



## **LABOUR AGREEMENT**

**By and Between**

**ATLANTIC PACKAGING PRODUCTS LTD.  
(MISSISSAUGA)**

**and**

**UNIFOR  
LOCAL 333**



**Effective: August 15, 2024**

**Expires: August 14, 2029**

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## **PARTIES, PURPOSE AND INTENT**

This agreement entered into this **9<sup>th</sup> (ninth) day of February, 2025** between Atlantic Packaging Products Limited, hereinafter called the “Company” and the Union UNIFOR and its Local 333, C.L.C., hereinafter called the “Union”.

This agreement shall be effective from the **15<sup>th</sup> (fifteenth) of August 2024 until the 14<sup>th</sup> (fourteenth) of August 2029.**

WITNESSETH that the parties hereto recognizing their mutual interest in and responsibility for the successful operation of the Company agree that it is the duty of the Employer and the Employees to promote at all times the progress of the Plant by cooperating to the fullest extent in all matters having to do with the successful operation of the Company and

WITNESSETH that in the pursuance of these objectives, it is expedient to enter an agreement covering wages, hours of work and working conditions as follows

### **ARTICLE 1 RECOGNITION**

The Company recognizes the Union as the collective bargaining agent for all employees of Atlantic Packaging Products Ltd. in the City of Mississauga manufacturing paper products other than bag, save and except Supervisor, persons above the rank of Supervisor, office and sales staff.

### **ARTICLE 2 NO DISCRIMINATION**

The Company and the Union agree that the provisions of this agreement will be applied to all employees without discrimination by reason of age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status (including single status), gender identity, gender expression, record of offences, sex (including pregnancy and breastfeeding), receipt of public assistance (housing) and sexual orientation. There shall be no intimidation or coercion of any employee on the part of the Company. There shall be no intimidation or coercion of any employee on the part of the Union.

### **ARTICLE 3 STRIKES AND LOCKOUTS**

During the continuance of this Agreement, there shall be no strikes of any kind, stoppages of work, slow down or any kind of interference with or interruption of the Company’s business by the Union or by the Employees and there shall be no lockouts by the Company.

## **ARTICLE 4**

### **UNION SECURITY AND MEMBERSHIP**

#### **Section 1: Present Members**

All employees in the Bargaining Unit who are members of the Union on the effective date of this Agreement, must as a condition of employment, maintain their membership in the Union for the life of this Agreement to the extent of paying the periodic dues and initiation fees uniformly required of all Union members.

#### **Section 2: New Members**

All new employees must, as a condition of employment, become and remain members in good standing of the Union.

#### **Section 3: Check off**

All present and all future probationary and permanent employees within the Bargaining Unit shall, as a condition of continued employment, sign an Authorization Form, authorizing the Company to deduct the amount of dues, which the Union levies upon its members.

The Company shall issue to all new employees a UNIFOR membership application card, which will be supplied by the Union. These cards will accompany the monthly check-off list.

The Company agrees to deduct from each pay. Include Hourly Rates(s), amount(s) deducted. Earnings that dues deductions are based, reason for no deduction for each employee, each member who is in good standing with the Union and who has furnished the Company with a signed authorization to this effect. For clarification regular hours includes vacation pay, retroactivity, statutory holiday pay, payments for lost wages due to grievance settlements and arbitrations when lost wages are awarded or settled. The company will deduct, an amount set by the Local Union and remit the same to the financial secretary of Local 333. A list of each member's name, address and Social Insurance Number will accompany each of these cheques. The Company will also deduct the initiation fees as prescribed by the Union.

#### **Section 4: Union Security**

The Local Union shall advise the Company in writing of the amount of monthly deduction to apply to each employee within its jurisdiction. If there should be any change in the amount of such deduction, the Company shall be advised in writing of such changes by the Union two weeks prior to its effective date.

The Company shall deduct union dues not collected in any month because of a member's absence from the wages owing and payable to that member on the following month, thereby keeping that member in continuous good standing.

The Company shall deduct initiation fees of new members of the Local Union and submit the same to the Local Union, providing the Local Union supplies the Company with signed cards of authorization.

#### **Section 5**

Union Stewards will not leave their regular duties without receiving permission from their supervisor. Such permission will not be unreasonably withheld.

#### **Section 6**

Union members on local union business will be paid by the Company as if they have been at work on normal schedules. The Company will present the Union with a statement showing the amounts owing at the end of the applicable month for payment. No such payment shall be made while a strike may be in progress.

### **ARTICLE 5 MANAGEMENT OF RESPONSIBILITIES**

Subject to the terms of this Agreement, the Union acknowledges that the supervision, management and control of the company's business and plants are exclusively the function of the Management.

### **ARTICLE 6 CLASSIFICATION OF EMPLOYEES**

If at any time during the first ninety (90) working days of active employment any "probationary employee" fails to prove satisfactory on the function to which assigned, such employee will be discharged without recourse to the grievance procedure. By mutual agreement between the company and the union the probationary period of an employee may be extended for an additional thirty (30) working days.

Students who are hired temporarily to fill in for vacation or other work of a seasonal or part-time nature, shall have a status of "temporary employee".

They shall be required to comply with Section 2 and 3 of Article 4 of this Agreement after eighty (80) days' work. Temporary employees will not, however, be permitted to bid for jobs, they shall not be entitled to receive any fringe benefits with the exception of vacation and holiday pay; neither will they accrue any seniority or be permitted to work overtime until all available permanent employees have been requested to work.

### **ARTICLE 7 HOURS OF WORK**

#### **Section 1: Definition of Day and Work Day**

The "basic work day" is eight (8) consecutive hours of work in the 24-hour period.

**Section 2: Hours of Work**

The normal hours of work per week, for all employees covered by this Agreement shall be forty (40) as follows:

<b>One Shift Operation:</b>	<b>6:00 a.m. to 2:00 p.m.</b> Monday to Friday inclusive 5 shifts	<b>Day shift</b>
<b>Two Shift Operation:</b>	<b>6:00 a.m. to 2:00 p.m.</b> Monday to Friday inclusive, 5 shifts	<b>Day shift</b>
	<b>2:00 p.m. to 10:00 p.m.</b> Monday to Friday inclusive, 5 shifts	<b>Afternoon shift</b>
<b>Three Shift Operation:</b>	<b>6:00 a.m. to 2:00 p.m.</b> Monday to Friday inclusive, 5 shifts	<b>Day shift</b>
	<b>2:00 p.m. to 10:00 p.m.</b> Monday to Friday inclusive, 5 shifts	<b>Afternoon shift</b>
	<b>10:00 p.m. to 6:00 a.m.</b> Monday to Friday inclusive, 5 shifts	<b>Midnight shift</b>

Unless otherwise mutually agreed upon.

The Company agrees to post weekly schedules by 2pm on Wednesday for the following week. Where it is necessary to make a change in the schedule, the Company will ensure that the employee is aware of why these changes are necessary.

**Agreement amongst Mates: The Company agrees to allow an agreement amongst mates as long as the business needs are met and not to be unreasonably withheld. Any such agreements will be put in writing and signed by all affected employees, the Company, and the Union. However, such agreed upon schedules may be reverted to the normal shift rotation by either the Company or the Union giving reasonable notice prior to the week in question.**

**Section 3: Continuous Flow Departments**

In view of the continuous flow process of these operations, relief periods and lunch periods must be taken as and when conditions permit, but no later than provided in paragraph 4 below.

The continuous flow crews agree to be responsible for staying up to two (2) hours after the end of the shift in the event that the relief **person** is not able to come to work; during this 2-hour period, the Company shall try to fill the position.

It is understood that crew members will maintain good housekeeping.

In view of the continuous flow process of the operation, crews will be given the opportunity to have their lunch some time in the two-hour period following the first four (4) hours of their shift.

**Flexible Workweek for Maintenance and Shipping Departments:**

This shift will be posted on the basis of Tuesday to Saturday, days. Sunday and Monday will be considered overtime for employees working this shift. (Pay: Sunday – double time, Monday - time and one-half)

Existing employees will be given the opportunity of posting for this position. If there are no successful candidates, the new hires will be required to work these shifts.

In the event of layoff, the junior maintenance or shipping employee will be laid off.

**Section 4: Rest Periods**

It is agreed that two (2) rest periods of ten (10) minutes duration each will be provided each shift at a time set by mutual agreement.

**Section 5: Weekend Maintenance Schedule**

The Company and Union agree to have two teams consisting of one Electrician and one Mechanic each, scheduled to work three (3) twelve (12) hour shifts, covering Friday to Monday on a weekly basis.

	Friday	Saturday	Sunday	Monday
Team A: 1 <sup>st</sup> Electrician 1 <sup>st</sup> Mechanic	7 pm to 7 am	7 pm to 7 am	7 pm to 7 am	
Team B: 2 <sup>nd</sup> Electrician 2 <sup>nd</sup> Mechanic		7 am to 7 pm	7 am to 7 pm	7 am to 7 pm

Positions will be awarded through the job posting process in accordance with the collective agreement. If no candidates are found within the bargaining unit the company will be able to canvas from outside.

For the first 6 to 12 months both the teams will work in the current Monday to Friday or Tuesday to Saturday shifts for the necessary training.

The company will trial this twelve (12) hour shift schedule for a period of six (6) months from its inception and reserves the right to cancel or make adjustments to the schedule as per business requirements.

Employees who work their full regularly scheduled three (3) twelve (12) hour shifts for thirty-six (36) hours in a week will be paid for 40 hours.

Employees must work their full regularly scheduled three (3) twelve (12) hour shifts for thirty-six (36) hours in a week, to be paid for 40 hours.

Employees will receive overtime for all hours worked in excess of their regularly scheduled shift, and all hours worked will be in accordance with Article 8.

All overtime will be in accordance with Article 8 with the exclusion of Section 2 in its entirety. Only section 2(c) will continue to apply.

Employees working a three (3) twelve (12) hour shift schedule will be paid twelve (12) hours for any Floating Plant Holidays.

## **ARTICLE 8 OVERTIME**

### **Section 1: Definition of Regular Straight Time Hourly Rate**

The regular straight time hourly rate means an employee's straight time hourly base rate and does not include any shift premium.

### **Section 2: Overtime Premium Pay**

- a) Two times the straight time hourly rate shall be paid for all hours worked in excess of eight (8) hours on Saturday.
- b) Two times the straight time hourly rate shall be paid for all hours worked on Sunday.
- c) Two times the straight time hourly rate shall be paid for all hours worked in excess of four (4) hours overtime.

There shall be no pyramiding of premiums in this collective agreement.

Time and one half (1 ½) will be paid to all hourly rated employees on the following basis:

- a) For the first four (4) hours worked in excess of eight (8) hours worked per day;
- b) For the first eight (8) hours worked on a Saturday.

Work performed on the seventh day in a calendar week shall be paid for at double the employee's regular rate. The definition of Sunday for overtime purposes is from Saturday **10:00** pm until Sunday **10:00** pm.

**Section 3: Relief Periods**

More than three (3) hours overtime: One (1) fifteen-minute relief period to be taken just prior to end of shift.

**Section 4: Overtime Distribution**

When employees are requested to work overtime the company will request the overtime in the following manner:

Machines

Stay Back and Call In Overtime

The employee scheduled in the job **and/or** the employee(s) **scheduled in the job on the incoming shift** will be **asked** first.

Next to be asked will be the employee(s) with the most seniority scheduled on the machine **and/or** the **most senior scheduled employee on the incoming shift**.

Should no employee on the machine(s) agree to stay back for the overtime the company will then ask employees by seniority in the position required, working on other machines.

Next to be asked will be the employees outside the line of progression by seniority.

Weekend Overtime

Same as above except that the Midnight Shift will be asked first and the day shift asked second.

Overtime will be on a voluntary basis. In doing this, it is recognized that management will take into consideration the qualifications of the employees for the job to be done and efficient operations. The Union will cooperate to the fullest extent possible with the management in fulfilling reasonable overtime man-hours to meet overtime schedules.

Employees shall be advised on Thursday if they are to be requested to work on Saturday, if possible.

**Section 5: Meal Allowance**

Employees performing overtime work of two (2) hours or more and are not notified prior to the day on which overtime is worked, will receive a paid meal **allowance**. Meal allowances shall be paid on the employee’s next pay day. The overtime meal allowance is **\$15.00** effective DOR **February 9, 2025**.

**ARTICLE 9  
WAGES**

**Section 1: General Increase**

- Effective August 15<sup>th</sup> **2024 – 4%**
- Effective August 15<sup>th</sup> **2025 – 3%**
- Effective August 15<sup>th</sup> **2026 – 3%**
- Effective August 15<sup>th</sup> **2027 – 3%**
- Effective August 15<sup>th</sup> **2028 – 3%**

**Section 2: Scale of pay for Trade Apprentices**

The scale of pay rates for Trade Apprentices will be as follows:

1 <sup>st</sup> 2000 Hours	60% of average Maintenance rates
2 <sup>nd</sup> 2000 Hours	70% of average Maintenance rates
3 <sup>rd</sup> 2000 Hours	80% of average Maintenance rates
4 <sup>th</sup> 2000 Hours	90% of average Maintenance rates

**Section 3: Rates for Lead Hands**

Lead Hands will receive forty cents (40¢) per hour more than the top classification led, or forty cents (40¢) per hour more than their standard classified rate, whichever is the higher during the period they are acting as a Lead Hand.

The duties of a Lead Hand include the co-ordination and direction of assigned workforce activities.

Without limiting the generality of the foregoing, this includes:

- Directing the workforce
- Assigning the workforce
- Coordinating and facilitating the activities of the workforce

It is also clearly understood that the Lead Hand does not have the authority to discipline.

Lead Hands shall not be allowed to be totally responsible for the operation of a shift or shifts lead hands shall have no additional rights under the collective agreement unless clearly stipulated in the Collective Agreement Lead Hands will be subject to lay off by seniority only. Lead Hands shall receive all of the necessary training to comply with Occupational Health and Safety Act.

**Section 4: Shift Premiums**

Employees working on the afternoon and night shifts shall be entitled to a shift premium for all hours worked, and such premium shall not be taken into account in calculating overtime pay. Shift premiums will be paid as follows:

	Afternoon Shift	<b>0.85</b> cents per hour
DOR (Feb 9, 2025)	Night Shift	<b>1.15</b> cents per hour

**Section 5: Call-In Time**

Any employee who, after punching out, is especially called and required to go on duty for repair or other work, shall receive not less than four (4) hours straight time pay, or time and a half of the employee’s regular hourly rate of pay for the hours worked, whichever is the greater.

**Section 6: Reporting Time**

The Company agrees that employees reporting for work, unless otherwise notified the previous day or a minimum of six (6) hours in the case of night shift workers, shall be

provided with four (4) hours work at their current rate of wages, or shall be paid four (4) hours pay.

The foregoing will not apply in the event that fire, accidents or other conditions over which the Company has no control, interfere with work being produced.

The Company will not be responsible for giving notification to employees who are not at work and who fail to leave specific instructions as to how they can normally be reached, or who cannot be reached after such instructions have been followed, however, the Company will make a reasonable effort to notify employees.

**Section 7: Temporary Transfer to a Higher Classification**

Where the Company temporarily transfers an employee to carry out the responsibilities of a higher classification for a period of four (4) hours or more, he shall be paid the wage rate of the higher classification.

**Section 8**

When a two (2) person crew machine is in operation the second person is deemed to be a Feeder and will receive Feeder's rate.

**ARTICLE 10  
HOLIDAYS**

**Section 1: Recognized Holidays**

The following holidays shall be granted with pay as provided in this section and shall be paid for at employee's base rate times eight (8) irrespective of the day on which the holiday falls. If the holiday falls on a Saturday or a Sunday, the preceding Friday or the following Monday shall be considered a holiday, as mutually agreed between the Company and the Union.

1/2 Day New Year's Eve	Labour Day
New Year's Day	Thanksgiving Day
Good Friday	1/2 Day Christmas Eve
Victoria Day	Christmas Day
Canada Day	Boxing Day
Civic Holiday	2 Floating Plant Holidays

The two floating plant holiday dates will be mutually agreed upon by the Company and the employees.

The Company agrees to move the July 1<sup>st</sup> holiday to the nearest Friday or Monday provided there is no disruption to the business and no additional costs to the Company.

### **Section 2: Pay for Unworked Holidays**

On each of these holidays, employees shall be paid an allowance for a regular workdays normally scheduled working hours, but not exceeding eight (8) hours, subject to the following conditions.

### **Section 3: Holidays During Vacation**

If the holiday occurs during the employee's vacation, the holiday allowance payable shall be paid in addition to the employee's vacation pay. An employee will, however, be allowed an extra day's vacation with pay instead of the extra day's pay, if arranged with local management in advance. No guarantee can, however, be given that the extra day will at all times immediately follow the employee's vacation.

### **Section 4: Pay for Holiday Not Worked**

To be eligible for pay for a holiday an employee must not have been absent without justifiable cause on the workday immediately preceding and the workday immediately following such holiday.

An employee will be considered absent with justifiable cause if they have worked within a period of sixty (60) days prior to the holiday and is: (a) away on vacation, (b) so sick that they are unable to report for work and is able to prove such sickness by providing a Doctor's note.

### **Section 5: Pay for Holidays Worked**

If the Company requires an employee to work on a holiday covered by this section, such employee shall be paid at the rate of two (2) times their straight time hourly rate for the hours worked in addition to the holiday allowance.

If any such employee agrees to work on such a holiday and fails to report for work on such holiday, the employee shall produce a good and sufficient cause for not reporting. If an employee is on the afternoon or night shift at the time of the holiday, they shall receive the shift differential.

## **ARTICLE 11 VACATIONS**

### **Section 1: Vacation Entitlement**

Employees with less than one (1) full year of service shall receive vacation with pay in accordance with the Employment Standards Act.

Employees with one (1) full year of service shall receive two (2) weeks vacation with vacation pay of four and eight tenths per cent (4.8 %) of total gross earnings for the period July 1<sup>st</sup> to June 30<sup>th</sup>.

Three (3) weeks' vacation will be granted after four (4) years of service, with vacation pay of seven and two tenths per cent (7.2%) of total gross earnings for the period July 1<sup>st</sup> to June 30<sup>th</sup>.

Four (4) weeks' vacation will be granted after nine (9) years of service with vacation pay of nine and six tenths per cent (9.6%) of total gross earnings for the period July 1<sup>st</sup> to June 30<sup>th</sup>.

Five (5) weeks' vacation will be granted after nineteen (19) years of service, with vacation pay of (12%) of total gross earnings for the period July 1<sup>st</sup> to June 30<sup>th</sup>

Six (6) weeks' vacation will be granted after twenty-five (25) years of service, with vacation pay of fifteen per cent (**15%**) of total gross earnings for the period July 1<sup>st</sup> to June 30<sup>th</sup>.

When a choice of vacation is in dispute between two or more employees, seniority shall be the deciding factor. Employees must have their vacation dates selected prior to January 15<sup>th</sup>, before commencing the vacation year. Vacation lists will be posted by February 28<sup>th</sup>. **For clarification, the January 15<sup>th</sup> deadline is for vacation time off for the upcoming fiscal year starting July 1<sup>st</sup>.**

### **Section 2: Length of Service**

For the purpose of establishing vacation pay, years of service shall include all of the time worked without interruption of continuous service with the Company. Length of service shall not be broken by any absence covered by an approved leave of absence or by temporary layoff up to a maximum of twelve (12) months or length of seniority, whichever is less.

### **Section 3: Vacation Administration**

The Company shall have the final determination as to when each employee shall take such vacations, but will cooperate in an endeavour to arrange a mutually satisfactory time.

### **Section 4: Vacation Scheduling**

The Company will post on a weekly basis a current vacation schedule. Employees entitled to two (2) or more weeks' vacation shall be entitled to two (2) weeks of their vacation consecutively, the remaining vacation weeks may be taken with the first two (2) vacation weeks provided work requirements permit. Partial weeks may be accommodated.

Vacations must be taken in the vacation year applicable and cannot be accumulated. The Union shall be advised by the Company of a summer shutdown no later than March 1<sup>st</sup> of the same year.

When a request for vacation is submitted, the employees will have a response in writing within ten (10) days.

### **Section 5: Vacation Bonus**

Employees taking vacations of two (2) weeks duration or more, between the periods of November 15 to April 30, will be paid two (2) hours at regular rate for each week of entitlement used.

## **ARTICLE 12 SENIORITY**

### **Section 1: Purpose**

The purpose of the Seniority provisions of this Article is to provide the maximum job security and promotional opportunity for all employees based on length of service while giving full consideration to employee skill and ability and to efficient plant operations.

### **Section 2: Causes for Loss of Seniority and Continuous Service**

An employee will lose all seniority and their employment shall be deemed terminated if such service is interrupted for any of the following reasons:

- a) **They retire, are retired or voluntarily quit the employment of the Company**
- b) They are discharged
- c) They are absent for three (3) consecutive working days (excluding **the employee's scheduled days off and Holidays not scheduled**) unless excused for reasonable cause.
- d) They do not return to work within three (3) consecutive days (excluding Saturday, Sunday and Holidays) after being recalled by the Company by registered mail or telegram addressed to them at their last address known to the Company. The three (3) days may be extended to five (5) days for reasonable cause.
- e) They have been continuously laid off by the Company for any reason for a period equal to their current period of consecutive employment with the Company, but in no event to exceed fourteen (14) months.
- f) if they do not report for work upon expiration of an authorized leave of absence unless excused for reasonable cause.

### **Section 3: Seniority Lists**

The Management will prepare accurate Seniority Lists and copies will be distributed to the Local Union quarterly. The Company undertakes to produce lists by the following dates: October 15, January 15, April 15, July 15, in each year of the Collective Agreement.

Employees' names will appear on the Seniority Lists in order of their seniority date. Where two (2) or more employees have the same seniority date, their names will be placed on the list in order of processing by the Personnel Department on the day of hiring.

**The Company agrees to provide the Seniority list with employee job classification (understanding there could be a lag in updated information).**

#### **Section 4: Transfers Outside the Bargaining Unit**

An employee transferred by the Company to a position outside the Bargaining Unit shall maintain their seniority for a period of up to **eight (8)** months for the purpose of transferring back into the Bargaining Unit.

If such employee remains on the job outside of the Bargaining Unit for more than **eight (8)** months, they will lose all length of continuous service in the Bargaining Unit. Such transferred employee will be required to pay union dues during their probation period, or until the appointment becomes permanent. The Company shall notify the Local Union at the time of such permanent appointment. When the concerned employee has been permanently appointed any time in the **eight (8)** month period, they will lose all length of continuous service in the bargaining unit at that point in time.

#### **Section 5: Layoff Procedure**

In the event it is necessary to lay employees off, the plant wide seniority shall apply: on recall the reverse procedure will apply. However, the Company reserves the right to maintain at all times crews capable of performing the jobs required.

#### **Section 6: Notice of Layoff**

In the event of layoff in excess of three (3) weeks duration, the Company agrees to provide the employees with notification as far in advance of the layoff as possible, but at least two (2) days prior to the date of layoff.

#### **Section 7: Job Posting**

- a) Job Posting and Lines of Progression – A line of progression is defined as a group of job positions that relate to the operation of a Press or Corrugator. Promotion within a Line of progression will be done on the basis of plant seniority, provided the most senior applicant is qualified. For the purposes of this article “qualified applicant” means an employee who has the most plant seniority and demonstrates the skill and ability to perform the job.

Press Department

Only one (1) lateral move will be permitted per classification within the Line of Progression. Vacancies will be posted and filled down the Line of Progression by the qualified applicants in the following sequences:

Operator Vacancy

1. The most senior operator who applies.
2. If no operator applies, the most senior feeder who applies.
3. If no feeder applies, the most senior takeoff who applies.
4. If no takeoff applies, the position will be filled from outside the Line of Progression

Feeder Vacancy

1. The most senior feeder who applies.

2. If no feeder applies, the most senior takeoff.
3. If no takeoff applies, the position will be filled from outside the Line of Progression.

#### Take-off Vacancy

1. The most senior takeoff
2. If no takeoff applies, the position will be filled from outside the Line of Progression

#### Corrugator

Vacancies and subsequent (domino) vacancies will be filled by the most senior qualified applicant in the classification below the vacancy. If there are no qualified applicants in the classification below the vacancy, the position will be filled by the most senior qualified applicant in the next lower classification. If there are no qualified applicants in the Line of Progression, the position will be filled by the most senior qualified applicant outside the Line of Progression.

Employees confirmed into posted position will not be able to repost for a period of six (6) months.

- b) Employees will only be permitted to post to a position in a higher classification. Downward posting shall only be permitted if the employee can provide a bona fide medical reason why they are unable to perform the requirements of their current position. In such an instance the employee will move into the lower classification at the highest rate.
- c) **A vacancy arising from a temporary absence from work by a person who is the incumbent in a job classification need not be posted temporarily unless the absence is in excess of thirty (30) working days. The Company will post for three (3) working days and the successful candidate will be selected based on seniority, provided they have the skill and ability to immediately perform the job. Any subsequent vacancies triggered by the filling of the temporary posting will be filled at the Company's discretion. Such temporary appointments shall not count as experience in the consideration of a selection.**
- d) An applicant will be on trial for a period of fifteen (15) working days in the new job. If the applicant proves satisfactory, they will be confirmed into the posted job, but should they prove unsatisfactory, (Management will make the decision in regard to skill and ability subject to the Grievance Procedure if the applicants have not been reviewed fairly), or request a move back, the applicant will be returned to their former job and rate with no loss of pay, benefits or employment status. All other employees who were transferred or promoted because of a job posting will move back to their jobs under the above conditions. The Company will make all reasonable efforts to ensure that a successful applicant will be moved into their new position as soon as possible. All jobs will be posted for seven (7) working days.

- e) Listed below in the Corrugated Department is the Corrugated Line of Progression and in the Converting Department, the Flexo Line of Progression and Die Cut Line of Progression. Movement in the line of progression will be by machine opening within each line of progression. This will remain in force for the life of this Agreement but may be changed by mutual consent between the Company and the Union.
- f) The Company agrees to post the scheduled maintenance shift on the posting and will include the following language: “The Company reserves the right to re-schedule employees based on business or operational requirements. The Company reserves the right to cancel shifts or shift patterns based on business or operational requirements, in accordance with the collective agreement.”

## **LINES OF PROGRESSION**

### **Corrugated Department – Line of Progression**

**Single Facer Operator / Knife Operator / Corrugator Utility  
Double Backer  
Clamp  
Stacker**

### **Converting Department – Line of Progression**

#### **Flexo LOP for Machines – 616-2, Post, 1228, 924, Evol 84, Evol 100 and the J&L**

**Flexo Operator  
Flexo Feeder  
Flexo Take Off**

#### **Die Cut LOP for Machines – DRO, Ward 1 and Ward 2**

**Die Cut Operator  
Die Cut Feeder  
Die Cut Take Off**

---

Cross Carriage Operator or **Converting** Utility

Employees applying out of a line of progression may only re-enter the line of progression when an entry position is available.

Employees moving upward in a line of progression will start at the starting rate of their new position or their own rate, whichever is the greater. Further increments will be as per the new job classification and rate structure.

When a permanent vacancy occurs outside the lines of progression, the job shall be posted and awarded on the basis of plant seniority, provided the employee is qualified in the opinion of the Company to do the job being posted.

Job postings shall contain the position available, the machine or equipment affected, the rate of pay for the position, and the qualifications required.

Any and all new classifications must be posted.

## **ARTICLE 13 GRIEVANCE AND ARBITRATION PROCEDURE**

### **13.01**

The employee(s) shall be accompanied by their Union Steward at any meeting with the Company for the purposes of discipline. Where an employee is absent from work and is receiving discipline or termination the Union will be provided with a letter. The Company will supply the Union with a copy of all written warnings and or any other level of discipline issued to an employee.

A grievance may arise only from a dispute concerning the interpretation application administration or alleged violation of this Collective Agreement.

No employee shall leave their job or work place because of an alleged grievance but shall continue to work until a final decision has been given on their grievance under the following procedure by which decision he shall be bound.

Should a grievance arise it shall be handled in accordance with the following procedure:

- Step 1 The employee, together with their Steward shall take the matter up with their Immediate Supervisor in writing within **five (5)** working days. The immediate Supervisor shall give their decision within **five (5)** working days.
- Step 2 If the immediate Supervisor does not settle the matter to the satisfaction of the employee, it shall be taken up by the Union Committee with the Plant Manager or their designate in writing within a further three (3) working days, from receipt of the answer in Step 1 and a decision rendered in writing within five (5) working days from receipt of the grievance.
- Step 3 The UNIFOR Local 333 President/Business Agent and or Unifor Local 333 National Representative, Union Committee, and employee will meet with the Director of Human Resources or their designate and Company Committee. Notwithstanding the presence of the employee(s) shall be at the sole discretion of the Union.

Employees shall be given the opportunity to address a grievance during the course of the shift in which it occurs which includes speaking with a Steward prior to the submission of a grievance.

### **13.02**

A claim by an employee that has been unjustly discharged or suspended shall be treated as a grievance. In such cases the First Step of the regular grievance procedure will be omitted.

### **13.03**

A Company grievance may be taken up with the Union between the Management and the Union Committee, in all cases the Union's decision regarding same will be given in writing and failing satisfactory settlement the grievance shall be subject to the arbitration procedure.

A Union grievance may similarly be taken up with the Company. The Company's decisions in such cases shall be given in writing and failing satisfactory settlement the grievance shall be subject to the arbitration procedure.

Any incident resulting in suspension enacted in the afternoon or night shift will be dealt with at a meeting of the Plant and the Union in the first day shift following the incident, providing all parties are available.

### **13.04**

The time limits specified in this Article may be extended by mutual agreement of both parties.

### **13.05**

Any grievance involving the interpretation or alleged violation of this Agreement which is not settled within five (5) working days after delivery of the grievance in writing to the Director of Human Resources or their designate may be referred to arbitration by the Union within a further thirty (30) days.

### **13.06**

The party desiring to submit a matter to arbitration shall deliver to the other party a notice in writing of intention to arbitrate and within 30 days the parties shall attempt to agree upon an arbitrator. Failing agreement either party may request the Minister of Labour to appoint.

## **ARTICLE 14 DISCIPLINARY PROCEDURE**

### **Section 1**

When an employee is called into the office for the purpose of receiving a formal disciplinary reprimand, they will be accompanied by the appropriate Union Steward.

A written record of the action to be taken will be prepared by the Supervisor and copies will be given to the individual affected and the Union. If the reprimand is of a verbal nature, no written record is required except for purposes of recording.

**The Company is committed to working with the Union. Where possible, the Company will endeavour to schedule disciplinary meetings one hour in advance of shift end.**

Disciplinary measures could include verbal warnings, written warnings, suspensions or termination.

**Just Cause is the standard that management will adhere to when disciplining an employee up to and including termination.**

## **Section 2**

Union representation and management shall not consider any previous disciplinary action involving an employee provided that a twelve (12) month period has elapsed from the date of the last infraction.

# **ARTICLE 15 LEAVE OF ABSENCE**

## **Section 1: Leave for Personal Reasons**

Leave of absence without pay for legitimate personal reasons may be granted at the discretion of management. Requests for such leave must be in writing to the Plant Manager. When such leaves are approved, the employee concerned shall be informed in writing. **Requests of this nature shall not be unreasonably denied.**

## **Section 2: Bereavement Leave**

In the event of the death of an employee's child or spouse, the Company will grant five (5) days Leave of Absence with pay for the purpose of making arrangements for or attending the funeral personally or in absentia, regardless of distance or geographic location.

In the event of the death of a mother or father, the Company will grant five (5) days Leave of Absence with pay.

In the event of the death of a mother-in-law, father-in-law, brother, sister, grandmother, grandfather or grandchildren the Company will grant three (3) days Leave of Absence with pay.

A one (1) day Leave of Absence with pay will be granted an employee in the event of the death of a brother-in-law, sister-in-law or a spouse's grandparent.

Pay shall be at the employee's regular straight time base rate and shall be paid only for claims which occur on a day on which the employee would be regularly scheduled to work.

### **Section 3: Jury Duty**

The Company agrees to pay the difference between an employee's regular earnings and Jury Duty pay, also for Crown witness, for a maximum of **thirty-five (35)** working days, provided the employee shows proof of Jury Duty, or being called as a Crown Witness. This provision shall also apply to subpoenaed witnesses, upon proof of same. To qualify, employees must have passed probation and cannot be called as a witness against the interests of the Company.

## **ARTICLE 16 SAFETY AND HEALTH**

The Union and the Company agree to cooperate to the fullest extent in promoting the safety in the Plant, and the avoidance of accidents to the employees. The Company further agrees that there will be a Safety Committee of four members appointed from and by the Company, and four members appointed from and by the Union. The Safety Committee will meet once a month or more frequently if mutually agreed upon.

Any and all Joint Health and Safety Reports Accident Investigation and incidents will be made available to the Union representatives on the committee.

The Company will, upon proof of purchase, pay to all permanent employees a safety shoe subsidy of **\$175.00** as of DOR (Feb 9<sup>th</sup>, 2025) and then as of Year 2 increase to **\$200.00** per contract year.

**The Company agrees to provide employees who are permanently posted to the Unitizer job classification with one winter jacket every two years. Further, the Company agrees to buy pants every two years to permanently posted Unitizers, upon request.**

## **ARTICLE 17 NON-EMPLOYEE UNION REPRESENTATIVES**

If an authorized Union Representative who is not employed by the Company wants to speak to a Local Union Representative in the Plant about a grievance or other official Union business, they should first get permission from the Manufacturing Manager or designate in their absence or the next in charge in the event the first two individuals are absent. These talks will be arranged so that they will not needlessly interfere with production.



The plan will cover Christian Science Practitioner **in addition to those Paramedical Practitioners listed below**. The Company agrees to eliminate per visit maximum for Osteopath and Podiatrist subject to the current maximum benefit payable in each category per year. Per visit maximum for Christian Science Practitioner remains at \$7.00 per visit, \$25.00 per X-ray, over and above OHIP payment.

#### **Paramedical Practitioners Maximums**

**Physiotherapists: Reasonable and customary treatment**

**Naturopaths:**

DOR (Feb 9<sup>th</sup>, 2025) maximum \$300.00 per calendar year  
YR 3 (Aug 15<sup>th</sup>, 2026) maximum \$350.00 per calendar year  
YR 5 (Aug 16<sup>th</sup>, 2028) maximum \$400.00 per calendar year

**Chiropractors, Osteopaths, Podiatrists/Chiropodists – per practitioner type:**

DOR (Feb 9<sup>th</sup>, 2025) maximum \$300.00 per calendar year  
YR 3 (Aug 15<sup>th</sup>, 2026) maximum \$350.00 per calendar year  
YR 5 (Aug 16<sup>th</sup>, 2028) maximum \$400.00 per calendar year

**Out-of-Hospital Massage Therapists**

DOR (Feb 9<sup>th</sup>, 2025) maximum \$390.00 per calendar year  
YR 3 (Aug 15<sup>th</sup>, 2026) maximum \$440.00 per calendar year  
YR 5 (Aug 16<sup>th</sup>, 2028) maximum \$490.00 per calendar year

**Out-of-Hospital Psychologists or Speech Therapists – per practitioner type:**

DOR (Feb 9<sup>th</sup>, 2025) maximum \$350.00 per calendar year  
YR 3 (Aug 15<sup>th</sup>, 2026) maximum \$400.00 per calendar year  
YR 5 (Aug 16<sup>th</sup>, 2028) maximum \$450.00 per calendar year

#### **Section 6: Pension Plan**

The Company will contribute to C.W.I.P.P. at the rate of **two dollars (\$2.00)** per worked hour of employment, to a maximum of forty (40) hours per week.

Effective **DOR (Feb 9<sup>th</sup>, 2025) - \$2.00**

Effective **August 15, 2026 (Year 3) - \$2.05**

**The Company agrees to allow union members past probation, who fill out a request form, to make a voluntary automatic payroll pension contribution of an additional \$0.50 per worked hour of employment, to a maximum of 40 hours per week. This is effective July 1, 2025.**

### **Section 7: Dental Plan**

Premium 100% paid by Company.

Dental Plan – Basic Coverage – 1 Year Lag

Basic Dental maximum **\$1,950.00** effective DOR (**Feb 9<sup>th</sup>, 2025**)

**Effective August 15, 2026 (Year 3) - \$2,150.00**

Orthodontics will be covered in the amount of \$1,500 lifetime maximum. 50/50 co-insurance, effective DOR (**Feb 9<sup>th</sup>, 2025**) increase to **\$1,950.00**

**Effective August 15, 2026 (Year 3) - \$2,150.00**

### **Section 8: L.T.D. Plan**

- a) Disability means that during the first twenty-four (24) months of any disability, the employee is unable because of disease or injury, to work at their own occupation and thereafter during continuance of such period of disability that the employee is unable to work at any reasonable occupation to which the employee might be suited by training, education or experience.
- b) Currently **fifty-five per cent (55%)** of employee's average monthly earnings during the preceding year up to a maximum of **\$1,950.00** effective DOR (**Feb 9<sup>th</sup>, 2025**) to start after the 52<sup>nd</sup> week of sickness. **Effective August 15, 2026 (Year 3) - \$2,300.00.**
- c) The amount of benefit shall be reduced by any payments provided by Primary Benefits under any Government Plan.
- d) Duration of Benefit: Benefits shall cease upon the occurrence of any one of the following:
  - 1) on the date the employee ceases to be disabled
  - 2) date the employee retires, or
  - 3) at death
- e) Benefit Period: Benefits will be paid for one month for each completed month of service prior to the onset of disability, while the employee is disabled.
- f) Exclusions: All disabilities are covered unless they result from self inflicted injuries, war, riot, civil, commotion or as a result of employee's attempt to commit assault, battery or felony.

The total cost of the plan shall be paid by the Company.

- g) An eligible employee is entitled to benefits provided the employee is actively at work on the first day the L.T.D. plan becomes effective.  
An eligible employee absent from work due to sickness or accident, at the effective date of the Plan shall be eligible for long term disability benefits at the return to active full-time employment.

**Section 9: Vision**

The Company will provide a Vision Care Plan that provides for **\$275.00** per family member every two (2) years which includes frames, lenses and contact lenses.

Effective DOR, Feb 9<sup>th</sup>, 2025: the Vision Plan will increase to **\$275.00** per family member every 2 years.

Effective Year 3, August 15, 2026 the Vision Plan will increase to **\$300.00** per family member every 2 years

Effective Year 5, August 15, 2028 the Vision Plan will increase to **\$350.00** per family member every 2 years

**Vision Eye Exam**

The company will pay eye exam.

Effective: DOR, **Feb 9<sup>th</sup>, 2025**- **\$90.00** cap per family member every 2 years

Effective: Year 3, **August 15, 2026** - **\$120.00** cap per family member every 2 years

**ARTICLE 19  
TOOL ALLOWANCE**

Tool allowance of **one hundred and sixty dollars (\$160)** will be paid to Maintenance Department employees effective DOR, **Feb 9<sup>th</sup>, 2025**.

Effective Year **3**, August 15 **2026** increase to **\$200.00**

The Company will replace broken tools on an exchange basis only.

**ARTICLE 20  
DURATION OF AGREEMENT**

The parties hereto agree that this Agreement shall be effective from the fifteenth (15<sup>th</sup>) of August **2024**, until the fourteenth (14<sup>th</sup>) of August **2029**, unless notice of desire to amend or terminate the Agreement is given by either party to the other party within a period of not more than sixty (60) calendar days and not less than thirty (30) calendar days prior to the expiry date of the Agreement.

If notice of desire to amend or terminate the Agreement is given by either party, then the parties agree to meet for the purposes of negotiations within fifteen (15) days after the giving of such notice if requested to do so.

**ARTICLE 21  
WORK BY EXCLUDED PERSONS**

Persons whose regular jobs are not in the Bargaining Unit will not work on any jobs for which rates are established by this Agreement, except for the purpose of instruction,

experimenting or in emergencies when regular employees are not available. A reasonable effort will be made to fill emergency jobs with qualified bargaining unit employees.

**All Parties Sign-Off**

For the Company:

R. Neale  
~~John~~  
Blair  
P  
S

For the Union:

Randy  
Lisa M. M  
L  
J  
S.K. S. H.  
L  
2

## WAGE SCHEDULE

<b>Wage Schedule 1</b>					
<b>Effective: Aug 15, 2024 + 4%</b>					
<b>Corrugator</b>	<b>Start Rate</b>	<b>3 Months</b>	<b>6 Months</b>	<b>12 Months</b>	<b>18 Months</b>
Corrugator Operator	30.99		32.16		33.08
Corrugator Utility	30.99		32.16		33.08
Knife Operator	30.99		32.16		33.08
Double Backer	30.02	30.90	31.53	32.16	
Clamp Truck	29.36	30.32	31.30		
Stacker Operator	28.13	29.11	30.08		
<b>Converting</b>					
Press Operator	29.59	30.24	31.37	31.72	33.17
Feeder	30.51	31.26	31.90		
Slotter Take Off	28.13	28.79	29.46	30.08	
Press Ready	30.51	31.26	31.90		
Press Utility	29.59	30.24	31.37	31.72	33.17
Dieperson	29.59	30.24	31.37	31.72	33.17
Cross Carriage	30.51	31.15	31.90		
<b>Maintenance</b>					
Electrician	43.49	43.49	43.49	43.49	43.49
Maintenance: Skill	43.49	43.49	43.49	43.49	43.49
Semi	28.93	30.53		32.57	
Help	28.04	29.26		30.18	
<b>Shipping</b>					
Unitizer	28.90	29.74	30.65		
Shipper / Receiver	29.36	30.32	31.30		
Waste Water Treatment Operator	29.36	30.32	31.30		
<b>Note</b>					
*Corrugator Utility receives the Corrugator Operator Rate					
**Waste Water Treatment employees will perform Shipper / Receiver duties when required. Their rates will be same as a Shipper / Receiver					
***Skilled trade wage adjustment of \$1.00 (one dollar) to be applied to 2023 wage before 2024 GWI.					

## Wage Schedule 2

### Effective: Aug 15, 2025 + 3%

Corrugator	Start Rate	3 Months	6 Months	12 Months	18 months
Corrugator Operator	31.92		33.12		34.07
Corrugator Utility	31.92		33.12		34.07
Knife Operator	31.92		33.12		34.07
Double Backer	30.93	31.83	32.48	33.12	
Clamp Truck	30.24	31.23	32.24		
Stacker Operator	28.98	29.98	30.98		
<b>Converting</b>					
Press Operator	30.48	31.15	32.31	32.67	34.16
Feeder	31.43	32.20	32.85		
Slotter Take Off	28.98	29.65	30.35	30.98	
Press Ready	31.43	32.20	32.85		
Press Utility	30.48	31.15	32.31	32.67	34.16
Dieperson	30.48	31.15	32.31	32.67	34.16
Cross Carriage	31.43	32.08	32.85		
<b>Maintenance</b>					
Electrician	44.80	44.80	44.80	44.80	44.80
Maintenance: Skill	44.80	44.80	44.80	44.80	44.80
Semi	29.80	31.45		33.55	
Help	28.88	30.13		31.09	
<b>Shipping</b>					
Unitizer	29.77	30.64	31.57		
Shipper / Receiver	30.24	31.23	32.24		
Waste Water Treatment Operator	30.24	31.23	32.24		
<b>Note</b>					
*Corrugator Utility receives the Corrugator Operator Rate					
**Waste Water Treatment employees will perform Shipper / Receiver duties when required. Their rates will be same as a Shipper / Receiver					
***Skilled trade wage adjustment of \$1.00 (one dollar) to be applied to 2023 wage before 2024 GWI.					

## Wage Schedule 3

### Effective: Aug 15, 2026 + 3%

Corrugator	Start Rate	3 Months	6 Months	12 Months	18 Months
Corrugator Operator	32.88		34.12		35.10
Corrugator Utility	32.88		34.12		35.10
Knife Operator	32.88		34.12		35.10
Double Backer	31.85	32.78	33.45	34.12	
Clamp Truck	31.15	32.16	33.21		
Stacker Operator	29.85	30.88	31.91		
<b>Converting</b>					
Press Operator	31.39	32.09	33.28	33.65	35.19
Feeder	32.37	33.17	33.84		
Slotter Take Off	29.85	30.54	31.26	31.91	
Press Ready	32.37	33.17	33.84		
Press Utility	31.39	32.09	33.28	33.65	35.19
Dieperson	31.39	32.09	33.28	33.65	35.19
Cross Carriage	32.37	33.04	33.84		
<b>Maintenance</b>					
Electrician	46.14	46.14	46.14	46.14	46.14
Maintenance: Skill	46.14	46.14	46.14	46.14	46.14
Semi	30.69	32.39		34.56	
Help	29.75	31.04		32.02	
<b>Shipping</b>					
Unitizer	30.66	31.56	32.52		
Shipper / Receiver	31.15	32.16	33.21		
Waste Water Treatment Operator	31.15	32.16	33.21		
<b>Note</b>					
*Corrugator Utility receives the Corrugator Operator Rate					
**Waste Water Treatment employees will perform Shipper / Receiver duties when required. Their rates will be same as a Shipper / Receiver					
***Skilled trade wage adjustment of \$1.00 (one dollar) to be applied to 2023 wage before 2024 GWI.					

## Wage Schedule 4

### Effective: Aug 15, 2027 + 3%

	Start Rate	3 Months	6 Months	12 Months	18 Months
<b>Corrugator</b>					
Corrugator Operator	33.87		35.14		36.15
Corrugator Utility	33.87		35.14		36.15
Knife Operator	33.87		35.14		36.15
Double Backer	32.81	33.76	34.46	35.14	
Clamp Truck	32.08	33.13	34.21		
Stacker Operator	30.74	31.81	32.87		
<b>Converting</b>					
Press Operator	32.33	33.05	34.27	34.66	36.24
Feeder	33.34	34.16	34.85		
Slotter Take Off	30.74	31.46	32.20	32.87	
Press Ready	33.34	34.16	34.85		
Press Utility	32.33	33.05	34.27	34.66	36.24
Dieperson	32.33	33.05	34.27	34.66	36.24
Cross Carriage	33.34	34.04	34.85		
<b>Maintenance</b>					
Electrician	47.53	47.53	47.53	47.53	47.53
Maintenance: Skill	47.53	47.53	47.53	47.53	47.53
Semi	31.62	33.37		35.59	
Help	30.64	31.97		32.98	
<b>Shipping</b>					
Unitizer	31.58	32.50	33.49		
Shipper / Receiver	32.08	33.13	34.21		
Waste Water Treatment Operator	32.08	33.13	34.21		
<b>Note</b>					
*Corrugator Utility receives the Corrugator Operator Rate					
**Waste Water Treatment employees will perform Shipper / Receiver duties when required. Their rates will be same as a Shipper / Receiver					
***Skilled trade wage adjustment of \$1.00 (one dollar) to be applied to 2023 wage before 2024 GWI.					

## Wage Schedule 5

### Effective: Aug 15, 2028 + 3%

Corrugator	Start Rate	3 Months	6 Months	12 Months	18 Months
Corrugator Operator	34.88		36.19		37.23
Corrugator Utility	34.88		36.19		37.23
Knife Operator	34.88		36.19		37.23
Double Backer	33.79	34.78	35.49	36.19	
Clamp Truck	33.04	34.12	35.23		
Stacker Operator	31.66	32.76	33.85		
<b>Converting</b>					
Press Operator	33.30	34.04	35.30	35.70	37.33
Feeder	34.34	35.19	35.90		
Slotter Take Off	31.66	32.40	33.16	33.85	
Press Ready	34.34	35.19	35.90		
Press Utility	33.30	34.04	35.30	35.70	37.33
Dieperson	33.30	34.04	35.30	35.70	37.33
Cross Carriage	34.34	35.06	35.90		
<b>Maintenance</b>					
Electrician	48.95	48.95	48.95	48.95	48.95
Maintenance: Skill	48.95	48.95	48.95	48.95	48.95
Semi	32.56	34.37		36.66	
Help	31.56	32.93		33.97	
<b>Shipping</b>					
Unitizer	32.53	33.48	34.50		
Shipper / Receiver	33.04	34.12	35.23		
Waste Water Treatment Operator	33.04	34.12	35.23		

**Note**

\*Corrugator Utility receives the Corrugator Operator Rate

\*\*Waste Water Treatment employees will perform Shipper / Receiver duties when required. Their rates will be same as a Shipper / Receiver

\*\*\*Skilled trade wage adjustment of \$1.00 (one dollar) to be applied to 2023 wage before 2024 GWI.

SAFETY RULES AS LISTED WILL FORM PART OF THIS CONTRACT

**SAFETY RULES**

- a) **Safety and Fire Protection Equipment**
  - i) Safety equipment prescribed for the work involved shall be used.
  - ii) Safety and fire protection devices must not be tampered with or altered in any way.
  - iii) There will be NO SMOKING except where there are continuous operations. Management will provide smoking areas.
  
- b) **Personal Safety Equipment**
  - i) Employees shall wear and use such safety equipment as required.
  - ii) Employees shall report defective or worn safety equipment to their Supervisor.
  - iii) Safety shoes or boots will be worn in all Plant Areas.
  
- c) **Medical First Aid**
  - i) Injuries, no matter how minor, shall be reported to the employee's Supervisor as soon as possible and a record kept by the Company.
  - ii) Employees should follow any treatment instructions given by First Aid Staff.
  
- d) **General**
  - i) No employees shall engage in horseplay or any act of physical violence.
  - ii) No employee shall bring intoxicants onto Plant premises or report for duty under the influence of intoxicants or narcotics.
  - iii) No repairs shall be carried out on machinery while it is in motion, or while it can be set in motion. Proper safety lockout procedures must be followed.

**APPENDIX I**  
**LETTER OF UNDERSTANDING**

Mr. Ken Cole  
Local 333  
UNIFOR

Dear Mr. Cole:

Re: Supervisors Performing Bargaining Unit Work, Local 333

For the duration of the Collective Agreement dated August 15, 2010 although not forming part thereof, the following understanding has been reached by the parties:

Foremen shall not regularly perform any work which is normally done by employees in the bargaining unit except under the following conditions:

- a) For purposes of experimenting or demonstrating;
- b) For purposes of instructing employees in the bargaining unit;
- c) In case of emergency or unusual circumstances where sufficient employees or qualified employees in the bargaining unit are not immediately available.

No bargaining unit employee will be displaced as a result of a), b) or c).

For clarification, rest periods and lunch coverage is not considered to be an emergency.

**ATLANTIC PACKAGING PRODUCTS LTD.**

*Mario Sabatini*

Vice President of Human Resources  
Mario Sabatini

**APPENDIX II  
LETTER OF UNDERSTANDING**

between

ATLANTIC PACKAGING PRODUCTS LTD.

AND

UNIFOR LOCAL 333

**RE: BENEFIT COVERAGE FOR EMPLOYEES 65+**

Effective March 6, 2011, the following is the benefit coverage for employees 65+:

**Weekly Indemnity:**

The Company will continue to provide the current employee plan up to the age of 69.

**L.T.D. Plan:**

For all employees aged 65+, long-term disability coverage will cease.

**Major Medical:**

Medical benefits will continue, however, the first payer of the benefits will be the government.

ATLANTIC PACKAGING  
PRODUCTS LTD.

Mario Sabatini  
M. Sabatini

UNIFOR  
LOCAL 333

K. Cole  
K. Cole

Joey Fitzgibbon  
J. Fitzgibbon

### APPENDIX III

January 9, 2020.

#### LETTER OF UNDERSTANDING MISSISSAUGA Temporary Workers

The Company and the Union agree that temporary workers may be required in order to meet business demands. The Company, after consultation and agreement with the Union, may hire up to a maximum of ten (10) temporary employees to meet customer and business demands as it applies to only STD/LTD and Leaves of Absence and only to be utilized should no skilled Atlantic employees be available for overtime.

Temporary employees will only be able to fill entry level jobs, which consist of:

Shipper/Receiver  
Stacker  
Take-off

Temporary employees will only be able to work a maximum of (60) sixty **calendar** days. The use of temporary employees will be mutually agreed to by the parties.

This Letter of Understanding will be entered into without precedence or prejudice.

This agreement is effective DOR.

For the Union



Mark Kachurowski

For the Company



Marco La Torretta

## APPENDIX IV

### Letter of understanding RE: Weekend Shipping Schedule

The Company and Union agree to have up to three (3) Shipping employees scheduled to work three (3) twelve (12) hour shifts covering Friday to Monday.

Positions will be awarded through the job posting process in accordance with the collective agreement. If no candidates are found within the bargaining unit the employer will be able to canvas from outside.

The company will trial this twelve (12) hour shift schedule for a period of six (6) months from its inception and reserves the right to cancel with two weeks' notice.

Employees who work their full regularly scheduled three (3) twelve (12) hour shifts for thirty-six (36) hours in a week will be paid for forty (40) hours.

Employees must work their full regularly scheduled three (3) twelve (12) hour shifts for thirty-six (36) hours in a week, to be paid for forty (40) hours.

All over time will be in accordance with Article 8.

Employees working a three (3) twelve (12) hour shift schedule will be paid twelve (12) hours for any Floating Plant Holidays.

All overtime will be in accordance with Article 8 with the exclusion of Section 2 in its entirety. Only Section 2(c) will continue to apply.

The hours of work will be from 3pm to 3am. The company reserves the right to cancel or make adjustments to the schedule as per business requirements.

If required, these shippers will perform backup duties for the Waste Water Treatment when required.

This Letter of Understanding will be entered into without precedence or prejudice.

This agreement is effective DOR.

For the Union



Mark Kachurovski

For the Company



Marco La Torretta

## APPENDIX V

### LETTER OF UNDERSTANDING MISSISSAUGA - RE: WOMEN'S ADVOCATE

The parties recognize that female employees may sometimes need to discuss with another woman matters such as violence or abuse at home or workplace harassment. They may also need to find out about specialized resources in the community such as counsellors or women's shelters to assist them in dealing with these and other issues.

For this reason the parties agree to recognize the role of Women's Advocate in the workplace. The Women's Advocate will be determined by the Union from amongst the female bargaining unit employees.

The name of the Women's Advocate will be posted on the Union bulletin board. The Women's Advocate will be granted a one-time unpaid leave, at a time agreeable to the Company and the Union, to participate in an initial 40-hour training program organized by UNIFOR, at UNIFOR's expense and at its facilities.

This role will provide resources for personal issues and not contractual issues and will be on their own time with the exception of emergency circumstances.

This Letter of Understanding will be entered into without precedence or prejudice.

This agreement is effective DOR.

For the Union

Randy Kitt

For the Company



Janahan Balakrishnan

**APPENDIX VI**

Letter of Understanding  
Between  
Atlantic Packaging Products  
And  
Unifor Local 333

**Re: Apprenticeship Program Evaluation Period and Pay Rates**

In the interest of securing ideal candidates the company and the union agree that all hourly employees currently moving into the apprenticeship program will be required to work through a 180-calendar day evaluation period. If for any reason an apprenticeship candidate proves unsatisfactory in the opinion of the company or the employee concerned within a 180-calendar day period, they shall have the right to return to their former job without loss of seniority rights and privileges under the terms of the collective agreement.

Employees moving internally to an apprenticeship position will follow the apprentice wage grid or will be kept at their current rate of pay until they surpass the current apprentice wage grid, whichever is greater. **To be considered, an applicant must successfully complete company-assigned mechanical aptitude testing.**

If the Employer chooses to hire an Apprentice at any year of the Apprenticeship process, it will do so and they will be placed accordingly on the scale as per the Apprentice wage grid.

Following the completion of the fourth period of any apprenticeship, the Apprentice is expected to become licensed within six (6) months. A grace period of up to twelve (12) months can be provided should any unforeseen circumstances prevent the completion of the certification within the six (6) month period. The Apprentice rate of pay will remain at 90% of the **millwright/electrician** rate, and they will remain at the bottom of the department seniority list until the company receives proof of certification during this period.

If the Apprentice does not become licensed or certified within one (1) year, following the completion of the fourth period of any apprenticeship, then their **millwright/electrician** appointment will end upon the completion of the one (1) year period and will be placed in the helper role at the respective rate of pay.

This Letter of Understanding will be entered into without precedence or prejudice.

This agreement is effective DOR.

For the Union

  
Mark Kachurovski

For the Company

  
Marco La Torretta

**APPENDIX VII**  
For Memorandum Only

**Article 7**

**Hours of Work**  
**Start times to be modified (1) hour earlier**

For memorandum only

The parties agree to meet during the term of the collective agreement to discuss the implement of a continuous operation (24 hours per day, seven days per week) based on twelve (12) hour shifts. This will only be implemented by mutual agreement of the parties and will be for legitimate business needs.

**Article 12 Section 7**

Example: Job Posting from Feeder to Press Operator (moving upward in the Line of Progression)

Current Feeder Rate: **\$31.90**

The employee is successfully awarded and moves to the Press Operator role and will maintain the current rate of Feeder (**\$31.90**). Rate will be assigned to closest time interval on wage grid, which is **\$31.72**, but will maintain their current rate of **\$31.90**. Employee will move to **\$33.17** in six (6) months.

Example: Job Posting Stacker Operator to Knife **Operator** (moving upward in the Line of Progression)

Current Stacker Operator Rate: **\$30.08**

The employee is successfully awarded and moves to the Knifeman role and will move to the start rate in the new position of the Knifeman (**\$30.99**). Employee will move to **\$32.16** in six (6) months as per the wage grid.

## APPENDIX VIII

### LETTER OF UNDERSTANDING MISSISSAUGA - RE: RACIAL ADVOCATE

The parties agree to recognize a Racial Advocate. A Racial Advocate is an individual who identifies as a member of the Black, Indigenous or racialized community.

The Unifor Local Union President is responsible for the selection of the Racial Advocate with the input of identifying Black, Indigenous and racialized union members.

A Racial Advocate is a workplace representative who will assist and provide support for Black, Indigenous and racialized workers whose role in the workplace will include:

- Listening;
- Providing support to black, indigenous and racialized members including concerns related to racial discrimination and racial violence;
- Assisting with racial justice initiatives;
- Promoting access to community culturally appropriate services;
- Working with facility leadership to develop, implement and monitor an anti-racism action plan that is aligned with both Company and Union anti-racism and equity strategies;
- Networking with allied organizations and local community partners

The name of the Racial Advocate will be posted on the Union bulletin board. All training for the Racial Advocate will be organized by Unifor, at Unifor's expense and at its facilities.

This role will provide resources for personal issues and not contractual issues and will be on their own time with the exception of emergency circumstances. The Racial Advocate will not hold a Union steward/Chair position.

This Letter of Understanding will be entered into without precedence or prejudice.

This agreement is effective DOR.

For the Union

Randy Kitt

For the Company



Janahan Balakrishnan

## APPENDIX IX

### LETTER OF UNDERSTANDING MISSISSAUGA - RE: TRAINING

When an employee is interested in furthering their career, they will notify in plant Human Resources, in writing, of their interest to train in a specific classification. When a training opportunity arises in that classification the company will choose the senior candidate from the group of interested potential trainees. The training time and schedule of training will be at company's discretion.


This Letter of Understanding will be entered into without precedence or prejudice.

This agreement is effective DOR.

For the Union

Randy Kitt

For the Company



Janahan Balakrishnan