



The following is a list of Articles and Letters of Understanding/Intent that have not been opened by either party and require no changes.



Article/Letter	Title
Article 1	Definitions
Article 2	Terms of Employment
Article 3	Master/Subsidiary Agreements
Article 4	Application
Article 5	Management Recognition
Article 6	Union Recognition
Article 7	Personal File
Article 8	Union Membership and Dues Check-Off
Article 9	Employer-Union Relations
Article 10	Employer-Employee Relations
Article 11	Time Off For Union Business
Article 14	Acting Incumbent
Article 19	Call Back Pay
Article 20	Reporting Pay
Article 21	Standby Pay
Article 23	Workers' Compensation Supplement
Article 24	Forest Fire Operations, Flood Control and Pollution Control
Article 25	Correctional Institution Salary Allowance
Article 31	Casual Illness
Article 33A	Long Term Disability (LTD)
Article 35	Insurance
Article 39	Military Leave
Article 40	Adoption/Parental Leave
Article 40A	Maternity Leave
Article 41	Court Leave
Article 42	Employment Insurance Premium Reduction
Article 45	Pay Administration
Article 48	Printing of Agreements
Article 49	Employee Benefits Committee
Article 50	Harassment and Discrimination
Article 53	Contracting Out
Article 54	Workload
Article 55	Compassionate Care Leave
LOU 3	LOU 3 – Separation For Temporary Employees and 2850 Hour Wage Employees
LOU 4	LOU 4 – Payout of Annual Vacation
LOU 5	LOU 5 – 6 and 3 Work Schedules
LOU 7	LOU 7 – Paid Up Life Insurance For Retired or Terminated Employees (Paid Up Life Insurance Plan)

LOU 8	LOU 8 – Legal Fees
LOU 20	LOU 20 – Over Range Protocol
LOI 1	Letter of Intent 1 – Employee Relations Committees
LOI 2	Letter of Intent 2 – Temporary and Wage Review

  
For the Employer

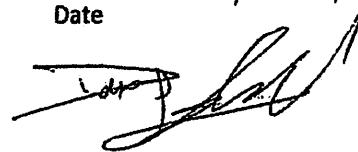
FEB 15, 2024

Date

  
For the Union

FEB 15, 2024

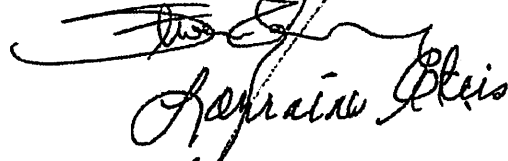
Date



Kathleen Buss



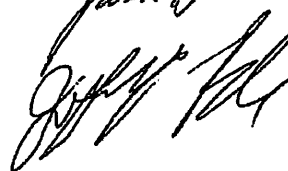
R. L. Clapp



Stephanie Bleis




Jani Hume



Jeff Hume


The following is a list of Articles and Letters of Understanding/Intent from all Subsidiary (Local) Agreements that have not been opened by either party or to be renewed and require no changes.

Subsidiary 1




Article/Letter	Title
Article 1	Probationary Period
Article 2	Hours of Work
Article 3	Overtime
Article 5	Medical Examinations
Article 6	Employee Relations Committee
LOU 1	Work Schedules
LOU 2	Peter Lougheed Provincial Park
LOU 3	Rest Periods for Resolution and Court Administration Services
LOU 4	2 Week Rotation for Administrative Support of the Kananaskis Emergency Services Centre
LOU 5	10 Hour Shift for Administrative Support Assigned to Sikome Lake
LOI 1	ERC Items

Subsidiary 2




Article/Letter	Title
Article 1	Probationary Period
Article 3	Overtime
Article 5	Employee Relations Committee
Article 6	Supplies and Equipment
LOU 1	Salary Modifiers
LOU 2	Community and Social Services, Alberta Supports and Income and Employment Services (ASIES) Program Advisory Committee
LOU 3	9.06-Hour Shift Rotation Alberta Serious Incident Response Team (ASIRT)
LOU 4	Subsidiary 02 Employees Working in S.C.A.N
LOU 6	8-Week Shift Rotation Transportation Management Centre Officer of the Planning, Finance and Technical Standards Branch – Highway Operations Unit in Edmonton Alberta
LOU 7	8-Week Shift Rotation Regulatory Compliance Officers at Alberta EDGE (Environmental and Dangerous Goods Emergencies)

Subsidiary 3




Article/Letter	Title
Article 1	Probationary Period
Article 2	Hours of Work
Article 3	Overtime
Article 5	Medical Examinations
Article 7	Camp Staff Allowance




LOU 1	6/3 Shift Rotation
LOU 2	Wage Employees
LOU 3	12 Hour Shift Rotations – Medicine Hat Remand Centre
LOU 5	Employee Relations Committee – Sheriff Highway Patrol – North and South Regions
TOR	Employee Relations Committee Sheriff Highway Patrol - North and South Regions Terms of Reference
LOU 7	12 Hour Shift Rotations for Sheriffs at the Provincial Legislature Grounds and Sheriffs Operational Communications Centre (SOCC) Supervisors
LOU 8	Alberta Law Enforcement Response Team Overtime
LOU 9	Salary Modifier – Drug Detection Dog Handler

Subsidiary 4




Article/Letter	Title
Article 1	Probationary Period
Article 2	Hours of Work
Article 3	Overtime
Article 5	Tools
LOU 1	12 Hour Shifts
LOU 2	Tools
LOU 3	12-Hour Shifts - Kananaskis Emergency Service Centre
LOU 4	Winter Change - Trail Crew in Peter Lougheed Provincial Park
LOU 5	6-Week Shift Rotation - Maintenance Service Workers & Power Plant Engineers at the Royal Alberta Museum
LOU 6	1-Week shift rotation under Subsidiary 004 - Maintenance Service Workers on the Trail Crew in Canmore Nordic Centre

Subsidiary 5



Article/Letter	Title
Article 1	Probationary Period
Article 3	Overtime
Article 5	Medical Examinations
Article 7	Wilderness Camp Allowance
TOR	Employee Relations Committee Terms of Reference

Subsidiary 6



Article/Letter	Title
Article 1	Probationary Period
Article 3	Overtime
Article 5	Shift Schedules for Continuous Operations for Employees in Schedule "A-1"



TOR	Employee Relations Committee Medical and Rehabilitative Services Terms of Reference
LOU 1	Provincial Advisory Program Committees - TOR
LOU 2	Joint Consultations Committee
LOU 3	Shift Schedules at Michener
LOI 1	Professional Fees
LOI 2	Workload Appeal Process

Subsidiary 9

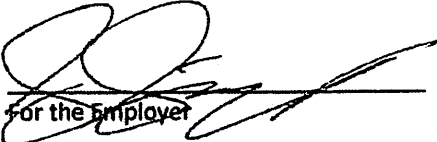
Article/Letter	Title
Article 1	Probationary Period
Article 2	Hours of Work
Article 3	Overtime
Article 5	Medical Examinations
Article 6	Shift Schedules for Continuous Operations
Article 7	Camp Allowance
LOU 1	Communicable Diseases
LOU 2	Employee Relations Committee
TOR	Employee Relations Committee Health and Therapy Support Services and Institutional and Patient Support Services Terms of Reference
LOU 3	Medication Administration
LOU 4	Joint Consultation Committee
LOU 5	Employees Working Split Shifts at the Hinton Training Centre
LOI 1	Employee Safety

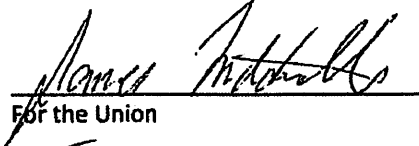
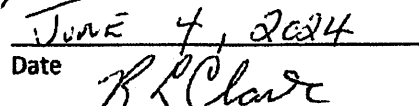
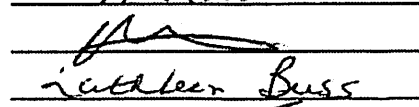

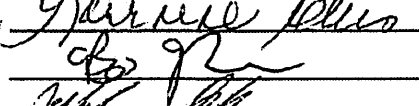
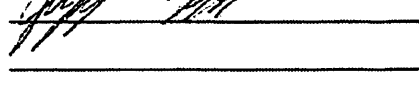
Subsidiary 12

Article/Letter	Title
Article 1	Probationary Period
Article 2	Hours of Work
Article 3	Overtime
Article 5	Medical Examinations
LOU 2	Employee Relations Committee
TOR	Employee Relations Committee Technical, General and Field Services Terms of Reference
LOU 5	11.43 Hour Shifts, Alberta First Responder Radio Communications System

Government of Alberta and Alberta Union of Provincial Employees  
June 3, 2024

Without Prejudice  
CONFIDENTIAL

  
For the Employer  
June 4, 2024  
Date

  
For the Union  
June 4, 2024  
Date  
  
R. P. Chaudhary  
  
Catherine Buss  
  
Gerry Buss  
  
Bob Buss  
  
John Buss

~~This Agreement made the 14<sup>th</sup> day of December, 2024~~ DATE OF RATIFICATION  
BETWEEN:

THE CROWN HIS MAJESTY IN RIGHT OF ALBERTA  
(hereafter referred to as the Employer)

OF THE FIRST PART

- and -

THE ALBERTA UNION OF PROVINCIAL EMPLOYEES  
(hereafter referred to as the Union)


OF THE SECOND PART

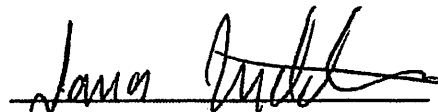
- and -

WHEREAS, the Union has the sole right to negotiate and conclude a Collective Agreement on behalf of the Employees of the Crown pursuant to the *Public Service Employee Relations Act*; and

WHEREAS, the Parties are mutually desirous of entering into a Collective Agreement, consisting of a Master and Subsidiary Agreements, with the intent and purpose to promote a harmonious relationship between the Employees and the Employer, and to set forth in this Collective Agreement rates of pay, hours of work and conditions of employment.

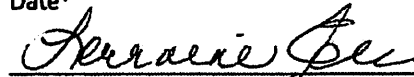
NOW THEREFORE, the Parties hereto mutually agree as follows:

  
For the Employer

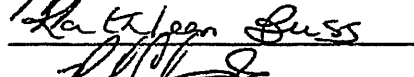
  
For the Union

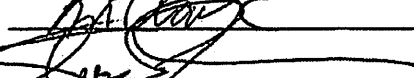
APRIL 9, 2024  
Date

April 9, 2024  
Date



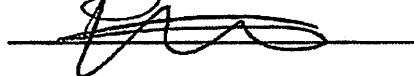


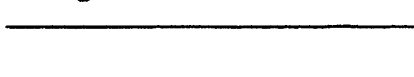








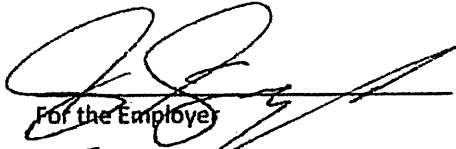






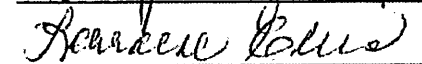
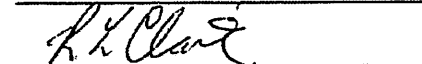
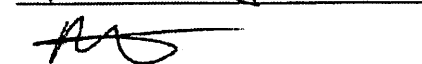
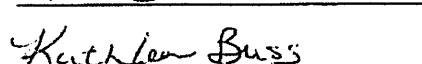
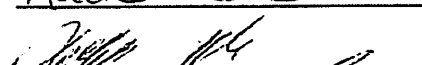
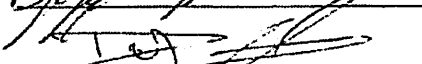
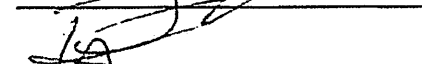


ADDENDUM I

*BP*  
*KS*

The Parties agree that services necessary for the operation of programs variously known as "Evening Class Program", "Continuing Education Programs" or "Further Education Programs" will be purchased by the Employer on a fee-for-service basis in accordance with Section 29 of the Public Service Act. Participation by an Employee in the above programs, on fee-for-service basis, shall be voluntary.

  
For the Employer  
JUNE 4, 2024  
Date

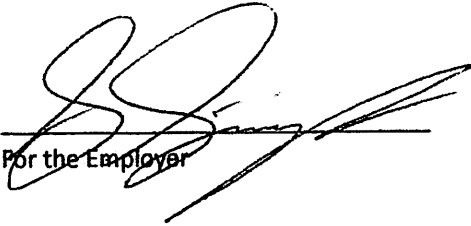
  
For the Union  
JUNE 4, 2024  
Date

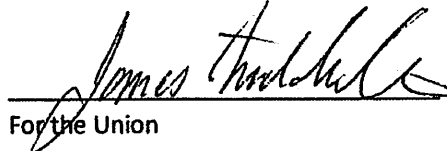
### ARTICLE 13 ATTENDANCE

- 13.01 An Employee who is absent from duty without prior authorization shall communicate daily, the reason for the Employee's absence to an individual designated to receive and/or authorize absences at the Employee's place of work within the time limits set out below:
- (a) in the case of a shift worker, at least one (1) hour prior to the commencement of a shift; or
  - (b) in the case of a non-shift worker, as soon as possible but, in any event, no later than thirty (30) minutes after the normal starting time.
- 13.02 An Employee on authorized leave of absence and/ or illness leave for an indeterminate period shall notify an individual designated to receive and/ or authorize absences at the Employee's place of work of the Employee's intention to return to work in the following manner:
- (a) an Employee reporting for day work shall give notice no later than the preceding work day;
  - (b) an Employee reporting for work on an afternoon or a night shift shall give notice no later than noon of the day immediately preceding the Employee's return to work.
- This clause shall not apply to an Employee who wishes to return to work following an absence in which the Employee was in receipt of Long Term Disability or Workers' Compensation benefits.
- 13.03 An Employee who is on an approved leave of absence without pay of twenty (20) work days or more, and who wishes to return to work prior to the fixed expiration date of the leave of absence shall notify a senior official in writing at the Employee's place of work at least ten (10) full work days prior to the desired date of return. This clause shall not apply to an Employee who wishes to return to work following an absence in which the Employee was in receipt of Long Term Disability or Workers' Compensation benefits.
- 13.04 Time limits, pursuant to Clauses 13.01, 13.02 and 13.03, shall be waived when it can be established that the Employee, for acceptable reasons, was unable to contact the Employee's supervisor or a senior official within the time limits specified.
- 13.05 An Employee is required to provide the Employer with ten (10) full work days prior written notice of resignation if the Employee's wishes to resign in good standing.
- 13.06 An Employee who absents himself from employment and who has not obtained the approval of an individual designated to authorize absences at the Employee's place of work shall, after three (3) consecutive work days of such unauthorized absence, be considered to have abandoned the Employee's position and will be deemed to have resigned, unless it is subsequently shown by the Employee that special circumstances prevented the Employee from reporting to the Employee's place of work.

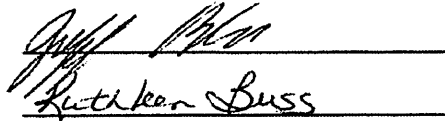


  
\_\_\_\_\_  
For the Employer

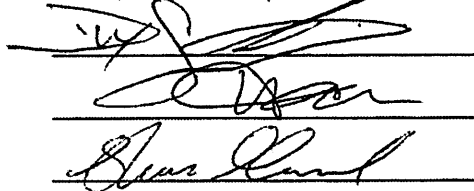
July 10, 2024  
Date

  
\_\_\_\_\_  
For the Union

July 10, 2024  
Date

  
\_\_\_\_\_  
Ruthleen Buss

  
\_\_\_\_\_  
Stellan

  
\_\_\_\_\_  
Dean

  
\_\_\_\_\_  
Brian Lund

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## ARTICLE 16 HOURS OF WORK

- 16.01 (a) The normal hours of work for the purpose of determining pay, benefits and overtime under this Collective Agreement shall be:
- (i) thirty-six and one-quarter (36 1/4) hours per week; or
  - (ii) thirty-eight and three-quarters (38 3/4) hours per week; or
  - (iii) forty (40) hours per week; or
  - (iv) the equivalent of (i), (ii) or (iii) above on a bi-weekly, monthly or annual basis.
- (b) The application of the hours of work stated herein, will be in accordance with provisions set out in the subsidiary agreements.
- 16.02 An Employee's pay shall be based on the hours worked by an Employee.
- 16.03 Employees covered by this Agreement shall normally receive two (2) fifteen (15) minute paid rest periods in each work period in excess of six (6) hours, one (1) period to be granted before the meal break and one to be granted after. An Employee working a period of more than two (2) hours but less than six (6) hours shall be granted one (1) rest period. Rest periods shall be taken at the work site unless otherwise approved by ~~a senior official~~ **the Employer**. Rest periods shall not be granted within one (1) hour of commencement or termination of a work period.
- 16.04 A meal period of not less than one-half (1/2) hour and, except where opted in "Flextime" operations, not more than one and one-half (1 1/2) hours shall be granted to all Employees at approximately the mid-point of each work period that exceeds four (4) hours. Such meal period shall be without pay except as provided for in Clause 16.05.
- 16.05 An Employee who is directed by ~~a designated senior official~~ **the Employer** to remain due to a specific assignment at the Employee's station of employment during the Employee's meal period shall be paid for such meal period at the Employee's regular rate of pay. Time worked during such on-duty lunch break shall not contribute towards a fulfillment of the normal hours of work nor towards any overtime compensation.
- 16.06 An Employee shall not be required, without the Employee's agreement, to work a split shift involving a break between work periods longer than the specified meal period.

16.07 Employees who are required to work shift schedules where their days of rest and scheduled start and end times vary from week to week shall be entitled to the following scheduling provisions:

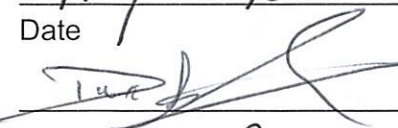
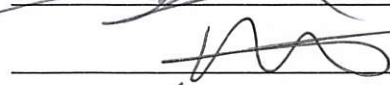
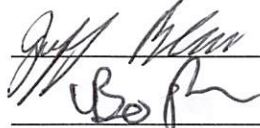

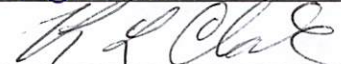
- (a) Shift schedules shall be posted at least twelve (12) weeks in advance or such shorter period as is mutually agreed between the Employer and the Union; and,
- (b) The Employer shall not change an Employee's shift schedule where it results in the Employee's days of rest being changed with less than fourteen (14) days' notice, unless mutually agreed between Employee and the Employer; and,
- (c) The Employer shall not change an Employee's shift schedule where it results in the Employee's scheduled start and end times being changed with less than five (5) days' notice, unless the change is due to an emergency or mutually agreed between the Employee and the Employer; and,
- (d) Shift schedules shall provide for at least two (2) consecutive days of rest at least once in each bi-weekly period unless mutually agreed between Employer and the Union.

16.08 The Parties agree that an Employing Department may implement a flexible or modified work week system under conditions as provided in Supplement I of this Agreement.

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
For the Union

  
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\_\_\_\_\_  




Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice

*A. Hollis*

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*Kathleen Buss*

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CONFIDENTIAL

## ARTICLE 17

### OVERTIME

- 17.01 An Employee may be required to work hours beyond regularly scheduled hours to overcome unexpected workloads and to meet extraordinary situations. Such overtime shall be authorized by the Employer.
- 17.02 **Part-time Employees working less than the normal hours of work stated in Clause 16.01 who are required to work longer than their usual daily or weekly hours shall be paid at the rate of straight time for the hours so worked until they exceed the normal daily or weekly hours for full time Employees in the same Class, after which the overtime provisions of Clause 17.03 shall apply.**
- 17.023 An Employee who has been authorized to work overtime and who is employed in a classification that is not excluded from premium overtime payment shall be compensated as follows:
- (a) Where overtime is controlled on a daily basis:
    - (i) Subject to Clause 17.07, for overtime hours worked on a regularly scheduled work day at time and one half the Employee's regular hourly salary for the first two (2) hours worked in excess of the Employee's regular daily hours and at double the Employee's regular hourly salary for hours worked in excess of two (2) hours;
    - (ii) For overtime hours worked on day(s) of rest:
      - (a) at time and one-half the Employee's regular hourly salary for all hours worked up to the equivalent of full normal daily hours and double time for additional hours worked thereafter, on a compressed work week day off or on the Employee's regularly scheduled first day of rest; and,
      - (b) at double the Employee's regular hourly salary for all hours worked on subsequently scheduled day(s) of rest in that rest period.
    - (iii) For purposes of this subsection, authorized travel on government business shall be considered working hours and when authorized outside of normal working hours, or on a regularly scheduled day of rest, the overtime rates of this subsection shall apply except that an Employee shall not be compensated for travel spent proceeding to and from their usual place of work and residence.
  - (b) Where overtime is controlled other than on a daily basis, in accordance with appropriate subsidiary agreements.

CONFIDENTIAL

- 17.034 Any overtime worked by the Employee may be claimed as compensatory time off with pay in lieu of a cash settlement. However, compensatory time off shall be scheduled before the end of the current fiscal year (March 31) to be taken at a mutually agreeable time within twelve (12) months from the date that the overtime was worked. All overtime not scheduled and approved as compensatory time off by the end of the current fiscal year shall be paid out in cash.
- 17.045 An Employee who requests for personal reasons, and who as a result of such a request, is authorized to work daily or weekly hours in excess of the Employee's normal requirement, shall be compensated for the extra hours worked at straight time rates. It is not the intent of this section to deny overtime rights to an Employee.
- 17.056 (a) An Employee who is required to attend a training course or seminar on the Employee's normal day of work shall be paid at straight time rates for the hours spent on training to a maximum of the Employee's normal daily hours of work for that period. Overtime rate shall apply to any hours worked beyond the normal daily maximum.
- (b) An Employee who is required to attend a training course or seminar on a regularly scheduled day of rest shall be paid at overtime rates for all hours spent on training or attending the seminar.
- (c) An Employee who is required to attend a training course or seminar, which necessitates travel outside of the urban area in which the Employee is employed shall be compensated at overtime rates for the actual hours spent in travel provided such travel time is in excess of the Employee's normal daily or weekly hours of work.
- 17.067 Overtime payment or compensatory time off shall be calculated to the nearest quarter hour and shall not be allowed twice for the same hours.
- 17.078 Overtime pay shall be calculated from the annual salary rate in effect at the time overtime is worked regardless of any subsequent retroactive change in that rate.
- 17.08 ~~Part-time Employees working less than the normal hours of work stated in Clause 16.01 who are required to work longer than their usual daily or weekly hours shall be paid at the rate of straight time for the hours so worked until they exceed the normal daily or weekly hours for full time Employees in the same Class, after which the overtime provisions of Clause 17.03 shall apply.~~
- 17.09 Where Employees are working flexible hours, or a modified work week, the conditions as provided in Supplement I to this Agreement shall apply.

CONFIDENTIAL

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

*James Mitchell*  
\_\_\_\_\_  
For the Union

*Aug 25/25*  
\_\_\_\_\_  
Date

*[Signature]*  
\_\_\_\_\_  
*[Signature]*  
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*Jeff Blum*  
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*UBOP*  
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*KL Clarke*  
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*D. Espino*  
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*Kathleen Buss*  
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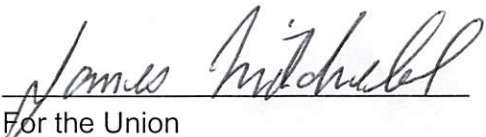


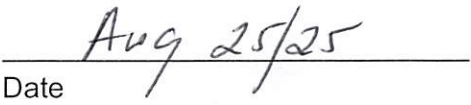


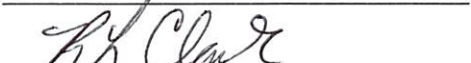
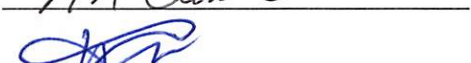
**ARTICLE 18**  
**SHIFT DIFFERENTIAL**

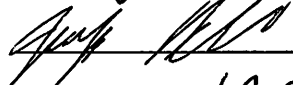
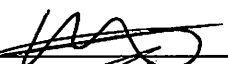
- 18.01 (a) Where, because of operational requirements, an Employee is scheduled by the Employer to work shifts, that Employee shall receive two dollars and seventy-five (\$2.75) cents per hour for working a shift where at least one-half of the hours in such shift fall between 3:00 p.m. and 11:00 p.m.
- (b) Where, because of operational requirements, an Employee is scheduled by the Employer to work shifts, that Employee shall receive five dollars (\$5.00) per hour for working a shift where at least one-half of the hours in such shift fall between 11:00 p.m. and 7:00 a.m.
- 18.02 For the purposes of this Article, a shift refers to the daily equivalent of the normal hours of work as set out in Clause 16.01. A wage or part-time Employee who works less than the daily equivalent of the normal hours of work shall be paid shift differential if the Employee works a minimum of four (4) hours within the periods identified in Article 18.01 (a) and (b).
- 18.03 At no time shall shift differential be included with the Employee's regular rate of pay for purposes of computing overtime payments, other premium payments, or any Employee benefits.
- 18.04 ~~Shift differential shall not be paid on any hours for which an Employee receives overtime compensation.~~ **Where applicable, an Employee shall be eligible to receive both overtime compensation and shift differential, concurrently.**

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
For the Union

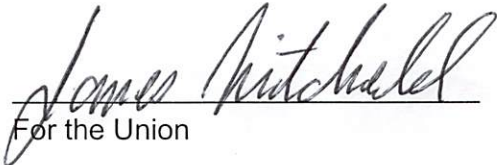
  
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**ARTICLE 18A  
WEEKEND PREMIUM**


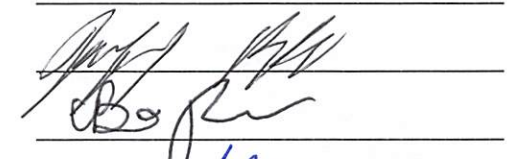

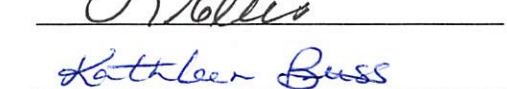
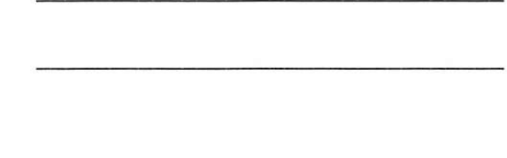
- 18A.01 An Employee who works Saturdays or Sundays as part of the Employee's regularly scheduled work week, shall receive a weekend premium of three dollars and twenty-five (\$3.25) cents for each hour worked from Friday at 3:00 p.m. to Monday at 7:00 a.m. ~~The weekend premium shall not be paid to an Employee who is not regularly scheduled to work weekends and receives overtime compensation for working Saturday or Sunday as a day of rest~~ **Where applicable, an Employee shall be eligible to receive both overtime compensation and weekend premium, concurrently.**
- 18A.02 At no time shall weekend premium be included with the Employee's regular rate of pay for purposes of computing overtime payments, other premium payments, or any Employee benefits.

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For the Employer

  
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For the Union

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Date

  
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**ARTICLE 22**  
**NORTHERN ALLOWANCE PAY**

22.01 An Employee who is employed at a location north of the 57th parallel of north latitude in the Province of Alberta shall be paid in addition to the Employee's basic salary, a Northern Allowance of two hundred and forty-one dollars and thirty- eight cents (\$241.38) for each bi-weekly pay period served.

22.02 For partial bi-weekly periods of employment an Employee eligible for Northern Allowance pursuant to Clause 22.01 shall receive payment in accordance with the following formula:

Bi-weekly Northern Allowance

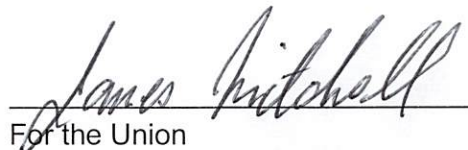
10  
(# of work days in a  
bi-weekly period)

X Number of days worked in the  
pay period at  
straight time  
rates

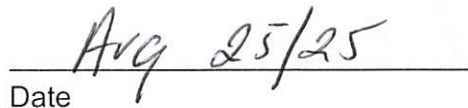
22.03 An Employee not residing in the Northern Area specified in Clause 22.01, who is on travel status or is in receipt of any subsistence allowance will not be eligible for Northern Allowance Pay.

22.04 An Employee who otherwise qualifies for the allowance shall continue receiving the allowance for any period of approved leave with pay. However, the allowance shall not be paid for any period the Employee is on leave without pay.

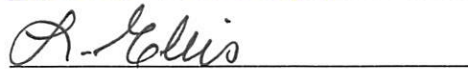
\_\_\_\_\_  
For the Employer

  
\_\_\_\_\_  
For the Union

\_\_\_\_\_  
Date


  
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Kaitleen Buss

  
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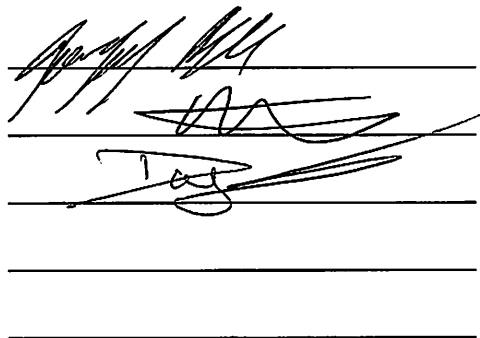
  
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Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

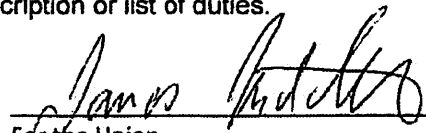
Without Prejudice

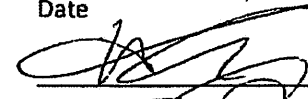
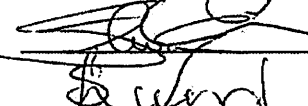
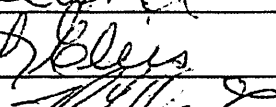
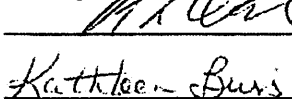
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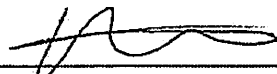
**ARTICLE 27**  
**PROBATIONARY EMPLOYEE AND PERIOD**

- 27.01 A person appointed to a position pursuant to the Public Service Act shall serve a probationary period.
- 27.02 An Employee who has previously been employed by the Employer may, at the discretion of the Employer, have such previous employment considered as part of the probationary period as specified for the classification.
- 27.03
- (a) The period of probation shall start on the date of commencement and shall be six (6) or twelve (12) months as stipulated for classifications by the subsidiary agreements.
  - (b) The period of probation may be extended by ~~written agreement of the Union and the Employer~~, with written notice to the union. Any subsequent extension requires written agreement of the union.
  - (c) Notwithstanding 27.03(b), an Employee who is absent for a period of paid or unpaid leave, with the exception of annual vacation leave, exceeding twenty (20) consecutive Work Days during the probationary period may, at the discretion of the Employer, have the probation period extended by an equivalent period to the length of that leave.
  - (d) An Employee shall be notified in writing of any extension of the probation period prior to the expiry of the probation period. Such notification shall include the reasons for the extension.
  - (e) This Article will also apply to Employees appointed to a Temporary Position.
- 27.04 The probationary period for an Apprentice shall be twelve (12) months.
- 27.05 On commencement of employment, a new Employee shall be provided with a copy of the Employee's position description or list of duties.

  
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For the Employer  
MARCH 7, 2024  
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Date

  
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For the Union  
MARCH 7, 2024  
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## ARTICLE 28 DISCIPLINARY ACTION

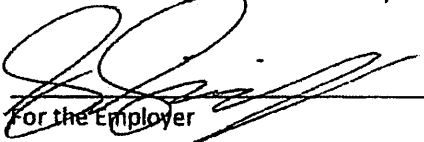
- 28.01 The Employer follows the principles of progressive discipline.
- 28.02 When an Employee has been given a written reprimand, suspension, disciplinary demotion or is dismissed from employment, the Employee shall be informed in writing as to the reason(s) for such action. The Employee will be provided with a copy of all correspondence or written notices pertaining to the Employee's conduct or performance which are placed on the Employee's personal file.
- 28.03 An Employee who is to be interviewed for the purpose of disciplinary action, or potential disciplinary action as referred to in Clause 28.01, **or due to an employee or the employer feeling that discussions during a practice review or fact-finding meeting may result in disciplinary action**, shall:
- (a) be notified of the time and place of the interview with reasonable advance notice which shall not be less than twenty-four (24) hours unless otherwise mutually agreed upon and, if desired by the Employee, the Employee may arrange to be accompanied by a Union Representative or Union Steward. When a Union Steward requires time off from work to accompany an Employee to an interview pursuant to this Clause, the Union Steward must obtain prior approval from the Employer to be absent from work, and, if approval is granted, leave without loss of pay will be allowed;
  - (b) where a complaint has been filed, be provided with the specifics of the allegation in a timely manner, ensuring the integrity of the investigation is not compromised; and
  - (c) have interviews/ investigation ~~conducted~~ **concluded in a timely manner within 90 days. Requests for extensions shall not be unreasonably denied.**
- 28.04 An Employee who has been subject to an investigation shall receive written notification of the results of an interview/ investigation, and any subsequent disciplinary action rendered in a timely manner as appropriate to the circumstances.
- 28.05 **Disciplinary action will be deemed removed after eighteen (18) months, An Employee who has been subjected to disciplinary action may, after twenty-four (24) months of continuous service from the date the disciplinary action was invoked, request that their personal file be purged of any record of the disciplinary action. Such request will be granted providing:**


- (a) the Employee's file does not contain any further record of disciplinary action during that ~~twenty-four (24)~~ **eighteen (18)** months period; and
- (b) the disciplinary action is not the subject of an unresolved grievance.

An Employee who is absent for a period of paid or unpaid leave, or who is reinstated to employment following a period exceeding twenty (20) consecutive Work Days, from the date the disciplinary action was invoked may, at the discretion of the Employer, have a period of ~~twenty-four (24)~~ **eighteen (18)** months continuous service extended by an equivalent period to the length of that leave.

28.06 When an Employee has grieved a disciplinary action and a Designated Officer has either allowed the grievance or substituted a lesser penalty for that levied against the grievor, the personal file of the Employee shall be amended to reflect this action, provided that this action results in the abandonment of the grievance. Where the grievor appeals the disciplinary action to adjudication, the personal file of the Employee shall be amended to reflect the award of the arbitrator or arbitration board.

28.07 Subject to Article 29, an Employee may be dismissed, suspended, demoted or given a written reprimand for just cause.

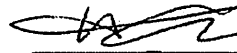
  
For the Employer  
March 7, 2024  
Date

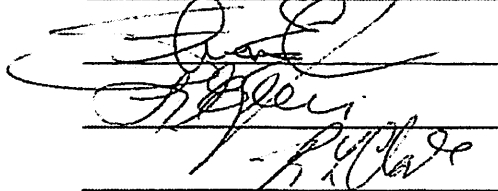
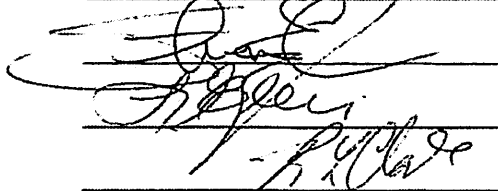
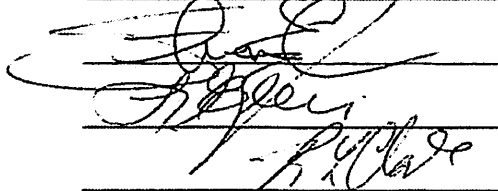
  
For the Union

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Katherine Biss

  
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## ARTICLE 29 GRIEVANCE PROCEDURE

### 29.01

#### Definitions and Scope

- (a) A grievance is a difference arising out of the interpretation, application, operation or any contravention or alleged contravention of this Agreement or as to whether any such difference can be the subject of arbitration. A grievance shall be categorized as follows:
- (i) An individual grievance is a difference affecting one (1) Employee. Such grievance shall be initiated at the appropriate level of the grievance procedure as outlined in clause 29.03;
  - (ii) A group grievance is a difference affecting two (2) or more Employees, seeking the same redress. Such grievance shall be initiated in the same manner as an individual grievance as outlined in Clause 29.03. A group grievance shall list all Employees included in the grievance; or
  - (iii) A policy grievance is a difference that seeks to enforce an obligation of the Employer to the Union or the Union or its members to the Employer. A policy grievance shall not be about an obligation that may or could have been the subject of a grievance by an Employee.
- b) At each step of the Grievance Procedure, the Employer's Representative and the Union Representative shall exchange all particulars known to them and related to the issue in dispute that would assist in resolving the grievance.
- (c) A grievance concerning the dismissal or termination of employment of a Probationary Employee may be subject to the Grievance Procedure except that it shall not be a subject of arbitration at Level 3.
- (e) Notwithstanding 29.01(d), a Wage Employee who has served twenty-four (24) months of service from their date of first hire and who is dismissed for disciplinary reasons in accordance with Article 28, Disciplinary Action, shall have access to the Grievance Procedure including arbitration at Level 3.
- (f) "Demotion" means a transfer to a position with a lower maximum salary.

### 29.02

#### Meetings During Grievance Procedure

- (a) A Union Steward shall not discuss a grievance or leave their place of work to investigate a grievance, during working hours without first obtaining permission from his supervisor to do so.
- (b) When a request for discussion at Level 1 or Level 2 of the Grievance Procedure has been approved, leave with pay shall be allowed. However, the Grievor and any accompanying Union Steward shall inform their respective supervisors before leaving and upon returning to their respective workplaces. Expenses incurred in attending the meeting may be claimed in accordance with the Travel, Meal and Hospitality Expense Directive and the Public Service Relocation and Employment Expenses regulations.

29.03

Grievance Process

An Employee and their manager will attempt to resolve differences through informal means, where possible, prior to proceeding with a written grievance. A Union Steward, at the request of the Employee, may accompany and assist the Employee at this step.

(a) Level 1

An Employee wishing to pursue a grievance, shall submit it in writing to the Employee's Department Human Resources Representative within twenty-one (21) days of the date upon which the subject of the grievance occurred or the time the Employee first became aware or ought to have become aware of the subject of the grievance.

In an attempt to resolve the difference, the Human Resources representative or the aggrieved may request that a written grievance be discussed with the grievor, the grievor's manager (either the first level non-bargaining unit supervisor or a higher-level manager, at the Employer's discretion), and the Human Resources representative at Level 1 of the Grievance Procedure. This discussion shall be recognized as the grievor's opportunity to clarify the circumstances surrounding their grievance. The grievor's request for a discussion shall not be unreasonably denied. A Union Staff Member or Union Steward shall be allowed to be present at these discussions, if desired by the grievor.

The Grievor's manager shall reply in writing within fourteen (14) days of receipt of the grievance.

(b) Level 2

With the approval of the Union in writing, an Employee not satisfied with the reply at Level 1 shall, within fourteen (14) days of receipt of that reply submit the Employee's grievance in writing to the Employee's Department Human Resources Representative. The Human Resources representative or the aggrieved may request that a written grievance be discussed with the grievor, the Designated Officer and the Human Resources representative at Level 2 of the Grievance Procedure. A Union Staff Member or Union Steward shall be allowed to be present at these discussions, if desired by the grievor.

The Designated Officer at Level 2 shall reply in writing to the Employee within fourteen (14) days of receipt of the grievance at Level 2 and shall submit a copy of the Designated Officer's reply to the Union.

(c) Variance From Grievance Procedure

The level of commencement of a grievance may be varied up to and including Level 2 by written agreement between the Employer and the Union.

(d) Grievances involving Dismissal, Suspension without pay and Demotion shall be commenced at Level 2 **within fourteen (14) days of the date upon which the subject of the grievance occurred**, unless otherwise agreed between the Parties pursuant to Sub-Clause 29.03(c) above.

(e) Policy Grievance



A Policy Grievance shall be submitted to the other Party within fourteen (14) days of the date upon which the alleged violation of the Collective Agreement has occurred, or within fourteen (14) days from the date upon which the aggrieved Party first became aware of the subject of the grievance.

Within a reasonable time of filing a Policy Grievance, the Parties shall meet in an attempt to resolve the difference. Failure to resolve the Policy Grievance within fourteen (14) days of filing shall entitle the aggrieved Party to advance the Policy Grievance to Level 3 within an additional fourteen (14) days.

29.04

Level 3 - Arbitration

- (a) If a settlement is not reached through the above proceedings, an Employee with the approval of the Union (in the case of an Employee grievance), the Union (in the case of a Union grievance) and the Employer (in the case of an Employer grievance) may refer the grievance to arbitration by notice in writing that must be given within fourteen (14) days of receipt of the reply at the previous stage or level to which the grievance was advanced. Notice to the Employer shall be given to the Public Service Commissioner or Designate.
- (b) The submission of a grievance to arbitration shall be to an Arbitration Board of three (3) members, one (1) to be appointed by the Union, one (1) to be appointed by the Employer and a third, who shall act as Chairperson, to be mutually agreed upon by the other two (2), or to a single arbitrator or to a mediator-arbitrator.
- (c) (i) The notice referred to in Sub-Clause 29.04(a) above shall indicate which system of arbitration the party wishes to follow, and state the name of its nominee to an arbitration board or suggest one or more names of persons it is willing to accept as a single arbitrator; or mediator-arbitrator, as the case may be;
- (ii) Upon receipt of the notice referred to in Sub-Clause 29.04(a) above, the other Party shall respond within seven (7) days, indicating which system of arbitration it finds acceptable in respect to the grievance. If the other Party does not respond within the said seven (7) days, the grievance will be dealt with by an Arbitration Board. If it is not agreed that a single arbitrator or mediator-arbitrator shall be used, the other Party shall state the name of its nominee to an Arbitration Board. The Party initiating the submission of the grievance to arbitration under 29.04(c)(i) above shall then, within seven (7) days, state the name of its nominee to an Arbitration Board. If the other Party fails to appoint its nominee to an Arbitration Board within fourteen (14) days, its nominee will be appointed by the Chair of the Labour Relations Board upon request of the Party submitting the grievance to arbitration. If the other Party agrees to a single arbitrator or mediator-arbitrator, it shall suggest one or more names of persons it is willing to accept as arbitrator or mediator-arbitrator.
- (d) Where the Parties have submitted a grievance to a mediator-arbitrator, they shall request the mediator-arbitrator to mediate between them and to

encourage them to resolve any difference or differences raised by the grievance. If the mediator-arbitrator determines that the Parties will not resolve their differences, then the mediator-arbitrator is empowered to determine any and all differences and to issue a written award concerning the same. The Parties agree that unless it is otherwise agreed between them, any resolution reached with the assistance of a mediator-arbitrator, or any determination made by a mediator-arbitrator shall not establish a precedent for any other grievance, difference or dispute.

- (e) A single arbitrator or mediator-arbitrator shall have all of the same powers as an Arbitration Board. In such cases, the Party referring the grievance to arbitration, shall, instead of submitting the name of its nominee, submit the name of the arbitrator it wishes to suggest to the other Party. If agreement cannot be reached on the appointment of a single arbitrator or upon the appointment of a mediator-arbitrator, within seven (7) days, an Arbitration Board will be appointed in accordance with the provisions above.
- (f) Each Party to this Agreement shall bear its own costs of arbitration, including the costs of its nominees to the Board. The Parties shall bear equally the costs of arbitration board Chairpersons and single arbitrators and mediator-arbitrators.
- (g) The Employer shall grant an Employee leave of absence with pay for the purpose of attending the arbitration of his grievance. Except where a dismissal of the Employee is upheld by the arbitration decision, an Employee may claim his expenses incurred in attending the arbitration of his grievance in accordance with the Travel, Meal and Hospitality Directive and the Public Service Relocation and Employment Expenses Regulation.
- (h) The Employer shall grant leave of absence with pay to a witness appearing under notice to attend at arbitration proceedings.

29.05

Power of Boards of Arbitration

- (a) Arbitration Boards, single arbitrators and mediator-arbitrators are empowered to decide grievances between the Parties or persons bound by the Collective Agreement.
- (b) Arbitration Boards, single arbitrators and mediator-arbitrators shall not add to, alter, modify or amend any part of the terms of the Collective Agreement by their decision, nor make any decision inconsistent with it nor to deal with any other matter that is not a proper matter for grievance under the Collective Agreement.
- (c) Arbitration Boards, single arbitrators and mediator-arbitrators shall confine their decisions solely to the precise issue submitted to them and shall have no authority to make a decision on any other issue not so submitted.
- (d) When disciplinary action against an Employee is involved, the Arbitration Board, single arbitrator or mediator-arbitrator may vary the penalty as is considered just and reasonable under the circumstances.
- (e) Where a grievance is heard by a three (3) member Board, the decision of a majority of the members is the decision of the Board, but if there is no majority, a decision of the Chairperson governs and that decision is the decision of the Arbitration Board.

29.06 Arbitration Decisions

Arbitration decisions shall be final and binding on the Parties and all other interested persons.

29.07 Procedures and Time Limits

(a) Time limits and procedures contained in this Grievance Procedure are mandatory. Failure to pursue a grievance within the prescribed time limits and in accordance with the prescribed procedures shall result in abandonment of the grievance. Failure to reply to a grievance within the prescribed time limits shall advance the grievance to the next level. Grievances so advanced shall be subject to time limits as if a reply had been made on the last allowable day of the preceding level in the procedure.

(b) Time limits in this Article may be extended by written agreement between the Employer and the Union.

(c) It is clearly understood that time limits established herein are mandatory and are to be adhered to; however, where an arbitrator or Arbitration Board determines that there are reasonable grounds for extending the time for taking any step in the grievance process or arbitration procedure, the arbitrator or Arbitration Board may, notwithstanding Clauses 29.07(a) and (b), grant an extension, even after the expiration of the time, if, in its opinion, the other party would not be unduly prejudiced by the extension. In these situations, the onus is on the Party who fails to adhere to the time limits to prove the reasonableness for its failure to adhere to such time limits.

(d) Service of Documents

If anything is required or permitted to be served under this Agreement, it shall be deemed to be properly served if it is served:

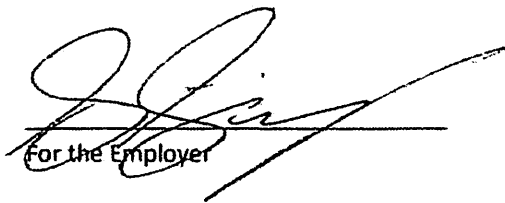
(I) in the case of an individual:

- (i) personally or by leaving it for the individual(s) at the individual's last or most usual place of abode with some person who is apparently at least eighteen (18) years old; or
- (ii) by mailing it to the individual(s) by registered or certified mail at the individual's last known post office address; or
- (iii) personally by a receipted courier service.

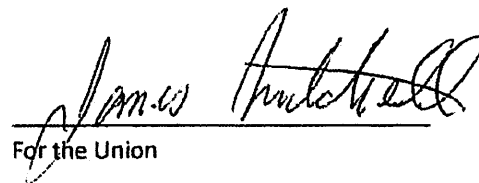
(II) in the case of the Employer:

- (i) personally on the Public Service Commissioner or Designate; or
- (ii) by leaving it at or by sending it by registered or certified mail to the office of the Public Service Commissioner or Designate; or
- (iii) personally on the Public Service Commissioner or Designate by a receipted courier service; or
- (iv) by emailing it to the Public Service Commissioner or Designate.

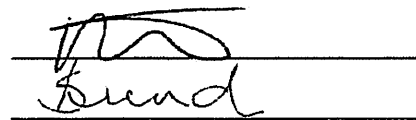
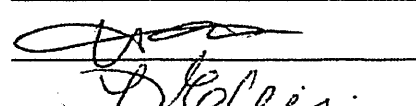
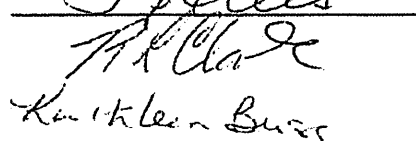
- (III) in the case of the Department:
  - (i) by leaving it at or by sending it by registered or certified mail to the office of the Human Resources representative of the Department; or
  - (ii) by emailing it to the appropriate Human Resources representative for the Department
- (IV) in the case of the Union:
  - (i) personally on the President, Secretary or an officer of the Union or by leaving it at an office occupied by the Union; or
  - (ii) by sending it by registered or certified mail to the address of the President, Secretary or an officer of the Union; or
  - (iii) personally on the President, Secretary or an officer of the Union by a receipted courier service; or
  - (iv) by emailing it to the President, Secretary or an officer of the Union.
- (V) The date of delivery establishes the date of receipt for documents that are served personally.
- (VI) Documents that are mailed by registered or certified mail shall be deemed to have been received on the date they are registered or certified with Canada Post.
- (e) Procedures as stipulated in this Article may be varied by written agreement of the Parties.

  
For the Employer

MARCH 7, 2024.  
Date

  
For the Union

MARCH 7, 2024  
Date

  
Bund  
  
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Klein Buis

Government of Alberta and Alberta Union of Provincial Employees  
March 7, 2024

Without Prejudice

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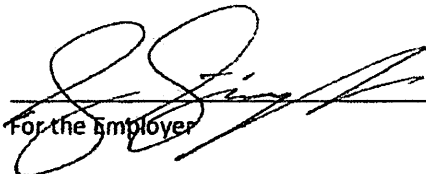
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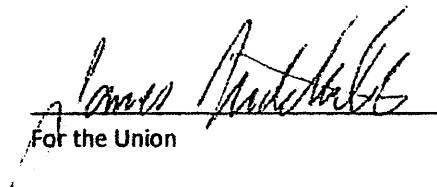
**ARTICLE 30**  
**INSTITUTIONAL FIRE PREVENTION AND CONTROL FIREFIGHTERS**  
**SCHEDULE OF REMUNERATION**

30.01 Employees designated by the Employer to render services in conjunction with Institutional Fire Prevention and Control shall receive remuneration as outlined as follows.

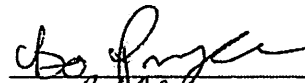


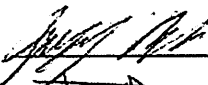
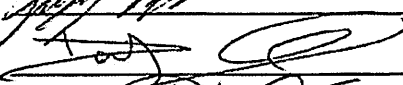
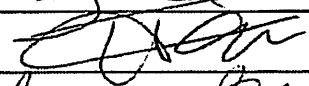
- (a) A Firefighter shall be paid:
- (i) \$35.00 for each tour of fire watch duty; and
  - (ii) \$20.00 for each attendance at two (2) compulsory practice fire drills every month, outside of scheduled working hours.
- (b) A Driver shall be paid:
- (i) \$50.00 for each tour of fire watch duty; and
  - (ii) \$20.00 for each attendance at two (2) compulsory practice fire drills every month, outside of scheduled working hours.
- (c) A Crew Chief shall be paid:
- (i) \$65.00 for each tour of fire watch duty; and
  - (ii) \$20.00 for each attendance at two (2) compulsory practice fire drills every month, outside of scheduled working hours.
- (d) A Fire Captain or Deputy Chief, when assigned the duties of the Fire Chief in the Fire Chief's absence due to holidays or other circumstances, shall be paid at the rate of \$20.00 for each complete day on duty.
- (e) A Firefighter, Driver or Crew Chief shall not receive any additional payment for attending more than two (2) compulsory fire practices during a month.
- (f) A Fire Prevention Officer shall be remunerated at the rate of \$43.68 for each complete bi-weekly pay period worked in areas where necessary. For absences due to vacation, illness or other circumstances, the bi-weekly rate shall be pro-rated accordingly.
- (g) ~~The Executive Director, the Medical Superintendent, or the Business Manager, of the hospital involved and the Physical Plant Manager~~ The Employer shall allow all possible firefighting staff on normal work duty to respond to a fire alarm without loss of pay in order to assure an available crew to fight fire during those hours when there is not a scheduled crew on standby.
- (h) ~~At Michener Center, Red Deer; where the Firefighters return to the institution and are housed in the Fire Hall or other Government provided on-site accommodation away from their regular domicile, an extra remuneration of \$40.00 shall be paid to each Firefighter for each tour of Fire Watch Duty.~~

  
For the Employer

JUNE 4, 2024  
Date

  
For the Union

JUNE 4, 2024  
Date

  
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Kathleen Buss  
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## ARTICLE 32 GENERAL ILLNESS

32.01 "General Illness" means an illness which causes an Employee to be absent from duty for a period of more than three (3) consecutive work days but shall not exceed:

- (a) eighty (80) consecutive work days; or
- (b) where the Employer approves part-time absences and part-time use of General Illness Leave, the eighty (80) days of leave will be converted to the equivalent number of hours and administered accordingly.

General Illness Leave shall be in addition to any Casual Illness Leave entitlements specified in Article 31.

32.02 Provided the Employee is not then absent from work due to illness, pursuant to Clause 32.01, the Employee at the commencement of each year of employment shall be entitled to General Illness Leave at the specified rates of pay in accordance with the following table, and the application of such General Illness Leave shall be as set out in accordance with Clause 32.03:

Completed Calendar Years of Employment	General Illness Leave at 100% of Normal Salary	General Illness Leave at 70% of Normal Salary
Less than 1 month	0 work days*	70 work days
Less than 1 year	10 work days	70 work days
1 year	15 work days	65 work days
2 years	25 work days	55 work days
3 years	35 work days	45 work days
4 years	45 work days	35 work days
5 years	60 work days	20 work days

\* There shall be no salary for each of the first ten (10) work days of general illness.

For purposes of Clause 32.02 "employment" includes salaried employment and also any prior employment on wages provided that there is no break in Government service.

32.03 (a) Subject to Sub-Clause 32.03(b), an Employee upon return to active work after a period of general illness of less than eighty (80) consecutive work days will have:

- (i) illness leave entitlements reinstated pursuant to Clause 32.02 when the Employee returns to work in the next year of employment; or
- (ii) any illness leave days used for which normal salary was paid at the rate of 100% or 70% reinstated for future use at the rate of 70% of normal salary, within the same year of employment.

(b) Such reinstatement shall only occur where an Employee has not taken any general illness leave for the same or related illness during the first ten (10) consecutive work days following the date of return to active work.



- 32.04 The parties recognize their obligation to ensure that, where possible, employees are accommodated or provided with modified duties within their medical limitations. After a second consecutive episode of an employee reinstating their General Illness Leave, having only returned for the minimum ten (10) consecutive working days in Clause 32.03 (b) in both episodes, the employee will participate in a meeting with the employer to assess how the employer may be better able to assist the employee return to work in accordance with Duty to Accommodate obligations. An employee may have a union representative join the meeting at their discretion.
- 32.045 For purposes of this Article, the maximum period of continuous absence recognized shall be eighty (80) consecutive work days. Absences due to illness or disability in excess of that period shall be subject to Article 33A.
- 32.056 Notwithstanding Article 31 or Clause 32.02, an Employee is not eligible to receive sick leave benefits under this Article or Article 31 if the absence is due to an injury, from employment of any other Employer, that qualifies for Workers' Compensation benefits.
- 32.067 When a day designated as a Paid Holiday under Article 36 falls within a period of general illness it shall be counted as a day(s) of general illness and under no circumstances shall an Employee receive any additional entitlement in respect of that day.
- 32.078 This Article is subject to Article 33.

~~For the Employer~~

Date \_\_\_\_\_

MARCH 13, 2024

**For the Union**

**Date**

MARCH 13, 2024

e 33.

*Roma Mitchell*

For the Union

MARCH 13, 2024

Date

*Hon*

*Dellen*

Kathleen Bays

*[Signature]*

*Foster*

*P. Clark*

*[Signature]*

*[Signature]*

**ARTICLE 33  
PROOF OF ILLNESS**

33.01 To obtain illness leave benefits as described in Article 31 the Employer may require that an Employee provide a proper medical certificate or other satisfactory proof of illness, that include:

- (a) a certification by a licensed physician, psychiatrist, nurse practitioner, psychologist, chiropractor, physiotherapist or midwife licensed to practice in the province of Alberta that the Employee is unable to attend work for medical reasons;
- (b) the dates on which the Employee is unable to attend work due to the medical reason;

33.02 The Employer may also require the Employee to provide satisfactory proof of attendance at a medical, dental, physiotherapy, optical, or such other appointment when time off from work is granted to attend such appointments. Where an Employee is required, pursuant to this Clause, to provide a medical certificate or proof of attendance at an appointment, the Employee shall be advised prior to returning to work.

33.023 To obtain and continue illness leave benefits as described in Article 32 the Employee:

- (a) may be required to provide a proper medical certificate or other satisfactory proof of illness for illness leaves of five (5) work days or fewer, and
- (b) is required to provide such proof of illness for leaves beyond five (5) work days.

33.04 While balancing an Employee's right to privacy, a proper medical certificate or other satisfactory proof of illness should generally include:

- (a) a certification by a licensed physician, psychiatrist, nurse practitioner or midwife licensed to practice in the province of Alberta that the Employee is unable to attend work for medical reasons;
- (b) the dates on which the Employee is unable to attend work due to the medical reason;
- (c) if the illness is continuing, the Employee's prognosis and estimate as to the earliest date the Employee is expected to return to work and/or next medical assessment date; and

Where appropriate, medical notes should also generally include:

- (d) if the Employee can return to work but with some restrictions or limitations, a statement of those restrictions or limitations;
- (e) whether the illness is anticipated to be temporary, chronic or permanent; and
- (f) whether the Employee is under a treatment plan.

- 33.035 Where the Employee must pay a fee for a proper medical certificate or other satisfactory proof of illness, the Employer shall reimburse the Employee to a maximum of fifty dollars (\$50.00), in line with the Alberta Medical Association guidelines.
- 33.056 The Employer may require that an Employee undergo an independent medical examination and/or fitness to work assessment. The Employee shall fully participate in the process and participate at the scheduled appointment. The examination or interview shall be at the Employer's expense and on the Employer's time, except in the case of Long Term Disability where the LTD Plan shall govern.
- ~~33.06 (a) The Employer may require that an Employee be examined by a Medical Board:~~
- ~~(i) in the case of prolonged or frequent absence due to illness; or~~
  - ~~(ii) where there is indication of apparent misuse of illness leave; or~~
  - ~~(iii) when it is considered that an Employee is unable to satisfactorily perform the Employee's duties due to disability or illness; or~~
  - ~~(iv) in cases of inconsistencies between two or more medical assessments.~~
- ~~(b) The report of the Medical Board shall contain conclusions and recommendations relating to any limitation or restrictions concerning the Employee's ability to perform the duties of the Employee's position and the medical information leading to those conclusions.~~
- ~~(c) The Employer is responsible for the direct medical costs associated with the examination provided for in Sub-Clause 33.06(a).~~
- 33.07 Pursuant to Clause 33.06, an Employee shall be entitled to have the Employee's personal physician or other physician of the Employee's choice to be a member of the Medical Board or to act as the Employee's counsel before the Medical Board. Expenses incurred under this Clause shall be paid by the Employer. A copy of the report of the Medical Board shall be sent to the Employee's physician.
- 33.08 Where an Employee has been examined by a Medical Board and is also applying for LTD benefits, a copy of the medical report shall be considered as part of the Employee's application.
- 33.097 The Parties agree that Casual and General Illness benefits as provided in Articles 31 and 32 are intended only for the purpose of protecting an Employee from loss of income when the Employee is ill.



For the Employer

MARCH 13, 2024  
Date


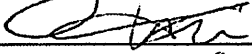
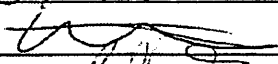
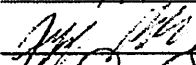
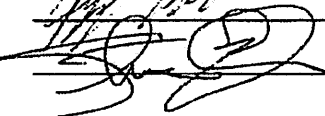


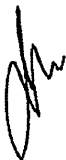
For the Union

MARCH 13, 2024  
Date

Government of Alberta and Alberta Union of Provincial Employees  
March 13, 2024

Without Prejudice  
CONFIDENTIAL


  
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Kathleen Busby  
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**ARTICLE 34**  
**HEALTH PLAN BENEFITS**

34.01 Subject to Article 4, the Employer and Employee shall share the premium cost of the Government Employees' Group MyCHOICE Extended Medical Benefits Plan and the MyCHOICE Prescription Drug Plan for participating Employees as follows:

- 
- (a) one-half (1/2) the cost of the family premium for the MyCHOICE Core coverage, where the Employee and dependents are covered under either or both Plans; or
  - (b) one-half (1/2) the cost of the single premium for the MyCHOICE Core coverage, where only the Employee is covered under either or both Plans; or
  - (c) if the Employee selects the MyCHOICE Enhanced coverage for either or both Plans, the Employer's contribution towards the cost of the single or family premium under the MyCHOICE Enhanced coverage shall be the same as the Employer's contribution towards the cost of the single or family premium under the MyCHOICE Core coverage, with the Employee paying 100% of the additional premium cost between the MyCHOICE Core and Enhanced coverage.

34.02 Employees shall participate in the MyCHOICE group benefit plans for Government of Alberta Employees in the Bargaining Unit in accordance with the terms and conditions contained in the Appendix to the Agreement Establishing the Government of Alberta Employees' Group Extended Medical Benefits Plan Trust. The terms and conditions shall not be considered as incorporated in this Collective Agreement by reference or necessary intendment. Differences respecting any matters related to the administration and application of the MyCHOICE group Extended Medical Benefits and/or Prescription Drug plans are not subject to the grievance and arbitration provisions of this Collective Agreement. The Union shall be provided with a copy of the benefit plans.


34.03 The MyCHOICE Dental Plan will be totally funded by the Employer for participating Employees who elect the MyCHOICE Core coverage. The Employer's contribution towards the cost of the single or family premium under the MyCHOICE Enhanced coverage shall be the same as the

Employer's contribution towards the cost of the premium under the MyCHOICE Core coverage, with the Employee paying 100% of the additional premium cost between the MyCHOICE Core and MyCHOICE Enhanced coverage.

34.04 Employees shall participate in the MyCHOICE group dental plan for Government of Alberta Employees in the Bargaining Unit in accordance with the terms and conditions contained in the Appendix to the Agreement Establishing the Government of Alberta Employees' Group Dental Plan Trust. The terms and conditions shall not be considered as incorporated in this Collective Agreement by reference or necessary intendment. Differences respecting any matters related to the administration and application of the MyCHOICE dental plan are not subject to the grievance and arbitration provisions of this Collective Agreement. The Union shall be provided with a copy of the dental plan.

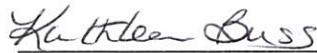



34.05 In order to ensure continued coverage, Employees are responsible for paying their premium costs, including during periods of leave without pay. Failure by the Employee to remit premiums when due will result in the termination of the benefit coverage for the Employee and all enrolled dependents. The Employer shall provide an Employee with a minimum of two (2) weeks written notice prior to terminating benefit coverage. The Employer retains the right to recover from the Employee's pay any benefit premium arrears that the Employee has not paid.

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For the Employer

  
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For the Union


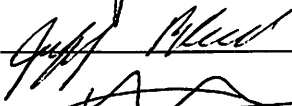
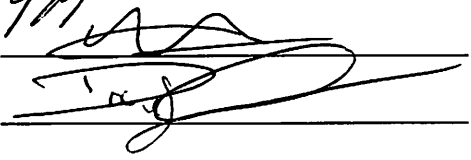
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Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2024  
CONFIDENTIAL

Without Prejudice

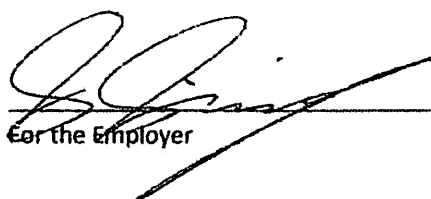
**ARTICLE 36A**  
**CHRISTMAS DECEMBER CLOSURE**

36A.01 It is understood that Christmas December Closure will result in closure of government offices at the Employer's discretion and non-essential operations as outlined below:

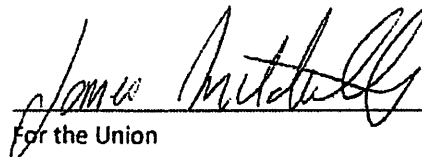
- (a) When Christmas Day falls on a Sunday, the Christmas December closure will occur on December 29, and 30;
- (b) When Christmas Day falls on a Monday, the Christmas December closure will occur on December 28, and 29;
- (c) When Christmas Day falls on a Tuesday, the Christmas December closure will occur on December 27, 28, and 31;
- (d) When Christmas Day falls on a Wednesday, the Christmas December closure will occur on December 24, 30, and 31;
- (e) When Christmas Day falls on a Thursday, the Christmas December will occur on December 29, 30 and 31;
- (f) When Christmas Day falls on a Friday, the Christmas December closure will occur on December 29, 30 and 31;
- (g) When Christmas Day falls on a Saturday, the Christmas December closure will occur on December 29, 30 and 31.

36A.02 Christmas December Closure days are not to be treated as vacation or paid holidays days. Employees are required to take the number of days allotted to them as per Clause 36A.01.

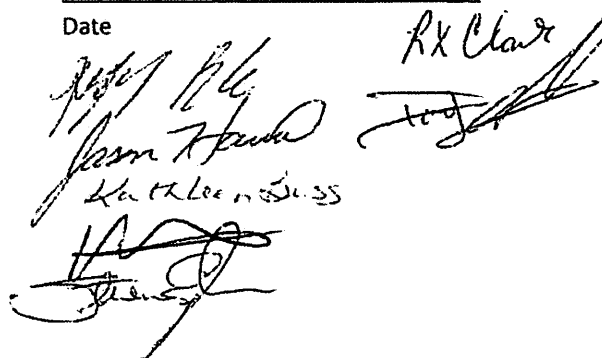
36A.03 When an Employee is required to work on one of the paid days off listed in Clause 36A.01, or is employed in a continuous operation, the paid days off or required period of time worked, shall be taken at the Employee's discretion by the end of the next calendar year, subject to operational requirements.

  
For the Employer

FEB 15, 2024  
Date

  
For the Union

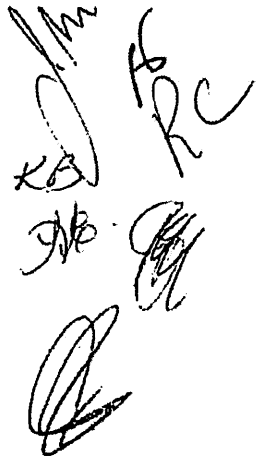
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Kathleen Buss  
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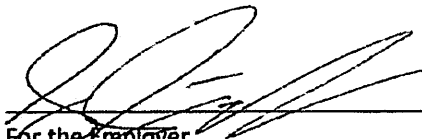
**ARTICLE 37**  
**ANNUAL VACATION LEAVE**

- 37.01 An Employee shall not take vacation leave without prior authorization from the Employer.
- 37.02 An Employee hired into a permanent or temporary salaried position shall receive five (5) work days' vacation credited at the date of commencement.
- (a) Vacation credited in this Clause shall be taken by the Employee no later than the end of the second calendar year of employment.
  - (b) Should an Employee terminate employment prior to the end of their first year (12 full calendar months) of employment and have taken the vacation credit, the Employee will be required to pay back the amount of the vacation credit at the rate of 5/12 work days for each full calendar month as per the formula below:  $\text{Vacation credit owed} = \text{five (5) work days' vacation credit} - (5/12 \times \text{number of months worked in the first year of employment})$ .
- 37.03 Vacation entitlements is earned and accumulated each full calendar month. The Employee can take vacation as it is earned. Earning rate changes in the month following the month vacation service threshold is reached. Vacation thresholds and entitlements with pay, shall be as follows:
- (a) An Employee who has completed less than twelve (12) full months' service as of December 31st, shall receive one and one-quarter ( $1 \frac{1}{4}$ ) work days' vacation for each calendar month worked from the commencement of the Employee's service, provided that when employment has commenced on or before the fifteenth (15th) day of any month, the Employee shall earn vacation entitlements from the first day of that month and when employment has commenced on or after the sixteenth (16th) day of any month, the Employee shall earn vacation entitlements from the first day of the following month.
  - (b) An Employee shall earn fifteen (15) work days of vacation at a rate of  $1 \frac{1}{4}$  work days per calendar month, during 12 full months of service.
  - (c) An Employee who has completed five (5) full years of service in the following month, will begin earning twenty (20) work days' vacation at the rate of  $1 \frac{2}{3}$  work days per calendar month.
  - (d) An Employee who has completed thirteen (13) full years of service in the following month, will begin earning twenty-five (25) work days' vacation at the rate of  $2 \frac{1}{12}$  work days per calendar month.
  - (e) An Employee who has completed twenty-one (21) full years of service in the following month, will begin earning thirty (30) work days' vacation at the rate of  $2 \frac{1}{2}$  work days per calendar month.
  - (f) An Employee who has completed thirty (30) full years of service in the following month, will begin earning thirty-five (35) work days' vacation at the rate of  $2 \frac{11}{12}$  work days per calendar month.
- 37.04 All calculations which result in one-quarter or three-quarters work day fractions shall be rounded out to the next half or full day, whichever applies, except when vacation pay is paid out upon termination pursuant to Clause 37.12.

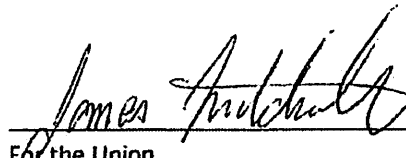


- 37.05 If one or more paid holidays falls during an Employee's annual vacation period, another day or days may be added at the end of the vacation period or at a time authorized by the Employer.
- 37.06 An Employee shall earn vacation leave pursuant to Clause 37.03 when authorized, during the following absences:
- (a) financially assisted Education Leave;
  - (b) the first forty-four (44) consecutive work days of sick leave or absence during Workers' Compensation Supplement; and
  - (c) any other leave of absence with or without pay for the first twenty-two (22) work days.
- 37.07 Vacation leave may be taken in one continuous period or in separate periods.
- 37.08 (a) Vacation leave in respect of each year of service shall be taken as earned or as follows:
- (i) within sixteen (16) months after the end of that year; and
  - (ii) at such time or times as may be approved by the Employer.
- (b) If urgent duties prevent an Employee from taking vacation leave or part thereof within the sixteen (16) month period specified by Sub-Clause (a) of this Clause, the Employee shall take that leave within the six (6) months following that period.
- (c) If an Employee, for sufficiently valid personal reasons, wishes to take vacation leave or part thereof within six (6) months after the end of the sixteen (16) month period specified in Sub-Clause (a) of this Clause, the Employee shall be permitted to do so at such time or times as the Employer may approve.
- (d) Vacation leave shall normally not be postponed as provided by (b) and (c) of this Clause in two (2) successive years.
- (e) When vacation leave is taken within the last four (4) months of the sixteen (16) month period specified in Sub-Clause (a) or is postponed as provided by Sub-Clause (b) or (c), it may be taken immediately before the next period of vacation leave to which the Employee is entitled.
- 37.09 Where an Employee is allowed to take any leave of absence, other than sick leave in conjunction with a period of vacation leave, the vacation leave shall be deemed to precede the additional leave of absence, except in the case of maternity leave which may be authorized before or after vacation leave.
- 37.10 Once vacations are authorized they shall not be changed, other than in cases of emergency, except by mutual agreement.
- 37.11 An Employee who fails to return to work following the last day of authorized vacation leave shall be considered to have absented themselves from employment and the provisions of Clause 13.06 shall apply.
- 37.12 An Employee shall not be paid cash in lieu of vacation earned, except upon termination in which case the Employee shall receive vacation pay for such vacation earned but not taken. Upon termination an Employee shall receive vacation pay for such vacation earned but not taken.

- 37.13 The Employer shall, subject to the operational requirements of the Department, make every reasonable effort to grant an Employee, upon request, at least two (2) weeks of the Employee's annual vacation entitlement during the summer months.

  
For the Employer

MARCH 7, 2024  
Date

  
For the Union

MARCH 7, 2024  
Date

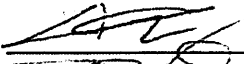



KATHLEEN BURS

RH CLARK

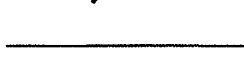
SERRAIE BLEIS

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**ARTICLE 38  
SPECIAL LEAVE**

38.01 An Employee who requires time off from work, may be granted special leave without loss of pay upon approval by a senior official at the Employee's workplace. The maximum leave available under this article is ten (10) work days in a calendar year, except where approval is obtained from the Employer for additional bereavement leave as described in Clause 38.03. The circumstances under which special leave may be approved are subject to Clause 38.02 and subject to the corresponding yearly maximum number of work days as follows:

- (a) illness within the immediate family – up to ten (10) work days;
- (b) bereavement – up to ten (10) work days around the date of the death and/or funeral;
- (c) personal – up to three (3) work days;
- (d) domestic violence – up to five (5) work days.

38.02 For purposes of determining eligibility for special leave under Clause 38.01, the following provisions shall apply:

- (a) an Employee who requires time off work, shall be granted leave without loss of pay for a period of up to ten (10) work days, including travel time, if there is an illness in the Employee's immediate family.

Immediate family means an Employee's spouse, benefit partner, or any of the following relations of an Employee, spouse, or benefit partner: parent, guardian, parent-in-law, grandparent, grandchild, ~~son,~~ daughter, child, step-child, sibling and relatives who permanently reside with the Employee;

The leave of absence shall not include taking the person to a medical, dental, optical, or other such appointment, unless there is no other family member available to take the person to an appointment;

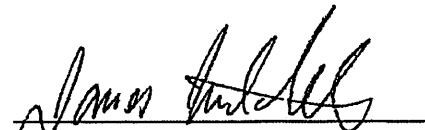
- (b) bereavement - leave of absence will be granted in the event of the death of the Employee's spouse, benefit partner, or any of the following relations of an Employee, spouse, or benefit partner: parent, guardian, parent-in-law, grandparent, grandchild, ~~child~~ son, daughter, step-child, sibling brother, sister, or the spouse husband or wife of any of them;
- (c) travel time for illness within the immediate family or for bereavement shall mean for travel where long distances or travel from isolated areas are involved;
- (d) personal day shall be granted for conditions that require an Employee to be away from work for personal reasons;

- (e) domestic violence leave - an Employee who requires time off for domestic violence leave, as defined in the Employment Standards Code, shall be granted leave without loss of pay of up to five (5) work days for one or more of the following purposes:
- (i) to obtain services in respect of the violence from a victim services organization;
  - (ii) to obtain psychological or other professional counselling for the Employee or the Employee's child in respect of the violence;
  - (iii) to relocate temporarily or permanently;
  - (iv) to seek legal or law enforcement assistance including preparing for or participating in any legal proceeding related to or resulting from the violence; or
  - (v) any other purpose provided for in the regulations.

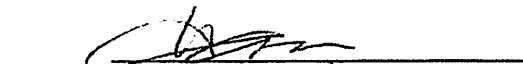

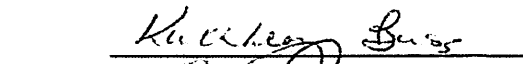
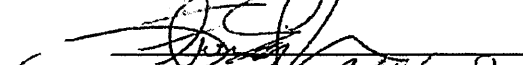
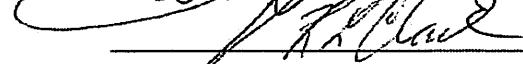
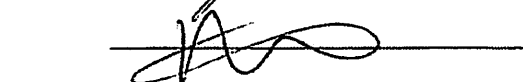
38.03 The maximum annual leave specified for each circumstance requiring use of special leave shall not be exceeded. However, family illness leave, bereavement leave, and travel time for illness within the immediate family or bereavement may be granted more than once within a calendar year, provided the total special leave granted does not exceed ten (10) work days per calendar year. Additional bereavement leave may be approved by the Employer when ten (10) work days' special leave has already been utilized within a calendar year.

  
\_\_\_\_\_  
For the Employer

MARCH 13, 2024  
Date

  
\_\_\_\_\_  
For the Union

MARCH 13, 2024  
Date

  
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Government of Alberta and Alberta Union of Provincial Employees  
March 13, 2024

Without Prejudice  
CONFIDENTIAL

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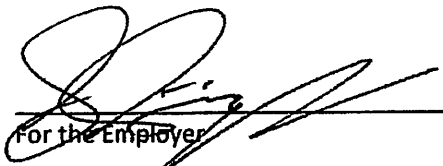
## ARTICLE 43 SAFETY AND HEALTH

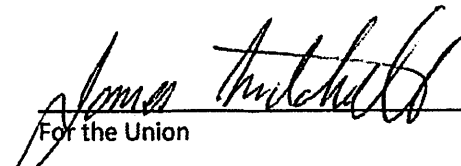
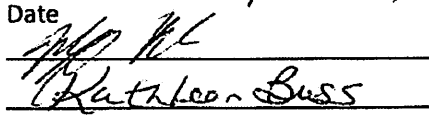
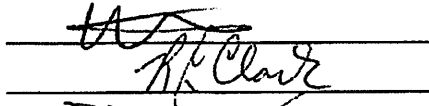
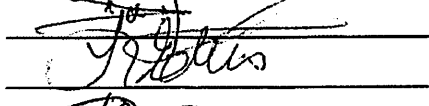
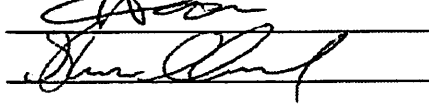
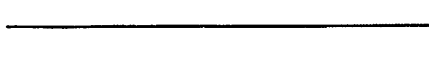
- 43.01 The philosophy of the Government of Alberta and the Alberta Union of Provincial Employees is ~~that injuries and occupational illness to prevent incidents can be prevented~~. An effective occupational health and safety program ~~will result in a safer and healthier~~ will help maintain a safe and healthy work environment for all Employees, a reduction in injuries and a reduction in loss and damage to materials, equipment, facilities and property.
- 43.02 The Employer shall have in place an Occupational Health and Safety Program that meets the requirements of the Occupational Health and Safety Act, Regulation, and Code. The Employer and the Union agree to participate in the Government of Alberta ~~Wellness Occupational~~, Health and Safety Program as will all Employees. ~~and no~~ No procedure, rule, regulation, standard or any other provisions contained in that document limits rights and responsibilities under the *Occupational Health and Safety Act* and the regulations thereto.
- 43.03 The ~~Wellness-Occupational~~, Health and Safety Program Steering Committee will meet regularly to ensure ongoing effectiveness of the program in maintaining healthy and safe workplaces. The ~~Wellness-Occupational~~, Health and Safety Program Steering Committee will include a Union representative.
- 43.04 The success of the Government of Alberta ~~Occupational Wellness~~, Health and Safety Program depends on the active participation of everyone. If any unresolved concerns arise with respect to the Government of Alberta ~~Wellness Occupational~~, Health and Safety Program or the operation of this Article, the matter shall be referred to the appropriate ~~worksite and/or departmental Wellness Occupational~~, Health and Safety Committee or Representative for issue resolution and not by way of the grievance procedure.
- 43.05 The Employer shall require all new Employees to complete the ~~Wellness Occupational~~, Health and Safety Fundamentals training course. ~~Each Employee and each Supervisor shall take reasonable care for the protection of public and Employee health and safety in the operation of equipment and the storage or handling of materials and substances, as required by the Occupational Health and Safety Act.~~
- 43.06 An Employee shall immediately notify the Employee's Supervisor when the Employee has an accident incident at a work site that results in injury or that had the potential of causing serious injury or An Employee who becomes aware of a health and safety concern hazard at the Employee's work site shall immediately notify the Employee's Supervisor and through the Employers reporting system.
- 43.07 The Employer shall notify the President of the Union or the President's designate immediately after the Employer is made aware of the occurrence of a serious injury

~~incident or an accident that had the potential of causing serious injury incident to an bargaining unit Employee at a work site.~~

43.08 ~~The Employer shall have in place a policy to support a working alone safety plan which adheres to Occupational Health and Safety legislation.~~

43.09-8 The Employer shall provide the Union, through its representatives on the Wellness Occupational, Health and Safety Program Steering Committee, with statistical information regarding occupational injuries and illnesses sustained by Employees as reported to and accepted by the Workers' Compensation Board.

  
For the Employer  
July 11, 2024  
Date

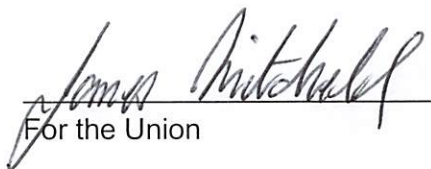
  
For the Union  
JULY 11, 2024  
Date  
  
Kathleen Buss  
  
H. H. Clark  
  
J. J. Buss  
  
Aaron  
  
John



**ARTICLE 44  
PARKING**


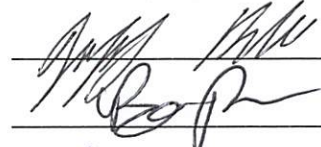

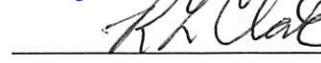
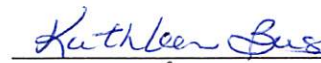

- 44.01 An Employee working at an institution not serviced by public transportation shall not be charged a fee for unreserved parking space.
- 44.02 Where the Employer requires an Employee to use their personal vehicle for work purposes, the Employer will assign parking or reimburse the Employee for parking. Reimbursement will be issued in accordance with the Travel, Meal and Hospitality Expense Directive.

\_\_\_\_\_  
For the Employer

  
\_\_\_\_\_  
For the Union


\_\_\_\_\_  
Date

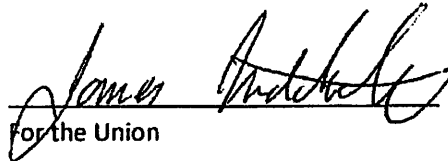
  
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**ARTICLE 46**  
**LEAVE WITHOUT PAY**

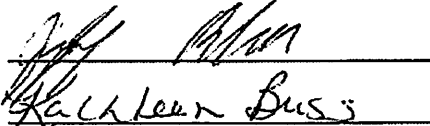

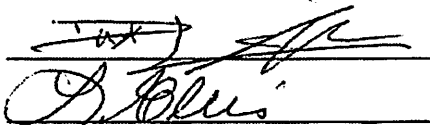
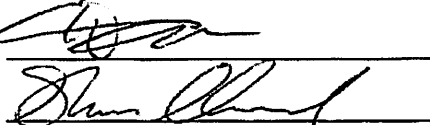
- 46.01 An Employee may request a leave of absence without pay. To be considered, the request must normally be submitted at least two (2) weeks in advance of the anticipated date of commencement of the leave. Where operational requirements permit and upon approval of the Employing Department, the leave without pay shall be granted.
- 46.02 Requests for leave without pay on religious holidays will be considered, provided adequate notice of the request is given.
- 46.03 An Employee who at the commencement of a Leave Without Pay is participating in the Government Employees' Prescription Drug Plan, the Group Extended Medical Benefits Plan, the Group Dental Plan and the Group Life Insurance Plan shall continue to be covered, subject to Articles 34.05 and 35.01(h), under these Plans throughout the total period the Employee is on a Leave Without Pay, and the Employer and Employee premium contributions shall continue. In advance of any such leave the Employee shall make arrangements to ensure the Employee's share of benefit premiums are paid each pay period when due for the duration of the leave without pay.

  
For the Employer

  
For the Union

July 11, 2024  
Date

July 11, 2024  
Date

  
Jackleen Busis  
  
A. Clark  
  
J. Ellis  
  
D. Clark

**ARTICLE 51  
RECRUITMENT, SELECTION AND APPOINTMENT**

**51.01** When a new Permanent or Temporary position is created or when a vacancy occurs, the normal method of appointment will be through competition. Subject to the legislative limitations, appointments through "exemption from competition" shall not be deemed a violation of this Article. ~~and the Employer intends to~~

**When filling through competition the Employer shall will post the position(s). Such postings shall will be posted electronically for not less than seven (7) calendar days.**

**The posting shall will contain the following information:**

- (a) competition type (departmental\*, limited or open);
- (b) location(s) of the position, for information purposes only;
- (c) summarized duties and responsibilities;
- (d) qualifications and/or competencies, as required;
- (e) employment status (Permanent or Temporary and Full-time or Part-time);
- (f) classification(s);
- (g) hours of work;
- (h) rate(s) of pay; and
- (i) if a Temporary Position, the anticipated duration.

*\* Notice of departmental competitions shall will be via email to all Employees of the appropriate Department ~~er~~ and by posting to the Department's internal or the Government's external website.*


- 51.02**
- (a) When filling new positions or vacancies, the determining factors shall be knowledge, ability, experience and other relevant attributes.
  - (b) Subject to 51.02 (a), ~~wherever possible~~ preference shall will be given to in-service applicants in order to establish a career service and to provide incentive and reward for good work performance and self-development.

**51.03** Candidates who are unsuccessful on a competition, but are certified as qualified for the position, may be considered for positions in the same or a lower class for a period of **twelve (12)** ~~six (6)~~ months unless a longer period is mutually agreed between the Parties. ~~Using these candidates to fill additional vacancies that may occur within the six (6) month period shall be deemed not to be a violation of this Article.~~

**51.04** The employer may, from time-to-time, run an open competition for the purposes of certifying internal and external candidates. These competitions do not replace Clause 51.01; postings consistent with Clause 51.01 will be used to fill specific vacancies.

**51.045** An Employee promoted to a class with a higher maximum salary will normally receive a one-increment increase in salary. The one-increment increase is calculated by moving from one pay period to the next within the same pay grade, or by moving two pay grades higher to the same pay period, as may be appropriate. The Employer may approve an increase greater than one increment

When an Employee moves from a class with no pay grade assignment to a class with a pay grade, the salary will be placed at a period in the new grade that provides a minimum four per cent (4%) increase.

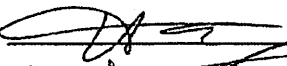
  
For the Employer  
JUNE 27, 2024  
Date


For the Union

June 27, 2024

Date

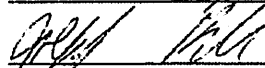
R. L. Clark



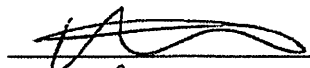


Kerraine Ellis

Apraine Ellis



Kathleen Buss



Boyer

## ARTICLE 52 CLASSIFICATION

52.01 The Employer will provide each Employee a copy of their job description or list of duties upon commencement of employment or on request.

### New Classifications

52.02 When the Employer creates a new Bargaining Unit classification, the new classification will be included within the scope of this Collective Agreement provided that:

- (a) the Parties to this Collective Agreement mutually agree that the classification is within the scope of this Collective Agreement, or
- (b) the Alberta Labour Relations Board rules that the new classification is within the scope of this Collective Agreement.

52.03

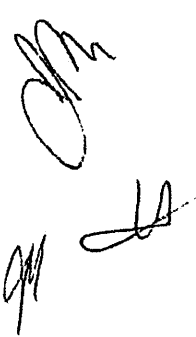
- (a) When a new classification is created in accordance with Article 52.02, for which there is no rate(s) of pay in this Collective Agreement, the Employer may establish an interim rate(s) of pay in the appropriate Subsidiary Agreement and will provide written notice to the Union of the new classification and the proposed rate(s) of pay for such classification.
- (b) If the Union disagrees with the proposed rate(s) of pay, it will provide written notice to the Employer including rationale and the Union's proposed rate(s) of pay within fourteen ~~calendar days~~ **work days** from the date of the Employer's notice.
- (c) If the Parties are not able to agree to the rate(s) of pay within fourteen (14) ~~calendar days~~ **work days** of the Union's notice in 52.03(b), the Union may refer the rate(s) of pay to Arbitration of the Grievance Procedure. If the Union does not refer the matter to Arbitration ~~within the stated time~~ or provides written agreement to the proposed rate(s) of pay ~~within the stated time~~, the position of the Employer shall be implemented.
- (d) If the interim rate(s) of pay is amended as a result of review or Arbitration, the amended rate(s) of pay shall be effective from the date the Employer provided notice of the new classification in accordance with 52.03(a).
- (e) It is understood that the Employer's decision in respect to the classification title shall not be subject to Arbitration.

### Classification Reviews

52.04 (a) An Employee who believes they are improperly classified due to a substantial change in job duties and at least ~~six (6)~~ **nine (9)** months have elapsed since the last review, may request a classification review by submitting their rationale for the proposed change in classification and, if applicable, any proposed changes to the job description to their manager, ~~with~~ and a copy to Human Resources – **Classification Delivery Services**.

- (b) Within thirty (30) work days, unless otherwise agreed to between the manager and Employee, the manager will provide an approved job description ~~along with the Employee's rationale~~ to Human Resources – **Classification Delivery Services**, ~~with and a copy to the Employee. Human Resources will review the request and notify the~~

~~Employee and management of the results within sixty (60) work days of receipt of the approved position description, unless otherwise agreed to between the Parties.~~

- 
- (e) ~~An Employee not satisfied with the results of the Human Resources review can appeal the decision through the departmental appeal process as per the Public Service Commission directives.~~
- (c) **Human Resources – Classification Delivery Services will review the classification request and notify the Employee and management of the results decision within sixty (60) work days of receipt of the approved job description, unless otherwise agreed to between the Parties.**
- (d) ~~An Employee not satisfied with the departmental review classification decision, may request in writing, within fifteen (15) work days, that their position classification be reviewed by the Classification Appeal Board. The Classification Review Board decision is final and binding on the Employer and the Employee. A classification decision shall not be subject to Article 20, the Grievance Procedure.~~
- (d) **The classification review will be based on the approved job description of the position and organizational structure, and classification plan at the time of the request.**
- (e) ~~The classification decision will be effective from the first bi-weekly pay period following the date the original request was submitted to Human Resources in accordance with 52.04(a)~~

52.05 ~~The Classification Appeal Board for will be comprised of three (3) members enacted by Ministerial Order: one (1) member appointed by the Union, one (1) member appointed by the Employer, and a third member who shall act as Chairperson. The Parties shall agree to a roster of Chairpersons to be utilized for appeals.~~

#### Classification Appeals

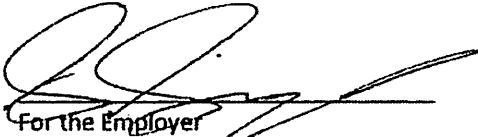
- 52.05 (a) **An Employee not satisfied with the results of the classification review may, within fifteen (15) work days of receiving written notice of the classification decision, indicate their intent to appeal the decision, in writing, through the First Level appeal process outlined in the Public Service Commission directives. The submission should include the classification level being sought, with supporting ratings and rationale.**
- (b) **Human Resources – Classification Delivery Services will provide a written decision including rationale to the Employee within 20 work days from receiving documentation pursuant to 52.05(a), unless the parties agree to an extension.**

(c) An Employee not satisfied with the First Level appeal classification decision may, within fifteen (15) work days after receiving the written decision, request in writing that their position's classification be reviewed by the Classification Appeal Board as outlined in the Public Service Commission directives. The request shall be in accordance with 52.05(a). The Classification Appeal Board decision is final and binding on the Employer and the Employee.

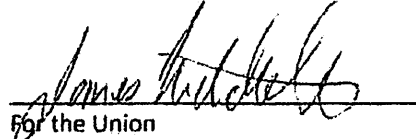
- 52.06** The Classification Appeal Board will be comprised of three (3) members enacted by Ministerial Order: one (1) member appointed by the Union (Classification Union Representative), one (1) member appointed by the Employer, and a third member (Independent) who shall act as Chairperson. The Parties shall agree to a roster of Chairpersons to be utilized for appeals.

**Classification Effective Dates**

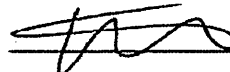
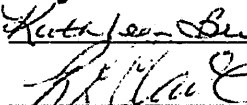
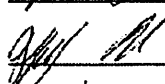
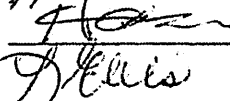
- 52.07** The classification decision will be effective the first day of the bi-weekly pay period following the date the original request was submitted to Human Resources – Classification Delivery Services in accordance with 52.04(a).
- 52.08** A classification decision shall not be subject to Article 29, the Grievance Procedure.
- 52.09** The Employer and Union agree to jointly establish educational documents for employees outlining the classification and appeal process in accordance with the Public Service Commission Directives.

  
For the Employer  
June 4, 2024

Date

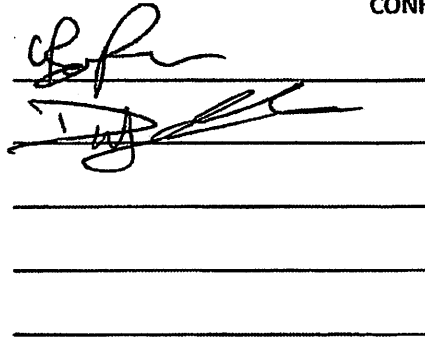
  
For the Union  
JUNE 4, 2024

Date

  
Katherine Buss  
  
K. MacE  
  
J. M.  
  
H. Ellis

Government of Alberta and Alberta Union of Provincial Employees  
June 4, 2024

Without Prejudice  
CONFIDENTIAL



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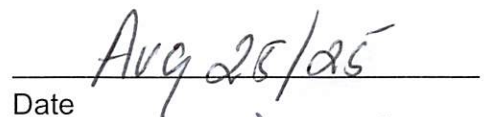
**ARTICLE 56 (NEW)**  
**PROTECTIVE CLOTHING**

- 56.01 Where the Employer determines that uniforms, coveralls, smocks, or other such items should be provided for the protection of the Employee's personal garments, such items shall be provided, replaced and cleaned upon approval by the Employer.
- 56.02 All uniforms, clothing and equipment, supplied by the Employer shall remain the property of the Employer.
- 56.03 Protective clothing and safety equipment shall be supplied by the Employer as required by the *Occupational Health and Safety Act*, the *Radiation Health Protection Act*, and any regulation thereto.
- 56.04 Where the Employer determines that safety footwear should be provided, the Employer shall either provide the actual safety footwear or pay to each such eligible Employee the cost of such footwear up to a maximum of three hundred dollars (\$300.00) every two (2) years. The footwear shall conform to area requirements, which can be but are not limited to, steel toe, chemical resistant, waterproof, etc.

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For the Employer

  
For the Union

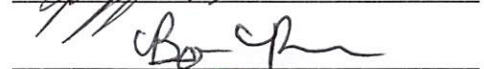
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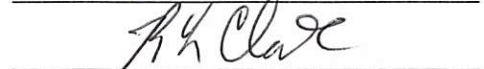


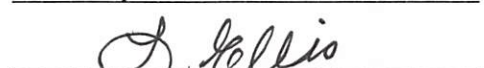


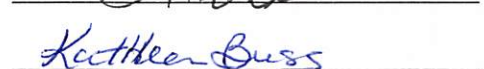













\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice

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**SUPPLEMENT I**  
**HOURS OF WORK ARRANGEMENTS AND FLEXIBLE HOURS ARRANGEMENTS**

- 
- (1) This Supplement sets forth terms and conditions of employment to be observed where the Employer utilizes any Hours of Work Averaging Arrangement (HWAA) or flexible hours arrangement.
  - (2) The Parties agree that Employees and the Employing Department may examine the feasibility of entering into HWAA's. Flexible hours arrangement can only be requested by Employees. Provided that services are not adversely affected and there are no operational difficulties, the Employing Department may implement an HWAA or flexible hours arrangement but participation by an Employee in such systems shall be voluntary.
  - (3) The Employer has the sole right to determine the number of Employees who are required to be at work. However, upon entering into a flexible hours arrangement, the Employees are entitled to have the first opportunity to plan their work schedule whereby they may arrange their starting times, lunch periods and finishing times on a daily basis, in keeping with the Employer's operational requirements. Employees shall have the opportunity to make up time lost during the flex period due to late arrival, subject to the approval of the Employing Department.
  - (4) An Employee and the Employing Department may enter into a flexible hours arrangement in accordance with provisions of Overtime Agreements in the Employment Standards. An Employee participating in a flexible hours arrangement will be allowed to bank up to a fifteen (15) hour carry over per month, and regular bi-weekly salary shall be paid provided the Employee's time is within this limit and the variance is approved by the Employing Department. An Employee may not accumulate a bank in excess of fifteen (15) hours per month, nor shall they be in a deficit of hours at any time. Hours shall not be banked unless the Employee has actually worked more than normal daily hours.
  - (5) In the event the HWAA's or flexible hours arrangement does not result in the provision of a satisfactory service to the public, or is deemed by the Employing Department to be impractical for other reasons, the Employing Department may require a return to regular times of work in which case Employees shall be provided advance notice of thirty (30) calendar days.

- (6) An Employee who is working according to HWAA's or flexible hours arrangement may opt for regular times of work by providing the Employing Department advance notice of one (1) week.
- (7) Employees working according to a HWAA will have benefits and entitlements which are expressed in terms of daily or weekly entitlements, converted to produce the equivalent hours of benefits and entitlements as they would have had if the work week had not been modified. This will result in no loss or gain in Employee benefits and entitlements.
- (8) Where applicable these provisions shall have force and effect in lieu of Articles 16 and 17 of this Master Agreement.

\_\_\_\_\_  
For the Employer

James Mitchell  
\_\_\_\_\_  
For the Union

\_\_\_\_\_  
Date

Aug 25/25  
\_\_\_\_\_  
Date

Kathleen Buss  
\_\_\_\_\_

[Signature]  
\_\_\_\_\_

[Signature]  
\_\_\_\_\_

[Signature]  
\_\_\_\_\_

[Signature]  
\_\_\_\_\_

[Signature]  
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[Signature]  
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\_\_\_\_\_

**LETTER OF UNDERSTANDING #9**

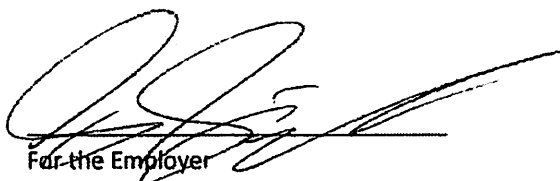
**LEGAL INDEMNIFICATION**

Pursuant to section 2 of Order in Council 668/92 and the approval of Treasury Board, Her His Majesty Queen in Right of Alberta, subject to the terms and conditions applicable to indemnities under Section 1 of Order in Council 6698/92 as amended from time to time, agrees to indemnify the following persons and their heirs and legal representatives:

1. Employees of the Crown, for acts undertaken in the course of their employment or at the request of the Crown; and
2. Former Employees of the Crown, for acts undertaken in the course of their employment or undertaken during or after the employment at the request of the Crown;

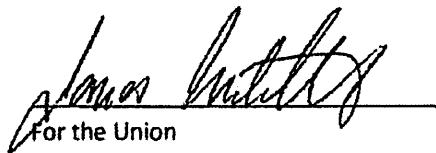
against all costs, charges and expense, including amounts paid to settle actions or satisfy judgements reasonably incurred by them in respect of civil, criminal or administrative actions or proceedings to which they are made a party by reason of having acted in the course of their employment or at the request of the Crown.

Any difference arising out of the interpretation, application, operation or any contravention or alleged contravention of the Letter of Understanding shall be fully subject to the Grievance Procedure described at Article 29 up to and including Level 3 – Arbitration.



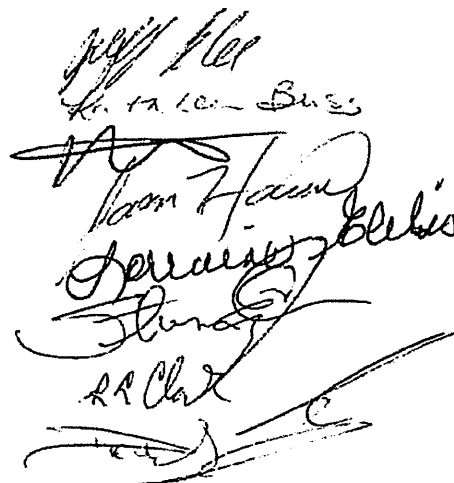
For the Employer

FEB 15, 2024  
Date



For the Union

FEB 15, 2024  
Date



Handwritten notes and signatures, including "K. H. L. B. S.", "Tom H. H.", "Dennis B. B.", "Stacey", and "R. R. C. C."



**LETTER OF UNDERSTANDING #10  
NORTHERN TRIPS**

**BETWEEN:**

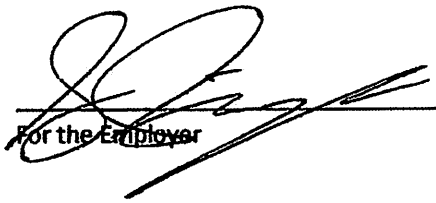
**THE CROWN HIS MAJESTY IN RIGHT OF ALBERTA**  
(The Employer)

- and -

**THE ALBERTA UNION OF PROVINCIAL EMPLOYEES**  
(the Union)

The Parties agree:

1. Permanent and Temporary Employees who are employed and reside in locations north of the 57th parallel are eligible for up to two (2) Employer paid return trips from their home location to Calgary (or an alternate urban location between their location and Calgary). Reimbursement and payment of costs shall be treated as a taxable benefit.
2. Permanent and Temporary Employees on a leave of absence are not entitled to the Northern Trips during the period of their leave.
3. A Temporary Employee must have a minimum of a one year term in each year to qualify for two return trips. For a term of less than one year their ministry may provide one return trip.
4. The Employer will pay the cost of a return trip from their home location to Calgary (or alternate urban location) for the Employee and their eligible dependent(s). An eligible dependent is one who meets the definition in the group benefit plans. The Employee must accompany their eligible dependent(s) on the trip. The Employee will be allowed to use one trip to bring an eligible dependent to the northern residence; in this instance Employees are not required to accompany their eligible dependent on the trip.
5. The Employee may utilize one of four options for the trip:
  - (a) Commercial airline, ensuring the most economical and advanced booking rates are requested; or
  - (b) Personal private vehicle; or
  - (c) Other modes of commercial transportation (e.g. bus, rail, etc.).
6. If the employee chooses personal vehicle (option 5 (b) above) the reimbursement will be in accordance with the Other Use of Private Vehicle rate in Appendix A of the Travel, Meal and Hospitality Expenses Directive.
7. Scheduling of trips is subject to operational requirements and employees must receive prior approval from their supervisor.
8. The trip(s) must be taken by December 31 of each calendar year. Trips not taken by the end of the calendar year will not be carried over into the next year and are forfeited.

  
For the Employer

APRIL 9, 2024  
Date

  
For the Union

April 9, 2024  
Date

Sherrice Grier

[Signature]

Kathleen Suss

RK Clarke

[Signature]

[Signature]

[Signature]

**LETTER OF UNDERSTANDING #11  
NORTHERN LEAVE**

BETWEEN:

**THE CROWN HIS MAJESTY IN RIGHT OF ALBERTA**  
(The Employer)

- and -

**THE ALBERTA UNION OF PROVINCIAL EMPLOYEES**  
(the Union)

The Parties agree:

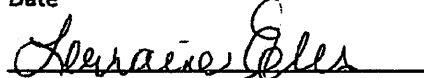

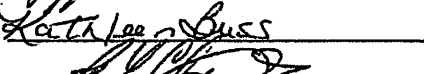

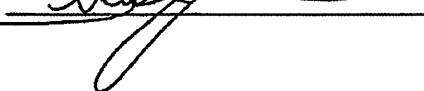
1. Permanent and Temporary Employees who are employed and reside in locations north of the 57th parallel are eligible for up to five (5) paid Northern Leave days in addition to their current earned vacation entitlement.
2. Permanent and Temporary Employees on a leave of absence without pay are not entitled to the Northern Leave during the period of their leave.
3. Northern Leave days are earned at the rate of 5/12 of a work day for each full calendar month of eligible employment in the designated northern locations.
4. Northern Leave may be taken prior to it being earned; however, an Employee who takes the Northern Leave and subsequently resigns will be required to pay back the unearned portion of the leave. Pay back will be at the same salary rate that applied when the Employee took the Northern Leave.
5. All Northern Leave must be taken within the calendar year it is earned. Any Northern Leave earned but not taken by December 31 of the calendar year will be forfeited and not paid out or carried forward into the next calendar year.
6. Scheduling of Northern Leave is subject to operational requirements and Employees must receive prior approval from their supervisor.

*KB*  
*MC*  
  
For the Employer

APRIL 9, 2024  
Date

  
For the Union

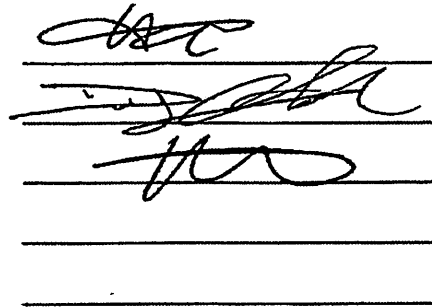
April 9, 2024  
Date



Government of Alberta and Alberta Union of Provincial Employees  
April 9, 2024

Without Prejudice



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**LETTER OF UNDERSTANDING #12  
ATTRACTION BONUS**

**BETWEEN:**

**~~THE CROWN HIS MAJESTY IN RIGHT OF ALBERTA~~**  
(The Employer)

- and -

**THE ALBERTA UNION OF PROVINCIAL EMPLOYEES**  
(the Union)

The Parties agree:

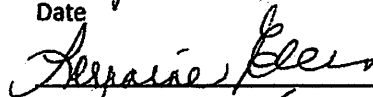
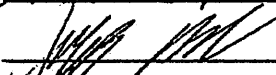
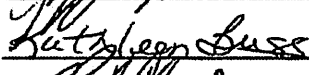
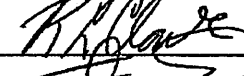

1. An Attraction Bonus of 25% of base pay will be paid on a quarterly basis over the first year of employment, less all lawful deductions, to individuals recruited to permanent salaried positions in Fort McMurray or locations north of the 57th parallel. The Attraction Bonus will be pro-rated for individuals recruited to temporary salaried full-time or part-time positions. The Attraction Bonus is non-pensionable compensation.
2. All external new hires to the Government of Alberta who are recruited to positions in any of the designated locations shall be eligible for the Attraction Bonus. All Government of Alberta Employees who currently work and reside outside of these designated areas and relocate to one of the designated locations are eligible for the Attraction Bonus.
3. An Employee will receive the Attraction Bonus one time only during the term of the Attraction Bonus program, regardless of their transfer to another position in one of the designated locations.
4. A two-year return service agreement must be completed between the Employee and the Ministry. If the Employee terminates prior to the expiry of the return service period, repayment of the Attraction Bonus on a pro-rated basis is required.

  
For the Employer

  
For the Union

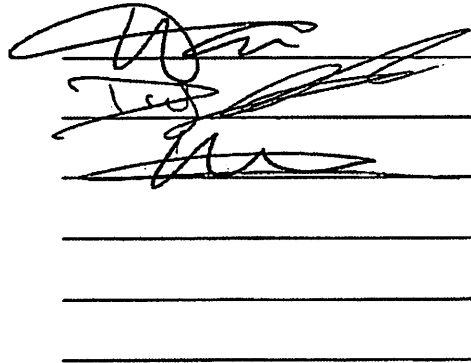
APRIL 9, 2024  
Date

April 9, 2024  
Date

Government of Alberta and Alberta Union of Provincial Employees  
April 9, 2024

Without Prejudice

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**LETTER OF UNDERSTANDING #13**  
**55<sup>TH</sup> TO 57<sup>TH</sup> PARALLEL RETENTION ALLOWANCE**

BETWEEN:

**~~THE CROWN~~ HIS MAJESTY IN RIGHT OF ALBERTA**

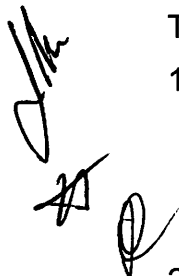
(The Employer)

- and -

**THE ALBERTA UNION OF PROVINCIAL EMPLOYEES**

(the Union)

The Parties agree:

- 
1. Permanent and Temporary Salaried Employees who are employed and reside in locations between the 55th and 57th parallels, excluding those Employees eligible for the Fort McMurray allowance, are eligible to be paid a Retention Allowance in addition to their regular annual salary. The Retention Allowance is non-pensionable compensation.
  2. An annual Retention Allowance payment of \$6,000.00 per year will be paid in two (2) installments of \$3,000.00 each to eligible Employees, less all lawful deductions. The Retention payment will be pro-rated based on the Employee's date of commencement. The payment will be made in two installments per year on the cheques for the bi-weekly pay periods that include March 31 and September 30 less all lawful deductions.
  3. Employees must continue to be employed and reside between the 55th and 57th parallels, excluding those Employees eligible for the Fort McMurray Allowance, on the payment date. Payments will NOT be pro-rated if Employees are no longer employed and residing within the established boundary prior to the payment date with the following exceptions.

The Allowance will be pro-rated only for Employees who relocate to another Government of Alberta worksite outside of the designated area due to an Employer initiated transfer; and,

The Allowance will be pro-rated for Employees who are on an authorized leave of absence without pay (e.g., maternity leave) and will be paid out upon the Employee's return to work between the 55th and 57th parallels.

Dated this **XX** day of **MONTH, YEAR.**

~~TIM GRANT~~ **HEATHER CALTAGIRONE**

Public Service Commissioner

GUY SMITH

President, Alberta Union of Provincial Employees

For the Employer

Date

For the Union

Date

*James Mitchell*

*Aug 25/25*

*[Signature]*

*Boyer*

*[Signature]*

*RhClare*

*A. Ellis*

*Kathleen Buss*

## LETTER OF UNDERSTANDING # 14 COMMON INTEREST FORUM MEETINGS

The Parties acknowledge Alberta Public Service Employees provide services that contribute to a high quality of life for all Albertans. It is this commitment to our Vision of "Proudly working together to build a stronger province for current and future generations" that sets our organization apart.

The Employer and the Union recognize the need to work together and act responsibly to balance the interests of Albertans, the Government of Alberta and our Employees / members. To facilitate greater understanding and ongoing dialogue on the issues which we collectively face, the Parties agree to the establishment of a Common Interest Forum where such discussions can take place.

Although not intended to limit the scope of discussions between the Parties, areas which may be discussed include:

- The provision of services and staffing requirements.
- Situations where current Employees and their work are moved to a non-broad public sector employer.
- The utilization of Temporary and Wage employment.

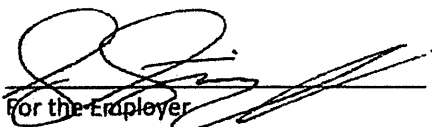
The following principles shall apply to the meetings of this forum:

- The meetings will be held every six (6) months, or as agreed to by both Parties.
- The meetings will be restricted to the Public Service Commissioner with three (3) other representatives of the Employer, and the President of the Union with three (3) other representatives of the Union, unless otherwise agreed to by both Parties.
- Discussions between the Parties which take place during these meetings will be privileged and without prejudice to the legal interests of either party unless there is mutual agreement between the Employer and the Union to share any of the information outside the meetings.

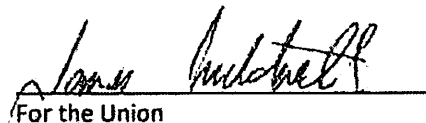
Each party will be responsible for their representatives' salary and any travel costs associated with these meetings.

Should either Party wish to withdraw from this agreement notice in writing must be served on the other Party not less than ninety (90) calendar days prior to the requested change.

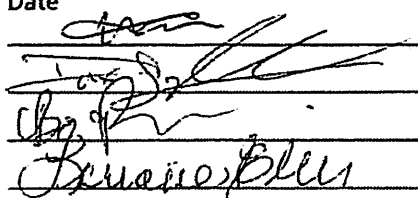
This Letter of Understanding shall not form part of the Collective Agreement and, therefore, is not subject to the grievance or arbitration process set out in Article 29 of the Master Agreement.

  
For the Employer

JUNE 4, 2024  
Date

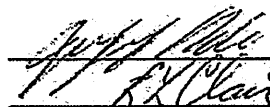
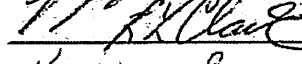
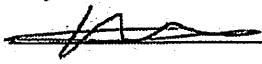
  
For the Union

JUNE 27, 2024  
Date



Government of Alberta and Alberta Union of Provincial Employees  
June 4, 2024

Without Prejudice  
CONFIDENTIAL

  
  
Kathleen Buss  




## LETTER OF UNDERSTANDING # 17 CLASSIFICATION REVIEW COMMITTEE

The Parties agree that the Point Rating Evaluation Plan (PREP) classification plan was created for the Government of Alberta to have a classification plan that was responsive to a dynamic and frequently changing organization and provide ministries with the appropriate tools to classify jobs in a consistent manner across government.

A Classification Review Committee ("the Committee") has been established

The Committee will consist of:

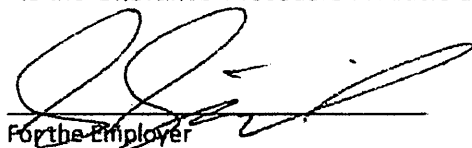
- Two (2) Classification Experts appointed by the Union;
- Two (2) Classification Experts appointed by the Public Service Commissioner (PSC);
- Two (2) additional representatives appointed by the PSC; and
- Two (2) additional Union representatives appointed by Union.

One (1) chairperson established by each party (from the above) will alternate chairing the Committee meetings.


The Committee will:

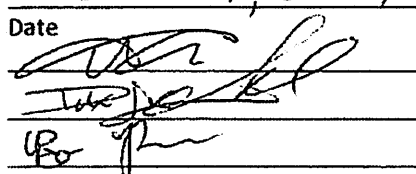
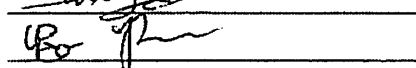
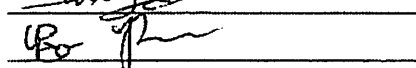
- Conduct a phased benchmark review for all Subsidiaries within the Bargaining Unit based on updated job descriptions, classification evaluations, and identified common roles/jobs and current and new job ladders, as appropriate.
  - The phased benchmark review will begin with Subsidiary #006 jobs, with the intent of applying the common classification guide chart to Subsidiary #006 jobs. This will result in all Subsidiary #006 jobs being re-evaluated against the common guide chart and updated benchmarks.
  - Upon the completion of the Subsidiary #006 review the Committee will determine the order of priority for the remaining streams of work within Subsidiaries.
- Make recommendations on the above noted matters to the Public Service Commission.
- Develop communications to be used jointly by the Parties, as appropriate.

Subject to the provisions of the *Public Service Act* and the *Public Service Employee Relations Act*, the application of the processes and timelines in this Letter of Understanding are subject to the Grievance Procedure in Article 29. The outcome(s) of the process is not subject to the Grievance Procedure in Article 29.

  
For the Employer

JUNE 4, 2024  
Date

  
For the Union

JUNE 27, 2024  
Date  
  
  




Government of Alberta and Alberta Union of Provincial Employees  
June 4, 2024

Without Prejudice  
CONFIDENTIAL

Norma Ellis  
Jeff Miller  
HR Clerk  
Kathleen Buss  
[Signature]  
   
 

[Signature]

## LETTER OF UNDERSTANDING # 18 PAY EQUITY

The Parties shall maintain a policy table, to discuss pay equity where there is evidence of gender predominance associated with an inequity.

The policy table will:

- Discuss the current pay structures and assess where gender-based pay equity issues may exist.
- Define research parameters, and conduct research and analyses of other jurisdictions' experiences, processes and outcomes.
- Explore and discuss processes, appropriate policy triggers and options regarding potential solutions to gender-based pay equity that could be implemented.

Membership at the policy table will include up to six (6) representatives from the Employer and six (6) representatives from the Union, unless otherwise agreed by both Parties. The representatives shall meet quarterly or more frequently if deemed appropriate by the policy table representatives.

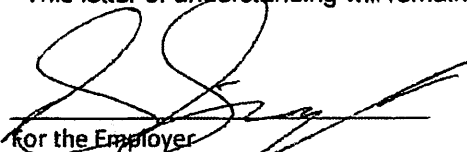
Members at the policy table will appoint co-chairs (one (1) Union and one (1) Employer) who will alternate in facilitating discussion during meeting.

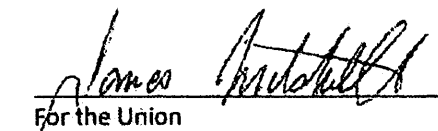

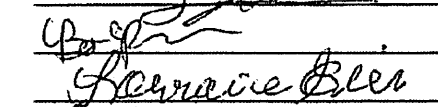
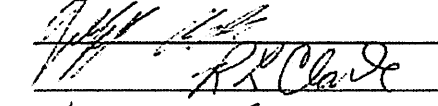

Minutes will be taken and distributed to all representatives within two (2) weeks of a meeting.

Each Party will be responsible for their representatives' salary and any travel costs associated.

The application of the processes and timelines in this Letter of Understanding are subject to the Grievance Procedure in Article 29. The outcome(s) of the policy table is not subject to the Grievance Procedure set out in Article 29.

This letter of understanding will remain in effect for the term of the Collective Agreement.

  
For the Employer  
JUNE 4, 2024  
Date

  
For the Union  
JUNE 27, 2024  
Date  
  
  
Bernie Beer  
  
R. L. Clark  


Government of Alberta and Alberta Union of Provincial Employees  
June 4, 2024

Without Prejudice  
CONFIDENTIAL

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**LETTER OF UNDERSTANDING # 22**  
**VACATION PAYOUT UPON RELEASE FROM PUBLIC SERVICE EMPLOYMENT**  
**UNDER ARTICLE 15 – POSITION ABOLISHMENT**

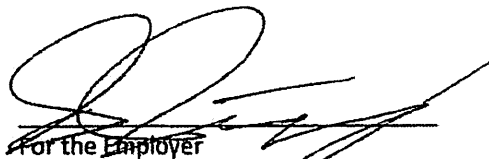
WHEREAS the Employee is presently employed by the Employer

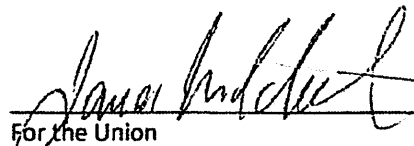
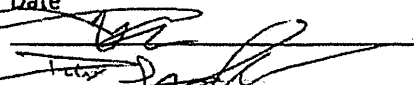

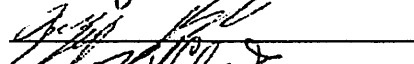
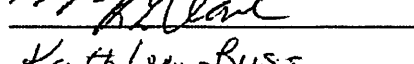
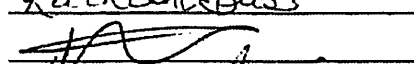

The Parties Agree as Follows:

1. Employees that have served their one hundred and twenty (120) day notice period are released from the Public Service, as per Clause 15.09 (Position Abolishment) of the Master Agreement. These Employees shall be vested and will have the option of requesting a vacation payout.
2. Applicable Guideline for Payment (check the box that applies)
  - o (a) Following the Employees last day worked on \_\_\_\_\_, 20\_\_ at the end of the written notice period.
  - o (b) Effective \_\_\_\_\_, 20\_\_ , following the one-year vesting period for recall rights.
3. Vacation to be Paid
  - Current Vacation Balance (Hours) \_\_\_\_\_ effective \_\_\_\_\_, 20\_\_
  - Requested Hours to be Paid \_\_\_\_\_
  - Vacation payout is defined as pay for vacation earned but not taken by the Employee.
  - Notwithstanding Clause ~~37.17~~ 37.12 of the Master Agreement and Letter of Understanding #4 (Payout of Annual Vacation), an Employee may request a full payout of earned but not yet taken vacation entitlements.
  - This request is subject to the approval of the Employer. Such a request will not be unreasonably denied.
  - The Employer retains the right to recover from the Employee's pay any overpayments or benefit premium arrears that the Employee has not paid.
  - The Employee is eligible to maintain their benefits for the first 180 days of the vesting period. As such, Employees maintaining their benefits shall have their benefit premiums for this period automatically deducted from the payout when payment falls under paragraph 2 (a). Should the employee be reinstated during this time, applicable prepaid benefits will be reimbursed by the Employer.
  - As per Article 37.06 (c) of the Collective Agreement, an Employee will continue to earn vacation pursuant to Clause 37.03 for the first twenty-two work days of their vesting period.
  - All remuneration paid to employee(s) pursuant to this Letter of Understanding shall be subject to any legally required deductions.

4. As per the Recognition of Prior Service Directive, it is understood that employee(s) returning to the Alberta Public Service (APS), following a vacation payout as outlined above, will start accruing vacation anew at the starting vacation leave threshold for their years of service and are not entitled to the first year vacation grant.

This Letter of Understanding shall remain in effect for the term of the Collective Agreement.

  
For the Employer  
JUNE 27, 2024  
Date

  
For the Union  
JUNE 27, 2024  
Date  
  
Peter J. [unclear]  
  
[unclear]  
  
[unclear]  
  
Kathleen Buss  
  
[unclear]  
  
[unclear]  
\_\_\_\_\_  
\_\_\_\_\_

**LETTER OF UNDERSTANDING #24 (NEW)  
MENTAL HEALTH SUPPORTS**

**Whereas the parties share a mutual interest in the creation of a dedicated therapeutic mental health support system with one-on-one counselling through Wayfound Mental Health Group;**

**And whereas the Employer agrees to a pilot project for Employees to be provided contracted clinical, trauma informed mental health supports in the form of one-to-one counselling sessions with a registered psychologist and/or registered psychiatrist. This is above and beyond what is included in the Employee and Family Assistance Program (EFAP). The Employer will assess the usage and quality of this pilot by December 31, 2026.**

**The parties hereby agree to the following:**

- 1. The Employer will make every reasonable effort, subject to operational requirements, to approve Employees to access the contracted services during work hours.**
- 2. The Employer is committed to initially prioritizing employees whose work duties place them in extremely difficult and trauma-inducing situations, before expanding availability. Some examples are, but not limited to, law enforcement roles, correctional environments, child interventions and apprehensions, and death investigations.**
- 3. The cost of the contracted services will be borne by the Employer.**
- 4. The pilot program shall begin to operate as soon as possible following the date of ratification of the Collective Agreement.**
- 5. Employees currently under the care of an alternate registered psychologist or registered psychiatrist may be permitted to continue under their care. In order to continue with their existing registered psychologist or registered psychiatrist, the Employee will be required to produce a note from their registered psychologist or registered psychiatrist outlining the following information:**
  - a) The Employee is actively participating in a treatment plan with the registered psychologist or registered psychiatrist;**

- b) The Employee has been under the care of the registered psychologist or registered psychiatrist for a minimum of three (3) months and has attended a minimum of three (3) sessions (1 per month).
6. Employees permitted to continue with their current registered psychologist or registered psychiatrist will have a monetary limit per session, equal to the per session cost offered by Wayfound.

This Letter of Understanding and approval or denial for Employee's utilization of the contracted services is not subject to the Grievance Procedure in Article 29.

This Letter of Understanding will remain in effect until March 30, 2028.

Dated this XX day of MONTH, YEAR.

HEATHER CALTAGIRONE

Public Service Commissioner

GUY SMITH

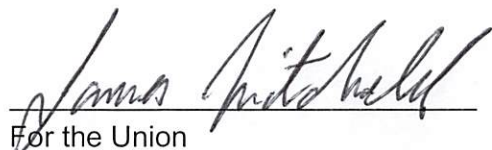
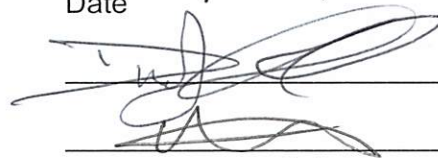
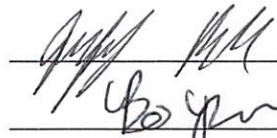
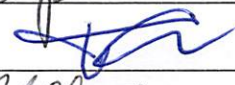
President, Alberta Union of Provincial Employees

For the Employer

Date



For the Union

Date

  
Aug 25/25  
  
  
  
RX Close

Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice

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



**LETTER OF UNDERSTANDING #25 (NEW)  
WORK SCHEDULE ENGAGEMENT AND FINALIZATION**

The Parties agree that alternate schedules that vary from the hours of work provisions contained in the Collective Agreement can be implemented by mutual agreement of the Parties (Employer, Union).

To facilitate greater understanding and ongoing dialogue on alternative work schedules, the Parties agree, while not intended to limit the scope of discussions between the Parties, to the following principles to reach agreement:

1. To a mutual obligation to promote and maintain effective communication and consultation in the areas within the Subsidiary/Local and applicable Union Stewards / Membership Service Officers (MSOs) for Work Schedule Letter(s) of Understanding.
2. The Employer is committed to further exploring ways of improving the work, life balance of Employees. The Parties shall use their best efforts to consult with Employees on potential work schedules that will improve Employees' work experience while balancing operational needs for the services provided to Albertans.
3. The Employer and the Union recognize the need to work together and further commit to ongoing dialogue on issues of mutual interest and improve outcomes.
4. In the spirit of Article 16.01(b), the Parties shall:
  - 4.01 Review concerns regarding existing work schedules;
  - 4.02 Engage and / or survey affected Employees on potential alternative work schedules
  - 4.03 Present work schedule letter(s) of understanding to the affected employees;
  - 4.04 Allow Employees to undertake a vote on work schedules.
5. This Letter of Understanding will remain in effect as provided in Article 47 of the Collective Agreement.

Dated this XX day of MONTH, YEAR.

HEATHER CALTAGIRONE

Public Service Commissioner

GUY SMITH

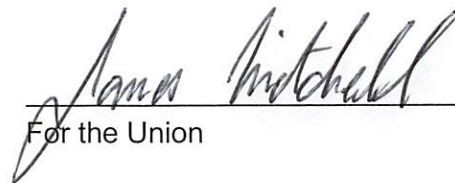
President, Alberta Union of Provincial Employees

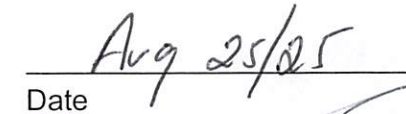
For the Employer


Date

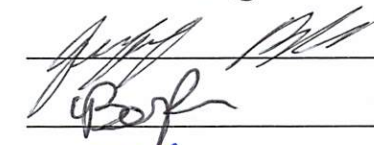
For the Union

Date



  
Aug 25/25



  
Boj

  
R K Clark

  
A. Ellis

  
Kathleen Guss

**LETTER OF UNDERSTANDING #27 (NEW)  
COMMENCEMENT OF BARGAINING**

Whereas the Parties share a mutual interest in the timely conclusion of collective bargaining, including an interest in commencing negotiations ahead of the standard timeframe;

The Parties hereby agree to the following:

1. Dates for initiating the next round of negotiations will be established in the Fall of 2027. The intention is to meet regularly to address non-monetary issues prior to formal notice to bargain being issued and the expiration of the new collective agreement in March 2028.

This Letter of Understanding does not alter the requirement for notice to bargain to be served in the legislated timeframe.

This Letter of Understanding will remain in effect until March 30, 2028.

Dated this XX day of MONTH, YEAR.

\_\_\_\_\_  
**HEATHER CALTAGIRONE**

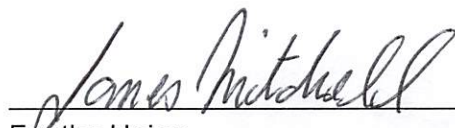
Public Service Commissioner

\_\_\_\_\_  
For the Employer




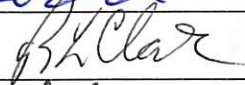

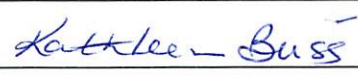
\_\_\_\_\_  
Date

\_\_\_\_\_  
**GUY SMITH**

President, Alberta Union of Provincial Employees

  
\_\_\_\_\_  
For the Union

  
\_\_\_\_\_  
Date

  
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**LETTER OF UNDERSTANDING #28 (NEW)  
ARTIFICIAL INTELLIGENCE IN THE WORKPLACE**

Whereas the Parties engaged in comprehensive discussions regarding the potential implementation of Artificial Intelligence (AI) within the workplace, and its implications for Employees;

The Parties hereby agree to the following:

1. To establish a Joint Task Force tasked with the assessment of potential employment impacts resulting from the implementation of AI systems and programs within the workplace.
2. The Joint Task Force will convene on a quarterly basis to facilitate the exchange of information. Additional meetings may be scheduled as deemed necessary by the Task Force.
3. The composition of the Joint Task Force will include three representatives from the Government of Alberta and three representatives from AUPE.

This Letter of Understanding will remain in effect until March 30, 2028.

Dated this XX day of MONTH, YEAR.

\_\_\_\_\_  
**HEATHER CALTAGIRONE**

Public Service Commissioner

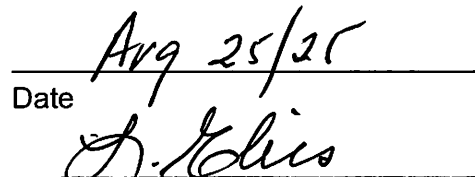
\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

\_\_\_\_\_  
**GUY SMITH**


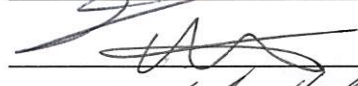
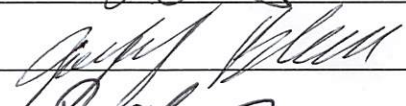
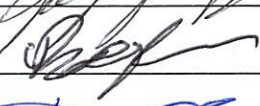



President, Alberta Union of Provincial Employees

  
\_\_\_\_\_  
For the Union

  
\_\_\_\_\_  
Date

Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice

## LETTER OF UNDERSTANDING # NEW EXCLUSIONS REVIEW

Whereas the Parties have agreed to review the appropriateness of positions' exclusion from the scope of the bargaining unit;

The parties agree as follows:

1. The Employer agrees to provide, upon request, information about new encumbered non-bargaining unit positions, up to and including Manager Zone 2 classification level, where the Union questions the exclusion of the position from the bargaining unit.
2. For positions under question, the Employer and Union will meet to determine if position(s) meet inclusion or exclusion criteria. This criterion will be based upon advice from representatives of the Parties on jurisprudence related to the managerial and confidential labour relations capacity exclusions within Public Service Employee Relations Act (PSERA).
3. Positions that are agreed to by the Employer and Union as not meeting the managerial and confidential labour relations capacity exclusions within PSERA sections 12(1)(a) through (e) will be flagged for inclusion in the Bargaining Unit, provided they are not excluded under other PSERA exclusion criteria. Normal Employer classification processes will apply; however, individuals will be transitioned according to Clause 6, below. The Employer will provide the Union the names of transitioned individuals once they move into the Bargaining Unit.
4. For any positions that will be moving into the bargaining unit by agreement between the Parties, the twelve (12) month notice period identified in Clause 7 below will commence on the date of such agreement.
5. In the event that the Union and Employer are unable to reach a consensus with respect to the determination of the exclusion/ inclusion of any specific persons or encumbered positions, the dispute will be submitted for determination to the Alberta Labour Relations Board (ALRB).
6. After the twelve (12) month notice period in Clause 7, an Employee that is to be transitioned into the bargaining unit and assigned to an existing bargaining unit classification and pay grade with a current salary:
  - (a) exceeding the maximum salary of the new pay grade will be held over-range while the Employee is in this position.
  - (b) below the maximum salary of the new pay grade will be maintained between pay periods until the Employee's next salary increase. The new salary will then be at a pay period in the grade that ensures a one-increment increase. The maximum salary of the pay grade will not be exceeded.
  - (c) below the minimum salary of the new pay grade will be moved to the minimum of the pay grade of the assigned classification.


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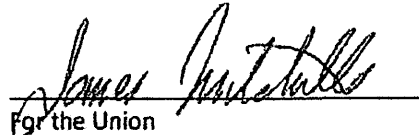



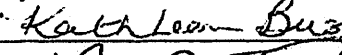
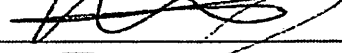


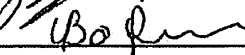
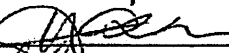

7. Where there has been a determination by the Employer and Union or ALRB that a person shall be included in the bargaining unit, the person shall be included in the bargaining unit twelve (12) months from the date of the determination. Any exceptions to the twelve (12) month notice period will be agreed by the Parties on a case by case basis.

Following this determination, the Employer will provide written notice to the Employee who will be moved into the bargaining unit. This written notice shall include contact information for the Union, suggesting that the Employee may connect with the Union for support through any transitional matters related to moving into the bargaining unit.

8. The process established by this Letter of Understanding is the sole mechanism to resolve disputes related to the determination of inclusion/exclusion of positions/persons under the Exclusions Review.
9. Subject to Clause 8, nothing in this Letter of Understanding amends, abrogates or otherwise modifies any part of Article 29 of the Collective Agreement. Further, any difference alleging a violation of an obligation in this Letter of Understanding may be filed as a Policy Grievance pursuant to Article 29.
10. This letter of understanding will remain in effect as provided in Article 47 of the Collective Agreement.

  
For the Employer  
JUNE 3, 2024  
Date

  
For the Union  
JUNE 4, 2024  
Date

  
R. H. Cloutier  
  
Kathleen Leach  
  
[illegible]  
  
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**LETTER OF UNDERSTANDING #NEW**

**9.5 HOUR SHIFT ROTATION UNDER SUBSIDIARY 003: SHERIFF, SECURITY & TRANSPORT 3 SHERIFFS AND SHERIFF, SECURITY & TRANSPORT 4 SERGEANTS OF THE SHERIFFS BRANCH/FUGITIVE APPREHENSION SHERIFF SUPPORT TEAM (FASST), SHERIFFS INVESTIGATIVE SUPPORT UNIT (SISU)**


1. Pursuant to Clause 2.01(b) of the Master Agreement, the Parties agree to administer the Master Agreement and Subsidiary Agreement 003 to allow for the operation of a 9.5-hour shift rotation schedule outlined within Appendix A for Sheriff Security and Transport 3 Sheriffs and Sheriff Security and Transport 4 Sergeants of the Sheriffs Branch/ Fugitive Apprehension Sheriff Support Team (FASST), Sheriffs Investigative Support Unit (SISU).
2. FASST and SISU Unit Sheriffs & Sergeants working the 9.5-hour shift rotation outlined in Appendix A are expected to work the same number of hours over an eight (8) week averaging period as Employees who work a 5/2 schedule of 38-3/4 hours per week.
3. The 9.5-hour shift schedule will be deemed to satisfy the annual hours of work requirement and will not be treated as overtime.
4. If any shortfall should occur for an employee due to the exigencies of the schedule, time will be recovered in the following manner:
  - a. By using earned vacation leave
  - b. By using earned time in lieu for working paid holidays
  - c. By using earned time in lieu for attending training or working hours in addition to the daily or weekly hours approved by the manager
  - d. By using banked overtime (earned)
  - e. By taking a deduction in salary
5. Employees working 9.5 hours per day shall have all benefits and entitlements calculated so as to ensure no loss or gain in Employee entitlements.
6. The Articles listed below will be administered in the following manner:

Articles 4.03(a), 4.04, 14, 23, 31, 32, 33A, 36, 37 and 38 of the Master Agreement shall be administered so as to provide the same number of hours of total entitlement as would be provided to an Employee who normally works a 7.75 hour shift.

7. This agreement only applies to FASST and SISU Unit officers & sergeants of the Ministry of Public Safety and Emergency Services, Sheriffs Branch, who are assigned to the 9.5- hour shift rotation.
8. This Letter of Understanding shall be in effect as of within 30 days of sign off, and will remain in effect for the term of the Collective Agreement pursuant to Article 47 of the Master Agreement.
9. Either Party may terminate this Letter of Understanding within 120-calendar days' written notice to the other Party.

  
Heather Callagione  
Deputy Minister, Public Service Commissioner

July 15, 2024  
Date

  
Guy Smith  
President, Alberta Union of Provincial Employees

July 15, 2024  
Date

**MEMORANDUM OF AGREEMENT**

**BETWEEN:**

**THE CROWN IN RIGHT OF ALBERTA**  
(The Employer)

-and-

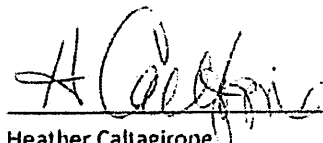
**THE ALBERTA UNION OF PROVINCIAL EMPLOYEES**  
(The Union)

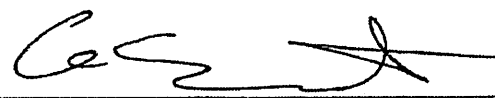
**RE: Implementation of the Revised Government of Alberta Occupational Health and Safety Program**

1. The Employer and the Union place the highest value on the health and safety of workers and are committed to providing a safe and healthy work environment where hazards to physical, psychological and social well-being are identified, communicated and managed to eliminate or reduce the risk of occupational injury, illness, property damage or other loss.
2. The Parties have agreed to update the existing Occupational Health and Safety Program to reflect current legislation and industry best practice.
3. Pursuant to the intent of Article 43 of the Master Agreement, the Parties collaborated in the creation of a revised Government of Alberta Occupational Health and Safety Program. The intent of the program is to ensure the ongoing effectiveness in maintaining a healthy and safe workplace.
4. Where a difference arises out of the provisions of the Government of Alberta Occupational Health and Safety Program and the Occupational Health and Safety Act, Regulation and Code, the latter shall supersede the former.
5. Upon sign-off of this Memorandum of Understanding, the revised Government of Alberta Occupational Health and Safety Program will be in effect within 60 days.

**FOR THE EMPLOYER**

**FOR THE UNION**

  
\_\_\_\_\_  
Heather Caltagirone  
Deputy Minister, Public Service Commissioner

  
\_\_\_\_\_  
Guy Smith  
President, Alberta Union of Provincial Employees

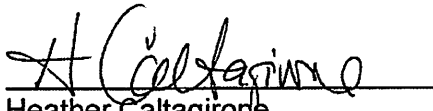
**ATT: Government of Alberta Occupational Health and Safety Program**

## **LETTER OF UNDERSTANDING #NEW**

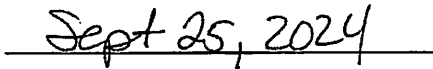
### **8-HOUR SHIFT ROTATION FOR PROGRAM SERVICES OF THE PEACE OFFICER TRAINING AND STANDARDS UNIT AT THE PUBLIC SAFETY AND EMERGENCY SERVICES TRAINING ACADEMY**

1. Pursuant to Clause 2.01(b) of the Master Agreement, the Parties agree to administer the Master Agreement and Subsidiary Agreement 003 to allow for the operation of a 9.5-hour shift rotation schedule outlined within Appendix A for Sheriff Security and Transport 3 Sheriffs and Sheriff Security and Transport 4 Sergeants of the Sheriffs Branch/ Fugitive Apprehension Sheriff Support Team (FASST), Sheriffs Investigative Support Unit (SISU).
2. Pursuant to Clause 2.01(b) of the Master Agreement, the Parties agree to administer the Master Agreement and Subsidiary Agreement 002 to allow for the operation of an 8-hour shift rotation.
3. Employees working 8 hours per day pursuant to clause 2.01 (b) of the Master Agreement shall have all benefits and entitlements that are expressed in terms of daily and weekly entitlements converted to the equivalent number of hours of benefits and entitlements as would be provided to an employee who normally works 7.25 hour shift. This will result in no loss or gain in Employee benefits and/or entitlements.
4. Employees assigned to work forty (40) hours per week shall receive, in addition to the specified salary for the respective classifications, a differential of ten point thirty four per cent (10.34%). This additional amount should be considered as part of their annual salary.
5. If any shortfall should occur for an employee due to the exigencies of the schedule, time will be recovered in the following manner:
  - a. By using earned vacation leave
  - b. By using earned time in lieu for working paid holidays
  - c. By using earned time in lieu for attending training or working hours in addition to the daily or weekly hours approved by the manager
  - d. By using banked overtime (earned)
  - e. By taking a deduction in salary
6. Articles 4.03(a), 4.04, 14, 23, 31, 32, 33A, 36, 37 and 38 of the Master Agreement shall be administered so as to provide the same number of hours of total entitlement as would be provided to an Employee who normally works a 7.25 hour shift.

7. This agreement only applies to Program Services employees of the Training Academy who are designated as full time Sergeants and Instructors and are assigned to the 8-hour shift rotation.
8. This Letter of Understanding shall be in effect as of within 30 days of sign off, and will remain in effect for the term of the Collective Agreement pursuant to Article 47 of the Master Agreement.
9. Either party may terminate this Letter of Understanding by providing 120 calendar days written notice to the other party.



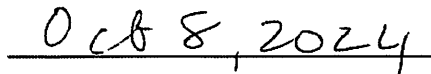
Heather Caltagirone  
Deputy Minister, Public Service Commissioner



Date



Guy Smith  
President, Alberta Union of Provincial Employees



Date

## AMENDMENT

### LETTER OF UNDERSTANDING #NEW

#### 8-HOUR SHIFT ROTATION FOR PROGRAM SERVICES OF THE PEACE OFFICER TRAINING AND STANDARDS UNIT AT THE PUBLIC SAFETY AND EMERGENCY SERVICES TRAINING ACADEMY

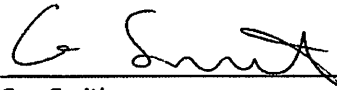
- ~~1. Pursuant to Clause 2.01(b) of the Master Agreement, the Parties agree to administer the Master Agreement and Subsidiary Agreement 003 to allow for the operation of a 9.5-hour shift rotation schedule outlined within Appendix A for Sheriff Security and Transport 3 Sheriffs and Sheriff Security and Transport 4 Sergeants of the Sheriffs Branch/ Fugitive Apprehension Sheriff Support Team (FASST), Sheriffs Investigative Support Unit (SISU).~~
2. Pursuant to Clause 2.01(b) of the Master Agreement, the Parties agree to administer the Master Agreement and Subsidiary Agreement 002 to allow for the operation of an 8-hour shift rotation.
3. ~~Employees working 8 hours per day pursuant to clause 2.01 (b) of the Master Agreement shall have all benefits and entitlements that are expressed in terms of daily and weekly entitlements converted to the equivalent number of hours of benefits and entitlements as would be provided to an employee who normally works 7.25 hour shift. This will result in no loss or gain in Employee benefits and/or entitlements.~~ The standard work week is considered to be 40 hours per week, on a basis of eight (8) hour shifts each workday. Benefits and entitlements that are expressed in terms of daily and weekly entitlements will be converted to the equivalent number of hours of benefits and entitlements as an eight (8) hour shift. This will result in no loss or gain in Employee benefits and/or entitlements.
4. Employees assigned to work forty (40) hours per week shall receive, in addition to the specified salary for the respective classifications, a differential of ten point thirty-four per cent (10.34%). This is calculated on the hour differential between 40/36.25. This additional amount should be considered as part of their annual salary.
5. If any shortfall should occur for an employee due to the exigencies of the schedule, time will be recovered in the following manner:
  - a. By using earned vacation leave
  - b. By using earned time in lieu for working paid holidays

- c. By using earned time in lieu for attending training or working hours in addition to the daily or weekly hours approved by the manager
  - d. By using banked overtime (earned)
  - e. By taking a deduction in salary
6. ~~Articles 4.03(a), 4.04, 14, 23, 31, 32, 33A, 36, 37 and 38 of the Master Agreement shall be administered so as to provide the same number of hours of total entitlement as would be provided to an Employee who normally works a 7.25 hour shift.~~
7. This agreement only applies to Program Services employees of the Training Academy who are designated as full time Sergeants and Instructors and are assigned to the 8-hour shift rotation.
8. This Letter of Understanding shall be in effect as of ~~within 30 days of sign-off~~ **November 10, 2024**, and will remain in effect for the term of the Collective Agreement pursuant to Article 47 of the Master Agreement.
9. Either party may terminate this Letter of Understanding by providing 120 calendar days written notice to the other party.

  
\_\_\_\_\_

Heather Caltagirone  
Deputy Minister, Public Service Commissioner

January 15, 2025  
Date

  
\_\_\_\_\_

Guy Smith  
President, Alberta Union of Provincial Employees

July 4, 2025  
Date

## **LETTER OF UNDERSTANDING #NEW RECRUITMENT, ATTRACTION AND RETENTION FUND**

The Parties agree to implement a Recruitment, Attraction and Retention Fund. The Fund will allocate \$XX Million per fiscal year to support initiatives aimed at addressing recruitment, attraction and retention challenges experienced by sites/programs/positions deemed "difficult to recruit to".

"Difficult to recruit to" may be determined by indicators such as:

- high vacancy rates;
- vacancies that remain unfilled for longer than 90 days;
- high turnover

The Fund will receive 4% increase per year.

The Parties agree that the recruitment, attraction and retention initiatives may vary, depending on the identified needs. Funded initiatives may target new Employees, may focus on site/program-specific concerns, or may address broader recruitment, attraction and retention challenges. The Parties agree that payment of recruitment, attraction and retention incentives under this Fund will be at the discretion of the Committee as defined below.

In certain cases, incentives may be provided to certain employees as part of recruitment, attraction and retention efforts, which may be subject to a return service agreement.

### Operation of the Fund

A Recruitment, Attraction and Retention Fund Committee ("the Committee") shall be established and meet within ninety (90) days of ratification and thereafter on a quarterly basis. The Committee may call ad-hoc meetings as required.

The Committee shall be comprised of three (3) Employer and three (3) Union representatives. The Parties may mutually agree to add additional representatives as necessary.

The purpose of these meetings is as follows:

- to share and discuss information on the sites/programs/positions the Parties deem to be "difficult to recruit to" based on the indicators listed above;
- to bring forward for consideration and discussion recruitment and retention initiatives;
- make allocation decisions **by consensus**;
- to assess the effectiveness of previous allocations of the Fund.

**If the Committee cannot agree on an initiative, either party can escalate it to a Senior Union representative & Senior Management representative for a resolution within 15 days. The Parties will share who their senior representative is once the Committee is established.**

The Committee will endeavour to use the entire Fund within each fiscal year.

At the end of the fiscal year, the Committee will review the breakdown of how the funds have been allocated in that fiscal year to address recruitment, attraction and retention challenges.



Administration of the Fund shall be in compliance with Government of Alberta Finance and Audit requirements.

The provisions of this Letter of Understanding shall be in effect from the date of signing and will remain in effect until March 30, 2028.

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

*James Mitchell*  
\_\_\_\_\_  
For the Union

*Aug 25/25*  
\_\_\_\_\_  
Date

*Kathleen Burns*  
\_\_\_\_\_

*Bob*  
\_\_\_\_\_

*Jeff*  
\_\_\_\_\_

*John*  
\_\_\_\_\_

*John*  
\_\_\_\_\_

*R. Clark*  
\_\_\_\_\_


*D. Hallio*  
\_\_\_\_\_

*John*  
\_\_\_\_\_

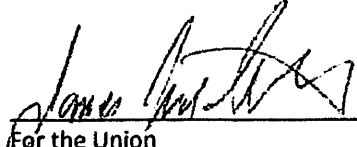
**SUBSIDIARY AGREEMENT #001**

**LETTER OF INTENT #2 – Worksite Violence**

It is recognized by the undersigned that worksite violence and health and safety issues are important issues to the employees of Subsidiary Agreement #001. The Employer is prepared to deal with these issues through the existing departmental health and safety committees. If the Union can demonstrate to the Employer co-chair that there is no Committee or resource within a department to whom a worksite violence or any other health and safety issue can be brought forward to, the Employer is prepared to review the issue at the Subsidiary Agreement #001 Employee Relations Committee.

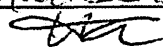
*K/S*  
*Re*  
  
For the Employer

JUNE 3, 2024  
Date

  
For the Union

JUNE 3, 2024

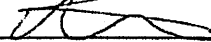
Date

Kirsten Burr  


H. X. Chase

Boyer

John Miller





Roberts

\_\_\_\_\_

\_\_\_\_\_

**LETTER OF UNDERSTANDING #NEW  
RELIGIOUS HOLIDAYS**

**BETWEEN:**

**HIS MAJESTY IN RIGHT OF ALBERTA**  
(The Employer)

**- and -**

**THE ALBERTA UNION OF PROVINCIAL EMPLOYEES**  
(The Union)

WHEREAS the Parties acknowledge that an Employee's right to follow their religious beliefs is a protected ground under the Alberta Human Rights Act;

AND WHEREAS, the Parties acknowledge a responsibility to accommodate employees where operationally feasible;

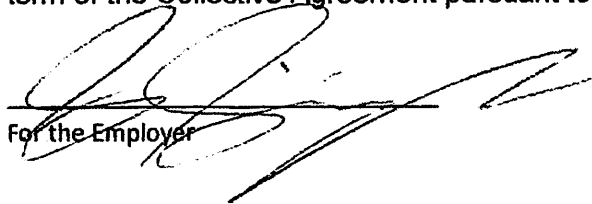
AND WHEREAS the Parties agree to work together to ensure Employees are accommodated in a manner that promotes a culture of inclusiveness that facilitates the participation of Employees in the workplace.

THEREFORE, the Parties agree to the following:

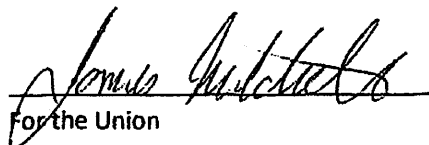
1. Employee requests for time off work, for the purpose of observing a religious holiday, shall be accommodated where operationally feasible.
2. Such requests for time off shall be made to the Employee's immediate supervisor before December 31<sup>st</sup> for the next calendar year and shall specify the days being requested for the religious holiday.
3. In accordance with Article 16, Hours of Work, Managers will first make every reasonable effort to modify shift schedules in order to accommodate the requested time off. Where it is not possible to modify shift schedules, the time shall be paid from:
  - a. compensatory time off accrued pursuant to Clause 17.03; or
  - b. personal day(s) to which the Employee is entitled as per Clause 38.01(c); or
  - c. time off accrued pursuant to Article 37, Annual Vacation Leave.

Where the accrued time and entitlements listed in Clause 3. a, b, and c, above are unavailable, such time shall be granted as Leave Without Pay pursuant to Article 46.

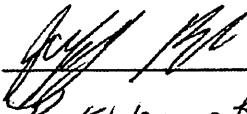
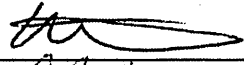
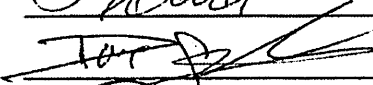
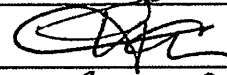
This Letter of Understanding shall be in effect upon ratification and will remain in effect for the term of the Collective Agreement pursuant to Article 47 of the Master Agreement.

  
For the Employer

July 10, 2024  
Date

  
For the Union

July 10, 2024  
Date

  
Kathleen Buss  
  
Stellin  
  
  
Shirley

**SUBSIDIARY AGREEMENT #001**  
**ARTICLE 4 - PROTECTIVE CLOTHING UNIFORMS**

- 4.01 ~~The Employer shall provide, maintain, replace and clean protective clothing where the Employer determines the foregoing is required.~~
- 4.02 ~~Protective clothing and safety equipment shall be supplied by the Employer as required by the *Alberta Occupational Health and Safety Act*, the *Radiation Health Protection Act* and any regulation thereto.~~
- 4.03 ~~All uniforms, clothing and equipment, supplied by the Employer shall remain the property of the Employer.~~
- 4.041 The Department of Justice will provide a shoe allowance to Employees performing judicial clerk work whose principal duties are to work directly in the Courts and who are required, while performing their duties, to wear gowns provided by the Department. The shoe allowance will be **seventy dollars** ~~(\$70.00)~~ **one hundred and fifty dollars (\$150)** every two years in order for eligible Employees to purchase black shoes that meet the requirements set out by Court Services.

KB  
\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

James Mitchell  
\_\_\_\_\_  
For the Union

Aug 25/25  
\_\_\_\_\_  
Date

Kathleen Buss  
\_\_\_\_\_

D. Boldin  
\_\_\_\_\_

R. L. Clark  
\_\_\_\_\_

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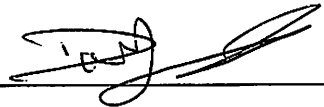
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Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice



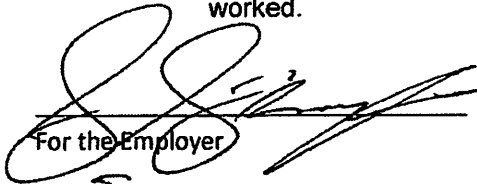
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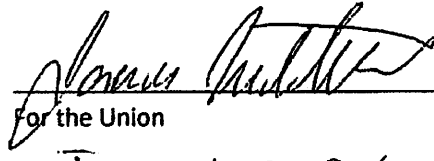
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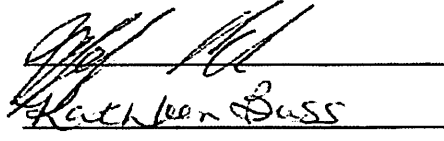
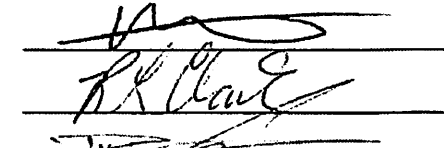
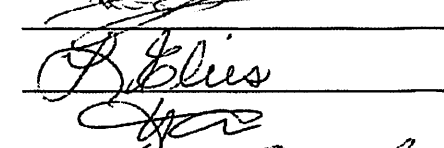
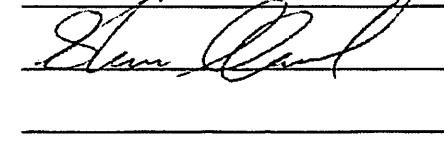
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**SUBSIDIARY AGREEMENT #002  
ADMINISTRATIVE AND PROGRAM SERVICES  
ARTICLE 2 - HOURS OF WORK**

- 2.01 Pursuant to Clauses 16.01 and 16.02 of the Master Agreement the normal hours of work for Employees covered by this Agreement shall be:
- (a) thirty-six and one quarter (36 1/4) hours per week, seven and one quarter (7 1/4) hours per day, for all classes listed in Schedule "A" and Schedule "A-1" of this Agreement; or
  - (b) the equivalent on a bi-weekly, monthly, or annual basis.
- 2.02 Notwithstanding Clause 2.01, the Employer may require certain Employees who are assigned to the Administration 1 or Administration 2 classes to work forty (40) hours per week for which they shall receive 10.34% more than the specified salary for their assigned class. This additional amount shall be considered part of the Employee's annual salary. This provision may be extended to other Employees by mutual agreement of the Parties.
- 2.03 An Employee occupying a class assigned to Schedule "A-1" of this Agreement, who is required to travel to a work location to perform assigned duties, and that location is away from the Employee's normal place of work, shall have such time spent in travel, which is in excess of that time normally spent travelling directly to and from the Employee's residence and normal place of work, counted as time worked.

  
For the Employer  
JULY 11, 2024  
Date

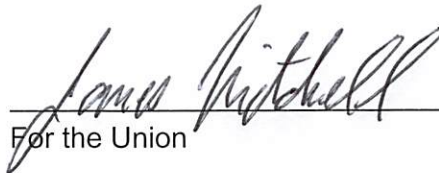
  
For the Union  
JULY 11, 2024  
Date

  
Karen Bass  
  
Rick Clout  
  
J. Ellis  
  
Steve Carl

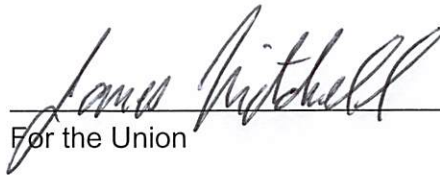
**SUBSIDIARY AGREEMENT #002**  
**ARTICLE 4 - PROTECTIVE CLOTHING**

- 4.01 ~~The Employer shall provide, maintain, replace and clean protective clothing where the Employer determines the foregoing is required. Items so provided will remain the property of the Employer.~~
- 4.02 ~~Protective clothing and safety equipment shall be supplied by the Employer as required by the Occupational Health and Safety Act and any regulation thereto.~~

\_\_\_\_\_  
For the Employer

  
\_\_\_\_\_  
For the Union

\_\_\_\_\_  
Date

  
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Date



**SUBSIDIARY AGREEMENT #003**  
**ARTICLE 4 - PROTECTIVE CLOTHING UNIFORMS**

4.01 ~~Uniforms or work clothing shall be supplied to Employees and replaced, as needed, where it is required by the Employer that such uniforms or work clothing be worn during working hours.~~

4.02 ~~Protective clothing and safety equipment shall be supplied by the Employer as required by the *Occupational Health and Safety Act* and any regulation thereto.~~

4.031 **Where the Employer determines that uniform footwear should be provided, the Employer shall either provide the footwear or pay to each such eligible Employee the cost of such footwear up to a maximum of three hundred dollars (\$300.00) every two (2) years. The footwear shall conform to area requirements and follow uniform department policies.**

~~Employees who are required to wear a uniform shall be eligible for a shoe allowance of two hundred and forty dollars (\$240.00) every two years, when shoes or boots are not provided as part of the uniform.~~

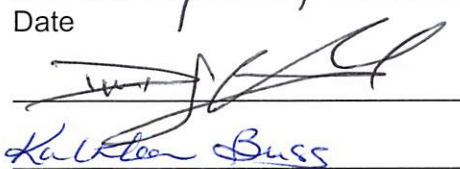


4.042 All Employees covered by this Agreement who are required to wear a uniform shall be provided an annual cleaning allowance of one hundred and fifty dollars (\$150.00).

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

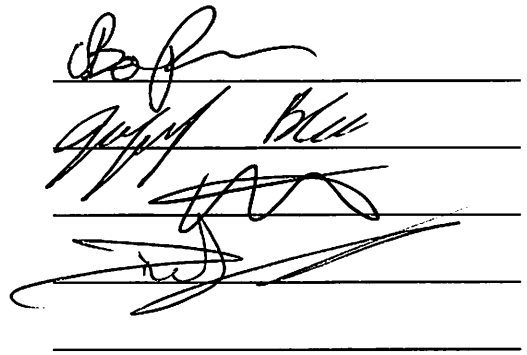
  
\_\_\_\_\_  
For the Union

  
\_\_\_\_\_  
Date


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

Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice

The image shows four handwritten signatures in black ink on a set of five horizontal lines. The signatures are written in a cursive, stylized manner. The first signature is on the top line, the second on the second line, the third on the third line, and the fourth on the fourth line. The bottom line is empty.

**SUBSIDIARY AGREEMENT #003**  
**ARTICLE 6 - COURT TIME**

- 
- 6.01 When an Employee is subpoenaed or summoned to appear in Court in the Employee's official capacity to give evidence or to produce government records, outside of the Employee's regular duty hours, the Employee shall be eligible for compensation as set out below.
- 6.02 Where such attendance in Court is required immediately preceding commencement of the Employee's normal work shift or immediately following completion of the Employee's normal work shift, all hours spent in Court in such official capacity shall be compensated at overtime rates of pay for the hours worked outside of the Employee's normal shift, in accordance with Article 17 of the Master Agreement between the Province of Alberta and the Alberta Union of Provincial Employees.
- 6.03 Where such attendance in Court is required in the forenoon or afternoon of a normal working day in which the affected Employee's regular work shift ends between the hours of 4:00 p.m. and 8:00 a.m., the Employee shall be compensated for all hours spent in Court in the Employee's official capacity, outside of the Employee's normal shift at premium overtime salary rates exclusive of all salary modifiers in accordance with Article 17 of the said Master Agreement, but with a minimum payment of ~~two (2)~~ **three (3)** hours at the premium overtime rate.
- 6.04 Where such attendance in Court is required on an Employee's regularly scheduled day of rest, the Employee shall be compensated at premium overtime salary rates exclusive of all salary modifiers in accordance with Article 17 of the said Master Agreement, for all hours spent in Court in the Employee's official capacity, but with a minimum payment of ~~two (2)~~ **three (3)** hours at the premium overtime rate.
- 6.05 Any fees received by an Employee in respect to the Employee's appearance in Court shall be paid to the Employing Department.
- 6.06 When a Correctional Service Worker, excluding those designated as Living Unit Officers, or assigned to work in shifts, is required to attend Court in the Employee's official capacity on a regularly scheduled day of rest, time spent in Court shall be compensated as follows:
- (a) If the Court time is scheduled in advance, time spent at Court proceedings shall be recognized, at hour for hour towards the normal weekly hours of work, however, if such time is less than two

(2) hours, the Employee shall be credited with a minimum of two (2) hours towards the normal weekly hours of work.

- (b) If the Court time is not scheduled in advance, then time spent in Court shall be compensated in accordance with Article 19 of the Master Agreement.

\_\_\_\_\_  
For the Employer

*James Mitchell*  
\_\_\_\_\_  
For the Union

\_\_\_\_\_  
Date

*Aug 25/25*  
\_\_\_\_\_  
Date

*[Signature]*  
\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_

*[Signature]*  
\_\_\_\_\_

*Up yr*  
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*[Signature]*  
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*RK Clark*  
\_\_\_\_\_

*A. Ellis*  
\_\_\_\_\_

*Kathleen Buss*  
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\_\_\_\_\_

**LETTER OF UNDERSTANDING – 10 HOUR SHIFT ROTATION UNDER SUBSIDIARY 003:**

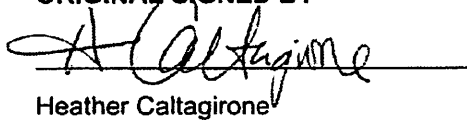
**CORRECTIONAL SERVICES WORKERS 1, 2, and 3 OF THE  
ELECTRONIC MONITORING PROGRAM**

1. Pursuant to Clause 2.01(b) of the Master Agreement, the Parties agree to administer the Master Agreement and Subsidiary Agreement 003 to allow for the operation of a 10-hour shift, 8-week rotation outlined in Schedule A for employees of the Electronic Monitoring Program.
2. The shift schedule outlined within Appendix A is deemed to satisfy the annual hours of work requirement and shall not be treated as overtime. The parties agree that any hours worked beyond 10 hours per day shall be subject to overtime compensation as per Article 17 of the Master Agreement. Employees may be required to start on different weeks of the shift rotation scheduled to provide flexibility.
3. Employees working a 10-hour shift rotation pursuant to clause 2.01 (b) of the Master Agreement shall have all benefits and entitlements that are expressed in terms of daily and weekly entitlements converted to the equivalent number of hours of benefits and entitlements as would be provided to an employee who normally works 7.25 hour shift. This will result in no loss or gain in Employee benefits and/or entitlements.
4. Required training, as determined by the Employer, scheduled on regular days of work will remain at 10 hours, training hours will be supplemented with duties as directed by the employer.
5. If any shortfall should occur for an Employee due to the exigencies of the schedule, time will be recovered in the following manner:
  - a. By using earned vacation leave
  - b. By using earned time in lieu for working paid holidays
  - c. By using earned time in lieu for attending training or working hours in addition to the daily or weekly hours approved by the manager
  - d. By using banked overtime (earned)
  - e. By taking a deduction in salary
6. Articles 4.03(a), 4.04, 14, 23, 31, 32, 33A, 36, 37 and 38 of the Master Agreement shall be administered so as to provide the same number of hours of total entitlement as would be provided to an Employee who normally works a 7.25 hour shift.
7. This agreement applies to Correctional Service Worker 1, 2, and 3 employees of the Electronic Monitoring Program who are designated as full time Probation Officers and Supervisors and are assigned to the 10-hour shift rotation.
8. This Letter of Understanding shall be in effect as of December 17, 2024, and will remain in effect for the term of the Collective Agreement pursuant to Article 47 of the Master Agreement.

9. Either party may terminate this Letter of Understanding by providing 120 calendar days written notice to the other party.

Dated this 17th day of December, 2024.

ORIGINAL SIGNED BY



Heather Caltagirone

Deputy Minister, Public Service Commissioner



Guy Smith

President, Alberta Union of Provincial  
Employees

**Appendix A: CORRECTIONAL SERVICES WORKER 1, 2, and 3 of the Electronic  
Monitoring Program**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Weekly Hours
Week 1	10	10	10	10				40
Week 2		10	10	10	10			40
Week 3			10	10	10	10	10	50
Week 4					10	10	10	30
Week 5	10					10	10	30
Week 6	10	10					10	30
Week 7	10	10	10					30
Week 8	10	10	10	10				40
Average								36.25

**Hours of Work for CSW 1-2**

Shift 1 6:00 am to 4:30 pm with a 30 minute meal break

Shift 2 1:00 pm to 11:30 pm with a 30 minute meal break

Shift 3 9:00 pm to 7:30 am with a 30 minute meal break

**Hours of Work for CSW 3**

Shift 1 6:00 am to 4:30 pm with a 30 minute meal break

Shift 2 8:00 am to 6:30 pm with a 30 minute meal break


Shift 3 1:00 pm to 11:30 pm with a 30 minute meal break



**SUBSIDIARY AGREEMENT #004**  
**ARTICLE 4 - PROTECTIVE CLOTHING**






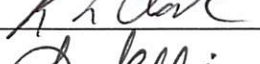
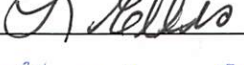

- 4.01 ~~Where the Employer determines that uniforms, coveralls, smocks, or other such items should be provided for the protection of the Employee's personal garments, such items shall be provided, replaced and cleaned upon approval by the Employer. Items so provided shall remain the property of the Employer.~~
- 4.02 ~~Protective clothing and safety equipment shall be provided by the Employer as required by the Occupational Health and Safety Act and any regulations thereto.~~
- 4.03 ~~Where the Employer determines that safety footwear should be provided, the Employer shall either provide the actual safety footwear or pay to each such eligible Employee the cost of such footwear up to a maximum of three hundred (\$300.00) dollars every two years.~~

\_\_\_\_\_  
For the Employer

  
\_\_\_\_\_  
For the Union

\_\_\_\_\_  
Date

Aug 25/25  
\_\_\_\_\_  
Date

  
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Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice

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**SUBSIDIARY AGREEMENT #004**  
**ARTICLE 6 - HIGH RIGGING ALLOWANCE**

6.01 Employees who work at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) meters or nine feet eleven inches (9'11")** from the floor or ground level shall be paid an allowance of ~~fifty (50) cents two (\$2) dollars~~ **one (\$1) dollar** per hour for each hour or portion thereof while performing the following work:

- (a) the erecting or dismantling of scaffold when such scaffolding will exceed a height of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) meters or nine feet eleven inches (9'11")**; or
- (b) working on a swing stage or scaffold at a height in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) meters or nine feet eleven inches (9'11")**; or
- (c) high rigging on skeleton erection work at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) meters or nine feet eleven inches (9'11")**; or
- (d) working from a bosun's chair at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) meters or nine feet eleven inches (9'11")**; or
- (e) bridge construction and/or bridge maintenance work on a scaffold at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) meters or nine feet eleven inches (9'11")**; **Or**
- (f) ~~Any work that Occupational Health and Safety Regulations or a worksite fall protection plan requires the use of a fall protection harness as part of the work duties in heights of three (3) meters or nine feet eleven inches (9'11"); or~~
- (f) working from a Mobile Elevated Work Platform (MEWP = personnel lifts) platforms lifts at heights in excess of ~~three (3) metres~~ **or nine feet eleven inches (9'11")**; or
- (g) when working on cliffs, narrow ledges, or near vertical mountainous slopes where a loss of footing would result in serious injury, or when working in areas where there is danger of rock falls or avalanches.

Date \_\_\_\_\_

*James Mitchell*  
For the Union

Date Aug 25/25

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Jill  
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K. C. C.  
A. Ellis  
Kathleen Buss

**SUBSIDIARY AGREEMENT #004**  
**LETTER OF UNDERSTANDING #7 (NEW) - APPRENTICESHIP UTILIZATION**

The Parties agree to establish an Apprenticeship Committee to identify opportunities to establish apprenticeships in the Government of Alberta.

Although not intended to limit the scope of discussions between the Parties, areas which may be discussed include, but are not limited to:

- Examining areas/roles where attracting apprenticeship may be best fulfilled.
- Utilizing an apprenticeship program, with any available grants and subsidies, instead of contracting work out.

The following principles shall apply to the meetings of this forum:

- The meetings will be held every six (6) months, or as agreed to by both Parties.
- The meetings will be restricted to three (3) representatives of the Employer, and the three (3) other representatives of the Union, unless otherwise agreed to by both Parties.
- Discussions between the Parties which take place during these meetings will be privileged and without prejudice to the legal interests of either Party unless there is mutual agreement between the Employer and the Union to share any of the information outside the meetings.

Each Party will be responsible for their representatives' salary and any travel costs associated with these meetings.

Should either Party wish to withdraw from this agreement, notice in writing must be served on the other Party not less than ninety (90) calendar days prior to the requested change.

This Letter of Understanding shall not form part of the Collective Agreement and, therefore, is not subject to the grievance or arbitration process set out in Article 29 of the Master Agreement.

Dated this XX day of MONTH, YEAR.

ORIGINAL SIGNED BY

\_\_\_\_\_  
Witness

ORIGINAL SIGNED BY

\_\_\_\_\_  
Witness

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

ORIGINAL SIGNED BY

\_\_\_\_\_  
HEATHER CALTAGIRONE

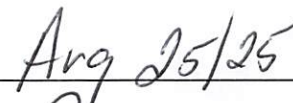
Public Service Commissioner

ORIGINAL SIGNED BY

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GUY SMITH


President, Alberta Union of Provincial  
Employees

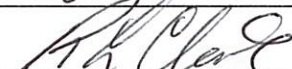
  
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For the Union

  
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Bob

  
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Katherine Buss

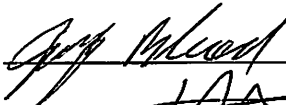
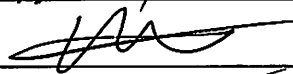

  
\_\_\_\_\_  
D. Lewis

  
\_\_\_\_\_  
A. Clark

  
\_\_\_\_\_  
[Signature]

August 22, 2025

CONFIDENTIAL


**SUBSIDIARY AGREEMENT #005**

**ARTICLE 2 - HOURS OF WORK**

- 2.01 Pursuant to Clauses 16.01 and 16.02 of the Master Agreement, the normal hours of work for Employees covered by this Agreement shall be thirty-six and one-quarter (36 1/4) hours per week.
- 2.02 The above will be worked over five (5) consecutive days at seven and one-quarter (7 1/4) hours per day, unless otherwise mutually agreed.
- 2.03 Notwithstanding Clause 2.02 above, Wage Employees may be required to work more than five (5) consecutive days as long as the equivalent of thirty-six and one-quarter (36 1/4) hours per week is worked on a monthly basis.
- 2.04 Notwithstanding the generality of the above, Clauses 2.01, 2.02 and 2.03 shall not apply to Employees covered by Article 6 of this Agreement.

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
For the Union

  
  
  
  
  
  
  
  
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**SUBSIDIARY AGREEMENT #005**  
**ARTICLE 4 - PROTECTIVE CLOTHING UNIFORMS**

- 4.01 ~~Where the Employer determines that uniforms, coveralls, smocks, or other such items should be provided for the protection of the Employee's personal garments, such items shall be provided and replaced upon approval by the Employer.~~
- 4.02 ~~Protective clothing and safety equipment shall be supplied by the Employer as required by the *Occupational Health and Safety Act*, the *Radiation Protection Act* and any regulations thereto.~~
- 4.031 **Notwithstanding the generality of Clause 4.01 above, w** Where the Employer determines that an Employee is required to wear boots or shoes as part of the dress uniform, the Employer shall not be required to provide or replace the boots or shoes. Where the Employer does not provide or replace the boots or shoes as part of the dress uniform, the Employee shall be entitled to an annual allowance of two hundred and forty dollars (\$240.00) every two years.
- 4.04 ~~Where the Employer determines that safety footwear should be provided, the Employer shall either provide the actual safety footwear or pay to each such eligible Employee the cost of such footwear up to a maximum of three hundred (\$300.00) dollars every two years.~~





\_\_\_\_\_  
For the Employer

  
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For the Union

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Date

  
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Date   
  





  
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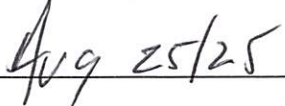
**SUBSIDIARY AGREEMENT #005**  
**LETTER OF UNDERSTANDING #1 – Seasonal Wage Employees**


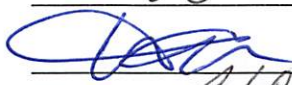




It is understood by the Parties to this Agreement that Wage Employees who work less than twelve (12) consecutive months from their date of hire or last increment but who return in the next season in the same classification **within the same Department** shall be eligible for an increment effective the first day of the bi-weekly pay period following the completion of a total of twelve (12) months worked.

\_\_\_\_\_  
For the Employer

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Date

  
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For the Union

  
\_\_\_\_\_  
Date


  
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**SUBSIDIARY AGREEMENT #005**  
**LETTER OF UNDERSTANDING #3 - SPECIALIST MODIFIER**


The Parties agree to the following:

41. The Specialist Modifier will be used in circumstances where the Employer needs an Employee(s) to maintain a specialized set of skills or certification that may only be used in emergency or special circumstances beyond the scope of the Employee's assigned responsibilities.

52. Employees will be selected to perform the Specialist Modifier functions based on the Employer requiring that function and the Employees attaining and maintaining any credentials or training as defined by the Employer. **The Employer retains the right to immediately remove the modifier if the Employee does not meet the required certification and/or qualifications.**



3. In recognition of the variety and complexity of functions and skills required, a tiered approach will be utilized. The Employer will identify and assign the specialist modifier functions. The Employer may discontinue the use of any specialist modifier functions upon ninety (90) days' written notice to the affected Employee(s). The modifier is added directly to the Employee's salary and is considered pensionable.



~~If the Employer determines that a Market Modifier is necessary the Employer and the Union will meet and discuss the implementation of any modifier. The market modifier will be added directly to the Employee's salary and is pensionable. Employees will be given notice if the market modifier is to be reduced or removed. An Employee's base pay as negotiated between the A.U.P.E. and the Crown as contained in Schedules A and B of the Subsidiary #005 Agreement will not be affected by the modifier.~~

2. ~~A Specialist Modifier will apply to the following functions:—~~

~~Air Attack Officer—~~

~~Certified Fire Behaviour Analyst—~~

~~Certified Ignition Specialist—~~

~~Chainsaw Instructor—~~

~~Conservation Officer Training Officer—~~

~~Control Tactics Instructor or Defensive Tactics Instructor~~

~~Firearms Instructor~~

~~Forest Management Specialist — Timber Scaling~~

~~Forestry Division GIS Specialist~~

~~Forestry Peace Officer~~

~~Helicopter/Sling Rescue Team Leader~~

~~Incident Commander 2 or Type I Certification in Wildfire~~

~~Medical Response Team Leader~~

~~Predator Response Team Leader or Human Wildlife Conflict Control Specialist~~

~~Problem Wildlife Specialist~~

~~Rescue Response Team Leader~~

~~Search Management Instructor~~

~~Summer and Winter Mountaineering Instructor~~

~~Surveillance Team Leader~~

~~Type 2 Wildfire Investigator~~

~~Undercover Operator~~

~~Water Safety and Small Vessel Instructor~~

34. The **A Tier 1** Specialist Modifier will be ~~\$85.87 \$171.54 \$80.00 \$100.00~~ per bi-weekly pay period **and will apply to the following functions:** The Employer will identify and assign the specialist modifier functions. The Employer maintains the right to assign, re-assign and or discontinue the use of any specialist modifier functions upon 90 days written notice to the affected Employee(s). The Employer further retains the right to immediately remove the modifier if the Employee does not meet the required certification and/or qualifications. The modifier is considered pensionable.

Chainsaw Instructor

EVOC Instructor

Forestry Peace Officer



HELCO

Medical Response Team Leader

Problem Wildlife Specialist

Search Management Instructor



Summer and Winter Mountaineering Instructor

Surveillance Team Leader

Type 2 Wildfire Investigator

Undercover Operator

Water Safety and Small Vessel Instructor

- 
35. ~~The Specialist Modifier will be used in circumstances where the Employer needs an Employee(s) to maintain a specialized set of skills or certification that may only be used in emergency or special circumstances beyond the scope of the Employee's assigned responsibilities. A flat rate modifier will be added to the Employee's bi-weekly cheque.~~
- 

**A Tier 2 Specialist Modifier will be \$88.00 \$115.59 per bi-weekly pay period and will apply to the following functions:**

**Conservation Officer Training Officer**

Control Tactics Instructor or Defensive Tactics Instructor

**Forest Management Specialist**

Predator Response Team Leader or Human Wildlife Conflict Control Specialist

Rescue Response Team Leader

36. ~~Employees will be selected to perform the Specialist Modifier functions based on the Employer requiring that function and the Employees attaining and maintaining any credentials or training as defined by the Employer.~~

**A Tier 3 Specialist Modifier will be \$96.00 \$132.10 per bi-weekly pay period and will apply to the following functions:**

Air Attack Officer

Certified Fire Behavior Analyst

Certified Ignition Specialist

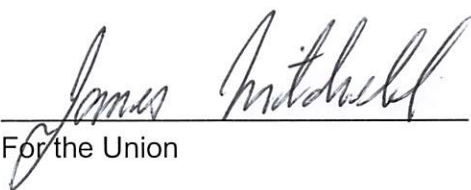
Firearms Instructor

Helicopter/Sling Rescue Team Leader

Incident Commander 2 or Type I Certification in Wildfire

4. ~~The Specialist Modifier will be used in circumstances where the Employer needs an Employee(s) to maintain a specialized set of skills or certification that may only be used in emergency or special circumstances beyond the scope of the Employee's assigned responsibilities. A flat rate modifier will be added to the Employee's bi-weekly cheque.~~
5. ~~Employees will be selected to perform the Specialist Modifier functions based on the Employer requiring that function and the Employees attaining and maintaining any credentials or training as defined by the Employer.~~

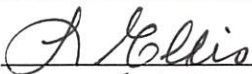

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For the Employer

  
\_\_\_\_\_  
For the Union

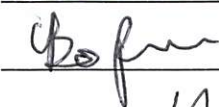
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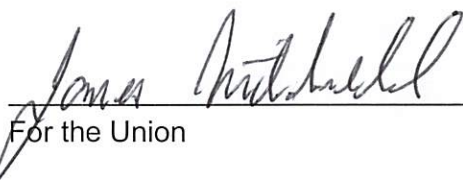

**SUBSIDIARY AGREEMENT #005  
LETTER OF UNDERSTANDING #6 (NEW) - SEASONAL WILDLAND  
FIREFIGHTERES**

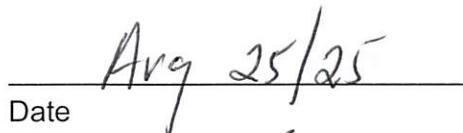
It is understood by the parties that Seasonal Wildland Firefighter Wage Employees who return the following fire season and worked a minimum of ninety (90) days in the previous fire season, shall be granted one increment effective the first day of employment.

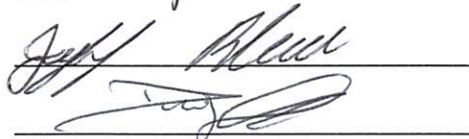

Seasonal Wildland Firefighter Wage Employees who return the following fire season to a higher classification (Natural Resources 3 or Natural Resources 4) and work a minimum of ninety (90) days in the previous fire season, shall be granted an additional increment upon promotion, if available.

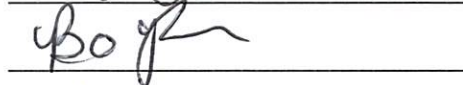

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For the Employer

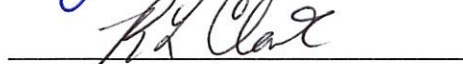

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For the Union

  
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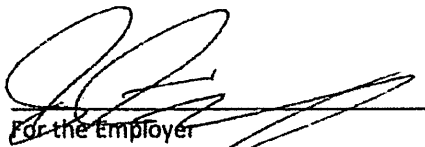


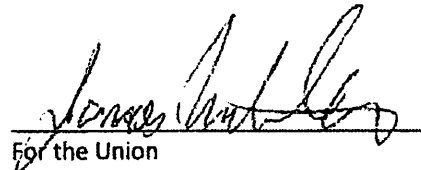
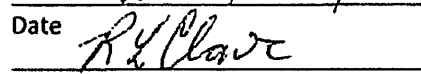

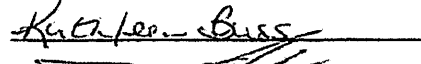
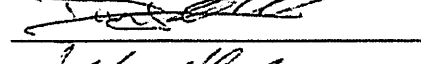
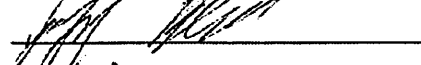
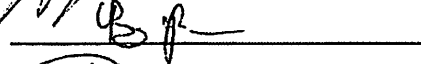
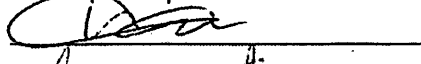
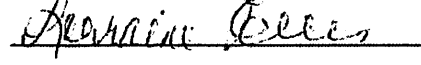
**SUBSIDIARY AGREEMENT #006  
SOCIAL SERVICES**

**ARTICLE 2 – HOURS OF WORK**

2.01 Pursuant to Clauses 16.01 and 16.02 of the Master Agreement the normal hours of work for Employees covered by this Agreement shall be:

- (a) thirty-eight and three-quarters (38 3/4) hours per week for Child and Youth Care Workers, and Employees in classes contained in Schedule "B" with the exception of the:
  - Medical and Health 4 class,
  - Pharmacists allocated to Medical and Health 3 class, and
  - All Medical and Health classes employed in the department of Health whose hours of work are provided in 2.01 (b);
- (b) **thirty-eight and three-quarters (38 3/4) hours per week for Rehabilitation classes contained in Schedule "B-1".**
- (bc) thirty-six and one-quarter (36 1/4) hours per week for all other Employees.

  
For the Employer  
JUNE 4, 2024  
Date

  
For the Union  
JUNE 4, 2024  
Date  
  
  
  
  
  
  
  


**SUBSIDIARY AGREEMENT #006**  
**ARTICLE 3 - OVERTIME**

- 3.01 Employees covered by this Agreement will be compensated for authorized overtime hours worked pursuant to Article 17 of the Master Agreement.
- 3.02 Employees assigned to a Child and Youth Care Worker class or assigned to classifications in Schedule B shall be eligible to allocate overtime compensation pursuant to Clause 17.04 of the Master Agreement.
- 3.03 ~~At the beginning of each month an Employee not included in Clause 3.02 shall indicate in writing a preference between compensatory time off or monetary compensation for overtime worked. Such preference shall be subject to approval by the Employer and where an Employee does not indicate a preference, the Employer shall determine the method of compensation. Where compensatory time off is approved and where it cannot be scheduled within the 6 month period following the month in which the overtime was worked, it shall be paid out in accordance with Clause 3.04.~~ **Pursuant to Clause 17.02(b) of the Master Agreement, Employees shall normally be scheduled for work such that total hours worked during any week do not exceed the normal weekly hours of work.**
- 3.04 **An Employee who requests and is authorized to balance their hours over a one-week period of time shall be permitted to work daily hours in excess of the Employee's normal requirement; such additional hours shall be compensated at straight time. If an Employee is required and authorized by the Employer to work hours in excess of normal weekly hours of work, the Employee shall be compensated at one and one-half (1 ½) times their regular salary for the first five (5) hours and at double time (2X) for hours thereafter.**
- 3.045 In the absence of mutual agreement to schedule compensatory time off, payment for overtime will be made by the end of the month following the six(6)-month period in Clause 3.03.

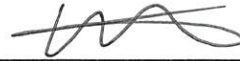
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For the Employer

  
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For the Union

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Date

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Date

Aug 25/25

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Kathleen Buss

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D. Ellis

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R. L. Clark

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**SUBSIDIARY AGREEMENT #006**  
**ARTICLE 4 - PROTECTIVE CLOTHING**



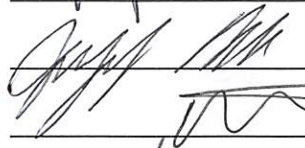

- 4.01 ~~The Employer shall maintain all current Employee entitlements with respect to the provision, maintenance, and laundering of protective clothing and uniforms. Where the wearing of such clothing is optional, such option remains with the individual Employee.~~
- 4.02 ~~Uniforms so provided shall remain the property of the Employer.~~
- 4.03 ~~Safety Clothing shall be provided in accordance with the Occupational Health and Safety Act, the Radiation Protection Act and any regulations thereto.~~

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For the Employer

  
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For the Union

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Date

Aug 25/25  
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Date


  
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Kathleen Bliss  
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**SUBSIDIARY AGREEMENT #006**  
**LETTER OF UNDERSTANDING #4 (NEW) - Child Intervention Practitioners**


The Parties discussed challenges with recruiting and retaining Employees who specialize in and are assigned Child Intervention work. In an effort to stabilize the recruitment and retention challenges, the Parties agree to the following:

**New Classification**

Schedule "A" in Subsidiary Agreement #006 will be amended to include a new classification as follows:



Class Title	Pay Grade
Child Intervention Practitioner 1	62
Child Intervention Practitioner 2	70
Child Intervention Practitioner 3	76



Transitioning to the new classification will occur as follows:

- Employees assigned Child Intervention Practitioner duties currently classified as Human Services Worker 3 will be reclassified as Child Intervention Practitioner 1.
- Employees assigned Child Intervention Practitioner duties currently classified as Human Services Worker 5 and Human Services Worker 6 will be reclassified as Child Intervention Practitioner 2.
- Employees assigned Child Intervention Practitioner duties currently classified as Human Services Worker 7 will be reclassified as Child Intervention Practitioner 3.
- The Employer will endeavor to implement the new classification within four (4) months of ratification of the collective agreement with pay adjustments being applied retro-active to the date of ratification.



1. Acting

Employees who are classified as Human Services Workers, not normally assigned Child Intervention Practitioner duties, may occasionally be required by the Employer to perform the duties of the Child Intervention Practitioner classification.

Such assignments shall be in accordance with Article 14 of the Master Agreement with the following exceptions:

- Acting compensation will commence immediately
- Employees will be compensated at the acting rate of pay for no less than one half ( $\frac{1}{2}$ ) a day.
- It is understood that acting may be assigned regardless of whether it is a result of an Employee's absence or not.

2. Standby Pay and Call Back Pay

Employees who are classified as Human Services Workers, not normally assigned Child Intervention Practitioner duties, may occasionally be required by the Employer to provide standby or call back duties of the Child Intervention Practitioner classification.

Such assignments shall be in accordance with Article 19 and Article 21 of the Master Agreement with the following exceptions:

- Employees who are classified as Human Services Workers will receive the appropriate Child Intervention Practitioner rate of pay for all Standby Pay and Call Back Pay hours.

3. Recruitment and Retention Incentive

The Parties agree to meet within six (6) months of the date of ratification to explore opportunities under the Recruitment, Attraction, and Retention Fund Letter of Understanding to address program and/or location specific issues where a recruitment/retention incentive may assist in stabilizing the operations.

This Letter of Understanding will remain in effect as provided in Article 47 of the Collective Agreement.

Dated this XX day of MONTH, YEAR.

ORIGINAL SIGNED BY

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Witness

ORIGINAL SIGNED BY

\_\_\_\_\_

HEATHER CALTAGIRONE

Public Service Commissioner

ORIGINAL SIGNED BY

\_\_\_\_\_

Witness

ORIGINAL SIGNED BY


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GUY SMITH

President, Alberta Union of Provincial  
Employees

\_\_\_\_\_


For the Employer

  
\_\_\_\_\_


For the Union


\_\_\_\_\_

Date

  
\_\_\_\_\_

Date

  
\_\_\_\_\_

  
Rhonda Clark  
A. Ellis  
Kathleen Buss




**SUBSIDIARY AGREEMENT #009**  
**ARTICLE 4 - PROTECTIVE CLOTHING**

4.01 ~~The Employer shall maintain all current Employee entitlements with respect to the provision, maintenance, and laundering of protective clothing and uniforms. Where the wearing of such clothing is optional such option remains with the individual Employee.~~

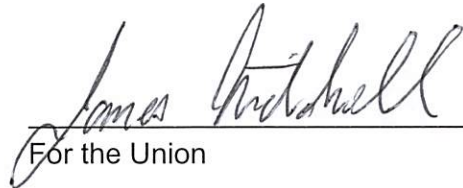

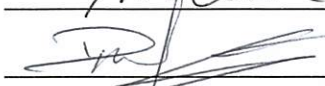
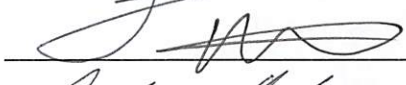
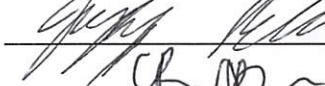
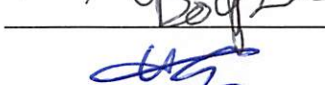
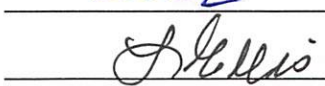
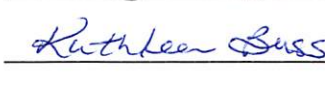
4.02 ~~Uniforms so provided shall remain the property of the Employer.~~

4.03 ~~Safety Clothing shall be provided in accordance with the Occupational Health and Safety Act, the Radiation Protection Act and any regulations thereto.~~

\_\_\_\_\_  
For the Employer

  
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For the Union

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Date

  
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Date  
  
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Classification: Protected B



**SUBSIDIARY AGREEMENT #009  
LETTER OF UNDERSTANDING #6 (NEW) - Health Care Aide Regulation**

Health Care Aides (HCAs) in Alberta are currently unregulated. On December 9, 2020, the Health Statutes Amendment Act received royal assent. Bill 46 made amendments to the Health Professions Act (HPA), including the future regulation of HCAs in Alberta.

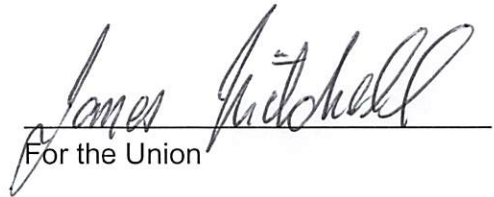
The Parties recognize that the Individual Support Worker (ISW) within Subsidiary 009 Individual Support classification at levels 1 & 2 may require job functions that align with the functions of the future regulated Health Care Aide; therefore, the Employer agrees to:

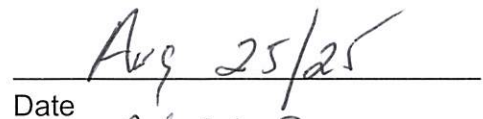
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1. Assess the current job functions of ISWs to the job function of Health Care Aides working in Health Care to determine the degree of comparability.
  2. If it is determined that the current functions, or desirable functions, of ISWs aligns with that of a Health Care Aide, the Employer will:
    - a. Engage with Alberta Health and the College of Licensed Practical Nurses of Alberta (CLPNA) on the process to have current employees grandfathered onto the Health Care Aide Directory.
    - b. Engage with CLPNA on determining the Competency Status for current employees (i.e., Certified, Substantial Equivalence, or Deemed Competent).
  3. Where one or both ISW roles are expected to perform the functions of a Health Care Aide, which would require registration with CLPNA upon the regulation of Health Care Aides, but an incumbent Employee does not have the training or experience to achieve a Competency Status with CLPNA:
    - a. The Employer will ensure there is a process for incumbent Employees to gain the training or experience required to achieve registration and a Competency Status with CLPNA. The Employer will be responsible for all associated costs for said process.
    - b. Incumbent Employees will suffer no loss of pay for the duration of time it takes to achieve registration and a Competency Status, even in the event the Employee's duties are modified due to the lack of being registered.
  4. Upon determining if one or both ISW roles are expected to perform the scope of practice of a Health Care Aide, the Employer will review the market comparability of compensation. In addition, upon the regulation of Health Care Aides, if there is a notable change in the market compensation due to regulation, the Employer will assess the applicability of the changes to the IS compensation.

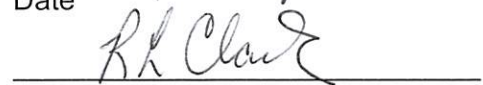
**This Letter of Understanding shall be in effect upon ratification and will remain in effect for the term of the Collective Agreement pursuant to Article 47 of the Master Agreement.**

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
For the Union


  
\_\_\_\_\_  
Date

  
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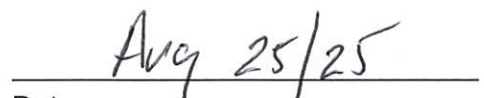
**SUBSIDIARY AGREEMENT #009**  
**LETTER OF UNDERSTANDING #7 (NEW) - COVID LUMP SUM – RECOGNITION**  
**FOR SERVICES RENDERED DURING THE COVID-19 RESPONSE**

1. Within ninety (90) days following the Date of Ratification, each Employee shall be issued a onetime premium payment of 1.0% of the Basic Rate of Pay for all hours actually worked between January 1, 2021 and December 31, 2021.
2. For the purposes of this one-time lump sum payment “regular hours actually worked” includes:
  - a. Leaves of absence for Union business;
  - b. Other leaves of absence of one (1) month or less;
  - c. (c) Time on sick leave with pay;
  - d. Absences while receiving Workers’ Compensation;
  - e. (e) Educational leave up to 24 months; and
  - f. (f) Maternity, Parental, Compassionate/Terminal Care, parents of Critically Ill Child and Death or Disappearance of Child Leaves.

\_\_\_\_\_  
For the Employer

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
For the Union

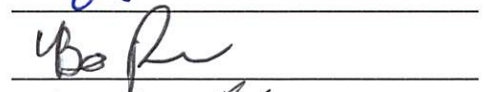
  
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Kathleen Buss

  
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Debbie

  
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Bob

  
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Jeff

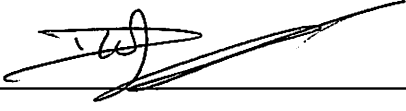
  
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Bob

  
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Jeff

  
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Bob

Government of Alberta and Alberta Union of Provincial Employees  
August 22, 2025  
CONFIDENTIAL

Without Prejudice



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## SUBSIDIARY AGREEMENT #012

### ARTICLE 4 - UNIFORMS & PROTECTIVE CLOTHING

- 4.01 ~~Where the Employer determines that uniforms, coveralls, smocks or other such items should be provided for the protection of the Employee's personal garments, such items shall be provided, replaced and cleaned upon approval by the Employer.~~
- 4.02 ~~Protective clothing and safety equipment shall be provided in accordance with the Occupational Health and Safety Act, the Radiation Protection Act and any regulations thereto.~~
- 4.03 ~~Where the Employer determines that safety footwear should be provided, the Employer shall either provide the actual safety footwear or pay to each such eligible Employee the cost of such footwear up to a maximum of three hundred (\$300.00) dollars every two years.~~
- 4.041 Employees who are required to wear a uniform shall be eligible for a shoe allowance of two hundred and forty dollars (\$240.00) every two years, when shoes or boots are not provided as part of the uniform.

\_\_\_\_\_  
For the Employer

  
\_\_\_\_\_  
For the Union

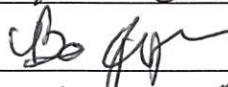
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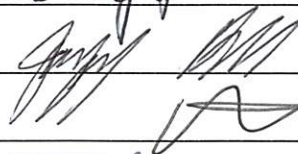
Aug 25/25  
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Date

  
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Kathleen Buss

  
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P. Kleis

  
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R. L. Clark

  
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Bob

  
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Jeff


  
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[unclear]





**SUBSIDIARY AGREEMENT #012**  
**ARTICLE 6 - HIGH RIGGING ALLOWANCE**

6.01 Employees who work at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) metres or nine feet eleven inches (9'11")** from the floor or ground level shall be paid an allowance of ~~fifty (50) cents two (\$2) dollars one (\$1) dollar~~ per hour for each hour or portion thereof while performing the following work:

- 
- (a) the erecting or dismantling of scaffold when such scaffolding will exceed a height of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) metres or nine feet eleven inches (9'11")**; or
  - (b) working on a swing stage or scaffold at a height in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) metres or nine feet eleven inches (9'11")**; or
  - (c) high rigging on skeleton erection work at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) metres or nine feet eleven inches (9'11")**; or
  - (d) working from a bosun's chair at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) metres or nine feet eleven inches (9'11")**; or
  - (e) bridge construction and/or bridge maintenance work on a scaffold at heights in excess of ~~ten feet six inches (10' 6") or three point two (3.2) metres~~ **three (3) metres or nine feet eleven inches (9'11")**; **Or**
  - (f) **working from a Mobile Elevated Work Platform (MEWP = personnel lifts) platforms lifts at heights in excess of three (3) metres or nine feet eleven inches (9'11")** Any work that ~~Occupational Health and Safety Regulations or a worksite fall protection plan requires the use of a fall protection harness as part of the work duties in heights of three (3) meters or nine feet eleven inches (9'11"); or~~
  - (g) **when working on cliffs, narrow ledges, or near vertical mountainous slopes where a loss of footing would result in serious injury, or when working in areas where there is danger of rock falls or avalanches.**

6.02 An Employee who is assigned to work on a bridge, tower or other fixture at a height in excess of sixty five feet six inches (65'6") or twenty (20) metres above the floor, ground or water level, shall be paid a premium of one times (1X) the Employee's basic hourly rate for each hour or portion thereof while performing the work.

\_\_\_\_\_  
For the Employer

James Mitchell  
For the Union

\_\_\_\_\_  
Date

Aug 25/25  
Date

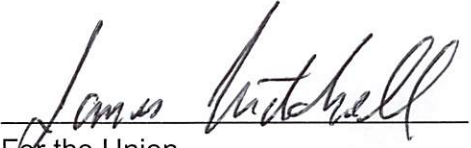
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**SUBSIDIARY AGREEMENT #012**  
**LETTER OF UNDERSTANDING #1 - SEASONAL WAGE EMPLOYEES**


It is understood by the Parties to this Agreement that Wage Employees who work less than twelve (12) consecutive months from their date of hire or last increment but who return in the next season in the same classification **within the same Department** shall be eligible for an increment effective the first day of the bi-weekly pay period following the completion of a total of twelve months worked.

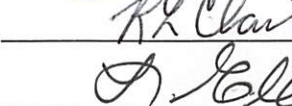
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For the Employer

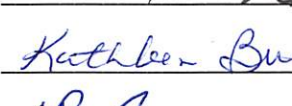
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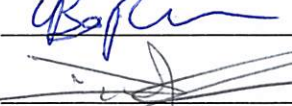
  
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For the Union

  
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D. Ellis

  
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Kathleen Burns

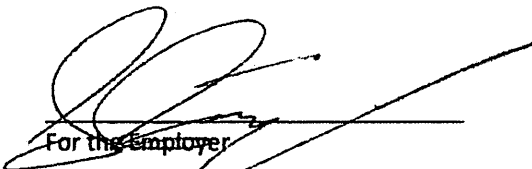
  
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B. B. B.

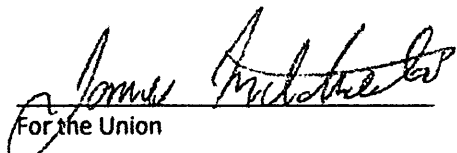

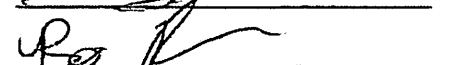
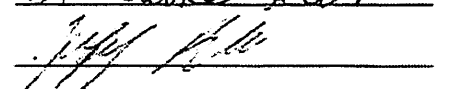
  
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J. J. J.

**SUBSIDIARY AGREEMENT #012**  
**LETTER OF UNDERSTANDING # 4 – Specialist Modifier**

The Parties agree to the following:



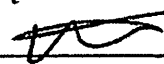
1. A Specialist Modifier will be used in circumstances where the Employer needs an Employee(s) to maintain a specialized set of skills or certification that may only be used in emergency or special circumstances beyond the scope of the Employee's assigned responsibilities. A flat rate modifier will be added to the Employee's bi-weekly pay. An Employee's base pay as negotiated between the A.U.P.E. and the Crown as contained in Schedules A of the Subsidiary #012 Agreement will not be affected by the modifier.
2. A Specialist Modifier will apply to the following functions:  
  
Control Tactics Instructors  
  
Defensive Tactics Instructors  
  
**Forestry Department GIS Specialist**  
  
~~Emergency response Team Lead (Spills)~~ **Regional Responder**
3. The Specialist Modifier will be \$85.87 per bi-weekly pay period. The Employer will identify and assign the specialist modifier functions. The Employer maintains the right to assign, re-assign and or discontinue the use of any specialist modifier functions upon 90 days written notice to the affected Employee(s). The Employer further retains the right to immediately remove the modifier if the Employee does not meet the required certification and/or qualifications. The modifier is considered pensionable.
4. Employees will be selected to perform the Specialist Modifier functions based on the Employer requiring that function and the Employees attaining and maintaining any credentials or training as defined by the Employer.

  
\_\_\_\_\_  
For the Employer  
  
June 27, 2024  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
For the Union  
  
JUNE 27, 2024  
\_\_\_\_\_  
Date  
  
  
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Dominique Bell  
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Jody Hill

Government of Alberta and Alberta Union of Provincial Employees  
June 27, 2024

Without Prejudice  
CONFIDENTIAL

  
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