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# Collective Agreement

Between:

**GUNNEBO**<sup>®</sup>

**GUNNEBO CANADA INC.**

And:



**UNIFOR LOCAL 1928**

**April 1, 2025 - March 31, 2028**

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## **ARTICLE 1.00 – OBJECT**

- 1.01 The object of this Agreement is to promote the industry, elevate the trade, promote peace and harmony between the Employer and Employees, facilitate the peaceful adjustment of all disputes and grievances, prevent strikes and lockouts, and to avoid unnecessary waste of time and expense in the settlement of disputes connected with the industry. During the term of this Agreement, the Employer agrees that there shall be no lockout, and the Union agrees that there shall be no strike. The Employer and the Union advocate the need to adapt to changes in the economy, develop workplace skills, and promote workplace productivity.

## **ARTICLE 2.00 – COLLECTIVE BARGAINING UNIT**

- 2.01 The Employer recognizes the Union as the sole collective bargaining agency for all Employees performing work as outlined in this Agreement under job classifications and coming under the jurisdiction of the Union as certified by the Labour Relations Code of British Columbia.
- 2.02 Both Parties agree that Management personnel, not included in the Bargaining Unit, shall not regularly perform any of the duties, operate any of the equipment, or use any of the tools normally associated with any of the classifications covered by this Agreement.

## **ARTICLE 3.00 – WORKING FORCES**

- 3.01 The Employer has the right to operate and manage their business in all respects subject only to the limitations expressly stated in this Agreement. These rights include but are not limited to hiring, promoting, lay-off, the directing of Employees, discipline and discharging for just cause, the planning, assigning, and scheduling of work, the selection of materials, processes, equipment, products, and methods of operation.
- 3.02 All of the terms and conditions of this Agreement will apply equally to all Employees without discrimination based on any of the protected grounds under the BC Human Rights Code.
- 3.03 (a) No locksmithing service work shall be contracted out unless, due to circumstances beyond the control of the Employer, it is not practical, economical, or profitable to send a locksmith out of town for a minor service job.
- (b) Provided that no Employee has any loss of regular hours and is given the right of first refusal for overtime or on-call hours, the Employer may occasionally contract out locksmithing or security systems technician work in the Lower Mainland area under specific circumstances. Those specific circumstances are where:
- (i) specialty skills are necessary, or

- (ii) it is logistically impossible to meet customer response times without contracting out.

The above provision shall not be used to avoid the hiring of new Employees. The Union may request the number of hours contracted out and, if those numbers exceed a reasonable amount, the Employer shall post a position.

#### **ARTICLE 4.00 – UNION SHOP**

- 4.01 Every Employee coming within the scope of this Agreement shall, as a condition of employment, become and remain a member in good standing of the Union.
- 4.02 Prior to hiring new Employees, the Employer agrees to notify the Union. The Employer may hire people most competent to perform the available work. However, preference of employment will be given to members of the Union. It is understood that those people hired by the Employer shall join the Union within two (2) weeks and remain members in good standing as a condition of continuing employment.
- 4.03 The Shop Steward shall have one (1) year of service with the Employer, will be recognized in all shops and shall not be discriminated against. The Shop Superintendent or Foreperson shall be notified, by the Union, of the name of the Shop Steward, and in the event of a lay-off or reduction in the work forces, the Shop Steward shall at all times be given preference of continued employment, unless otherwise agreed between the Parties, provided they have the necessary skills and qualifications to perform the required work. The Shop Steward shall be allowed a reasonable amount of time to orient new Employees when hired. This time shall not be unreasonably withheld by the Employer.
- 4.04 It is understood that the Shop Steward, after consultation with their Foreperson, shall, with permission, during working hours, and without loss of time or pay, be allowed to leave their regular duties for a reasonable length of time to investigate, and settle, if possible, grievances in their jurisdiction.
- 4.05 Business Agents shall have access to all shops covered by this Agreement in the carrying out of their regular duties, after obtaining permission from the Employer, Superintendent, or Foreperson. In no way will they interfere with the Employees during working hours unless permission is granted. The Business Agent may also consult with the Shop Steward at any time during working hours after obtaining permission from the Employer or their representative. Such permission is not to be unreasonably withheld.
- 4.06 Any Employee who fails to maintain their membership in the Union as prescribed herein by reason of refusal to pay dues and assessments by check-off, shall be subject to discharge after seven (7) days' written notice to the Employer.

## **ARTICLE 5.00 – PAID EDUCATION LEAVE**

- 5.01 The Employer agrees to pay an amount of three cents (\$0.03) per hour for all compensated hours into the Unifor Paid Education Leave program (PEL). Such payment will be remitted on a quarterly basis into a trust fund established by the Unifor National Union effective from the date of ratification. Payments will be sent by the Employer to the following address:

Unifor Paid Education Leave Program  
115 Gordon Baker Road  
Toronto, ON, M2H 0A8

## **ARTICLE 6.00 – DUES CHECK-OFF**

- 6.01 The Employer agrees to deduct from each Employee coming within the scope of this Agreement Union initiation fees, dues, and assessments legally levied, and in the amount communicated to the Employer by the Union from time to time.
- 6.02 Deductions will be made from the first (1<sup>st</sup>) earned pay period in each month and remitted to the Financial Secretary of the Union by the end of the applicable month. The remittance shall include a list of the Employees, showing their respective deductions, classification, wage rate, date of hire, along with new Employees, terminations, and those on compensation.
- 6.03 New Employees, after having worked two (2) weeks, shall be made liable for the required deductions. If a deduction is not made from an Employee for any reason, the deduction for that month will be made from a subsequent pay cheque and forwarded with the next remittance.
- 6.04 The Employer agrees that if signed authorizations are deemed required to make such deductions, the Employer will obtain them. The Union will supply such forms upon request.

## **ARTICLE 7.00 – REGULAR HOURS OF WORK**

- 7.01 The normal hours of work shall be forty (40) hours per week, consisting of five (5), eight (8) hour days, from 8:30 a.m. to 5:00 p.m. The normal work days shall be Monday to Friday, with one-half (½) hour for lunch between the hours of 11:00 a.m. and 1:00 p.m. The regular starting, quitting, and lunch time may be varied by mutual agreement. The Employer has the right, with two (2) weeks' notice, to vary the start, quitting, and lunch time by one (1) hour at its sole discretion.

### **7.02 STANDBY DUTY**

All Servicepersons, Safe, and Locksmith Employees will be assigned to standby duty for a period of one (1) week at a time. All standby duty assignments will be posted listing the assignments for a three (3) month cycle, and no changes will be made without one (1) months' notice to Employees involved, except in the event of sickness. Failing such notice, the Employee involved will have the option of accepting or rejecting such change. During such a period, the Employee will be paid for standby duty at the rate of one hundred and twenty-five (\$125.00) dollars per week. Where an Employee finds an alternate Employee to cover all or

part of their week of standby, the Employer will prorate the standby payment between the two (2) Employees, based on a written request from both Employees to do so.

7.03 The period designated for standby will commence from 5:00 p.m. Wednesday and terminate at 8:30 a.m. the following Wednesday. Any callout of an Employee on standby will be compensated in accordance with Article 8.01. During the standby duty period, a cell phone will be supplied by the Employer at no cost to the Employees. An answering service will screen calls in order that the Employee on standby receives only emergency calls.

7.04 TRAVEL TIME

Will be paid for at the prevailing rate but will not exceed eight (8) hours' pay at straight time in any one (1) day. Driving or travelling in a company vehicle shall be paid for as time worked, not as travel time. Work beyond the regular eight (8) hour day Monday through Friday shall be paid at overtime rates.

### **ARTICLE 8.00 – OVERTIME**

8.01 One and one-half times (1½X) the regular rate of pay will be paid for the first two (2) hours overtime beyond the regular daily shift Monday through Friday. All overtime worked beyond two (2) hours will be paid for at double (2X) the regular rate of pay. One and one-half times (1½X) the regular rate of pay will be paid for the first eight (8) hours of work on Saturday. Double (2X) the regular rate of pay will prevail for all hours of work beyond the first eight (8) hours on Saturdays and for all work performed on statutory holidays and Sundays. All overtime work will be voluntary, except when emergency conditions prevail.

8.02 Over two (2) hours and upwards of overtime worked, and after each four (4) hours worked thereafter, the Employer will provide a meal allowance up to a maximum of twenty-three dollars (\$23.00) or the maximum non-taxable amount per CRA guidelines, providing there is a continuation of work.

### **ARTICLE 9.00 – CALL TIME HOURS**

9.01 Any Employee reporting for a scheduled work shift and not being required, shall not receive less than four (4) hours' pay. Any Employee who works beyond four (4) hours shall be paid for actual hours worked up to the next full hour.

9.02 Any Employee except the Employee on standby duty who has completed one (1) shift, and left the premises, and who is called back to work for any reason, shall receive not less than two (2) hours pay at the recognized overtime rates. Any hours worked after two (2) hours will be paid at double (2X) the regular rate of pay.

9.03 Any Employee may bank overtime hours to a maximum of two (2) weeks in any calendar year. All banked overtime hours are to be taken as time off and must be taken before the end of the calendar year.

## **ARTICLE 10.00 – PAYMENT OF WAGES**

- 10.01 Employees shall be paid every two (2) weeks. Payment shall be made on the Friday of every second (2<sup>nd</sup>) week, it being understood that the payroll cut-off date shall not exceed twelve (12) days prior to the regular pay day. All overtime wages shall be payable, unless overtime hours are banked in accordance with Article 9.03, in the pay period following that in which the overtime hours are worked. Payments may be made by direct deposit and pay statements will be provided electronically. Each pay statement will include an itemized statement indicating hours worked at straight time and overtime rates, rate of pay, and individual deductions. If the regular pay day falls on a statutory holiday, Employees shall be paid the preceding working day.
- 10.02 The Employer agrees that in instances of termination or quitting, arrangements shall be made to ensure that all wages owing, and statements, shall be provided to the Employee within six (6) days. The Employer shall make every attempt to ensure that, in the instance of lay-off, the Employee is paid in full all wages owing at the time of lay-off.

## **ARTICLE 11.00 – LEAVE OF ABSENCE**

- 11.01 Regular Employees who have two (2) months or more seniority with the Employer will be allowed, in the event of a death of an immediate relative, a leave of absence to attend the funeral or make funeral arrangements, provided the Employee provides proof of death and attendance at the funeral, if requested by the Employer. The pay of the Employee is to be their regular straight time hourly rate of pay for up to three (3) consecutive days of absence, providing the days of paid absence fall within a period in which the Employee was scheduled to work.

To be eligible to apply for such paid leave, the Employee must not be absent from work on account of illness, accident, compensation, holidays, vacation, or lay-off at the time for which leave is requested. The immediate relative will be wife, husband, child, parents, grandparents, brother, sister, mother-in-law, father-in-law, common-law spouse, parents of that common-law spouse, and stepchildren.

- 11.02 Any regular full-time Employee who is required to perform jury duty or is subpoenaed as a witness by the Crown, on a day which they would normally have worked will be reimbursed by the Employer for the difference between the pay received for jury duty or witness duty and their regular straight time rate of pay for their regularly scheduled hours of work. Employees shall return to work within a reasonable period of time. They shall not be required to report if less than three (3) hours of their normal shift remains to be worked. It is understood that such reimbursement shall not be for hours exceeding the hours normally worked, less pay received for jury duty or witness duty. The Employee will be required to furnish proof of jury duty or witness duty pay received. When an Employee is served jury duty notice, the Employee shall notify the Employer as soon as possible.

11.03 Hours paid for jury duty or witness duty will be counted as hours worked for the purposes of qualifying for vacations and for recognized paid holidays but will not be counted as hours worked for the purpose of computing overtime.

11.04 UNION BUSINESS

Upon request by the Union, elected Officers and Delegates will be granted a leave of absence, without pay, for purposes of such Union business. No more than one (1) Union member at a given time will be granted such leave. In addition, the length of such leave will be as mutually agreed upon by the Parties.

11.05 MEMBERS ELECTED TO FULL-TIME UNION POSITIONS:

Upon a written request by the Union, the Employer agrees that an Employee will be given a leave of absence without gain or loss of seniority for such length of time as might be required, providing a mutual agreement has been reached between the Employer and Employee prior to standing for office.

11.06 The Employer will grant leave of absence to a maximum of six (6) months without pay to Employees for compassionate reasons, for educational reasons, for training, extended vacation purposes, or as mutually agreed by the Employer and the Shop Committee conditional on the following terms:

(a) Applicants must:

1. Apply one (1) month in advance unless circumstances arise beyond the control of the Employee.
2. Apply in writing to the Employer and Shop Committee disclosing grounds.
3. Have twenty-four (24) months seniority, or less if agreed by the Employer and the Shop Committee.

(b) The Employer shall grant such leave provided:

1. A suitable and qualified replacement is available.
2. The Shop Committee has approved.

(c) In cases where grounds for leave are of a confidential nature, the Employer shall have the exclusive right to grant such leave with written notice to the Shop Committee.

(d) Authorized leave shall be in writing and shall be signed by the Employer and the Shop Committee. An Employee not returning at the expiration of their leave shall be considered to have quit voluntarily unless they furnish, within three (3) days of the expiration of their leave, a reasonable excuse for not having returned.

## **ARTICLE 12.00 – SENIORITY**

12.01 The Employer recognizes the principle of continuous seniority after forty (40) working days of employment, it being understood that seniority will be

determined by the longest service with the Employer from the first day of work. During this forty (40) day period, the Employee is on probation.

12.02 An up-to-date seniority list will be supplied and posted by the Employer on the company noticeboard once every twelve (12) months, and at time of lay-off. The seniority list shall include the hiring date of the Employee, plus the classification to which they hold.

#### 12.03 LAY-OFF

For the prevention of grievances arising over lay-offs where seniority is concerned, the Foreperson shall notify the Shop Steward, prior to the lay-off, the names of those to be laid off.

When a member has completed their probationary period with the Employer, in the event of a lay-off, they shall be given one (1) week notice. However, if the one (1) week notice is not given then the Employee shall receive one (1) week of pay in lieu of the said notice.

Employees, whenever possible, shall notify the Employer at least three (3) days in advance of their intent to terminate their employment.

#### Order of Lay-off

In the event of a reduction in the work force the Employer shall lay-off in order of seniority based on the date of hire provided the Employee has the skills and qualifications to perform the work available.

#### 12.04 RE-HIRING

Employees shall be recalled to work in the order in which their names appear on the seniority list, provided they have the skills and qualifications to perform the work that is available. It shall be the responsibility of Employees laid off to notify the Employer in writing of any change of address, together with a telephone number, at which they may be contacted.

No new Employee will be hired until former Employees, who are available and have the necessary skills and qualifications to perform the work required, are given the opportunity to return to work.

Employees who have been laid off and who have been notified of the shop vacancy, must respond to the Employer's notification of a re-hiring within twenty-four (24) hours (excluding Saturday, Sunday and statutory holidays) of such notification. It shall not be a violation of this Agreement if the Employer fails to adhere to the principles of recall when a laid-off Employee fails to respond to the Employer's notice of shop vacancy within the time limits prescribed.

An Employee shall report for work on re-hire as provided in this Article by the fourth (4<sup>th</sup>) working day following acceptance of the re-hire.

Should an Employee fail to report for work within the designated period, and having no reasonable excuse for their failure, they shall forfeit all their seniority rights and shall be deemed to have terminated their employment.

12.05 It is agreed between the Employer and the Union that seniority during lay-off or leave of absence will be retained on the following basis:

- (a) Employees with less than one (1) year of continuous service shall retain and accrue their seniority for a period of six (6) months. Employees with one (1) or more years of service shall retain and accrue their seniority for a period of one (1) year.
- (b) Employees on compensation, sickness, or disability due to accident, for such time as it may take to recover health. The Employer shall have the right to request a certificate from a qualified medical practitioner, from an Employee who has been absent for three (3) consecutive days.

12.06 The Employer agrees to post all opportunities for promotion to a higher classification and to other departments. Such posting will be made for five (5) continuous days on the noticeboard. The Parties agree that should successful Employees not be able to do the job, they will go back to their previous position. Notwithstanding the above, the Employer shall have the right to fill such vacancies on a temporary basis. The Parties agree that in instances of promotion or transfer, qualifications and seniority are the determining factors. When qualifications are equal between two (2) Employees, then seniority shall govern. When an Employee is transferred to another classification, they will maintain their regular rate of pay for a period of fourteen (14) days, after which their rate of pay will be adjusted to that classification.

When an Employee is classified into a training category, they shall follow the progressive program and receive the applicable rate, based on hours worked in each category.

#### 12.07 SHOP CLOSURE

1. In the event of a shop closure, defined as a termination of eighty percent (80%) of the Bargaining Unit Employees, the Employer will give notice as defined below to all Employees and the Union:
  - (a) One (1) weeks' notice, for each year of employment, to a maximum of eight (8) weeks.
  - (b) The period of notice shall not coincide with an Employee's annual vacation.
2. If the Employer fails to comply with the notice in (1) above, they shall pay affected Employees at regular straight time rates, in lieu of such notice, to a maximum of eight (8) weeks' pay, based on one (1) week's pay for each year of employment.

### **ARTICLE 13.00 – VACATION**

13.01 Employees shall receive an annual vacation with pay in accordance with their length of continuous service with the Employer. Years of continuous service are calculated from the Employee's date of employment with the Employer. Vacation pay is calculated as a percentage of the Employee's gross earnings, and the following schedule shall apply:

After six (6) months	6% of gross earnings	3 wks.
After ten (10) years	8% of gross earnings	4 wks.
After twenty-three (23) years	10% of gross earnings	5 wks.

Vacation pay for Employees with less than six (6) months' continuous service shall be paid at the rate of four percent (4%) of their gross earnings based on the starting date of their employment.

The Employer agrees to pay out the vacation differential no later than January 31<sup>st</sup> of the year following the earned differential on additional pay including overtime.

- 13.02 Vacation pay for each week of vacation will be paid at the regular rate of pay, or percentage of gross earnings as stipulated above, whichever is greater. A vacation list will be provided and posted on the noticeboard so that Employees may choose their time of vacation. Vacations, provided for in Article 13.01, can be taken consecutively; the timing of which will be by mutual agreement with the Employee and Employer, with seniority in each department to be the deciding factor. All holidays to which Employees are entitled must be taken in the calendar year.
- 13.03 In the case of an Employee being laid off, discharged, or quitting, the vacation pay shall be paid in conjunction with years of service with the Employer and the percentage formula of their gross earnings.
- 13.04 The following shall be considered as days worked for determining eligibility for vacations with pay for any Employee after one (1) continuous year of employment:
- (a) Absence on WorkSafeBC, up to a period of one (1) year provided the Employee returns to their employment;
  - (b) Absence due to illness, up to a period of one (1) year provided that the Employee returns to their employment. The Employer shall have the right to request a certificate from a qualified medical practitioner;
  - (c) Statutory holidays, or days observed as such, will be considered as days worked for calculating vacation pay.
- 13.05 The following shall not constitute the time period for vacation calculations with pay:
- (a) An Employee on duly approved leave of absence;
  - (b) An Employee who is laid off.

#### **ARTICLE 14.00 – STATUTORY HOLIDAYS**

- 14.01 All Employees covered by this Agreement and employed with the Employer for sixteen (16) calendar days or more, shall receive twelve (12) paid statutory holidays per year, and any other public holiday declared by the Provincial Government. Such Employees shall receive a day's pay at their regular rate of pay on the pay day following the statutory holiday.

Employees laid off or terminated, prior to a statutory holiday, shall be entitled to holiday pay for that holiday, provided they have worked at least ten (10) days during the thirty (30) calendar days immediately preceding the general holiday.

14.02 The twelve (12) statutory holidays shall be:

New Year's Day	Labour Day
Family Day	National Day for Truth and Reconciliation
Good Friday	Thanksgiving Day
Victoria Day	Remembrance Day
Canada Day	Christmas Day
BC Day	Boxing Day

14.03 When a statutory holiday falls on a non-working day, the Employer may designate the day or days to be observed immediately prior to, or following, the weekend on which the statutory holiday occurs.

### **ARTICLE 15.00 – HEALTH AND WELFARE**

15.01 The Employer will provide the present Welfare Plan, the terms and conditions of which will be maintained or improved upon during the term of the Agreement. Dental coverage includes one hundred percent (100%) of Plan A (Basic Services) and fifty percent (50%) of Plan B (Major Restorative) based on the current dental fee schedule.

To standardize the short-term disability (STD) benefits payable to qualifying Employees who become ill, or totally disabled due to non-work-related incidents, for a continuous period of time, the following will apply;

- (a) When a qualifying Employee becomes ill, totally disabled, is unable to work for a continuous period of time, is under the care of a qualified physician, and is in active service with the Employer, they may be entitled to receive a disability income benefit equal to at least sixty-six and two thirds percent (66 $\frac{2}{3}$ %) of their regular salary.
- (b) In the event of continuous absence, they may be paid one (1) week of full salary for each year of completed continuous service, and at sixty-six and two thirds percent (66 $\frac{2}{3}$ %) thereafter to a maximum of one hundred and five (105) days of illness or disability. At this time if the Employee is still disabled, they may be eligible to apply for benefits under the long-term disability plan with the insurance carrier.

The Employer will pay five (5) sick days per year. The days will be a full day's pay, with no carryover from year to year, as well, no pay out if not used up during that year.

In the absence of five (5) consecutive days or more, a "Claim for Managed" form for STD benefits is to be completed by the Employee, the attending physician, and the Payroll/Benefits Department. Once the form is completed it is forwarded to the insurance carrier for adjudication. Payment for the absence will be made by the Employer once approval is received from the insurance carrier.

## **ARTICLE 16.00 – TECHNOLOGICAL CHANGE**

- 16.01 In the event of a technological change involving lay-off of personnel, every effort shall be made by the Employer and Union to settle any grievance before referral to the Minister of Labour.

## **ARTICLE 17.00 – GENERAL CONDITIONS**

- 17.01 A ten (10) minute rest period will be allowed midway in each half (½) of the shift. If overtime has been scheduled, a ten (10) minute rest period will be allowed between the end of the regular shift and the start of overtime.
- 17.02 Lunchroom facilities, with adequate seating and tables for all Employees, will be provided and maintained in a clean condition by the Employer.
- 17.03 Adequate and separate restroom facilities will be provided in accordance with WorkSafeBC and shall be maintained in a clean condition by the Employer.
- 17.04 A five (5) minute pick-up and wash-up time will be allowed prior to quitting time. It will be the responsibility of the Employee to maintain their workstation in an orderly manner.
- 17.05 No Employee shall be required to supply any tools on the Employer's premises other than accepted normal tradesperson's hand tools. Where drill bits, files, etc. are used extensively, the Employer shall supply the first (1<sup>st</sup>) issue and replace worn or broken items. At termination, the issued items shall be returned to the Employer. No Employee will be required to purchase any tools or materials, or incur extraordinary out-of-pocket expenses, while in the employ of the Employer.
- Normal tradesperson hand tools shall be defined as hand tools only, not to include power tools of any kind.
- The Employer shall provide and supply Employees with necessary power tools to perform the job.
- 17.06 Each Employee shall provide, to the Employer, an itemized list of personal tools, together with photographs and estimated value. The Employer shall cover seventy-five percent (75%) of tool losses (maximum to be set following evaluation of tool lists). Employees are responsible for the safe and secure storage of tools at all times. The Employer reserves the right to decline to insure tools it deems are not necessary or are more expensive than required for the job. In that case, the Employee shall have the right to either take those tools home or continue to use them with insurance only to the level deemed reasonable by the Employer.
- 17.07 No Employee will be permitted to use their own motor vehicle in a manner which is unfair to other Employees or against the best interests of the Union or the Employer. They will not transport goods manufactured by the Employer with their own vehicle on a regular basis.
- 17.08 Failure of an Employee to act upon instruction given to them by anyone other than their Supervisor or designate will not constitute cause for dismissal.

- 17.09 If an Employee handles several jobs as part of their regular duties, then that Employee shall receive the rate of their top classification within that assignment.
- 17.10 The Employer shall endeavour to notify an Employee at least twenty-four (24) hours before dispatching out of town, except in instances of emergency.
- 17.11 The Employer agrees to furnish those Employees who are required to wear a uniform in performance of their duties with the following items of equipment: jacket, shirt, and trousers. Uniform personnel will be required, while on duty, to wear the complete uniform, except that the wearing of jackets shall be governed by weather conditions. The Employer agrees, in their sole discretion, to have the foregoing items of apparel cleaned and maintained as necessary. Upon leaving the Employer's service, Employees shall surrender all items of uniform and equipment to the Employer.
- 17.12 The Employer shall continue to pay bonding fees for all Employees and shall reimburse Employees for security license fees issued by the Province of British Columbia.
- 17.13 All Employees driving company vehicles on a regular basis shall be paid a twenty-five dollar (\$25.00) monthly expense allowance for meter parking without presentation of receipts. Any greater expenses shall be reimbursed, upon presentation of receipts, within twenty-one (21) calendar days.
- 17.14 The Employer shall reimburse each Employee to a maximum of one hundred and eighty dollars (\$180.00), every twenty-four (24) months, upon the Employee's submission of a receipt of purchase, for the purchase of safety boots as required by WorkSafeBC.
- 17.15 Employees in the Bargaining Unit shall have access to their personal records within a reasonable time of request to the Shop Manager and be provided with copies of the material contained in such records which shall be corrected if inaccurate.

#### **ARTICLE 18.00 – SAFETY AND HEALTH**

- 18.01 It is understood and agreed that the Parties to this Agreement shall comply with the Accident Prevention Regulations of the Workers Compensation Act, and any refusal on the part of a member to work in contravention of such regulations shall not be a breach of this Agreement. Further, no member will be discharged because they fail to work under unsafe conditions or because they insist on safe working conditions. Any refusal of a member to abide by WorkSafeBC regulations, after being duly warned, will be sufficient cause for dismissal.
- 18.02 An Employee having to cease work due to a compensable injury shall be paid by the Employer for the full regular shift.
- 18.03 When an Employer requests an Employee to write an exam for a First Aid Course, registration fees and time lost to write the exam shall be paid by the Employer upon successful completion.

## **ARTICLE 19.00 – GRIEVANCE PROCEDURE**

- 19.01 Any difference arising between the Parties bound by this Agreement concerning its interpretation, application, operation, or any alleged violation thereof, including any differences arising from the dismissal or suspension of an Employee, shall be finally and conclusively settled without stoppage of work as hereinafter provided. No grievance shall be entertained by either party or an Arbitrator unless instituted by the aggrieved party within twenty (20) working days after the cause of the grievance occurs, except that a grievance arising out of alleged unjust discharge must be instituted within seven (7) working days after the cause of the grievance occurs. The above time limits do not apply to wage claims. A grievance not processed within the time limits set out in this Article shall be deemed to be abandoned.
- 19.02 The Employee involved, preferably with the Shop Steward, will first take up the matter with their Foreperson or Supervisor directly in charge of the work. Should the matter not be resolved within three (3) working days, the matter shall be referred within three (3) days as follows:
- 19.03 Failing resolution in 19.02 above, within three (3) working days, the grievance shall be set out in writing by the grieving party and referred to the other party and they shall meet to discuss the matter.
- 19.04 Failing resolution in 19.03 above, within seven (7) working days, or such longer time as the Parties agree to, it shall be referred to an Arbitrator mutually agreed upon by the Parties.
- 19.05 The Arbitrator shall sit, hear the Parties, and settle the terms of the question to be arbitrated. The Arbitrator shall deliver their award, in writing, to each of the Parties and the award shall be final and binding upon the Parties and they shall carry it out forthwith.
- 19.06 Each party shall pay its own costs and expenses of arbitration, and one-half (½) the compensation and expenses of the Arbitrator.

## **ARTICLE 20.00 – CLASSIFICATIONS AND WAGE RATES**

### **20.01 CLASSIFICATIONS**

The following Classifications shall apply to Employees working under this Agreement:

(a) Shop Technician

A Shop Technician shall be an Employee who is not currently a registered Apprentice. They must obtain a Locksmith Under Supervision License in accordance with the requirements of the Security Services Regulation and are primarily, but not exclusively, assigned to preparation work at the shop, and will be required to perform all of the tasks outlined in Appendix "A" to this Agreement. When there are opportunities for new Apprentices within the Employer, Shop Technicians will be, subject to suitability, offered the opportunity to become an Apprentice.

(b) Road Technician Apprentice

(i) Security Systems Technician

Is an Employee who has either completed or is enrolled in the required classroom training under the Security Technician Program. They must obtain a Security Alarm Installer Under Supervision License in accordance with the requirements of the Security Services Regulation. To move from one (1) level of Apprentice to another, an Employee must have spent a minimum of twelve (12) months at their current level and meet the requirements outlined in Appendix "A" to this Agreement.

(ii) Locksmith

Is an Employee who is registered as an Apprentice with SkilledTrades BC in the Locksmith Program and obtains a Locksmith Under Supervision License in accordance with the requirements of the Security Services Regulation. To move from one (1) level of Apprentice to another, an Employee must have spent a minimum of twelve (12) months at their current level, and meet the requirements outlined in Appendix "A" to this Agreement

(c) Journeyperson

(i) Security Systems Technician

Is an Employee who has received their Security Systems Technician Certificate of Qualification, their Security Alarm Installer licenses in accordance with the Security Services Regulation and their FSR Certificate of Qualification.

(ii) Locksmith

Is an Employee who has received their Locksmith Certificate of Qualification from SkilledTrades BC and their Locksmith Security License in accordance with the requirements of the Security Services Regulation.

(d) Lead Locksmith

When the Employer determines it is necessary, a Lead Locksmith may be appointed. The appointment shall be based on merit, fitness, and ability, as determined by the Employer. The Lead Locksmith shall be responsible for performing all duties outlined in Appendix "A" to this Agreement and providing day to day direction to other members of the Bargaining Unit in addition to their regular duties as a Journeyperson. Additional duties may be required as determined by the Employer.

## 20.02 CHALLENGING CLASSIFICATIONS

An Employee may challenge any level where they believe that they are qualified and can perform the duties outlined in "Appendix A".

A written notice of the challenge must be submitted to the Employer and a meeting shall be convened to assess the Employee's abilities. The Employer shall confer with the Union and review the theoretical and technical abilities again to determine if the Employer overlooked or missed something during the initial assessment. If so, and the Employer is satisfied that the Employee can be elevated to the next level, then the Employee shall be paid retroactively as of the date of the initial assessment.

20.03 RATES OF PAY

Classification	Index	March 30, 2025	March 29, 2026	April 4, 2027
Lead Locksmith	107.5%	\$40.42	\$41.53	\$42.57
Journeyman	100%	\$37.60	\$38.63	\$39.60
3 <sup>rd</sup> Year Apprentice	90%	\$33.84	\$34.77	\$35.64
2 <sup>nd</sup> Year Apprentice	80%	\$30.088	\$30.90	\$31.68
1 <sup>st</sup> Year Apprentice	70%	\$26.32	\$27.04	\$27.72
Shop Technician	60%	\$22.56	\$23.18	\$23.76

**ARTICLE 21.00 – DURATION OF AGREEMENT**

21.01 This Agreement shall be in full force and effect from April 1, 2025, to March 31, 2028, inclusive and shall continue in full force and effect from year to year thereafter, unless either party at any time within four (4) months immediately preceding either the expiry date or thereafter, gives written notice to the other party to commence collective bargaining. This Agreement will remain in force until a new Agreement is reached, the Union engages in a lawful strike, or the Employer engages in a lawful lockout.

21.02 The operation of Section 50, Sub-Sections (2) and (3) of the Labour Relations Code are hereby excluded.

**ARTICLE 22.00 – SAVINGS CLAUSE**

22.01 Should any part hereof, or any provision herein contained, be rendered or declared invalid by reason of any existing or subsequently enacted legislation or by any judgement or order of a court of competent jurisdiction, such invalidation of such part or portion of this Agreement shall not invalidate the remaining portions hereof and such portions shall continue in full force and effect.

22.02 In the event that any Article is held invalid, or enforcement of, or compliance with which had been restrained, as above set forth, the Parties affected thereby shall enter into immediate collective bargaining negotiations upon the request of either party for the purpose of arriving at a mutually satisfactory replacement for such Article during the period of validity or restraint. If the Parties do not agree on a


mutually satisfactory replacement, they shall submit the dispute to the grievance procedure.

Signed this 28 day of May 2026

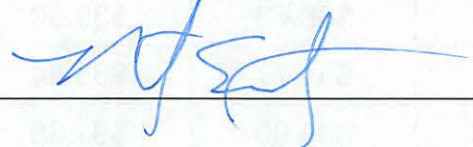
Signed this 11 day of May 2026

Signed on behalf of:  
Construction Labour Relations Association  
of BC

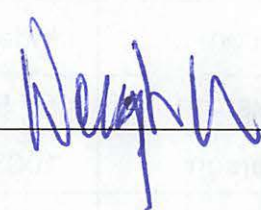
Signed on behalf of:  
UNIFOR Local 1928

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## **APPENDIX “A” – LOCKSMITH APPRENTICESHIP PROGRESSION**

The Parties agree the following is an illustrative list of the job requirements for each classification in Article 20 of the Collective Agreement. The Parties agree that these tasks are illustrative of the expectations of each classification of Employee and are subject to review and amendment as the trade evolves.

The Parties agree that the following tasks must be performed in a repeatable fashion to meet manufacturer specifications, company requirements, and customer satisfaction.

### **Shop Technician**

A Shop Technician will be working towards an ability to perform all the following tasks.

1. Shop Safety Protocols
2. Timesheets and Part Numbers
3. Inventory Room Layout and Management
4. Shipping and Receiving
5. Reference Materials
6. Standard Key Blank ID
7. High Security Key Blank ID
8. Duplicate Standard Keys
9. Code Cut Standard Keys
10. Code Cut Medeco Classic
11. Code Cut Medeco Biaxial
12. Stamping Procedures
13. Use of Locksmith Keying Tools
14. Code Filing System
15. MACS Rules
16. Standard Cylinder Rekeying
17. Medeco Classic Keying/Rekeying
18. Medeco Biaxial Keying/Rekeying
19. LFIC Keying/Rekeying
20. SFIC Keying/Rekeying
21. Specialty Lock Keying/Rekeying
22. Key Origination by Disassembly
23. Key Origination by Sighting
24. Duplicate SDB Keys
25. Originate SDB Keys
26. Rekey SDB Locks

27. Service SDB Locks
28. Retrofit SDB Locks and Hinges
29. Setup Firelock Boxes
30. Install Lock on Key Box
31. Service Key Machines
32. Paperwork Completion
33. Field Connect

### **First (1<sup>st</sup>) Year Apprentice**

A First (1<sup>st</sup>) Year Apprentice will be registered with SkilledTrades BC and working towards an ability to perform all the following tasks.

1. All Skills of Shop Technician
2. Field Safety Protocols
3. Commercial Vehicle Operation
4. Hazards and Fire Protection
5. Customer Service
6. Written and Communication Skills
7. Tools and Equipment
8. Locksmith Specialty Tools
9. Remove Lock Cylinder from ALL Hardware
10. Extract Broken Key and Duplicate
11. Originate Key by Impressioning
12. Pick Open Lock Cylinders
13. Open Secured Entry
14. Basic Mechanical Safe Com Changes
15. Working Knowledge of 3&4 Wheel Coms
16. Identify Common Safe Lock Problems
17. Reset Scrambled 3/4 Wheel Mech Coms
18. Basic Digital Safe Com Changes
19. Digital Safe Lock Programming
20. Digital Safe Lock Resetting
21. Digital Safe Lock Diagnostics
22. SDB Box Drilling/Opening
23. Lock Hardware ID
24. Non-locking Hardware ID

25. Install/Service Non-Locking Hardware
26. Install Blocker Plates and Astragals
27. Rekey by IC Core Swapping
28. Service Door
29. Install Key Boxes

### **Second (2<sup>nd</sup>) Year Apprentice**

A Second (2<sup>nd</sup>) Year Apprentice shall have at least one (1) year experience as a registered Apprentice and must be able to perform all the tasks required of a First (1<sup>st</sup>) Year Apprentice. A Second (2<sup>nd</sup>) Year Apprentice will be working towards an ability to perform all the following tasks:

1. All Skills of Shop Technician & First (1<sup>st</sup>) Year Apprentice
2. Identify Fire and Life Safety Codes
3. Create Master Key Systems and Keys
4. R&R Cylindrical Hardware
5. Install/Service Cylindrical Hardware
6. R&R Narrow Stile Hardware
7. Field Reverse Narrow Stile Hardware
8. Install/Service Narrow Stile Hardware
9. Install Office Furniture Locks
10. Retrofitting Hardware
11. Service Door Closers
12. Install Door Closers
13. Install Keyless Entry
14. Program Keyless Entry Credentials
15. Service Keyless Entry
16. Install Panic Bars
17. Service Panic Bars
18. Install DAT Timers
19. Change Time on DATs
20. Field Reverse DATs
21. Drawing/Hardware Schedule Interpretation
22. Small Safe Moving and Installation
23. Install Mortise Locks
24. Install Select Hinges

25. Rekey Night Deposit Heads
26. Service ND Heads and Clear Jams
27. Search ND for Missing Deposits
28. Retrofit ND Heads
29. Install Day Gates
30. Install Tridents

### **Third (3<sup>rd</sup>) Year Apprentice**

A Third (3<sup>rd</sup>) Year Apprentice shall have at least two (2) years' experience as a registered Apprentice and must be able to perform all the tasks required of a First (1<sup>st</sup>) and Second (2<sup>nd</sup>) Year Apprentice. A Third (3<sup>rd</sup>) Year Apprentice will be working towards an ability to perform all the following tasks:

1. All Skills of Shop Technician & First (1<sup>st</sup>) & Second (2<sup>nd</sup>) Year Apprentice
2. Basic Electrical Troubleshooting
3. Install Electric Strikes
4. Install Mag Locks
5. Install Power Operator Hardware
6. Install Electrified Hardware
7. Safe and Vault ID
8. Safe and Vault Lock ID
9. Service Bolt Works
10. Advanced Mechanical Safe Com Changes
11. Service Safe and Vault Locks
12. Install Safe and Vault Locks
13. Convert Safe Locks (mechanical/digital)
14. Open Safe Compartment Mechanical Locks
15. Open Safe Compartment Digital Locks
16. Open Safe Compartment Timers
17. Open Safes and Vaults
18. Open Night Depositories
19. Open ATMs and CRU/CDUs
20. Safe Component Parts Fabrication
21. Setup and Use Auto Dialer
22. Time Lock ID
23. Time Lock Inspections

24. R&R Time Lock Movements
25. Install/Retrofit Time Locks
26. Service Jail Locks

### **Locksmith Journeyperson**

A Journeyperson is an Employee who has received their Certificate of Qualification.

### **Security Systems Technician Journeyperson**

A Journeyperson is an Employee who has received their Certificate of Qualification or Red Seal Certification.

### **Lead Locksmith**

When the Employer appoints a Lead Locksmith, in accordance with Article 20, the Lead Locksmith shall be a Journeyperson Locksmith and perform all the tasks listed under Appendix A and, in addition, shall perform the following tasks:

1. Create/Maintain Apprenticeship System
2. Training of all Apprentices
3. Inspecting Apprentices Work on Site
4. Evaluating Apprentices
5. Recommending Apprentice Progression and Wage Increases
6. Assessing New Hire Probation
7. Performing Site Surveys

## LETTER OF UNDERSTANDING #1

RE: TRAVEL EXPENSES

Out of Town Requiring Overnight Accommodation.

Employees required to work out of town and stay overnight shall receive sixty-nine dollars (\$69.00) per diem. If required to lay over for the weekend, the Employee shall receive ninety dollars (\$90.00) per diem for Saturday and Sunday.

Out of Town Returning Same Day

Employees required to travel out of town but not allowed to stay overnight shall receive twenty-three dollars (\$23.00) per day or the maximum non-taxable amount per CRA guidelines. Any emergency telephone calls made or received confirming safe arrival or delays in travel arrangements shall be paid by the Employer.

The Lower Mainland area shall be defined as the area bounded by Hope to the East, the Straits of Georgia to the West, the US border to the South and Squamish to the North.

## LETTER OF UNDERSTANDING #2

RE: VAULT WORK

Clause A

At least one (1) representative from the financial institution shall always be present when a Technician is in the vault or any situation that could be considered high risk.

Clause B

It is the responsibility of the financial institution to ensure that all monies and valuables are present when work is complete.

Safe Deposit Box Openings (SDB Openings):

1. Clause A
2. Clause B
3. During SDB openings, at least one (1) financial representative and the customer must always be present.
4. During the opening of a delinquent SDB, two (2) representatives from the financial institute must always be present.

Opening, Services, and Repair of Vault Equipment

1. Clause A
2. Clause B
3. All valuables or monies must be removed and locked prior to commencing work.

4. If the situation arises that the monies or valuables cannot be removed, two (2) financial personnel must always be present.
5. No Technician should be left unattended. If financial personnel exit the vault, all work must stop, and the Technician must also exit the vault.
6. During the opening of locked safes or compartments, two (2) financial personnel must be present when the door is ready to be opened. Monies must then be removed before repairs may be made to the unit.

Night Deposits:

1. Clause A
2. Clause B
3. Before work begins, financial personnel must remove all monies and valuables. One (1) financial person must be present until the safe is closed and secured.
4. When inspecting for lost or missing deposits, one (1) financial person must be present during the removal and search of the night depository head, including preparation prior to inspection.

Teller Units:

1. Clause A
2. Clause B
3. All monies and valuables must be removed prior to work.
4. When working on teller units or drop safes, a financial person must be present in case of detection of lost valuables.

\*\*Please Note: cameras cannot take the place of human presence.

Compiled by Gunnebo Security Inc., Vancouver and Local 1928

### **LETTER OF UNDERSTANDING #3**

RE: UPGRADING TRAINING

It is hereby agreed and understood that henceforth all upgrade training will be done on a fifty/fifty (50/50) basis of Employee time and company time. The Employer shall be responsible for ninety percent (90%) of the tuition or registration fees for pre-approved courses.

### **LETTER OF UNDERSTANDING #4**

RE: CLASSIFICATION REVIEW

Local 1928 and the Company agree and understand that over the duration of the Agreement we will review, update, and improve all classifications in the current Agreement.

**LETTER OF UNDERSTANDING #5**

RE: ECO GATES/RETAIL GATES

The terms and conditions of this Letter of Understanding shall supercede all contrary terms and conditions of the Gunnebo Canada Inc./Unifor 1928 Collective Agreement ("Agreement").

The Parties agree as follows:

1. The purpose of this Letter of Understanding is to modify the Agreement to reflect the Employers current practice regarding the installation of "Eco Gates" commonly referred to as "retail gates" (Eco Gates);
2. When the Employer performs the installation of Eco Gates and the shift commences after the normal closing time of the owners facility, the Employer the Employer shall compensate Employees in the following manner:
  - (a) On shifts that are paid at straight time rates, Employees shall be compensated with a premium of \$8.00/hour worked in addition to their regular rate of pay.
  - (b) On shifts that are paid at overtime rates, Employees shall be compensated with a premium of \$2.50/hour worked in addition to the applicable overtime rate of pay.
3. This Letter of Understanding shall apply for the duration of the Agreement and may be cancelled by either party by providing thirty (30) days notice in writing.

Dated this 28 day of May 2026

Dated this 11 day of May 2026

Construction Labour Relations Association  
of BC

Unifor Local 1928

