

COLLECTIVE AGREEMENT

- between -

Unifor Local 1285
(hereinafter referred to as the Employer)

- and -

**Canadian Office & Professional Employees Union
Local 343**
(hereinafter referred to as the Union)

Expiring October 14, 2026

AGREEMENT

- Between -

**UNIFOR LOCAL 1285
(hereinafter referred to as the Employer)**

- And -

**CANADIAN OFFICE & PROFESSIONAL EMPLOYEES UNION, LOCAL 343
(hereinafter referred to as the Union)**

ARTICLE 1 - RECOGNITION

- 1.01 The Employer recognizes the Union as the sole collective bargaining agent for all temporary, part-time and full-time office employees.

A temporary or casual employee is one who is hired for specific project of a defined duration.

- 1.02 Temporary replacement (Full/Part-Time) employees: These employees are employees who are replacing permanent employees for such reasons as extended sick leave, personal leave, maternity leave, etc. Said employees shall be placed on a general seniority list after their probationary period and shall be entitled to the rights of a permanent employee in accordance with their seniority.

Permanent Part-Time employees: Permanent part-time employees hired on a day-to-day basis for such things as casual sickness, personal leave, vacation, etc. Replacements for periods not to exceed four (4) weeks. These employees shall not receive benefits and do not acquire seniority. If these employees become permanent, they shall be credited with seniority based on the days worked.

Temporary call-in employees; these employees are employees hired on a day-to-day basis for such things as casual sickness, personal leave, vacation, etc. Replacements for periods not to exceed four (4) weeks. These employees shall not receive benefits and do not acquire seniority. If these employees become permanent, they shall be credited with seniority based on the days worked.

Summer Help employees: Summer Help employees do not acquire seniority but are entitled to wage progression and holiday pay if it falls within the week worked only. If the employee becomes permanent, then seniority will date from the original date of hire with all benefits under the contract. However, any time taken off without pay during summer employment will not be reimbursable.

Any part-time employee who works their regularly scheduled part-time hours, up to thirty-two and one-half (32 ½) hours per week, shall have their hours used in the prorating of minor sick and personal allotment, severance pay.

ARTICLE 2 - UNION SECURITY

- 2.01 All employees to whom this Agreement applies shall be required to join the Union immediately when hired. When interviewing job applicants the Employer will inform them of this requirement.
- 2.02 All employees to whom this Agreement applies shall be members in good standing of the Union during the term of this Agreement as a condition of employment.
- 2.03 The Employer agrees to deduct, upon written authorization from this employee, Union initiation fees and dues from the wages of such employee. The Employer agrees to forward such initiation fees and dues to the office of the Union monthly.

ARTICLE 3 - SENIORITY

- 3.01 Seniority shall be accumulated on the basis of length of service with the Employer and shall be accorded to each employee effective from the first day of employment.
- 3.02 During the term of the ninety (90) day probationary period, such employee shall be entitled to all rights and privileges of this Agreement, except with respect to benefits which shall commence after thirty (30) days. Employment of employees may be terminated any time during this period of ninety (90) days for reasonable cause and shall not be arbitrable.
- 3.03 In promotions, layoffs and recall, seniority will be the only consideration subject of the employees ability to satisfactorily perform the work required.

In the event of a lay-off, employees shall be laid off in inverse order of seniority and recalled back to work by seniority.

- 3.04 The seniority status of an employee who is granted leave of absence shall be retained and shall continue to accumulate.
- 3.05 The seniority status of an employee who is laid off shall be retained for a period of sixty (60) months, or on a time for time basis, whichever is greater.
- 3.06 Seniority will be considered broken if the employee leaves voluntarily or is discharged for just cause.

ARTICLE 3A - PROMOTIONS, DEMOTIONS AND TRANSFERS

- 3A.01 Promotion is hereby defined as a move from a lower labour grade to a higher labour grade. It is the intention of the Employer to fill job vacancies from within the company before hiring new employees providing employees are available with the necessary qualifications to fill the vacant position.
- 3A.02 Notice of all job vacancies shall be posted on the Bulletin Board of the Employer. This notice will remain on the bulletin Board for three (3) working days and will include job title, labour grade and a brief description of the job duties including qualifications and necessary skills. Only those employees who make application during this three (3) day period will be considered for the job and will be permitted to file a grievance against the final selection.
- 3A.03 Promotions shall be made on the basis of seniority and qualifications. In the event two (2) or more employees have the same relative qualifications the employee with the greatest seniority shall be selected.
- 3A.04 In the event of a demotion as a result of bump back or other circumstances, an employee so demoted shall receive the maximum of the lower position or his/her present salary, whichever is lower.
- 3A.05 An employee may apply for and receive a transfer to a position of another classification within the same labour grade. Such transfers shall be made upon request of the employee at the discretion of the Employer. Any employee so transferred shall receive the same salary as in his/her former position.

ARTICLE 3B - JOB ELIMINATION

- 3B.01 When the UNIFOR Local 1285 is considering the elimination of a job, the Union shall be consulted six (6) months in advance. Employees so affected will be notified and entitled to displace employees in accordance with the procedure for displacement.

ARTICLE 4 - HOURS OF WORK AND OVERTIME

- 4.01 The starting times for Support Staff shall be 8:00 a.m. for one employee and 9:00 a.m. for second employee with quitting times of 3:30 p.m. and 4:30 p.m. respectively or as mutually agreed. Selection of starting time shall be given to the most senior employee. The starting time for receptionist is 8:30 am with quitting time of 5:00 pm. There shall be continuous coverage at lunch time for reception position.
- (a) See Article 22, Rights and Privileges.

Except in the case of a regular part-time employee whereby mutual agreement full-time constitutes three (3) hours per day (mornings) and working afternoons when required by the Employer. Employees agree to adhere to overtime pay only after eight (8) hours per day but is entitled to double pay clause (4.03) when required to work holidays or Sunday. Advance notice must be given when required to work overtime.

Full-time employees agree to work an extra thirty (30) minutes each day starting in the first full week of October for 10 weeks to receive four (4) mutually agreed upon days in lieu during July and August. The extra time worked must be mutually agreed upon (whether it will be at the beginning or end of shift) prior to the start of the 10 weeks.

- 4.02 No work (overtime) shall be performed beyond the regular hours of work (as described in Article 4.01) unless specifically authorized by the President of the Local Union or the Presidents designate.
- (a) Employees required by proper authority to work beyond the hours set forth in Article 4.01 shall be paid time and one-half (1½).
- 4.03 Employees required by proper authority to work on any of the Holidays set forth in Article 7.01 or Sunday shall be paid double time and time and one half on Saturday.
- 4.04 Overtime work shall be voluntary. However, the employees recognize that there are occasions when emergencies make the working of overtime imperative, and the employees agree to cooperate under those circumstances.
- 4.05 If employees are required to work overtime a minimum of two (2) hours beyond the scheduled quitting time, then employees shall be given a meal allowance of fifteen dollars (\$15.00).
- 4.06 Employees called to work on a day which is not a regularly scheduled work day shall receive a minimum of four (4) hours pay at the appropriate premium rate. Employees called to work after scheduled work hours shall receive a minimum of four (4) hours pay at the appropriate rate.
- 4.07 Employees required to forego a lunch period shall be paid at the rate of time and one-half (1½).

Employees are eligible for one (1) hour of unpaid lunch.

- 4.08 Employees shall be granted a fifteen (15) minute rest period both mornings and afternoon without loss of pay.
- 4.09 The Employer agrees to place full-time employees on salary at the weekly rate agreed upon plus cost of living allowance for thirty-two and one-half (32½) hours work per week for Support Staff & thirty-seven and one half (37½) for Receptionist.

ARTICLE 4A - SUMMER HOURS

4A.01 Full-time employees agree to work an extra forty-five (45) minutes each day throughout October & November to receive mutually agreed upon days in lieu during July and August. Summer hours shall be taken by an employee every other week. Summer hours are limited to the months of July and August. At no time shall there be no staff coverage due to Summer hours.

ARTICLE 5 - WAGES

5.01 Employees shall be paid as follows: (retroactivity to the expiry date of the contract)

	<u>4% - Retro Oct 15, 2023</u>	<u>3% - Oct 15, 2024</u>	<u>3% - Oct 15, 2025</u>
Support Staff	\$1,298.53	\$1,335.81	\$1,375.88
Receptionist	\$ 927.42	\$ 955.24	\$ 983.90

Cost of Living

Cost of living adjustments will be as per the Stellantis Group Canada.

5.01A New employees shall be paid as follows:

Starting rate, first three (3) months	85%
After six (6) months	90%
After twelve (12) months	95%
After eighteen (18) months	Full rate

5.03 When the Employer opens a new job classification or changes the work content of an existing job classification, the rate for this will be by mutual agreement.

5.04 Part-time employees shall be paid not less than the base rate established for the job classification.

ARTICLE 6 - VACATIONS

6.01 Paid vacation shall be accorded full-time employees at the regular rate of pay, plus COLA as follows: (Part-time shall be prorated.)

Under six (6) months service as of January 1 one (1) week vacation prorated on length of service.

Over six (6) months but less than one (1) year as of January 1 each year two (2) weeks' vacation.

Over one (1) year of service as of employee's anniversary date of hire, three (3) weeks' vacation.

Over five (5) years of service as of employee's anniversary date of hire, four (4) weeks' vacation.

Over ten (10) years of service as of employee's anniversary date of hire, five (5) weeks' vacation.

Over twenty (20) years of service as of employee's anniversary date of hire, six (6) weeks' vacation.

- 6.02 Each employee shall be given an opportunity to take his/her vacation in consecutive weeks in he/she so desire.
- 6.03 When a recognized holiday, as in Article 7 - Paid Holidays, falls within an employee's vacation period, such holiday will not be counted as vacation and another day off shall be granted or the date of return shall be one (1) full day later or the vacation shall commence one (1) day earlier, as arranged with the Employer.
- 6.04 Employees may receive their holiday pay paid for vacation as per regular payroll.
- 6.05 Employees who have over one (1) year of service as of June 1st each year shall be granted a vacation bonus in the amount of one thousand dollars (\$1,000.00). This bonus will be paid to coincide with the first full week of vacation taken by the employee in the new vacation period.
- 6.06 Vacations must be taken by March 31st of the following year. Vacations may be accumulated by mutual agreement.
- 6.07 An employee leaving the service of Local 1285, UNIFOR who has not received his/her vacation shall be entitled to his/her vacation pay or unused portion thereof as prescribed by law.
- 6.08 Employees who become ill during their vacation period shall be entitled to those days at the end of the vacation period or at a mutually agreed upon time. Provide proof

of illness. Maximum fourteen (14) days in the vacation year.

6.09 Employer agrees to pay \$200.00 gift for recognition of long-time service after 25 years.

ARTICLE 7 - PAID HOLIDAYS

7.01	Family Day	Civic Holiday
	Good Friday	Friday before Labour Day
	Easter Monday	Labour Day
	Friday before Victoria Day	Truth and Reconciliation Day (to be observed when this day falls on a week day only)
	Victoria Day	Friday before Thanksgiving
	Canada Day	Thanksgiving

Christmas Holiday period as per Stellantis Group Canada Bramalea Unit

and such holidays as are proclaimed legal holidays by Federal, Provincial authorities.

7.02 Pay for work performed on such holidays shall be at double the employee's rate in addition to the holiday pay set out in the preceding paragraph.

7.03 If such holidays fall on days which are not regular working days, the immediately preceding day or the first working day thereafter shall be considered the holiday, as mutually agreed.

ARTICLE 8 - SICK LEAVE/PERSONAL DAYS

8.01 Seniority employees shall be entitled to twelve (12) working days per year of sick leave/personal days for personnel reasons or illness. First year employees who have completed their probation shall be entitled to minor sick leave/personal day entitlement based on a prorated amount of one (1) day per month of service. During the probationary period employees shall be entitled to one (1) per month which shall be deducted from their remaining entitlement.

Provide for full payment of unused sick leave/personal day, payable at the end of each calendar year for each employee at their regular rate of pay, including cost of living allowance, after one (1) year of service.

In the event of layoff, employees will receive full payment of appropriate unused sick leave.

8.02 Provide for immediate coverage if hospitalized, and on the fourth (4th) day if at home, for an extended illness. Employees shall be entitled to twenty (20) weeks with full pay.

8.03 Sick leave may not be taken for maternity reasons.

ARTICLE 9 - SEVERANCE/RRSP

9.01 Employees with one (1) or more years of service who are permanently laid off shall receive severance pay calculated at the regular rate of pay, including the then present cost of living allowance, at the rate of one week's pay per year of service.

For the purpose of this Article 9 - Severance, a permanent layoff shall mean, a layoff extending beyond twelve (12) consecutive months, except in the case when Local 1285, UNIFOR ceases operations and disbands, such severance pay shall be paid at the time the permanent layoff occurs.

9.02 Employees shall receive on their anniversary date a pension calculated (for each day of employment) at the regular rate of pay, including COLA, at the rate of:

1½ weeks' pay per year, per year of service - up to six (6) years;

2½ week's pay per year, per year of service after six (6) years;

3½ week s pay per year, per year of service after thirteen (13) years;

4½ week's pay per year, per year of service after twenty-two (22) years of service, contributed to a Locked-In RSP at the institution of their choice.

The parties both agree that the increases per progression will not result in retroactive adjustments.

ARTICLE 10 - WELFARE

10.01 The Employer shall pay the premium of each full-time employee for the Ontario Hospital Insurance Plan, with supplementary semi-private medical coverage.

10.02 The Employer shall also pay family coverage for a Drug Plan for all employees.

10.03 The Employer agrees to provide fully paid coverage for Workers Compensation.

10.04 The Employer agrees to pay the full cost of COPE 343 Dental Plan, Policy #961346 current ODA schedule, at the appropriate rate for each employee.

- 10.05 Provide for payment of eyeglasses once every two (2) years to a maximum of two hundred dollars (\$200.00), family coverage. If as a result of using the computer additional eye wear is required, the Employer shall cover the cost to a maximum of two hundred dollars (\$200.00).
- 10.06 Provide for Life Insurance and A.D. & D. - two times salary; provide for LTD coverage under COPE Local 343 Plan.
- 10.07 Local to cover Benefits for one 90 day period after retirement or lay-off.

ARTICLE 11 - LEAVE OF ABSENCE WITH PAY

11.01 Any employee required to attend or serve on a jury, or attend as a subpoenaed Crown Witness in any Court of Justice, Board of Arbitration, Board of Conciliation or to attend to any enquiry authorized by Law, or where required by Law to attend as a subpoenaed witness, shall be granted leave with regular pay plus COLA to fulfil such duties and such time shall not be deducted from any leave entitlement. It is understood that this does not apply to Court Attendance as Plaintiffs, Defendants or Voluntary Witnesses.

11.02 Bereavement Absence with Pay

Employees will be granted five (5) days with regular pay in the case of family bereavement. Such time may be extended by mutual agreement. Spouse, children, father, mother, sister, brother, grandparents, mother-in-law, father-in-law, grandchildren, sister-in-law, brother-in-law, daughter-in-law and son-in-law.

In the event of death in the immediate family, spouse, mother, father, sister, brother, children, grandparents, mother-in-law, father-in-law, grandchildren, sister-in-law, brother-in-law, daughter-in-law and son-in-law while an employee is on vacation, bereavement leave shall be excluded from the vacation period. Mutually agreeable arrangements between the Employer and the employee shall be made to complete the employees scheduled vacation schedule.

11.03 Employees will be granted reasonable time off with pay for Union duties at the place of employment, provided time off is not abused.

ARTICLE 12 - LEAVE OF ABSENCE WITHOUT PAY

12.01 The Employer will give consideration to requests for leave of absence for reasonable periods of time.

12.02 The Employer will grant a leave of absence in accordance to the EI standard.

Employees returning to work after a pregnancy leave of absence shall notify the Employer thirty (30) days in advance of their intended date of return.

- 12.03 Leave of absence without pay and continuing seniority shall be granted in the event an employee is elected or appointed as a full-time representative of the Union.

ARTICLE 13 - OUTSIDE CONTRACTING & SUPERVISORY PERSONNEL WORKING

- 13.01 Work pertaining to Local 1285, UNIFOR and the units represented by Local 1285, UNIFOR shall not be done outside the premises occupied by Local 1285, UNIFOR.

- 13.02 UNIFOR Local 1285 members, shall not perform work or operate any office equipment which is normally the duty of the employees covered by this Agreement, except in the case of an emergency.

- 13.03 The Employer agrees not to contract out any bargaining unit work.

ARTICLE 13A - TECHNOLOGICAL CHANGE

- 13.01A In the event of proposed technological changes such as the introduction of data processing equipment, computers or other automated office machines, UNIFOR Local 1285 agrees to discuss such changes with the Union Representative and employees affected, before such changes are made.

- 13.02A Any new jobs created by virtue of the installation of such equipment will be posted for bidding among the employees within the collective bargaining unit.

In the event training programs are necessary for employees to qualify for such new jobs, UNIFOR Local 1285 agrees to institute a training program for those employees who wish to accept the employment in the resultant automated position.

- 13.03A In the event automated equipment is installed which affects any existing job in the bargaining unit, the employee(s) presently holding such jobs will be given an opportunity to be trained to operate such equipment, other employees in the same classification will be trained to fill the job. However, in no event will the rates be lowered for the employee(s) failing to qualify.

- 13.04A If it is further agreed by the parties that persons filling a job within the presently existing collective bargaining unit which is abolished or altered by the introduction of data processing equipment, computers or other automated office machines will be entitled to displace employees in accordance with the procedure for displacement.

13.05A Work which provided in draft form to an employee covered by this Agreement on computer disk, computer tape, networking devices, electronic mail, etc., may be transferred electronically to the employee's computer for correction of errors, formatting and preparation of final document.

ARTICLE 14 - GRIEVANCE AND ARBITRATION

14.01 The duly authorized representatives of both parties shall meet on the written request of either party to discuss any differences or disputes which may arise with regard to the meaning, interpretation, application or alleged violation of this Agreement. These representatives shall attempt to resolve such differences.

14.02 If the representatives of the parties are unable to agree on any such question within two (2) weeks, it shall be grieved. Grievances shall be submitted to Local 343 Executive Board for approval for arbitration. If approved, it shall be submitted to an Arbitrator mutually agreed upon by both parties. The decision of the Arbitrator shall be final and binding on both parties. The compensation of the Arbitrator shall be borne equally by the Employer and the Union. If the parties cannot agree on an Arbitrator, the Minister of Labour for the Province of Ontario shall be asked to make the appointment.

14.03 Where an Arbitrator finds that the Employer has violated the Agreement and such violation has resulted in loss of earnings for the employee(s) concerned, such Arbitrator shall have the right to direct compensation for such employees to the extent that is fair and equitable.

14.04 The Arbitrator shall not have the jurisdiction to alter or change any of the provisions of this Agreement or alter seniority.

14.05 The aggrieved may be present at any or all steps of the grievance procedure.

ARTICLE 15 - DISCHARGE AND DISCIPLINE ACTION

15.01 The Employer shall not discipline an employee without prior warning unless the circumstances justify immediate discharge.

15.02 The Employer shall not impose disciplinary penalties which are unreasonable or unjust.

15.03 In the event of a claim that an employee has been discharged or disciplined unjustly or unreasonable, the claim shall be subject to the grievance and arbitration procedure provided in Article 14.

15.04 When considering discharging an employee, the Employer shall discuss thoroughly with the employee the reasons for which he/she is considering the discharge.

15.05 The Employer shall notify the Union before discharging an employee.

15.06 Employees who have not completed their probationary period shall receive one (1) weeks' notice of discharge or one (1) weeks' pay in lieu of notice.

15.07 Notwithstanding 15.07, employees discharged for gross misconduct shall not be entitled to notice of discharge.

15.08 Sunset clause put in place for one year as per FCA contract.

ARTICLE 16 - PREGNANCY & PARENTAL LEAVE

16.01 Employees with twelve (12) months service are entitled to a up to 18 months as per the legislation leave of absence in cases of maternity, parental or adoption.

Employees will receive no salary for the first two (2) weeks of the leave.

Employees shall receive a lump-sum payment equivalent to seventy-five percent (75%) of two (2) weeks' salary; and

Employees shall receive the difference between seventy-five percent (75%) of salary and EI benefits the employee is eligible to receive for twenty-five weeks or such longer period as may be provided by legislative change (see Appendix 1 - Sub Plan).

Seniority and benefits shall continue to accrue during this leave. To be pro-rated for permanent part-time employees.

ARTICLE 17 - UNION LABEL

17.01 All typewritten, computer generated, mimeographed, duplicated work in the office of the Employer will bear the COPE Local 343 Union Label and such work is performed by a member of the Union.

ARTICLE 18 - DISCRIMINATION

18.01 The Employer agrees that there shall be no discrimination by the Employer against any employee, or group of employees, because of membership in the Union. Employees shall not be subject to prejudice or discrimination because of presenting grievances for themselves or other employees.

18.02 The Employer and the Union agree that there shall be no discrimination on the basis of age, sex, marital status, national or racial origin, nationality, colour, religion, sexual orientation or any other ground which may be defined under the OHRC, in regard to hiring, promotions, layoffs, dismissals, rates of pay or other terms or conditions of employment.

ARTICLE 19 - HEALTH AND SANITATION

19.01 The Employer shall make all reasonable provisions for the safety and health of the employees during working hours. The Union may from time to time bring to the attention of the Employer any suggestions in this regard and also any other suggestions for improvements in conditions of work.

19.02 The Employer agrees to provide proper Rest room facilities for the use of employees in case of illness.

ARTICLE 20 - SUCCESSORS

20.01 In the event the Employer shall, by election, resignation, merger, consolidation, sale of assets, leave, franchise or by any other means enter into an agreement with another Union or individual where in whole or in part, affects the existing appropriate collective bargaining unit, then such successor Union or individual shall be bound by each and every provision of this Agreement. The Employer shall have an affirmative duty to call this provision of the Agreement to the attention of any Union or individual with which it seeks to make such an agreement as aforementioned.

ARTICLE 21 - EQUAL PAY FOR EQUAL WORK

21.01 When two or more employees are engaged in similar type of work and the rate of one employee is higher than for the others, then such other employees shall also be paid at the higher rate.

ARTICLE 22 - RIGHTS AND PRIVILEGES

22.01 Any rights and privileges at present enjoyed by employees or mutually agreed upon, hereafter shall remain unchanged during the life of this Agreement.

ARTICLE 23 - NO STRIKE OR LOCKOUT

23.01 There shall be no strike on the part of the Union nor lockouts on the part of the Employer during the lifetime of this Agreement. This Article shall not be construed

as prohibiting members from respecting lines authorized by the Local or the International Union concerned.

ARTICLE 24 - MANAGEMENT RIGHTS

24.01 The Employer has the exclusive right to operate and manage the business, to maintain order and efficiency, to hire, promote, transfer, demote, lay-off and discipline or discharge employees for just cause.

The Employer has the right to make rules and policies that are reasonable provided that they are not inconsistent with the Agreement.

ARTICLE 25 - TERMINATION

25.01 This Agreement shall come into effect October 15th, 2023 and shall remain in force until October 15th, 2026. The Union and Employer also agree to extend this Collective Agreement Between October 15th, 2023 and October 14th, 2026 unless otherwise mutually agreed, and thereafter from year to year, unless either party not less than thirty (30) days nor more than sixty (60) days before any expiry date give written notice of revision or termination of this Agreement.

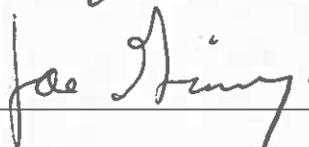
25.02 Negotiations shall begin within ten (10) days following the receipt of such notice, and during the period of such negotiations, this Agreement shall remain in full force and effect.

SIGNED in the city of Brampton on this 13 day of August, 2024.

FOR THE EMPLOYER:

FOR THE UNION:















APPENDAGE to the Collective Agreement

- between -

LOCAL 1285, UNIFOR

- and -

LOCAL 343, COPE

LETTER OF UNDERSTANDING #1

Notwithstanding any other provisions in this Agreement, when employees take a voluntary layoff, such employee shall not have a right to recall until such time as there is sufficient added work available which would equal the number of hours that was worked per day, prior to that employees voluntary layoff; except as otherwise agreed to between the parties.

No new employee shall be hired while seniority employees are on layoff or voluntary layoff.

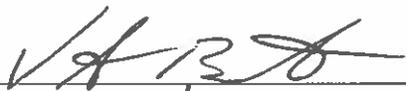
An employee will not accumulate seniority while on voluntary layoff.

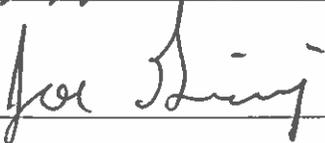
During a period of layoff or leave of absence, an insured employee will be provided the Ontario Hospital Insurance Plan, with supplementary semi-private medical coverage, family drug plan, and the COPE Blue Cross Dental Plan for one (1) month beyond the month in which the layoff occurs.

It is further agreed that when applying layoff and recall procedures any seniority employee who is recalled shall report for work as soon as possible but not later than five (5) days following the notification of recall.

FOR LOCAL 1285, UNIFOR:

FOR LOCAL 343, COPE:















DUES CHECK-OFF AUTHORIZATION

I, being an employee of Local 1285, UNIFOR, Brampton, Ontario and a member of the Canadian Office & Professional Employees Union, Local 343, hereby authorize the Employer to deduct monthly on the first payday of each calendar month from any earnings accumulated to my credit, the amount of my regular monthly dues to Local 343, COPE, whose receipt therefore shall constitute a good and sufficient discharge to the Employer for the amount so deducted from my earnings.

SIGNATURE: _____

ADDRESS: _____

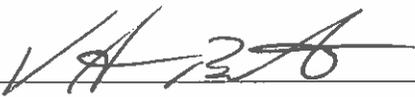
WITNESS: _____

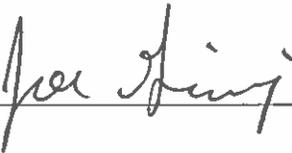
LETTER OF UNDERSTANDING #2

Receptionist Job

The parties agree with the new classification of receptionist. The job description will be agreed between the Employer and the Union. It is understood that the wages in this classification will be of twenty-one (21) dollars an hour. The receptionist will be working 8.5 hours a day (7.5 of work, 1 hour unpaid lunch). Job description will include answering phones and data entry of the membership dues and address. The schedule will be determined by the employer. When the receptionist is absent from work, it is understood that the secretaries will assume the duty of answering the phones. In the event of a lay-off, this position will be the first to be eliminated.

FOR LOCAL 1285, UNIFOR:









FOR LOCAL 343, COPE:









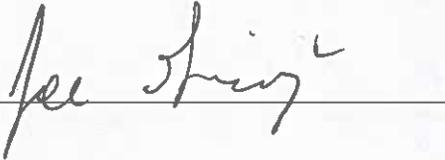
LETTER OF UNDERSTANDING #3

Signing Bonus

Signing bonus of \$8,000.00 to be paid in 2 installments. The first installment of \$4,000.00 to be paid within 4 weeks of ratification and the second installment of \$4,000.00 to be paid in the first pay period of 2025.

FOR LOCAL 1285, UNIFOR:









FOR LOCAL 343, COPE:



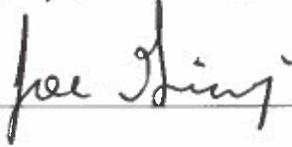




LETTER OF UNDERSTANDING #4

It is understood between the parties that Maria Egizii and Val Bronizewski will be red circled at the current formula retroactive to date of hire minus amount already received.

FOR LOCAL 1285, UNIFOR:



FOR LOCAL 343, COPE:



