



Collective Agreement

between

Halton Hills Hydro Inc.

and

Power Workers' Union
CUPE Local 1000

Effective April 1, 2022 until March 31, 2025

INDEX

| Subject | Article | Page |
|--|----------------|-------------|
| A ppendix A-1 (40 Hour Wage Rates) | | 22 |
| A ppendix A-2 (35 Hour Wage Rates) | | 23 |
| A ppendix A-3 (37.5 Hour Wage Rates) | | 23 |
| A ppendix Index | | 21 |
| B ereavement | 16 | 15 |
| B oots | Appendix C | 25 |
| C hristmas Shutdown | Appendix F | 27 |
| C lothing | 19.02 | 17 |
| | Appendix C | 25 |
| C opies of Agreement | 22 | 18 |
| C orrespondence | 20.03 | 17 |
| C ustomer Care Representative Vacation Coverage | Appendix L | 33 |
| D uration of Agreement | 23 | 18 |
| E mployee Categories | 07 | 6 |
| F amily Leave | 16.08 | 16 |
| F irst Aid and Safety | 17 | 16 |
| F lex Time | Appendix B | 24 |
| 4 X 10 Hour Shifts | Appendix M | 34 |
| G eneral | 20 | 17 |
| G oodwill | 03 | 4 |
| G rievance Procedure | 09 | 7 |
| H ours of Work Alternative | Appendix G | 28 |
| I nclement Weather | 20.01 | 17 |
| J ury Duty | 16.09 | 16 |
| L eave of Absence | 16 | 15 |
| L ieu Time | Appendix D | 26 |
| L ockouts or Strikes | 08 | 7 |

| Subject | Article | Page |
|--|----------------|-------------|
| Management's Rights | 04 | 5 |
| Maternity/Parental Leave | 16.06 | 15-16 |
| Meals | 10.04 | 9 |
| Mechanic | Appendix H | 29 |
| Medical Plan and Pensions | 14 | 13 |
| Mid-Term Agreements | 24 | 18 |
| Mid-Term Agreement (sample) | 24 | 19 |
| Minimum Call Out | 10.06 | 10 |
| On-Call Duty | 10.05 | 10 |
| Overtime | 10.03 | 9 |
| Pay Days | 18 | 17 |
| Preamble and Purpose | 01 | 4 |
| Pregnancy, Adoption and Parental Leave | 16.06 | 15-16 |
| Promotions and Transfers, Lay-Off and Recall | 15 | 13-14 |
| Recognition | 02 | 4 |
| Recognized Holidays | 11 | 11 |
| Rest Periods | Appendix K | 31 |
| Scheduled Overtime | Appendix J | 30 |
| Seniority | 06 | 5 |
| Sick Pay Allowance | 13 | 12 |
| Signature Page | | 20 |
| Tools and Equipment | 19 | 17 |
| Training Courses | 10.03 b) | 9 |
| Union Security and Dues Remittance | 05 | 5 |
| Vacations | 12 | 11 |
| Vacation Attraction | Appendix N | 35 |
| Vision | 14 | 13 |
| Wage Classifications | 21 | 17 |
| | Appendix A-1-3 | 22-23 |
| Working Hours | 10 | 9 |

COLLECTIVE AGREEMENT

between

**HALTON HILLS HYDRO INC.
Hereinafter referred to as the "LDC"**

and

**POWER WORKERS' UNION-CUPE LOCAL 1000
Hereinafter referred to as the "Union"**

ARTICLE 01 – PREAMBLE AND PURPOSE

- 1.01 The general purpose of the Agreement is to maintain mutually satisfactory relations between the LDC and its employees. To provide orderly collective bargaining relations and to secure prompt and equitable disposition of complaints, with a view to maintaining mutually satisfactory hours, wages, working conditions, and efficient operation of the LDC's plant; under methods which will promote to the fullest possible extent, economy of operation, quality and effort, cleanliness of plant and protection of property, elimination of waste and safety to the employees. Both parties recognize a duty to cooperate in good faith, individually and collectively, for the advancement of these purposes.
- 1.02 Whenever the singular, masculine or feminine is used in this Agreement, it shall be considered as if plural, feminine or masculine has been used where the context of the party or parties hereto so required.

ARTICLE 02 – RECOGNITION

- 2.01 The LDC recognizes the Union as the exclusive bargaining agent for negotiating wages, working conditions and hours of work on behalf of the Employees of the LDC as defined below:
- "All employees of Halton Hills Hydro Inc. save and except the President, Vice-President, Chief Financial Officer, Accountant, Human Resources/Executive Assistant, Managers, Conservation Demand Officers, Regulatory Affairs Officers, non-working Foreman, Supervisors, summer students, co-op students and office staff employed for less than twenty-four (24) hours per week, constitute a unit of Employees appropriate for collective bargaining."

ARTICLE 03 – GOODWILL

- 3.01 The LDC agrees that it will not, in any manner, object to any employee being or becoming a member of the Union, and will not discriminate against such employee because of membership in said Union.

ARTICLE 04 – MANAGEMENT’S RIGHTS

- 4.01 Except as otherwise provided in this Agreement, nothing contained in this Agreement shall be deemed to limit the LDC in any way in the exercise of the regular and customary functions of Management. The Union recognizes the right of the LDC to operate and manage its business in all respects, in accordance with its commitments and responsibilities, to direct its work force including, but without restricting the generality of the foregoing, the right to hire, classify, transfer, promote, layoff and determine employee competence, the right to discipline, suspend, demote and discharge; to make and alter reasonable rules and regulations to be observed by employees provided that such rules and regulations shall not be inconsistent with the terms of this Agreement. The Union shall retain its right to grieve in case it feels Management has acted without just cause.

ARTICLE 05 – UNION SECURITY AND DUES REMITTANCE

- 5.01 The parties hereto mutually agree that current Union members shall maintain their membership and, that any new employee of the LDC defined in Article 2 will become a member in the Union.
- 5.02 In order that the LDC may have definite instructions as to what amounts are to be deducted for Union purposes, it is agreed that the Union shall promptly notify the LDC, in writing, of deductions to be made by the LDC for Union dues and, the LDC shall have the right to continue to rely on such written notification from the Union.
- 5.03 The LDC will deduct weekly from the wages of unionized employees, union dues as certified by the Union. The LDC will remit monies deducted, together with a list showing the names of the employees including their employee number, start date and job classification/occupation code as well as home contact information address (phone number and email address if possible) and amount deducted, to the Financial Officer, not later than the fifteenth (15th) day of the month, following the end of the month after the deductions.

In consideration of this deduction and forwarding service by Management, the Union agrees to indemnify Management for any liability arising from the deduction and forwarding of these weekly dues.

ARTICLE 06 – SENIORITY

- 6.01 Seniority shall be defined as the length of continuous service an employee has established with the LDC from the most recent date the employee entered the employ of the LDC.
- i. If a part time employee (employed for less than twenty-four (24) hours per week) becomes a fulltime employee their service time shall be prorated.
- 6.02 A current seniority list shall be posted in January and July of each calendar year, and a copy will be provided to each steward.
- 6.03 A regular employee shall not be laid off or demoted as a result of the contracting out of bargaining unit work.

- 6.04 An employee shall lose his/her seniority and shall cease to be an employee of the LDC if he/she:
- a) terminates voluntarily,
 - b) is discharged and not reinstated,
 - c) is laid off for a period exceeding twelve (12) calendar months,
 - d) fails to report to work after a layoff within five (5) working days of recall, notice of which has been mailed, by registered mail, to the last address the employee has reported to Management,
 - e) is absent from work for five (5) or more working days without permission, unless the employee provides the LDC with documented evidence of unavoidable reasons for not reporting to work,
 - f) is absent from work because of illness or injury and is unable to return to work. In no case shall this period of time exceed thirty (30) months, and not before the employer has offered to discuss the possibility of the employee's ability to return,
 - g) retires.
- 6.05 For a period of time not to exceed eighteen (18) months from the first day of illness or injury, the employee shall be eligible to return to the same job if capable of performing the required work. If unable to perform the required work, the employee shall be given initial consideration for any available job for which the employee is able and qualified to perform. For workplace injuries, the Workplace Safety and Insurance Act (WSIA) shall prevail.
- 6.06 From the nineteenth (19th) month of and including the thirtieth (30th) month, the employee shall be given initial full consideration for any available job for which the employee is able and qualified to perform.
- 6.07 An employee shall have their seniority frozen if he/she is on any authorized absence, without pay, for a period exceeding thirty (30) calendar days.

ARTICLE 07 – EMPLOYEE CATEGORIES

- 7.01 a) Temporary employees will not be employed as temporary employees for more than six (6) months in any twelve (12) consecutive month period. Temporary employees who are retained beyond a six (6) month period will be re-classified to regular status. The exception to this is where there is a requirement to replace an employee who is on leave of absence as defined in Article 16.06 (including extension of such leave). A temporary employee may be extended up to twelve (12) months, in the event of an employee absence due to long-term illness. These temporary employees who are retained beyond the twelve (12) month period will be reclassified to regular status.
- 7.01 b) Probationary employees are persons hired on trial to determine their suitability for continuing employment in regular positions. An employee shall be considered probationary for a period of six (6) calendar months. Having proven satisfactory by the end of this period, he/she will be credited with LDC service for the probationary period.
- 7.02 Temporary and probationary employees will not have recourse to the grievance procedure in cases of termination.

- 7.03 Probationary employees taken on staff will receive payment for recognized holidays during the period of their employment to that date and will also be permitted to accumulate allowable sick pay credits from date of employment, but will be excluded from MEARIE benefits during the probationary period. The Employer agrees to apply the appropriate Appendix Wage Classification Rate to Temporary Employees.
- 7.04 Regular employees are persons who have satisfactorily served the probationary period. Classification as a regular employee does not imply an LDC obligation to provide continuous employment.

ARTICLE 08 – LOCKOUT OR STRIKES

- 8.01 The LDC agrees that it will not cause or direct a lockout of its employees from the execution date of this Agreement to the termination date thereof.
- 8.02 The Union agrees its members will not sanction or call a strike and shall refrain from any interruption of, or interference with, the operations of the LDC, from the execution date of this Agreement to the termination thereof.
- 8.03 Prior to assigning work where employees may encounter picket lines, the employer shall consult with the local PWU union representative. Time will be permitted for the union representative to communicate to the striking union, reasons why the picket lines might be crossed.

ARTICLE 09 – GRIEVANCE PROCEDURE

- 9.0 Any employee, who has been subjected to unfair treatment under the provisions of this Agreement, shall receive the right to seek redress according to Article 9, Grievance Procedure.
- 9.01 For the purpose of this Agreement, a dispute, claim or complaint which involves the interpretation or application of this Agreement, shall be considered to be fit matter for grievance and shall be dealt with, as specified.

The time limits for the processing of grievances shall be observed as per the Labour Relations Act, except in the case of mutual agreement to alter the time limits. All written notices referred to in this procedure shall include a statement of the following: -

- a) the grievance and the date the grievance was presented,
 - b) the part(s) of the Agreement that is involved and,
 - c) the redress sought.
- 9.02 Grievances affecting more than one (1) employee arising from the same alleged violation of this Agreement shall be handled as a Group Grievance and presented to the LDC beginning at Step 1. Any grievance brought forward by the LDC or the Union, or where difficulties arise between the LDC and the Union concerning the interpretation or general application of the Agreement which may be considered as a policy matter, shall be submitted in writing by either party within fifteen (15) working days of the alleged occurrence and shall be dealt with in the manner provided in the grievance procedure commencing at Step 3.

- 9.03 It is the intention of the parties that the filing of policy grievances by the Union shall not be used to bypass the normal grievance procedure and will commence at Step 3.
- 9.04 a) As an alternative to Arbitration the parties may, by mutual agreement, agree to refer a grievance to a Mediator/Arbitrator as a means of settlement. The Mediator/Arbitrator shall be mutually agreed to by the parties and each party shall pay one half (1/2) of the expenses and remuneration of the Mediator/Arbitrator.
- 9.04 b)

STEP 1

It is the mutual desire of the Parties hereto that complaints of employees shall be adjusted as quickly as possible. It is understood that an employee, or the Union on behalf of an employee, are to present a complaint to the employee's immediate supervisor to provide the supervisor the opportunity to adjust the complaint. The complaint will be presented to the immediate supervisor within ten (10) working days after the employee or the Union, becomes aware of the circumstances that have given rise to the complaint. The immediate supervisor shall be allowed five (5) working days to communicate their answer to the employee and/or the union either verbally or in writing. Failing settlement, the Union can present a grievance at this time. The grievance can then advance to Step 2.

STEP 2

Within four (4) working days of presentation of a written or electronic grievance notice, the Human Resources Manager or designate will discuss the matter with the Union steward. Failing settlement within five (5) working days of the discussion, the Union will be allowed five (5) working days in which to provide written notice to the President or designate of a desire to proceed to Step 3.

STEP 3

Within five (5) working days of presentation of a notice of a desire to proceed to Step 3, the President will discuss the matter with the Union Principal Steward. Failing settlement within five (5) working days of the discussion, the Union Principal Steward will be allowed five (5) working days to present written notice to the Human Resources Manager or designate of a desire to submit the matter to arbitration.

- 9.05 A representative of Power Workers' Union CUPE Local 1000 may be present at any or all steps of the grievance or arbitration procedures to assist the local union.
- 9.06 No Board of Arbitration shall have the power to alter or change any of the provisions of this Agreement or, to substitute any new provision for any existing provision, or to provide a decision that is inconsistent with any term or provision of this Agreement.
- 9.07 Any decision rendered by an Arbitration Board may be based on consideration of all pertinent clauses in the Agreement.
- 9.08 Each party of this Agreement will bear the expenses and fee of its Arbitrator and the parties will share equally, the expenses and fee of the Chairman. The decision of a majority of the arbitrators will be accepted as final and binding on both parties.

9.09 Unless otherwise agreed to, after a letter(s) of reprimand has been on an employee's file for a maximum of two (2) years, and there have been no further occurrences, then the letter(s) of reprimand will be removed from all files.

9.10 Terminations

Should the Company choose to terminate employment, and the union to grieve thereafter, the grievance will first be referred to mediation where the parties will make every effort to settle within 60 days of the termination. Unless otherwise agreed between the parties, if the mediation is unsuccessful, the grievance will be referred to a mutually agreed to arbitrator (or to an arbitrator as ordered by the mediator) for expedited arbitration within 30 days. The parties will use best efforts to expedite a resolution to the grievance.

ARTICLE 10.0 – WORKING HOURS

10.01 a) A normal working week for the A-1 employees is one of forty (40) hours; Monday to Friday inclusive. Hours of work shall be from 07:30 to 16:00 with one half (1/2) hour for lunch and two (2) fifteen (15) minute breaks. Lunch to be eaten on the job site or other agreed upon location.

b) A normal working week for the A-2 is one of thirty-five (35) hours, Monday to Friday inclusive. Hours of work shall be from 08:30 to 16:00 hours with one half (1/2) hour for lunch or from 08:30 to 16:30 hours with one (1) hour for lunch and two (2) fifteen (15) minute breaks, as approved by the LDC.

c) A normal working week for the A-3 is one of thirty-seven and one half (37.5) hours Monday to Friday inclusive. Hours of work shall be 08:00 to 16:00 hours with one-half (1/2) hour for lunch and two (2) fifteen (15) minute breaks, as approved by the LDC.

10.02 The foregoing definition of working hours shall not be construed as a guarantee of hours of work per day or per week, or of days of work per week.

OVERTIME

10.03 a) Double time shall be paid for all work performed after the normal working hours.

b) No overtime premiums for travelling time outside of normal hours shall be made in order to attend training courses. The principle for payment while attending training courses will be to guarantee the employee's wage rate. Mileage will be paid as per LDC policy for travelling to and from the training centre, plus payment for any meals during the travelling period.

MEALS

10.04 1) The LDC shall not require an employee to carry or provide more than one (1) meal on a day when work is performed.

2) If an employee is required to work overtime prior, one (1) hour or more, to his/her normal start time, and such overtime continues until the normal starting time, the LDC will provide payment in the amount of \$18.00 for the duration of the contract.

3) If an employee is required to continue working beyond a normal day, the LDC will provide payment in lieu in the amount of \$18.00 for the duration of the contract after two (2) hours or more and every four (4) hours thereafter, while the employee continues working.

4) In the conditions outlined in 2 and 3 above, where practical, the LDC will allow the employee time to secure the meal and eat it, and where necessary, provide transportation for this purpose.

5) When employees are required to work scheduled overtime, on a non-normal working day, employees will be entitled to a meal provision of \$18.00 for the duration of the contract after eight (8) hours of work and every four (4) hours thereafter.

ON-CALL DUTY

10.05 a) On-call shall be defined as duties performed by qualified employees falling within the bargaining unit, outside of normal hours of work, Friday to Friday. Employees performing on-call duties shall receive \$310.00 effective April 1, 2022.

b) On recognized holidays, the employee on call shall receive effective upon ratification \$75.00 and effective April 1, 2021 \$80.00, plus pay at the appropriate rate for the duration of the contract.

c) On-call duties will normally be assigned to two (2) lines persons.

d) If a recognized holiday falls and is observed on the changeover day (Friday), the employee coming on-call will start his on-call week on the day prior to the recognized holiday. In such instances, the employee going off-call on Thursday shall receive 6/7 of the on-call allowance for that week; and the employee coming on-call Thursday shall receive 8/7 of the on-call allowance for that week.

e) A communication device will be supplied on the understanding that employees on-call shall remain within thirty-five (35) kilometer radius of the Service Centre and keep the Answering Service informed as to where they can be reached by telephone.

MINIMUM CALL-OUT

10.06 a) A minimum call-out of two (2) hours at the appropriate overtime rate shall be paid to employees who are called out to perform work. All call-outs within the two (2) hours shall be considered as one (1) call.

b) Minimum call-out pay will not be paid where the work involved is an extension of the normal work hours, or when the call-out is within one (1) hour of the normal starting time. Payment for such work will be at the appropriate overtime rate.

ARTICLE 11 – RECOGNIZED HOLIDAYS

11.01 Employees of the LDC will be entitled to payment of regular rate of pay for the following holidays, provided they have worked the full scheduled shifts which immediately precede and follow such holidays; unless the employee is absent because of:

- a) personal illness,
- b) any bereavement entitlement,
- c) any approved leave of absence.

11.02 Recognized holidays are as follows:

- | | |
|--|-----------------------|
| - Good Friday | - Easter Monday |
| - Victoria Day | - Dominion Day |
| - Civic Holiday | - Labour Day |
| - Thanksgiving Day | - One (1) floater day |
| - Full working day before Christmas Day | - Family Day |
| - Christmas Day | - Boxing Day |
| - Full working day before New Year's Day | - New Year's Day |

11.03 Should any of the holidays outlined above, fall on a Saturday or Sunday, the preceding or following working day shall be observed, by all staff, as the holiday as designated by Management by October 31 of the preceding year.

ARTICLE 12 – VACATIONS

12.01 An employee having less than one (1) year of service in the current year shall be allowed a vacation credit of one (1) working day per month of service to a maximum of two (2) weeks' vacation with pay.

An employee having one (1) year or more of continuous service in the current year will be entitled to two (2) weeks' vacation with pay.

An employee will be entitled to three (3) weeks' vacation with pay in the year in which three (3) years continuous service with the LDC is completed.

An employee will be entitled to four (4) weeks' vacation with pay in the year in which eight (8) years continuous service with the LDC is completed.

An employee will be entitled to four (4) weeks plus two (2) days' vacation with pay in the year in which twelve (12) years continuous service with the LDC is completed.

An employee will be entitled to five (5) weeks' vacation with pay in the year in which fifteen (15) years continuous service with the LDC is completed.

An employee will be entitled to five (5) weeks plus two (2) days' vacation with pay in the year in which twenty (20) years continuous service with the LDC is completed.

An employee will be entitled to six (6) weeks' vacation with pay in the year in which twenty-five (25) years continuous service with the LDC is completed.

An employee will receive an additional two (2) days' vacation in the year in which thirty (30) years of continuous service with the LDC is completed.

- 12.02 Vacation qualification period shall be from January 01 to December 31 each year.
- 12.03 Employees shall indicate their vacation choice, in writing, to their Department Head by March 31st of each year, and the Department Head shall post a vacation list by April 15th. In scheduling vacation, preference will be given in order of seniority when submitted prior to March 31.
- The LDC may not revoke an employee's scheduled holiday within thirty (30) days prior to their vacation.
- 12.04 Where an employee is off work for three (3) or more consecutive months in a calendar year, the employee's vacation pay will be pro-rated based on time worked, save and except for the pregnancy/adoption/parental leave period as governed by the Employment Standards Act.
- 12.05 Employees requiring to be hospitalized for one (1) or more days during a scheduled vacation, shall be entitled to substitute sick leave for the equivalent time hospitalized.
- 12.06 Where it is mutually agreeable, an employee may carry over a maximum of one (1) weeks' vacation to the following year (to be taken by May 1st of that following year). Requests for carry over must be made prior to December 1st.

ARTICLE 13 – SICK PAY ALLOWANCE

Sick Pay Allowance shall be as follows: -

- 13.01 Sick leave credits will be allotted on the basis of one and a half (1½) days per month, for a total of eighteen (18) days per year and shall accumulate to two hundred (200) days.
- 13.01 a) Should an employee have not worked for the LDC long enough to accumulate eighty-five (85) sick pay credits and will remain off work for eighty-five (85) working days or longer, the employer will top up the difference to eighty-five (85) days less any sick pay credits previously used. The intent of this top up is to help bridge new employees to LTD.
- 13.02 An employee must ensure that their illness is reported to Management prior to the employee's normal starting time. Sick pay benefits will be paid by the LDC due to an absence through illness or injury. After more than two (2) days, Management may require a Doctor's certificate stating the employee's fitness to return to work. After more than four (4) sick leave occurrences in any calendar year, the LDC may arrange and pay for a full functional abilities test confirming the employee's fitness to be at work and any restrictions to the employee performing their regular duties. The LDC will maintain the employee's wage rate during this process. The LDC will reimburse an employee for the standard cost of a Doctor's certificate upon proof of payment.

- 13.03 Sick pay credits are cumulative during the term of employment with the LDC. Sick pay credits will cease accumulation if and/or when an employee is off work for thirty (30) consecutive days or longer.
- 13.04 Statement of the balance of days of sick pay credits accumulated by each employee shall be given to each employee quarterly.
- 13.05 When a regular employee, through his/her employment by the LDC, suffers a disability which is compensable under the Workplace Safety and Insurance Board Act, the LDC agrees to maintain the wage rate of the employee involved for a period of twelve months. To be eligible for the benefits above, the employee shall endorse all benefit cheques received by them, from the Workplace Safety and Insurance Board and turn them over to the LDC.
- 13.06 In the case of a Family Medical Leave to provide compassionate care and support to a spouse or dependent child, the Employer will allow employees to access up to a maximum of two (2) days per calendar year, from the employees' sick leave bank. These days will be taken in full day increments.

ARTICLE 14 – MEDICAL PLAN AND PENSIONS

The LDC agrees to pay one hundred percent (100%) of the premium cost of the following benefits:

- 14.01 Employer's Health Tax;
- 14.02 The medical/surgical health plan as per the current specifications of the MEARIE, or the equivalent. Vision coverage to \$625.00 per family member, every two (2) years including one eye exam every two (2) years (if not covered by OHIP);
- 14.03 A long-term disability plan or the equivalent;
- 14.04 Current O.D.A. fee schedule; orthodontics cap to \$3,000.00.
- 14.05 Every probationary and regular employee will enroll in the OMERS Pension Plan. Contributions to this plan are split on a 50/50 basis between the LDC and the employee.
- 14.06 The LDC shall continue to pay for a period of time not to exceed eighteen (18) months from the first day of sickness or injury, the premium for benefits in this article of the Agreement.
- 14.07 From the eighteenth (18th) month to, and including the twenty-fourth (24th) month, the premium for benefits in this article of the Agreement shall be paid by the employee.

ARTICLE 15 – PROMOTIONS & TRANSFERS, LAY-OFF & RECALL

- 15.01 Length of continuous service with the LDC will be given consideration in making promotions, lay-offs, transfers or re-employment.

- 15.02 In making promotions and transfers among applicants, Management will consider the qualifications, skills and capability of all applicants within the Bargaining Unit. Where the above factors are relatively equal among applicants in Management's opinion, seniority shall govern.
- 15.03 a) In the case of lay-off and recall, the last employee hired shall be the first employee laid-off; provided the remaining employees are able to perform the work available with appropriate training. The first employee recalled shall be the last employee laid off, provided the employee is able to perform the work available.
- b) Any part-time employee working less than twenty-four (24) hours per week or any student will be laid off prior to any PWU member being laid off, providing the PWU member is capable of performing the work available. (The PWU member performing the work would maintain their employee status.) All PWU members will be recalled as per Article 15.03(a) prior to the hiring or recall of any part-time employee working less than twenty-four (24) hours or any student, provided the employee is able to perform the work available.
- 15.04 a) Outside employees who are temporarily assigned to a higher classification for a period of four (4) or more hours shall receive the rate of pay for such classifications, while so assigned. In no case will any employee receive less than their wage rate while so temporarily assigned.
- b) It is understood and agreed that with the small office force available, the LDC may fully and freely temporarily transfer its employees from one job classification to another job classification, to cope with and meet the demands of its customers and the work available. Where such temporary transfers extend beyond four (4) or more hours, the employee so transferred is to receive one dollar (\$1.00) per hour or the hourly rate on the next wage progression of their own classification, whichever is greater, providing the increase does not exceed the top rate of pay for the temporary classification.
- 15.05 If any employee accepts a promotion outside of the bargaining unit and does not return to the bargaining unit within twelve (12) months of the date of the promotion, seniority within the bargaining unit will be lost for the purposes of layoff and recall only. If the employee returns on or before twelve (12) months, his/her seniority will continue to accrue from the date of promotion.
- 15.06 Notice of vacancies and of all newly created positions falling within the bargaining unit will be electronically sent to all employees and posted on the bulletin board for a period of five (5) working days. The notice will contain the particulars of the job, the deadline for applications, and the wage rate to be paid. If an employee is on a leave of absence, vacation and/or sick time during the five (5) day posting requirement, the employee is allowed to submit a late application within five (5) days of the internal posting closing date.
- 15.07 In Management's opinion, if there are not suitable applications from within the bargaining unit, Management reserves the right to make a selection from outside the unit or to withdraw the advertisement.
- 15.08 **TRIAL PERIOD**
- (i) An employee who was the successful applicant will be subject to a three (3) month trial period.

- (ii) During the trial period, employees will be given a monthly performance evaluation in writing, to advise of their progress and/or lack of expected performance. After successful completion of the trial period written confirmation will be given to the employee.
- (iii) If the performance evaluation is unsatisfactory during this trial period, the employer may revert the employee to his former position at his former rate without loss of seniority. In such cases related job changes will be reversed.
- (iv) During the initial four (4) weeks of the trial period an employee may request to return to his former position at his former rate without loss of seniority. In such cases related job changes will be reversed.

Note: this trial period is only applicable when there has been no external hire into the backfill of a vacated position.

ARTICLE 16 – LEAVE OF ABSENCE

- 16.01 Leave of absence with pay will be granted to any employee for up to five (5) working days in order to arrange and/or attend the funeral in the event of the death of the employee's spouse, common-law spouse (includes same sex partner), child, step-child, grandchild, parent or step-parent.
- 16.02 Leave of absence with pay will be granted to any employee for up to three (3) working days in order to arrange and/or attend the funeral in the event of the death of the employee's: brother, step-brother, sister, step-sister, parent-in-law, grandparents, sister-in-law, brother-in-law, grandparent-in-law and son/daughter-in-law.

With the foregoing provisions applying, one (1) day will be granted in the event of the death of uncles, aunts, nieces, or nephews.
- 16.03 Leave of absence with pay will be granted during working hours while discussing grievances arising out of the content of this Agreement with the Management or membership and the LDC. Permission for it must be obtained from Management in advance.
- 16.04 Leave of absence without pay may be granted to an employee to attend Union functions as an official delegate, provided one (1) week advance written notice is given to the Supervisor.
- 16.05 The LDC agrees that representatives of the Bargaining Unit, involved in negotiations, shall receive full pay up until, but not including, conciliation and/or mediation utilizing the Ministry of Labour.

PREGNANCY, ADOPTION AND PARENTAL LEAVE

- 16.06 The LDC will operate in accordance with the Employment Standards Act.
The following provisions apply to Pregnancy and Parental Leave:

An employee who has applied for and is awaiting receipt of Employment Insurance for pregnancy leave shall be entitled to one (1) week paid at 100% of the employee's normal weekly earnings at the beginning of the leave.

- 16.07 Any employee desiring a leave of absence without pay may be granted such leave on reasonable notice to the LDC insofar as the regular operation of the department in which the employee is employed will permit. Any such leave of absence shall not exceed an amount, which in the opinion of the LDC, is reasonable. Benefits will be provided for any employee for any leave up to and including one (1) month duration. Approval for such leave should be requested one month prior to the date the leave is required. The LDC will make every effort to respond to the request within one (1) week. Where an employee has requested a leave of absence, it is understood that Article 12.03 takes precedence.

FAMILY LEAVE

- 16.08 When, in the LDC's judgement, the circumstances warrant such action, leave of absence, with pay, will be granted. This leave is based upon reasons of personal emergency which require the personal attention of the employee. This also relates to cases where an employee is faced with the effects of a severe storm, flood or fire. The duration of this type of leave will be considered on a case by case basis.

JURY DUTY

- 16.09 Leave of absence, with pay, will be granted to duly subpoenaed employees called upon to perform jury duties, or act as a witness, upon submission of appropriate court documentation.

ARTICLE 17 – FIRST AID AND SAFETY

- 17.01 a) Safety sessions for the outside employees shall be held once every month. A joint agenda shall be produced and posted by the Joint Health & Safety Committee. Minutes of the meeting will be recorded, posted and filed.
- b) Safety sessions for the Engineering employees shall be held a minimum of three (3) times per calendar year. For all other inside workers, two (2) safety sessions will be held for general training and safety updates. Additional safety sessions may be added as deemed necessary by Management to ensure all employees are provided with adequate safety information and legally mandated training. A joint agenda shall be produced and posted by the Joint Health & Safety Committee. Minutes of the meeting will be recorded, posted and filed.
- 17.02 In order that all its employees may be aware of the precautions to be taken against accidents, the LDC shall issue, to all outside employees covered by this Agreement, a copy of the rule book issued by the Infrastructure Health & Safety Association or the successor association.
- 17.03 Both parties are committed to the health and safety of all employees as demonstrated in Halton Hills Hydro Inc. Joint Health and Safety Policy and the through the initiatives of the Joint Health and Safety Committee. The LDC will provide Core Certification Training for the bargaining unit member. Certified Health and Safety Representatives have the unilateral right to stop unsafe work.

ARTICLE 18 – PAY DAYS

18.01 Wages of all employees covered by this Agreement shall be paid on a weekly basis no later than normal closing time on Wednesday, except when a recognized holiday is observed on a Monday, then the employee's wages will be paid and pay statement issued no later than normal closing time on Thursday. This payment will be by direct deposit to a maximum of three (3) accounts in a Canadian Financial Institution designated by the employee. The LDC is responsible for the cost of depositing these funds to the employee's account.

ARTICLE 19 – TOOLS AND EQUIPMENT

19.01 The LDC will supply the necessary tools, gloves and equipment to carry out the service. An employee must return the worn out or broken article in order to receive a replacement. The employee will be responsible for proper care of all such tools.

CLOTHING

- 19.02 a) Clothing allowances will be issued annually, in accordance with the LDC Clothing Policy – Appendix "C";
- b) The LDC will arrange for the supply and cleaning of coveralls for the Mechanic.
- c) The LDC to provide prescription safety glasses.

ARTICLE 20 – GENERAL

INCLEMENT WEATHER

- 20.01 When, in the LDC's opinion, the weather is unduly adverse, alternative work may be assigned within the normal scheduled hours of work. The intent of this provision is to protect the employee from potential health and safety risks.
- 20.02 It is understood the above stipulations will not prevail under emergency conditions.

CORRESPONDENCE

- 20.03 All correspondence between the Parties, arising out of this Agreement, or incidental thereto, shall pass to and from the President of the LDC, with a copy to the appropriate Department Head, Utility Steward and the Executive Assistant.

ARTICLE 21 – WAGE CLASSIFICATIONS

- 21.01 The wage rates and classifications of employees covered by this Agreement shall be those shown in Appendix "A1", "A2" and "A3" attached hereto, and forming an integral part of this Agreement.
- 21.02 The Employer shall update a job description whenever the duties of a job change. When the duties of any job are significantly changed or increased, or where the Union/Employee feels that a job is

unfairly or incorrectly classified, or when a new job is created, the wage rate shall be subject to negotiations between the LDC and the Union.

- 21.03 Progression shall be based on the qualifications as established in Appendix A1, A2 and A3, providing the employee has qualified themselves to the satisfaction of Management.
- 21.04 Should an employee not be progressed in accordance with Appendix A1/A2/A3, the Management of the LDC shall make it known to the employee(s) the reasons so that he/she can be in a better position to make every effort to improve.
- 21.05 A re-evaluation of progression will be made six (6) months from the date of the first interview. Should an employee not be able to improve, to the satisfaction of the President or LDC, the LDC will have the right to dismiss him/her or assign him/her to other duties, if available, for which he/she is qualified.

ARTICLE 22 – COPIES OF AGREEMENT

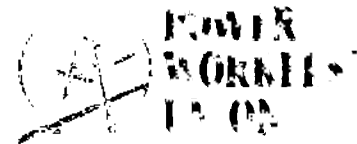
- 22.01 The LDC shall have printed sufficient copies of the Agreement, in booklet form, within thirty (30) days of signing. Both parties agree to share the cost equally.

ARTICLE 23 – DURATION OF AGREEMENT

- 23.01 This Agreement shall come into effect on the first (1st) day of April 2022 and shall remain in effect until the thirty-first (31st) day of March 2025 and thereafter from year to year, unless either party gives notice of a desire to revise this Agreement; and the reply to such notice must include a written presentation of any proposed revisions.

ARTICLE 24 – MID-TERM AGREEMENTS

- 24.01 Working conditions during this term of the Agreement shall be outlined in this Agreement and any Mid-Term Agreement(s). A Mid-Term is a modification of the Collective Agreement executed by the parties in the following format, during the term of the Collective Agreement (*sample to follow*).



MID-TERM AGREEMENT # _____

Title: _____

It is jointly agreed that the following Mid-Term shall form part of the Collective Agreement between the parties.

Halton Hills Hydro Inc.

Power Workers' Union

Date Signed: _____



COLLECTIVE AGREEMENT

between


HALTON HILLS HYDRO INC.

and


**POWER WORKERS' UNION
CUPE LOCAL 1000**

April 1, 2022 - March 31, 2025

SIGNATURE PAGE



Halton Hills Hydro Inc.



Power Workers' Union

October 4, 2022

Date

APPENDIX INDEX

| | |
|--------------|---|
| Appendix A-1 | 40 Hour Wage Rates |
| Appendix A-2 | 35 Hour Wage Rates |
| Appendix A-3 | 37.5 Hour Wage Rates |
| Appendix B | Flex Time |
| Appendix C | Clothing Policy |
| Appendix D | Lieu Time |
| Appendix E | Job Share Program (Not produced in CA) |
| Appendix F | Christmas Shutdown |
| Appendix G | Hours of Work Alternative – Line Section |
| Appendix H | Mechanic |
| Appendix J | Scheduled Overtime |
| Appendix K | Rest Periods |
| Appendix L | Customer Service Representative Vacation Coverage |
| Appendix M | 4 X 10 Hour Shifts – Line Section |
| Appendix N | Vacation Attraction |

APPENDIX 'A-1'
40 HOUR WAGE RATES

| Position | Increase | | | | | | |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | Nov 1/2021 1.20% | Apr 1/2022 1.40% | Oct 1/2022 1.40% | Apr 1/2023 1.40% | Oct 1/2023 1.40% | Apr 1/2024 1.30% | Oct 1/2024 1.30% |
| LINE SECTION | | | | | | | |
| Foreman | 53.89 | 51.60 | 52.32 | 53.05 | 53.79 | 54.49 | 55.20 |
| Sub Foreman* | 48.15 | 48.82 | 49.50 | 50.19 | 50.89 | 51.55 | 52.22 |
| Journeyman | 45.45 | 46.09 | 46.74 | 47.39 | 48.05 | 48.67 | 49.30 |
| Fourth Year | 42.02 | 42.61 | 43.21 | 43.81 | 44.42 | 45.00 | 45.59 |
| Third Year | 36.50 | 37.01 | 37.53 | 38.06 | 38.59 | 39.09 | 39.60 |
| Second Year | 34.44 | 34.92 | 35.41 | 35.91 | 36.41 | 36.88 | 37.36 |
| 2nd Six Months | 29.90 | 30.32 | 30.74 | 31.17 | 31.61 | 32.02 | 32.44 |
| Starting Rate | 25.43 | 25.79 | 26.15 | 26.52 | 26.89 | 27.24 | 27.59 |

| DISPATCH CLERK | | | | | | | |
|-----------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 35.61 | 36.11 | 36.62 | 37.13 | 37.65 | 38.14 | 38.64 |
| 18 months | 33.80 | 34.27 | 34.75 | 35.24 | 35.73 | 36.19 | 36.66 |
| 1 year | 31.99 | 32.44 | 32.89 | 33.35 | 33.82 | 34.26 | 34.71 |
| after six months | 30.26 | 30.68 | 31.11 | 31.55 | 31.99 | 32.41 | 32.83 |
| starting rate | 28.44 | 28.84 | 29.24 | 29.65 | 30.07 | 30.46 | 30.86 |

| ENGINEERING COORDINATOR | | | | | | | |
|--------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 44.47 | 45.09 | 45.72 | 46.36 | 47.01 | 47.62 | 48.24 |
| 18 months | 42.23 | 42.82 | 43.42 | 44.03 | 44.65 | 45.23 | 45.82 |
| 1 year | 40.01 | 40.57 | 41.14 | 41.72 | 42.30 | 42.85 | 43.41 |
| after six month | 37.80 | 38.33 | 38.87 | 39.41 | 39.96 | 40.48 | 41.01 |
| starting rate | 35.57 | 36.07 | 36.57 | 37.08 | 37.60 | 38.09 | 38.59 |

| ENERGY SERVICES COORDINATOR | | | | | | | |
|------------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 41.49 | 42.07 | 42.66 | 43.26 | 43.87 | 44.44 | 45.02 |
| 18 months | 39.40 | 39.95 | 40.51 | 41.08 | 41.66 | 42.20 | 42.75 |
| 1 year | 37.32 | 37.84 | 38.37 | 38.91 | 39.45 | 39.96 | 40.48 |
| after six month | 35.25 | 35.74 | 36.24 | 36.75 | 37.26 | 37.74 | 38.23 |
| starting rate | 33.17 | 33.63 | 34.10 | 34.58 | 35.06 | 35.52 | 35.98 |

| LOCATES PERSON | | | | | | | |
|-----------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 35.56 | 36.06 | 36.56 | 37.07 | 37.59 | 38.08 | 38.58 |
| 18 months | 33.79 | 34.26 | 34.74 | 35.23 | 35.72 | 36.18 | 36.65 |
| 1 year | 31.96 | 32.41 | 32.86 | 33.32 | 33.79 | 34.23 | 34.67 |
| after six month | 30.25 | 30.67 | 31.10 | 31.54 | 31.98 | 32.40 | 32.82 |
| starting rate | 28.44 | 28.84 | 29.24 | 29.65 | 30.07 | 30.46 | 30.86 |

| MAPPING/DRAFTSPERSON | | | | | | | |
|-----------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 31.60 | 32.04 | 32.49 | 32.94 | 33.40 | 33.83 | 34.27 |
| 18 months | 29.99 | 30.41 | 30.84 | 31.27 | 31.71 | 32.12 | 32.54 |
| 1 year | 28.44 | 28.84 | 29.24 | 29.65 | 30.07 | 30.46 | 30.86 |
| after six month | 26.85 | 27.23 | 27.61 | 28.00 | 28.39 | 28.76 | 29.13 |
| starting rate | 25.30 | 25.65 | 26.01 | 26.37 | 26.74 | 27.09 | 27.44 |

| ENGINEERING CLERK | | | | | | | |
|--------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 35.61 | 36.11 | 36.62 | 37.13 | 37.65 | 38.14 | 38.64 |
| 18 months | 33.80 | 34.27 | 34.75 | 35.24 | 35.73 | 36.19 | 36.66 |
| 1 year | 31.99 | 32.44 | 32.89 | 33.35 | 33.82 | 34.26 | 34.71 |
| after six month | 30.26 | 30.68 | 31.11 | 31.55 | 31.99 | 32.41 | 32.83 |
| starting rate | 28.44 | 28.84 | 29.24 | 29.65 | 30.07 | 30.46 | 30.86 |

| GIS TECHNICIAN | | | | | | | |
|-----------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 40.61 | 41.18 | 41.76 | 42.34 | 42.93 | 43.49 | 44.06 |
| 18 months | 38.69 | 39.23 | 39.78 | 40.34 | 40.90 | 41.43 | 41.97 |
| 1 year | 36.76 | 37.27 | 37.79 | 38.32 | 38.86 | 39.37 | 39.88 |
| after six month | 34.81 | 35.30 | 35.79 | 36.29 | 36.80 | 37.28 | 37.76 |
| starting rate | 32.89 | 33.35 | 33.82 | 34.29 | 34.77 | 35.22 | 35.68 |

| GIS ANALYST | | | | | | | |
|--------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 44.44 | 45.06 | 45.69 | 46.33 | 46.98 | 47.59 | 48.21 |
| 18 months | 41.08 | 41.66 | 42.24 | 42.83 | 43.43 | 43.99 | 44.56 |
| 1 year | 39.01 | 39.56 | 40.11 | 40.67 | 41.24 | 41.79 | 42.32 |
| after six month | 36.96 | 37.48 | 38.00 | 38.53 | 39.07 | 39.59 | 40.11 |
| starting rate | 34.90 | 35.39 | 35.89 | 36.39 | 36.90 | 37.41 | 37.88 |

| Position | Increase | | | | | | |
|-------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | Nov 1/2021 1.20% | Apr 1/2022 1.40% | Oct 1/2022 1.40% | Apr 1/2023 1.40% | Oct 1/2023 1.40% | Apr 1/2024 1.30% | Oct 1/2024 1.30% |
| METER TECHNICIAN | | | | | | | |
| Sub Foreman* | 48.15 | 48.82 | 49.50 | 50.19 | 50.89 | 51.55 | 52.22 |
| Journeyman | 45.45 | 46.09 | 46.74 | 47.39 | 48.05 | 48.67 | 49.30 |
| Third Year | 42.02 | 42.61 | 43.21 | 43.81 | 44.42 | 45.00 | 45.59 |
| Second Year | 36.50 | 37.01 | 37.53 | 38.06 | 38.59 | 39.09 | 39.60 |
| after six months | 34.44 | 34.92 | 35.41 | 35.91 | 36.41 | 36.88 | 37.36 |
| starting rate | 29.90 | 30.32 | 30.74 | 31.17 | 31.61 | 32.02 | 32.44 |

| MECHANIC | | | | | | | |
|-----------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 40.61 | 41.18 | 41.76 | 42.34 | 42.93 | 43.49 | 44.06 |
| 18 months | 38.69 | 39.23 | 39.78 | 40.34 | 40.90 | 41.43 | 41.97 |
| 1 year | 36.76 | 37.27 | 37.79 | 38.32 | 38.86 | 39.37 | 39.88 |
| after six month | 34.81 | 35.30 | 35.79 | 36.29 | 36.80 | 37.28 | 37.76 |
| starting rate | 32.89 | 33.35 | 33.82 | 34.29 | 34.77 | 35.22 | 35.68 |

| SENIOR ENGINEERING TECHNICIAN | | | | | | | |
|--------------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 46.19 | 46.84 | 47.50 | 48.17 | 48.84 | 49.47 | 50.11 |
| 18 months | 43.86 | 44.47 | 45.09 | 45.72 | 46.36 | 46.96 | 47.57 |
| 1 year | 41.56 | 42.14 | 42.73 | 43.33 | 43.94 | 44.51 | 45.09 |
| after six month | 39.29 | 39.84 | 40.40 | 40.97 | 41.54 | 42.08 | 42.63 |
| starting rate | 36.94 | 37.46 | 37.98 | 38.51 | 39.05 | 39.56 | 40.07 |

| ENGINEERING TECHNICIAN | | | | | | | |
|-------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 40.61 | 41.18 | 41.76 | 42.34 | 42.93 | 43.49 | 44.06 |
| 18 months | 38.69 | 39.23 | 39.78 | 40.34 | 40.90 | 41.43 | 41.97 |
| 1 year | 36.76 | 37.27 | 37.79 | 38.32 | 38.86 | 39.37 | 39.88 |
| after six month | 34.81 | 35.30 | 35.79 | 36.29 | 36.80 | 37.28 | 37.76 |
| starting rate | 32.89 | 33.35 | 33.82 | 34.29 | 34.77 | 35.22 | 35.68 |

| STORES/BUYER | | | | | | | |
|---------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 36.69 | 37.20 | 37.72 | 38.25 | 38.79 | 39.29 | 39.80 |
| 18 months | 34.85 | 35.34 | 35.83 | 36.33 | 36.84 | 37.32 | 37.81 |
| 1 year | 33.03 | 33.49 | 33.96 | 34.44 | 34.92 | 35.37 | 35.83 |
| after six month | 31.19 | 31.63 | 32.07 | 32.52 | 32.98 | 33.41 | 33.84 |
| starting rate | 29.38 | 29.79 | 30.21 | 30.63 | 31.06 | 31.46 | 31.87 |

| SUBSTATION ELECTRICIAN | | | | | | | |
|-------------------------------|-------|-------|-------|-------|-------|-------|-------|
| Journeyman | 45.45 | 46.09 | 46.74 | 47.39 | 48.05 | 48.67 | 49.30 |
| Third Year | 42.02 | 42.61 | 43.21 | 43.81 | 44.42 | 45.00 | 45.59 |
| Second Year | 36.50 | 37.01 | 37.53 | 38.06 | 38.59 | 39.09 | 39.60 |
| after six months | 34.44 | 34.92 | 35.41 | 35.91 | 36.41 | 36.88 | 37.36 |
| starting rate | 29.90 | 30.32 | 30.74 | 31.17 | 31.61 | 32.02 | 32.44 |

| LABOURER | | | | | | | |
|------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 31.27 | 31.71 | 32.15 | 32.60 | 33.06 | 33.49 | 33.93 |
| 18 months | 29.70 | 30.12 | 30.54 | 30.97 | 31.40 | 31.81 | 32.22 |
| 1 year | 28.13 | 28.52 | 28.92 | 29.32 | 29.73 | 30.12 | 30.51 |
| after six months | 26.58 | 26.95 | 27.33 | 27.71 | 28.10 | 28.47 | 28.84 |
| starting rate | 25.04 | 25.39 | 25.75 | 26.11 | 26.48 | 26.82 | 27.17 |

| MASTER ELECTRICIAN | | | | | | | |
|---------------------------|-------|-------|-------|-------|-------|-------|-------|
| Journeyman | 45.45 | 46.09 | 46.74 | 47.39 | 48.05 | 48.67 | 49.30 |
| Fourth Year | 42.02 | 42.61 | 43.21 | 43.81 | 44.42 | 45.00 | 45.59 |
| Third Year | 36.50 | 37.01 | 37.53 | 38.06 | 38.59 | 39.09 | 39.60 |
| Second Year | 34.44 | 34.92 | 35.41 | 35.91 | 36.41 | 36.88 | 37.36 |
| 2nd Six Months | 29.90 | 30.32 | 30.74 | 31.17 | 31.61 | 32.02 | 32.44 |
| Starting Rate | 25.43 | 25.79 | 26.15 | 26.52 | 26.89 | 27.24 | 27.59 |

NOTE: Sub Foreman's top wage is calculated at 6% above the top journeyman wage.
NOTE: Construction Foreman's top wage is calculated at 12% above the top journeyman wage.

APPENDIX 'A-2'
35 HOUR WAGE RATES

| Position | Increase | | Increase | | Increase | | Increase | |
|------------------|------------|------------|------------|------------|------------|------------|------------|--|
| | Nov 1/2021 | Apr 1/2022 | Oct 1/2022 | Apr 1/2023 | Oct 1/2023 | Apr 1/2024 | Oct 1/2024 | |
| CASHIER | 1.20% | 1.40% | 1.40% | 1.40% | 1.40% | 1.30% | 1.30% | |
| 2 1/2 years | 32.92 | 33.38 | 33.85 | 34.32 | 34.80 | 35.25 | 35.71 | |
| 18 months | 31.30 | 31.74 | 32.18 | 32.63 | 33.09 | 33.52 | 33.96 | |
| 1 year | 29.62 | 30.03 | 30.45 | 30.88 | 31.31 | 31.72 | 32.13 | |
| after six months | 27.97 | 28.36 | 28.76 | 29.16 | 29.57 | 29.95 | 30.34 | |
| starting rate | 26.36 | 26.73 | 27.10 | 27.48 | 27.86 | 28.22 | 28.59 | |

| CUSTOMER SERVICE REPRESENTATIVE | | | | | | | |
|--|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 35.81 | 36.11 | 36.62 | 37.13 | 37.65 | 38.14 | 38.64 |
| 18 months | 33.80 | 34.27 | 34.75 | 35.24 | 35.73 | 36.19 | 36.66 |
| 1 year | 31.99 | 32.44 | 32.89 | 33.35 | 33.82 | 34.26 | 34.71 |
| after six months | 30.26 | 30.68 | 31.11 | 31.55 | 31.99 | 32.41 | 32.83 |
| starting rate | 28.44 | 28.84 | 29.24 | 29.65 | 30.07 | 30.46 | 30.86 |

| ACCOUNTING COORDINATOR* | | | | | | | |
|--------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 38.94 | 39.49 | 40.04 | 40.60 | 41.17 | 41.71 | 42.25 |
| 18 months | 37.00 | 37.52 | 38.05 | 38.58 | 39.12 | 39.63 | 40.15 |
| 1 year | 35.05 | 35.54 | 36.04 | 36.54 | 37.05 | 37.53 | 38.02 |
| after six months | 33.10 | 33.56 | 34.03 | 34.51 | 34.99 | 35.44 | 35.90 |
| starting rate | 31.15 | 31.59 | 32.03 | 32.48 | 32.93 | 33.36 | 33.79 |

| ACCOUNTS PAYABLE CLERK | | | | | | | |
|-------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 34.12 | 34.60 | 35.08 | 35.57 | 36.07 | 36.54 | 37.02 |
| 18 months | 32.40 | 32.85 | 33.31 | 33.78 | 34.25 | 34.70 | 35.15 |
| 1 year | 30.68 | 31.11 | 31.55 | 31.99 | 32.44 | 32.88 | 33.29 |
| after six months | 28.97 | 29.38 | 29.79 | 30.21 | 30.63 | 31.03 | 31.43 |
| starting rate | 27.24 | 27.62 | 28.01 | 28.40 | 28.80 | 29.17 | 29.55 |

| ACCOUNTING CLERK | | | | | | | |
|-------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 36.69 | 37.20 | 37.72 | 38.25 | 38.79 | 39.29 | 39.80 |
| 18 months | 34.85 | 35.34 | 35.83 | 36.33 | 36.84 | 37.32 | 37.81 |
| 1 year | 33.03 | 33.49 | 33.96 | 34.44 | 34.92 | 35.37 | 35.83 |
| after six months | 31.17 | 31.61 | 32.05 | 32.50 | 32.96 | 33.39 | 33.82 |
| starting rate | 29.38 | 29.79 | 30.21 | 30.63 | 31.06 | 31.46 | 31.87 |

| Position | Increase | | Increase | | Increase | | Increase | |
|------------------------|------------|------------|------------|------------|------------|------------|------------|--|
| | Nov 1/2021 | Apr 1/2022 | Oct 1/2022 | Apr 1/2023 | Oct 1/2023 | Apr 1/2024 | Oct 1/2024 | |
| AMI COORDINATOR | 1.20% | 1.40% | 1.40% | 1.40% | 1.40% | 1.30% | 1.30% | |
| 2 1/2 years | 44.44 | 45.06 | 45.69 | 46.33 | 46.98 | 47.59 | 48.21 | |
| 18 months | 41.08 | 41.66 | 42.24 | 42.83 | 43.43 | 43.99 | 44.56 | |
| 1 year | 39.01 | 39.56 | 40.11 | 40.67 | 41.24 | 41.78 | 42.32 | |
| after six months | 36.96 | 37.48 | 38.00 | 38.53 | 39.07 | 39.58 | 40.09 | |
| starting rate | 34.90 | 35.39 | 35.89 | 36.39 | 36.90 | 37.38 | 37.87 | |

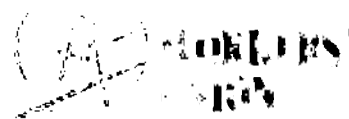
| BILLING COORDINATOR | | | | | | | |
|----------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 40.61 | 41.18 | 41.76 | 42.34 | 42.93 | 43.49 | 44.06 |
| 18 months | 38.69 | 39.23 | 39.78 | 40.34 | 40.90 | 41.43 | 41.97 |
| 1 year | 36.76 | 37.27 | 37.79 | 38.32 | 38.86 | 39.37 | 39.88 |
| after six months | 34.81 | 35.30 | 35.79 | 36.29 | 36.80 | 37.28 | 37.76 |
| starting rate | 32.89 | 33.35 | 33.82 | 34.29 | 34.77 | 35.22 | 35.68 |

| BILLING REPRESENTATIVE | | | | | | | |
|-------------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 36.69 | 37.20 | 37.72 | 38.25 | 38.79 | 39.29 | 39.80 |
| 18 months | 34.85 | 35.34 | 35.83 | 36.33 | 36.84 | 37.32 | 37.81 |
| 1 year | 33.03 | 33.49 | 33.96 | 34.44 | 34.92 | 35.37 | 35.83 |
| after six months | 31.17 | 31.61 | 32.05 | 32.50 | 32.96 | 33.39 | 33.82 |
| starting rate | 29.38 | 29.79 | 30.21 | 30.63 | 31.06 | 31.46 | 31.87 |

| ADMINISTRATION CLERK | | | | | | | |
|-----------------------------|-------|-------|-------|-------|-------|-------|-------|
| 2 1/2 years | 35.61 | 36.11 | 36.62 | 37.13 | 37.65 | 38.14 | 38.64 |
| 18 months | 33.80 | 34.27 | 34.75 | 35.24 | 35.73 | 36.19 | 36.66 |
| 1 year | 31.99 | 32.44 | 32.89 | 33.35 | 33.82 | 34.26 | 34.71 |
| after six months | 30.26 | 30.68 | 31.11 | 31.55 | 31.99 | 32.41 | 32.83 |
| starting rate | 28.44 | 28.84 | 29.24 | 29.65 | 30.07 | 30.46 | 30.86 |

APPENDIX 'A-3'
37.5 HOUR WAGE RATES

| Position | Increase | | Increase | | Increase | | Increase | |
|------------------------------------|------------|------------|------------|------------|------------|------------|------------|--|
| | Nov 1/2021 | Apr 1/2022 | Oct 1/2022 | Apr 1/2023 | Oct 1/2023 | Apr 1/2024 | Oct 1/2024 | |
| INFORMATION SYSTEMS ANALYST | 1.20% | 1.40% | 1.40% | 1.40% | 1.40% | 1.30% | 1.30% | |
| 2 1/2 years | 44.44 | 45.06 | 45.69 | 46.33 | 46.98 | 47.59 | 48.21 | |
| 18 months | 41.08 | 41.66 | 42.24 | 42.83 | 43.43 | 43.99 | 44.56 | |
| 1 year | 39.01 | 39.56 | 40.11 | 40.67 | 41.24 | 41.78 | 42.32 | |
| after six months | 36.96 | 37.48 | 38.00 | 38.53 | 39.07 | 39.58 | 40.09 | |
| starting rate | 34.90 | 35.39 | 35.89 | 36.39 | 36.90 | 37.38 | 37.87 | |



APPENDIX B

MID-TERM AGREEMENT #2013-01

Title: Flex Time

It is jointly agreed that the following Mid-Term shall form part of the Collective Agreement between the parties.

- The opportunity to work flex time shall be by mutual agreement between the employee and the management supervisor;
- Flex time agreement is driven by individual departmental needs and/or requirements and may not be appropriate for all departments;
- Flex time is on an hour-for-hour basis based on the employee's normal straight time hours;
- Flex time may include flex start and stop times, compressed work week, summer hours etc.;
- Operational effectiveness shall not be reduced as a result of a flex time arrangement;
- This Mid-Term may be revoked by either party with thirty (30) days written notice.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed: October 4, 2022



SP

APPENDIX C

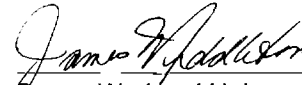
MID-TERM AGREEMENT #2013-02

Title: Clothing
Reference to: 19.02(a), 19.02(c)

It is jointly agreed that the following Mid-Term Agreement shall form part of the Collective Agreement between the parties:

- The LDC will cover the costs up to a maximum of \$1,275.00 effective April 1, 2022, and \$1,300.00 effective April 1, 2023 per employee (including applicable taxes) for the Lines Department/Substation Electrician/Electrician and Metering; up to a maximum of \$910.00 effective April 1, 2022 per employee (including applicable taxes) for the Locates/Layouts Departments, and; up to a maximum of \$660.00 effective April 1, 2022 per employee (including applicable taxes) for Stores/Buyer, Engineering, and Mechanic, and; up to a maximum of \$500.00 effective April 1, 2022 per employee (including applicable taxes) for GIS Positions for the purchase of approved rated clothing and work boots (that meet or exceeds current legislation);
- In order to receive reimbursement for the purchase of work boots, original receipts must be submitted to the immediate supervisor for approval;
- The clothing will be ordered once per year, and arrangements will be made to have the supplier(s) come in during the first week of May and all orders will be taken that day;
- This will be the work uniform with a HHH logo – no other clothing will be worn or the employee will be sent home, without pay, to change and return to work. HHH Shall supply the logo;
- Any amount spent by the employee over the above-noted agreed-upon dollar amount, the employee will be notified of the amount, which will be deducted from the employee's subsequent pay;
- When it is necessary in any emergency for employees to work outside during wet weather, the LDC will supply rubber coats, hats and boots and;
- If the cost of the clothing increases significantly the parties agree to discuss an increase in the clothing cost allowances.
- Should a clothing item become damaged to the point that it is no longer wearable within twelve (12) months of purchase during the regular course of duties, the equivalent will be offered as a replacement at Management's discretion. Such discretion will not be unreasonably withheld.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed: October 4, 2022



APPENDIX D – Lieu Time

LETTER OF UNDERSTANDING #2013-02

1. GENERAL

All employees will be permitted to take time off in lieu of overtime pay, on a one (1) hour worked for two (2) hours off basis, at a time mutually convenient to management and the employee.

2. DURATION

The program will run until the end of the current Collective Agreement.

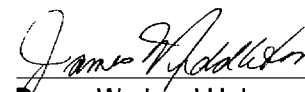
3. OPERATING TERMS

- a) Banked lieu time may not exceed five (5) days at any given time;
- b) Banked lieu time may not exceed ten (10) days in any calendar year.

4. Employees electing lieu time in place of overtime pay must do so prior to time sheets being submitted to Finance Department by their supervisor.

5. The minimum time that an employee may take off in lieu is one (1) hour.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed: October 4, 2022 _____



APPENDIX F

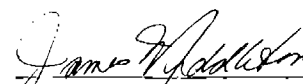
MID-TERM AGREEMENT #2013-04

Title: Christmas Shutdown

It is jointly agreed that the following Mid-Term Agreement shall form part of the Collective Agreement between the parties:

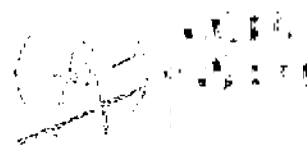
1. **Purpose and Term:** That Halton Hills Hydro Inc. will close for the period between Christmas and New Year's. More specifically, for the two (2) days in between the Christmas/Boxing Day and the New Year's holiday. That this closure will be done on a trial basis for 1996 and extended year by year unless either party gives notice to terminate.
2. **Method:** All employees, at the sole discretion of Management, will be afforded the opportunity to work overtime, and will not be unreasonably denied, in order to bank sufficient lieu time and be allowed to apply vacation time, time-off earned in lieu of overtime, or leave of absence toward the days of the closure.
3. **On-Call Duty:** The On-Call staff would be excluded from the Christmas Shutdown and would be required to work the days between Boxing Day and New Year's Eve at their regular rate of pay.
4. **Banked Lieu Time:** That banked lieu time would be extended from two (2) days to four (4) days as required.
5. **Notice to Terminate:** This Mid-Term Agreement can be terminated by either party at any time with one (1) month's written notice.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed: October 4, 2022



APPENDIX G – Hours of Work Alternative

LETTER OF UNDERSTANDING #2013-03

Employees required to work in the field between Victoria Day and Labour Day will normally be required to take their lunch breaks on the job and in doing so will be paid for a 20 minute lunch break period. (Hours of work shall be Monday to Friday from 0730 hours to 1530 hours). Employees may continue this practice where mutually agreeable between Labour Day and Victoria Day. This Letter of Understanding applies to staff in the Line Section, Meter Tech, and the Substation Electrician.

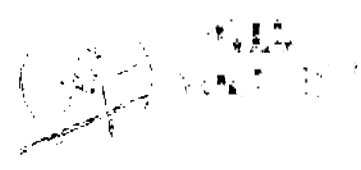
This Letter of Understanding can be terminated by either party at any time with one (1) month's written notice.

Halton Hills Hydro Inc.

James W. Addison

Power Workers' Union

Date Signed: October 4, 2022



APPENDIX H – Mechanic

LETTER OF UNDERSTANDING #2013-04

The mechanic will be paid an additional 20% premium for all work performed on town vehicles. This premium is pensionable under the employee's pension plan.

Halton Hills Hydro Inc.

James Addison

Power Workers' Union

Date Signed: October 4, 2022



APPENDIX J – SCHEDULED OVERTIME

LETTER OF UNDERSTANDING #2016-01

The parties agree to the following language covering Scheduled Overtime:

- 1) The Employer will maintain a log of scheduled overtime performed in the Payroll System, by employee and, this report will be provided to the Principal Steward on a quarterly basis.
- 2) The Employer will attempt to balance such overtime among employees regularly performing such work.
- 3) An up to date scheduled overtime rotation list will be maintained monthly on the bulletin boards for inspection by any member.
- 4) This Letter of Understanding can be terminated by either party with six (6) months written notice.

Halton Hills Hydro Inc.

James W. Addison

Power Workers' Union

Date Signed: October 4, 2022 _____



APPENDIX K – REST PERIODS

LETTER OF UNDERSTANDING #2016-02

The parties agree to the following language covering Rest Periods:

- 1) An employee will qualify for a rest period where the employee,
 - a) is required to work more than two (2) hours in the eight (8) hour period immediately prior to his/her normal work shift;
 - or
 - b) does not have an eight (8) hour consecutive period without work interruption between the end and start of his/her normal work shift.

- 2) When an employee has a consecutive eight (8) hour non-working period following the end of his/her last normal work shift; and
 - a) is required to work two (2) or less hours within the eight (8) hour period prior to the start of his/her next normal work shift, he/she is not entitled to any rest period.; or
 - b) is required to work greater than two (2) but not more than four (4) accumulative overtime hours within the eight (8) hour period prior to the start of his/her next normal work shift, he/she shall be entitled to a four (4) hour rest period at straight time rate.; or
 - c) is required to work greater than four (4) accumulative overtime hours within the eight (8) hour period prior to the start of his/her next normal work shift, he/she shall be entitled to an eight (8) hour rest period at straight time rate.

- 3) When an employee does not have an eight (8) hour consecutive period without work interruption between the end and start of his/her normal work shifts, and;
 - a) is required to work within five (5) hours of the start of his/her next normal work shift, he/she is entitled to an eight (8) hour rest period at straight time;
 - or
 - b) is required to work within eight (8) hours but not more than five (5) hours of the start of their next normal work shift, he/she is entitled to a four (4) hour rest period at straight time.

- 4) Should an employee, entitled to a rest period, be required to continue emergency work into his/her normal work shift, the employee shall be paid at two times (2X) his/her normal basic rate until the rest period is granted.

- 5) It is the responsibility of the employee to notify their immediate supervisor, either by voicemail or in person, when beginning a rest period.

- 6) This Letter of Understanding does not apply in the event that our Emergency Preparedness Plan is activated.

- 7) This Letter of Understanding will be reviewed after March 31st, 2021 and can be terminated by either party with six (6) months written notice.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed October 4, 2022



A circular stamp containing handwritten initials, possibly "JAE", in dark ink.

APPENDIX L – CUSTOMER CARE REPRESENTATIVE VACATION COVERAGE

LETTER OF UNDERSTANDING #2016-03

The parties agree to the following language relating to Vacation Coverage in the Customer Service Department:

- 1) The company will permit two (2) unionized Customer Service Representatives to be on vacation simultaneously, except for the last week of June, the last week of July and, the last week of August.
- 2) This Letter of Understanding will be reviewed after March 31, 2017 and can be terminated by either party at any time thereafter with two (2) months' written notice.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed October 4, 2022 _____



APPENDIX M – 4 X 10 HOUR SHIFT

LETTER OF UNDERSTANDING #2016-04

The parties agree to the following language relating to 4 X 10 hour shifts in the Lines, Stations and Metering Sections.

Where mutually agreeable:

- 1) Hours of work shall be 7:00 to 5:00, Monday to Thursday or, Tuesday to Friday for a second crew, or where mutually agreeable;
- 2) Should the occasion arise and coverage is needed, the normal working hours shall revert back to 5x8 hour days on week to week basis. 2 weeks' notice must be given;
- 3) Two fifteen (15) minute breaks and a thirty-minute paid lunch to be taken on site;
- 4) Sick days and Vacation days to be charged as a ten (10) hour day;
- 5) Statutory holidays to be paid as a ten (10) hour day;
- 6) All trouble calls coming in at the end of the normal working day (3:30 or 4:00) will be directed to the on-call staff;
- 7) The opportunity to work under this agreement will be an option for those members of the lines, stations and metering staff that are interested and, are in agreement with these terms;
- 8) It is understood that Management may limit the number of participants to maintain operational effectiveness;
- 9) In the case where a statutory holiday falls on the scheduled day off (Friday or Monday), the employees will be given the following regularly scheduled workday off as the statutory holiday;
- 10) This agreement may be terminated by either party with thirty (30) working days' notice.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed: October 4, 2022



CONFIDENTIAL

APPENDIX N – VACATION ATTRACTION

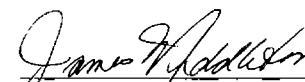
LETTER OF UNDERSTANDING #2022-01

To attract individuals to HHH for difficult to fill positions resulting from a skilled labour shortage in the market, HHH may offer additional vacation to candidates who meet the required criteria.

The foregoing is intended to allow for the recognition of an individual's years of service towards the calculation of vacation entitlement.

1. For a returning regular employee, HHH will recognize 100% of the employee's prior years of service at HHH solely for determining the employee's vacation benefit under Article 12.
2. For new hires, the company may recognize the individual's prior years of service at other like-companies and/or who have expertise relative to the posted position solely for determining the employee's vacation benefit under Article 12.
3. When exercising its discretion in bullet two (2), the company will act in a reasonable and consistent manner.
4. The vacation benefit as noted above will be prorated from start date to end of calendar year.
5. Management will inform the Union of individuals who will be offered the vacation attraction benefit.
6. All other benefits will be offered in accordance with the current Collective Agreement.
7. Seniority shall remain as defined in Article 6.

Halton Hills Hydro Inc.



Power Workers' Union

Date Signed: October 4, 2022