

# **AMENDMENT TO THE**

## **PROVINCIAL INSULATORS COLLECTIVE AGREEMENT FOR THE GENERAL CONSTRUCTION SECTOR**

**By and Between**

**CONSTRUCTION LABOUR RELATIONS  
- AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT  
AND FROST INSULATORS AND Allied  
WORKERS, LOCAL UNION #110  
EDMONTON AND CALGARY**

**July 31, 2011 to April 30, 2015**

***Amended Wage Schedules effective May 4, 2014***

*Published April 10, 2014*

**ARTICLE 9.00 - WAGES****Commercial/Institutional Rates**

<b>EFFECTIVE DATE</b>	<b>BASE RATE</b>	<b>SH &amp; V</b>	<b>H&amp;W</b>	<b>WC</b>	<b>PENS</b>	<b>PITT</b>	<b>TRAIN</b>	<b>TOTAL</b>
<b>Foreman</b>								
July 31, 2011	35.02	3.50	1.40	0.10	5.00	0.50	0.25	45.77
May 6, 2012	35.04	3.50	1.40	0.10	5.81	0.50	0.25	46.60
May 5, 2013	35.69	3.57	1.54	0.10	5.81	0.50	0.25	47.46
May 4, 2014	35.78	3.58	1.85	0.10	6.25	0.50	0.25	48.31
<b>Journeyman</b>								
July 31, 2011	31.17	3.12	1.40	0.10	5.00	0.50	0.25	41.54
May 6, 2012	31.19	3.12	1.40	0.10	5.81	0.50	0.25	42.37
May 5, 2013	31.84	3.18	1.54	0.10	5.81	0.50	0.25	43.22
May 4, 2014	31.93	3.19	1.85	0.10	6.25	0.50	0.25	44.07
<b>3<sup>rd</sup> Year Apprentice - Based on 80% of the Journeyman Rate</b>								
Nov 3, 2013	25.47	2.55	1.54	0.10	5.81	0.50	0.25	36.22
May 4, 2014	25.54	2.55	1.85	0.10	6.25	0.50	0.25	37.04
<b>2<sup>nd</sup> Year Apprentice - Based on 65% of the Journeyman Rate</b>								
Nov 3, 2013	20.70	2.07	1.54	0.10	5.81	0.50	0.25	30.97
May 4, 2014	20.75	2.08	1.85	0.10	6.25	0.50	0.25	31.78
<b>1<sup>st</sup> Year Apprentice - Based on 50% of the Journeyman Rate</b>								
Nov 3, 2013	15.92	1.59	1.54	0.10	2.91	0.50	0.25	22.81
May 4, 2014	15.97	1.60	1.85	0.10	3.13	0.50	0.25	23.40

**Commercial/Institutional Temporary Foreign Workers and Pensioners  
(Refer to Appendix A in this Collective Agreement)**

**APPENDIX A – WAGE SCHEDULES  
FOR COMMERCIAL/INSTITUTIONAL AND INDUSTRIAL  
PENSIONERS AND TEMPORARY FOREIGN WORKERS**

**Commercial / Institutional Pensioner and TFW Wage Schedule**

**Commercial/Institutional Rates**

<b>EFFECTIVE DATE</b>	<b>BASE RATE</b>	<b>SH&amp;V</b>	<b>H&amp;W</b>	<b>WC</b>	<b>PENS</b>	<b>PITT</b>	<b>TRAIN</b>	<b>TOTAL</b>
<b>Foreman</b>								
July 31, 2011	38.66	3.87	1.40	0.10	0.00	0.50	0.25	44.78
May 6, 2012	39.27	3.93	1.40	0.10	0.00	0.50	0.25	45.45
May 5, 2013	39.92	3.99	1.54	0.10	0.00	0.50	0.25	46.30
May 4, 2014	40.33	4.03	1.85	0.10	0.00	0.50	0.25	47.06
<b>Journeyman</b>								
July 31, 2011	34.81	3.48	1.40	0.10	0.00	0.50	0.25	40.54
May 6, 2012	35.42	3.54	1.40	0.10	0.00	0.50	0.25	41.21
May 5, 2013	36.07	3.61	1.54	0.10	0.00	0.50	0.25	42.07
May 4, 2014	36.48	3.65	1.85	0.10	0.00	0.50	0.25	42.83
<b>3<sup>rd</sup> Year Apprentice</b>								
Nov 3, 2013	29.70	2.97	1.54	0.10	0.00	0.50	0.25	35.06
May 4, 2014	30.09	3.01	1.85	0.10	0.00	0.50	0.25	35.80
<b>2<sup>nd</sup> Year Apprentice</b>								
Nov 3, 2013	24.93	2.49	1.54	0.10	0.00	0.50	0.25	29.81
May 4, 2014	25.31	2.53	1.85	0.10	0.00	0.50	0.25	30.54
<b>1<sup>st</sup> Year Apprentice</b>								
Nov 3, 2013	18.04	1.80	1.54	0.10	0.00	0.50	0.25	22.23
May 4, 2014	18.25	1.83	1.85	0.10	0.00	0.50	0.25	22.78

**PROVINCIAL**

**INSULATORS**

**COLLECTIVE AGREEMENT**

**FOR THE GENERAL CONSTRUCTION SECTOR**

**By and Between**

**CONSTRUCTION LABOUR RELATIONS**  
**- AN ALBERTA ASSOCIATION**  
**INSULATORS (PROVINCIAL) TRADE DIVISION**

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT**  
**AND FROST INSULATORS AND Allied**  
**WORKERS, LOCAL UNION #110**  
**EDMONTON AND CALGARY**

**July 31, 2011 to April 30, 2015**

*Amended WAGE SCHEDULE effective May 6, 2012*  
*Amended Article 9.01 Pensioners and Temporary Foreign Workers and Appendix A effective May 6, 2012*  
*Amended WAGE SCHEDULE effective May 5, 2013*  
*Amended WAGE SCHEDULE effective November 3, 2013*  
*Amended WAGE SCHEDULE (Industrial) effective May 4, 2014*  
*Amended WAGE SCHEDULE (Commercial & Commercial Pensioners and TFW) effective May 4, 2014*

***Published November 4, 2011***

## TABLE OF CONTENTS

ARTICLE 1.00 - OBJECTS AND SCOPE OF AGREEMENT .....	5
ARTICLE 2.00 - INDUSTRIAL AND COMMERCIAL / INSTITUTIONAL DEFINITION.....	5
ARTICLE 3.00 - MANAGEMENT RIGHTS.....	7
ARTICLE 4.00 - RECOGNITION .....	7
ARTICLE 5.00 - HOURS OF WORK .....	8
ARTICLE 6.00 - RECOGNIZED HOLIDAYS AND VACATIONS .....	13
ARTICLE 7.00 - SHIFT DIFFERENTIAL.....	14
ARTICLE 8.00 - SHOW UP .....	15
ARTICLE 9.00 - WAGES .....	16
ARTICLE 10.00 - TRAVEL, TRAVEL ALLOWANCE, TRANSPORTATION AND ACCOMMODATION .....	23
ARTICLE 11.00 - DISMISSAL AND LAYOFF.....	38
ARTICLE 12.00 - UNION RIGHTS .....	40
ARTICLE 13.00 - HIRING PROCEDURE .....	41
ARTICLE 14.00 - LOCAL RESIDENTS .....	43
ARTICLE 15.00 - APPRENTICESHIP .....	45
ARTICLE 16.00 - GRIEVANCE PROCEDURE .....	46
ARTICLE 17.00 - JURISDICTIONAL DISPUTES .....	49
ARTICLE 18.00 - TOOLS, EQUIPMENT, ETC. ....	50
ARTICLE 19.00 - HEALTH AND WELFARE FUND.....	51
ARTICLE 20.00 - PENSION TRUST FUND .....	52
ARTICLE 21.00 - SUPPLEMENTARY PENSION TRUST FUND.....	55
ARTICLE 22.00 - INSULATORS' TRAINING TRUST FUND OF ALBERTA .....	56
ARTICLE 23.00 - UNION / EMPLOYERS' DUES, AND PITT FUND .....	58
ARTICLE 24.00 - WORKPLACE HEALTH AND SAFETY .....	64
ARTICLE 25.00 – ALCOHOL AND DRUG POLICY .....	65
ARTICLE 26.00 - SUBCONTRACTING .....	66
ARTICLE 27.00 - SAVING CLAUSE .....	66
ARTICLE 28.00 - GENERAL .....	66
ARTICLE 29.00 - ENABLING .....	67
ARTICLE 30.00 - PRODUCTIVITY .....	68
ARTICLE 31.00 – RESERVE FORCES .....	68
ARTICLE 32.00 - TERM OF AGREEMENT .....	69
LETTER OF UNDERSTANDING.....	71
Re: Grandfathering of Current Projects.....	71

LETTER OF UNDERSTANDING.....	73
Re: Limitation on Discharge .....	73
LETTER OF UNDERSTANDING.....	75
Re: Local Resident Hiring Preference.....	75
LETTER OF UNDERSTANDING.....	77
Special Project Needs.....	77
LETTER OF UNDERSTANDING.....	80
Re: Promoting Performance and addressing issues such as absenteeism and turnover.....	80
LETTER OF UNDERSTANDING.....	82
Re: Process to Address Non-Payment of Employer Contributions to Funds .....	82
LETTER OF UNDERSTANDING.....	84
Re: Pulmonary Function Testing and Payments.....	84
LETTER OF UNDERSTANDING.....	86
Re: Tracking of Training.....	86
LETTER OF UNDERSTANDING.....	88
Re: Rapid Site Access Program.....	88
LETTER OF UNDERSTANDING.....	90
Re: Referral for Case Managed Aftercare .....	90
LETTER OF UNDERSTANDING.....	93
Re: Wage Determination.....	93
LETTER OF UNDERSTANDING.....	98
Re: Compressed Optional Schedules Team Schedule.....	98
MEMORANDUM OF AGREEMENT (MOA) .....	102
APPENDIX A - WAGE SCHEDULES .....	106

**This Agreement entered into this  
31<sup>st</sup> day of July, 2011**

**Between**

**CONSTRUCTION LABOUR RELATIONS -  
AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**

**(hereinafter called the Association)**

**on behalf of and as agents for all those employers who are bound by this Agreement under the scope and operation of Registration Certificate No. 9 issued to the Association by the Alberta Labour Relations Board, and those employers who may hereafter be included within the scope and operation of the said Registration Certificate (each of which employers is hereinafter referred to as the "Employer")**

**Party of the First Part**

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT  
AND FROST INSULATORS AND Allied WORKERS,  
LOCAL UNION #110  
EDMONTON AND CALGARY**

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

**Party of the Second Part**

**NOW WITNESSETH:**

**The Parties hereto, having bargained together collectively do hereby agree as follows:**

## **ARTICLE 1.00 - OBJECTS AND SCOPE OF AGREEMENT**

- 1.01** This Agreement provides for collective bargaining and, as such, must recognize as its principals the Union as the certified bargaining agent of the employees, and the Registered Employers' Organization as the agent of the various individual firms and corporations as may be recognized in the trade as Employers.
- 1.02** The object of this Agreement is to stabilize the industry and to ensure a peaceful adjustment of any and all grievances, disputes and differences that may arise between the parties and to provide a better and efficient service to the public.
- 1.03** The purpose of this Agreement is to govern and stabilize the wages and working conditions of work undertaken by the Employers in the application of insulation and all protective coverings which are within the jurisdiction of the Union. However, under no circumstances shall this Agreement apply to work which is performed by Employers in manufacturing plants.

## **ARTICLE 2.00 - INDUSTRIAL AND COMMERCIAL / INSTITUTIONAL DEFINITION**

- 2.01** Industrial construction shall mean construction work in respect of the plant process involved in, but not limited to:
- Electrical power generation, hydro or thermal power plants
  - Development of Mining and Smelting Properties
  - Development of Oil Sands Properties
  - Oil Refineries, Upgraders and all forms of hydrocarbon production, extraction or processing
  - Development of Chemical Plants
  - Pulp, paper or timber/wood processing mills or sawmills
  - Toxic waste disposal systems
  - Production and processing plants for natural gas, liquid petroleum products and manufactured gases
  - Base/Precious/Other Metal production plants or upgraders of any and all kinds
  - Pumping stations and compressor stations of greater than \$25 million in construction value
  - Cement, lime and gypsum plants

- Insulation work on heating, ventilating, and air conditioning systems on industrial sites.

In addition, industrial work shall include such work as may reasonably be considered as Industrial Construction as is mutually agreed by a committee of four (4) members appointed by the Employers Association and four (4) members appointed by the Union, and ratified by the Trade Division. This committee shall meet at the request of either the Employer or the Union, giving twenty-four (24) hours notice in writing to the other party.

**2.02** Commercial / institutional work includes all work not specifically identified as industrial work in Article 2.01 above. The following work has been recognized by the parties as falling within both the commercial / institutional and industrial portions of the construction industry:

- Breweries
- Distilleries
- Food Processing Plants
- Major Manufacturing Plants
- Major Sewage Treatment Plants
- Major Water Treatment Plants
- Pumping Stations and Compressor Stations of less than \$25 million in construction value.

The above listed work shall be performed under the commercial / institutional provisions except where such work is determined to be industrial work by agreement between the Business Manager of the Union and the Employer. In the event of a dispute as to which parts of this collective agreement apply to a given project, a final and binding determination shall be made by the Association and each party to the dispute shall be advised of such determination in writing.

It is agreed that in keeping with the intent of this Article that the determination as to whether a project shall be performed under the industrial or the commercial / institutional provisions should be made prior to tendering.

It is agreed that any Employer tendering work that falls within the above list in this Article is obliged to notify the Association so that a determination can be made in accordance with this Article.

**2.03** The parties hereto agree that the terms of this collective agreement are not binding in respect of residential construction nor to asbestos removal and abatement work. For the purposes of this collective agreement, residential

work shall include single family housing including duplexes, walk-up apartments and condominiums up to a maximum of three (3) floors in height (above grade).

## **ARTICLE 3.00 - MANAGEMENT RIGHTS**

- 3.01** Without restricting the generality of the following, the Union recognizes the right of the Employer to manage his company, direct the work forces, assign work, transfer employees from job to job within the Province of Alberta as required, select, hire, promote, discharge any employee for just cause only, reject applications for work, manage the business in all respects in accordance with his commitments and responsibilities and the right to determine methods, processes, means of application, handling and staffing of all jobs. The Employer shall have exclusive rights to decide and enforce all matters pertaining to the operation of his business, provided it does not conflict or discriminate against individual Union rights as agreed herein. Except as specifically modified by the terms of this Agreement the Employer reserves all of the historic or traditional rights of management.
- 3.02** The Union agrees that any Agreement signed with an independent Employer or company shall be identical with this Agreement. Exceptions to this Agreement will be Local Maintenance Agreements, International Maintenance Agreements, or Asbestos Removal Agreements.
- 3.03** The Union agrees to provide qualified Union members to the Employer members of the Association signatory to this Agreement and to any Employer(s) who are or may become bound by this Agreement.
- 3.04** The Union shall not supply its members or permit its members to work directly or indirectly for any corporation or firm who has called for tenders from one or more Insulation Contractors and then proceeds to do work themselves.

## **ARTICLE 4.00 - RECOGNITION**

- 4.01** The Employer recognizes that Local 110 has jurisdiction:
- (a) in the Province of Alberta; and
  - (b) the District of Mackenzie, Northwest Territories.
- 4.02** Employees as used herein shall mean and include: all certified or uncertified journeymen, and apprentices and helpers who are members of

the Union; all prospective apprentices and journeymen who have completed an application for apprenticeship or journeyman status in accordance with the Apprenticeship and Industry Training Act; all travel card (affiliated Insulator Unions) journeymen and apprentices; all workers classified as having Journeyman B or C, Uncertified Journeyman, and Industrial Helper status in accordance with Article 9; and all permit workers referred to work by the Union.

This agreement covers the rates of pay, rules and working conditions of all employees on that work traditionally and regularly performed by this craft for the Employers signatory to this agreement at the site of the installation.

- 4.03** The Employers shall recognize the Union as the bargaining agent for all employees coming within the scope of this Agreement.

## **ARTICLE 5.00 - HOURS OF WORK**

**Articles 5.01 through 5.08 shall apply to Commercial / Institutional work only.**

### **5.01**

- (a) The regular work week shall consist of forty (40) hours per week between 8:00 a.m. Monday and 4:30 p.m. Friday. Regular daily hours shall be eight (8) hours per day from 8:00 a.m. to 4:30 p.m. The Employer may vary the start/quit times by changing the scheduled starting time up to two (2) hours at his option. Variances beyond two (2) hours shall only occur if mutually agreed to by the Employer and Business Manager and/or Business Agent of the Union and the consent to variance will not be unreasonably withheld.
- (b) As an option the Employer may schedule the regular work week in four (4) consecutive ten (10) hour days, at straight time rates, provided only that the four (4) ten (10) hour days are scheduled during the Monday through Friday period.
- (c) On projects where terms and conditions indicate the need for special overtime provisions, the Union and the Employers' Bargaining Agent may mutually agree to provisions that allow for straight time off for overtime hours worked. It is understood that any such provisions agreed to will apply to all contractors covered by this agreement who are bidding on the project in question.

- 5.02** Lunch period shall be one-half ( $\frac{1}{2}$ ) hour unless otherwise agreed to by the Business Manager and/or Business Agent and the Employer. There shall be two (2) coffee breaks; one in the first half and one in the second half of each shift or shifts and, after each two (2) hours of overtime.
- 5.03** If an employee is required to return to work before an eight (8) hour break occurs he shall be paid one and one half ( $1\frac{1}{2}$ ) times the basic rate of pay. If an eight (8) hour break does not occur before the employees' regular daily hours of work commence then one and one half ( $1\frac{1}{2}$ ) times the basic rate of pay shall apply for that entire shift of hours.
- 5.04** Employees, when asked to work extended daily hours in excess of eleven (11) hours, shall be supplied with a hot meal (where possible) following the tenth (10th) hour, and every four (4) hours thereafter until the shift is ended, at the company's expense. There shall be a half ( $\frac{1}{2}$ ) hour rest period for eating and where it is necessary for the employee on the project to leave to procure a hot meal the Employer shall allow travel time to and from the restaurant or place where a meal can be obtained. The Employer shall be responsible for all time consumed while fulfilling these conditions and the employees shall be paid at the prevailing straight time rates for such meal breaks. Where no meal is provided, pay of one half hour at the applicable rate of pay (time and one half) will be paid in lieu of the meal and the time spent to consume it.
- Where a supervisor is required to:
- (i) start up to one (1) hour earlier, or
  - (ii) finish up to one (1) hour later, or
  - (iii) start up to one half ( $\frac{1}{2}$ ) hour earlier and finish up to one half ( $\frac{1}{2}$ ) hour later than the supervisor's crew, for the purposes of organizing work or facilitating a transition to another shift, the provisions in the paragraph above will not apply unless those provisions are applicable to the rest of the crew.
- 5.05** All overtime shall be paid at the rate of time and one-half (1.5x) except for Statutory Holidays which shall be paid at the rate of double time (2x).
- 5.06** For those employees who so elect, regular hours lost during the week due to inclement weather may be rescheduled by the Employer to be made up on Saturday at straight time rates, up to a maximum of forty (40) hours per week (reduced appropriately when a general holiday occurs during that week).
- 5.07** The parties understand and agree that on remote job sites or where special conditions apply, scheduling of extended work days / days off may be beneficial to the completion of the work, and in those circumstances the Employer and the Union will mutually agree to a work schedule to meet

job conditions. Special Project needs will be addressed by the Parties in concert with other stakeholders in accordance with the process established by the Alberta Building Trades Council and the Coordinating Committee of Registered Employers' Organizations.

**5.08 Work In Occupied Premises**

Notwithstanding the above, where conditions are such that work must be carried out on occupied premises, then the work may be done at regular straight time rates during any hours which may constitute a regular shift for that job provided only that overtime rates will apply for all hours over the weekly limits elsewhere specified.

**5.09** The paragraphs of Article 5.00 are designed to identify the regular hours of work, shift hours, and overtime hours, and are not to be construed as a guarantee of hours of work per day, per week, or with respect to days in any week.

**Articles 5.10 through 5.14 shall apply to Industrial work only.**

**5.10**

- (a) The regular work week shall consist of forty (40) hours per week between 8:00 a.m. Monday and 4:30 p.m. Friday and shall not exceed eight (8) hours per day. Regular daily hours shall be from 8:00 a.m. to 4:30 p.m. The Employer may vary the start/quit times by changing the scheduled starting time up to one (1) hour at his option. Variances beyond one (1) hour shall only occur if mutually agreed to by the Employer and Business Manager and/or Business Agent of the Union and the consent to variance will not be unreasonably withheld.
- (b) As an option the Employer may schedule ten (10) hours per day Monday through Thursday if notice has been given to all the employees involved on a day during the previous work week. The Employer may revert back to the five (5) day work week by giving the same notice. Where this option is implemented the start time will normally be 7:00 a.m. which may be varied by up to one hour in either direction to meet site scheduling needs. Any variance to the Monday through Thursday schedule will require mutual agreement.
- (c) Overtime rates shall be as follows:
  - (i) time and one-half ( $1\frac{1}{2} \times$ ) for the first two hours of overtime worked on a week day, being Monday through Friday inclusive,

- (ii) when compressed work weeks are scheduled pursuant to Article 5.10(b) on a Monday through Thursday basis, time and one-half (1½ x) shall apply to the first ten (10) hours worked on the Friday,
- (iii) double time (2x) shall apply to all overtime hours that are not included in (i) and (ii) above.

## **5.11 Overtime and Personal Time Off**

- (a) It is accepted that a worker may, from time to time, require personal time off from work to deal with personal matters. In order to facilitate this, a worker will accumulate one-half shift (either four hours on an eight hour shift or five hours on a ten hour shift) of unpaid personal absence allowance for each month (thirty (30) calendar days of employment) worked up to a maximum accumulation of two full shifts. An initial one-half shift allowance will be credited upon the start of employment with additional units of one-half shift credited in the months worked subsequently, up to the maximum allowance of two shifts. A worker may request that they be preauthorized to take a personal unpaid absence providing they give a minimum of seven calendar days advance notice of their request to their authorized company representative. Where it is not practical to provide seven calendar days notice the worker must provide as much notice as they are capable of, it being understood that less notice may make it more difficult to accommodate a request for time off. Requests for time off that meet the above conditions will not be unreasonably denied subject to operational requirements.
- (b) A worker that is preauthorized to take personal time off pursuant to the above procedure, and who has accumulated sufficient personal absence allowance to cover their absence, will qualify for overtime premiums for any work performed either preceding or following the normal scheduled hours of work on the day they take their personal absence regardless of whether or not they have worked the full eight or ten hours as scheduled for that shift. In the case of a worker on a compressed work week schedule they would also be paid normal overtime premiums for any hours worked on the compressed work week day off. It is also understood that, provided such absences conform to these conditions, the absence will not disqualify the worker from working overtime scheduled for that week.

- (c) Personal absence allowances will be earned on the basis of minimum units of one-half shift and will be utilized on the basis of units of a minimum of one-half shift. An authorized personal absence of up to one-half shift will reduce the accumulated personal absence allowance by one-half shift. If time off exceeds one-half shift, the worker's accumulated personal absence allowance will be reduced by additional one-half shift units.
- (d) Overtime premiums as specified in this Collective Agreement will be paid for all hours worked in excess of eight hours in a day. In the case of a compressed work week, overtime premiums will be paid for hours worked in excess of ten in a day or forty in a week. A worker that is absent from work without pre-authorization as per the above procedure, including late arrivals or early quits will be subject to discipline in accordance with their employer's policies and may also be disqualified from working scheduled overtime in the week the absence occurs. Workers who are absent from work without pre-authorization, or workers that have been pre-authorized but who do not have sufficient personal absence allowance accumulated, must work the minimum normal hours as stipulated above prior to overtime premiums being paid. Saturdays, Sundays, and Statutory Holidays will be paid as per the Collective Agreement premiums for all hours worked on those days.
- (e) The Framework Bargaining Committees agree that they will meet to review the provisions of this Article during the months of March and April of 2013, or earlier should they both agree. The Parties to this Agreement agree that, should the Framework Bargaining Committees arrive at recommendations for changes, they will consider amending this article to conform to such recommendations.

**5.12** Lunch period shall be one-half (½) hour unless otherwise agreed to by the Business Manager and/or Business Agent and the Employer. There shall be two (2) coffee breaks; one in the first half and one in the second half of each shift or shifts, and after each two (2) hours of overtime.

**5.13** If an employee is required to return to work before an eight (8) hour break occurs he shall be paid double time the rate of pay. If an eight (8) hour break does not occur before the employee's regular daily hours of work commence then double time shall apply for that entire shift of hours.

**5.14** Employees, when asked to work overtime after the regular work day has finished, shall be supplied with a hot full course meal (where possible) (excluding T.V. dinners) and every four (4) hours thereafter until the shift

is ended at the company's expense. There shall be a half (½) hour rest period for eating and where it is necessary for the employee on the project to leave to procure a hot meal the Employer shall allow travel time to and from the restaurant or place where a meal can be obtained. The Employer shall be responsible for all time consumed while fulfilling these conditions and the employees shall be paid at the prevailing overtime rates. Where no meal is provided, pay of one half hour at the applicable rate of pay (double time) will be paid in lieu of the meal and the time spent to consume it.

Where a supervisor is required to:

- (i) start up to one (1) hour earlier, or
- (ii) finish up to one (1) hour later, or
- (iii) start up to one half (½) hour earlier and finish up to one half (½) hour later than the supervisor's crew, for the purposes of organizing work or facilitating a transition to another shift, the provisions in the paragraph above will not apply unless those provisions are applicable to the rest of the crew.

This section will only apply when employees are asked to work in excess of ten (10) hours and shall also apply to shift work.

- 5.15**
- (a) The parties understand and agree that on remote job sites or where special conditions apply, scheduling of extended work days / days off may be beneficial to the completion of the work, and in those circumstances the Employer and the Union will mutually agree to a work schedule to meet job conditions.
  - (b) Special Project needs may be addressed by the Parties in concert with other stakeholders in accordance with the process established by the Building Trades of Alberta and the Coordinating Committee of Registered Employers' Organizations, pursuant to the Letter of Understanding attached hereto.

## **ARTICLE 6.00 - RECOGNIZED HOLIDAYS AND VACATIONS**

- 6.01** The following shall be recognized holidays under this Agreement:

New Year's Day	Labour Day
Family Day	Thanksgiving Day
Good Friday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day
First Monday in August	

No work shall be performed on Labour Day except in special cases of emergency.

If any of the above holidays fall on a scheduled day off, the following regular working day shall be observed as the holiday. When Christmas and / or Boxing Day fall on a regularly scheduled day off, the following regularly scheduled working day or days shall be observed as the holiday or holidays.

Double time will be paid for work performed on a recognized Holiday if there is no day observed in lieu. If there is a day observed in lieu, double time shall be paid for work performed on that day and the recognized Holiday will be paid at the applicable rate of pay as if it were not a recognized Holiday.

It is agreed that in the event any other day is declared a General Holiday by a Government (Federal or Province Alberta) which has jurisdiction to declare a General Holiday applicable to the work to which the registration certificate applies, then that day shall be recognized as a General Holiday in addition to those listed above.

## **6.02**

- (a) Employees engaged on commercial / institutional work shall receive six (6) percent of their straight time hourly rate for all hours worked for vacation pay and four (4) percent of their straight time hourly rate for all hours worked for recognized holiday pay. Income tax on these amounts shall be shown and deducted each pay cheque.
- (b) Employees engaged on industrial work shall receive six (6) percent of their applicable base rate for vacation pay and four (4) percent of their applicable base rate for recognized holiday pay. Income tax on these amounts shall be shown and deducted each pay cheque.

These amounts shall be paid to the employee on each pay cheque.

## **ARTICLE 7.00 - SHIFT DIFFERENTIAL**

**Articles 7.01 through 7.03 shall apply only to Commercial / Institutional work.**

- 7.01** When or where it may be necessary to work shift work, the second shift shall be paid at the rate of one dollar (\$1.00) over and above the basic daytime hourly rate; the third shift shall be paid at the rate of one dollar and fifty cents (\$1.50) over and above the basic daytime hourly rate.

- 7.02** When overtime is worked, in conjunction with shift work, the premium will be one dollar (\$1.00) per hour for the second shift and one dollar and fifty cents (\$1.50) per hour over the basic daytime hourly rate, plus the overtime premium based on the basic daytime rate.
- 7.03** The first shift shall be the normal day shift, as set out in Article 5.01. The second shift may commence at any time between 12:00 noon and 8:00 p.m. The third shift may commence at any time between 8:00 p.m. and 6:00 a.m.

**Articles 7.04 through 7.07 shall apply only to Industrial work.**

- 7.04** When or where it may be necessary to work shift work, the second shift shall be paid at the rate of two dollars and seventy five cents (\$2.75) over and above the basic daytime hourly rate; the third shift shall also be paid at the rate of two dollars and seventy five cents (\$2.75) over and above the basic daytime hourly rate.
- 7.05** When overtime is worked, in conjunction with shift work, the premium will be two dollars and seventy five cents (\$2.75) per hour for the second shift and two dollars and seventy five cents (\$2.75) per hour over the basic daytime hourly rate for the third shift, plus the overtime premium based on the basic daytime rate.
- 7.06** The first shift shall be the normal day shift, as set out in Article 5.10. The second shift may commence at any time between 3:00 p.m. and 8:00 p.m. The third shift may commence at any time between 8:00 p.m. and 6:00 a.m.
- 7.07** Where possible the Employer will provide twenty-four (24) hours prior notice of the commencement of shift work.

**ARTICLE 8.00 - SHOW UP**

- 8.01** When an employee reports to work at the regular starting time and such employee is not put to work the employee so effected shall be entitled to a minimum of two (2) hours pay at the applicable rate of pay.
- 8.02** In order to qualify for show up time employees must remain on the job site, unless otherwise directed by the Employer. Where the employee(s) are directed to remain on the job site for more than two (2) hours they shall be paid for such time at the applicable rate.

- 8.03** Employee(s) affected shall be paid daily travel, transportation, subsistence or receive camp accommodation as is applicable.
- 8.04** An employee is not entitled to show up time if the Employer notifies the employee that no work is available at least two (2) hours prior to the commencement of the normal work day. Employees working on a job site where they are accommodated in a camp facility will not be entitled to show up time if they are notified that no work is available at breakfast time and notices are posted on the bulletin boards in the camp kitchen.
- 8.05** When an employee reporting for work qualifies for show up time such time shall include the regular shift premium when applicable.

## ARTICLE 9.00 - WAGES

### 9.01 Industrial and Commercial / Institutional Wage Schedule

The Benefit Plan Employer contribution amounts may be adjusted in 2012, 2013 and/or 2014 for Industrial Work. Any such adjustments will be reflected in the below schedule for Commercial / Institutional work, from within the gross wages set out below.

“WC” refers to the contributions in support of the Wellness Centre. It is agreed that, at the discretion of the Union, up to ten (10) cents may be deducted from the amount to be contributed to the Health and Welfare Plan. This amount will be contributed to the Wellness Centre fund in care of the Union, and will be accompanied by remittance forms provided by the Union. (See Memorandum of Agreement, Re: Wellness Centre Fund for details regarding the Wellness Centre)

EFFECTIVE DATE	BASE RATE	SH & V	H&W	WC	PENS	PITT	TRAIN	TOTAL
<b>Commercial/Institutional Rates</b>								
<b>Foreman</b>								
July 31, 2011	35.02	3.50	1.40	0.10	5.00	0.50	0.25	45.77
May 6, 2012	35.78	3.58	1.40	0.10	5.00	0.50	0.25	46.61
May 5, 2013	36.55	3.66	1.40	0.10	5.00	0.50	0.25	47.46
May 4, 2014	37.32	3.73	1.40	0.10	5.00	0.50	0.25	48.30

EFFECTIVE DATE	BASE RATE	SH &V	H&W	WC	PENS	PITT	TRAIN	TOTAL
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**Commercial/Institutional Rates (cont'd)**

**Journeyman**

July 31, 2011	31.17	3.12	1.40	0.10	5.00	0.50	0.25	41.54
May 6, 2012	31.93	3.19	1.40	0.10	5.00	0.50	0.25	42.37
May 5, 2013	32.70	3.27	1.40	0.10	5.00	0.50	0.25	43.22
May 4, 2014	33.47	3.35	1.40	0.10	5.00	0.50	0.25	44.07

**4<sup>th</sup> Year Apprentice - Based on 80% of the Journeyman Rate**

July 31, 2011	24.94	2.49	1.40	0.10	5.00	0.50	0.25	34.68
May 6, 2012	25.54	2.55	1.40	0.10	5.00	0.50	0.25	35.34
May 5, 2013	26.16	2.62	1.40	0.10	5.00	0.50	0.25	36.03
May 4, 2014	26.78	2.68	1.40	0.10	5.00	0.50	0.25	36.71

**3<sup>rd</sup> Year Apprentice - Based on 70% of the Journeyman Rate**

July 31, 2011	21.82	2.18	1.40	0.10	5.00	0.50	0.25	31.25
May 6, 2012	22.35	2.24	1.40	0.10	5.00	0.50	0.25	31.84
May 5, 2013	22.89	2.29	1.40	0.10	5.00	0.50	0.25	32.43
May 4, 2014	23.43	2.34	1.40	0.10	5.00	0.50	0.25	33.02

**2<sup>nd</sup> Year Apprentice - Based on 60% of the Journeyman Rate**

July 31, 2011	18.70	1.87	1.40	0.10	5.00	0.50	0.25	27.82
May 6, 2012	19.16	1.92	1.40	0.10	5.00	0.50	0.25	28.33
May 5, 2013	19.62	1.96	1.40	0.10	5.00	0.50	0.25	28.83
May 4, 2014	20.08	2.01	1.40	0.10	5.00	0.50	0.25	29.34

**1<sup>st</sup> Year Apprentice - Based on 50% of the Journeyman Rate**

July 31, 2011	15.58	1.56	1.40	0.10	5.00	0.50	0.25	24.39
May 6, 2012	15.96	1.60	1.40	0.10	5.00	0.50	0.25	24.81
May 5, 2013	16.35	1.64	1.40	0.10	5.00	0.50	0.25	25.24
May 4, 2014	16.74	1.67	1.40	0.10	5.00	0.50	0.25	25.66

**Commercial/Institutional Temporary Foreign Workers and Pensioners  
(Refer to Appendix A in this Collective Agreement)**

## INDUSTRIAL RATES

The following rates and contributions will be adjusted in accordance with the “Wage Determination” Letter of Understanding attached hereto. Forthwith after the January wage adjustment calculations in each of 2012, 2013 and 2014, representatives of the Parties shall determine whether any adjustments to the Employer Contributions will be implemented in conjunction with the respective May wage adjustments. In respect to contributions to the Pension Trust Fund, the Union shall have the discretion to increase the contribution by up to one dollar and twenty five cents (\$1.25) over the term of this Agreement. Any further increases to the Pension Trust Fund contribution shall require the agreement of the Trade Division. Any adjustments to Employer Contributions shall be funded through the May gross wage.

“WC” refers to the contributions in support of the Wellness Centre. It is agreed that, at the discretion of the Union, up to ten (10) cents may be deducted from the amount to be contributed to the Health and Welfare Plan. This amount will be contributed to the Wellness Centre fund in care of the Union, and will be accompanied by remittance forms provided by the Union. (See Memorandum of Agreement, Re: Wellness Centre Fund for details regarding the Wellness Centre)

EFFECTIVE DATE	BASE RATE	SH & V	H&W	WC	PENS	PITT	TRAIN	TOTAL
<b>Foreman</b>								
July 31, 2011	46.03	4.60	1.40	0.10	5.00	0.50	0.25	57.88
<b>Journeyman</b>								
July 31, 2011	40.94	4.09	1.40	0.10	5.00	0.50	0.25	52.28
<b>4<sup>th</sup> Year Apprentice – Based on 80% of the Journeyman Rate</b>								
July 31, 2011	32.75	3.26	1.40	0.10	5.00	0.50	0.25	43.26
<b>3<sup>rd</sup> Year Apprentice – Based on 70% of the Journeyman Rate</b>								
July 31, 2011	28.66	2.87	1.40	0.10	5.00	0.50	0.25	38.78
<b>2<sup>nd</sup> Year Apprentice – Based on 60% of the Journeyman Rate</b>								
July 31, 2011	24.56	2.46	1.40	0.10	5.00	0.50	0.25	34.27
<b>1<sup>st</sup> Year Apprentice and Helper – Based on 50% of the Journeyman Rate</b>								
July 31, 2011	20.47	2.05	1.40	0.10	5.00	0.50	0.25	29.77

### Industrial Temporary Foreign Workers and Pensioners (Refer to Appendix A in this Collective Agreement)

Forthwith after wage adjustments are calculated in accordance with the Letter of Understanding respecting Wage Determination, the above schedule shall be updated, by adding to the then base wage \$3.64 and adding to the then Holiday and Vacation Pay \$0.36.

**9.02** Apprentices shall be paid in accordance with the Insulator Trade Regulation (Alberta Regulation 19-96) as amended from time to time.

In the event of an amendment to existing or new regulations taking effect the term of Apprenticeship and Rate of Wages for apprentices indentured prior to any such changes will be as per the apprentices' existing contract.

- 9.03**
- (a) There shall be a minimum of one (1) foreman for the first three (3) employees who can supervise upwards to fifteen (15) employees, and one (1) foreman for every fifteen (15) employees thereafter. Foremen shall be journeymen members of Local 110 and shall receive five dollars and nine cents (\$5.09) over the journeyman's base rate for industrial work and three dollars and eighty five cents (\$3.85) for commercial work. No foreman shall supervise more than fifteen (15) employees at any time.
  - (b) Effective May 5<sup>th</sup>, 2013, a foreman shall be paid an additional one dollar (\$1.00) per hour if that person has achieved the Industrial Construction Crew Supervisor designation from Alberta Apprenticeship and Industry Training.

**9.04** Pay day shall be weekly for industrial work and weekly or biweekly for commercial / institutional work and not more than one (1) week's pay may be held back unless other arrangements are made between the Employer and the Union. Payment may be by cheque or direct deposit at the option of the Employer.

If full payment for hours worked is not received on a regularly scheduled payday one of the following shall apply:

- (a) If more than one full day of pay is owed, the outstanding hours will be paid within four (4) calendar days.

In the event the employee's pay is not received within the time frame set out above the employee will be paid four (4) hours for each regularly scheduled working day until said outstanding pay is received.

- (b) If one full day's pay or less is owed, the outstanding hours will be paid on the next payday. In the event the outstanding hours are not paid on the next payday, the employee will be paid four (4) hours pay, and will be paid an additional four (4) hours pay for each pay period until said outstanding hours are paid.

**9.05** A complete statement of the employee's earnings and deductions shall be shown on each pay cheque or on a separate statement if direct deposit is

used. The statement shall include: the number of hours worked at regular rates; overtime rates; shift work; travel time; amount of weekly vacation pay and recognized holiday pay; plus all other deductions such as Employment Insurance, C.P.P., union dues, income tax allowances, etc.

**9.06** Employees shall receive face value for their pay cheques and the exchange shall be the responsibility of the Employer.

**9.07** Except for valid reasons agreed to by the Joint Trade Board, employees shall receive their pay prior to quitting time on payday or be paid four (4) hours for each regularly scheduled working day until their cheque arrives.

**9.08** The Union will only classify workers as having Journeyman C status if they have been provided with proof that at least 7200 hours have been worked in the insulation trade in accordance with the Apprenticeship and Industry Training Act and the Union deem that the individual has Journeyman skills. While having Journeyman C status the worker will be considered a Journeyman for the purposes of this agreement except that he will not be eligible to be appointed as a foreman and the Employer will accept a Journeyman C being dispatched. Prior to dispatching a Journeyman C the Union will notify the Employer.

In order to gain Journeyman B status the Employer will evaluate the skills of the Journeyman C within 30 days after the completion of 400 hours worked as a Journeyman C for 1 or more employers. That employer(s) will determine if he /she has the requisite Journeyman skills and if not determine what apprentice level of skill they have. Representatives of the Training Trust Fund will provide input into this assessment, provide upgrading if required and will determine the outcome if the employer does not participate in the assessment in accordance with this clause The worker can either accept that assignment and corresponding wage rate and benefits or accept a layoff for "other reasons" being not sufficient skills to perform the job that they were dispatched to do. If the employee elects a layoff, that employee shall not be entitled to any travel provisions outlined in Article 10.02. The Employer will provide the Union with the worker evaluation in writing. Each of any of those employers involved while those 400 hours being worked will provide an assessment upon termination. The last employer involved will do the final assessment.

In order to gain Journeyman B status the worker must have three such written evaluations from different Employers indicating that the worker is at the Journeyman B level. Alternately the worker could gain Journeyman B status with two such Employer evaluations covering at least 800 hours worked.

Such evaluations and resulting classification assignments shall not be subject to the grievance procedure.

This method to acquire Journeyman B status is not intended to detract from the formal means to acquire Journeyman status by completing an apprenticeship through in accordance with the Apprenticeship and Industry Training Act but rather to recognize those individuals who have been working in the insulation trade for a considerable time and have acquired all the skills expected of an experienced journeyman.

**9.09**

The Union will only classify members as having Uncertified Journeyman status if:

- 1) they have been provided proof from the Alberta Apprenticeship and Industry Training board that the member has attended all three years of technical training,
- 2) they have a minimum of 5650 hours in the trade,
- 3) they have passed successfully the 1<sup>st</sup> and 2<sup>nd</sup> year provincial examinations,
- 4) they have passed successfully the 3<sup>rd</sup> year school examinations and shop requirements,
- 5) they have requested additional instruction and study from the Training Coordinator prior to attempting a rewrite of the 3<sup>rd</sup> year provincial examination and
- 6) they are unable, after a minimum of 3 attempts, to successfully pass the 3<sup>rd</sup> year provincial examination.

The member must obtain a letter from a signatory contractor attesting that the member possesses the skills and knowledge that are expected of a certified Journeyman insulator.

The member must submit this letter to the Training Coordinator and complete a Request for Uncertified Journeyman application form. The Training Coordinator will verify all information provided and submit the request to the Business Manager for his consideration. If Uncertified Journeyman status is approved this approval will not preclude the member from challenging the Alberta Journeyman Insulator certification examination in the future if the member desires to do so. If the application for Uncertified Journeyman is not approved the member may choose to repeat the 3<sup>rd</sup> year of technical training or challenge the certification as above provided that he has the hours to do so.

While having Uncertified Journeyman status the member will be considered a Journeyman for the purposes of this agreement except that he will not be eligible to be appointed as a foreman and the Employer will

accept an Uncertified Journeyman being dispatched. Prior to dispatching an Uncertified Journeyman the Union will inform the Employer.

**9.10**

- (a) An indentured apprentice member of Local 110 who has, in the opinion of the Executive Director of the Government Apprenticeship Board, consistently failed to pass the examinations given under the apprenticeship program or who failed to progress in the apprenticeship program, and has thereby had their contract of apprenticeship cancelled by the Government Apprenticeship Board, may apply to the Union for the classification of "Industrial Helper".
- (b) An un-indentured insulator helper / permit worker who has been unable to get indentured because he does not have the required grade education and who cannot pass the Insulator Trade Entrance Examination, may apply to join the Union in the classification of "Industrial Helper".
- (c) Members or permits applying for this classification must submit proof of the above stated reasons for the cancellation of their apprenticeship, and/or any documentation of the individual's circumstance underlying the inability to advance in an apprenticeship to the Training Coordinator, who will refer such proof and an evaluation of that member's work ethic and letter (s) of recommendation from a contractor (s) to the Business Manager for consideration in granting Industrial Helper status.
- (d) An Industrial Helper will remain a member of Local 110 and retain all the rights and privileges of a Union member, except as noted below, as long as they are in good standing. They will not be subject to lapsing from the Union for failing to complete their apprenticeship.
- (e) Any hours accumulated by a member in this classification will not count towards qualifying to write the Journeyman "C" exam.
- (f)
  - (i) Industrial Helpers will be dispatched as first year members, and the Employers will pay them first year rate or, at the Employer's discretion, higher rate of pay commensurate with the abilities of the member.
  - (ii) Industrial Helpers will be considered apprentices by the Union in respect to the mechanic/apprentice ratio requirements in the Collective Agreement.

- (iii) Industrial Helpers have the same rights as a first year indentured apprentice with regard to layoffs.
- (iv) Industrial Helpers will be subject to a layoff before a second, third or fourth year indentured apprentice.
- (v) First, second, third and fourth year indentured apprentices will be dispatched before any members in this classification regardless of what position the Industrial Helper has on the Union's unemployed list or if a contractor desires to name hire them.
- (vi) Industrial Helpers will be dispatched before any permit workers or may be name- hired if there are no Local 110 indentured apprentice members available for work.

## **ARTICLE 10.00 - TRAVEL, TRAVEL ALLOWANCE, TRANSPORTATION AND ACCOMMODATION**

**Articles 10.01 through 10.04 shall apply to industrial work only.**

### **10.01 DAILY COMMUTING**

The following conditions will apply on jobs within daily commuting distance of Edmonton, Calgary, or any location with a hiring hall, and on jobs from which employees commute daily from temporary accommodation provided or paid for by the Employer.

- (a) (i) A forty-five (45) kilometer radius free zone from the centers of the cities in which Local Unions are centered (Geodetic Monument), or around any place in which employees are temporarily domiciled by the Employer, shall be established. The location of the Geodetic Monument of Edmonton is 101st Street and Jasper Avenue and for Calgary, the Calgary Tower.
- (ii) No transportation or travel allowance shall be applicable within the free zone (subject to 10.01(a)(iii) and 10.01(b)).
- (iii) The time in transit on buses between the site and the camp shall be determined by representatives of the Building Trades of Alberta and of the Coordinating Committee of Registered Employers' Organizations,

based on an average during a reference week of five test runs each way, conducted coincident with the times when workers are in transit. This determination should be carried out twice per year, with any adjustment resulting from a determination applicable until the next determination. Workers shall be paid an allowance for time regularly and routinely in excess of forty five minutes each way, for travel within the applicable free zone. The allowance shall be calculated on the regular straight time base rate of each worker. The allowance will be paid only to workers who ride on the provided buses, and only for the days on which they ride the buses.

- (b) Notwithstanding Article 10.01(a), on major construction projects located within the free zone, around the cities of Edmonton and Calgary but beyond the city bus transportation system of those cities, where it is projected that the total construction workforce will exceed 500 multi-trade construction employees, the affected Parties shall meet to discuss the viability of implementing a system of providing transportation to the site.
- (c) For projects beyond the forty-five kilometer (45 km) free zone for which daily travel is required, the Employer will have the following options;
  - (i) to provide transportation and pay travel allowance, or
  - (ii) reimburse the employees, as a vehicle allowance, at the rate of forty seven cents (\$0.49) per kilometer traveled, each way between the edge of the free zone and the project job site daily and pay travel allowance.

The Coordinating Committee and the Building Trades of Alberta (the "Council") shall examine, during January of each year of the Collective Agreement, the information published by Canada Revenue Agency respecting the vehicle allowance amounts that will not be treated as taxable income, and that will be permitted as business expenses for employers. Such information normally establishes a maximum rate for the first 5,000 km, and a lower rate for additional kilometers. The Coordinating Committee and the Council shall determine a rate that is midway between those two rates. The above vehicle allowance rate shall be adjusted, effective on the first pay period following May 1 of each year, to the rate so determined by the Coordinating Committee and the Council.

The travel allowance shall be calculated based on traveling at eighty (80) km per hour, at the employee's applicable base rate, from the point where the edge of the forty-five (45) km radius free zone intersects the road which takes the shortest, most appropriate route, to the project and return to the intersecting point.

e.g.: A Journeyman member traveling to a project located forty (40) road kilometers from the edge of the free zone at eighty (80) km per hour each way would receive the following for each day worked (effective on May 30, 2011):

Travel Allowance:

80 km @ 80 km per hour = 1 hour at base rate of \$ = \$40.94

Vehicle Allowance: 80 km. @ \$0.49 cents per km. = \$39.20

For a daily total of = \$80.14

Where the employer provides the transportation the travel allowance would be paid but the vehicle allowance would not be payable.

- (d) Where the Employer is required to supply transportation, such transportation shall, at a minimum, be a safe, clean and modern means of transportation with sufficient seating for each person allowing adequate comfort for adults. School buses shall not be used for such transportation. When the size of the crew is such that the capacity of a coach-type bus is required, such bus transportation will be provided. Pick up points shall be mutually agreed upon.
- (e) Employees who are transported to a job site but who refuse to start work at the prescribed time due to a picket line or other form of labour relations dispute will not be paid any transportation allowance for that day.
- (f) When the transportation provided by the Employer for the conveyance of Employees is delayed by circumstances that are reasonably within the control of the Employer or the bussing company, the Employees shall be paid for all such time in excess of 15 minutes beyond the scheduled departure time, up to a limit of two (2) hours at the applicable straight time rate.
- (g) If an employee is required by the Employer to move from one job to another during working hours, the Employer shall provide the transportation or pay vehicle allowance at the rate of forty nine

cents (49 ¢) per kilometer traveled if the employee uses his own vehicle. The employee shall not suffer any loss of pay as a result of transferring between projects during working hours.

- (h) Employees required to travel out of a city or town to another job after working a shift, and before an eight (8) hour break occurs, shall be paid for all time traveled at the rate of time and one-half the normal rate. If still traveling the following day, the employee shall be paid the normal rate for time traveled during the regular working day only.
- (i) When an employee is being paid subsistence allowance in accordance with Article 10.04 (a) or (b), and when there is no accommodation available within 45 km. of the project on which the employee is engaged, the employer shall determine the location of the nearest available suitable accommodation, and shall determine the number of road kilometres beyond a 45 kilometre radius of the project that would be required to travel each way from the nearest available suitable accommodation, and shall calculate the travel allowance in accordance with the above provisions. In the event suitable accommodation within a 45 kilometre radius of the project becomes available, the payment of the travel allowance will cease.

## **10.02 INITIAL AND RETURN TRANSPORTATION TO REMOTE SITES**

- (a) Employees directed or dispatched to work sites located beyond a radius where daily commuting allowance under 10.01(c) would apply shall be paid travel allowance for initial travel and transportation to the project and return subject to the conditions in (b) below, based upon a radius from the cities of Edmonton or Calgary or other hiring hall location, as applicable, as follows:
  - (i) up to 200 kilometers - \$84.00 on each way;
  - (ii) 201 kilometers to 300 kilometers - \$120.00 each way
  - (iii) 301 kilometers to 375 kilometers, and the Empress area - \$144.00 each way
  - (iv) over 375 kilometers to 475 kilometers - \$216 each way, or actual Airfare if suitable proof of air transport is provided to the employer.
  - (v) over 475 kilometers - as mutually agreed between the Parties to this Agreement to a maximum of \$330.00 each way or air fare inclusive of taxes in the event this is the most practical method of accessing the project / jobsite.

- (vi) The Initial and Return Transportation Allowances set out herein shall be subject to review in January 2013 and January 2014. In the event that there is an adjustment in the vehicle allowance, pursuant to article 10.01(c) (iii) for 2013 and / or 2014, each allowance amount shall be adjusted by the same percentage adjustment as the vehicle allowance adjustment, effective the first pay period following May 1<sup>st</sup> of the respective year. For example, if for 2013, the vehicle allowance is increased by 4%, each allowance shall be increased by 4%, rounded to the nearest dollar, and effective on the first pay period following the 1<sup>st</sup> of May, 2013.
- (b) Notwithstanding the provisions of (a) above, when transportation is provided by the Employer, no travel allowance will be paid.
  - (i) When transportation is provided by the employer by way of air, bus, or other acceptable surface transportation, prior to the commencement and following the conclusion of a work cycle (being scheduled days of work for which there is no more than a one day of rest scheduled within consecutive scheduled days) an employee, at the time of dispatch, will be allowed to elect to use the employer supplied transportation or to receive collective agreement initial/return/rotation allowances. Buses must comply with Article 10.01(d).
  - (ii) An employee who has elected collective agreement initial / return / rotation allowances will no longer be paid any such payments not yet received if transportation is established and the employee elects to use it. Such an employee will not be required to return payments received to that point.
  - (iii) An employee who has elected collective agreement initial / return / rotation allowances and who is found using employer supplied transportation will become disentitled to further collective agreement initial / return / rotation allowances, as one consequence.
  - (iv) If an employee who elects collective agreement initial / return / rotation allowances uses employer supplied transportation for his initial trip that employee will not receive the initial allowance payment. This circumstance will not be a violation as discussed in the previous point.
  - (v) Regulations shall be established for the use of employer supplied transportation governing behavior and the use of, e.g., alcohol, tobacco and other substances.
  - (vi) Notwithstanding the foregoing, an employee who has elected to use employer supplied transportation and who is

hired, laid off, or terminated on a day when such transportation is not available shall be reimbursed the cost of a one-way commercial bus ticket to Edmonton or Calgary, whichever is applicable, and transportation to or from the site to the nearest commercial bus terminal, or equivalent taxi fare.

- (c) Employees will qualify for, and receive initial transportation allowance to the job site after being employed at the site for either fifteen (15) calendar days or completion of the job, whichever is the lesser.

Should the employee remain on the job until completion of thirty (30) calendar days, or until completion of the dispatched job requirement, whichever may be the lesser, they shall receive the return transportation allowance to be paid with his final pay cheque.

If the employee is transferred to a different work site which is outside the same geographical region for which the transportation allowance was to apply (e.g. the Fort McMurray region, the Cold Lake Region, etc.), that employee will be paid any outstanding transportation allowance(s) with their next regular pay. If the employee is transferred to a different work site that is within the same geographical region to which the transportation allowance was to apply, the employee's employment on that different work site shall be deemed to be a continuation of employment on the original work site for the purposes of accumulation of entitlement to transportation allowances and rotational allowances where applicable. Should an employee choose not to accept a transfer, he/she shall be paid all applicable travel allowances and be considered to be laid off.

#### **10.03            ROTATIONAL LEAVE (TURNAROUNDS)**

- (a) On jobs located beyond a three hundred (300) km radius to a maximum of four hundred and seventy-five (475) km from the centre of Edmonton or Calgary or other hiring hall location, the Employer shall:
  - (i) Pay an allowance of one hundred sixty-eight dollars (\$168.00) after thirty-five (35) calendar days of employment on the job and every thirty five (35) calendar days of employment following return from a rotational leave.

Where the Employee accepts Employer supplied transportation he shall not be entitled to the above allowance.

- (ii) Allow Employees Five (5) working days leave after the first thirty-five (35) calendar days of employment on the job and every thirty five (35) calendar days of employment following return from a rotational leave.
- (b) On jobs located beyond a four hundred and seventy-five (475) km radius from the centre of Edmonton or Calgary or other hiring hall location, the Employer shall:
  - (i) Provide a negotiated transportation allowance, not to exceed scheduled air line air fare where scheduled air service is available, or pay an allowance of three hundred dollars (\$300.00) where airline service is not available, after thirty-five (35) calendar days of employment on the job and every thirty five (35) calendar days of employment following return from a rotational leave.
  - (ii) Allow Employees Five (5) working days leave after each thirty-five (35) calendar days of employment on the job and every thirty five (35) calendar days of employment following return from a rotational leave.
- (c) The Rotational Leave Allowances set out herein shall be subject to review in January 2013 and January 2014. In the event that there is an adjustment in the vehicle allowance, pursuant to article 10.06(c) (iii) for 2013 and / or 2014, the allowance amount shall be adjusted by the same percentage adjustment as the vehicle allowance adjustment, effective the first pay period following May 1<sup>st</sup> of the respective year. For example, if for 2013, the vehicle allowance is increased by 4%, the allowance shall be increased by 4%, rounded to the nearest dollar, and effective on the first pay period following the 1<sup>st</sup> of May, 2013.
- (d) It is further understood and agreed that the above described trips be on a rotation basis and at no time more that twenty-five percent (25%) of the working force shall be on such home leave.
- (e) Where the Employer supplies transportation the employee shall not be entitled to the above allowances, subject to the provisions of 10.02 (b) save and except that the Employee shall remain eligible for rotational leave as per clauses 10.03 (a)(ii), 10.03 (b)(ii), and 10.03 (c).

- (f) Time spent away from a jobsite due to a jobsite closure or scheduled vacation of one work week (5 days or 4 days as the case may be) or longer will not be credited towards the accumulation of calendar days for earning a turnaround leave.

#### 10.04

#### ACCOMMODATION, ROOM & BOARD

- (a) Applicable within a 475 kilometer radius of the centre of Edmonton or Calgary or any location with a hiring hall (but excluding National Parks)

When an employee is directed or dispatched to work on an out-of-town job, the employer will provide:

- (i) camp accommodation, which shall be available seven days per week; or
- (ii) mutually agreed room and board; or
- (iii) for each day worked, reimbursement toward the expense of the employee's board and lodging, and any goods and services tax paid by the employee in the purchase of board and lodging, by way of a subsistence allowance in the amount of one hundred and ten dollars (\$110.00) per day except for:

\*\*\*NOTE\*\*\* The below rates are subject to review and possible changes during the term of this agreement. To confirm current rates contact Construction Labour Relations. [www.clra.org](http://www.clra.org) or 780-451-5444.

• Athabasca	\$120.00
• Bonneyville	\$135.00
• Camrose	\$120.00
• Cold Lake	\$135.00
• Drumheller	\$130.00
• Edson	\$125.00
• Forestburg	\$110.00
• Fox Creek	\$125.00
• Fort McMurray	\$195.00
• Grande Prairie	\$130.00
• Hardisty	\$120.00
• Hinton	\$135.00
• Lloydminster	\$145.00
• Peace River	\$150.00
• Red Deer	\$125.00

- Stettler                   \$120.00
- Swan Hills               \$115.00
- Wainwright               \$120.00

On a project located over two hundred and fifty (250) radius kilometers from the centre of Edmonton or Calgary or other hiring hall location, one additional day's subsistence shall be paid for the use of accommodation for the night following the last day worked, provided that the Employee presents a bona-fide commercial receipt to his Employer for each occasion the accommodation is used. Where the Employer or his client is providing a free bus trip back to the city on the same day as the last shift of the week, this provision shall not be applicable.

Board and room will be supplied or the daily expense allowance will be paid for any Statutory Holiday which falls on a scheduled work day other than a Monday or Friday (Thursday where a compressed work week schedule is in effect) provided the employee reports for work on the work day immediately preceding and following the Statutory Holiday.

- (b) Applicable beyond a 475 kilometer radius of the centre of Edmonton or Calgary or other hiring hall location (excluding National Parks and Northwest Territories)

When an employee is directed or dispatched to work on an out-of-town job which will last at least five days, the employer will provide, on a seven (7) days per week basis:

- (i) camp accommodation; or
- (ii) mutually agreed room and board; or
- (iii) reimbursement toward the expense of the employee's board and lodging, and any goods and services tax paid by the employee in the purchase of board and lodging, by way of a subsistence allowance in the amount of one hundred and ten dollars (\$110.00) per day.

Employees failing to report for work on the work day immediately preceding and following a week-end or Statutory Holiday will receive the above for days worked only.

- (c) In the event that any difference arises respecting the adequacy of accommodation provided by the employer pursuant to clauses 10.04(a) (ii) or 10.04(b) (ii) above, the difference shall be referred to a balanced committee of appointees of the Building Trades Council and the Coordinating Committee of Registered Employers' Organizations, which committee shall make a final and binding decision within five days from the date of referral.
- (d) The parties agree that wherever practical and workable in all of the circumstances of the project, camp accommodation is preferable to the provision of room and board, and that the provision of room and board is preferable to the payment of subsistence allowance. However, any of these three options will satisfy the employer's obligations pursuant to this article.
- (e)
- (i) In certain situations, employees may be dispatched or directed to work on projects which are in an area where the cost of available suitable single room accommodation and/or meals may be in excess of the daily rate of subsistence set out in this Article. In such a case, the employer shall provide one of the following options:
- provide suitable room and board; or
  - directly pick up the cost of the room and pay a meal allowance to be determined as is set out in this Article; or
  - the subsistence allowance shall be reviewed and, if necessary, adjusted by the following procedure:
- (ii) Either the subsistence allowance may be adjusted by mutual consent between the Employer and the Union, or the Business Manager of the Union may request that the Executive Director of the Building Trades of Alberta issue a formal written request to the Coordinating Committee of Registered Employers' Organization that a Subsistence Review Committee be established. Alternatively an Employer may request that the Coordinating Committee of Registered Employers' Organizations issue a formal written request to the Executive Director of the Building Trades of Alberta that a Subsistence Review Committee be established. Upon formal written request the Subsistence Review Committee shall meet within five (5) working days of such request.

- (iii) The Subsistence Review Committee will consist of one (1) representative appointed by the Building Trades of Alberta and one (1) representative appointed by the Employers' Coordinating Committee. Neither appointee shall be directly involved with the issue at hand.

The Subsistence Review Committee will undertake such investigation as is necessary to determine whether the allowance paid will allow an Employee to purchase available accommodation and three (3) meals per day in the community or communities where Employees will be domiciled. In the event that the Committee determines that the allowance is insufficient to purchase such lodging and meals the Committee shall determine the amount by which the subsistence allowance shall be adjusted. A decision of the Committee as to whether the allowance is sufficient or whether a specified adjustment is necessary shall be final and binding provided that both appointees mutually agree with the resolve. Any such mutually agreed upon decision shall be issued within five (5) days from the date of referral, or such longer period as may be agreed by the Coordinating Committee and the Building Trades.

- (iv) In the event the Committee fails to make the required determination or determinations within the period allowed, the meal and lodging costs ascertained by the Committee shall be referred, together with such other relevant evidence and argument as may be submitted by the parties, to an Umpire who shall be appointed within five (5) days in accordance with the provisions of section 135 of the Alberta Labour Relations Code. The Umpire shall render a final and binding decision as to whether the subsistence allowance is sufficient to allow an Employee to purchase accommodation and meals in the subject community or communities, and if it is not the amount by which the allowance should be adjusted to afford the purchase of available lodging and meals. The decision of the Umpire shall be rendered within five (5) full days of the Umpire's appointment, or such longer period as may be agreed by the Coordinating Committee and the Building Trades. The decision of the Umpire shall have the same binding effect and shall be subject to the same limited review as a decision of an arbitrator in grievance proceedings. The fees and disbursements of the Umpire shall be borne equally by the Coordinating Committee and the referring Union.

(v) The Subsistence Review Committee and/or the Umpire shall enter into a review when determining subsistence costs and in order to come to the conclusions that are necessary to carry out the objects of this clause some guidelines are included;

- In the appropriate case the ability to decide on whether or not an increase in subsistence allowance shall be made retroactively to the date the matter was submitted to the Subsistence Review Committee.
- To determine seasonal adjustments due to tourism, availability of rooms, etc. which may affect the rate of subsistence over the entire course of a job; i.e. an increase in costs during the tourism season followed by a decrease at the end of tourism season or some other such situation.
- Determine an appropriate accommodation cost based on what hotel rooms are available, how many such rooms are available, what hotels/motels to look at.
- The cost of meals based upon the range of standard camp meals routinely served in a camp pursuant to the Camp Rules, which are adopted in this Collective Agreement, over an average weekly period.
- Such other reasonable and ancillary powers as may be necessary to achieve the purpose of this clause.

There shall be no more than one reference of these matters to a Subsistence Review Committee Umpire with respect to any community in any calendar year unless it can be shown that there has been a material change of circumstances within that calendar year. Such a review within the calendar year may be made by either the Employer or the Union.

(f) Applicable to all Regions

(i) Employees unable to work due to legitimate illness, material shortage, job site conditions, or inclement weather and for whom it is not practical to return to their respective primary Alberta residence shall receive their board and room or daily allowance for those work days they were scheduled to work during the period such circumstances

continue where an employee does not leave his temporary accommodation up to a maximum of three (3) days.

If an employee who is being provided with subsistence allowance chooses to leave a jobsite prior to the normal quitting time without receiving consent from his employer, the employee will receive a prorated amount of subsistence based upon the number of hours the employee worked in the work day, compared to the regularly scheduled hours of work for the day.

If the employee leaves prior to the normal quitting time with the consent of the employer they will receive the normal daily subsistence allowance for that day.

- (ii) All camps must meet the specifications as set out in the Building Trades of Alberta and Construction Labour Relations - An Alberta Association 2010 - 2018 Camp Rules and Regulations, or any successor thereto.
- (iii) All grievances concerning a camp will be resolved through the grievance procedure provided in the B.T.A. / C.L.R.A. Camp Rules and Regulations.
- (iv) If an employee, who is housed in a camp, is required by the Employer to transfer from one camp room to another, the employee shall be paid two hour's pay at the straight time basic hourly rate as full compensation for the time to move belongings. Should the request to move from one room to another come from authorized persons employed by the Camp Manager or the Client, the employee must inform the Employer of the move by the following work day to be eligible for this payment.

**Articles 10.05 and 10.06 shall apply only to commercial / institutional work.**

**10.05** A seventy (70) kilometer free zone shall be established around the center of every city, town or village in which employees reside and around every place where accommodation is provided and/or paid for by the employer. This zone shall apply to all persons covered by this Agreement except local residents.

The following conditions shall apply to all employees except local residents, within the following radial zones:

**Zone 1** Within the Free Zones as noted above, all employees shall be responsible for their own transportation to and from the

work site except that where, on remote job sites, conditions are such that private and public transportation is not available and the work area is beyond reasonable walking distance, then the Employer shall provide transportation.

**Zone 2**

The area lying within the next one hundred (100) kilometers beyond the boundary of the free zones established above, is Zone 2. For any job site situated within this area the Employer shall supply transportation to and from the work site to the place of accommodation or established central pick-up points, or, at his option, expressed by the employer in writing, pay vehicle allowance at the rate of forty-nine cents (49¢) per kilometer from the edge of the free zone, to the job and back, to each employee who, by arrangement with the Employer uses his own vehicle to provide transportation outside the free zone.

At the Employer's option, camp or other board and room accommodations as provided for in Zone 3, may be provided in this zone for each day worked.

**Zone 3**

The area lying within the next one hundred (100) kilometers beyond the boundary of Zone 2 as established above, is Zone 3. For any job site situated within this area, the Employer shall provide at this option for each day worked:

- (i) camp accommodation which conforms with the CLRA/ABTC Camp Rules and Regulations or successor standards; or
- (ii) mutually agreed room and board; or
- (iii) reimbursement toward the expense of the employee's board and lodging, and any goods and services tax paid by the employee in the purchase of board and lodging, by way of a subsistence allowance in the amount of seventy-five dollars (\$75.00) per day except for:
  - the Fort McMurray region where the rate will be Ninety dollars (\$90.00);

**Zone 4**

The area lying within the next one hundred (100) kilometers beyond the boundary of Zone 3, is Zone 4. For any job situated within this area, the Employer shall provide at his option on the seven (7) day a week basis:

- (i) camp accommodation as noted above; or
- (ii) mutually agreed room and board; or
- (iii) reimbursement toward the expense of the employee's board and lodging, and any goods and services tax paid by the employee in the purchase of board and lodging, by way of a subsistence allowance in the amount of seventy-five dollars (\$75.00) per day except for:
  - the Fort McMurray region where the rate will be Ninety dollars (\$90.00)

#### **Zone 5**

The area lying beyond the outer boundary of Zone 4, or areas within the above noted zones which are inaccessible by automobile, is Zone 5. On jobs within Zone 5 only, the Employer will allow a return trip to the city in which the Local Union is centered (whichever is closer) after each sixty (60) days of employment on the project and shall grant leave from work for a maximum period of five (5) calendar days. Such trips shall be paid one way upon leaving the job site and reimbursed for the return upon reporting back to the job. Rate of reimbursement shall be the equivalent of train, bus or air fare only as appropriate.

On remote job sites (i.e. those within Zone 5) and when requested by the employee due to having insufficient funds to return to point of hire, the Employer shall arrange transportation for the employee to point of hire or supply him with an advance on wages due to him.

In any case where the subsistence allowance prescribed herein is insufficient for the subject area, the adjustment of the subsistence allowance shall be based on an analysis by a joint committee of representatives of the employer and of the employees, using average room costs in the subject area (on the basis of two (2) men per room), and average costs of meals using predetermined example menu items.

#### **10.06**

##### **Effect of unauthorized absence on Room and Board Entitlement.**

- (a) When an employee fails to report when work is available on the working day immediately preceding or following bad weather or recognized holidays other than for unavoidable causes, he shall

forfeit room and board for such absenteeism and for the bad weather days or recognized holidays. When Saturday is not a working day and an employee fails to report to work on Friday when work is available, he shall forfeit room and board for Friday, Saturday and Sunday. When Sunday is not a working day and an employee fails to report to work on Monday when work is available, he shall forfeit room and board for Sunday and for Monday. An employee shall also forfeit room and board for absenteeism on any working day for other than unavoidable causes.

- (b) The Employer may request proof of illness or injury by way of a letter from a medical doctor.
- (c) In cases of illness or injury the Employer may choose to provide transportation expenses to point of hire rather than provide room and board entitlements.
- (d) Where the Employer's costs are fixed (as for Camp accommodation or long term room leases) the employee shall not be back-charged for such fixed costs, but, where subsistence allowance is paid then the employee shall not be paid for days missed as detailed above.

## **ARTICLE 11.00 - DISMISSAL AND LAYOFF**

- 11.01** When an employee is laid off, one (1) hours' notice shall be given by the Employer. The employee has a responsibility to notify the employer forthwith if he is quitting his employment prior to leaving the job site or at the latest prior to the next scheduled work day.
- 11.02** When an employee is dismissed for just cause, no notice need be given by the Employer. If the employee quits, no notice need be given.
- 11.03** When an employee is laid off, the employee shall receive forthwith, in full, his wages, holiday pay and vacation pay, if possible. The employee's final cheque will be either available at the Employer's office, if requested by the employee, or post-marked within twenty-four (24) hours. In the event the final pay cheque
  - (a) is sent by mail and is not postmarked by the second day after the day on which the employee was laid off, the employee shall receive four (4) hours pay for each day after the day following the lay off to the date of the postmark (excluding Saturdays, Sundays, or observed holidays), or

- (b) is not delivered by hand, or picked up at the office, or couriered to the employee within forty-eight (48) hours of the time of the layoff, the employee shall receive four (4) hours per working day, measured from the normal start of the working day, from a time twenty-four (24) hours after the time of the layoff, until the hour the employee receives his pay cheque (excluding Saturdays, Sundays, or observed holidays).

(The Employment Insurance Record of Employment, medical certificates and apprenticeship book shall be provided at the time of layoff, if possible, but not later than five (5) working days following termination).

When an employee quits or is terminated his final cheque shall be given to the employee or post-marked within forty-eight (48) hours of termination, excluding Saturday, Sunday and observed holidays. In the event the final pay:

- (i) is sent by mail and is not postmarked by the second day after the day on which the employee quit or was terminated, the employee shall receive four (4) hours pay for each day after the day after the second day following the lay off to the date of the postmark (excluding Saturdays, Sundays, or observed holidays), or
  - (ii) is not delivered by hand, picked up at the office, or couriered to the employee within forty eight (48) hours of the time of the layoff, the employee shall receive four (4) hours per working day, measured from the normal start of the working day, from a time forty-eight (48) hours after the time of the layoff, until the hour the employee receives his pay cheque (excluding Saturdays, Sundays, or observed holidays).
- (c) The time constraints and penalties in 11.03 will also apply when payment is by direct deposit. When payment has been by direct deposit the Employer may, at his option, process the final pay by cheque. The Employer may use direct deposit for the final pay to occur on the regular payday for the applicable pay period and thereby waive the time constraints and penalties in 11.03. Should the Employee not get the direct deposit on the regular pay day for the applicable pay period, in such a case, the provisions of Article 9.07 will apply.

#### **11.04**

Termination slips shall be forwarded by all Employers to the Union office forthwith for all employees who are laid off, quit, or discharged.

The Union shall supply the termination slips to be completed by the Employer.

- 11.05** On an industrial project where it becomes necessary to layoff, preference of employment shall be given to Local Union members, subject to maintaining the apprenticeship ratio.

## **ARTICLE 12.00 - UNION RIGHTS**

- 12.01** The Employer agrees to employ the members of the Local Union in the construction work to which registration certificate no. 9 applies. That may include the application, preparation, fabrication, assembling, altering, erecting, spraying, pouring, mixing, hanging, adjusting, moulding, repairing, dismantling, reconditioning, testing, and maintaining on the job, the heat and frost insulation of such materials as Magnesia, Asbestos, Cork, Mineral Wool, Infusorial Earth, Mercerized silk, Lax Fibre, Fire Felt, Fiberglass, Urethane, Foamglass, Styrofoam, Polythene, Metal Cladding or other protective coverings used in our craft, or substitutes for those materials, or engage in any labour connected with the handling of vehicles and insulation materials on the job site and including clean-up. The above mentioned is to include application on hot and cold surfaces of thermal refrigeration protective coating.

- 12.02** The Business Manager and/or Business Agent shall have access to all jobs covered by this Agreement provided the Business Manager and/or Business Agent reports to the Employer representative.

- 12.03** The Union may appoint one (1) qualified tradesman as a job steward on each project, or may have two (2); one (1) job steward being an alternate. The Union shall advise the Employer, in writing, of the name of each job steward appointed.

Wherever practical, the Job Steward shall have completed a comprehensive training program dealing with the "Canadian Model for providing a safe workplace - Alcohol and Drug Guidelines and Work Rule" (as amended from time to time).

A job steward on the project is to be allowed to investigate all complaints and is allowed to act as a spokesman for the employees and is not to be discriminated against by the Employer.

**12.04**

- (a) On industrial projects where six (6) or more employees are employed the Employer, where practical, will supply a warm dry place for the employees to change and dry their clothes; store and

lock-up employees and Employers tools. When the Employer provides change areas, they shall be equipped with exhaust fans. There should be 10 L/s f per square meter of floor space which equals English units as 2.0 cfm per square foot of floor space. An example is if the change room is 10 feet wide by 30 feet in length, an exhaust fan of 600 cfm capacity would be required.(10 x 30 x 2 cfm = 600 cfm)

- (b) A separate, warm, clean, dry lunch room shall also be provided for the specific purpose of eating lunch and/or having coffee breaks. Lunch rooms shall be equipped with exhaust fans. Alternate coffee break locations to be designated by the job steward and the Employer representative.

**12.05** There shall be ample time allowed each day for cleanup, such time to be set by the job steward and the Employer's representative.

Employers shall provide cleaners such as solvents, waterless hand cleaners, soap, rags and/or toweling and, where available, water.

**12.06** Under no circumstances shall any material (with the exception of personal tools) pertaining to any jobs be carried in private vehicles without compensation. Such compensation is to be agreed between the Employer and the employee. Such use of the employee's vehicle shall be incidental and not routine.

**12.07** Employers shall not accept or transfer employees from another Employer unless mutually agreed to by the Employers and the Union.

## **ARTICLE 13.00 - HIRING PROCEDURE**

**13.01** The Parties agree that they will not enact or enforce any By-law, local rule(s) or constitutional provision within their respective organizations that has the effect of contravening any provision of this Collective Agreement.

**13.02** The Union agrees to provide the list of available unemployed members to any Employer on request of the Employer(s).

**13.03**

- (a) The Employers may transfer workers from other work being performed by the same Employer within the area jurisdiction of the Union without restriction, except that those employees who have been hired by name for commercial work may only be transferred to industrial work with the agreement of the Union.

- (b) When one or more employees have been transferred to or from an industrial job, the Employer shall notify the Union in writing, by facsimile transmission or otherwise, of the job site to which the employee or employees have been transferred.
- (c) The Employer may transfer workers from projects not covered by this collective agreement to projects covered by this collective agreement only with the mutual agreement of the Union.

**13.04**

- (a) The Employer agrees to employ the members of Local Union 110 for industrial work coming within the jurisdiction of Local 110 in accordance with the following procedure:
  - (i) Hire a crew of the first three (3) people required for each project by name from the list of available unemployed workers maintained at the Union Office.
  - (ii) Beyond the first three (3) people referred to in (i) above, the hiring procedure shall be as follows: two from the top of the list of available unemployed workers maintained at the Union Office and then one by name.

The process described above shall be repeated as often as required to fulfill the Employers requirements.

- (b) In addition to the above, the employer may hire by name any person who will be engaged as a foreman, provided, however, that the employer shall not have on any crew more foremen who were name-hired as foremen than the number required to meet the ratios in Article 9.03.
- (c) The Employer may employ any members of Local 110 for commercial / institutional work by name from the list of available unemployed workers maintained at the Union office.
- (d) The Union shall issue a referral slip forthwith upon referring each worker to an employer. Such slips may be issued electronically.

**13.05**

The Employers agree to hire members of the Union for all insulation work requiring their services. If, after twenty-four (24) hours, excluding Saturdays, Sundays and Statutory Holidays, the Local Union is unable to supply qualified journeymen or apprentices acceptable to the Employer then the Employer has the privilege of hiring other personnel. These persons shall receive clearance through Local Union Offices and such workers shall file application for membership with Local Union Offices

within fifteen (15) days from the start of employment. If the apprenticeship ratio cannot be maintained the Employer and the Union agree to jointly recommend an exemption, as provided for by the Apprenticeship regulations.

**13.06** In the event that Union members are out of work and are available, it is agreed that non-members shall be replaced by Union members, if the Union requests to, provided each replacement is acceptable to the Employer in accordance with the practice set out in Article 13.05, and there is no additional transportation costs to the Employer to affect the replacement and, further, providing that the apprenticeship ratio is maintained.

If workers who are not members of the Local Union are hired they shall become Union Members within ninety (90) days of the date they were hired. They shall remain members in good standing as a condition of their continued employment with the company.

**13.07** The parties recognize that it is in their mutual best interest to include significant involvement of women, aboriginal people, visible minorities and RAP students in the workforce. To that end, the Trade Division and the Union will jointly undertake recruitment initiatives aimed at increasing the number of these people as new apprentices who will join the union.

It is intended that RAP students will work under and be paid in accordance with the Guidelines for Employment developed and amended from time to time by the Trustees of the Alberta Unionized Continuing Education Trust Fund. The provisions of this Collective Agreement, with the exception of this clause, will not apply to the employment of RAP students.

## **ARTICLE 14.00 - LOCAL RESIDENTS**

### **14.01 LOCAL RESIDENTS**

- (a) A Local Resident is an individual who resides within a seventy-five (75) kilometer radius of the centre of a job site which is beyond daily commuting distance from Edmonton or Calgary or other locations where a hiring hall is located, and has resided within such radius of the site for a period of not less than six months prior to being engaged on the project. It is understood that the hiring of local residents shall be subject to the hiring procedures and prerogatives set out in this agreement.

### **Guidelines for determining “Real Residency”**

In making the determination as to whether a person is a “Local Resident” for the purposes of the Collective Agreement such as Local Residency or entitlement for daily subsistence, the following factors will be taken into consideration:

- the dwelling place of the person’s spouse and dependents;
  - personal property and social ties to the community;
  - residential ties elsewhere;
  - performance and purpose of residence in a particular community;
  - documentation of;
    - (i) property tax and rent receipts, telephone, gas or other utility receipts;
    - (ii) driver’s license
    - (iii) vehicle registration or pink card;
    - (iv) income tax;
    - (v) unemployment insurance documents;
    - (vi) voters’ list registration;
    - (vii) employee benefit fund administration registrations.
- (b) Local Residents residing within a forty-five (45) km. radius of the job site shall not be entitled to receive transportation or vehicle allowance, travel allowance, initial and return travel allowance, room and board or subsistence, or camp accommodations, or rotational leave provisions.

Local Residents residing between a forty-five (45) km radius and a seventy-five (75) km radius of the job site shall not be entitled to receive initial and return travel allowance, room and board or subsistence, or camp accommodations, or rotational leave provisions, but shall be paid a travel allowance of thirty dollars (\$30.00) per day worked to cover transportation expenses and travel allowance, or if transportation is supplied by the Employer, a daily travel allowance of fifteen dollars (\$15.00) will be paid for each day worked. For the purposes of determining local residents in the Fort McMurray area, residents of Anzac and Saprae Creek will be considered to be residents of Fort McMurray for projects north of Fort McMurray and residents of Fort McKay will be considered to be residents of Fort McMurray for projects located south of Fort McMurray.

- (c) Where a Camp Kitchen is established and where all workers, generally, on the project who are not Local Residents attend at the Camp Kitchen to eat their lunches, a Local Resident Employee shall be provided the same noon meal arrangements without cost to himself. In those instances where bagged lunches are provided to camp residents and hot soup is delivered to the jobsite, local residents shall be entitled to receive hot soup as well.
- (d) Where a Local Resident Employee is required to work overtime, he shall be entitled to overtime meals in accordance with this Agreement.
- (e) The parties agree that the early participation of qualified local resident employees in work undertaken under this agreement is most desirable and will be strongly promoted. In support of this the Union agrees that local qualified tradesmen will be given an opportunity to join the Union and will be dispatched to the job when positions become available, subject to the mutual agreement of the parties.

The Parties to the Collective Agreement agree that they will undertake a monitoring process to evaluate the employment status of Local Resident Members residing in the Wood Buffalo region, and such other region where a client expresses a concern during the term of the Agreement. If it is determined that there is an underutilization of Local Resident Members the Parties will meet and address the issue.

## **ARTICLE 15.00 - APPRENTICESHIP**

- 15.01** As a condition of employment all prospective apprentices shall become registered in and be governed by the established Apprenticeship Program at the date of hire.

Apprentices shall be registered by the Apprenticeship Board. They shall be governed by the established Apprenticeship Program of the Province of Alberta. The continuation of the Apprenticeship Program shall be the joint responsibility of the parties to this Agreement.

In the hiring of apprentices the Employer shall give preference to those duly registered apprentices who are members of the Union and are registered as unemployed at the Union Office.

- 15.02** Subject to the Union's ability to supply journeymen, the employer may employ up to one (1) apprentice for each two (2) journeymen.

Notwithstanding the forgoing, the Union may dispatch apprentices beyond this ratio to be utilized for material handling only. The ratio shall exclude fourth year apprentices from the equation in accordance with Alberta Apprenticeship and Industry Training Regulations.

- 15.03** An Apprentice in his final year of apprenticeship may execute work unaccompanied by a journeyman when a journeyman is not readily available and the Business Manager and/or Business Agent is notified, but under no circumstances shall an apprentice be classified as a Journeyman.

## **ARTICLE 16.00 - GRIEVANCE PROCEDURE**

- 16.01** Any dispute, grievance or misunderstanding between the Employer, the Association, an employee, and/or the Union concerning the interpretation, application, operation or an alleged violation of this Agreement shall be settled without stoppage of work or walkout as follows:

- 16.02** Any employee, employees, and/or Union who has a grievance within the terms of this Agreement shall put the same in writing within fifteen (15) working days and having been duly signed shall present the same to the shop steward or, if there is no shop steward, then to the Employer, who with the Business Agent will discuss the matter.

The Employer or the Registered Employers' Organization who has a grievance with respect to this Agreement shall put the same, in writing, within fifteen (15) working days and having been duly signed shall present the same to the Business Agent, or any officer of the Union, or if none are available, the shop steward and the same shall thereupon be discussed with the Union.

### **Pre-Arbitration Process**

- (a)** If a grievance has not been resolved following the preceding steps of the Grievance Procedure, the grievance shall be referred to a Joint Grievance Panel (JGP), unless one of the parties to the grievance serves notice of an intention to bypass the JGP in favour of referring the matter directly to arbitration.
- (b)** In the event a party serves notice of an intention to bypass the JGP the matter may be referred to arbitration within ten (10) days (excluding Saturdays, Sundays, and Statutory Holidays) of such notice being served.
- (c)** Such Joint Grievance Panel will consist of two (2) appointees of the Employer and two (2) appointees of the Union. No person

shall be appointed who has a direct personal interest in the subject matter of the grievance, and/or has had a direct personal involvement in earlier attempts to settle the grievance. No representative of/spokesman for the Union or for the subject Registered Employers' Organization shall be appointed.

- (d) The Joint Grievance Panel shall hold a hearing into the matter within ten (10) days (excluding Saturdays, Sundays, and Statutory Holidays) of being appointed and shall issue their recommendation forthwith, but in any event within three (3) days (excluding Saturdays, Sundays, and Statutory Holidays) of the date the hearing was held.
- (e) Each of the parties shall advise the other, within five (5) days of receipt of the recommendation (excluding Saturdays, Sundays, and Statutory Holidays), as to whether they accept or reject the recommendation.
- (f) In the event the parties to the grievance accept the recommendation of the JGP, the grievance shall accordingly be resolved, and the parties shall implement the recommendation within ten days (excluding Saturdays, Sundays, and Statutory Holidays), or in any event in accordance with such other implementation schedule as may be included in the JGP recommendations.
- (g) In the event either Party determines that it is not prepared to accept the recommendation of the JGP, either Party may then refer the matter to Arbitration as referenced below within ten (10) days (excluding Saturdays, Sundays, and Statutory Holidays) of receipt of the JGP recommendations.
- (h) No lawyers shall be permitted to participate in the JGP proceedings.

If the above pre-arbitration process is not utilized, the grievance of either employee, Employer, Registered Employers' Organization, or Union is not settled to the satisfaction of either party within seven (7) days from the date upon which written grievance was presented to the other side, the party dissatisfied shall, by written notice, notify the other party of their desire to appoint a grievance board within five (5) working days. The Union and the Employer shall each appoint one (1) member to represent the respective parties, and the two (2) members so appointed shall endeavor to select an independent chairman within five (5) working days.

- 16.03** Failing to agree within five (5) working days on the selection of an independent chairman, the two (2) appointees shall request the Minister of Labour to select a chairman.
- 16.04** The grievance board so established shall have the authority to interpret this Agreement and apply the provisions of this Agreement and it shall not alter or direct an alteration to this Agreement or make any deletions or additions hereto.
- 16.05** The grievance board may dispose of any discharge of discipline grievance in any manner which it considers just or equitable.
- 16.06** The majority decision of the grievance board shall be final and binding upon both parties.
- 16.07** The Employer and the Union agree that the cost of the Arbitrator or Arbitration Board shall be borne by the unsuccessful party, provided always, that the cost shall be limited to the actual cost of the Arbitrator or Chairman of the Arbitration Board and the costs of each nominee to an Arbitration Board to a maximum of \$300.00 per day for each nominee.
- 16.08** Notwithstanding Article 16.07 above, the Arbitrator or Arbitration Board may exercise his/its discretion in an appropriate case to rule that the cost of the Arbitration Board or Arbitrator is shared equally.
- 16.09** If it appears that any portion of the Agreement contravenes Federal or Provincial legislation or regulations, such provisions shall be inoperative but the balance of the Agreement shall continue in full force and effect.
- 16.10** Any of the above time limits respecting a grievance can be extended if mutually agreed by both parties in writing.
- 16.11** As an alternative procedure to that outlined, commencing with Article **16.03** the following procedure shall be used if mutually agreed in writing between the Employer and the Union.
- (a) The steps prescribed in Article **16.01** and **16.02** shall apply.
  - (b) If the matter of complaint is not then settled within ten (10) days (excluding Saturdays, Sundays and General Holidays), it shall be referred to a single Arbitrator who shall be selected and agreed upon by the Employer and the Union.
  - (c) Should the Employer and the Union fail to agree on the appointment of a single Arbitrator within fourteen (14) days from

the date of referral, the appointment shall be made by the Minister of Labour.

- (d) The single Arbitrator shall have the same authority as an Arbitration Board and shall make his decision within fourteen (14) days of his appointment.
- (e) The Employer and the Union agree that the cost of the Arbitrator shall be borne by the unsuccessful party, provided always, that the cost shall be limited to the actual cost of the Arbitrator.
- (f) Notwithstanding (e) above, the Arbitrator may exercise his discretion in an appropriate case to rule that the cost of the Arbitrator is shared equally.
- (g) The single Arbitrator shall not alter, amend or change the terms of this Agreement. The decision of the Arbitrator shall be final and binding on both parties.
- (h) By mutual consent of the parties the foregoing time limits may be extended.

## **ARTICLE 17.00 - JURISDICTIONAL DISPUTES**

- 17.01** A jurisdictional dispute is that dispute between the Union and any other Building and Construction Trade Union(s) or between the Employer and the Union in respect to an assignment of trade jurisdiction to a particular Building and Construction Trade Union.
- 17.02** Any jurisdictional dispute arising between the parties to this agreement with any of the affiliated trade organizations comprising the Alberta (and N.W.T.) Building Trades Council shall be settled in accordance with the procedural rules as stipulated within the Jurisdictional Assignment Plan of the Alberta Construction Industry, as per Ministerial order 35/95 dated the 18th day of October 1995.
- 17.03** In any event, there shall be no work stoppage over any jurisdictional dispute.

## ARTICLE 18.00 - TOOLS, EQUIPMENT, ETC.

**18.01** It shall be the responsibility of each employee to provide and maintain in good condition the following list of tools:

Journeyman	3rd & 4th Yr.	2ndYr.	1st Yr.
(1) Knife	X	X	X
(1) Pointer Trowel, 5" or 6"	X	X	X
(1) Square Trowel, 4½" X 11"	X	X	
(1) Pruning Saw	X	X	X
(1) Keyhole Saw	X	X	
(1) 8 ft. Tape	X	X	X
(1) 8" Scissors	X	X	X
(1) 12" Tinsnips	X	X	
(2) Metalmasters (M1, M2)	X		
(1) Pair of 7" or 8" Nippers	X	X	X
(1) Chicken Wire Hook	X		
(1) 4" Paste Brush	X		
Springs or Rubber Bands	X	X	X
(1) Palmer	X	X	
(1) Scratch Awl	X		
(1) Set of Dividers	X		
(1) Screwdriver Set	X		
(1) Leather or Canvas Tool Pouch or Carryall	X	X	X
(1) Canvas Apron	X	X	X
(1) Tool Box	X	X	X

**18.02** Where employees are required to work with stainless steel cladding and they ruin their metal cutting tools on this material, those tools will be replaced or paid for forthwith (at retail cost). Alternately, at the discretion of the Employer, the Employer may provide metal cutting tools.

**18.03** The Employer shall supply rubber or polythene gloves, hand cleaners and brushes when the employees are working with foamglass and all types of mastics. The Employer also agrees to supply major cutting tools.

**18.04** Any employee working on spraying shall be supplied with coveralls, work gloves and rubber boots.

**18.05** When the Employer supplies new hard hats and new liners, staple guns, metal cutting tools banding tools, or any other Employer supplied equipment the Employer shall be entitled to require the employees receiving such items to sign for same, together with any acknowledgment of the price thereof, of which the employee shall be required to pay to the

Employer if the items received by the employee are not returned to the Employer. The Employer shall be entitled to deduct the price thereof from the employee's wages if the same are not returned.

## **ARTICLE 19.00 - HEALTH AND WELFARE FUND**

### **19.01**

(a) Employers bound by this Agreement shall pay the amount indicated in the wage schedule for all hours worked by employees engaged in the insulation trade into a jointly administered Health and Welfare Fund. Contributions shall be remitted not later than the fifteenth (15th) day of the following month to the Asbestos Workers Insurance Benefit Trust Fund, 9335 – 47 Street, Edmonton, Alberta T6B 2R7.

(b) Employers bound by this Collective Agreement shall also be bound by the Trust Agreement, and any amendments to the Trust Agreement, which has established the Asbestos Workers' Insurance Benefit Trust Fund of Alberta. The Employers shall not, however, be bound to any amendment to the Trust Agreement which has the effect of making the Employers, or any individual Employer, liable to the Trust Fund for an amount greater than the contributions which the Employer is required by this Collective Agreement to remit to the Fund, together with any reasonable liquidated damages, legal fees and disbursements which the Employer may be required to pay by reason of the Employer not remitting such contributions to the Trust Fund as are required by this Collective Agreement.

An Employer may also be required to pay to the Trust Fund the cost and expense of the Trust Fund for inspecting and auditing an Employer's employment records or payroll and wage records arranged or made under the authority of the Trust Agreement provided that:

- (i) the Employer has contributed for the period covered by such inspections or audit less than the amount which such Employer should have contributed under this Collective Agreement (the "Agreed Amount") by an amount equaling or exceeding five (5%) percent of the Agreed Amount;
- (ii) the cost and expense incurred by the Trust Fund are reasonable and are attributable solely to the audit or inspection;
- (iii) respecting circumstances in which there is a difference between the Employer and the Union and / or the Trustees

of the Trust Fund and / or others as to whether certain work is affected by Registration Certificate No. 9 and this Collective Agreement, the C.L.R. Insulators (Provincial) Trade Division Negotiating Committee concurs with the Trustees of the Trust Fund that it is reasonable and appropriate to require the Employer to pay those costs and expenses; and

- (iv) the Trustees of the Trust Fund have considered all of the circumstances under which the Employer has failed to pay the Agreed Amount by an amount equaling or exceeding five (5%) percent of the Agreed Amount, and the Trustees after considering all of the circumstances are satisfied that it is reasonable and appropriate to require the Employer to pay those costs and expenses. The Trustees may waive the payment of all or any part of such costs or expenses.
- (c) Where an Employee performs work that would require the Employer to contribute hourly contributions to the Trust Funds set out in this Agreement, at such an hourly contribution rate as may from time to time be applicable in this Collective Agreement, then the Employer shall and shall be deemed to have kept such an amount separate and apart from his own monies and shall be deemed to hold the sum so deducted in trust on behalf of the employees until the Employer has paid such monies to the applicable trust fund. Further, in the event of any liquidation, assignment or bankruptcy of such an Employer, an amount equal to the amount that is owed to the applicable Trust Fund by the Employer on whose behalf Employees have performed work entitling them to receive contributions to the fund(s) as is herein before provided for, is deemed to be held in trust for the Trustees of these Trust Fund(s) and such a fund shall be deemed to be separate from and form no part of the estate in liquidation, assignment or bankruptcy, whether or not that amount has in fact been kept separate and apart from the Employer's own money or from the assets of the estate.

## **ARTICLE 20.00 - PENSION TRUST FUND**

### **20.01**

- (a) Subject to (iii), Employers engaged in Commercial/Institutional work bound by this Agreement shall pay the amount indicated in the wage schedule for all hours worked by Employees engaged in the insulation trade into a Pension Trust Fund solely trusteeed and administered by the Union.

- (i) Contributions shall be remitted to the Asbestos Workers' Pension Plan of Alberta, 9335 - 47<sup>th</sup> Street, Edmonton, Alberta, T6B 2R7, not later than the fifteenth (15<sup>th</sup>) day of the following month.
- (ii) Subject to (iii), Employers engaged in Industrial work bound by this Agreement shall pay the amount indicated in the Wage Schedule for all hours earned (ie. at the applicable rate) by Employees engaged in the insulation trade into a Pension Trust Fund solely trustee and administered by the Union.

Contributions shall be remitted to the Asbestos Workers' Pension Plan of Alberta, 9335 - 47<sup>th</sup> Street, Edmonton, Alberta, T6B 2R7, not later than the fifteenth (15<sup>th</sup>) day of the following month.

- (iii) Notwithstanding the wage schedules herein for Temporary Foreign Workers, a person who is a Temporary Foreign Worker may make application to the Plan to be paid in accordance with the generally applicable wage schedules, and to have contributions made to the Plan accordingly.
  - (iv) Notwithstanding (i) and (ii) above, if an Employee is engaged in employment for which the Employer's contributions are to be made to the Plan, and the Employee is both sixty (60) years of age or older and is receiving a pension from the Asbestos Workers' Pension Plan of Alberta, the Employee may make an application to the Administrator of the Asbestos Workers' Pension Plan of Alberta, for the future pension contributions that would otherwise be payable by the Employer to the Asbestos Workers' Pension Plan of Alberta, to be paid in accordance with the appropriate wage schedule herein.
  - (v) Upon the approval of the Administrator of the Employee's application for payment of the pension contribution as wages to the Employee, and notification to the Employer of such approval, the Employer shall be relieved of any obligation under the Collective Agreement and Plan to remit future pension contributions to the Asbestos Workers' Pension Plan of Alberta for that approved Employee.
- (b) Employers bound by this Collective Agreement shall also be bound by the Trust Agreement, and any amendments to the Trust Agreement, which has established the Asbestos Workers' Pension Plan of Alberta. The Employers shall not, however, be bound to

any amendment to the Trust Agreement which has the effect of making the Employers, or any individual Employer, liable to the Trust Fund for an amount greater than the contributions which the Employer is required by this Collective Agreement to remit to the Fund, together with any reasonable liquidated damages, legal fees and disbursements which the Employer may be required to pay by reason of the Employer not remitting such contributions to the Trust Fund as are required by this Collective Agreement.

An Employer may also be required to pay to the Trust Fund the cost and expense of the Trust Fund for inspecting and auditing an Employer's employment records or payroll and wage records arranged or made under the authority of the Trust Agreement provided that:

- (i) the Employer has contributed for the period covered by such inspections or audit less than the amount which such Employer should have contributed under this Collective Agreement (the "Agreed Amount") by an amount equaling or exceeding five (5%) percent of the Agreed Amount;
- (ii) the cost and expense incurred by the Trust Fund are reasonable and are attributable solely to the audit or inspection;
- (iii) respecting circumstances in which there is a difference between the Employer and the Union and / or the Trustees of the Trust Fund and / or others as to whether certain work is affected by Registration Certificate No. 9 and this Collective Agreement, the C.L.R. Insulators (Provincial) Trade Division Negotiating Committee concurs with the Trustees of the Trust Fund that it is reasonable and appropriate to require the Employer to pay those costs and expenses; and
- (iv) the Trustees of the Trust Fund have considered all of the circumstances under which the Employer has failed to pay the Agreed Amount by an amount equaling or exceeding five (5%) percent of the Agreed Amount, and the Trustees after considering all of the circumstances are satisfied that it is reasonable and appropriate to require the Employer to pay those costs and expenses;

provided that in no event shall an Employer be obligated to pay to the Trustees of this Trust Fund on account of the costs and expenses of the inspection or audit of the Employer's employment records or payroll and wage records an amount in excess of that which the Employer is required to pay on account of the audit or

inspection made under the authority of the Trustees of the Health and Welfare Trust Fund as allowed by Article 19.01(b) of this collective agreement. The Trustees may waive the payment of all or any part of such costs or expenses.

- (c) Where an Employee performs work that would require the Employer to contribute hourly contributions to the Trust Funds set out in this Agreement, at such an hourly contribution rate as may from time to time be applicable in this Collective Agreement, then the Employer shall and shall be deemed to have kept such an amount separate and apart from his own monies and shall be deemed to hold the sum so deducted in trust on behalf of the employees until the Employer has paid such monies to the applicable trust fund. Further, in the event of any liquidation, assignment or bankruptcy of such an Employer, an amount equal to the amount that is owed to the applicable Trust Fund by the Employer on whose behalf Employees have performed work entitling them to receive contributions to the fund(s) as is herein before provided for, is deemed to be held in trust for the Trustees of these Trust Fund(s) and such a fund shall be deemed to be separate from and form no part of the estate in liquidation, assignment or bankruptcy, whether or not that amount has in fact been kept separate and apart from the Employer's own money or from the assets of the estate.

## **ARTICLE 21.00 - SUPPLEMENTARY PENSION TRUST FUND**

**21.01** Journeymen employed on Industrial work falling within the scope of this Collective Agreement agree to have deducted from their wages, for each hour or portion thereof worked, the following amounts in respect to the Insulators Supplementary Pension Trust Fund.

- (i) For each straight time hour worked:- \$2.00
- (ii) For each hour worked at time and one-half - \$2.00
- (iii) For each hour worked at double time - \$2.00.

The Employer agrees to deduct the above amounts from the Employees weekly wages and remit these contributions to the;

**Insulators Supplementary Pension Trust Fund  
c/o Servus Credit Union  
12750 – 127 Street  
Edmonton, Alberta  
T5L 1A5**

hereinafter referred to as the Trust Administrator. Such contributions to be forwarded by the Employer to the Trust Administrator not later than the fifteenth (15<sup>th</sup>) day of the following month accompanied by a completed remittance form showing the amount of contributions and Social Insurance Number for each employee. One copy of the Remittance form is to be mailed to the appropriate Local Union. For those Employers whose payroll is paid out by direct deposit, these contributions will be direct deposited by the Employer.

- 21.02** The Insulators Supplementary Pension Trust Fund shall be administered as a Group RRSP by the Trust Administrator, who shall receive contributions as noted in 21.01 above and who shall credit the amounts received to the individual accounts established for the Employees. Each employee will have credited to his account the full amount of the contribution submitted on his behalf. Each employee will be responsible for directing the Trust Administrator to invest contributions made on his behalf into his choice of the investment options available through the Trust Administrator. Administration fees charged by the Trust Administrator in respect to each employee's account will be paid directly from that employee's account or by such other arrangement as may be acceptable to the Trust Administrator.
- 21.03** The choice of Trust Administrator shall be reviewed once each year by the Chairman of the Insulators Trade Division Negotiating Committee and the Business Manager of Local Union 110. The Business Manager and the Trade Division Chairman must be in agreement to change the Trust Administrator.
- 21.04** Pension benefits paid out for each employee will be determined solely by that employee, based on the balance of his RRSP account at the time he/she chooses to retire, provided such payments comply with all Federal and Provincial legislation pertaining to Registered Retirement Savings Plans.
- 21.05** Contributions to this Fund will be made solely by the Employee and all such remittances sent to the Fund on behalf of an Employee will be considered a payment of wages. The Employer's liability to this Fund shall be limited to remittance of the above noted contributions in the manner and at the times set out herein.
- 21.06** The rights of the Union to take action on behalf of its Member(s) for failure to make payments to the Insulators Supplementary Pension Trust Fund, as required by this Article, shall be the same as their rights to take action in respect to a failure to pay wages.

## **ARTICLE 22.00 - INSULATORS' TRAINING TRUST FUND OF ALBERTA**

### **22.01**

- (a)** Employers bound by this Agreement shall pay the amount indicated in the wage schedule for all hours worked by employees engaged in the insulation trade into a jointly trustee and administered Training Trust Fund. Contributions shall be forwarded, along with union dues remittances, to the Secretary Treasurer of the Insulators and Allied Workers Local 110, 9335 – 47 Street, Edmonton, Alberta T6B 2R7 by the fifteenth (15th) day

of the following month, such moneys to be held in trust by the Secretary Treasurer until forwarded in turn to the Fund in accordance with arrangements made between the Secretary Treasurer and the Trustees of the Fund.

- (b) Employers bound by this Collective Agreement shall also be bound by the Trust Agreement, and any amendments to the Trust Agreement, which establish the Insulators' Training Trust Fund of Alberta. The Employers shall not, however, be bound to any amendment to the Trust Agreement which has the effect of making the Employers, or any individual Employer, liable to the Trust Fund for an amount greater than the contributions which the Employer is required by this Collective Agreement to remit to the Fund, together with any reasonable liquidated damages, legal fees and disbursements which the Employer may be required to pay by reason of the Employer not remitting such contributions to the Trust Fund as are required by this Collective Agreement.

An Employer may also be required to pay to the Trust Fund the cost and expense of the Trust Fund for inspecting and auditing an Employer's employment records or payroll and wage records arranged or made under the authority of the Trust Agreement provided that:

- (i) the Employer has contributed for the period covered by such inspections or audit less than the amount which such Employer should have contributed under this Collective Agreement (the "Agreed Amount") by an amount equaling or exceeding five (5%) percent of the Agreed Amount;
- (ii) the cost and expense incurred by the Trust Fund are reasonable and are attributable solely to the audit or inspection;
- (iii) respecting circumstances in which there is a difference between the Employer and the Union and / or the Trustees of the Trust Fund and / or others as to whether certain work is affected by Registration Certificate No. 9 and this Collective Agreement, the C.L.R. Insulators (Provincial) Trade Division Negotiating Committee concurs with the Trustees of the Trust Fund that it is reasonable and appropriate to require the Employer to pay those costs and expenses; and
- (iv) the Trustees of the Trust Fund have considered all of the circumstances under which the Employer has failed to pay

the Agreed Amount by an amount equaling or exceeding five (5%) percent of the Agreed Amount, and the Trustees after considering all of the circumstances are satisfied that it is reasonable and appropriate to require the Employer to pay those costs and expenses. The Trustees may waive the payment of all or any part of such costs or expenses.

- (c) Where an Employee performs work that would require the Employer to contribute hourly contributions to the Trust Funds set out in this Agreement, at such an hourly contribution rate as may from time to time be applicable in this Collective Agreement, then the Employer shall and shall be deemed to have kept such an amount separate and apart from his own monies and shall be deemed to hold the sum so deducted in trust on behalf of the employees until the Employer has paid such monies to the applicable Trust Fund. Further, in the event of any liquidation, assignment or bankruptcy of such an Employer, an amount equal to the amount that is owed to the applicable Trust Fund by the Employer on whose behalf Employees have performed work entitling them to receive contributions to the fund(s) as is herein before provided for, is deemed to be held in trust for the Trustees of these Trust Fund(s) and such a fund shall be deemed to be separate from and form no part of the estate in liquidation, assignment or bankruptcy, whether or not that amount has in fact been kept separate and apart from the Employer's own money or from the assets of the estate.

## **ARTICLE 23.00 - UNION / EMPLOYERS' DUES, AND PITT FUND**

### **23.01 UNION DUES DEDUCTION**

Upon written request from the employees, the Employer agrees to deduct from each weekly pay cheque (bi-weekly for commercial / institutional work) basic union dues plus supplementary union dues, and forward same to the Secretary Treasurer of the Union, 9335 – 47 Street, Edmonton, Alberta T6B 2R7 by the fifteenth (15th) day of the following month. Upon written request from the Secretary Treasurer of the Union the Employer further agrees to alter the method of deductions and/or the amount of union dues to be deducted from each employee.

The Employer, upon written notification (copy to Employee) by the Union, will deduct additional dues in an amount specified by the Union for any Employee that is in arrears with the Union. Such additional dues shall be remitted to the Union by the 15<sup>th</sup> day in the month following the

notification being received. In the case of Union members such notification to the Employer will only occur after the member has become eight weeks in arrears and has not paid within thirty (30) days of notice or after thirty (30) days notice of a lesser amount at the end of a calendar year.

**23.02**

**ALBERTA BUILDING TRADES COUNCIL CHECK-OFF**

The Employer shall deduct six cents (6¢) per hour worked as a check-off for possible forwarding to the Building Trades of Alberta. Such deduction shall be paid for each and every employee covered by the terms of and operation of this Collective Agreement. The moneys so deducted shall be remitted in the same manner as Union dues are remitted under this Collective Agreement and within the same time frames. The Union shall determine their affiliation and funding of the Building Trades of Alberta and/or the Canadian Office of the Building and Construction Trades Department.

**23.03**

**INSULATION CONTRACTORS INDUSTRY FUND**

- (a) The Parties hereto agree to the establishment of and do hereby establish an Insulation Contractors Industry Fund.
- (b) Each Employer bound by this Collective Agreement shall contribute to the said Fund at an hourly rate set out in sub-clause (d) hereof, such rates being for each and every hour worked by an employee under the job classifications set out in this Collective Agreement.
- (c) The Parties agree that such contributions are to be made solely by the Employer and no Employer shall deduct such contributions or any portion thereof from an employee's wages. Such contributions are in excess of the wage rates set out in the Collective Agreement and do not constitute a payment of wages or any portion of a payment of wages. The said contributions shall be calculated by the Employer for all hours worked by all employees in the said classifications in a month, as hereinafter provided, and a report listing the names of the employees and the hours they have worked, and their classifications shall be forwarded to the Thermal Insulation Association of Alberta (presently at 10215 - 176 Street, Edmonton, Alberta, T5S 1M1) no later than the fifteenth (15th) day of the month following the month to which the contributions apply. Each Employer shall file a monthly report, on forms provided by the Thermal Insulation Association of Alberta, whether or not the Employer had employees in the subject

classifications during the month. The Thermal Insulation Association of Alberta shall use the funds for the promotion, improvement, expansion, and protection of the Thermal Insulation Industry and at no time may any of the contributions be used in any way to the detriment of the Union or any of its members. A portion of the said fund shall be used in training courses for both bargaining unit and managerial personnel which are applicable to the advancement of the Industry. The Thermal Insulation Association of Alberta shall otherwise have full discretion in respect to the use of the fund and all contributions made thereto.

- (d) The rates of the said contributions shall be determined by the Thermal Insulation Association of Alberta. The rates, which may be amended from time to time by the Thermal Insulation Association of Alberta on notice of no less than thirty days (30) days to all known affected Employers, shall be ten cents (10¢) per hour.
- (e) Notwithstanding anything in this Collective agreement, the Association (being the Trade Division that is party of the first part to this Collective Agreement) may file a grievance against any Employer bound by this Collective Agreement who has violated any of the provisions of this Article 23.03. Immediately upon the filing of a grievance, the following rules will apply:
  - (i) The Employer shall, within five (5) days of the filing of the grievance, provide all records of all employees who worked at any site covered by the job duties listed in this Collective Agreement during the time covered in the grievance.
  - (ii) Within five (5) days of the receipt of the records in (i) above, the parties shall meet to discuss a resolution of the grievance.
  - (iii) Failing satisfactory settlement of the grievance as a result of the meeting in (ii) above, or if the Employer refuses to supply the records or meet with the Association, within five (5) days of the meeting or the date scheduled for the meeting or within five (5) days of the last day the Employer was to supply the information required by (i) above if no information was supplied by the Employer, the Association may refer the grievance to Gerald A. Lucas, Q.C., or another arbitrator chosen by the parties to the grievance or, if the parties to the grievance do not agree upon an arbitrator, to another arbitrator chosen by the Association, who shall sit as a single arbitrator and resolve the grievance.

- (iv) The arbitrator shall be bound by the following rules:

A hearing date to hear evidence in the dispute shall be set within fourteen (14) days of the referral of the matter to the arbitrator, who shall have the power at the request of either party to order pre-hearing production of documents for all relevant documents in the possession or power of the Union, the Employer or the Thermal Insulation Association of Alberta.

All monies not paid for the time for the time in dispute, if a violation is found, shall be ordered paid to the Thermal Insulation Association of Alberta as provided in this Collective Agreement.

If monies are found owing under this Article, the party directed to pay the monies shall pay for the entire costs of the arbitration.

If monies are not found to be owing, the party filing the Thermal Insulation Association of Alberta shall pay all costs of the arbitration.

The arbitrator shall render his decision within thirty (30) days of the conclusion of a hearing into the issue set out in the grievance.

**23.04**

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION DUES AND CLR INITIATIVES**

- (a) In satisfaction of the Employers' obligations to the Association under section 165 of the Alberta Labour Relations Code and in satisfaction of the Employers' obligations under this Collective Agreement, the Employer shall pay to Construction Labour Relations - An Alberta Association (the "C.L.R.") the contribution rates for C.L.R. sponsored initiatives, and the hourly dues levied by the C.L.R. pursuant to section 165 of the Code and pursuant to this Collective Agreement. The amounts of the contribution rates and dues shall be established by the C.L.R., and any or all of them may be changed by the Board of Directors of Construction Labour Relations – An Alberta Association, and notice to an Employer and the Union from the Association respecting such amendment shall be sufficient.
- (b) In the event of a failure on the part of any Employer to contribute to the Association the contribution rates and dues required to be

contributed pursuant to section 165 of the Labour Relations Code and pursuant to this Letter of Understanding, the Association may, at the sole choice and prerogative of the Association, collect the dues as a debt payable by application to the Labour Relations Board and/or by other civil action, or may collect the dues by way of a grievance filed, notwithstanding any other provision of this Collective Agreement, by the Association in its own name against the subject Employer. Such a grievance may be referred by the Association to arbitration without being processed through any intervening steps other than written notice of the grievance and the reference of the grievance to arbitration. The parties to the grievance for the purposes of appointment of the arbitration tribunal shall be the Association and the subject Employer. The Association may not, however, simultaneously pursue a violation of this Article through application to the Labour Relations Board and/or other civil action and through the grievance procedure.

- (c) All cost relating to the administration of the fund(s) shall be borne by the Association.

## **23.05 PROMOTION OF THE INSULATION TRADE TRUST ("PITT")**

- (a) The amounts specified in the wage schedules in Article 9.00 designated as "PITT" shall be contributed by the Employer for every hour that an employee covered by the terms of this Agreement is employed. The amounts contributed shall be based on total hours worked including overtime.
- (b) All such contributions shall be recorded by the Employer on forms to be provided by the Union listing the names of employees, Union ID number, and hourly contributions of each employee, and forwarded with a cheque in the required amount, on or before the 15th day of the month following the month for which such amounts have been withheld, to the "Promotion of the Insulation Trade Trust Account" in care of Local Union 110. A copy of the said form to be retained by the Employer.

An Employer may also be required to pay to the Trust Fund the cost and expense of the Trust Fund for inspecting and auditing an Employer's employment records or payroll and wage records arranged or made under the authority of the Trust Agreement provided that:

- (i) the Employer has contributed for the period covered by such inspections or audit less than the amount which such

Employer should have contributed under this Collective Agreement (the "Agreed Amount") by an amount equaling or exceeding five (5%) percent of the Agreed Amount;

- (ii) the cost and expense incurred by the Trust Fund are reasonable and are attributable solely to the audit or inspection;
  - (iii) respecting circumstances in which there is a difference between the Employer and the Union and / or the Trustees of the Trust Fund and / or others as to whether certain work is affected by Registration Certificate No. 9 and this Collective Agreement, the C.L.R. Insulators (Provincial) Trade Division Negotiating Committee concurs with the Trustees of the Trust Fund that it is reasonable and appropriate to require the Employer to pay those costs and expenses; and
  - (iv) the Trustees of the Trust Fund have considered all of the circumstances under which the Employer has failed to pay the Agreed Amount by an amount equaling or exceeding five (5%) percent of the Agreed Amount, and the Trustees after considering all of the circumstances are satisfied that it is reasonable and appropriate to require the Employer to pay those costs and expenses. The Trustees may waive the payment of all or any part of such costs or expenses.
- (c) Where an Employee performs work that would require the Employer to contribute hourly contributions to the Trust Funds set out in this Agreement, at such an hourly contribution rate as may from time to time be applicable in this Collective Agreement, then the Employer shall and shall be deemed to have kept such an amount separate and apart from his own monies and shall be deemed to hold the sum so deducted in trust on behalf of the employees until the Employer has paid such monies to the applicable Trust Fund. Further, in the event of any liquidation, assignment or bankruptcy of such an Employer, an amount equal to the amount that is owed to the applicable Trust Fund by the Employer on whose behalf Employees have performed work entitling them to receive contributions to the fund(s) as is herein before provided for, is deemed to be held in trust for the Trustees of these Trust Fund(s) and such a fund shall be deemed to be separate from and form no part of the estate in liquidation, assignment or bankruptcy, whether or not that amount has in fact been kept separate and apart from the Employer's own money or from the assets of the estate.

- (d) The terms of the Agreement and Declaration of Trust shall govern the operation and administration of the PITT and any changes made to the Declaration of Trust by the Trustees, must be ratified by the Parties to this Collective Agreement. Any increase to the amounts to be contributed as proposed by the Trustees must also be ratified by the Parties to this Collective Agreement.
- (e) Under no circumstances shall any portion of the PITT Fund be used for any use or purpose prohibited by the *Labour Relations Amendment Act 2008* or the *Labour Relations Code*.

## **ARTICLE 24.00 - WORKPLACE HEALTH AND SAFETY**

- 24.01** The Employer shall ensure, as far as it is practicable for him to do so, the health and safety at work of his employees. Every worker shall cooperate in the achievement thereof.
- 24.02** It is understood and agreed that the parties to this Agreement shall, at all times, comply with the regulations of the Occupational Health and Safety Act. No employee will be discharged or disciplined because he insists on safe working conditions as set out in the regulations. Any refusal by an employee to abide by the regulations, after being duly warned, will be sufficient cause for dismissal.
- 24.03** Upon written request from the Union, the Employer shall endeavor to provide information on insulation products to the extent such information is available from manufacturers and/or suppliers.
- 24.04** The Health and Safety Representative employed by the Union may have access to all job sites covered by this Agreement provided the consent of the Owner or his representative is obtained and the Employer or his representative is notified. The Health and Safety Representative may conduct an inspection of the job site, as he deems necessary, provided the work of any employee is not interfered with. He shall make any recommendations to the Employer he deems necessary to improve the health and safety conditions on the job site.
- 24.05** The Employer shall supply all necessary safety equipment including approved respirators and/or face masks at no cost to the employee. Respirators and/or face masks shall be stored in a convenient, clean, and sanitary location on the job site. Respirators and/or face masks shall be selected on the basis of hazards to which the employee is exposed. They shall be selected from the latest listing of N.I.O.S.H. The Employer further agrees to provide all protective clothing or equipment according to

the Occupational Health and Safety Act at no cost to the employee. The Employer shall have a first aid kit on all projects. The employees must, at all times, preserve the safety equipment they use and not abuse or willfully destroy the equipment supplied by the Employer.

- 24.06** On work sites where twenty (20) or more employees are employed, there shall be a Joint Work Site Health and Safety Committee established to ensure, as far as it is reasonably practicable for them to do so, the health and safety of all employees. There shall be equal representation from the Employer and the Union. The Union Health and Safety Representative shall be considered a committee member, if so desired, by the employees. The Union and the Employer shall alternate as Chairman and the Committee shall meet weekly.

This clause shall not apply where the employees are represented on a government designated Work site Health and Safety Committee.

- 24.07** Prior to the Union dispatching employees, the Employer will have those who have less than thirty (30) days left on their pulmonary function test card go to a Provincial Board of Health designated Official who will conduct such examinations. Any fee payable for the examination will be paid for and be the responsibility of the Employer with whom the employee is next employed by.

## **ARTICLE 25.00 – ALCOHOL AND DRUG POLICY**

### **25.01 Concurrency**

The *Canadian Model* dated October 2005, as updated by the 2010 Addendum [the “*Canadian Model*”], will be implemented by agreement under this Collective Agreement for the purposes set out in section 1.1 of the *Canadian Model*, and the Parties will co-operate with each other in achieving those purposes.

### **25.02 Test Results**

The employer, upon request from an employee or former employee, will provide the confidential written report issued pursuant to 4.9 of the *Canadian Model* in respect to that employee or former employee.

### **25.03 Reasonable Cause, Post Incident, and Random Testing**

Any drug testing required by the employer pursuant to 4.4, 4.5 or 4.6 of the *Canadian Model* shall be conducted by oral fluid testing in accordance with 4.8.2 of the *Canadian Model*.

## **ARTICLE 26.00 - SUBCONTRACTING**

- 26.01** The Employer agrees not to sublet or contract any work within the scope of this agreement, and within the scope and operation of Registration Certificate No. 9, unless the contractor to whom the work is sublet, is bound, or becomes bound by this collective agreement, unless an exception is made by an agreement between the Business Manager of the Union and the Employer.

## **ARTICLE 27.00 - SAVING CLAUSE**

- 27.01** Should any article, any provision or any part of this Agreement be void by reason of being contrary to law, the remainder of this Agreement shall not be affected thereby. It is understood that the provisions of this Agreement will apply only in-so-far as the authority to bargain those provisions have not been exceeded.

## **ARTICLE 28.00 - GENERAL**

- 28.01** A Joint Trades Board shall be established consisting of three (3) members from Local 110 and three (3) members from the Construction Labour Relations Insulators (Provincial) Trade Division. Both parties may have one (1) additional guest at meetings of the Joint Trade Board, but such guests shall not be official members of the Board.
- 28.02** Meetings of the Joint Trade Board have been scheduled for the following dates:

2011: May 11, September 7  
2012: January 25, May 9, September 5  
2013: January 23, May 8, September 11  
2014: January 22, May 7, September 10  
2015: January 7.

In the event rescheduling of the above meetings is required, the Joint Trade Board shall convene a meeting within two (2) weeks of the date on which it was originally scheduled to meet.

## ARTICLE 29.00 - ENABLING

- 29.01** Where a particular Article or Articles of this Collective Agreement is or are found to work a hardship for a particular project or specific geographical area the terms and conditions in this Agreement, for that project or specific geographical area, may be modified by the mutual consent of the Business Manager of the Union and of the Association signatory to this Agreement when they deem it prudent. This may be done before or after a project has been tendered.
- 29.02** It is understood and agreed that where mutual agreement for such change cannot be achieved the request shall not be subject to either Grievance or Arbitration.
- 29.03** It is understood and agreed that any Article or Articles of this Agreement which are modified through enabling will only apply to that Employer or Employers which were initially bidding on the specific project which has been mutually agreed to for enabling. Any Employer which is certified or gives the Union voluntary recognition after the closing of a bid, on that specific enabled project or projects, will not be entitled to the benefit of any enabled provisions but will, instead, abide by all of the terms and conditions of this Agreement.
- 29.04** Under **29.01** above, terms, conditions and wages contained herein may be varied, altered, amended or modified by the mutual agreement of the parties.
- 29.05** The parties agree that where it can be determined that an Employer has sub-contracted work within the jurisdiction of Local Union #110 to an Employer who is not party to this Collective Agreement then that Employer shall not be entitled to utilize the enabled terms and conditions for any project for which enabled terms are agreed to.
- 29.06** **"Blanket Enabling" for Commercial / Institutional Projects:** Notwithstanding the foregoing, any Employer who wishes to apply a rate to a commercial / institutional project that is less than the rate set out in this Agreement respecting such a project shall so advise the Registered Bargaining Agent for the Employers (the Association) of the minimum journeyman base rate necessary to be competitive in the tendering of the identified project. In the event only one such contractor so contacts the Association respecting the project identified, the Association shall advise the Union of the project and of the rate determined for that project prior to the tendering respecting the said project, and the rate so identified shall be the minimum rate for the journeyman employees of the said Employer who are engaged on the said project and the minimum rates for other

employees of the said Employer on the said project shall be calculated on the said minimum journeyman rate.

In the event more than one Employer advises the Association of an intent to apply a lesser minimum journeyman base rate to a particular project, then the Association shall convene a meeting of the Employers who so advise the Association of such intent, and the minimum journeyman base rate to be applied to such project shall be decided by the meeting of such Employers. The Association shall advise the Union of the project and of the rate so determined for that project prior to the tendering respecting the said project, and the rate so identified shall be the minimum rate for the journeyman employees of the said Employers and only of the said Employers who are engaged on the said project and the minimum rates for other employees of the said Employers on the said project shall be calculated on the said minimum journeyman rate.

- 29.07      Blanket Enabling of Commercial / Institutional Work (Health and Welfare, and Pension Contributions:** Notwithstanding Article 29.03, and without limiting the prerogatives of individual Employers set out in Article 29.06, all current and future commercial / institutional work may at the Employer's discretion be enabled by waiving the Employer's obligation to contribute on behalf of its employees to the Health & Welfare Plan and the Pension Plan.

## **ARTICLE 30.00 - PRODUCTIVITY**

- 30.01**      There shall be no limit on the production by employees or restriction on the full use of machinery, appliances, or tools used in connection with the application of materials.

## **ARTICLE 31.00 – RESERVE FORCES**

- 31.01**      The Parties agree to cooperate to facilitate broad and liberal leaves for operations and training military leave for workers who serve as members of the Canadian Forces Reserves, in accordance with provincial and federal law and the "Declaration of Support for the Reserve Force" signed by the Canadian Office of the Building and Construction Trades Department and the National Construction Labour Relations Alliance, dated May 12<sup>th</sup>, 2010.

## **ARTICLE 32.00 - TERM OF AGREEMENT**

**32.01** The Agreement shall be in full force and effect from the 31<sup>st</sup> day of July, 2011, up to and including the 30th day of April, 2015, and thereafter it shall be renewed from year to year unless notice for change is given as set forth below.

Should either party wish to change this Agreement they shall give notice of such desire to the other party not less than sixty (60) days or more than one hundred twenty (120) days prior to the 30th day of April 2015, or any subsequent anniversary date. Notice shall be given in writing, by registered mail, to either party.

When notice to negotiate has been given by either party, this Agreement shall continue in full force and effect during any period of negotiations until termination. This Agreement shall terminate upon the following event(s):


- (i) legal strike; or
- (ii) legal lockout; or
- (iii) the mutual agreement of the Parties.

It is mutually agreed by both the Employer and the Union that every effort shall be made by both parties to this Agreement to conclude negotiations for a renewal of the Agreement prior to the first day of May, 2015 should changes be desired by either party.

## Signing Page

This Collective Agreement is signed this 3<sup>rd</sup> day of November, 2011  
in Edmonton, Alberta by and between the parties signatory hereto:

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
R. Neil Tidsbury  
President

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**

  
Bill Spring  
Business Manager

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred as the "Association")  
**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred as the "Union")

### **Re: Grandfathering of Current Projects**

**Whereas** the Parties have entered into a Collective Agreement for a term from May 1, 2011 to April 30, 2015, and thereafter as set out in the said Collective Agreement; and

**Whereas**, at the time the Collective Agreement came into effect, there were projects on-going on which the minimum terms and conditions of employment were as set out in the commercial / institutional provisions of the prior Collective Agreement, or were put into place pursuant to the agreement of the Parties under the "Enabling" provisions of the prior Collective Agreement;

**Now Therefore It Is Agreed** between the Parties hereto that:

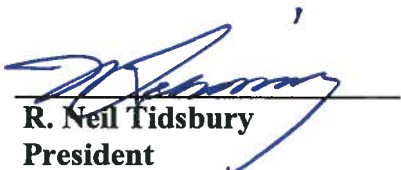
1. On all Commercial / Institutional projects which were tendered prior to the effective date of the Collective Agreement, the minimum "Enabled" terms and conditions of employment that were in effect immediately prior to the effective date of the Collective Agreement shall continue to be the minimum terms and conditions for the duration of the projects for which they were intended; and
2. On all Industrial projects which were tendered prior to the effective date of the Collective Agreement and for which the minimum terms and conditions of employment were set by agreement pursuant to the "Enabling" provisions of the prior Collective Agreement, the said agreed enabled minimum terms and conditions of employment shall continue to be the minimum terms and conditions for the duration of the projects for which they were intended.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to Registration Certificate No. 9.

Signed this 2nd day of January, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA**

**(PROVINCIAL) TRADE  
DIVISION**

  
R. Neil Tidsbury  
President

**THE INTERNATIONAL  
ASSOCIATION INSULATORS  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**

  
Bill Spring  
Business Manager

## LETTER OF UNDERSTANDING

by and between

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred as the "Association")

and

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred as the "Union")

### Re: Limitation on Discharge

**Whereas** the Parties have entered into a Collective Agreement for a term from May 1, 2011 to April 30, 2015, and thereafter as set out in the said Collective Agreement; and

**Whereas** the Parties have included in Article 3.01 of the "Management Rights" provisions of the said Collective Agreement the word highlighted and underlined in the quote of the article below:

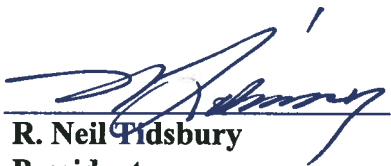
**3.01** *Without restricting the generality of the following, the Union recognizes the right of the Employer to manage his company, direct the work forces, assign work, transfer employees from job to job within the Province of Alberta as required, select, hire, promote, discharge any employee for just cause only, reject applications for work, manage the business in all respects in accordance with his commitments and responsibilities and the right to determine methods, processes, means of application, handling and staffing of all jobs. The Employer shall have exclusive rights to decide and enforce all matters pertaining to the operation of his business, provided it does not conflict or discriminate against individual Union rights as agreed herein. Except as specifically modified by the terms of this Agreement the Employer reserves all of the historic or traditional rights of management.*

**Now Therefore It Is Agreed** between the Parties hereto that, in respect to grievances processed to arbitration in respect of allegations that there was not just cause for dismissals ("discharges"), if the number of arbitration awards dismissing such grievances exceeds by two or more the number of arbitration awards allowing such grievances (i.e., finding in favour of the Union's or grievor's allegation), the word "only" as highlighted and underlined above will be deleted from the said article, effective on the date of the first award on which such condition is met.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to Registration Certificate No. 9.

Signed this 3rd day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
R. Neil Pidsbury  
President

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
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LOCAL UNION #110**

  
Bill Spring  
Business Manager

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred as the "Association")

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ASBESTOS WORKERS, LOCAL UNION #110**  
(hereinafter referred as the "Union")

### **Re: Local Resident Hiring Preference**

**Whereas** the Parties have entered into a Collective Agreement which prescribes prerogatives and procedures for hiring employees, and

**Whereas** the Parties agree that, notwithstanding those prerogatives and procedures, their shared interests may be best served by providing for the employment of qualified apprentices and journeymen in the area of a project that is not within the free zones applicable to Edmonton or Calgary,

**Now Therefore It Is Agreed** as follows:

1. In the event an Employer does not avail himself of his "name hiring" prerogatives, the Union shall dispatch to the Employer those "local resident" members, as defined in article 14.01 of the Collective Agreement, and then non-member "local residents", in preference to other members of the Union, all in accordance with and subject to the conditions and procedures set forth below. The dispatch of these local residents shall be in response to the Employer's requests pursuant to article 13.05.
2. It is recognized that the prerogatives set out herein are experimental in nature, and accordingly this Letter of Understanding may be terminated on notice by either of the Parties. Such notice must be in writing and must be served by registered mail, giving at least thirty (30) days notice. It is further agreed that in the event this Letter of Understanding is terminated pursuant to such notice, the continued employment of employees engaged pursuant to this Letter of Understanding shall not be affected by the termination of this Letter of Understanding, nor shall either party then rely on the operation of and experience pursuant to this Letter of Understanding in subsequent negotiations.
3. Preference of dispatching pursuant to this Letter of Understanding shall first be given to those "local residents" who are members of the Union and who are

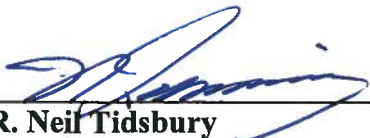
available for dispatch. Preference will then be given to "local residents" who are not members of the Union, but who apply to join the Union at the time of dispatch. However, the employment of any such "non-member local resident" will be terminated in the event he does not pay the applicable membership fees and join the Union if his application for membership is accepted, and pay his union dues in timely manner. It is further understood that, in the event a "local resident non-member" fails to join the Union upon acceptance of his application for membership or to pay the required membership fees and dues, that person will not again be given preference of dispatch to any Employer pursuant to this Understanding. It is agreed that, irrespective of the termination of this Letter of Understanding pursuant to clause 2 above, the employment of a person engaged as a "local resident non-member" shall be terminated if he fails to pay the required membership dues and fees.

4. "Local resident non-members" who seek dispatch preference pursuant to this Letter of Understanding shall be responsible for contacting the Union, establishing to the satisfaction of the Union that they have resided within seventy five (75) km. of the job site for at least six (6) months, and that they are "qualified" as a journeymen or apprentices registered through the Alberta apprenticeship legislation and regulations.
5. It is further agreed that the Union may refuse dispatch preference to any "local resident non-member" if such candidate has persistently worked against the better interests of the Union, and that the Employer shall have the prerogative of rejecting any such applicant for employment dispatched to him, in accordance with article 3.00.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to Registration Certificate No. 9.

Signed this 3<sup>rd</sup> day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
**R. Neil Tidsbury**  
President

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ASBESTOS WORKERS,  
LOCAL UNION #110**

  
**Bill Spring**  
Business Manager

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred as the "Association")

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ASBESTOS WORKERS, LOCAL UNION #110**  
(hereinafter referred as the "Union")

### **Special Project Needs**

**Whereas** the Parties have entered into a Collective Agreement which shall remain in effect from July 31, 2011 through April 30, 2015 as set out in the said Collective Agreement, and

**Whereas** the Parties hereto understand that certain of the provisions of the said Collective Agreement may not be appropriate in the competition for certain projects, and

**Whereas** the Parties are jointly committed to the enhancement and retention of the share of the market performed by Employers and employees who are bound by the said Collective Agreement,

### **Now Therefore It Is Agreed As Follows:**

- 1 A Special Project Needs Agreement ["SPNA"] shall be established upon completion of the process set out in this Letter of Understanding and shall be effective for the term set out in the SPNA.
- 2 An Owner is an organization developing an Industrial Construction project in Alberta.
- 3 A Contractor shall be a General Contractor on the date of application bound by at least four (4) Registration Collective Agreements.
- 4 The Building Trades shall mean the affiliated Unions of the Building Trades of Alberta.
- 5 An Owner, a Contractor or the Building Trades may apply for a SPNA. The application shall be filed in writing with the Chair of the Coordinating Committee

- of Registered Employers' Organizations (the "Coordinating Committee") and shall specify the location of the project and the scope of the work to be performed.
- 6 If the project gate is beyond daily commuting distance (beyond 125 km of the city centre of either Calgary or Edmonton) the SPNA for the project shall be in the form Template A posted at [www.clra.org](http://www.clra.org).
  - 7 If the project gate is within daily commuting distance (within 125 km. of the city centre of either Calgary, or Edmonton or within 45 km. of the city centre of Red Deer) the SPNA for the project shall be in the form Template B posted at [www.clra.org](http://www.clra.org).
  - 8 Within 20 days of the receipt of any application, the Chair of the Coordinating Committee shall deliver to the Parties to this Collective Agreement a proposed form of SPNA. The only change to the applicable Template shall be the location of the project, the scope of the work and the effective date.
  - 9 Either Party to this Collective Agreement, who challenges that an applicant owner or contractor meets the requirements in 2 above or that the project meets the requirements of 4 or 5 above, shall file a grievance outlining their challenge within 10 days of receipt of the proposed form of SPNA.
  - 10 Upon the filing of a grievance under clause 9, all other grievances steps and timelines shall be waived and the grievance shall be heard and a decision rendered by an Arbitration Panel under this Collective Agreement within 60 calendar days. Their decision shall be final and binding upon the Parties.
  - 11 Upon completion of the process set out herein, unless the Arbitration Panel rules otherwise, the SPNA shall become effective on the 31st day after the SPNA is received from the Chair of the Coordinating Committee.
  - 12 This Letter of Understanding shall terminate with the expiry of this Collective Agreement, provided, however, that any SPNA established under this Letter of Understanding shall continue for the term provided therein.
  - 13 Special project needs may also be addressed by the Parties, on their own or in concert with others, by agreement.
  - 14 This Letter of Understanding shall be attached to and be part of the Collective Agreement between the Parties hereto.

All of which is agreed this 3rd day of November, 2011:

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**



**R. Neil Tidsbury  
President**



**Bill Spring  
Business Manager**

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS – AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred to as the “Association”)

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred to as the “Union”)

**Re: Promoting Performance and addressing issues such as absenteeism and turnover**

**Whereas**


The Parties are committed to creating an effective, productive, workplace by reducing absenteeism in our workplaces,

**Now therefore, it is Agreed** between the Parties hereto that:


- 1) The Parties intend to work together to reduce absences in our workplaces by monitoring, reporting and recording those absences.
- 2) It will be the Employer’s responsibility to report all absences to the Union as either approved or unapproved absences. Absences will include late starts and early quits as well as days absent.
- 3) This reporting to the Union will occur by the 15<sup>th</sup> day of the month following the occurrence of the absence.
- 4) It will be the Union’s responsibility to record the absences reported from each employer with respect to all workers and provide the Joint Trade Board with all data on a generic basis without identifying individuals. It is expected that the Union will discuss and address any excessive absences with individuals in an attempt to remedy the situation and if possible reduce the absences.
- 5) Information exchanged pursuant to this Letter of Understanding shall only be collected, used and disclosed for the purposes outlined above. Nothing in this Letter of Understanding affects the rights of either the Employer or the Union to take appropriate disciplinary or other action regarding unwarranted and or excessive absenteeism.

Signed this 21<sup>st</sup> day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
**R. Neil Tidsbury**  
**President**

**THE INTERNATIONAL  
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**Bill Spring**  
**Business Manager**

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS – AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred to as the “Association”)

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred to as the “Union”)

### **Re: Process to Address Non-Payment of Employer Contributions to Funds**

WHEREAS the Association and the Union are committed to ensuring that Employers bound by the Collective Agreement pay, in a timely manner, the amounts owing to the Health & Welfare Fund, the Pension Trust Fund, the Supplementary Pension Trust Fund, the Insulators Training Trust Fund of Alberta, and the other Funds which are described in Article 23 of the Collective Agreement;

AND WHEREAS it is necessary for the Boards of Trustees of the Health & Welfare Fund, the Pension Trust Fund, the Supplementary Pension Trust Fund, and the Insulators Training Trust Fund of Alberta, and the other Trust Funds described in Article 23 to take such steps as under the Trust Agreement or at law may be necessary to recover outstanding contributions due to each of those Trust Funds;

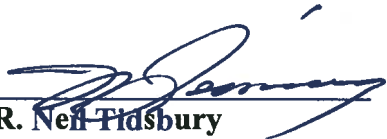
NOW THEREFORE the Association and the Union agree as follows:

1. In the event of a failure by an Employer to make the contributions required, in a timely manner to any trusteed fund constituted under this Collective Agreement, the Trustees of such a Trust Fund may, on their own behalf, take legal action before a court of competent jurisdiction notwithstanding the Grievance and Arbitration provision of this Collective Agreement. Such recourse to the court of competent jurisdiction shall and shall be deemed to extend to the determination and the collection of contributions, any interest for failure to remit, and the expense of the enforcement of obligations to pay those contributions provided under the applicable trust deed, or any other such matter.
2. In order to give effect to the provisions of Clause 1 of this Letter of Understanding, Article 16.01 of the Collective Agreement is expressly amended to allow the Trustees of each such Trust Fund to take such legal action; and
3. The Parties are mindful of the Grievance and Arbitration provisions of the Collective Agreement and agree that the time limits set out to deal with "normal

labour relations issues" when considered in the context of the collection of contributions to trust funds are inadequate and inappropriate. As such they mutually agree that those time limits do not apply to the collection of any contributions to trust funds and in the place and stead of such time limits agree that the time limitations set out to deal with issues addressed in this provision shall be six (6) months.

Signed this 5<sup>th</sup> day of December, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
R. Neil Fidsbury  
President

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**

  
Bill Spring  
Business Manager

## **LETTER OF UNDERSTANDING**

by and between

**CONSTRUCTION LABOUR RELATIONS – AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred to as the “Association”)

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred to as the “Union”)

### **Re: Pulmonary Function Testing and Payments**

Whereas the Parties Agree with the intent to attempt to ensure that workers are having pulmonary function testing performed in a timely fashion the Parties have agreed on the following process for pulmonary function testing and payment for the testing.

Payment will be the responsibility of the Employer who is hiring a worker being dispatched to that Employer if he has less than thirty days remaining on his pulmonary function test card. The Employer will be responsible for the payment should an Employee's pulmonary function test card expire during the course of his employment with that Employer. Should an Employee's employment be terminated with less than 30 days on his card the Employer from which the Employee is terminating will be responsible for the payment.

If none of the above should happen during a period of employment, the cycle will repeat itself with the next Employer.

Although workers are encouraged to take timely pulmonary function tests, they may refuse to take the test. Such refusals must be in writing to the Employer responsible for the payment should the test have taken place. In the case of refusal, the Employer is no longer responsible for any cost.

None of the above disentitles any eligible Employer from being reimbursed by the Thermal Insulation Association of Alberta for the cost of the pulmonary function test that they have paid for.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to Registration Certificate No. 9.

Signed this 3rd day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**



**R. Neil Tidsbury  
President**

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**



**Bill Spring  
Business Manager**

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred as the "Association")

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred as the "Union")

### **Re: Tracking of Training**

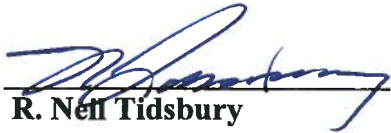
**Whereas** the Parties Agree that it is their mutual best interests to establish an efficient method of tracking training that workers have received:

- 1 Under the oversight of the Joint Trade Board, the Training Trust Fund Trustees will develop an efficient computer and/or web based registry for receiving training credentials and information, and allowing that information to be accessed by Employers to ensure that employees have the requisite training and training is updated in a timely way. This shall be completed by April 30, 2012. The Joint Trade Board shall specify the training that shall be tracked via the registry.
- 2 When the above registry is developed and implemented, Employers shall be notified. Within sixty (60) days of that notification, each Employer shall provide to the registry, in a format or via a template to be provided by the Training Trust Fund, all specified training records the Employer has on file in respect to current and former employees.
- 3 Thereafter, when employees of each Employer complete specified training, such training records shall be provided to the registry promptly.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to Registration Certificate No. 9.

Signed this 22nd day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
R. Neil Tidsbury  
President

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**

  
Bill Spring  
Business Manager

## **LETTER OF UNDERSTANDING**

**by and between**

**Construction Labour Relations – An Alberta Association  
Insulators (Provincial) Trade Division  
(hereinafter referred to as the “Association”)**

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110  
(hereinafter referred to as the “Union”)**

**Re: Rapid Site Access Program**

### **Whereas**

The Parties are committed to creating a safer, healthier workplace free of risks associated with alcohol and/or other drug use. Historical trends suggest meeting the aforementioned objective will correlate to a reduction in workplace incidents,

- 1) The Parties intend to reduce redundant substance testing and related costs, and to expedite access to participating worksites,
- 2) Alcohol and other drug work rules are more effective if they are implemented in such a way as to preserve the dignity and privacy of participant workers.
- 3) Coordinating the exchange of sensitive information through a centralized third party provides greater control over the collection, use, disclosure, safeguards and storage of personal information, and
- 4) Retaining the continuity of information through a centralized third party is necessary in order to reduce redundant testing, expedite access to worksites and provide seamless after-care support to affected workers,
- 5) Comprehensive professional third party case administration provides for the effective delivery of education, compliance and if necessary, accommodation strategies. Investment in professional treatment, education, follow-up and after-care frameworks support affected workers in maintaining compliance with the Canadian Model and if necessary recovering from an addiction and or dependency to alcohol or other drugs.

**Now therefore, it is Agreed** between the Parties hereto that:

- (a) The Parties support the implementation of the Rapid Site Access Program,
- (b) Subject to (c) below, the Union, Employer and participant workers agree to be bound by and comply with the *Rapid Site Access Program Procedural Rules*, as amended from time to time,
- (c) Where the Union does not agree to an amendment to the *Rapid Site Access Program Procedural Rules*, the Union may opt out of agreeing to said amendment by giving notice in writing to the registered employers' organization and the Rapid Site Access Administrative Committee
- (d) For Industrial work, the amount established pursuant to Article 23.04 shall be contributed by the employer to Construction Labour Relations at #207, 2725 – 12<sup>th</sup> Street N.E., Calgary Alberta T2E 7J2. These contributions also shall be used by CLR to provide the funding for the third party service providers who are responsible for delivering the services in respect to the Rapid Site Access Program,
- (e) The Association may, by notice in writing to the Union and Employers, change the amount of cents per hour worked in clause (d) above, and

Signed this 3<sup>rd</sup> day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
**R. Neil Tidsbury  
President**

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**

  
**Bill Spring  
Business Manager**

## **LETTER OF UNDERSTANDING**

**by and between**

**Construction Labour Relations – An Alberta Association  
Insulators (Provincial) Trade Division  
(the “Association”)**

**and**

**International Association of Heat & Frost Insulators and Asbestos Workers,  
Local 110**

**(hereinafter referred to as the “Union”)**

### **Re: Referral for Case Managed Aftercare**

#### **Whereas**

An individual must be referred to a substance abuse expert following a failure to comply with the *Canadian Model for Providing a Safe Workplace: Alcohol and Drug Guidelines and Work Rule* (the “Canadian Model”). Once the individual is assessed by a substance abuse expert, recommendations are prepared and disclosed for the purpose of establishing expectations in accordance with the substance abuse expert’s recommendations, entering in to a post assessment agreement, and supporting compliance with prescribed aftercare.

Pursuant to the Union’s bylaws, after the Union becomes aware a member has violated the Canadian Model or tested non-negative on a site-access A&D test; the member must be assessed by a substance abuse expert and comply with the resulting recommendations as a condition of being eligible for future dispatches.

There are advantages to referring substance abuse expert recommendations to qualified third party professionals for administration on behalf of the Parties. Third party professionals are positioned to offer a higher level of:

- a) confidentiality,
- b) consistency, and
- c) expertise.

Contracting the administration of substance abuse expert recommendations to third party professionals is expected to be more effective in meeting the safety objectives contained in the Canadian Model and increase the quality of service afforded to affected individuals.

**Now therefore, it is Agreed** between the Parties hereto that:

- 1) Substance abuse expert recommendations arising from contractor administered A&D tests conducted pursuant to the Canadian and arising from those who violate Article 3 of the Canadian Model shall be referred to and administered by Organizational Health Incorporated (third party professionals). Such substance

abuse expert recommendations shall apply to employment and prospective employment in respect to any collective agreement for which the Union is signatory. Substance abuse expert recommendations shall be shared with a contractor only if they are in respect to a current employee, one that has contravened article 3 of the Canadian Model<sup>[1]</sup> while in the employ of that employer.

- 2) Service providers including Organizational Health Incorporated will keep all information in accordance with applicable privacy laws.
- 3) The Association will provide the funding to the third party providers who are responsible for administering substance abuse expert recommendations.
- 4) This Letter of Understanding shall be attached to and form part of the Collective Agreement entered into between the Parties.

<sup>1</sup> 3. Alcohol and Drug Work Rule

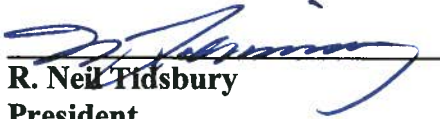
3.1 An employee shall not

- (a) use, possess or offer for sale alcohol and drugs or any product or device that may be used to attempt to tamper with any sample for a drug and alcohol test while on company property or at a company workplace,
- (b) report to work or work
  - (i) with an alcohol level equal to or in excess of 0.040 grams per 210 litres of breath.
  - (ii) with a drug level for the drugs set out...[in the Canadian Model]...equal to or in excess of the concentrations set out ...[in the Canadian Model],or
  - (iii) while unfit for work on account of the use of a prescription or nonprescription drug,
- (c) refuse to
  - (i) comply with a request made by a representative of the company under 4.3 [of the Canadian Model],
  - (ii) comply with a request to submit to an alcohol and drug test made under 4.4, 4.5, 4.6, or 4.7 [of the Canadian Model], or

- (iii) provide a sample for an alcohol and drug test under 4.8 [of the Canadian Model],  
(d) tamper with a sample for an alcohol and drug test given under 4.8 [of the Canadian Model].

All of which is agreed this 3<sup>rd</sup> day of November, 2011:

**Construction Labour Relations –  
An Alberta Association  
Insulators (Provincial) Trade Division**

  
**R. Neil Fidsbury  
President**

**International Association of Heat &  
Frost Insulators and Asbestos  
Workers, Local 110**

  
**Bill Spring  
Business Manager**

## LETTER OF UNDERSTANDING

by and between

**Construction Labour Relations – An Alberta Association  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred to as the “Association”)

and

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred to as the “Union”)

### Re: Wage Determination

**Whereas** the Parties have entered into a Collective Agreement pursuant to Registration Certificate No. 9, and

**Whereas**, together with other parties in the sector, the Parties have determined processes by which wages will be adjusted during the term of the Collective Agreement,

**Now Therefore It Is Agreed as follows:**

#### 1 Definitions and Application

- (a) **“CPI Change”** shall be the percentage change in the Alberta All Items Consumer Price Index over a twelve month period. For a January calculation, the CPI Change shall be difference between the index for December of the year just ended, and December of the previous year. For a July calculation, the CPI Change shall be the difference between the index for June of that year and June of the previous year. The Index shall be that published at <http://www40.statcan.gc.ca/l01/cst01/cpis01j-eng.htm>.
- (b) **“Oil Price”** shall be the average of the prices posted for West Texas Intermediate Oil, in current \$US, over the six months prior to the month of a calculation. The prices to be used shall be those published at <http://www.eia.doe.gov/dnav/pet/hist/LeafHandler.ashx?n=PET&s=RWTC&f=D>.
- (c) **“Group 4 Average Wage”** shall, with reference to the Consolidation Order issued in respect to the 2011 round of collective bargaining, be the simple average of the gross wages applicable to journeypersons in Industrial work in the Boilermakers, Bricklayers – Refractory, Carpenters,

Electricians, Millwrights, and Plumbers & Pipefitters trade jurisdictions, effective on the first day of the month April prior to a calculation.

- (d) Wage adjustments calculated pursuant to this Letter of Understanding shall be the adjustments to be applied to the gross rates for journeypersons, with the gross rates for other classifications calculated from the journeyperson rate accordingly.
- (e) A wage adjustment shall not be less than zero.

**2 2012**

- (a) A calculation shall be performed in January of 2012. The wage adjustment for 2012 shall be the greater of CPI Change and 2%, to a maximum adjustment of 4%.
- (b) The adjustment to take effect in May shall be one half the amount determined in (a) above, multiplied by the Group 4 Average Wage.
- (c) The adjustment to take effect in November shall be one half of the amount determined in (a) above, multiplied by the journeyperson gross wage rate stipulated in the Collective Agreement effective April 1<sup>st</sup>, 2012.

**3 2013 and 2014**

- (a) The wage adjustment to be effective in May of each year shall be calculated in January of that year, and the wage adjustment to be effective in November of each year shall be calculated in July of that year.
- (b) The wage adjustment for May shall be:
  - (i) If Oil Price is less than \$60, zero.
  - (ii) If Oil Price is \$60 or greater, but less than \$90, one half of CPI Change multiplied by Group 4 Average Wage.
  - (iii) If Oil Price is \$90 or greater, but less than \$110, one half of the total of CPI Change and 0.5%, multiplied by Group 4 Average Wage.
  - (iv) If Oil Price is \$110 or greater, but less than \$125, one half of the total of CPI Change and 1.0%, multiplied by Group 4 Average Wage.
  - (v) If Oil Price is \$125 or greater, one half of the total of CPI Change and 1.5%, multiplied by Group 4 Average Wage.

- (c) The wage adjustment for November shall be:
  - (i) If Oil Price is less than \$60, zero.
  - (ii) If Oil Price is \$60 or greater, but less than \$90, one half of CPI Change multiplied by the journey person gross wage rate stipulated in the Collective Agreement effective April 1<sup>st</sup> of the year of the adjustment.
  - (iii) If Oil Price is \$90 or greater, but less than \$110, one half of the total of CPI Change and 0.5%, multiplied by the journey person gross wage rate stipulated in the Collective Agreement effective April 1<sup>st</sup> of the year of the adjustment.
  - (iv) If Oil Price is \$110 or greater, but less than \$125, one half of the total of CPI Change and 1.0%, multiplied by the journey person gross wage rate stipulated in the Collective Agreement effective April 1<sup>st</sup> of the year of the adjustment.
  - (v) If Oil Price is \$125 or greater, one half of the total of CPI Change and 1.5%, multiplied by the journey person gross wage rate stipulated in the Collective Agreement effective April 1<sup>st</sup> of the year of the adjustment.
- (d) In no case shall the total of the May and November wage adjustments in each year exceed 5%.

**4 Wage Schedules**

The Parties shall, upon completing a wage adjustment calculation, forthwith prepare, publish, post and distribute a wage schedule resulting therefrom.


**5 Effective Dates**

The effective date for a wage adjustment shall be the first Sunday of the month in which the adjustment is to be applicable.

**6 This Letter of Understanding shall be attached to and form part of the Collective Agreement.**

All of which is Agreed the 3<sup>rd</sup> day of September 2011, and signed on behalf of the Parties:

**Construction Labour Relations –  
An Alberta Association  
Insulators (Provincial) Trade Division**

  
\_\_\_\_\_  
**R. Neil Tidsbury  
President**

**International Association of Heat &  
Frost Insulators and Asbestos  
Workers, Local 110**

  
\_\_\_\_\_  
**Bill Spring  
Business Manager**

### **Schedule 1: Example Calculations**

The following are examples only, for the purposes of explaining the formulae in the Letter of Understanding re Wage Determination, and are not to be used for determining compensation.

#### **Example 1: January 2012 Calculation for Trade X:**

Hypothetically:

- Gross Wage Rate for Trade X = \$54.00
- CPI Change December 2010 – December 2011 = 1.5% (under the 2% minimum).
- Group 4 Average Wage = \$55.00  
(Assume the Total of the Industrial Gross Rates Effective on April 1<sup>st</sup>, 2012 for Boilermaker, Bricklayer Refractory, Carpenter, Electrician, Millwright, and Pipefitter, divided by 6 = \$55.00)

May 2012 increase for Trade X:  $(2\% \div 2) \times \$55.00 = \$0.55$

November 2012 increase for Trade X:  $(2\% \div 2) \times \$54.00 = \$0.54$

#### **Example 2: January 2013 Calculation for Trade X:**

Hypothetically:

- Oil Price Average, July – December 2012 = \$96.66
- CPI Change December 2011 – December 2012 = 1.5%.
- Group 4 Average Wage April 1<sup>st</sup>, 2013 = \$55.00

May 2013 increase for Trade X:  $((1\frac{1}{2}\% + \frac{1}{2}\%) \div 2) \times \$55.00 = \$0.55$

#### **Example 3: July 2013 Calculation for Trade X:**

Hypothetically:

- April 1<sup>st</sup>, 2013 Gross Wage Rate for Trade X = \$54.00
- Oil Price Average, January – June, 2013 = \$91.55
- CPI Change June 2012 – June 2013 = 1.5%.

November 2013 increase for Trade X:  $((1\frac{1}{2}\% + \frac{1}{2}\%) \div 2) \times \$54.00 = \$0.54$

Check against 2013 annual 5% limit:

$\$0.55 + \$0.54 = \$1.09$ , which is less than the 2013 limit of  $\$54.00 \times 5\% = \$2.70$

## **LETTER OF UNDERSTANDING**

**by and between**

**CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION  
INSULATORS (PROVINCIAL) TRADE DIVISION**  
(hereinafter referred as the "Association")

**and**

**THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST  
INSULATORS AND ALLIED WORKERS, LOCAL UNION #110**  
(hereinafter referred as the "Union")

**Re: Compressed Optional Schedules Team Schedule**

(hereinafter referred to as "Cost Schedule")

**Whereas** the Association and the Union are committed to ensuring that there are sufficient numbers of qualified insulators available to meet contractor and client needs for manpower in the years to come, to complete insulating work in a timely and proficient way ongoing; and

**Whereas** there are a growing number and percentage of the overall population of skilled workers in the insulation Trade and in the Canadian work force in general in all industries who are nearing retirement age or who are at retirement age, with ever increasing shortages of new entrants available to fill the void like never before; and

**Whereas** that objective of providing for the needed numbers of manpower referred to above will be better met if there are schedules within the Collective Agreement that incent senior journeyman insulators who are semi-retired or retired and other journeyman insulators who are not inclined to work overtime, to continue working in the Trade as much as they are inclined to, so as to provide for many more journeyman to be available to do insulating work and to train and transfer their skills to new apprentices;

**Now Therefore** the Association and the Union agree as follows:

1. Any employer signatory to this Agreement will have the option of putting in Work Orders to the Union for journeyman and apprentice insulators to job share on a team basis any one or more full time equivalent positions, working a two or three or four week work cycle that the employer would specify in a Work Order. The Work Order would also specify what the maximum term of work would be before the team workers would be entitled to a layoff reflecting that term of work was completed.

2. There can be a two worker team, or a three worker team, or a four worker team share one or more of these full time equivalent positions, working what will be referred to as a COST schedule, COST standing for Compressed Optional Schedules Team.
3. A COST schedule will be a work cycle of compressed hours that is two weeks in duration for a two worker team to share a full time equivalent position; or three weeks in duration for a three worker team sharing such a position; or four weeks in duration for a four worker team sharing such a position.
4. Any one of those team workers sharing a full time equivalent position will work whatever number of days in one given calendar week within the work cycle they sign on to work that the employer schedules them to work, starting on a Monday and ending on a Sunday. The employer will reflect in the initial Work Order which of those days will be scheduled for work, and on a go forward basis will give notice prior to end of each work cycle to that worker indicating what their scheduled days of work will be in the next work cycle. All of those days' hours of work will be paid for at a straight time rate of pay, and there will be 10 hours of work scheduled for each of those days. They will take days off for the duration of the rest of their work cycle, unless they are offered more hours of work after that initial scheduling and agree to work them, or unless they exchange a shift within the work cycle with another team member as allowed for below.

For the most part, it is anticipated that:

- A worker on a two worker team will work ten hours per day for part of or all of one given week Monday through Sunday as scheduled and then take one week of days off Monday through Sunday while the other worker works that week.
  - A worker on a three worker team will work ten hours per day for part of or all of one such week and then take two such weeks off while the other two workers take turns working one of those weeks each the next two weeks.
  - A worker on a four worker team will work for part of or all of one such week and then take three such weeks off while the other three workers take turns working one of those weeks each the next three weeks.
5. Any of those team workers sharing a full time equivalent position will have the option of declining to work hours beyond 10 hours in a day, or hours on any remaining days within their work cycle after the number of days they are obligated to work that the employer initially scheduled them to work.
  6. A team worker will not be entitled to or receive more than 40 hours of straight time pay for one calendar week such as described above and will be paid those wages in the week following that work being done. Any more hours of straight time pay for compressed hours of work worked during that week will be paid in the next

subsequent week. Any and all overtime hours of work worked by that worker in a given week will be paid to the worker the next week.

7. Any of those team workers who are offered overtime hours of work and work them, will be paid overtime rates of pay for those hours in accordance with the Collective Agreement: double time for hours of work more than ten in a day; time and a half for the first ten hours of overtime after 40 hours within a ten hour work day; double time after 10 hours of time and a half paid hours have been paid out; double time for any Statutory holiday. Statutory holiday double time pay will only be payable to the team worker that observes that holiday and works it within his week of scheduled work. Overtime hours will only be those hours of work that exceed ten hours in a day, or hours of work on days outside of the Monday to Sunday work week they are able to be scheduled to work by the employer, or hours of work worked on a Statutory holiday.
8. If there are any additional costs would be incurred by the employer employing a team of workers to share one full time equivalent position, the Union will negotiate with the Association to offset those additional costs fully in one way or another, so that the employer(s) are satisfied that the team(s) of workers cost no more than what one full time equivalent position would cost. Those costs would be identified and addressed in advance of any Work Order being placed for manpower, so that team worker will know in advance what the terms and conditions will be that will be adjusted to address those cost issues.
  - i.e., for orientation, instead of paying ten hours wages to one man, there might be 2.5 hours of wages paid to each of a four man team
  - ie., for turnaround pay, it would be divided evenly amongst a four man team what would be paid to a worker working a full time equivalent position
9. Any of those team workers on any one team can, only with the employer's approval, exchange a shift(s) within one work cycle with another team member by giving notice to the employer in writing in advance that they are wanting to do so, to the extent that the Collective Agreement allows before overtime premiums would apply. This has the potential of bringing about zero or near zero absenteeism.
10. Any of those team workers who finish working a COST schedule work cycle who choose to, can request in writing for the employer to put them on a different COST schedule work cycle the employer has other employees working, or some other traditional Collective Agreement schedule that is prescribed in the Collective Agreement that the employer has other employees working. The employer will have unilateral discretion to allow that or not. That worker cannot choose to revert back to the COST schedule cycle of work hours they were working previously unless the employer unilaterally decides to allow that after it is requested by the worker in writing at the end of the different work cycle.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to Registration Certificate No. 9.

## **MEMORANDUM OF AGREEMENT (MOA)**

**Between:**

**Construction Labour Relations – An Alberta Association  
Insulators (Provincial) Trade Division ('the Trade Division')**

**and**

**The International Association of Heat and Frost  
Insulators and Allied Workers, Local Union #110 ('the Union')**

### **Wellness Centre Fund**

**Whereas** the Trade Division and the Union (also known herein as the 'Parties') have bargained collectively pursuant to Registration Certificate # 9 and have a current collective agreement for a term of 2007 to and including April 30<sup>th</sup>, 2011 (the 'Current Agreement' or current collective agreement'), which is pending renewal and a Memorandum of Settlement which is pending ratification (the 'New Agreement'), the contents of both documents being well known to each of the Parties;

**And Whereas** the Union has requested in bargaining that a Wellness Centre (herein known as the 'WC') be funded from Employer contributions within the gross wage packages;

**And Whereas** the Parties wish to provide for the better administration and facilitation of the establishment of such a WC, its operational direction and to express the intent of the Parties in respect of the WC;

**And Whereas** it will be necessary to seek start up funding for the WC from the current contribution to the Health & Welfare Plan and not wages for the period of remissions required to be contributed by employers for hours worked in the months of June and July 2011 as is set out below,

**And Finally** the Parties wish to provide for administration to span the conclusion of the term of the Current Collective Agreement, the coming into force of the Memorandum of Settlement through the ratification process to constitute the New Collective Agreement and the period of transition between the two collective agreements and the operation of the WC thereafter.

**Now therefore in consideration of the covenants and premises contained herein the Parties agree as follows:**

### **Application to Both Agreements**

1. The Parties agree that this MOA attaches to and forms part of both collective agreements set out hereinbefore.
2. This MOA will be ratified and accepted by both the Trade Division and the Union using the processes that each will require and both agree to communicate acceptance forthwith upon it being achieved. Such ratification shall be completed not later than July 28<sup>th</sup>, 2011.
3. This MOA is necessary, in part, in order to span the conclusion and coming into force of the Current and New Collective Agreements and a reasonable period of transition between the two.

### **The Current Agreement**

4. For the Current Collective Agreement this MOA becomes effective on the date when the Union provides a notice in writing to the Trade Division that it wishes to have ten (10) cents paid over to the WC by amending the contribution required for the Health & Welfare Plan from \$1.50 to \$1.40 and providing for the payment of ten (10) cents to the WC for the required employer remissions to be paid on July 15<sup>th</sup>, and August 15<sup>th</sup> 2011.
5. The Current Collective Agreement is amended further to provide that the ten (10) cent contribution is not and shall not be deemed to be payment to the Health and Welfare but is a payment to the WC.
6. The ten (10) cent contribution will be forwarded in care of the Union to the Wellness Centre. The administration of the Health & Welfare Plan is authorized by the Parties to affect the necessary transfers and actions to do so.
7. The WC is intended to be a broadly based health & wellness/prevention centre in accordance with the exemptions permitted for such a centre by the *Income Tax Act and the appropriate Interpretation Bulletins thereto*.
8. Employers will not be required to make any changes to their contributions / remittances to the Health and Welfare Fund however it is agreed that the Union has the discretion to divert up to ten (10) cents from the amount contributed by the Employer, upon giving the notice provided for at paragraph 4. Any such diversion of funds shall be the sole responsibility of the Union and shall be accounted for solely by the Union. The Employers will be deemed to have satisfied their obligations under the Collective Agreement by contributing the amounts required to the Health and Welfare Fund in the time frames set out in the Collective Agreement.
9. In the event that the WC is not proceeded with as a result of failure of the Union to ratify it or otherwise, the funds referred to shall be accounted for, less any that were

expended on the WC, and the Union shall forward them to the Health & Welfare Plan as an additional contribution to that Fund. Having done so the Union shall stand discharged in respect of those funds.

10. For the purposes of administration of WC funding, it is agreed that provisions 1 - 9 survive the termination of the current agreement up to and including September 1<sup>st</sup>, 2011.

### **The New Agreement**

11. The Union shall seek the ratification of the WC at its ratification meeting to be held July 27<sup>th</sup>, 2011. Forthwith upon obtaining ratification the Union may advise the Trade Division, in writing, of its desire to institute the WC and to have ten (10) cents per hour earned set aside from the grossly hourly package for that purpose. If notice has been given under the Current Agreement then that notice shall be effective on the date set out in the Memorandum of Settlement for the coming into force of the New Agreement.

12. Article 9 of the New Agreement shall be amended upon the Union providing the notice set out above at paragraph 11 and the contribution into the Health and Welfare Plan shall be reduced from \$1.50 an hour to \$1.40 an hour and there shall be inserted a new column into both the Commercial and Industrial wage tables to provide for the WC and a WC required contribution of ten (10) cent per hour. The gross wage rates in both the Commercial and Industrial wage tables shall remain unchanged. Where an employer has opted to discontinue the payment of the Health and Welfare Plan under the Commercial portion of the Collective Agreement the payment to the WC shall also be discontinued.

12.01 The Union may, on three (3) months' notice to the Trade Division, discontinue the WC, in such an event the ten (10) cent contribution to the WC shall revert to the Health and Welfare Plan upon the completion of the three (3) month notice period and the Collective Agreement be amended accordingly.

12.02 The Union may, on three months' notice to the Trade Division, alter the contribution to the WC in such amount less than ten (10) cents as it deems advisable, upon the completion of the three (3) month notice period and the Collective Agreement be amended accordingly.

13. The Parties agree that the WC is a broadly based health & wellness/prevention centre in accordance with the exemptions permitted for such centre by the *Income Tax Act and the appropriate Interpretation Bulletins thereto*.


14. The New Collective Agreement shall be amended further to provide that the ten (10) cents contribution is not and shall not be deemed to be contribution to the Health and Welfare Plan but is a contribution to the WC upon the Union giving the notice set out above.

15. The Union is solely liable for and responsible for the operation of the WC. Any and all of an employer's liability therefore is satisfied by the timely payment of the required contribution and the New Agreement shall be amended, upon the Union giving notice, to provide for that accordingly.


16. To facilitate the transition from the Current Agreement to the New Agreement, the Parties agree that the administration of the Health & Welfare Plan is authorized by the Parties to effect the necessary transfers and actions to do so until all signatory contributors are complying with the above provisions of the New Agreement and in any event this paragraph shall cease to have effect as at November 1<sup>st</sup>, 2011.

Signed this 3rd day of November, 2011

**CONSTRUCTION LABOUR  
RELATIONS - AN ALBERTA  
ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE  
DIVISION**

  
**R. Neil Tidsbury  
President**

**THE INTERNATIONAL  
ASSOCIATION OF HEAT AND  
FROST INSULATORS AND  
ALLIED WORKERS,  
LOCAL UNION #110**

  
**Bill Spring  
Business Manager**

**APPENDIX A - WAGE SCHEDULES  
FOR COMMERCIAL/INSTITUTIONAL AND INDUSTRIAL  
PENSIONERS AND TEMPORARY FOREIGN WORKERS**

**Commercial / Institutional Pensioner and TFW Wage Schedule**

EFFECTIVE DATE	BASE RATE	SH &V	H&W	WC	PENS	PITT	TRAIN	TOTAL
<b>Commercial/Institutional Rates</b>								
<b>Foreman</b>								
July 31, 2011	38.66	3.87	1.40	0.10	0.00	0.50	0.25	44.78
May 6, 2012	39.41	3.94	1.40	0.10	0.00	0.50	0.25	45.60
May 5, 2013	40.19	4.02	1.40	0.10	0.00	0.50	0.25	46.46
May 4, 2014	40.96	4.10	1.40	0.10	0.00	0.50	0.25	47.31
<b>Journeyman</b>								
July 31, 2011	34.81	3.48	1.40	0.10	0.00	0.50	0.25	40.54
May 6, 2012	35.56	3.56	1.40	0.10	0.00	0.50	0.25	41.37
May 5, 2013	36.34	3.63	1.40	0.10	0.00	0.50	0.25	42.22
May 4, 2014	37.11	3.71	1.40	0.10	0.00	0.50	0.25	43.07
<b>4<sup>th</sup> Year Apprentice</b>								
July 31, 2011	28.59	2.86	1.40	0.10	0.00	0.50	0.25	33.70
May 6, 2012	29.18	2.92	1.40	0.10	0.00	0.50	0.25	34.35
May 5, 2013	29.80	2.98	1.40	0.10	0.00	0.50	0.25	35.03
May 4, 2014	30.42	3.04	1.40	0.10	0.00	0.50	0.25	35.71
<b>3<sup>rd</sup> Year Apprentice</b>								
July 31, 2011	25.46	2.55	1.40	0.10	0.00	0.50	0.25	30.26
May 6, 2012	25.99	2.60	1.40	0.10	0.00	0.50	0.25	30.84
May 5, 2013	26.53	2.65	1.40	0.10	0.00	0.50	0.25	31.43
May 4, 2014	27.07	2.71	1.40	0.10	0.00	0.50	0.25	32.02
<b>2<sup>nd</sup> Year Apprentice</b>								
May 1, 2011	22.34	2.23	1.40	0.10	0.00	0.50	0.25	26.82
May 6, 2012	22.80	2.28	1.40	0.10	0.00	0.50	0.25	27.33
May 5, 2013	23.26	2.33	1.40	0.10	0.00	0.50	0.25	27.84
May 4, 2014	23.72	2.37	1.40	0.10	0.00	0.50	0.25	28.34
<b>1<sup>st</sup> Year Apprentice</b>								
July 31, 2011	19.22	1.92	1.40	0.10	0.00	0.50	0.25	23.39
May 6, 2012	19.60	1.96	1.40	0.10	0.00	0.50	0.25	23.81
May 5, 2013	19.99	2.00	1.40	0.10	0.00	0.50	0.25	24.24
May 4, 2014	20.38	2.04	1.40	0.10	0.00	0.50	0.25	24.67

**Industrial Pensioner and TFW Wage Schedule**

EFFECTIVE DATE	BASE RATE	SH & V	H&W	WC	PENS	PITT	TRAIN	TOTAL
<b>Foreman</b>								
July 31, 2011	49.66	4.97	1.40	0.10	0.00	0.50	0.25	56.88
<b>Journeyman</b>								
July 31, 2011	44.57	4.46	1.40	0.10	0.00	0.50	0.25	51.28
<b>4<sup>th</sup> Year Apprentice</b>								
July 31, 2011	36.39	3.64	1.40	0.10	0.00	0.50	0.25	42.28
<b>3<sup>rd</sup> Year Apprentice</b>								
July 31, 2011	32.30	3.23	1.40	0.10	0.00	0.50	0.25	37.78
<b>2<sup>nd</sup> Year Apprentice</b>								
July 31, 2011	28.20	2.82	1.40	0.10	0.00	0.50	0.25	33.27
<b>1<sup>st</sup> Year Apprentice and Helper</b>								
July 31, 2011	24.11	2.41	1.40	0.10	0.00	0.50	0.25	28.77

## **LETTER OF UNDERSTANDING**

by and between

### **CONSTRUCTION LABOUR RELATIONS - AN ALBERTA ASSOCIATION INSULATORS (PROVINCIAL) TRADE DIVISION**

(hereinafter referred to as the "Association")

and

### **THE INTERNATIONAL ASSOCIATION OF HEAT AND FROST**

(hereinafter referred to as the "Union")

#### **Re: Encourage Employment of Apprentices to Become Journeypersons**

**WHEREAS** the Association and the Union are committed to ensuring a continuing supply of Journeypersons into the future and to facilitate and encourage the employment opportunities for Apprentices at all levels of their education,

**NOW THEREFORE** the Association and the Union agree:

**THAT** the ratio of Apprentices to Journeypersons shall be 1 Apprentice to 1 Journeyperson. Either the Association or the Union may provide three (3) months advance notice in writing to the other party to terminate this ratio and revert to a ratio of one Apprentice to two Journeypersons. The party receiving a notice to terminate will acknowledge receipt of the notice forthwith and the parties agree to meet and discuss the reasons for the termination.

**THAT** generally the optimal approximate distribution of Apprentices employed would be 1<sup>st</sup> Year - 40%, 2<sup>nd</sup> Year - 30% and 3<sup>rd</sup> Year - 30%. The Union understands the need on certain projects and or phases of a project that this ratio may not be practical and the Employer will submit a written request to follow a different ratio. The Union will respond to this request in writing. The parties will attempt to provide as much notice as possible and to respond to each other in a timely manner.

The implementation of this ratio will not result in any layoffs of any Journeypersons currently employed.

**THAT** the Apprentice Base Rate as a percentage of the Journeyperson Basic Rate shall be as follows:

Third Year Apprentice – 80%, Second Year Apprentice - 65%, First Year Apprentice – 50%

**THAT** Pension contributions for the First Year apprentice shall be 50% of the Journeyperson pension contribution. Should either party terminate the ratios as contemplated above the pension contribution for the First Year Apprentice shall revert to the full pension contribution.

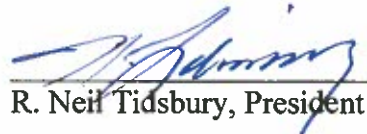
All aspects of this Letter of Understanding shall become effective on November 3<sup>rd</sup>, 2013.

This Letter of Understanding shall be attached to and become part of the Collective Agreement entered into between the Parties pursuant to the Registration Certificate No. 9.

SIGNED this 10<sup>th</sup> day of Sept., 2013.

**CONSTRUCTION LABOUR RELATIONS  
AN ALBERTA ASSOCIATION INSULATORS  
(PROVINCIAL) TRADE DIVISION**

By:

  
R. Neil Tidsbury, President

**THE INTERNATIONAL ASSOCIATION OF  
HEAT AND FROST INSULATORS AND  
ALLIED WORKERS, LOCAL UNION #110**

By:

  
Wade Logan, Business Manager, Local 110