



COLLECTIVE AGREEMENT

Between

INTEGRAL ENERGY SERVICES LTD.

And

**CONSTRUCTION WORKERS UNION,
CLAC LOCAL 63**

DURATION: MARCH 1, 2026 – MARCH 4, 2028

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(hereinafter referred to as the Employer)**

and

**CONSTRUCTION WORKERS UNION, CLAC LOCAL 63
(hereinafter referred to as the Union)**

DURATION: MARCH 1, 2026 – MARCH 4, 2028

This printing is for information purposes only. Original, signed documents are held on file at the Fort McMurray CLAC office.

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COLLECTIVE AGREEMENT

ARTICLE 1 – PURPOSE

1.01 It is the intent and purpose of the Employer and the Union, as parties to this Agreement, which has been negotiated and entered into in good faith:

- a) to recognize mutually the respective rights, responsibilities and functions of the parties;
- b) to provide and maintain working conditions, hours of work, wage rates, travel allowances, referral provisions and benefits set forth in this Agreement;
- c) to establish an efficient system for the promotion, discipline, transfer, layoff and recall of employees;
- d) to establish a just and prompt procedure for the disposition of grievances; and
- e) and generally, through the full and fair administration of all the terms and provisions contained in this Agreement, to develop and achieve a relationship among the Union, the Employer, and the employees which will be conducive to their mutual well-being.

1.02 The parties to this Agreement pledge to work towards the greatest possible degree of consultation and cooperation believing that the following concepts provide a fundamental framework for cooperative labour/management relations:

- a) The industrial enterprise is an economically characterized work community of capital-investors and workers under the leadership of management.

- b) The economic character springs from a continuous striving towards efficient use of scarce resources, energy and the environment, and in the adequate development of the employees, research, production and marketing; and
 - c) The Employer, the Union and the employees will not discourage cooperation but will stimulate it, recognizing that while leadership without labour can do nothing, labour without management cannot survive.
- 1.03 The omission of specific mention in this Agreement of existing rights and privileges established or recognized by the Employer will not be construed to deprive employees or the Union of such rights and privileges. Such rights and privileges may only be amended by mutual agreement.
- 1.04 The Parties are dedicated to promoting diversity and inclusion in the workplace by committing to providing a supportive work environment and a culture that welcomes and encourages equal opportunities for all employees. Therefore:
- a) Neither the Employer nor the Union shall act in a manner that is arbitrary, discriminatory, in bad faith, or that violates applicable human rights legislation, towards any employee or individual, in or outside the bargaining unit.
 - b) The parties agree to foster and encourage respectful work practices.
- 1.05 Should any part of this Agreement be declared invalid the remainder of this Agreement will continue in full force and effect.

ARTICLE 2 – RECOGNITION

2.01 The Employer recognizes the Union as the sole and exclusive bargaining agent of all employees in the bargaining unit, working in the Province of Alberta, as defined in existing Alberta Labour Relations Board certificates covering:

160-2006 General Construction Electricians

The Employer further recognizes the Union as the sole and exclusive bargaining agent of all other employees working in the Province of Alberta as defined in Article 2.02 and/or classified in the Wage Schedules attached to and made part of this Agreement.

2.02 This Agreement covers all employees of the Employer in Alberta when employed in Construction or Maintenance or Non-Construction as Electricians, Instrumentation Technicians and their Apprentices and Foremen, save and except Supervisors, Office staff and Management Personnel.

2.03 There will be no revision, amendment, or alteration of the bargaining unit as defined herein or of any of the terms and provisions of this Agreement, except by the mutual agreement in writing of the parties, with the exception that the scope of this Agreement will also automatically apply to employees employed in other trades from and after the day that certification is obtained by the Union for that trade from the Alberta Labour Relations Board (ALRB). Without limiting the generality of the foregoing, no classification of work or jobs may be removed from the bargaining unit except by mutual agreement in writing of the parties.

ARTICLE 3 – MANAGEMENT’S RIGHTS

3.01 Subject to the terms of this Agreement, the Employer's rights include the right:

- a) to maintain order, discipline, and efficiency; to make, alter and enforce rules and regulations, policies and practices to be adhered to by its employees; to discipline and discharge employees for just cause.
- b) to select, hire and direct the working force and employees; to transfer, assign, promote, reward, demote, classify, layoff, rehire and suspend employees; to select and retain employees for positions excluded from the bargaining unit.
- c) to operate and manage the Employer’s business in order to satisfy its commitments and responsibilities; the right to determine the kind and location of business to be done by the Employer, the direction of the working forces, the scheduling of work, the number of shifts, the methods, processes and means by which work is to be performed, job content, quality and quantity standards; the right to use improved methods, machinery and equipment; the right to determine the number of employees needed by the Employer at any time, and generally, the right to manage the business of the Employer, and to plan, direct and control the operation of the Employer, without interference.

3.02 The sole and exclusive jurisdiction over operations, building, machinery, equipment will be vested in the Employer.

3.03 The Employer may contract out work where:

- a) they do not possess the necessary facilities or equipment.

- b) they do not have and/or cannot acquire the required manpower.
- c) they cannot perform the work in a manner that is competitive in terms of cost, quality or within project time limits.

3.04 The Employer will discuss with the Union at the pre-job conference, or during the course of the project, the portion, or portions of the project, that the Employer wishes to sub-contract and the sub-contractors to be hired to do such work.

3.05 The Employer may meet periodically with their employees for the purpose of discussing any matters of mutual interest or concern to the Employer, the Union, and the employees. A Representative may attend such meetings.

ARTICLE 4 – UNION REPRESENTATION

4.01 Stewards

For the purpose of representation with the Employer, the Union will function and be recognized as follows:

- a) The Union has the right to select or appoint Union stewards (Stewards) to assist the employees in presenting any complaints or grievances they have to representatives of the Employer and to enforce and administer this Agreement.

In general, the number of Stewards per jobsite will be determined as follows:

- i) When there are fifty (50) or fewer employees - one (1) Steward.

- ii) Over fifty (50) employees, but fewer than one hundred (100) - two (2) Stewards.
 - iii) For every hundred (100) employees beyond one hundred (100) - at least one (1) additional Steward. More Stewards may be added by mutual agreement; and
 - iv) The Employer and Union will mutually agree when a Chief Steward is to be implemented.
- b) i) Stewards will receive the hourly premium as set out in the Wage Schedule notes. The Union will advise the Employer, in writing, of the name(s) of the duly appointed Steward(s).
- ii) Stewards will be laid off or reduced in number in accordance with the completion of the various phases of each project. The Employer will notify the Union prior to layoff of a Steward.
- c) The Union acknowledges that Stewards have regular duties to perform as employees of the Employer and that such employees will not leave their regular duties for the purpose of conducting business in connection with the administration of this Agreement or the investigation or presentation of grievances, without first obtaining the permission of their Foreman or immediate Supervisor. Such permission will not be unreasonably withheld. The Employer will pay Stewards for time spent attending such duties during their working hours.
- d) A Steward will be given the opportunity to address all new employees during their site orientation session, for the purpose of introducing themselves and the Union and providing the employees with Union information that pertains to them.

4.02 Representatives

- a) Duly appointed Representatives of the Union represent employees in all matters pertaining to this Agreement, particularly for the purpose of processing grievances, negotiating amendments to and renewals of this Agreement, and enforcing the employees' collective bargaining rights, as well as any other rights under this Agreement and under the law. Stewards will not act in this capacity. The Union will advise the Employer, in writing, of the name(s) of its duly appointed Representative(s).
- b) Representatives of the Union will have access to visit job sites during normal working hours subject to the following:
 - i) The Representatives will identify themselves to the appropriate management personnel upon arriving at a job site.
 - ii) The Representatives will not interfere with the progress of work.
 - iii) The Representatives will comply with all applicable site rules of the Employer and the site owner or general contractor.

4.03 There will be no Union activity on the Employer's premises during working hours, except that which is necessary for the processing of grievances and the administration and enforcement of this Agreement, or as otherwise agreed by the Employer.

4.04 Negotiating Committee

The Union has the right to appoint a Negotiating Committee. Two employees per one hundred (100) employees to a maximum of six

(6) on the Committee will be paid by the Employer to a maximum of forty (40) hours each for all time spent on negotiating the collective agreement and wage and benefit reviews with the Employer, whenever this takes place during the regular working hours of the employees concerned.

ARTICLE 5 – STRIKES OR LOCKOUTS

- 5.01 During the term of this Agreement, or while negotiations for a further agreement are being held the Union will not permit or encourage any strike, slowdown, or any stoppage of work or otherwise restrict or interfere with the Employer's operation through its members.
- 5.02 During the term of this Agreement, or while negotiations for a further agreement are being held, the Employer will not engage in any lockout of its employees or deliberately restrict or reduce the hours of work.

ARTICLE 6 – EMPLOYMENT POLICY

- 6.01 The Union and the Employer will cooperate in maintaining a desirable and competent labour force. The Employer will give preference to qualified Union members who are able to meet the Employer's requirements of the job. If the Union is not able to refer qualified Union members, the Employer will be able to hire from outside the Union membership.
- 6.02 New employees will be hired on a probationary period of ninety (90) calendar days and thereafter will attain regular employment status subject to the availability of work. The parties agree that

the discharge or layoff of a probationary employee will not be the subject of a grievance or arbitration excepting those provisions in Article 1.04. When a probationary employee is disciplined and not discharged, the parties agree that the terms stated in Article 24 will prevail.

- 6.03 Probationary employees are covered by this Agreement, excepting those provisions that specifically exclude such employees. It is agreed that probationary employees require appropriate and constructive feedback in order to improve performance. Accordingly, the Employer agrees to appropriately give this constructive feedback to a probationary employee.
- 6.04 Employees who have passed their probationary period and are rehired within six (6) months after a layoff will not re-serve a new probationary period.
- 6.05 An employee who quits or is terminated for just cause and is rehired will serve a new probationary period.

ARTICLE 7 – REMITTANCES AND REPORTING

- 7.01 The Employer shall deduct from each employee, from the commencement of employment, an amount equal to Union dues as set by the National Convention of the Union and as described within the Employer Dues Directive issued by the Union. The Employer is also authorized to deduct any administration fees owing by an employee to the Union, when hired.
- 7.02 The total amount(s) deducted on behalf of the Union will be remitted by the Employer to the Union every two weeks in conjunction with the Employer's payroll periods for which the

monies were deducted, together with an itemized list of the employees for whom the deductions are made and the amount remitted for each.

7.03 The Union and the employees agree that the Employer will be saved harmless for all deductions and payments so made.

7.04 The Employer shall remit dues on a form prescribed by the Union and shall include on such remittance the following information for each employee:

- a. first, middle, and last name
- b. work location/job site
- c. job type (Maintenance or Construction)
- d. classification
- e. rate of hourly pay, including hourly premiums
- f. gross earnings
- g. total regular and overtime hours worked in the month for which such deductions are made
- h. dues or fees deducted and remitted on behalf of the employee as may be prescribed by the Union; and,
- i. contributions on behalf of the employees and any deductions from and remitted for an employee as may be prescribed by this Agreement.
- j. Social Insurance Number
- k. Date of Birth
- l. Gender
- m. Complete Mailing address

- 7.05 The Employer shall notify the Union upon the hiring, layoff, or termination of an employee, and will also send to the Union within the same pay period that the action occurred, the following information of the employees involved:
- a. complete mailing address
 - b. e-mail address
 - c. primary telephone
 - d. date of hire
 - e. classification, including level or apprenticeship year
 - f. date of birth
 - g. gender
 - h. indigenous status and which community; and
 - i. for current Employees, any change in classification, level, or apprenticeship year, and date of change.
- 7.06 All contributions and deductions pursuant to Articles 16, 17 and 18 will shall be remitted together with and in the manner described for Union dues, as set out here in Article 7.
- 7.07 The Union will promptly notify the Employer, in writing, over the signature of its designated officer, the amount of the deduction to be made by the Employer for regular Union dues, Union dues arrears and Administration dues, and the Employer will have the right to continue to rely on such written notification until it receives other written notification from the Union. The Union shall provide the Employer with a minimum of thirty (30) days' notice of any change in the above noted dues.

- 7.08 The Union agrees that it will make membership in the Union available to all employees covered by this Agreement subject to the Constitution of the Union and the terms and conditions specified by its applicable policies. Neither the Employer nor the Union will compel employees to become members of the Union. The Employer will not discriminate against employees because of Union membership or lack thereof, and it will inform all new employees of the contractual relationship with the Union. All new employees shall be referred by the Employer to a Union Steward or a Union Representative in order to give the Union an opportunity to describe the Union, its purpose, representation policies, and any other information relevant to such new employees.
- 7.09 Employees who cannot support the Union with their dues for reasons of conscience, as determined by the Union's internal guidelines of what constitutes a conscientious objection, may apply to the Union, in writing, to have their dues redirected. Such application shall outline the nature of the conscientious objection.
- 7.10 The Employer agrees to include the amount of Union dues paid by each employee for each tax year on the employee's T-4 slip.

ARTICLE 8 – WAGE & AREA RATES OF PAY

- 8.01 Wage schedules and other provisions applicable to various job classifications and work descriptions are as set forth in the Wage Schedules, as appropriate to the work. It is understood and agreed that the Employer and the Union will jointly determine the Wage Schedule applicable to a project prior to its commencement. If there is a dispute, the matter shall be settled in accordance with the Arbitration procedure set out in Article 23.

8.02 Additional classifications may be established only by mutual agreement between the Employer and the Union during the term of this Agreement, and the rates for the same will be subject to negotiations between the Employer and the Union. Any addition under these terms will be put into writing and signed by a representative of the Employer and the Union. If the Union and the Employer are unable to agree upon the wage rates for new classifications, either party may apply directly for arbitration under Article 23.

8.03 Show Up Time and Starting Work

- a) An employee who comes to work or starts work at their assigned work location without having been notified that there is no work available, will receive a minimum of three (3) hours' pay at the employee's prevailing hourly rate. The employee will also receive their full accommodation allowance if and when applicable.
- b) In the case of a camp, proper notification will be an hour prior to the Employees scheduled morning departure from camp. Such notification will be posted at a mutual agreed location or communicated by a mutually agreed method including electronically.
- c) Work starts when the daily safety meeting is held or the employees begin being paid, whichever occurs first.

8.04 Call-Back

An employee who is called back to work in the same day will receive a minimum of two (2) hours' pay at the appropriate rate.

8.05 When there is a temporary shortage of work within a given

workday in a specific classification, the Employer may employ the affected employees in another classification at the rate of pay of their usual specified classification provided the employee is qualified to do the required work.

- 8.06 If the shortage of work is for a period longer than the day outlined in Article 8.05 above, the employee may be given the option to work in another classification, for which they are qualified, instead of being laid off. The employee will be paid the rate for the new classification. This will be recorded in writing signed by the Employer, the employee, and the Steward.
- 8.07 If the Employer bids on jobs that specify a specific rate schedule, the parties agree to meet to determine the rate to be paid for the particular project.

ARTICLE 9 – HOURS OF WORK & OVERTIME

- 9.01 Employees will be paid overtime at the rate of one and one-half (1.5) times the employees' straight time hourly rate of pay for all hours worked in excess of:
- a) Eight (8) regular straight time hours per day and forty (40) regular straight time hours per week for Industrial Construction work.
 - b) Eight (8) regular straight time hours per day and forty-four (44) regular straight time (ST) hours per week for Commercial construction work. The options for forty-four (44) ST work weeks will include:

- i. **forty-four (44)** hours consisting of four (4) **nine (9)** hour days and one (1) **eight (8)** hour day, Monday through Friday inclusive; or
 - ii. **forty-four (44)** hours consisting of four (4) consecutive **eleven (11)** hour days per week, Monday through Friday inclusive.

- 9.02 Overtime will be paid when an employee works on any regularly scheduled day off.

- 9.03 An Hours of Work Averaging Arrangement (HWAA, or compressed work week) may be agreed to between the parties and will be documented in a pre-job agreement.

- 9.04 When a statutory holiday occurs during the employees' regular work week, employees shall receive overtime pay for all regular straight time hours in excess of thirty-two (32) hours for industrial construction, or in excess of thirty-six (36) hours for commercial construction.

- 9.05 Sunday
 - a) Sunday will be deemed the first day of the week.
 - b) When a scheduled break occurs, it will include a Sunday whenever possible.

- 9.06 The Employer will attempt to distribute overtime work as evenly as possible among employees who normally perform the work and who indicate they wish to work overtime subject to Article 3.01.

- 9.07 Hours of work and overtime as set out in this Article may be modified by mutual agreement between the Employer and the Union for selected contract projects. Such amendments will be

noted on the pre-job conference report subject to Article 26.

9.08 It is agreed that the provisions of this Article are for the purpose of computing overtime and shall not be construed to be a guarantee of or a limitation on the hours of work to be done per day or per week other than those stipulated in Articles 8.03 and 8.04.

9.09 Coffee Breaks and Meal Periods

- a) There will be two (2) paid coffee breaks of fifteen (15) minutes duration on each shift, one in the first half of the shift and one in the second half of the shift. The two (2) paid rest breaks may be combined to become one (1) paid thirty (30) minute break, subject to the pre-job conference report as per Article 26.
- b) Employees will be given a meal period of one half (1/2) hour per shift, but such period will not be considered as time worked.
- c) Employees will receive a fifteen (15) minute coffee break at the start (or at the earliest convenience when performing critical tasks) of each two (2) hour period worked beyond the regular day. (A coffee break will not apply to the meal break at twelve (12) hours).
- d) Employees who work beyond twelve (12) hours in a day will be provided with an additional one half (1/2) hour meal period paid at their wage rate and a meal will be provided by the Employer.

9.10 Provided the employee notifies the Employer at the time of hire the Employer agrees to respect an employee's wishes with regards to not working certain days of the week or certain hours of the

day because of religious convictions.

ARTICLE 10 – LAYOFFS

10.01 Layoffs will be done as per Employment Standards. The Employer will give the Employee a minimum four (4) hours' notice of lay-off. Four (4) hours' pay may be given in lieu of notice. The Employer will also notify the Steward prior to the lay-off.

10.02 The Employer shall not be required to give notice of layoff when equipment failure, shortage of material, or other reasons beyond the control of the Employer cause a stoppage of operation.

10.03 The Employer agrees to notify the Union office of the names of employees laid off within the pay period of the date during which the layoff occurred, together with the employee's classification and latest available phone number.

10.04 The Employer also agrees to ship the employee's personal belongings to the employee's home address at no cost to the employee within seven (7) days of the notice of layoff.

ARTICLE 11 – VACATION & VACATION PAY

11.01 All employees shall be entitled to receive an amount equal to six (6%) percent of their base wage rate for all hours worked as vacation pay. Regular earnings shall include all travel time.

11.02 Vacation Pay will be paid to employees on each pay cheque.

11.03 The Employer will consider vacations at the times requested

considering business requirements.

ARTICLE 12 – HOLIDAYS & HOLIDAY PAY

12.01 Employees shall be entitled to receive an amount equal to four (4%) percent of their base wage rate for all hours worked in lieu of the following holidays:

New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, Heritage Day, Labour Day, Truth and Reconciliation Day, Thanksgiving Day, Remembrance Day, Christmas Day, and Boxing Day, or any further days proclaimed by the Provincial Government.

12.02 Employees who work on one of the above holidays shall receive overtime pay for all hours worked on the holiday in addition to the holiday pay outlined in Article 12.01.

12.03 Holiday Pay will be paid to employees on each paycheque.

ARTICLE 13 – TRANSPORTATION, TRAVEL AND ACCOMMODATION

13.01 a) It is recognized by the Employer and the Union that the purpose of transportation, travel and accommodation allowance in this Article is to provide a fair means of compensating employees for additional travel and accommodation expenses incurred while working on projects located beyond a reasonable distance from their residence.

b) Travel pay for each project will be established by the parties in a pre-job agreement.

- c) There will be a 55 km free travel zone radius established from the Employer's Base of Operations.
- d) Travel allowances will not be used in computing overtime.
- e) Benefits premiums of Article 16.01 and RSP Premiums of Article 17.01 will accrue against all hours worked including travel time. All other Union benefits will not accrue against the first three (3) hours of daily travel time. All Union benefits will not accrue against travel allowance.
- f) Unauthorized personal use of the Employer's vehicles is prohibited.

13.02 Edmonton and Calgary Jobs

A fifty-five (55) kilometre radius free zone from the centres of Edmonton and Calgary is established. No transportation, travel or accommodation allowances will be applicable on projects within this free zone. It is agreed that the area south of Redwater is included in the Edmonton free zone.

13.03 Daily Travel

For a project where the base of operations is defined as Calgary or Edmonton no daily travel allowance will be paid.

- a) There is no daily travel allowance within the fifty-five (55) kilometer zone.
- b) For daily travel outside the fifty-five (55) kilometer radius, but within the eighty (80) kilometer radius, employees not receiving accommodation allowance will receive payment of \$1.25 per kilometer from their permanent residence to the fifty-five (55) kilometer radius and back to the employee's permanent residence.

- c) There will only be daily travel beyond the eighty (80) kilometer radius upon the mutual agreement of the parties.
- d) When the Employer provides transportation to the jobsite, there is no daily travel allowance.
- e) Employees receiving accommodation allowance will not be entitled to daily travel allowance unless the Employer and Union agree that there is no accommodation available within the fifty-five (55) kilometer radius from the job site. Employees in this situation, who provide their own transportation, will receive a daily travel allowance of \$0.49 per kilometer from their temporary residence to the fifty-five (55) kilometer radius and back to the employees' temporary residence.

13.04 Initial and Return Travel Allowance

Employees assigned to work on a project outside the free zone as described in Article 13.02 and who reside outside the job site free zone established in Article 13.01 (b) & (c) will be paid a travel allowance according to the following:

- a) Travel allowance will be paid for all projects to which an employee is sent at the request of the Employer.
- b) When travel allowance is applicable, the employee will be paid from the Employer's shop or from the employee's home, whichever is closer to the jobsite.
- c) Employees referred to work on a project and who are required to be away from their normal place of residence will be paid a travel allowance at the start and at the end of a project, for each completed shift cycle and again if the employees are laid off and recalled to the same project. Travel allowance amounts are as outlined in Articles 13.01

and 13.02 and subject to the pre-job agreement. Employees who quit the job within twenty-one (21) days or are terminated for just cause will not be entitled to travel allowance.

- d) Employees will receive the allowance set out above in 13.04(c) unless the Employer provides the employee with transportation to the job site and back for each turnaround.

13.05 Transfers of Personnel and Equipment

- a) On all projects, regardless of accessibility or isolation, where an employee transports an Employer's vehicle to the job, such employee will be paid a flat rate per hour of travel equivalent to the employee's base wage rate for actual time traveled. Such employees will not receive duplicating travel allowances. This clause refers to situations where an employee is required to bring a vehicle to a site, not the driver of Employer-supplied transportation for transporting employees.
- b) Stipulated rates of pay will be paid when employees transfer directly from one project to another.

13.06 Accommodation Allowance

- a) Whenever employees covered by this Agreement are required by the Employer to be away from their normal place of residence overnight and accommodations (camp or other) are not provided, the Employer agrees to pay a daily live-out allowance (LOA) which will be negotiated between the parties and written in a pre-job agreement.

Alternately, the Employer may provide accommodation for an employee. Accommodation allowance per day may be

changed subject to agreement by the Employer and Union, based on area and seasonal costs.

In the event that the employer supplies accommodation, a meal allowance of forty-five dollars (\$45.00) per day will be granted per employee for food when a kitchenette is included. The Employer and the Union may agree to reasonable partial accommodation allowances where the employee elects to commute to their place of residence or supplies their own living accommodation.

Allowance will not be paid for any day on which an employee does not work of their own accord for reason other than job related accident.

- b) Accommodation allowance will be paid subject to the following conditions:
 - i) Accommodation allowance begins when an employee reports for their first scheduled shift.
 - ii) Accommodation allowance will be paid for all workdays and all reporting days.
 - iii) On projects where a sleeping camp is being supplied for use by the employees, a reasonable partial accommodation allowance will be paid to employees making use of the camp, as determined between the Employer and the Union.

13.07 Special Circumstances

For selected projects with peculiar geographic circumstances, the Employer, and the Union, by mutual agreement, may establish alternative or amended policies for premiums, transportation, travel, and accommodation. Such alternative or amended policies will be put into writing and signed by a representative of the

Employer and the Union.

13.08 Turnarounds

During the course of a project the work schedule may provide for turnaround periods to allow employees reasonable time off. This time and cost reimbursement will be subject to agreement by the Employer and Union.

13.09 Transportation, Travel & Accommodation

(Maintenance & Non-Construction 13.09-13.13)

- a) It is recognized by the Employer and the Union that the purpose of transportation, travel and accommodation allowance in this Article is to provide a fair means of compensating employees for additional travel and accommodation expenses incurred while working on assignments located beyond a reasonable distance from their residence.
- b) Travel time is defined as the time traveled from the Employer's shop to the first jobsite, and the time traveled from the last jobsite back to the Employer's shop.
- c) For the purposes of this Agreement, the Employer's Base of Operations is the Employer's shop, jobsite and/or assignment.
- d) Travel allowances will not be used in computing overtime.
- e) Benefits premiums of Article 16.01 and RSP Premiums of Article 17.01 will accrue against all hours worked including travel time. All other Union benefits will not accrue against the first three (3) hours of daily travel time. All Union benefits will not accrue against travel allowance.
- f) Unauthorized personal use of the Employer's vehicle is

prohibited.

13.10 Travel Time

- a) The employees will be paid from the time they leave the shop to the time they get back to the shop. Where the Employer requires the employee to leave from their permanent or temporary residence, they will be paid from the time they leave such residence until the time they return.
- b) If necessary, travel may be amended for a particular project and/or client. Such amendment will be mutually agreed to between the Employer, union, and union steward. When an amendment is necessary the union will be informed as soon as possible.

13.11 Accommodation Allowance

- a) Whenever employees covered by this Agreement are required by the Employer to be away from their normal place of residence overnight, the Employer agrees to pay a daily accommodation allowance, which will be negotiated between the parties and written in a pre-job agreement.

Alternately, the Employer may provide accommodation for an employee. Accommodation allowance per day may be changed subject to agreement by the Employer and Union, based on area and seasonal costs.

In the event that the Employer supplies accommodation, a meal allowance of forty-five dollars (\$45.00) per day will be granted per employee for food when a kitchenette is included. The Employer and the Union may agree to reasonable partial accommodation allowances where the employee elects to commute to their place of residence or

supplies their own living accommodation.

Accommodation allowance will not be paid for any day on which an employee does not work of their own accord for reason other than job related accident.

- b) Accommodation allowance will be paid subject to the following conditions:
 - i) Accommodation allowance begins when an employee reports for their first scheduled shift.
 - ii) Accommodation allowance will be paid for all workdays and all reporting days.
 - iii) On assignments where a sleeping camp is being supplied for use by the employees, a reasonable partial accommodation allowance will be paid to employees making use of the camp, as determined between the Employer and the Union.

For selected assignments with peculiar geographic circumstances, the Employer, and the Union, by mutual agreement, may establish alternative or amended policies for transportation, travel and accommodation. Such alternative or amended policies will be put into writing and signed by a representative of the Employer and the Union.

13.12 Transfers

When an employee is transferred between area offices, such employee will receive the accommodation allowance as per Article 13.11 and the employer will supply transportation between the offices.

ARTICLE 14 – UNION-MANAGEMENT COMMITTEE

14.01 In order to build a cooperative relationship between the Employer, the Union and the employees, Union-Management meetings will be scheduled for each project. The meetings will serve as a forum for discussion and consultation about policies and practices covered by, and not necessarily covered by, the Collective Agreement affecting the project. The areas for discussion may include, but not be limited to, the following:

- i) Safety measures.
- ii) Matters that affect the working conditions of the employees.
- iii) Training and promotion.
- iv) Hiring policies; and
- iv) Discipline and discharge policies.
- v) Cultural, social, and interpersonal opportunities or challenges

14.02 The Employer and the Union will each appoint representatives to the Union-Management Committee. Meeting notes will record the business of each meeting, and copies will be distributed as the Committee determines.

14.03 Employees attending the Union-Management meetings during regular working hours will be entitled to their wages. In the event that such meetings are held outside regular working hours, the Employer agrees to pay the employees their wages for time spent attending such meetings.

ARTICLE 15 – HEALTH AND SAFETY

15.01 When necessary, a Health and Safety Committee will be

established to address matters concerning safe work conditions and practices and to maintain a co-operative effort for the safety of the workforce. Meeting notes will record the business of each meeting, and copies will be distributed as the Committee determines.

15.02 The Employer and the Union will each appoint representatives to the Health and Safety Committee.

15.03 The Employer will make practicable provisions for the safety and health of its employees during the hours of their employment. Such provisions will be made known to all employees at the time of hire.

15.04 The Union undertakes to give full support to these objectives by promoting safety consciousness and a personal sense of responsibility among the employees.

15.05 It is the intent of the parties to have working conditions that are safe and healthy.

15.06 An employee who is injured on the job during working hours and is required to leave for treatment for such injury will receive payment for the remainder of their shift.

15.07 An employee who is injured on the job and who requires transportation from the work site to a local physician or hospital will receive such transportation provided for by the Employer. Should an employee require hospitalization for a period of more than one (1) week the Employer (unless otherwise directed or provided by the relevant Workers Compensation Board, or any other relevant insurance provider) will provide transportation to

an available facility (within Canada) near the employee's home at no cost to the employee.

15.08 Modified Work Programs

- a) If an employee is injured on the job and requires medical attention, the employee may be entitled to Modified Work and will inform the attending Physician of the same. The Employer reserves the right to require a second medical opinion by a Physician selected by the Employer.
- b) The Employer will inform the Physician of the types of Modified Work which may be available to the employee and will make the same available to the employee with the Physician's approval.
- c) Where practical, the Employer will inform the Union office of all employees who are assigned to Modified Work and the hours being worked. The Employer is not required to offer overtime hours to employees on Modified Work programs. Overtime hours will be subject to recommendations by attending physicians as per Articles 15.06 (a) and (b).

15.09 The parties recognize the need for a safe workplace free of alcohol and drug use, along with employees being fit for duty. To that end, the parties agree that, where it is considered to be appropriate, the Employer may develop a Drug and Alcohol Policy that complies with current legislation. In general, the parties agree to use the most current COAA Canadian Model for Providing a Safe Workplace (Alcohol and Drug Guidelines and Work Rule), as the minimum basis for the implementation of the Employer's Drug and Alcohol Policy. In line with the COAA model, for post incident, reasonable cause, and random testing, the Employer shall use the oral fluid test in combination with urine express unless otherwise

dictated by the client site requirements. If random testing is required by a client, appropriate procedures will be outlined in a pre-job agreement.

ARTICLE 16 – BENEFIT PLAN

Pay Direct Benefit Plan

16.01 The Employer agrees to pay the monthly cost of the agreed upon Benefit Plan, administered by the union for each eligible employee. An outline of the Benefit Plan is included in the appendix.

16.02 **Eligibility**

- a) All employees who are normally scheduled to work an average of at least 15 hours per week will be eligible for Benefit Plan coverage.
- b) Eligible employees will qualify for coverage on the first (1st) of the month following the completion of two (2) months of continuous employment.
- c) Notwithstanding 16.02b, eligible employees rehired within one year, who are not required to complete a probation period as per Article 6.02, will qualify for coverage on the first (1st) of the month following their rehire.
- d) It is the responsibility of the employee to complete the enrolment form for the Benefit Plan, which is required before any claims can be submitted.

16.03 Remittances

- a) By the 25th of the month prior to the month of coverage, the Employer will remit the monthly cost of the Benefit Plan for each eligible employee in accordance with Article 7.

Note: (Pay-Direct Benefits premiums cannot be split between the two bi-weekly remittances that Integral makes. Administration of this will be managed between Integral payroll, and CLAC's Remittance Processing team).

- b) The monthly cost will be supplied by the union to the Employer annually (normally in November) and will be effective January 1st of the following year.
- c) Where the Benefit Plan remittance is separate from the remittance outlined in Article 7, it will list the first, middle and last name, and the Social Insurance Number of each eligible employee.
- d) The Employer will report the taxable benefit amount(s) as supplied by the union on each employee's T4.

16.04 Extended Coverage

The Employer agrees to continue to pay the monthly cost of the Benefit Plan following the month of work cessation for all eligible employees for the following:

- a) Upon cessation of employment for any reason (lay-off, quit, termination, or other):
 - i. Employees with 6 months to one year of service: one month.
 - ii. Employees with one year of service: two months.
 - iii. Employees with three years of service: three months.
 - iv. Employees with five or more years of service: four months.

- b) For temporary layoffs or temporary site closures, the premiums will continue as above, but only for the duration of the lay-off or closure. And tenure for the purposes of 16.04a will be maintained.
- c) Injury or illness where the employee is medically unable to work and on an approved disability claim: one month beyond the month when the absence has commenced.
- d) Attending trade school as an apprentice and returning with the Employer: the full duration of the training. The Employer may suspend payment until the employee returns from school, and retroactively provide payment upon their return. If the employee does not return the extended coverage obligation will be as per 16.04 a.

16.05 It is understood and agreed that it is the responsibility of each employee to be familiar with the specific details of coverage (see Outline of Benefit Plan) and eligibility requirements of the Benefit Plan, and that neither the union nor the Employer, has any responsibility for ensuring that all requirements for eligibility or conditions of coverage or entitlement of benefits are met by the employee, beyond the obligations specifically stipulated in this Agreement.

16.06 Whereas coverage under the Benefit Plan ceases for an eligible employee at age 75, the Employer will pay to the employee a monthly amount equal to the contributions that would have otherwise been made for the employee towards the Benefit Plan. This payment will start upon attainment of their 75th birthday, providing they remain eligible for the contributions. It is further understood these payments will be

subject to taxes and other deductions stipulated federally, provincially, or by this Agreement.

Hour Bank

- 16.07 a) The Employer agrees to pay the amount as set out in the Wage Schedules for all hours worked for each employee towards the Insurance Plan administered by the CLAC Benefits Trust Fund.
- b) Employees are eligible to receive coverage on the first of the month following three hundred and fifty (350) hours worked. It is the responsibility of the employee to complete the enrolment form for the benefit plan, which is a condition of coverage.
- c) The Parties agree that the Benefits amount in The Wage Schedules to be effective January 1 of each calendar year are subject to negotiation. These negotiations will take place prior to January 1 of each calendar year.
- d) The parties may agree to amend the Benefits amount in the Wage Schedules for specific projects at the pre-job conference as per Article 26 of this Agreement.

ARTICLE 17 – RETIREMENT PLANS

17.01 Retirement Savings Plan (RSP)

- a) The Christian Labour Association of Canada (CLAC) Group Retirement Savings Plan (**RSP**), administered by the CLAC Group RSP Board of Trustees, applies to all employees covered by this Collective Agreement.

- b) New employees will join the RSP immediately.
- c) Employees are responsible for completing the applicable form, provided by the CLAC Retirement Team, in order to register the contributions remitted by the Employer.
- d) **Employer Contribution:** The Employer agrees to contribute the Group RSP amount set out in the applicable Wage Schedules, for each employee, based on the employee's base wages for all hours worked. This contribution will be remitted to the applicable CLAC Remittance Team.
- e) **Employee Voluntary Contributions:** The Employer agrees to deduct, by way of payroll deduction, and remit to the applicable CLAC Remittance Team, voluntary employee RSP contributions. A request for such deductions must be submitted to the Employer on an Employee Voluntary Contributions form, on file with the Employer. A copy of the completed form must be sent to the CLAC Retirement Team along with the first remittance of such voluntary contributions.
- f) Withdrawals and payouts from the RSP Plan will be subject to the applicable laws and terms of that plan.
- g) Employees will receive statements from the financial institution which administers the RSP Plan in accordance with the rules of that plan. These statements will be mailed to the employees' last address on record with the Union.

17.02 Pension

- a) The Christian Labour Association of Canada (CLAC) Pension Plan (the **Plan**), a registered defined contribution pension plan, administered by the CLAC Pension Plan Board of

Trustees, applies to all employees covered by this Collective Agreement.

- b) New employees will join the Plan immediately.
- c) **Employer Contribution:** The Employer agrees to contribute the pension amount set out in the applicable Wage Schedule, for each employee, based on the employee's base wages for all hours worked. This contribution will be remitted to the applicable CLAC Remittance Team.
- d) **Employee Voluntary Contributions:** The Employer agrees to deduct, by way of payroll deduction, and remit to the applicable CLAC Remittance Team, employee voluntary pension contributions which are above and beyond those contributions outlined in Article 17.02 (d). A request for such deductions must be submitted to the Employer on an Employee Voluntary Contributions form, on file with the Employer. A copy of the completed form must be sent to the CLAC Retirement Team along with the first remittance of such voluntary contributions.
- e) In the event that a remittance has not been received by the CLAC Remittance Team by the date set out in Article 25, the Employer is responsible for immediately compensating the Plan for any missed contributions and investment returns lost by the employee(s) as a result of the late remittance. This compensation amount will be calculated on all applicable contributions which are part of the remittance. The Plan will allocate the missed contributions and investment returns to the affected employees' accounts.
- f) The Employer and the Union will cooperate in providing the information required to administer the Plan on the employees' behalf. The CLAC Retirement Team is responsible

for informing the employees about the Plan, which includes providing updated account statements of all contributions received, investment returns allocated, and the current account balance.

17.03 Retirement Plan Contribution Details

- a) All contributions received vest immediately in the employee's account on whose behalf the deposit was made. The Employer's contributions to the retirement plans will be non-refundable to the Employer once received by the applicable CLAC Remittance Team, except where adjustments are required due to administrative remittance errors.
- b) Where legislation prohibits retirement plan contributions because of age, an amount equivalent to the contributions in Articles 17.01 and 17.02 will be paid to that employee on each paycheque starting the first pay period after September 1st of the year in which the employee reaches the age of restriction (end of 71st year). This payment in-lieu of retirement contributions will not be less than the amount that employee would have received if he/she were still contributing to the applicable plan.
- c) The total amount of retirement contributions remitted by the Employer and on an employee's behalf cannot exceed the annual maximum contribution limits outlined by the Canada Revenue Agency. The Employer has no obligation to monitor the employee's contribution made outside the employment relationship. For greater clarity, it is the employee's responsibility to ensure he/she does not exceed the annual contribution limits. If the employee exceeds the annual maximum contribution limit as a result of contributions made outside the employment relationship, neither the Employer

- nor the Union will be liable for any tax consequence imposed on the employee.
- d) The Employer will remit retirement contributions to the applicable CLAC Remittance Team as outlined in Article 25. Employer, employee, and voluntary contributions must be recorded separately on the remittance.
 - e) In the event that a remittance has not been received by the CLAC Remittance Team by the date set out in Article 25, the Employer is responsible for immediately compensating the retirement plans for any missed contributions and investment returns lost by the employee(s) as a result of the late remittance. This compensation amount shall be calculated on all applicable contributions that are part of the remittance. The retirement plans will allocate the missed contributions and investment returns to the affected employees' accounts.
 - f) The Union acknowledges and agrees that other than remitting contributions to the retirement plans as set out in this Article the Employer will not be obligated to contribute toward the cost of retirement benefits provided by the Plan or RSP or be responsible for providing such benefits.
 - g) The Employer and the Union will cooperate in providing the information required to administer the retirement plans on the employees' behalf. The CLAC Retirement Team is responsible for informing the employees about the plans, which includes providing updated account statements of all contributions received, investment returns allocated, and the current account balance.
 - h) The Employer agrees to provide the CLAC Remittance Team, upon the first remittance, with the full name, date of birth, social insurance number and current address of all employees

on whose behalf contributions are being remitted.

ARTICLE 18 – EDUCATION AND TRAINING FUNDS

18.01 Education Fund (EF)

The Employer agrees to contribute an amount as set out in the Wage Schedules for all hours worked by all employees to the Union EF.

18.02 Apprenticeship Training Funds (ATF)

The Employer agrees to contribute an amount as set out in the Wage Schedules for all hours worked by all employees to the Union ATF.

18.03 CLAC Western Training Fund (CWF)

The Employer agrees to contribute an amount as set out in the Wage Schedules for all hours worked by all employees to the CWTF. These funds will be used to cover the costs of all core training courses as established by CLAC Training, Apprenticeship, and Jobs - West for all eligible employees. Eligible employees include anyone who has worked for a CLAC Local 63 Signatory Employer within the last three months.

The funds will also be used for the general operations of CLAC Training, Apprenticeship, and Jobs–West and will be governed by its policies and procedures.

There will be a yearly review of the core training courses and Employer contributions in June of each year, with any changes effective January 1st of the next calendar year.

18.04 Industry Fund (IF)

The Employer shall contribute to the IF the amount as set out in the Wage Schedules for all hours worked by each employee covered by this Agreement. The amounts will be as follows:

For Industrial wage schedules:

January 1 2026	\$0.10/hour
January 1 2027	\$0.12/hour
January 1 2028	\$0.13/hour
January 1 2029	\$0.13/hour

For Commercial wage schedules:

January 1 2026	\$0.05/hour
January 1 2027	\$0.07/hour
January 1 2028	\$0.07/hour
January 1 2029	\$0.07/hour

ARTICLE 19 – TOOLS

19.01 All tradesmen shall supply their own tools common to their trade. An allowance for the supply of these tools is included in the base hourly rate. Specialty tools shall be provided by the Employer.

19.02 The employees shall be held responsible for all tools issued to them by the Employer. The Employer shall supply adequate security for all tool storage on the site.

19.03 Tool lists, if necessary, will be established by mutual agreement between the Employer and the Union. Such tool lists will form part of this Agreement.

ARTICLE 20 – PROTECTIVE EQUIPMENT

20.01 All employees shall wear CSA approved safety hats to be made available by the Employer.

20.02 All employees shall wear CSA approved safety boots where required, supplied by the employee.

20.03 The Employer will supply employees with all safety related equipment excluding prescription safety eyewear and CSA approved safety boots. Said equipment will remain the property of the Employer. Any worn out safety equipment will be replaced upon presentation of the worn equipment. The employee will be held responsible for loss or improper maintenance of Employer-supplied items. The Employer will provide for the cleaning of Employer supplied fire retardant coveralls.

20.04 Prescription Safety Eyewear

The Employer agrees to reimburse any employee 50 percent (50%) of the cost (up to a maximum reimbursement of three hundred dollars (\$300.00) for prescription safety eyewear subject to the following criteria. The employee will be eligible after 600 hours of employment and every subsequent two (2) years thereafter. In the case of a break in employment of more than six (6) months or where the employee quits the time requirements will have to be re-served.

Should an employee elect to have corrective laser eye surgery,

they are eligible to receive a one-time payment of three hundred (\$300.00) dollars subject to the criteria above.

ARTICLE 21 – LEAVES OF ABSENCE AND BEREAVEMENT PAY

21.01 The Employer may grant leaves of absence without pay for a time mutually agreed upon between the Employer and the employee for the following reasons:

- a) Marriage of the employee.
- b) Sickness of the employee or employee's immediate family (as defined below).
- c) Death in the employee's immediate family not outlined in 21.02.
- d) Union activity other than the establishment of this Agreement.
- e) Birth or adoption of the employee's own child.
- f) Job related training.
- g) Other personal reasons as approved by the Employer.

21.02 Indigenous employees will be granted reasonable leaves of absence without pay to engage in traditional indigenous practice.

21.02 An employee will be granted three (3) days' leave of absence with pay at their regular hourly wage rate, to make arrangements for and to attend the funeral of the employee's immediate family (i.e., husband, wife – including common law spouses – father, mother, brother, sister, son, daughter, pregnancy loss (as defined in the Alberta Employment Standards Code), legal guardian, mother-in-law, father-in-law, grandparents, and grandchildren).

Further time off without pay may be taken by mutual agreement between the employee and the Employer.

21.03 Employees who fail to report for work as scheduled after a leave of absence without giving a justifiable reason shall be deemed to have voluntarily quit.

ARTICLE 22 – GRIEVANCE PROCEDURE

22.01 The parties to this Agreement recognize the Stewards and the CLAC Representatives specified in Article 4 as the agents through which employees will process their grievances.

22.02 a) A Grievance is a complaint or claim concerning improper discipline or discharge, or a dispute with reference to the interpretation, application, administration, or alleged violation of this Agreement.

b) A Group Grievance is defined as a single grievance, signed by a Steward or a Union Representative on behalf of a group of employees who have the same complaint. Such grievance must be dealt with at successive stages of the Grievance Procedure commencing with Step 1. The grievors will be listed on the grievance form.

c) A Policy Grievance is defined as one which involves a question relating to the interpretation, application, or administration of this Agreement.

i) A Policy Grievance will be signed by a Steward or Representative, or in the case of an Employer's Policy Grievance, by the Employer or their representative.

d) Any Grievance referred to above will identify:

- i) The facts giving rise to the Grievance.
- ii) The section or sections of this Agreement claimed to be violated.
- iii) The relief requested; and
- iv) Where practical will be signed by the employee or employees involved unless it is a Policy Grievance.

22.03 All the time limits referred to in the Grievance Procedure herein contained will be deemed to mean workdays. A workday is defined as any day from Monday to Friday. If the parties are attempting to resolve the Grievance, or an issue that may become a Grievance, through discussion, or other forms of communication, the time limits expressed in this Article, will not be deemed to be in effect. However, either party may at any time unilaterally declare that the time limits are in effect. From the date of that unilateral declaration the time limits will come into effect at the last step filed by either party.

22.04 The Employer or the Union will not be required to consider or process any Grievance which arose out of any action or condition more than five (5) workdays after the subject of such Grievance occurred. If the action or condition is of a continuing or recurring nature, this limitation period will not begin to run until the action or condition has ceased.

If the Employer does consider processing a Grievance which has been presented late, the Employer will not be estopped or precluded at any stage from taking the position that the Grievance is late and not arbitrable.

22.05 No employee will have a Grievance until they have discussed their

complaint with their Superintendent or HR Department. If the employee's Superintendent does not promptly settle the matter to the employee's satisfaction, the employee's proper Grievance may be processed as follows:

Step 1

Subject to the conditions of Article 6.05, if a Grievance is to be filed it will, within the five (5) workdays referred to in Article 22.04 above, be reduced to writing and will be presented to the other party's designated representative by a Steward or Representative. The designated Employer representative will notify the CLAC Representative of their decision in writing not later than five (5) workdays following the day upon which the Grievance was submitted.

Step 2

If the Grievance is not settled in Step 1, a CLAC Representative will within five (5) workdays of the decision under Step 1, or within five (5) workdays of the day this decision should have been made, submit a written Grievance to the designated Employer representative. A meeting will be held between the Steward or Representative and the grievor if possible, and the designated Employer representative within five (5) workdays of the presentation of the written grievance to the designated Employer representative. The responding party will notify the grieving party their decision in writing within five (5) workdays of such meeting.

Step 3

In the event that the Grievance is not settled at Step 2 the party having the Grievance may serve the other party with written notice of desire to arbitrate within five (5) workdays of the delivery of the decision or within five (5) days of the date on which the decision should have been made in Step 2 to the other party.

22.06 Union Policy Grievance or Employer Grievance

A Union Policy Grievance or an Employer Grievance must be submitted to the Employer or the Union, as the case may be, in writing, within ten (10) workdays of the time circumstances upon which the grievance is based were known or should have been known by the grievor. A meeting between the Employer and the Union will be held within five (5) workdays of the presentation of the written Grievance and will take place within the framework of Step 3 of Article 22.05 hereof. The Employer or the Union, as the case may be, will give its written decision within five (5) workdays after such meeting has been held. If the decision is unsatisfactory to the grieving party, the Grievance may be submitted to arbitration within fifteen (15) workdays of the delivery of such written decision and the arbitration section of this Agreement will be followed.

If the Employer is not advised of the Union's intention to proceed to arbitration within five (5) workdays, the Employer will not be liable for any damages during the foregoing fifteen (15) workday period.

ARTICLE 23 – ARBITRATION

23.01 If a notice of desire to arbitrate is served, the two parties will each nominate an arbitrator within seven (7) days of service and notify the other party of the name and address of its nominee. The two arbitrators so appointed will attempt to select, by agreement, a Chairperson. If they are unable to agree upon a Chairperson within seven (7) days of their appointment, either party may request the applicable Government Ministry to appoint an

impartial Chairperson.

23.02 No person may be appointed as Chairperson who has been involved in an attempt to negotiate or settle the Grievance.

23.03 The decision of a majority is the decision of the Arbitration Board, but if there is no majority the decision of the Chairperson of the Arbitration Board governs.

23.04 Notices of desire to arbitrate and of nominations of an arbitrator will be served personally, by fax, by e-mail or by registered mail. If served by registered mail, the date of mailing will be deemed to be the date of service.

23.05 If a party refuses or neglects to answer a Grievance at any stage of the Grievance Procedure, the other party may commence arbitration proceedings and if the party in default refuses or neglects to appoint an arbitrator in accordance with Article 23.01, the party not in default may, upon notice to the party in default, appoint a Single Arbitrator to hear the Grievance and their decision will be final and binding upon both parties.

23.06 It is agreed that the Arbitration Board will have the jurisdiction, power, and authority to give relief for default in complying with the time limits set out in Article 22 and 23 where it appears that the default was owing to a reliance upon the words or conduct of the other party.

23.07 An employee found to be wrongfully discharged or suspended will, unless otherwise ordered by the Arbitration Board, be reinstated without loss of seniority and with back pay calculated at an hourly rate or average earnings, as applicable, times normal hours, less any monies earned, or by any other arrangement

which is just and equitable in the opinion of the Arbitration Board.

23.08 Where the Arbitration Board is of the opinion that there is proper cause for disciplining an employee, but considers the penalty imposed too severe in view of the employee's employment record and the circumstance surrounding the discharge or suspension, the Arbitration Board may substitute a penalty which, in its opinion, is just and equitable. This clause will not apply to the discharge of a probationary employee.

23.09 Each of the parties hereto will bear the expenses of the arbitrator appointed by it, and the parties will jointly bear the expense of the Chairperson of the Arbitration Board.

23.10 The Board of Arbitration will not be authorized to make any decisions inconsistent with the provisions of this Agreement, nor to alter, modify or amend any part of this Agreement, nor to adjudicate any matter not specifically assigned to it by the notice to arbitrate specified in Step 3 of Article 22.05 hereof.

23.11 If the parties mutually agree, they may substitute a single arbitrator in the place of the Arbitration Board.

ARTICLE 24 – WARNING, SUSPENSION, AND DISCHARGE

Correction & Progressive Discipline

24.01 A job Steward will be present for disciplinary meetings when the Employer's intent is to issue a written warning, suspension, and/or termination. When a Steward is not available, the employee may choose another employee to be present. If the employee does not choose another employee, the Employer will choose another employee to be present. A copy of all written

reprimands will be forwarded to the Steward and to the employee affected.

Employees required to sign notices of discipline do so only to acknowledge receipt of the discipline.

24.02 Progressive Discipline

Without restricting the Employer's right to immediately suspend or terminate an employee for just cause based upon the circumstances of any particular case (including a first infraction), the parties recognize the use of progressive discipline. Progressive discipline is based upon the idea that the severity of discipline will increase with each instance of misconduct by the same employee. The options available to the Employer include verbal warnings, written warnings, suspensions of varying lengths, demotions or other workplace adjustments, and terminations. Subject to the Grievance Procedure, it is the right of the Employer to determine what discipline is suitable for particular misconduct, based on all of the circumstances (including the seriousness of the misconduct, the employee's work and discipline record, any mitigating circumstances, etc.). Where appropriate, the steps in the progressive discipline process may be bypassed.

The Employer will ensure that a proper progressive discipline process is in place and consistently used. The process properly features increasingly formal efforts and increasingly serious consequences (depending on the severity of the issue) to provide appropriate feedback to the employee so that they can correct the problem. Where appropriate (based on factors including the seriousness of the misconduct, the employee's work and discipline record, any mitigating circumstances, etc.) the steps in the progressive discipline process may be bypassed. The goal of

progressive discipline is to improve employee performance. For example:

(a) Verbal Warning

A disciplinary action that is intended to draw an employee's attention to their misconduct. A written copy of the warning is included in the employee's file.

(b) Written Reprimand

A statement given to an employee by a delegated manager or supervisor that may outline:

- the nature of the misconduct.
- the corrective action expected of the employee; and
- a description of the disciplinary action that may be taken if the misconduct continues.

(c) Suspension

An enforced, temporary removal of an employee from duty without pay.

(d) Termination

Other forms of discipline may include demotions or other workplace adjustments.

24.03 The Employer may establish zero tolerance rules. Zero tolerance holds everyone responsible and accountable to do their part in preventing injuries and in preventing property damage. Willful or accidental violations of a zero-tolerance rule will result in either:

- a) a minimum three-day suspension without pay; or
- b) immediate termination.

If a zero-tolerance rule is broken, the Employer will conduct a reasonable investigation and determine which of the two actions will be taken, based on the circumstances surrounding the violation.

Verbal and written warnings are not necessarily required and may not be appropriate in cases involving zero-tolerance rules.

24.04 An employee may be suspended or terminated for proper cause by the Employer as determined by a reasonable investigation. Proper cause may include:

- a) The refusal by an employee to abide by Safety Regulations
- b) The use of illegal narcotics, cannabis, or alcohol or reporting for work while under the influence of such substances.
- c) The refusal by the employee to abide by the requirements of the Employer's clients; or
- d) The refusal by the employee to abide by the requirements of the Employer's rules, regulations, policies, and practices.

24.05 An employee will be deemed to have voluntarily quit if the employee fails to show up for work or fails to notify the Employer for three (3) consecutive workdays without a justifiable reason.

ARTICLE 25 – DUES AND TRUST FUND PAYMENTS

- 25.01 The parties acknowledge that delinquent payments to the Union as per Article 7 or for any of the Employer contributions to the Funds established in Articles 16, 17 and 18 will pose a serious threat to the plan participants. Therefore, the Trustees of the Funds or the Union are empowered to take any action in law necessary to collect all Funds owing, and to impose remedies and damages stipulated by the Trust or Partnership Agreements. All costs of such collection will be borne by the Employer.
- 25.02 Contributions will be made to the Union Provincial Remittance Processing Centre pursuant to Articles 7, 16, 17 and 18, every two weeks following the two-week pay period of contributions, together with an itemized list of the employees for whom the contributions are made and the amount remitted for each.
- 25.03 In the event that the Employer fails to make the proper remittance, the Union will notify the Employer of this failure. The Employer will then have two (2) workdays to correct this error.
- 25.04 Further to Article 25.03, if the Employer continues to be delinquent in its remittance to the Union as outlined in Articles 7, 16, 17 and 18, the Union or the Trust Funds may impose a penalty of one percent (1%) per month on the amount owing.
- 25.05 If the Employer satisfies all its obligations under Articles 25.02, 25.03 and 25.04, relating to Articles 7, 16, 17 and 18, the Union agrees the Employer will be saved harmless for any claims, relating to the remittances of Union dues, Union dues arrears, Administration dues and or Permit dues, the Benefits plan and the RSP and/or Pension plans and the Education and Training funds, excluding any costs the Employer incurs defending such claims.

25.06 The Employer will, and will be deemed to, keep all Union dues, Union dues arrears, Administration dues and or Permit dues deducted and all contributions to the Funds as set out in Articles 16, 17 and 18, separate and apart from its own monies. The Employer will, and will be deemed to, hold the sum in trust on behalf of the employees until the Employer has paid such monies to the applicable Trust Fund or Union Provincial Remittance Processing Centre. In the event of the bankruptcy (or any similar event) of the Employer, an amount equal to the amount that is owed to the applicable Trust Fund or Union Provincial Remittance Processing Centre for Union dues, Administration dues and or Permit dues and contributions that the employees are entitled to, will be deemed to be separate from and form no part of the estate that is in bankruptcy (or any similar event), whether or not that amount has in fact been kept separate and apart from the Employer's own money.

ARTICLE 26 – COLLECTIVE AGREEMENT AMENDMENTS

26.01 It is understood and agreed that the wage rates and other provisions set out in this Agreement may be amended by mutual agreement if there are significant changes in the industry or for specific projects or to enable the Employer to compete with non-Union competition and/or with other specific Union project agreement rates. Either party may request that negotiations commence by giving notice in writing. The Employer and the Union agree to have representatives meet for discussions within thirty (30) workdays of receiving the request from the other party. Any amendment resulting from the discussions under these terms will be put in writing and signed by a representative of the Employer and a Representative of the Union.

26.02 Pre-Job Conferences

- a) The Employer will notify the Union that a project has been awarded to the Employer following the award. Prior to the start of each project, a pre-job conference will be held to determine all site-specific issues as outlined in the Agreement. This conference may be conducted via telephone, videoconference, through a scheduled meeting or by some other practical means as agreed to by the parties.
- b) a copy of the pre-job conference report will be provided to the Employer and the Union and the job Steward(s).

ARTICLE 27 – DURATION

27.01 This Agreement shall be effective on 1st day of March two thousand and twenty-six (2026) and shall remain in effect until the fourth day of March two thousand and twenty-eight (2028) and for further periods of one (1) year unless notice is given by either party for the desire to delete, change, or amend any of the provisions contained herein, within the period from one hundred twenty (120) to sixty (60) days prior to the renewal date. Should neither of the parties give such notice, this Agreement shall renew for a period of one (1) year.

27.02 Should negotiations not be completed prior to the expiration date of this Agreement all negotiated items shall be retroactive from the date of signing to the expiration date of the expired Agreement. Items relevant to retroactivity will be clarified in negotiations.

27.03 Until a new agreement has been concluded, all provisions in this Collective Agreement shall remain in full force and effect.

DATED at _____, Alberta, this ___ day of _____, 2026.

Signed on behalf of
INTEGRAL ENERGY SERVICES LTD

Signed on behalf of
**CONSTRUCTION WORKERS
UNION CLAC LOCAL 63**

Per _____
Aut _____

This printing is for information purposes only. Original, signed documents are held on file at the Fort McMurray CLAC office.

esentative

Per _____
Authorized Representative

Per _____
Authorized Representative

INTEGRAL ENERGY SERVICES LTD. AND CLAC LOCAL 63
MARCH 1, 2026 – MARCH 4, 2028

Integral Energy Services LTD. Schedule B-1: Wood Buffalo (maintenance and small projects) Classification and Hourly Wages Sunday, March 1, 2026									
Journey Person Classification	Base Wage	Vac Stat 10%	Benefits* \$2.56	RSP 4%	Pension 4%	EF/AF \$0.08	CWTF \$ 0.23	IF \$0.10	Total
Electrician	\$50.50	\$5.05	\$2.56	\$2.02	\$2.02	\$0.08	\$0.23	\$0.10	\$62.56
Electrician - ^Maintenance J1	\$53.50	\$5.35	\$2.56	\$2.14	\$2.14	\$0.08	\$0.23	\$0.10	\$66.10
Electrician - ^Maintenance J2	\$56.75	\$5.68	\$2.56	\$2.27	\$2.27	\$0.08	\$0.23	\$0.10	\$69.94
Instrumentation Technician	\$50.50	\$5.05	\$2.56	\$2.02	\$2.02	\$0.08	\$0.23	\$0.10	\$62.56
Instrum. Tech - ^Maintenance J1	\$53.50	\$5.35	\$2.56	\$2.14	\$2.14	\$0.08	\$0.23	\$0.10	\$66.10
Instrum Tech - ^Maintenance J2	\$56.75	\$5.68	\$2.56	\$2.27	\$2.27	\$0.08	\$0.23	\$0.10	\$69.94

*Benefits listed rate represents the cost for the hour-bank benefits model. The Employer is paying the actual Pay Direct montly according to Article 16.03.

^Maintenance J1 - Journeyperson on a compressed shift cycle.

^Maint. J2 - compressed shift cycle, and designated J2 at the sole discretion of management and the client.

Integral Energy Services LTD. Schedule B-1: Wood Buffalo (maintenance and small projects) Apprenticeship Rates Sunday, March 1, 2026										
Apprenticeship	Base Wage	Vac Stat 10%	Benefits* \$2.56	RSP 4%	Pension 4%	EF/AF \$0.08	CWTF \$ 0.23	IF \$0.10	Total	
Electrician and Instrument Tech										
Year 1	60%	\$30.30	\$3.03	\$2.56	\$1.21	\$1.21	\$0.08	\$0.23	\$0.10	\$38.72
Year 2	70%	\$35.35	\$3.54	\$2.56	\$1.41	\$1.41	\$0.08	\$0.23	\$0.10	\$44.68
Year 3	80%	\$40.40	\$4.04	\$2.56	\$1.62	\$1.62	\$0.08	\$0.23	\$0.10	\$50.65
Year 4	90%	\$45.45	\$4.55	\$2.56	\$1.82	\$1.82	\$0.08	\$0.23	\$0.10	\$56.61
Maintenance Electrician and IT										
Year 1	60%	\$32.10	\$3.21	\$2.56	\$1.28	\$1.28	\$0.08	\$0.23	\$0.10	\$40.84
Year 2	70%	\$37.45	\$3.74	\$2.56	\$1.50	\$1.50	\$0.08	\$0.23	\$0.10	\$47.16
Year 3	80%	\$42.80	\$4.28	\$2.56	\$1.71	\$1.71	\$0.08	\$0.23	\$0.10	\$53.47
Year 4	90%	\$48.15	\$4.81	\$2.56	\$1.93	\$1.93	\$0.08	\$0.23	\$0.10	\$59.79

INTEGRAL ENERGY SERVICES LTD. AND CLAC LOCAL 63
MARCH 1, 2026 – MARCH 4, 2028

Integral Energy Services LTD.
Schedule C: Calgary Commercial
Classification and Hourly Wages
Sunday, March 1, 2026

Journey Person Classification	Base Wage	Vac Stat 10%	Benefits* \$2.56	RSP 3.75%	Pension 3.75%	EF/AF \$0.08	CWTF \$0.17	IF \$0.05	Total
Electrician	\$40.50	\$4.05	\$2.56	\$1.52	\$1.52	\$0.08	\$0.17	\$0.05	\$50.44
Instrumentation Technician	\$40.50	\$4.05	\$2.56	\$1.52	\$1.52	\$0.08	\$0.17	\$0.05	\$50.44

*Benefits listed rate represents the cost for the hour-bank benefits model. The Employer is paying the actual Pay Direct monthly according to Article 16.03.

Integral Energy Services LTD.
Schedule C: Calgary Commercial
Apprenticeship Rates
Sunday, March 1, 2026

Apprenticeship	Base Wage	Vac Stat 10%	Benefits* \$2.56	RSP 3.75%	Pension 3.75%	EF/AF \$0.08	CWTF \$ 0.17	IF \$0.05	Total
Electrician and Instrument Tech									
Year 1 55%	\$22.27	\$2.23	\$2.56	\$0.84	\$0.84	\$0.08	\$0.17	\$0.05	\$29.04
Year 2 65%	\$26.32	\$2.63	\$2.56	\$0.99	\$0.99	\$0.08	\$0.17	\$0.05	\$33.79
Year 3 75%	\$30.37	\$3.04	\$2.56	\$1.14	\$1.14	\$0.08	\$0.17	\$0.05	\$38.55
Year 4 85%	\$34.42	\$3.44	\$2.56	\$1.29	\$1.29	\$0.08	\$0.17	\$0.05	\$43.30

WAGE SCHEDULE NOTES

1. The following Premiums will be added to the base wage rate and will affect RSP, Overtime, and Vacation/Stat Pay.

Lead hand Premium: 6% of the Compulsory Journeyman trade rate to be added to the base wage rate.

Foreman Premium: 12% of the Compulsory Journeyman trade rate to be added to the base wage rate.

Dual Ticket: \$4.00 to be added to the base wage rate when the employee is required to perform both duties for a specified period and/or project.

2. The following Premiums will be added to the base wage rate, but will not affect RSP, Overtime, and Vacation/Stat Pay.

Steward Premium:

\$1.00/hour	Steward with no Toolbox training
\$1.25/hour	Steward with Toolbox 1 training
\$1.50/hour	Steward with Toolbox 2 training
\$1.75/hour	Steward with Toolbox 3 training
\$2.50/hour	Chief Steward with Toolbox 1 training
\$2.75/hour	Chief Steward with Toolbox 2 training
\$3.00/hour	Chief Steward with Toolbox 3 training

Shift Differential: \$3.00 per hour for all hours worked when the

majority of scheduled hours fall between 18:00 hours and 06:00 hours.

3. The Parties commit to a wage schedule review in January/February 2027, to assess the current market and amend the wage schedules for an effective date of March 5, 2027. If the parties are unable to come to an agreement the matter can be resolved via the arbitration procedure outlined in Article 23. Additional wage reviews will be established during the initial wage review. Subsequent reviews will be discussed and scheduled at that time unless otherwise agreed.
4. Wages for project work subbed to a CLAC contractor, will attempt to match the wages of the general contractor when the general contractor also has electricians in the field. This will be discussed between the Employer and CLAC in a prejob agreement.

This also acknowledges that when the GC is subbing the electrical work out entirely, then Integral's rates will not necessarily align, but will be as per their own agreement.

5. Maintenance Electricians and Instrument Techs (working at Albian and) who are embedded with the client may have opportunity to attain J2 status when requested and/or approved by the client. A promotion to J2 may occur at any time if they meet all the criteria for competency, and responsibilities that are required. If these criteria are met, it remains incumbent on the client to approve the promotion.

LETTER OF UNDERSTANDING – CAMP COST RECOVERY

**Between: INTEGRAL ENERGY SERVICES LTD.
("the Employer")**

-and-

**CONSTRUCTION WORKERS UNION (CLAC)
LOCAL NO. 63
("the Union")**

The parties to the Collective Agreement in effect from March 1, 2026, to March 4, 2028 agree that the process outlined in this document will be followed to deal with camp cost recovery for all sites.

Camp/Room/Facility Damage Cost Recovery:

After a thorough investigation by the Employer, they may deduct from the pay cheque of an employee, for the following:

- Camp costs for the employee not properly checking out of their room.
- The cost to repair camp facilities (or room damage/charges if in hotel) by that employee as a result of proven deliberate or negligent actions. This includes the cost of cleaning camp/room facilities for reasons such as smoking in non-designated rooms.
- Additional meal costs above the breakfast/lunch/supper provided.

LETTER OF UNDERSTANDING – TRAINING COST RECOVERY

**Between: INTEGRAL ENERGY SERVICES LTD.
("the Employer")**

-and-

**CONSTRUCTION WORKERS UNION (CLAC)
LOCAL NO. 63
("the Union")**

The parties to the Collective Agreement in effect from March 1, 2026, to March 4, 2026, agree that the process outlined in this document will be followed to deal with camp cost recovery for all sites.

Training Cost Recovery:

The Employer may deduct from the pay cheque of an employee the cost of the provided safety training booked in the employee's name should that employee fail to attend such scheduled training without providing the proper notice or a reason acceptable to the Employer. If the Employer does not accept a reason from an employee, the Union reserves the right to challenge such decision. This challenge, if not resolved, may become the subject of a grievance in accordance with the grievance procedure.

Proper notice is defined as contacting the Employer a minimum of forty-eight (48) hours prior to the training time using the contact numbers provided for this purpose.

Any reimbursement to the Employer shall be independent of any

disciplinary or other corrective action taken by the Employer or site/facility owner.

The employee will be notified of the intent to deduct the cost of the camp costs from the pay cheque of the employee no less than fourteen (14) calendar days in advance of the deduction to give the employee and the Union an opportunity to investigate the matter and, if necessary, grieve the Employer's decision.

The notice of deduction will not be required if the employee affected is no longer employed by the Employer or is banned from site/camp/premises. In such circumstances, the Union reserves the right to grieve.

If the employment of the employee ceases or is otherwise interrupted during the fourteen (14) calendar day notice period, the Employer has the right to make the deduction from the employee's final or next pay cheque the cost of the camp/room/facility damage. In such circumstances, the Union reserves the right to grieve.

DATED at _____, Alberta, this _____ day of _____, 2026.

Signed on behalf of

**INTEGRAL ENERGY SERVICES LTD. CONSTRUCTION WORKERS
UNION CLAC LOCAL 63**

Per: _____ This printing is for information purposes only. _____
A Original, signed documents are held on file at _____ ative
Per: _____ the Fort McMurray CLAC office.

Authorized Representative

Authorized Representative

LETTER OF UNDERSTANDING – TRANSPORTATION COST RECOVERY

**Between: INTEGRAL ENERGY SERVICES LTD.
("the Employer")**

-and-

**CONSTRUCTION WORKERS UNION (CLAC)
LOCAL NO. 63
("the Union")**

The parties to the Collective Agreement in effect from March 1, 2026, to March 4, 2028 agree that the process outlined in this document will be followed to deal with transportation cost recovery for all sites.

Transportation Cost Recovery:

The Employer may deduct from the pay cheque of an employee the cost of a flight booked in the employee's name for business travel should that employee fail to utilize such scheduled flight without providing the proper notice or a reason acceptable to the Employer. If the Employer does not accept a reason from an employee, the Union reserves the right to challenge such decision. This challenge, if not resolved, may become the subject of a Grievance in accordance with the Grievance Procedure.

Proper notice is defined as contacting the employer a minimum of forty-eight (48) hours prior to the flight departure time using the contact numbers provided for this purpose.

Any reimbursement to the Employer shall be independent of any disciplinary or other corrective action taken by the Employer. The employee will be notified of the intent to deduct the cost of the missed flight from the pay cheque of the employee no less than fourteen (14) calendar days in advance of the deduction to give the employee and Union an opportunity to investigate the matter, and if necessary, grieve the Employer's decision.

The notice of deduction will not be required if the employee affected is no longer employed by the Employer or is banned from site. In such circumstances, the Union reserves the right to grieve. If the employment of the employee ceases or is otherwise interrupted during the fourteen (14) calendar day notice period, the Employer has the right to make deductions from the employee's final or next pay cheque the cost of the missed flight. In such circumstances, the Union reserves the right to grieve.

DATED at _____, Alberta, this ____ day of _____, 2026.

Signed on behalf of

INTEGRAL ENERGY SERVICES LTD.

**CONSTRUCTION WORKERS
UNION CLAC LOCAL 63**

Per: _____

Per: _____

Authorized

Representative

This printing is for information purposes only. Original, signed documents are held on file at the Fort McMurray CLAC

Per: _____

Per: _____

Authorized Representative

Authorized Representative

OUTLINE OF INSURANCE PLAN COVERAGE FOR GOLD PLUS PLAN

(This schedule does not form part of the collective agreement. It is for information only. Unless otherwise noted, all insurance coverage expires at age seventy-five (75). In case of differences to the insurance contract, the insurance contract will apply).

- \$100,000.00 life insurance per employee under the age of 65; \$50,000 per employee from age 65 up to and including age 74;
- \$100,000.00 AD &D per employee under the age of 65; \$50,000 per employee from age 65 up to and including age 74;
- dependent life insurance \$10,000 for spouse; \$5,000 for each dependent child
- dental plan at the latest fee schedule available;
 - Basic services: 100% up to \$2,000 per person annual
 - Major services: 50% up to \$2,000 per person annual
 - Orthodontic: 50% up to \$3,000 lifetime maximum per child under 19;
- prescription drug plan for employee and family at 80% up to \$1,500 per person annually (or the provincial pharmacare cap, if applicable) and 100% thereafter;
- optical insurance for employee and family;
 - under 21: \$350 per year
 - age 21 and over: \$350 every two years
- extended health coverage for employee and family;
- massage therapy with a limit of \$80/visit;
- short term disability insurance with sixty percent (60%) of weekly basic earnings to a maximum of seven hundred dollars (\$750.00) per week. Weekly benefits, payable after the first (1st) day of accident or hospitalization and the seventh (7th) day of illness for a maximum of 26 weeks.
- long term disability insurance with sixty percent (60%) of earnings, maximum of \$3,250.00 per month), per employee, payable after 26 weeks until age 65.
- Emergency Travel Assistance
- EFAP (Employee and Family Assistance Program)

BENEFITS CONTACT INFORMATION

CLAC BENEFITS TEAM www.clac.ca	1-888-600-2522
CLAC RETIREMENT MEMBERCARE (Group RSP & Pension)	1-800-210-0200
GREEN SHIELD CANADA (access through myCLAC – www.clac.ca)	1-888-711-1119
CLAC EFAP	1-888-327-2522 (1-888-EAP-CLAC)

WE'RE COMMITTED TO YOU



Positive Work-Life

We are a modern union with a modern attitude. We don't just help create a better workplace, but a better work-life, helping you get the most out of every day.



Champions of You

We make your voice heard. We lead positive change. And through it all, we keep you working.



Everyday Greatness

We believe that greatness is in all of us. That when you enjoy what you do, when you feel valued and respected, supported and secure, everyone—you, your family, and your community—benefits.

INTEGRAL ENERGY SERVICES LTD.

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T: 780-454-6181

TF: 877-863-5154

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edmonton@clac.ca

CLAC MEMBER CENTRE

400 Taiga Nova Cres., Unit 1

Fort McMurray, AB T9K 0T4

T: 780-792-5292

TF: 877-792-5292

F: 780-791-9711

fortmcmurray@clac.ca

CLAC MEMBER CENTRE

3617 63 Ave NE

Calgary, AB, T3J 5K1

T: 403-686-0288

TF: 866-686-0288

F: 403-686-0357

calgary@clac.ca

CLAC RETIREMENT

1-800-210-0200

CLAC BENEFITS

1-888-600-2522

CLAC EFAP

HUMANACARE

1-888-EAP-CLAC

1-888-327-2522

**CLAC TRAINING, APPRENTICESHIP &
JOBS — WEST**

1-888-700-7555

