

# **PROVINCIAL CARPENTERS' AGREEMENT**

THIS AGREEMENT ENTERED INTO BY AND BETWEEN:

**EACH OF THE UNIONIZED EMPLOYERS IN THE CARPENTERS TRADE  
DIVISION OF THE CONSTRUCTION INDUSTRY ON WHOSE BEHALF THE  
CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION OF  
SASKATCHEWAN INC., AS THE REPRESENTATIVE EMPLOYERS'  
ORGANIZATION, HAS ENTERED INTO THIS AGREEMENT;**

**(Hereinafter Referred to as the "EMPLOYER")**

- AND -

**THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA,  
LOCAL UNION #1985**

**(Hereinafter Referred to as the "UNION")**

## **PURPOSE**

The purpose of this Agreement is to govern wages and working conditions to promote harmonious relations and ensure that there will be no stoppage of work for any reason including lockout or strike.

**Effective August 10, 2014  
Expires April 30, 2017**

# **SASKATCHEWAN STANDARDS OF UNION CONSTRUCTION**

- **HARMONY**
- **QUALITY &  
PRODUCTIVITY**
- **SKILLS**
- **MARKETABILITY**
- **INDIRECT COSTS  
(FAIRNESS/REAL COSTS)**

Collective Bargaining Agreements and the operations of the participants, when assessed beside these standards, should not detract from any standard but should complement and raise each standard.

Adopted December 17, 1993

## **Employees Represented By:**

The United Brotherhood of Carpenters  
And Joiners of America, Local Union #1985

## **Unionized Employers as Represented By:**

CLR Construction Labour Relations  
Association of Saskatchewan Inc.

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## DEFINITIONS

**BUILDING TRADES COUNCIL  
OR SPB & CTC**

- means the Saskatchewan Provincial Building and Construction Trades Council.

**CLR**

- means CLR Construction Labour Relations Association of Saskatchewan Inc.

**CODC**

- means CODC Construction Opportunities Development Council Inc.

**EMPLOYEE**

- means anyone employed under the terms of this Agreement.

**EMPLOYER**

- means a Company bound by the terms of this Collective Agreement.

**EQUIVALENT**

- where the term equivalent is used throughout this agreement, the Parties shall, by mutual agreement, determine any question regarding equivalency.

**INDUSTRIAL CONSTRUCTION**  
(See Appendix B)

- Industrial construction shall mean construction work in respect of:

- Electrical Power Generation
- Water Control Structures and Dams
- The development of Mining and Smelting Properties
- Oil Refineries, Upgraders and all forms of hydro carbon production, extraction or processing
- The development of Chemical Plants from any and all forms of feed stocks or other sources
- Pulp, Paper or Timber/Wood processing mills or sawmills
- Toxic Waste Disposal Systems
- Production and Processing Plants for Natural Gas, LPG, Oxygen, Carbon Dioxide, or any other manufactured gases
- Base/Precious/Other Metal Production Plants or Upgrades of any and all kinds
- Pumping stations and compressor stations Oil (excluding Municipal Sewage and Water Treatment Plants)

- Cement, Lime and Gypsum Plants
- Bridges, Trestles, Overpasses
- Tunnels
- Grain Terminals
- In addition, industrial construction shall include such work as may reasonably be considered as industrial construction as is mutually agreed by CLR and the Union

**KM**

- means kilometre by road (not radius).

**LOCAL RESIDENT**

- a local resident is a person who has resided within one hundred (100) kilometres of a project, but outside the cities of Regina, Saskatoon and Prince Albert, for at least six (6) months immediately preceding the date of hire.

**LOCAL UNION OR UNION**

- means the United Brotherhood of Carpenters and Joiners of America, Local Union #1985

**QUALIFIED**

- shall mean to include certification in the CODC Interactive "Rights and Responsibilities" course, the SCOT course or equivalent, Fall Arrest, First Aid with CPR, Leadership for Safety Excellence (or equivalent), and for Scaffolders shall also include certification of H<sub>2</sub>S ALIVE and Journeyman Upgrading for Scaffolding.

Further, Persons designated by the Employer to inspect scaffold shall be deemed competent by the Employer.

Further, qualified shall also mean to include, for all members of Local 1985, enrollment in or completion of apprenticeship training programs, the successful pass of exams and having worked the required hours of the apprenticeship training program requirement.

**PREVIOUSLY DELINQUENT**

Shall mean and include any contractor that has been previously subject to the arbitration process or any legal proceedings to recover any/all payments proven to be delinquent.

**RESIDENCE**

- a local person's residence is the place where he permanently maintains a self-contained domestic establishment (a dwelling place, apartment, or similar place of residence where a person generally sleeps and eats) in which he resides.

Original Documents (not photocopies) are required for proof of residence. These will be verified by the employer, copied and returned. Two (2) of the following are acceptable:

- Income Tax Assessment
- Property Tax Assessment
- Unemployment Insurance
- Utilities Receipt

For travellers from outside Saskatchewan only:

- Travellers may present a travel card document issued by their home local union to the Saskatchewan local union, which includes the worker's home local union membership number, plus any one of the 4 documents required above.

**ARTICLE 1:00 SCOPE**

- 1:01 The terms of this Agreement and no other agreement shall apply to all construction work performed within the Province of Saskatchewan.
- 1:02 The parties agree that they may, by mutual consent, negotiate special conditions for special jobs during the life of the Agreement, which would amend the agreement for that job by way of an Appendix. Parties requesting negotiations would outline the project, points of concern and proposed area of resolution.

**ARTICLE 2:00 CONTRACTING**

- 2:01 All subcontractors engaged directly or indirectly by the Employer to perform work within the jurisdiction of the Union and within the scope of this Agreement shall conform to the terms and conditions of this Agreement.

**ARTICLE 3:00 UNION SECURITY, HIRING, JOB ACCESS, STEWARDS**

**3:01 Union Security**

The Employer recognizes the Union as the sole collective bargaining agent for all Employees within the jurisdiction of the United Brotherhood of Carpenters and Joiners of America, Local #1985, Saskatchewan.

- 3:02 Every Employee who is now or hereafter becomes a member of the Union shall maintain his membership in the Union as a condition of his employment, and every new Employee whose employment commences hereafter shall, within thirty (30) days after the commencement in his employment, apply for and maintain membership in the Union, and maintain membership in the Union as a condition of his employment, provided that any Employee in the appropriate bargaining unit who is not required to maintain his membership or apply for and maintain his membership in the Union shall, as a condition of his employment, tender to the Union the periodic dues uniformly required to be paid by members of the Union.

**3:03 Hiring**

The Employer shall hire only members of the Union in good standing through the appropriate Union office for the performance of all work within the scope of this Agreement. The Employer shall have the right to name hire all Employees including Foremen and General Foremen that are members of Local 1985. Upon request, the Union may approve Foremen and General Foremen from other Locals in certain circumstances. Employers may

hire Employees and the Union shall issue referral slips and/or clearance to Employees in the following sequence and in accordance with the following priorities:

- a) Qualified Saskatchewan Union Members whose residences are located within one hundred (100) kilometres of the project.
- b) Qualified persons whose residences are located within one hundred (100) kilometres of the project.
- c) Qualified Local 1985 Union Members whose residences are located in Saskatchewan.
- d) Qualified Local 1985 members whose primary residences are located outside of Saskatchewan.
- e) Qualified members of other Locals outside of Saskatchewan (i.e. travel cards and permit workers)
  - The Union agrees to notify the Employer within seven (7) calendar days when an employee's union membership status changes (e.g. permit becomes a member).

3:04 The Union agrees to furnish qualified Employees on receipt of requisition. In the event the Union is unable to fill a requisition for Employees within a seventy-two (72) hour period (Saturdays, Sundays and recognized holidays excluded) or it has not supplied the names of additional Employees within forty-eight (48) hours of the requisition, the Employer shall have the right to employ qualified Employees from other available sources. All Employees shall obtain a clearance and/or referral slip from the appropriate union office before starting a job. At the request of the Employer, referral slips will be transmitted electronically to the Project (telephone, facsimile or electronic mail).

a) **Reduction in Crew(s)**

Should it be necessary to reduce the work force on the job, the Employer agrees to layoff or terminate their Employees in the following sequence, based on qualifications, ability and classifications. In the event the Employer is not able to follow the specified sequence the Employer must contact the Local Union Business Manager.

The employer will advise the union and job steward in writing of who will be laid off prior to any layoff taking place. Given a reasonable amount of time, the Union will confirm the proposed layoff in keeping with the sequence below:

- i. Qualified members of other Locals outside of Saskatchewan (i.e. travel cards and permit workers)
- ii. Qualified Local 1985 members whose primary residences are located outside of Saskatchewan.
- iii. Qualified Local 1985 Union Members whose residences are located in Saskatchewan.
- iv. Qualified persons whose residences are located within one hundred (100) kilometres of the project.



- v. Qualified Saskatchewan Union Members whose residences are located within one hundred (100) kilometres of the project.

b) **Job Jumping Restriction**

Employees who voluntarily terminate their employment for an Employer on a project site will not be eligible for hire by another Employer on the same site for a period of thirty (30) days unless the reasons for self-termination are for reasons satisfactory to the first Employer and the Union Representative.

**Dues Check-off**

3:05 The Employer agrees to deduct and remit Union dues and other deductions in accordance with the following:

- a) Upon receipt of authorization from the Employee, the Employer shall deduct from all Employees coming within the scope of this Agreement, from the first pay period of each month, monthly Union dues, initiation fees, or other assessments in the amount prescribed by the Local Union.
- b) From each pay period, Union Field Dues in the amount calculated and/or prescribed by the Local Union.
- c) Where practical, the Employer shall include Union hourly field dues deducted from an Employee on their T4 slip.

3:06 Union dues and other deductions shall be remitted to the Local Union promptly by the 15th of the following month. Each remittance shall be accompanied by a list showing the name and social insurance number of the Employees on whose behalf the deduction was made; and showing opposite each name the amount of the deduction. For the field dues deducted the list shall show the figure on which the deduction was based.

3:07 **Delinquent Employers**

In the case of delinquent remittance the Union may utilize the grievance procedure beginning with Step III to recover the amount owing and all associated costs and interest on the outstanding amount.

- a) If the Employer does not submit the contributions for the Carpenters Pension Fund of Saskatchewan, Carpenters and Millwrights Health and Welfare Benefit Trust Fund of Saskatchewan, and/or the Carpenters Apprenticeship and Training Trust Fund as set out above and the Union is required to take legal or other actions including the referral of grievances to arbitration to obtain the contributions, liquidated damages and/or interest due, the Employer shall reimburse the Union for any expense legal or otherwise incurred by the Union in connection to such actions.
- b) Grievances under this Article shall also be determined by a sole arbitrator. If the Employer does not respond in writing to such a grievance concerning contributions, liquidated damages and/or interest due or admits to the amounts owed or that it has violated the above provisions, the Union may refer the grievance to an arbitrator of the Union's choosing

for disposition without a hearing. The Employer may provide written submissions to the arbitrator within a reasonable time frame of being advised of the matter being advanced to arbitration. Failure by the employer to provide such submissions will not prevent the arbitrator from ruling on submissions presented and issuing any relevant order or orders.

- c) The Union may in its sole discretion require previously delinquent Employers to deposit with the Trustee a cash bond in any amount up to and including \$40,000.00 and shall replenish such bond as may be required by the Union. The Trustees are authorized by this Article to draw upon the bond of a delinquent Employer. The drawing from a bond is in addition to any other remedy available to the Union in cases of Employer violations of this Article. It shall not be a violation of the Agreement, the Trade Union Act or the Construction Industry Labour Relations Act, 1992 if the supply of labour is withheld due to the non-payment of Pension or Welfare contributions by the Employer.

**3:08 Job Access**

Subject to jobsite security regulations, a Representative of the Union shall have the right to visit the jobsite after making his presence known to the Employer's Representative. The Union Representative shall not deliberately cause Employees to neglect their work.

**3:09 Stewards**

The Local Union Representative shall have the right to appoint qualified Job Stewards. A qualified Job Steward will be an Employee who is a qualified Journeyman and has completed a Steward Training Course applicable to this trade. The Union shall notify the Employer in writing of the name(s) of its steward(s). The steward will be allowed reasonable time to perform his duties. The steward(s) shall be one (1) of the last two (2) Employees to be laid off, provided there is work available for which he is qualified, otherwise the Union will be notified in writing in a timely fashion in order to appoint a successor(s). The steward(s) or their alternates shall not be discriminated against and shall be entitled to work all available overtime for which he is qualified.

Job Stewards shall be in attendance when an Employee is terminated or when any disciplinary action takes place.

Job Stewards shall be given a list of laid off employees and a copy of an Employee's dispatch slip where practicable.

- 3:10 Where there are five (5) or more Employees on the same shift, one shall be a Foreman and shall receive Foreman's pay and may work with his tools at his discretion. This is not to be construed to mean full time. One Foreman shall not supervise a working force for more than twelve (12) men. For every thirty-seven (37) Employees employed, there shall be a General Foreman who shall be an Employee.

- 3:11 Work referral slips will not knowingly be issued by the Union to members who are inactive while on the EFAP Alcohol & Drug program nor will these members be knowingly dispatched to a contractor and or job site by the union, nor will they knowingly be hired by the Employer.

## **ARTICLE 4:00 MANAGEMENT RIGHTS**

4:01 The Employer retains full and exclusive authority for the management of its operation. The Employer shall direct his working forces at his sole prerogative including, but not limited to hiring, promoting, demoting, transferring to work directly related to the Project, suspending, laying off, disciplining, and discharging for cause. No rules, customs or practices shall be permitted or observed which limit or restrict production or limit or restrict the working effort of Employees. The Employer shall have the right to utilize the most efficient methods or techniques of construction, tools or labour saving devices. There shall be no limitations upon the choice of materials or design. The Employer shall schedule work and shall determine when overtime will be worked. Nothing contained herein shall be exercised in a manner inconsistent with the provisions of this Agreement.

Subject to the provisions of this Agreement, the foregoing enumeration of management rights shall not be deemed to exclude other functions not specifically set forth. The Employer retains all legal and traditional rights not specifically covered by this Agreement.

## **ARTICLE 5:00 WORK STOPPAGE**

5:01 No Employer subject to this Agreement shall cause a lock-out during the term of this Agreement.

5:02 No Employee bound by this Agreement shall strike during the term of this Agreement. No person, Employee or Trade Union shall declare, authorize or participate in a strike or other collective action which will stop or interfere with production or counsel a strike or collective action to be effective during its term. Violations of this Article will be cause for immediate termination without the right to grievance or rehire at the project.

## **ARTICLE 6:00 GRIEVANCE PROCEDURE AND ARBITRATION**

6:01 It is the mutual desire of the Parties hereto, that complaints of Employees shall be adjusted as quickly as possible. The Foreman or General Foreman shall be given the opportunity to adjust a complaint. When a complaint is reduced to writing it shall be termed a grievance. Jurisdictional disputes shall not be settled by this grievance procedure.

6:02 A grievance shall mean any difference or dispute concerning the interpretation, application, administration or alleged violation of the Agreement and shall be handled in the following manner:

Step I: The aggrieved party shall discuss his complaint with his steward and the Foreman or General Foreman, who shall endeavour to settle the complaint.

Step II: If the complaint is not settled within three (3) working days excluding Saturday, Sunday and recognized holidays, from the date there is evidence of a grievance having occurred, it shall be reduced to writing and referred to the Local Union's Business Representative.

Step III: If the grievance is not settled within twenty three (23) working days excluding Saturday, Sunday and recognized holidays, from the date there is evidence of a grievance having occurred, the grievance shall proceed to Arbitration at the request of either party.

**Optional Grievance Mediation**

The parties may agree to refer one or more grievances to a grievance mediator for the purpose of resolving the grievances in an expeditious and informal manner.

- i. The parties shall not refer a grievance to a grievance mediator unless they have agreed on the nature of any issues in dispute.
- ii. On a joint request by the parties, the Minister of Labour shall appoint a grievance mediator.
- iii. A grievance mediator appointed by the Minister shall begin proceedings within ten (10) days after being appointed or on any day that the parties jointly request.
- iv. Where the parties jointly request the appointment of a grievance mediator pursuant to this section, any provisions of the collective bargaining Agreement that impose a limitation of time with respect to the reference of a grievance to arbitration are deemed to be inoperative.
- v. The grievance mediator shall endeavour to assist the parties to settle the grievance by mediation.
- vi. If the parties are unable to settle the grievance by mediation, the grievance mediator shall endeavour to assist the parties to agree on the material facts in dispute, and then the parties may determine the grievance in accordance with the arbitration provisions commencing with Step IV.

Step IV: If the option in Step III is not exercised, the grievance shall proceed to Arbitration at the request of either party.

Step V: It is understood and agreed that any of the time limits herein may be extended by mutual agreement in writing.

Step VI: Any grievance between the Employer or the Union concerning the interpretation, application, administration or alleged violation of the Agreement shall be dealt with commencing with Step II.

**Arbitration**

- Step VII: A request to proceed to Arbitration shall be made within five (5) working days excluding Saturday, Sunday and recognized holidays immediately following the time limits set forth in Step III.
- Step VIII: A single Arbitrator shall be selected by both parties to hear any grievance which has been referred to Arbitration pursuant to this Agreement.
- Step IX: Both Parties to the dispute shall share equally the expenses and fees of the Arbitrator.
- Step X: When a Union or an Employer requests that a grievance be submitted to Arbitration, it shall make such a request in writing (Registered Mail) addressed to the other party. Within ten (10) working days after receipt of the notice to proceed to Arbitration, both parties shall mutually agree to the name of the Arbitrator. Failure to agree within the prescribed time limit shall result in the matter being referred to the Chairman of the Labour Relations Board to select an Arbitrator.
- Step XI: The Arbitrator shall not be authorized to make any decisions inconsistent with the provisions of this Agreement, nor to alter, modify or amend any part of this Agreement. The Arbitrator shall have the authority to vary or eliminate any disciplinary action or penalty imposed on an Employee when, in the opinion of the Arbitrator, an injustice has been done. The Arbitrator shall render his decision no later than fifteen (15) calendar days from the hearing date.
- Step XII: The decision of the Arbitrator shall be final and binding on both Parties.

**ARTICLE 7:00 PRE-JOB AND MARK-UP CONFERENCES (For Industrial Only), JURISDICTION AND ASSIGNMENT OF WORK**

7:01 The Employer will hold a pre-job conference and equipment mark-up attended by all interested Unions and will provide an overall description of the project, projected manpower requirements by craft, general information pertaining to hiring and recruiting procedures, transportation, on site work rules, safety and security regulations, safety meetings and any other pertinent information. The Employer will inform the Unions as to the projected scope of the contract, information pertaining to the Employer's intended supervisory staff and other relevant information including intended work assignments.

Notification of the pre-job conference and hard copy documents to be presented shall be given to the Union and the office of the President of the Building Trades Department AFL-CIO with a minimum of fifteen (15) calendar days prior to the date set for the conference. The pre-job and equipment mark-up in all cases shall be held at least ten (10) calendar days before the work commences. The time limits set forth herein may be varied to suit unusual circumstances after consultation between the Employer and the Union.

The Employer will arrange to have available for meetings general descriptions of the work to be performed, equipment lists defining whether the equipment will be received broken down into component parts or as a complete package, drawings and any other relevant information which will assist the Unions in understanding their individual jurisdictional roles. The Employer who will be installing process equipment may have a process engineer attend the mark-up portion of the meeting to explain the function of the equipment to be installed.

Before the close of the meeting, the Employer will read over the items in dispute. The Employer will then request that documentary evidence supporting the disputing Unions' claims be forwarded to him within a period of seven (7) calendar days. The Employer will make and circulate to the disputing trades final assignments, based on the evidence provided within a further three (3) calendar days or as may otherwise be agreed at the mark-up. All such assignments shall be made in accordance with the procedural rules of the National Joint Board.

The Employer(s) recognizes the jurisdictional claims of Union(s) as set forth in the Charter Grants issued by the AFL-CIO subject to Trade Agreements and final decisions of the AFL-CIO as well as the decisions rendered by the Canadian Jurisdictional Disputes Plan.

It is incumbent on all Employers to assign work in accordance with the Employers' responsibility set forth in the procedural rules and regulations of the Canadian Jurisdictional Disputes Plan.

In the event a jurisdictional dispute arises, the representative(s) of the Union(s) shall first seek resolution of the dispute at the project level. In the event no resolution is found at the project level, the respective International Union(s) shall follow the procedures of the Canadian Jurisdictional Disputes Plan, or its successor.

A mark-up conference may be conducted electronically.

After completion of the work assignment, upon request from the Union, the Employer shall provide a letter confirming the assignment.

## **7:02 Jurisdictional Disputes Resolution**

Jurisdictional disputes involving workers employed under this Collective Agreement shall henceforth be resolved under the provisions of the Canadian Jurisdictional Disputes Plan in accordance with its rules and regulations and without work stoppage, slow down or other lack of production, and it is further agreed that a jurisdictional dispute shall in no way interfere with the progress or prosecution of work..

**7:03 Electronic Markups**

An electronic mark-up will provide the information as set out in 7:01. The electronic mark-up will be sent by email as much in advance as possible if the timelines in 7:01 cannot be met. It will be sent to all the affected Unions as determined by the Employer and copied to the Saskatchewan Provincial Building & Construction Trades Council.

The protocol for electronic mark-up is that all trades contesting the preliminary assignments shall reply within three (3) working days with their jurisdictional claims, and shall copy any Unions affected by said claims. If the Employer requires evidence to make final assignment, this requirement will be forwarded with the Employer's reply to all Trade Unions affected by any claims. Evidence by the affected Unions shall be returned to the Employer within seven (7) calendar days and copied to the other affected Unions. The Employer will reply to all affected Unions and copy the Saskatchewan Building Trades Council with the final assignments within seven (7) calendar days after receipt of evidence. Timelines may be extended dependent upon agreement of all parties.

**ARTICLE 8:00 HOURS OF WORK, OVERTIME, SHOW UP TIME, CALL OUTS, SHIFTS AND REST BREAKS**

**8:01 Hours of Work**

The following sections in this Article are intended to define the normal hours of work and shall not be construed as a guarantee of hours of work per day or per week or of days of work per week.

The employer shall establish the initial work week schedule prior to commencement of the work schedule. The established work week schedule may be changed by mutual agreement between the Business Manager and the Employer. On mutual agreement, notice shall be given to each Employee by the Employer no later than quitting time on the last regular work day of the preceding week and the change shall take place at starting time on the first work day of the following week. The Union will not unreasonably deny shift schedule change requests.

The work week, for payroll purposes shall commence on Sunday and end on Saturday at midnight and Employees shall be paid on the Thursday of the following week or on such day as agreed upon between the Company and the Union. All hours worked during the previous week shall be paid on the agreed upon day.

The regular hours of work for all Employees working under the terms of this Agreement shall be forty (40) hours per week.

Employees are to commence and complete their shift at the lunchroom.

**a) Five Day Work Week Schedule**

The regular hours of work shall be between the hours of 6:00 a.m. and 6:00 p.m. Monday through Friday inclusive, and shall consist of eight (8) hours per day, with one half (1/2) hour unpaid lunch period between the hours of 12:00 noon and 1:00 p.m.

**b) Four Day Work Week Schedule**

- i. Upon the request of either party, the decision to change the work week to a four day work week schedule may be considered.
- ii. Prior to implementation mutual agreement in writing between the Local Union and the Employer must be obtained setting out that the hours of work per week and per day is to be altered to ten (10) hours per day Monday to Thursday or Tuesday to Friday. After having obtained mutual agreement in writing notice of change to the established work week shall be given to each Employee by the Employer no later than quitting time on the last regular work day of the preceding week and the change shall take place at starting time on the first work day of the following week.
- iii. The Employer may schedule the regular work week in four (4) consecutive ten (10) hour days, at straight time rates, provided only that the four (4) ten (10) hour days are scheduled during the Monday through Friday period. On a four (4) – ten (10) schedule, when the scheduled work week day off, (either Friday or Monday) is worked, the first ten hours shall be paid at one and one-half (1.5X) times the applicable rate of pay. Double time rates will apply on hours worked after the regularly scheduled work day of the compressed work week and for work on Saturday and Sunday.
- iv. When working a four day work week schedule the regular hours of work shall be between the hours of 6:00 a.m. and 6:00 p.m. Monday through Thursday inclusive and shall consist of ten (10) hours per day with one half (1/2) hour unpaid lunch period between the hours of 12:00 noon and 1:00 p.m.
- v. The foregoing starting and quitting times and/or work week schedule may be changed to suit job requirements or conditions by mutual agreement between the Employer and the Union Business Representative. In the event the foregoing starting or quitting times are changed without mutual agreement, applicable overtime rates shall be paid for any time worked before or after the above hours as a result of the change of times.
- vi. In the event a four day work week schedule is being worked, the work week in which a statutory holiday is observed will revert to three (3) days at ten (10) hours per day.

**c) Alternative Work Week Schedules**

- i. In the event of a requested change to a competitive shift schedule, the established work week schedule may be changed by mutual agreement between the Business Manager and the Employer. On mutual agreement, notice shall be given to each



Employee by the Employer no later than quitting time on the last regular work day of the preceding week and the change shall take place at starting time on the first work day of the following week. The Union will not unreasonably deny shift schedule change requests.

- ii. As per Article 8:02 (a) below, when double time (2X) would otherwise apply on a Saturday or Sunday, an Employee who works on a Saturday or Sunday and who has not worked all of the available scheduled, straight time hours for the previous Monday through Friday, unless Appendix F applies, shall be paid at the regular rate of pay for the same number of available scheduled hours not previously worked and double time (2x) the regular rate of pay for remaining hours.
- iii. The following are competitive schedules that the Employer may utilize: (list is not exhaustive)
  - Eleven Days On; Three Off
  - Ten Days On; Four Off
  - Fourteen Days On; Seven Off

iv. **Scheduled Days Off**

Working a scheduled day off will be on a voluntary basis and will not cause a disruption in the regular shift pattern. When the scheduled days of rest are five (5) days in a row or greater, they will be considered a 'furlough'.

v. **Statutory Holidays**

A Statutory Holiday that falls on a regular scheduled day of work will be observed on that date, as outlined in Article 9:00.

A Statutory Holiday that falls during a regularly scheduled day off that is not a furlough, will be observed on the next scheduled work day.

A Statutory Holiday that falls during a furlough, will be deemed to have been observed on the day which it falls and will not affect the date of the return to a work cycle nor the rate of pay for that date.

**8:02 Overtime**

Any employee covered by the terms of this Agreement, by responding to a request for workers made to the Union, or otherwise provided, and accepting employment with the Employer, has given their personal consent to work all of the scheduled hours of work established by the Employer, including scheduled overtime.

- a) Monday through Friday or Monday through Thursday, each Employee must have worked all the available scheduled straight time hours that day before receiving overtime pay for hours worked thereafter on the same day. Further, an employee must work all available straight time hours in a week before qualifying for overtime rates in the same week, except as in

cases where Appendix F applies, or when the Employee's absenteeism on any working day is due to a bona fide illness or absence due to compassionate grounds satisfactory to the Employer and the Union Representative.

**b) Five Day Work Week Schedule**

- i. When working under the five (5) day work week schedule, Employees shall receive one and one-half (1.5x) times their regular rate of pay for the first two (2) hours of overtime Monday through Friday. All other overtime Monday through Friday shall be paid at double time (2x).
- ii. As per Article 8:02 (a) above, when double time (2x) would otherwise apply on a Saturday or Sunday, an Employee who works on a Saturday or Sunday and who has not worked all of the available scheduled, straight time hours for the previous Monday through Friday, unless Appendix F applies, shall be paid at the regular rate of pay for the same number of available scheduled hours not previously worked and double time (2x) the regular rate of pay for remaining hours.

**c) Four Day Work Week Schedule**

- i. When working under the four (4) day work week schedule, Employees shall be paid at double time (2x) the regular hourly rate for all hours worked in excess of the regular ten (10) hours per day Monday through Thursday (or Tuesday through Friday).
- ii. Hours worked on Fridays, on a Monday to Thursday shift, or Mondays, on a Tuesday to Friday shift, (other than as a make-up day or as per Article 8:02 (a) above) shall be paid at one and one-half (1.5x) times the Employees' regular rate of pay for the first ten (10) hours. All other hours worked on Fridays shall be paid at double time (2x). Time worked on Fridays or Mondays shall be considered scheduled work hours. The Employer must advise each Employee in advance the minimum number of hours to be worked or paid for on Fridays or Mondays.
- iii. As per Article 8:02 (a) above, when working under the Monday to Thursday four (4) day work week schedule, Friday may be used as a make-up day when weather conditions have caused lost time during the regular work week. Show-up time is not considered lost time. A make-up day will only be worked during the same week that the time is lost. Work performed on a make-up day shall be paid at the regular straight time rate for the first ten (10) hours to a maximum of forty (40) hours per week (not including show up time) after which the double time (2x) rates shall apply. In no case shall the time scheduled on a make-up day be less than eight (8) hours. Time worked on make-up days shall be considered scheduled work hours.
- iv. As per Article 8:02 (a) above, when double time (2X) would otherwise apply on a Saturday or Sunday, an Employee who works on a Saturday or Sunday and who has not worked all of the available scheduled, straight time hours for the previous Monday through Friday, unless Appendix F applies, shall be paid at the regular rate of pay for the same number of available scheduled hours not previously

worked and double time (2x) the regular rate of pay for remaining hours. This provision does not apply if the hours not previously worked are due to bad weather days.

- v. In the event a four day work week schedule is being worked, the work week in which a statutory holiday is observed will revert to three (3) days at ten (10) hours per day.

**d) Saturdays, Sundays and Holidays**

All hours worked on Saturdays, Sundays and recognized holidays shall be paid at double time (2x).

**e) Overtime Meal**

When an Employee is requested and agrees to work more than two (2) hours of unscheduled overtime, a free meal (hot when possible) and beverage will be provided. The meal will be provided after the first two (2) hours of overtime and at each four (4) hour interval thereafter. The Employee shall be allowed a twenty (20) minute meal break and shall be compensated at the applicable rate of pay.

In the event that a hot meal and meal break is not provided, the Employee shall receive a meal allowance of twenty-five dollars (\$25.00).

**8:03 Show Up Time**

- a) When an Employee reports for work but is not placed to work or is unable to continue to work because of inclement weather or any other reason beyond the control of the Employer, the following shall apply:
  - i. If an Employee is not placed to work and remains on the job he shall receive a minimum of two (2) hours pay at the applicable rate of pay or the actual waiting time at the applicable rate of pay, whichever is greater.
  - ii. If an Employee is placed to work he will be paid a minimum of three (3) hours pay.
  - iii. When an Employee has been notified prior to leaving his place of residence not to report for work, the two (2) hours reporting time in 8:03 (a)(i) shall not apply, but shall receive subsistence allowance where applicable.
- b) The decision and instructions to start or cease waiting or working shall be made by the Employer after consultation with the Steward. Any Employee failing to comply with such decision or instruction shall not be entitled to the foregoing minimum.
- c) If on any project, work cannot proceed due to shortage of materials or other reason within the control of the Employer, Employees covered by Article 15:00 will suffer no loss of entitlement. If no other work is available, an Employee may request and shall be granted a layoff after three (3) consecutive scheduled days without work.

**8:04 Call Out**

- a) Employees who have completed the day's scheduled hours of work and who respond to a request to return to work additional time, shall be compensated as follows:
  - i. Employees shall receive a minimum of three (3) hours pay at the applicable overtime rate or for actual hours worked whichever is greater.
- b) The Employer may call men out to unload or to do such work as may be necessary to protect property during inclement weather. The Employee shall receive not less than three (3) hours' pay at the appropriate rate (i.e. straight time or overtime) for each time called out.

**8:05 Shifts**

The Employer may establish multiple shifts. Shifts must remain in effect for a minimum of three (3) consecutive shifts, otherwise the Employee shall come under the terms of the regular work day or work week.

Employees assigned from one shift to another shall receive at least twenty four (24) hours' notice prior to such reassignment. In no case shall an Employee suffer loss of regular weekly earnings due to a shift change.

For shifts established to precede or follow the day shift, Employees shall receive a shift premium of three dollars (\$3.00) per hour for all hours worked. There shall be no pyramiding of premium pay.

**8:06 Rest Breaks**

Two (2) ten (10) minute paid rest breaks shall be scheduled by the Employer on each shift. If overtime of more than one (1) hour is contemplated to follow the regular work shift, an additional rest period shall be allowed where possible before commencing overtime, unless the nature of the work dictates otherwise, and an additional rest period shall be allowed for every two (2) hours of overtime worked thereafter.

The work break for a ten (10) hour work day will be extended to two (2) fifteen (15) minute work breaks.

**8:07 Underground Pay**

If the work includes going underground via mechanical lift, a premium of 50 cents per hour worked will be paid. No pyramiding of pay.

**8:08 Alcohol and Drug Test Time**

The Employer will pay the cost of alcohol and drug tests required to be taken by the Employees when tests are required by the Employer. The Employee shall be paid as per the CODC A&D Policy (which is currently two (2) hours) at the Employee's regular straight time

rate of pay for attending the pre-access or ongoing return to work tests conducted by the Employer's selected TPA at a Collection Site which is closest to the Employee's Saskatchewan residence. The Employee shall be paid by the Employer the actual time for incident, post incident and reasonable grounds testing except as noted below.

In the event of an inconclusive test on the initial (screening) test, wages, benefits and all standard remuneration for that project will be paid to the Employee by the Employer while awaiting the test results of a confirmatory test providing the follow up test is negative. If the confirmatory test is positive, the Employee shall have any wages paid while waiting the results of the confirmatory test deducted from his/her wages owing.

Where an individual has failed a test and is required to retest for the purpose of returning to work, the costs of the retest will be at the Employee's expense.

## **ARTICLE 9:00 RECOGNIZED HOLIDAYS AND VACATIONS**

9:01

a) The recognized holidays shall be as follows:

- |                    |                    |
|--------------------|--------------------|
| ▪ New Year's Day   | ▪ Labour Day       |
| ▪ Family Day       | ▪ Thanksgiving Day |
| ▪ Good Friday      | ▪ Remembrance Day  |
| ▪ Victoria Day     | ▪ Christmas Day    |
| ▪ Canada Day       | ▪ Boxing Day       |
| ▪ Saskatchewan Day |                    |

Any other holiday that may be legislated and proclaimed in the Province of Saskatchewan during the life of this agreement.

- b) Under no circumstances shall any work be performed on Labour Day except in cases of emergency involving life or property. When a recognized holiday falls on a Saturday or Sunday, the next following work day shall be taken as an alternate day off. When two (2) recognized holidays fall on a succeeding Saturday or Sunday, the following Monday and Tuesday shall be taken off as alternate days. Employees who are required to work on a recognized holiday shall receive appropriate overtime. Holiday pay shall be as set out in the Appendices attached.
- c) When working a four day work week schedule, any recognized holiday falling on a Friday shall be observed on the preceding Thursday.
- d) Any deviation to the foregoing must be mutually agreed upon by the Employer and Union Business Representative.

9:02 The Employer agrees to pay four and one-half percent (4.5%) of the basic hourly rate, exclusive of overtime premiums, earned by the Employee in each calendar year and shall be paid each pay period with the Employee's regular pay.

9:03 The Employees shall be entitled to three (3) weeks annual holidays and the pay shall be at the rate of six percent (6%) of gross earnings for all Employees covered by this Agreement and shall be paid each pay period with the Employee's regular pay.

## **ARTICLE 10:00 WAGE SCALES AND FRINGE BENEFITS**

### **10:01 Wages**

All workers covered by this Agreement shall be classified and paid in accordance with the classification and wage scales as attached as Appendices A through B and forming part of this Agreement.

#### **Payment of Wages**

##### **a) Pay Days and Pay Periods**

The regular pay day shall be once a week on such day as agreed upon between the Company and the Union.

##### **b) Method**

Wages shall be paid by cash or cheque, or electronic direct deposit into the Employee's bank account of choice, at no cost to the Employee. The method of payment shall be as determined by the Employer. A printed or electronic confirmation of earnings and deductions shall be included with cash pay or cheque, or for electronic deposits delivered to the jobsite or mailed to the Employee's address on record.

##### **c) Pay on Termination**

When an Employee is laid off, voluntarily terminates or is discharged for just cause, payment by cheque (or electronic direct deposit) of all monies owing, including a printed confirmation of earnings and deductions and a Record of Employment shall be sent by Express Post to the Employee's last known address on the next week regular pay day.

Records of Employment for Employment Insurance purposes may, at the sole discretion of the Employer, be submitted electronically or by paper forms to Services Canada and in accordance with Service Canada requirements. For electronically submitted ROEs a paper copy of the ROE shall be provided on request of an Employee.

##### **d) Penalty**

Should Article 10:01 (c) not be adhered to, the Employer will pay a penalty of four (4) hours per regular working day at straight time rates until payment is made.

**10:02 Fringe Benefits**

The Employer shall contribute to all fringe benefits and trust funds in accordance with the attached Appendices A through B and forming part of this Agreement. Contributions to all trust funds shall be calculated in accordance with the applicable rate per hour stipulated in the attached appendixes for each hour worked by the Employee.

10:03 Where an Employee performs work that would require the Employer to contribute hourly contributions to each of the trust funds in the amounts specified in this Collective Agreement, then the Employer shall keep, and shall be deemed to have kept, such amounts separate and apart from his own monies and shall be deemed to hold the sums so deducted in trust on behalf of Employees until the Employer has paid such monies to the applicable trust fund. Further, in the event of any liquidation, assignment, or bankruptcy of such an Employer, an amount equal to the amount that is owed to the applicable trust fund by the Employer on whose behalf Employees have performed work entitling them to receive contributions to the applicable fund as is herein before provided for, is deemed to be held in trust for the Trustees of that trust fund and such funds shall be deemed to be separate from, and form no part of, the estate in liquidation, assignment, or bankruptcy, whether or not that amount has in fact been kept separate and apart from the Employer's own money or from the assets of the estate.

10:04 The Employer authorizes the Parties to such trust agreements to appoint trustees and successor trustees to administer the trust funds and hereby ratifies and accepts the trustees so appointed as if made by the Employer.

a) **Health and Welfare**

The Employer and the Union acknowledge the Health and Welfare Fund for the benefit of members of the Union, and others, which Fund is called "Carpenters and Millwrights Health & Welfare Benefit Trust Fund of Saskatchewan" as the same is constituted by a Declaration of Trust and Agreement in writing dated April 1, 1969.

b) **Pension Fund**

The Employer and the Unions acknowledge the Pension Fund for the benefit of members of the Union, and others, which Fund is called the "Carpenters Pension Fund of Saskatchewan" as the same is constituted by a Declaration of Trust and Agreement in writing dated April 1, 1973.

c) **Employee and Family Assistance Plan**

The CODC PRO Care Plan is an industry-funded employee and family assistance plan for employees and their eligible family members according to the participation of sponsoring organizations and employers as well as Plan eligibility rules.

Employees must be enrolled in the Plan by their employer to become eligible for Plan benefits, subject to the Plan eligibility rules. An individual employee cannot self-enroll in the Plan.

### Remittances and Reports

- i. Employers are required to remit the Contract Administration and Industry Development fees and the monthly CODC Employer Report Form to CODC by the 15<sup>th</sup> of the month following the month in which the hours were worked.
- ii. Employers must also submit the monthly Employee Data Report to the PRO Care plan by the 15<sup>th</sup> of the month following to facilitate the confidential determination of eligibility by the EFAP provider . There are three ways to submit this data:

- entering the data directly on the CODC website at [www.codc.ca/procare](http://www.codc.ca/procare)

OR

- uploading an excel spreadsheet in the required format to the website (a sample spreadsheet can be downloaded from the website)

OR

- Forwarding an excel spreadsheet in the required format electronically to [procare@sasktel.net](mailto:procare@sasktel.net). **Hard copies of data will not be accepted.**

#### d) Apprenticeship and Training Fund

The Employer and Union acknowledge the Apprenticeship and Training Fund for the benefit of members of the Union, and others, which Fund is called "Carpenters' Apprenticeship and Training Trust Fund", as the same is constituted by a Declaration of Trust and Agreement in writing dated October 1, 1972.

## ARTICLE 11:00 APPRENTICES

11:01 Rate increases shall only be awarded upon the successful completion of each level of Apprenticeship Training as recognized by the Apprenticeship and Trade Certification Branch, and after the Apprentice has worked the required number of hours.

All such documentation of current training must be provided by the employee to the union prior to dispatch and to the employer upon hire. It will be the Union's and Employers' shared responsibility to keep copies of qualifications of all workers dispatched.

11:02 The Employer recognizes the Saskatchewan Carpenters Joint Training Committee and shall allow a representative of the Committee access to the site to perform functions related to apprenticeship and training administration provided that such functions do not interfere with the progress of the work. The Employer further agrees to fill out verifications of Trade Experience and give them to the Apprentice upon termination.

All Apprentices shall be indentured to the Saskatchewan Carpenters Joint Training Committee, the Director, or to the Employer. If an Employer chooses to indenture an



apprentice they must do so within thirty (30) calendar days of the date of employment and must establish to the Union that the apprentice is indentured. Failure to comply shall allow the Saskatchewan Carpenters Joint Training Committee to indenture the apprentice.

- 11:03 Preference of employment shall be granted to all indentured Apprentices in order to provide a reasonable opportunity for those indentured to complete their apprenticeship.
- 11:04 In all cases the ratio of apprentices to journeymen shall not exceed the ratio established by the Saskatchewan Apprenticeship and Trade Certification Commission. As of January 24, 2007 and for a one year trial period, the Commission Board passed a resolution to exempt final level apprentices from the calculation of journeypersons to apprentices ratios.
- 11:05 All Apprentices (except Probationary Apprentices) shall work with the tools of the trade and shall only do work customarily done by Journeymen; it being understood that each Apprentice be under supervision of a Journeyman.

## **ARTICLE 12:00 GENERAL WORKING CONDITIONS**

- 12:01 The Employer shall provide clean, ventilated and thermally comfortable lunch rooms with benches and tables with adequate size and seating capacity to accommodate the number of people using the facility. Paper toweling is also to be supplied by the Employer to keep the lunch area clean. Areas required for eating and changing shall be kept free of tools and equipment.
- 12:02 Individual, separate, safe, and locked storage shall be provided for Carpenters' tools and work clothing.
- 12:03 Fresh drinking water in closed containers and individual paper cups shall be provided daily on all jobs.
- 12:04 The Employer shall provide suitable clean, enclosed, sanitary facilities, chemical or flush, heated in cold weather where practical. The Employees shall cooperate with the Employer in keeping these facilities clean. The Employer shall supply suitable dry type hand cleaner and towelling.
- 12:05 Suitable rain gear and protective clothing and equipment shall be provided by the Employer when safety, weather, or working conditions dictate their use or when required by the Employer. Gloves shall be provided on an exchange basis.
- 12:06 Insurance of Carpenters tools shall be carried by the Employer covering loss by fire and theft, to a maximum of One Thousand Dollars (1,000.00) per man.
- 12:07 Where site development permits, the Employer shall provide the Employees with adequate car parking facilities including plug ins in cold weather.
- 12:08 The Union will be supplied with a photocopy of the Employee's Record of Employment when requested.

12:09

a) **Employee Sign-on Form**

The Employee shall provide a completed Employee Sign-on Form, included as Appendix "D" to this Agreement, to the Employer at the time an Employee is dispatched.

b) **Employee Termination Record**

In all cases of termination an Employee Termination Record, in the form of Appendix "E", which includes the hours worked by the Employee in the final pay period, shall be completed and provided to the Employee to finalize his employment. The form shall be signed by both the Employee and the Employer's supervisory authority.

12:10 If power tools and their accessories are required, they shall be supplied by the Employer and operated by the Employee.

12:11 The tools of a Carpenter or Apprentice starting on a job shall be in good condition and must be kept so. This may be done during working hours. The Employer agrees to have necessary tools sharpened as required without cost to the Employee.

12:12 The Employee agrees to supply as a minimum the following list of tools when performing:

**Scaffolding:**

Carpenter's Apron	Utility Knife
Torpedo Level	Carpenter's Pencil
Lineman's Pliers or 8" End Nippers	Wrench, adjustable, 10"
Steel Tape, 16 ft.	Hammer, 20 oz.
Saw, crosscut, 14" or 24"	

**General Carpentry:**

Pencils	1 Wrench, adjustable, 12"
1 Bit file	1 Lineman's pliers, 9 ½"
1 Saw, crosscut, 8-point 26"	1 Box, tool, 32" x 12" x 7"
1 Saw, compass	1 Utility knife
1 Hammer, 16 oz. or 20 oz.	1 Hack saw
1 Hatchet	1 Tin snips, straight cut, 10"
1 Square, steel framing, 24" x 16" x 2"	1 Combination rasp
1 Square, combination, 12"	Cornerfile
1 T bevel, sliding, 6" or 8"	1 Screwdriver, solid, 10" or unidrive
1 Tape, steel, 16' minimum	1 Plumb bob, 12 oz.
1 String Line, 100 ft.	1 Cold Chisel 5/8" plus
1 Chalk Line	1 Nail puller, cats-paw type, 6" or 8"
1 Tape, steel, 100 ft - 30 m	1 Level, 24", 6 glasses

**Finish Carpentry:**

In addition to the above list, a minimum of the following shall be supplied:

1 Countersink	2 Nail sets, 2/32", 3/32"
2 4" C Clamps	1 Wonder bar
1 Saw, crosscut, 10- or 12-point 26"	1 Metal masters, straight
1 Saw, coping	1 Awl
1 Saw, drywall	1 Push Drill
1 Rubber mallet	1 Gauge, butt
1 File, flat, 10"	1 Set allen wrenches
1 File, round, 3/8"	1 Back saw
1 File, 3 corner, fine	1 Putty knife
1 Center punch	1 Arborite knife
1 Plane, block, 7" x 1 5/8"	1 Sanding block
1 Stone, oil, 7" x 2" x 1"	1 Glue bottle
1 Scriber	
1 Chisels, wood, set of 1/4", 1/2", 3/4", 1", 1 1/4", 1 1/2"	
1 Screwdriver set, stubby Robertson, green, red, & black	
1 Screwdriver, stubby Phillips	
1 Screwdriver, stubby, flat	
1 Screwdriver set, Robertson, yellow, green, red, & black	
1 Screwdriver set, flat, 1/8", 3/16", 1/4", 3/8"	

**ARTICLE 13:00 SAFETY**

13:01 It is agreed that Employers and Employees shall maintain and abide by all site safety regulations as established by the Owner or Project Manager and all applicable provincial and/or federal safety legislation.

**13:02 Protective Clothing**

Where a worker's work clothing or skin is likely to be contaminated by hazardous or offensive substances, an employer or contractor shall:

- a) provide protective clothing and head cover appropriate to the work and hazard;
- b) provide a suitable changing area; and
- c) ensure that the clothing and head cover is handled and cleaned or disposed of in a manner that will prevent worker exposure to hazardous or offensive substances

**13:03 Safety Orientation**

The parties to this agreement recognize the mutual value of improving, by all proper and reasonable means, the safety of the individual worker and shall participate in and promote the following:

All Employees shall be certified in Safety Orientation. Safety Orientation shall consist of three parts: PART 1 - the CODC Interactive Rights and Responsibilities course; PART 2 - the SCOT course or equivalent, and PART 3 - Employer or Owner Project Specific Training.

It is the responsibility of each employee to hold current certification and maintain certification in Part 1 and Part 2.

The Employer or Owner shall provide to each Employee before commencing work with Part 3 - Employer or Owner Project Specific Training. Each Employee shall be on the payroll and paid while receiving Part 3 training.

As a condition of employment it is the sole responsibility of each and every employee to obtain, hold and maintain all current certification(s) in any and all provincially legislated safety training requirements (i.e. WHMIS, Fall Arrest etc.) that are trade specific and/or specific to the construction industry as a whole. The Employer is responsible to clearly specify the certifications required for the particular project on the Manpower Requisition. Supporting documentation of all legislated training must be provided by the employee to the Union prior to dispatch and to the employer upon hire and may be further requested by the employer at any time during the duration of their employment. Prior to the expiration of any certification, the Employee will be notified by the Employer and give the employee reasonable time to renew their certification.

The CODC Harassment Policy and Procedures, including the provisions regarding General Harassment, and as amended from time to time shall be the minimum standard of the Agreement.

For specific safety training required by the Employer, the Union will endeavour to dispatch workers with such training. Such as, but not limited to the following, First Aid/CPR, H2S Alive, Aerial Work Platforms, Rigging and Safety, Confined Space Entry, Asbestos Safety & Awareness, Leadership for Safety Excellence or equivalent and CODC Better SuperVision or equivalent.

- 13:04 It is understood and agreed that the Employers and Employees shall at all times comply with the Accident Prevention Regulations made pursuant to the current Occupational Health Act, and any refusal on the part of the worker to work or to continue to work in contravention of such regulation shall not be deemed to be a breach of this Agreement.
- 13:05 A qualified Safety Site Representative shall be on site.
- 13:06 An Employee who is injured while working for the Employer and who is sent home because of such injury shall receive pay up to the end of the shift in which he was injured. The Job Steward will be allowed time to gather the injured worker's personal belongings as soon as possible after the accident and if the case warrants it, the Employer shall designate someone to accompany the injured worker to the doctor or hospital without loss of pay for the regular shift.

13:07 **Code of Excellence**

At such time as CODC Construction Opportunities Development Council Inc. adopts an industry code of excellence, such program shall be a best practice forming part of this agreement.

**ARTICLE 14:00 TRANSPORTATION EXPENSES**

The purpose of this Article is to pay reasonable expenses on behalf of the Employee. It is not intended to be a source of supplementary income. The Employer may require each Employee who receives a transportation allowance to sign a Canada Customs and Revenue Agency TD4E (13) Declaration of Exemption Form, or its equivalent, declaring that they qualify for and have incurred expenses for transportation in the amount of the allowance.

The transportation expense shall be the vehicle allowance rate published by Canada Revenue Agency ("CRA") for the maximum rate (generally for the first 5,000 km). The transportation expense shall be adjusted as the CRA rate changes and becomes effective on the same date as the next wage adjustments.

**Local Residents**

Local residents shall not be entitled to initial, terminal or rotational transportation. Local residents living beyond the thirty (30) road kilometres Free Zone of the Project shall be paid fifty-four cents (\$0.54) per kilometre from their residence to the edge of the Free Zone and return for every day the Employee works or reports for work.

14:01 **Free Zone**

Thirty (30) road kilometres around the project site shall comprise a Free Zone.

14:02 **Daily Transportation**

- a) When reporting for work and stopped by weather, and daily transportation expense is involved, transportation expense shall be paid.
- b) When an Employee is required to supply his/her own transportation beyond the City Limits of Regina or Saskatoon, each Employee shall be paid a transportation expense of fifty-four cents (\$0.54) per road kilometre. The transportation expense is to be calculated from the City Hall in Regina or Saskatoon to the boundary of the project Free Zone and return daily. When an Employer is providing transportation, each Employee shall be paid an allowance equal to his/her straight time rate for the actual travel time.

14:03 **Daily Transportation with Board and Room or Subsistence**

On projects where board and room or subsistence allowance applies and the temporary domicile is beyond thirty (30) road kilometres Free Zone around the project, the Employer shall provide transportation or each Employee shall be paid fifty-four cents (\$0.54) per road

kilometre when supplying his/her own transportation, from the temporary domicile to the boundary of the project thirty (30) road kilometre Free Zone and return daily.

Daily transportation expense to and from the project will not be paid if suitable commercial accommodation is available within the 30 kilometre Free Zone.

When an Employer is providing transportation, each Employee shall be paid an allowance equal to his/her straight time rate for actual travel time from point of pick up to the project daily. No return travel time shall be paid on daily return transportation provided there are no delays such as mechanical breakdown. The thirty (30) road kilometre Free Zone does not apply when the Employer is providing transportation.

All equipment used to transport workers must be suitable and acceptable to trades utilizing such transportation.

When the Employees are travelling in a Company service vehicle, all occupants shall be paid at applicable rates and shall be considered working.

**14:04 Initial and Terminal Transportation**

- a) On projects where accommodation is supplied or paid for, each Employee shall be paid an initial transportation expense of fifty-four cents (\$0.54) per road kilometre to the project site from the dispatch point (Regina or Saskatoon, whichever is closer to the Project Site).
- b) When employees are transferred to a different job site by their employer from the originally dispatched site and that site is a minimum 70km from nearest point of dispatch, and beyond 100km from the project site originally dispatched to, the employee shall receive initial and terminal transfer travel. This is in addition to initial dispatch travel.
- c) For an Employee to qualify for initial transportation expense (as per 14:04 (a) and (b) above), the Employee must remain fifteen (15) calendar days or until lay-off or transfer (whichever comes first). An Employee remaining thirty (30) calendar days, or in the event of a lay-off or transfer, shall have his/her terminal transportation expense paid to the dispatch point. The thirty (30) road kilometre Free Zone does not apply to initial and terminal transportation.

**14:05 Rotational Transportation**

Should the project be of more than thirty (30) calendar days in duration and the project is three hundred (300) road kilometres or more from the dispatch point, each Employee shall receive round trip transportation expense at the rate of fifty-four cents (\$0.54) per road kilometre every thirty (30) calendar days, including the first thirty (30) calendar days. The thirty (30) road kilometre Free Zone does not apply to rotational travel.

**14:06 Employer Supplied Initial, Terminal and Rotational Transportation**

When an Employer is providing initial, terminal and rotational transportation, each Employee shall be paid an allowance equal to his/her straight time rate for actual travel time and no transportation expenses will be paid.

14:07 **Air Transportation**  
**Initial, Terminal and Rotational Transportation**

Notwithstanding any other provision of this Agreement, when the Employer supplies air transportation to remote Northern projects, the parties will establish a mutual agreement for the transportation terms and conditions for that project.

**ARTICLE 15:00 CAMPS/COMMERCIAL  
ACCOMMODATION/SUBSISTENCE**

The purpose of this Article is to pay reasonable expenses on behalf of the Employee. It is not intended to be a source of supplementary income. The Employer may require each Employee who receives a subsistence allowance to sign a Canada Customs and Revenue Agency TD4E (13) Declaration of Exemption Form, or its equivalent, declaring that they qualify for and have incurred expenses for subsistence in the amount of the allowance.

**Local Residents**

Local residents shall not be entitled to commercial accommodation and board or subsistence allowance. On camp jobs they shall not be entitled to camp accommodation.

15:01 On out of town projects where Employees do not commute daily from the cities of Regina, Saskatoon, or Prince Albert the Employer shall provide:

- a) A camp; or
- b) Suitable commercial accommodation and board in a hotel or motel at no cost to the Employee; or
- c) Subsistence allowance.

15:02 **Camps**

- a) Camps are not permitted within eighty (80) road kilometres of Regina, Saskatoon, or Prince Albert.
- b) In the event that a camp is being contemplated, CLR and the SPB & CTC will meet to discuss the necessity and feasibility of a camp. Prior to a camp being built, it must be approved by the CLR and the SPB & CTC.
- c) All camps shall be constructed and maintained in accordance with the camp standards of the Saskatchewan Provincial Building and Construction Trades Council. These standards are to be used as the minimum standards required for camps.

15:03 **Subsistence**

- a) On projects beyond one hundred (100) road kilometres from the city halls of Regina or Saskatoon, each employee shall be paid the subsistence allowance per day for each day worked.

Notwithstanding the above, persons working the four (4) day, ten (10) hour day work week and who work the four days shall be paid five (5) days subsistence allowance. However, if additional days are worked within the same week, the subsistence allowance will revert to the per day worked basis and the five (5) day subsistence for the four (4) days worked will not apply.

- b) Subsistence allowance will be paid for those scheduled work days that are not worked due to bad weather. Subsistence allowance will be paid for recognized holidays provided the Employee works all of the scheduled hours on the work day immediately preceding and the work day immediately following the recognized holiday.
- c) If the Employee travels more than four hundred (400) road kilometres from the dispatch point (Regina or Saskatoon) closest to the project on the day prior to start of work, the subsistence allowance will be paid for the initial day of travel provided the Employee provides a paid hotel receipt. Only one receipt per room will be accepted for reimbursement.

15:04 **Subsistence Allowance**

- a) Subsistence allowance shall be as follows:

June 2, 2013	-	\$130.00 per calendar day worked
April 26, 2015	-	\$135.00 per calendar day worked

- b) An employee shall forfeit subsistence allowance for absenteeism or leaving work without written permission on any working day. When an employee is absent or leaves work without written permission on the working day immediately preceding or following bad weather days or recognized holidays, he shall forfeit subsistence allowance for such absenteeism and for the bad weather days or recognized holidays.

The above forfeiture of subsistence allowance shall be waived when the Employee's absenteeism on any working day is due to a bona fide illness or absence due to compassionate grounds satisfactory to the Employer and the Union Representative. Forfeiture of subsistence allowance may also be waived in other cases if the reason for absenteeism is acceptable to the Employer and the Union Representative.

Written permission to leave work shall be in the form of the Leave of Absence Request form attached as Appendix "F" to this agreement. Upon a specific request by the Union, the Employer shall forward a copy of an Employee's Leave of Absence Request form. It is not intended that such forms be requested by the Union for all Employees.



**ARTICLE 16:00 SAVINGS CLAUSE**

16:01 If any provision of this Agreement is in conflict with the laws or regulations of Canada or Saskatchewan, such provision shall be superseded by such law or regulation.

**ARTICLE 17:00 GENDER CLAUSE**

17:01 Where the masculine gender is used in this Agreement it shall be considered to include the feminine gender.

**ARTICLE 18:00 CONTRACT ADMINISTRATION AND INDUSTRY DEVELOPMENT FEES**

18:01 Contract Administration and Industry Development Fees have been committed to develop and maintain Collective Bargaining Agreements and to create, support and promote programs to continually enhance the unionized construction product.

The CODC Construction Opportunities Development Council Inc. ("CODC") has been incorporated to administer funds contributed on behalf of both the Saskatchewan Provincial Building and Construction Trades Council ("SPB & CTC") and CLR Construction Labour Relations Association of Saskatchewan Inc. ("CLR"). CODC will allocate the contributions to the respective organizations as provided for in this Article.

18:02 Each Employer subject to this Agreement shall contribute the following for all hours worked by each Employee:

a)	SPB & CTC	\$0.05/hour	(GST N/A)
	CODC Fund	\$0.03/hour	(Plus GST)
b)	CLR	\$0.10/hour	(Plus GST)
	CODC Fund	<u>\$0.03/hour</u>	(Plus GST)
	<b>TOTAL</b>	<b><u>\$0.21/hour</u></b>	

The rate of fees contributed on behalf of CLR may be changed at any time during the term of this Agreement by written notice to the Employer by CLR.

18:03 Each Employer shall remit the total contributions in this Article no later than the fifteenth (15th) day of the month following, together with the Report Form provided for this purpose to CODC Construction Opportunities Development Council Inc., P.O. Box 4019, Regina, SK, S4P 3R9.

- 18:04 The Union shall provide a summary of the total hours worked by Employees for each Employer on a monthly basis and shall submit the list to CODC by the fifteenth (15th) of the month following.
- 18:05 In the event of a failure on the part of any Employer to contribute the funds as required in this Article, the SPB & CTC, the Union or CLR may collect the dues as a debt payable by application to the Labour Relations Board and/or by other civil action, or may collect the dues by way of a grievance filed, notwithstanding any other provision in this Collective Agreement, by either the SPB & CTC, the Union or CLR in its own name against the subject Employer. Such a grievance may be referred by the SPB & CTC, the Union or CLR to arbitration without being processed through any intervening steps other than written notice of the grievance and the reference of the grievance to arbitration. The parties to the grievance for the purposes of appointment of the Arbitrator shall be the SPB & CTC, the Union or CLR and the subject Employer. The unsuccessful party shall pay the costs of the Arbitrator. The SPB & CTC, the Union or CLR may not, however, simultaneously pursue a violation of this Article through application to the Labour Relations Board and/or other civil action and through the grievance procedure.

## **ARTICLE 19:00 ENABLING AGREEMENT TERMS AND PROCEDURES**

- 19:01 The Local Union may, in order to secure jobs for its members and contracts for Employers who are bound by this Agreement, but are bidding on contracts against contractors who are not parties to this Collective Agreement, amend or delete any of the terms and conditions in this Collective Agreement subject to the terms and conditions of Appendix "C".

## **ARTICLE 20:00 FAVOURED NATIONS**

- 20:01 Except in accordance with the Enabling provisions attached to this agreement, no agreement embodying any terms or conditions more favourable to any other Employer than the terms and conditions embodied in this Agreement shall be signed by the Union with any other Employer engaged in construction within the geographical jurisdiction of this Agreement. In the event that any more favourable terms or conditions are extended to any other Employer by the Union or included in any agreement signed by the Union with any other Employer and made operative during the life of this Agreement, then such more favourable terms and conditions for the work and duration set out in the more favourable conditions shall immediately apply to this Agreement as an amendment and such amendment shall be in force and effect as though included herein.

## **ARTICLE 21:00 DURATION OF AGREEMENT**

21:01 The Agreement shall be effective from August 10, 2014, and shall remain in full force and effect until midnight, April 30, 2017 and thereafter from year to year provided that at any time not more than sixty (60) days and not less than thirty (30) days before the expiry date or any extended term thereof, either party may give to the other party written notice to negotiate a revision of the Agreement and should such notice be given, the parties shall, in accordance with the Saskatchewan Trade Union Act, bargain collectively with a view to renewal or revision of this Agreement or the conclusion of a new Agreement.

EACH OF THE PARTIES HAVE ENTERED INTO THIS AGREEMENT AND CAUSED IT TO BE SIGNED BY ITS DULY AUTHORIZED REPRESENTATIVE(S) AS OF THIS \_\_\_\_\_, DAY OF \_\_\_\_\_, 2014.

**SIGNED ON BEHALF OF:**                      **THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA, LOCAL UNION #1985**

\_\_\_\_\_  
Kelvin Goebel  
Saskatchewan Regional Manager for the  
Prairie Arctic Regional Council

\_\_\_\_\_  
Warren Sauder  
President

**SIGNED ON BEHALF OF:**                      **CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION OF SASKATCHEWAN INC.**

\_\_\_\_\_  
Warren Douglas  
Executive Director

\_\_\_\_\_  
Wayne Bell  
Trade Division Chairperson

## APPENDIX "A"

### Industrial Rates

#### 1. Union Recognition

The Employer recognizes the Union as the sole collective bargaining agent for all employees within the jurisdiction of the United Brotherhood of Carpenters and Joiners of America, Local 1985, Saskatchewan.

#### 2. Classification and Wage Rates

##### a) Effective August 10, 2014

Classification	Basic Hourly Rate	Recog Holiday Pay 4.5%	Vac Pay 6%	Health and Welfare	Pension Trust Fund	Apprentice & Training Fund	Total Package
General Foreman	46.72	2.10	2.93	1.40	6.40	0.85	\$60.40
Foreman	42.82	1.93	2.69	1.40	6.40	0.85	\$56.09
Journeyman	38.93	1.75	2.44	1.40	6.40	0.85	\$51.77

##### b) Effective April 26, 2015

Classification	Basic Hourly Rate	Recog Holiday Pay 4.5%	Vac Pay 6%	Health and Welfare	Pension Trust Fund	Apprentice & Training Fund	Total Package
General Foreman	48.40	2.18	3.03	1.40	6.40	0.85	\$62.26
Foreman	44.36	2.00	2.78	1.40	6.40	0.85	\$57.79
Journeyman	40.33	1.81	2.53	1.40	6.40	0.85	\$53.32

##### c) Effective April 24, 2016

Classification	Basic Hourly Rate	Recog Holiday Pay 4.5%	Vac Pay 6%	Health and Welfare	Pension Trust Fund	Apprentice & Training Fund	Total Package
General Foreman	50.12	2.26	3.14	1.40	6.40	0.85	\$64.17
Foreman	45.95	2.07	2.88	1.40	6.40	0.85	\$59.55
Journeyman	41.77	1.88	2.62	1.40	6.40	0.85	\$54.92

Foreman: 10% above Journeyman Rate  
General Foreman: 20% above Journeyman Rate

Foremen and General Foremen who have completed taking the Better SuperVision Course or CODC-approved equivalent:

Foreman: 12% above Journeyman Rate  
General Foreman: 24% above Journeyman Rate

**3. Apprentices**

**a) Probationary Apprentices**

The minimum wage rate for Probationary Apprentices shall be the percentage of Journeyman's wage as stated below:

0000 - 0900 hours 50%

The Employer may hire Probationary Apprentices subject to the provisions of this Agreement, but in no case shall the ratio of Probationary Apprentices exceed one Probationary Apprentice for every two Apprentices. All Probationary Apprentices shall only do work not customarily done by Indentured Apprentices.

**b) Carpenter Apprentices**

The minimum wage rate for Carpenter Apprentices shall be the percentage of Carpenter's wage as stated below:

0000 - 1800 hours 55%  
1800 - 3600 hours 70%  
3600 - 5400 hours 80%  
5400 - 7200 hours 90%

**c) Scaffolder Apprentices**

The minimum wage rate for Scaffolder Apprentices shall be the percentage of Scaffolder's wage as stated below:

0000 - 1200 hours 55%  
1200 - 2400 hours 70%  
2400 - 3600 hours 80%  
3600 - 4800 hours 90%

**4. Health and Welfare Fund**

The Employer shall contribute to the Carpenters and Millwrights Health & Welfare Benefit Trust Fund of Saskatchewan at the rate established in the respective wage schedule per hour for each hour of work performed by each of its Employees covered by this Agreement. Such contributions shall be remitted to such place or places as designated by the Trustees of

said Fund and be made by the fifteenth (15th) of the month following the month for which such contributions are payable.

**5. Pension Fund**

The Employer shall contribute to the Carpenters' Pension Fund of Saskatchewan at the rate established in the respective wage schedule per hour for each hour earned by each of its Employees covered by this Agreement.

Where an Employee works overtime, the contribution shall be one and one-half (1.5x) or two (2x) the aforementioned rate, in accordance with the overtime provisions in this Agreement. Contributions will be made on the basis of full and half hours and all contributions shall be remitted monthly on forms to be provided by the Plan. All contributions are to be remitted so as to be received on or before the fifteenth (15<sup>th</sup>) of the month following that for which such contributions are payable.

Pension Contributions shall not exceed eighteen percent (18%) of an Employee's gross wages.

**6. Employee and Family Assistance Plan**

See Article 10:04(c).

**7. Apprenticeship and Training Fund**

The Employer shall contribute to the Carpenters' Apprenticeship and Training Trust Fund at the rate established in the respective wage schedule per hour for each hour of work performed by each of its Employees covered by this Agreement. Such contributions shall be remitted to such place or places as designated by the Trustees of said Fund and be made by the 15th of the month following the month for which such contributions are payable.

## APPENDIX "B"

### Scaffolding Maintenance Rates

These rates can be used where an Employer has obtained an annual contract to provide scaffolding services at an operating plant. The rates do not apply to work of shutdown and/or turnaround nature, or where a Project Maintenance Agreement is in force.

#### 1. Union Recognition

The Employer recognizes the Union as the sole collective bargaining agent for all employees within the jurisdiction of the United Brotherhood of Carpenters and Joiners of America, Local 1985, Saskatchewan.

#### 2. Classification and Wage Rates

Minimum hourly wage rates for Carpenters shall be as follows:

##### a) Effective August 10, 2014

Classification	Basic Hourly Rate	Recog Holiday Pay 4.5%	Vac Pay 6%	Health and Welfare	Pension Trust Fund	Apprentice & Training Fund	Total Package
General Foreman	45.04	2.03	2.82	1.40	6.40	0.85	\$58.54
Foreman	41.28	1.86	2.59	1.40	6.40	0.85	\$54.38
Journeyman	37.53	1.69	2.35	1.40	6.40	0.85	\$50.22

##### b) Effective April 26, 2015

Classification	Basic Hourly Rate	Recog Holiday Pay 4.5%	Vac Pay 6%	Health and Welfare	Pension Trust Fund	Apprentice & Training Fund	Total Package
General Foreman	46.67	2.10	2.93	1.40	6.40	0.85	\$60.35
Foreman	42.78	1.93	2.68	1.40	6.40	0.85	\$56.04
Journeyman	38.89	1.75	2.44	1.40	6.40	0.85	\$51.73



**c) Effective April 24, 2016**

<b>Classification</b>	<b>Basic Hourly Rate</b>	<b>Recog Holiday Pay 4.5%</b>	<b>Vac Pay 6%</b>	<b>Health and Welfare</b>	<b>Pension Trust Fund</b>	<b>Apprentice &amp; Training Fund</b>	<b>Total Package</b>
<b>General Foreman</b>	48.35	2.18	3.03	1.40	6.40	0.85	<b>\$62.21</b>
<b>Foreman</b>	44.32	1.99	2.78	1.40	6.40	0.85	<b>\$57.74</b>
<b>Journeyman</b>	40.29	1.81	2.53	1.40	6.40	0.85	<b>\$53.28</b>

Foreman: 10% above Journeyman Rate  
 General Foreman: 20% above Journeyman Rate

Foremen and General Foremen who have completed taking the Better SuperVision Course or CODC-approved equivalent:

Foreman: 12% above Journeyman Rate  
 General Foreman: 24% above Journeyman Rate

**3. Apprentices**

**a) Probationary Apprentices**

The minimum wage rate for Probationary Apprentices shall be the percentage of Journeyman's wage as stated below:

0000 - 0900 hours 50%

The Employer may hire Probationary Apprentices subject to the provisions of this Agreement, but in no case shall the ratio of Probationary Apprentices exceed one Probationary Apprentice for every two Apprentices. All Probationary Apprentices shall only do work not customarily done by Indentured Apprentices.

**b) Scaffolder Apprentices**

The minimum wage rate for Scaffolder Apprentices shall be the percentage of Scaffolder's wage as stated below:

0000 - 1200 hours 55%  
 1200 - 2400 hours 70%  
 2400 - 3600 hours 80%  
 3600 - 4800 hours 90%

4. **Health and Welfare Fund**

The Employer shall contribute to the Carpenters and Millwrights Health & Welfare Benefit Trust Fund of Saskatchewan at the rate established in the respective wage schedule per hour for each hour of work performed by each of its Employees covered by this Agreement. Such contributions shall be remitted to such place or places as designated by the Trustees of said Fund and be made by the fifteenth (15<sup>th</sup>) of the month following the month for which such contributions are payable.

5. **Pension Fund**

The Employer shall contribute to the Carpenters' Pension Fund of Saskatchewan at the rate established in the respective wage schedule per hour for each hour earned by each of its Employees covered by this Agreement.

Where an Employee works overtime, the contribution shall be one and one-half (1.5x) or two (2x) the aforementioned rate, in accordance with the overtime provisions in this Agreement. Contributions will be made on the basis of full and half hours and all contributions shall be remitted monthly on forms to be provided by the Plan. All contributions are to be remitted so as to be received on or before the fifteenth (15<sup>th</sup>) of the month following that for which such contributions are payable.

Pension Contributions shall not exceed eighteen percent (18%) of an Employee's gross wages.

6. **Employee and Family Assistance Plan**

See Article 10:04(c).

7. **Apprenticeship and Training Fund**

The Employer shall contribute to the Carpenters' Apprenticeship and Training Trust Fund at the rate established in the respective wage schedule per hour for each hour of work performed by each of its Employees covered by this Agreement. Such contributions shall be remitted to such place or places as designated by the Trustees of said Fund and be made by the 15<sup>th</sup> of the month following the month for which such contributions are payable.

8. **Transportation Expenses**

Article 14:04 Initial and Terminal Transportation and Article 14:05 Rotational Transportation do not apply to this Appendix.

9. **Subsistence**

Notwithstanding any provisions of Article 15:03, when the Employer provides subsistence allowance, the Employee shall be paid the subsistence allowance per day for each day worked.

## **APPENDIX "C"**

### **Enabling Procedures**

1. The term "enabled project" means a project or job covered by the Enabling Clause Information Sheet forming part of this Appendix.
2. An Employer wishing to obtain agreement for an enabled project shall complete the Enabling Clause Information Sheet and forward it to the Local Union.
3. In the event that the Local Union is prepared to amend or delete any of the terms or conditions in this Collective Agreement it shall, under the signature of the Local Union Business Representative or his designate, complete the Enabling Clause Information Sheet by certifying those terms or conditions which are to be amended or deleted and, in the case of an amendment, particulars of the amendment.
4. The Local Union shall, at the time when the Enabling Clause Information Sheet is signed by the Local Union and is returned to the Employer, advise CLR Construction Labour Relations Association of Saskatchewan Inc. that it has agreed to an enabled project. The Local Union agrees, subject to the terms of this Appendix, to offer the same terms and conditions to other Employers bidding on the enabled project.
5. The Employer shall, upon receipt of the Enabling Clause Information Sheet signed by the Local Union, be entitled to bid on the enabled project using the terms contained in the Enabling Clause Information Sheet. Except as specifically modified in the Enabling Clause Information Sheet, the Employer shall be governed by the terms and conditions of this Collective Agreement.
6. The parties specifically acknowledge and agree that the issuance of an Enabling Clause Information Sheet shall be at the sole discretion of the Local Union. The parties further acknowledge and agree as follows:
  - a) the terms and conditions granted in respect to an enabled project apply only to Employers, whether contractors, subcontractors or otherwise, who are parties to this Collective Agreement.
  - b) where an Employer subcontracts work to a party who is not a party to this Collective Agreement, the Enabling Clause Information Sheet signed by the Local Union shall be of no effect and the Employer shall not be entitled to rely upon any of the terms and conditions set out in the Enabling Clause Information Sheet but shall be subject to the terms and conditions of this Collective Agreement.
  - c) where an Employer is, in the opinion of the Local Union, in any way, associated or affiliated with, or the directors, officers or employees of an Employer carry on the same or a similar business through, an entity that is not a party to this Collective Agreement (such an entity being hereafter referred to as a "related organization"), that Employer shall not be eligible to obtain or rely upon an Enabling Clause Information Sheet under this Appendix nor shall such Employer be entitled to any information on the terms of an Enabling Clause Information Sheet issued to any other Employer under this Appendix unless the Employer

provides assurances, satisfactory to the Local Union, that the enabled project will only be bid by it and not by any related organization.

7. The terms of an Enabling Clause Information Sheet shall continue for the duration of the enabled project notwithstanding that this Collective Agreement may expire prior to the completion of the project.
8. The exercise by the Local Union of any discretion under this Appendix shall not be subject to any grievance or arbitration procedure.

# APPENDIX C      PRE-ENABLING      CLAUSE      INFORMATION SHEET

DATE: _____			
TO:	Carpenters' Local Union #1985	Telephone:	(306) 382-4355
		Fax:	(306) 382-5828
FROM:	_____		
Telephone:	_____	Fax:	_____

Please accept this as a request to bid the project outlined herein under the terms of the enabling provisions of the Saskatchewan Provincial Carpenters' Agreement currently in force.  
(Trade)

PROJECT:	_____
OWNER:	_____
LOCATION:	_____
VALUE:	_____
BID TO:	_____
TENDER CLOSING DATE:	_____
PEAK MANPOWER:	_____
START DATE:	_____
COMPLETION DATE:	_____

KNOWN BIDDERS:	
UNION	NON-UNION

The following items are agreed to for the duration of this project only and shall not be deemed a precedent for future projects.

ITEM	DESCRIPTION

All other terms and conditions will be as per the current collective bargaining agreement.

\_\_\_\_\_  
Business Representative, Local Union

\_\_\_\_\_  
Contractor Representative

## APPENDIX D

## EMPLOYEE SIGN-ON FORM

---

Name: \_\_\_\_\_  
(First Name) (Initial) (Last Name)

Street Address: \_\_\_\_\_

Apt. No.: \_\_\_\_\_ P.O. Box: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Other Phone: (\_\_\_\_\_) \_\_\_\_\_

S.I.N: \_\_\_\_\_

Hospitalization No.: \_\_\_\_\_

Net Tax Claim Code: \_\_\_\_\_

Trade: \_\_\_\_\_ Classification: \_\_\_\_\_

### ***EMERGENCY CONTACT INFORMATION:***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Other Phone: (\_\_\_\_\_) \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# APPENDIX E

# EMPLOYEE TERMINATION RECORD

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/Province: \_\_\_\_\_

Home Phone: (\_\_\_\_\_)\_\_\_\_\_

Project : \_\_\_\_\_ Project #: \_\_\_\_\_

**Reason for Termination:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Shortage of Work  | <input type="checkbox"/> Retirement          | <input type="checkbox"/> Pregnancy/Parental |
| <input type="checkbox"/> Strike or Lockout | <input type="checkbox"/> Work Sharing        | <input type="checkbox"/> Leave of Absence   |
| <input type="checkbox"/> Return to School  | <input type="checkbox"/> Apprentice Training | <input type="checkbox"/> Quit               |
| <input type="checkbox"/> Illness or Injury | <input type="checkbox"/> Dismissal           | <input type="checkbox"/> Other              |

Other - Explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<input type="checkbox"/> Final Pay Period <input type="checkbox"/> Previous Pay Period	S	M	T	W	T	F	S	TOTAL
Regular Hours								
Time & One Half								
Double Time								
Shift Differential								
Subsistence								
Meal Allowance								
Travel KM								

Other Monies Owing: \_\_\_\_\_  
 \_\_\_\_\_

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Employee \_\_\_\_\_ Date \_\_\_\_\_

\*\* Employee's Signature Verifies That Final Hours, etc. Are Correct  
 \*\* Employee To Be Given A Copy, Supervisor To Retain Original

**APPENDIX F**

**LEAVE OF ABSENCE REQUEST**

CONTRACTOR: \_\_\_\_\_ PROJECT: \_\_\_\_\_

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

CRAFT & BADGE #: \_\_\_\_\_ TOTAL # OF HOURS REQUESTED: \_\_\_\_\_

**IF LESS THAN 8 HOURS, STATE DATE AND START TIME OF REQUESTED ABSENCE.**

DATE: \_\_\_\_\_ TIME OF ABSENCE: \_\_\_\_\_

**IF MORE THAN 8 HOURS:**

LAST DAY TO BE WORKED BEFORE TIME OFF: \_\_\_\_\_

FIRST DAY TO BE WORKED AFTER TIME OFF: \_\_\_\_\_

REASON FOR ABSENCE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LEAVE APPROVED:** \_\_\_\_\_ YES \_\_\_\_\_ NO

REASON FOR NON-APPROVAL: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SUBSISTENCE APPROVED:** \_\_\_\_\_ YES \_\_\_\_\_ NO

REASON FOR NON-APPROVAL: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(SATURDAY) MAKEUP HOURS REQUIRED:** \_\_\_\_\_ YES \_\_\_\_\_ NO

REASON FOR NON-APPROVAL: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

EMPLOYEE SIGNATURE \_\_\_\_\_

FOREMAN SIGNATURE \_\_\_\_\_

SUPERVISOR SIGNATURE \_\_\_\_\_

\*\*\*\*\*

**NOTE:**

- a) "Personal business" will not be considered sufficient reason to grant a leave of absence, unless discussed with Project Superintendent.
- b) Leave of absences will not be granted on the same day of the request, unless under extreme circumstances.
- c) Upon a specific request by the Union, the Employer shall forward a copy of an Employee's approved Leave of Absence form. It is not intended that such forms be requested by the Union for all Employees.



## APPENDIX G

## ALTERNATIVE WORK WEEK SCHEDULES

### FOURTEEN DAYS ON; SEVEN DAYS OFF

Day	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	Hours Worked	Hours Paid
REG		8	8	8	8	8			8	8	8	8	8		80	80
1.5X		2	2	2	2	2			2	2	2	2	2		20	30
2X	10						10	10						10	40	80

If the employee works hours during the furlough, they will be paid pursuant to the schedule.

### TEN DAYS ON; FOUR DAYS OFF

Day	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	Hours Worked	Hours Paid
REG			10	10	10	10			10	10	10	10			80	80
1.5X															0	0
2X							10	10							20	40

If an Employee works hours outside the above shift pattern, weekdays (Monday to Friday) will be at time and one-half (1.5X) and weekends (Saturdays and Sundays) will be a double time (2.0X).

### ELEVEN DAYS ON; THREE DAYS OFF

Day	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	Hours Worked	Hours Paid
REG		8	8	8	8	8			8	8	8	8			72	72
1.5X		2	2	2	2	2			2	2	2	2			18	27
2X							10	10							20	40

If an employee works on the scheduled Friday off, it will be eight (8) hours at straight time and two (2) hours at time and one-half (1.5X).

**LETTER OF UNDERSTANDING  
FOR INDUSTRIAL CONSTRUCTION IN THE  
PROVINCE OF SASKATCHEWAN**

**BETWEEN**

**EACH OF THE UNIONIZED EMPLOYERS IN THE CARPENTER TRADE DIVISION OF THE  
CONSTRUCTION INDUSTRY (FOR INDUSTRIAL CONSTRUCTION) ON WHOSE  
BEHALF THE CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION OF  
SASKATCHEWAN INC., AS THE REPRESENTATIVE EMPLOYERS' ORGANIZATION,  
HAS ENTERED INTO THIS AGREEMENT;**

**(Hereinafter referred to as the "Employer")**

**- AND -**

**THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS  
OF AMERICA, LOCAL UNION #1985**

**(Hereinafter referred to as the "Union")**

**RE: Subsistence Review Committee**

WHEREAS the Parties to the Provincial Carpenter Agreement (for Industrial Construction) ("the Agreement") recognize the value of a process to adjust the Subsistence Allowance, as needed, in certain areas of the Province from time to time; and

WHEREAS the Parties recognize the value of working with others in the unionized construction sector specifically in regards to the amount of Subsistence Allowances;

THEREFORE IT IS AGREED that it is the intent of the Parties to join with others in the development and implementation of an Industry wide Subsistence Review process within the term of this Agreement.

This Letter of Understanding shall be in full force and effect from the same date of signing and for the same duration as stated in Article 22:00 of the Saskatchewan Provincial Carpenter Agreement.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**SIGNED ON BEHALF OF:**

**THE UNITED BROTHERHOOD OF CARPENTERS AND  
JOINERS OF AMERICA, LOCAL UNION #1985**

\_\_\_\_\_  
**SIGNED ON BEHALF OF:**

\_\_\_\_\_  
**CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION  
OF SASKATCHEWAN INC.**

\_\_\_\_\_

\_\_\_\_\_

**LETTER OF UNDERSTANDING  
FOR INDUSTRIAL CONSTRUCTION IN THE  
PROVINCE OF SASKATCHEWAN**

**BETWEEN**

**EACH OF THE UNIONIZED EMPLOYERS IN THE CARPENTER TRADE DIVISION OF THE  
CONSTRUCTION INDUSTRY (FOR INDUSTRIAL CONSTRUCTION) ON WHOSE  
BEHALF THE CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION OF  
SASKATCHEWAN INC., AS THE REPRESENTATIVE EMPLOYERS' ORGANIZATION,  
HAS ENTERED INTO THIS AGREEMENT;**

**(Hereinafter referred to as the "Employer")**

**- AND -**

**THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS  
OF AMERICA, LOCAL UNION #1985**

**(Hereinafter referred to as the "Union")**

**RE: Foremen**

IN THE SPIRIT of cooperation in assisting the Union in maintaining and growing adequate supervision, the Employer will consider Journeyperson members of Local 1985 for foremen positions."

This Letter of Understanding shall be in full force and effect from the same date of signing and for the same duration as stated in Article 22:00 of the Saskatchewan Provincial Carpenter Agreement.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**SIGNED ON BEHALF OF:**

**THE UNITED BROTHERHOOD OF CARPENTERS AND  
JOINERS OF AMERICA, LOCAL UNION #1985**

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**SIGNED ON BEHALF OF:**

**CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION  
OF SASKATCHEWAN INC.**

\_\_\_\_\_

\_\_\_\_\_

**LETTER OF UNDERSTANDING  
FOR INDUSTRIAL CONSTRUCTION IN THE  
PROVINCE OF SASKATCHEWAN**

**BETWEEN**

**EACH OF THE UNIONIZED EMPLOYERS IN THE CARPENTER TRADE DIVISION OF THE  
CONSTRUCTION INDUSTRY (FOR INDUSTRIAL CONSTRUCTION) ON WHOSE BEHALF THE CLR  
CONSTRUCTION LABOUR RELATIONS ASSOCIATION OF SASKATCHEWAN INC., AS THE  
REPRESENTATIVE EMPLOYERS' ORGANIZATION, HAS ENTERED INTO THIS AGREEMENT;**

(Hereinafter referred to as the "Employer")

- AND -

**THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA, LOCAL UNION  
#1985**

(Hereinafter referred to as the "Union")

**RE: Out-of-Province Workers**

WHEREAS the Parties to the Provincial Carpenter Agreement (for Industrial Construction) ("the Agreement") recognize the value in recruiting and employing workers from jurisdictions other than Saskatchewan; and

WHEREAS the Parties recognize that there are a variety of issues regarding equivalency of certifications for out-of-province workers;

THEREFORE IT IS AGREED that it is the intent of the Parties to work together to evaluate and work through any issues regarding the equivalency of certification of such workers.

This Letter of Understanding shall be in full force and effect from the same date of signing and will expire the same date as the Saskatchewan Provincial Carpenter Agreement.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**SIGNED ON BEHALF OF: THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS  
OF AMERICA, LOCAL UNION #1985**

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**SIGNED ON BEHALF OF: CLR CONSTRUCTION LABOUR RELATIONS ASSOCIATION OF  
SASKATCHEWAN INC.**

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