022.


**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## LETTER OF UNDERSTANDING 'J'

### Re: Bargaining Unit Work

Duties normally performed by employees within the bargaining unit will not be assigned to or be performed by non-bargaining unit employees except:

- 1) To overcome immediate short-term operational difficulties or an emergency when bargaining unit employees capable of performing the work are not available and all reasonable efforts have been made to find a bargaining unit employee; or
- 2) For other unforeseen circumstances mutually agreed to by the parties it is understood that such agreement will not be unreasonably withheld.

If supervisors are carrying out non-supervisory functions it is understood that in doing so it will not result in the displacement of a bargaining unit employee nor add to the responsibilities of supervisor's work on a regular basis. Displacement shall mean removing the employee from their position or being laid off.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## LETTER OF UNDERSTANDING 'K'

### Re: Redundant Positions

The Company agrees to incorporate the following classifications into the Collective Agreement in the event they are re-introduced:

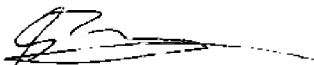
|                           |   |
|---------------------------|---|
|                           | Collective Agreement expiring March 31: |
| • Blacksmith              | 1997                                    |
| • Blacksmith's Helper     | 1997                                    |
| • Freight Car Painter     | 1997                                    |
| • Carpenter               | 1997                                    |
| • Clerk Typist            | 1997                                    |
| • Locomotive Shop Clerk   | 1997                                    |
| • Crew Clerk              | 2002                                    |
| • Rail Traffic Controller | 2014                                    |
| • Machinist               | 2021                                    |
| • Track Welder's Helper   | 2021                                    |
| • Janitor                 | 2021                                    |

The Parties agree to meet and discuss responsibilities and determine the applicable rate(s) should any of the above classifications be re-introduced.

For the purpose of determining the applicable rate, the rate stated in the Collective Agreement expiring on the date above will be used as a base for discussion.

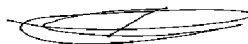
Signed this \_\_\_\_\_ day of \_\_\_\_\_.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



\_\_\_\_\_  
**Scott Boogemans**  
Director, Human Resources

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



\_\_\_\_\_  
**Tony Rebelo, President**  
CUPE Local 7000

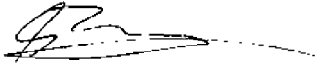
**LETTER OF UNDERSTANDING 'L'**

**Re: Reduced Crew/Cabooseless Assignments Agreement**

The parties agree to the conditions as outline on the following pages in this Letter of Understanding 'L'.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## **REDUCED CREWS/CABOOSELESS ASSIGNMENT**

The attached conditions apply when reduced crews and/or Cabooseless **Assignments** are operated by SRY.

### **INDEX**

#### **Definitions**

- A. Reduced Crew Conditions/Cabooseless **Assignments**
- B. Rest
- C. Locomotives
- D. Crew Facility
- E. Radios
- F. Protection for Trains Operating with Reduced Crews/Cabooseless **Assignments**
- G. Lockers
- H. Procedure for Dispute Resolution
- I. Reduced Crew (**2 member crew**) Switching Operations

#### **DEFINITIONS**

Protected Employee – A current employee with a seniority as defined in Part 'R' Section 2.01.3

Reduced Crew – is a crew consisting of a Conductor and a Locomotive Engineer.

#### **1) REDUCED CREW/CABOOSELESS ASSIGNMENT CONDITIONS**

1. No assignment shall be operated reduced/Cabooseless unless the Company complies with the following operating conditions:
  - a) When moving between stations, the Conductor will position themselves in the operating cab of the lead locomotive.
  - b) Conductors shall have the responsibility and obligation to:
    - i) Oversee the safe operation of their trains and related equipment and observance of the rules and instructions;
    - ii) Report car movements, such as set-outs, lifts and placements.
2. At points where maintenance staff is available, locomotives shall be dispatched in a clean condition. Cabs shall be maintained in a tight and normal working condition.

3. **An** assignment presently operating with a caboose may be operated without a caboose or properly equipped locomotive cab where equivalent alternate shelter and other amenities are provided at a location in reasonable proximity to where the assignment is required to operate.
4. The Conductor shall be provided with a train consist print out, or equivalent, which shall indicate the total length of that train (plus 10% for slack) and total tonnage.
5. No protected employee shall be laid off as a direct result of operating or implementing reduced crews or Cabooseless operations.
6. When reduced crews/Cabooseless **assignments** are required to handle defective cars that need to be visually monitored, the defective car will be placed at the Head-end.
7. Reduced crews/Cabooseless **assignments** required to work:
  - i) Up to 2 ½ hours, no change to current conditions;
  - ii) Over 2 ½ hours, toilet facilities will be made available, as well as a microwave.
  - iii) **Crew facilities will also be included for meal breaks; as an exception, a locomotive will suffice as a facility on assignments where a crew facility is not available for the meal break. In such cases, each crew member shall receive an allowance of forty dollars (\$40.00) per shift.**

**When a locomotive is used in lieu of a crew facility they shall be equipped with heating, air conditioning, a fridge (supplied with potable water), a microwave, a washroom, a table for eating, adequate seating, a garbage can with a lid, hand washing supplies and surface cleaning supplies.**

The time constraints in point 7 above may vary when the Company has not control of the circumstances.

## **REST**

In the event that an employee books rest, every effort will be made to have them reach their home terminal within the rest period which could require the discontinuance of work.

## **C. LOCOMOTIVES**

- 1) Locomotives will be dispatched in a clean condition. The operating crew has the responsibility for leaving the cab in a neat and orderly condition at the end of their



shift. The janitorial duties for cleaning the locomotive cabs will be the responsibility of the shops.

- 2) If feasible, a fold out or permanent table sufficient in size and located in such a manner that the Conductor shall be easily able to perform their clerical functions will be provided. The table shall be provided with lighting that will not require the cab ceiling light to be used to read documents and that will not interfere with the vision of the other crew member in that cab at night.
- 3) If feasible, a secure cabinet shall be provided in which to maintain documents books, pens, pencils and other things that are essential to the work of the Conductor.
- 4) When washroom facilities are not available, a locomotive equipped with a toilet will be used.
- 5) **A microwave** mounted in such a way that shall not interfere with the ordinary work functions in the cab shall be provided except where a crew facility or caboose is provided.
- 6) First Aid equipment, including a stretcher or a full spine board and spider straps, first aid kit, blanket and a broom, all of which shall be placed in a storage place that will preserve the integrity of the equipment and will not interfere with the duties of the crew members.

#### **D. CREW FACILITY**

- 1) Crew facilities will continue to be provided at home terminals. Other locations, if required, will be supplied with a crew facility; the parties agree to use Section H in the event the Company is unable to comply.
- 2) Properly equipped crew facilities at home terminals shall include:

|                                  |                                      |
|----------------------------------|--------------------------------------|
| Fridge                           | Stove with oven (at Huntingdon Only) |
| Running Hot and Cold Water       | Washroom                             |
| Air conditioning, where feasible | Heating                              |
| Kettle                           | Coffee and tea pots                  |
| <b><u>Drying Room</u></b>        |                                      |
| Microwave Oven                   |                                      |
- 3) At home terminals separate bulletin boards will continue to be supplied for Union and Company notices.

#### **E. RADIO COMMUNICATIONS RESPECTING REDUCED CREWS/CABOOSELESS ASSIGNMENTS**

- 1) In yards where a number of yard crews work at the same time, a crew will not work reduced unless it has a separate radio channel providing there is a channel available.
- 2) A train will not be put into motion at any time by the Engineer unless on clear direction to do so by the Conductor.

- 3) Reduced crews/Cabooseless **assignments** will not be required to start switching or begin a road trip without portable radios.
- 4) **Assignments** will not leave a terminal with a reduced crew with less than one mobile radio and two portable radios capable of activating the Railway's communication system.
- 5) Handheld portable radios referred to herein will be equipped with a suitable holder which will firmly hold the radio close to the body or will be of such a size as to permit being placed in coat or trouser pockets. Sufficient frequency channels will be utilized to provide a safe communication.
- 6) Subject to train crew member complying with the CROR and other Railway rules, train crew member will not be held responsible for accidents caused by the failure of radio equipment to properly function. The Railway will be responsible for the maintenance of radios.

**F. PROTECTION FOR TRAINS OPERATING WITH REDUCED CREWS/CABOOSELESS ASSIGNMENTS**

In OCS Territory, the Railway will instruct its RTC's to provide positive rear end protection on trains that are running reduced/Cabooseless wherever possible for the purpose of avoiding the need to flag.

**G. LOCKERS**

Train crew member will be supplied with an individual locker at the home terminal located conveniently to the point they usually go on and off duty. No **train crew member** will occupy more than one permanent locker at any given time. An employee assigned away from their home terminal will be supplied with a temporary locker on a shift to shift basis.

**H. PROCEDURE FOR DISPUTE RESOLUTION**

- i) In the event a situation develops that may require the implementation of a condition(s) not covered by this document the matter may be raised with the Superintendent, or their designate, to attempt to address the concerns prior to implementation.
- ii) Any disputes that cannot be resolved through this discussion may be referred to the President for further discussion prior to implementation.
- iii) Any disputes that cannot be resolved shall be referred directly to an independent third party for ruling prior to implementation.
- iv) It is understood that should a business opportunity develop and time becomes a critical factor, the operation will move forward with the understanding the unresolved issues will be heard through expedited arbitration.

## **I. REDUCED CREW (2-MAN) SWITCHING OPERATIONS**

- a) Radios must be used as the primary method of communicating signals and instructions between the Conductor and the Motive Power Operator.
- b) Hand signals may be used for short periods of time when radio communications sight line can be maintained between the Conductor and the Motive Power Operator.
- c) During an emergency either radio communication or hand signals may be used.
- d) The Motive Power Operator must not permit movements to travel more than ten (10) car lengths without additional instructions from the Conductor controlling the movement.
- e) Prior to any crew member going between the cars when the locomotive is attached to the train, that crew member must:
  - a) Receive confirmation from the Motive Power Operator that there will be no movement of the train or locomotive for any reason while they are between the cars, and
  - b) Notify the Motive Power Operator when they are clear of the train and a safe movement of the train may take place.
- f) Rail cars must not be permitted to run free except at locations expressly permitted by the BC Safety Authority or applicable regulatory body. The Company will give the Union two (2) weeks notification prior to an application permitting rail cars to run free.

**LETTER OF UNDERSTANDING 'M'**

**Re: Shorter Work Week Leave (SWWL)**

The Company and the Union will not negotiate any further reduction of SWWL entitlement unless 51% of protected employees (those hired prior to September 1, 1997) give their consent through a referendum ballot.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## **LETTER OF UNDERSTANDING “Q”**

### **Respectful Workplace Policy**

#### **POLICY**

It is the policy of CUPE Local 7000 and SRY to provide all employees with a work environment free from harassment. CUPE Local 7000 and SRY will not tolerate harassment of its employees by anyone – Managers and Union Members alike.

The success of this Respectful Workplace Policy depends largely on adherence to it by every employee. It is therefore essential that all employees become familiar with the policy and aware of those actions, which may be considered to constitute harassment.

The following guidelines portray the seriousness of the subject, and also the need for fairness in correcting the inappropriate behavior by either party in a harassment complaint. A balanced view of all circumstances is a requirement in addressing complaints. Although discipline may be appropriate in some cases of non-compliance with the policy, it is only one tool to be used to work towards the objective.

#### **PURPOSE**

- To promote a work environment in which all employees are treated with respect and dignity, and are free from personal harassment in the workplace.
- To prevent a work environment becoming poisoned by conduct or comment that interferes with an employee’s work performance, personal well-being, and creates an intimidating, hostile or offensive work environment.
- To define personal harassment in the context of acceptable workplace conduct, and to outline expectations of employees and managers to support this conduct.
- To provide sound investigative procedures, which will assure employees that harassment is not tolerated, allay fears of retaliation, and promote a fair process.

#### **DEFINITION**

Personal harassment is objectionable, inappropriate and unwanted conduct or comment, directed towards a specific person(s) and would be considered by a reasonable person to create an intimidating, humiliating, hostile or offensive work environment.

It is a course of conscious behavior which is known or ought reasonably to be known to be harmful or hurtful to another person or persons in the workplace, has no legitimate workplace purpose, is not a good faith exercise of duties and responsibilities and can be objectively measured as more than the sort of trivial occurrence or inconsequential event that can be reasonably expected to take place in a work environment.

The fact that someone did not intend to personally harass an individual is no defense to a complaint of personal harassment.

Examples include:

- Threats, bullying, coercion, aggressive behavior
- Actual or threatened physical assault
- Verbal assault, taunting or ostracizing
- Derogatory or degrading remarks
- Malicious gestures or actions
- Abuse of authority

Personal harassment may occur during one incident or over a series of incidents, which, in isolation, would not necessarily constitute harassment. Behaviour may occur at work related conferences or training sessions, during work related travel, over the phone, over email or elsewhere provided there is a relationship to work. It does not include exercise, in good faith, of the Supervisor's rights and responsibilities.

## RESPONSIBILITIES OF POLICY APPLICATION

Every employee has a responsibility to prevent personal harassment. As the Employer, SRY is committed to a workplace free from personal harassment by:

Posting this policy which describes the unacceptable behavior.

Having effective and confidential procedure for dealing with harassment complaints.

Orienting new employees regarding personal harassment policy and procedure. CUPE Local 7000 shares this responsibility for its members.

Managers are obligated to uphold the personal harassment policy in the workplace.

Employees have a powerful impact on the workplace, as there is no substitute for respectful behavior between all employees. They can:

- Challenge inappropriate behavior
- Refuse to participate in more subtle forms of harassment
- Support Co-workers
- Speak up
- Treat others respectfully
- Take issues forward to the appropriate individual for resolution

## RESOLUTION PROCESS

The following resolution process applies to all complaints of personal harassment. An employee who believes they have been personally harassed or has a concern related to personal harassment may contact the Union or the Human Resources Department. Assistance will be provided to the complainant in clarifying their allegations, and remedy option available to them.

An employee represented by CUPE Local 7000 who believes they have been personally harassed by their Manager may contact their Union or the Director of the Human Resources Department, who will attempt to resolve the allegations.

a) Seeking Resolution

After consultation and discussion, should the complainant choose to seek resolution to a personal harassment issue through an investigation, a written complaint must be prepared and forwarded to the Director of Human Resources. The complainant, respondent, and any witnesses are entitled to representation from their Union during the investigation. Wherever practical and possible, representation should remain the same.

b) Interview and Evaluation Process

The Director of Human Resources will review the circumstances of the complaint, conduct interviews to gather incident information, assist individuals in understanding options available and facilitate resolution.

c) Options for Resolution

Resolution is one to which the complainant consents arrived at through the assistance of the Director of Human Resources, but without the use of either mediation or formal investigation. There are many options available to the employee, depending on the personal harassment situation. It is important to keep in mind that most complaints are handled informally with the purpose being to stop the offending behavior and resolve the matter as expeditiously as possible.

The complainant may:

- Resolve the issue without the involvement of the respondent
- Deal with issues directly with the respondent
- Choose to contact the Director of Human Resources
- Request a full investigation with a joint committee
- File a grievance through the Union
- Involve the Manager directly
- Take no action

d) Corrective Action

Appropriate sanctions may be imposed for personal harassment, a remedy may be provided for the complainant or the respondent may be exonerated. Consideration affecting this will include:

- Severity of the personal harassment
- Whether the harassment was intentional or unintentional
- Whether the **offense** is an isolated incident or involves repeated acts
- Any other mitigating or aggravating circumstances.

The range of sanctions may include, but is not limited to:

- Training
- Counselling
- Work reassignment, reorganization
- Suspension
- Discipline
- Dismissal

Remedies may include, but are not limited to:

- Apology
- Counselling
- Training

## CONFIDENTIALITY

All parties involved in a personal harassment case are expected to maintain confidentiality, particularly within the work area in question. Although difficult to avoid at times, a breach of confidentiality undermines the provision of due process and thus proves a disservice to both the complainant and the respondent.

Confidentiality is not the same as anonymity. For a complaint to go forward for recommendation or investigation, the identity of the complainant and the details of the complaint must be released to those involved in review of the case.

Additionally, where a Manager or Supervisor has knowledge of a personal harassment incident, they may be required to take action without a complaint.

## RETALIATION

No one shall suffer reprisal for bringing forward, in good faith, a complaint or concern about personal harassment. Retaliation or the threat of retaliation at any stage is a serious offense because it prevents potential complainants, **witnesses**, and other parties involved from acting on their concerns. Retaliation against an individual because they have made a complaint of personal harassment, or because they have provided information is prohibited. Any form of retaliation may be subject to disciplinary action.

## VEXATIOUS COMPLAINTS

Where, as a result of a complaint or investigation, it is determined that a complaint was made maliciously with specific intent to harm; is trivial, frivolous, or vexatious; has been delayed unnecessarily; disciplinary action may be taken against the complainant.



## RESPONDENT'S ROLE

Employees who are respondents or potential respondents may contact their Union and/or Director of Human Resources or an individual with whom they feel comfortable to discuss concerns arising from alleged harassment. Respondents shall have appropriate representation, at their request, throughout the discussion and resolution process. In the case of members of CUPE Local 7000, appropriate representation shall mean a Representative designated by the Union.

## TIME FRAME FOR COMPLAINTS

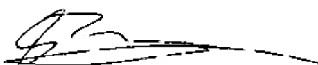
As a general guideline, complaints should be brought forward for resolution within six (6) months of the event or in the case of a series of events, the last event in a series are reviewed. If an extension to this limit is requested, the onus is on the complainant to provide reasonable cause for the delay and to show that the waiver of the time limitation is in the best interest of the workplace.

## RECORD KEEPING

Documents created during the complaint and resolution process shall be held in strict confidence.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## LETTER OF UNDERSTANDING 'S'

### Compressed Work Week

The Parties agree that during the term of the Collective Agreement, there will be a full discussion on the possibility and feasibility of creating and implementing a Compressed Work Week (CWW), or equivalent schedules.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans**  
Director, Human Resources

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President**  
CUPE Local 7000

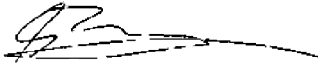
## **LETTER OF UNDERSTANDING 'V' (NEW)**

### **Operations Clerk – One (1) Year Temporary Trial**

The parties agree to introduce a clerical position within the bargaining unit for the Operations department at a rate of pay of thirty-six dollars (\$36.00) per hour. Within ninety (90) days of ratification the position will be bulletined as a one-year temporary trial position. The parties will meet and discuss the duties, responsibilities, and logistics of the position. The parties agree to meet and discuss any issues that arise during the implementation and trial period. Prior to the end of the trial period the parties will meet and discuss the merits of making the position permanent.

Signed this 11<sup>th</sup> day of January, 2022.


**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



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**Scott Boogemans  
Director, Human Resources**

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President  
CUPE Local 7000**

## LETTER OF UNDERSTANDING "W" (NEW)

### Re: Removal of District Language

During negotiations for the collective agreement with term beginning April 1, 2021, the parties agreed to remove all references to "Districts" from the collective agreement. Districts were defined as District One (Queensboro, Annacis Island, New Westminster Terminal Freight Yard and Carrall Street Yard Runs), District Two (Lulu Island Branch) and District Three (Fraser Valley Branch).

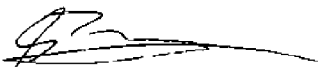
Districts were used to establish rights of employees and processes including but not limited to, homestead rights, the assignment of work, district-based seniority and Spareboard. Over time, the collective agreement was amended during collective bargaining. This resulted in employees with seniority after November 1, 1978 not having homestead rights or district-based seniority and having common seniority across Districts One (1), Two (2) and Three (3). Subsequent agreements were made that allowed for the assignment of work over District One (1), Two (2) and Three (3).

As a result, the parties have agreed to update the collective agreement and have included this letter to assist in the future interpretation of the Collective Agreement. The parties agree that the agreement to remove the District language does not impact the scope of the work performed by the bargaining unit.

This agreement does not constitute a modification of the remaining terms and conditions of the collective agreement.

Signed this 11<sup>th</sup> day of January, 2022.

**SOUTHERN RAILWAY OF  
BRITISH COLUMBIA**



---

**Scott Boogemans**  
Director, Human Resources

**CANADIAN UNION OF PUBLIC EMPLOYEES  
LOCAL 7000**



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**Tony Rebelo, President**  
CUPE Local 7000