



EMPLOYERS' FINAL OFFER
OF SETTLEMENT
FROM

SOFINA FOODS INC.
EDMONTON NORTH
TO
UNITED FOOD AND COMMERCIAL WORKERS – 401
May 1, 2025

Sofina Foods presents the enclosed comprehensive final offer package to facilitate a full settlement of all matters outstanding between the parties in collective bargaining with the purpose of reaching an agreement. As an integral part of the offer, issues not addressed below will remain status quo, in accordance with the language already contained in the Collective Agreement between the parties that expired on March 31, 2024.

If a negotiated settlement cannot be achieved, the items which have been withdrawn may be reinstated and the items which have been signed may be declared null and void.

These proposals are submitted by the Company without prejudice and without limiting the generality of the foregoing the Company reserves the right to challenge the validity, interpretation, or application of any article in the Collective Agreement notwithstanding the proposals within.

The employer package includes:

1. Attached proposals;
2. All items previously agreed to by the parties already signed off; and
3. Where employer or Union proposals are not included in this document, they are deemed dropped or denied
- 4.

Unless specifically noted as such, nothing in the Collective Agreement is retroactive. The Company agrees to make the wage rates retroactive to April 1, 2024 for employees who were actively working. With respect to Articles that reference, "signing of this Collective Agreement"; the signing date will be inserted into the Collective Agreement prior to its printing. Also, any required renumbering of Collective Agreement articles arising as a result of amendments will be done prior to printing of the Agreement.

The parties herein agree that the terms of the Collective Agreement shall be from **April 1, 2024** to **March 31, 2028**. The date of ratification will be the date on which the Union ratifies.

As a condition of this Final Offer, the Company will translate the Final Offer into six common languages at the Plant which we would expect the union would make available to staff. (Somali, Tigrinya, Punjabi, Tagalog, Amharic, Oromo and Arabic)

HOUSEKEEPING – Agreed May 27, 2024

The Company proposes that the parties mutually be able to clean up the grammar where needed in the CBA including but not limited to sections and titles so as to ensure the Agreement is easy to read and find articles. This will include using the terminology throughout the Agreement as either Company or Employer but not using both. This will not give the parties ability to change the agreement intent or language interpretations [2024]

Article 2.2 – Union Security

2.1 The Company agrees that the Union membership is a condition of employment for all employees in the bargaining unit.

The Company shall be free to hire new employees who are not members of the Union, PROVIDED said non-members, whether part-time or full-time employees, shall be eligible for membership in the Union, and shall make application on the first (1st) day of employment, and become members within thirty (30) days. All employees shall pay to the Union the regular dues. Employees hired through an outside agency and maintain employment after thirty (30) days shall pay dues retroactive to first (1st) day of employment.

2.2 The Company agrees to provide each new employee at the time of employment with a form outlining to the employee, their responsibility in regard to Union membership, and to provide the Union in electronic form with the name, phone number, address, ~~SIN number~~, and department of each employee to whom they have presented the form letter, along with the employee's date of hire. The Company further agrees to provide the Union, once a month, with an updated list containing changes in employee name, address, phone number, ~~SIN number~~, and department. [2024]

The Union shall bear the expense of printing the forms, the contents of the forms to be such that it is acceptable to the Company. The Company further agrees to provide the Union, once a month, with a list containing names of all employees who have terminated their employment during the previous month. The Company further agrees to provide the Union, once per month, with a list containing names of all employees on a leave of absence, including the last day worked, type of leave, and return to work date, in electronic form.

The Company will supply a report to the Union monthly containing the following information:

- (i) Full Name;**
- (ii) Employee Number;**
- (iii) Status (Full-Time, Part-Time, Active, Inactive);**
- (iv) Classification;**
- (v) Date of Hire;**
- (vi) Union Seniority Date;**
- (vii) Home Address**
- (viii) Phone Number**
- (ix) Current Rate of Pay**

2.3 - Agreed May 28, 2024

The Company agrees to deduct from the wages of each employee upon proper authorization from the employee affected, such initiation fee, monthly dues, assessments, or other deductions as are authorized by the Local Union or upon request of the employee affected where no notification from the said is received.

Notification of any change in dues or assessments as aforesaid to be given by the Secretary-Treasurer of the Union. The money deducted during the month shall be forwarded by the Company to the Secretary-Treasurer of the Union, not later than the tenth (10th) day of the following month, together with a written statement of the names of the employees for whom deductions have been made, **total regular hours for each week, and regular dues, initiation fees and assessments.** ~~and the amount and purpose of each deduction.~~ The Company further agrees to provide the statement to the Union in electronic form.

The parties agree that should the Union require a dues structure that creates a new administrative process for the Employer, the parties will meet to discuss and explore opportunities for a resolve. [2024]

NEW Article 2.7 NEW – Walking Stewards

In the spirit of promoting positive labour management relations, the parties will agree to a new LOU to pilot a part-time Walking Steward for the life of this collective agreement. This representative will be excused for four (4) hours consecutively off per week on Wednesday mornings between 8 am and 12:00 pm and be paid by the employer their regular wages which the union will agree to reimburse the Employer including the payroll burden costs. Where the purpose is to promote harmonious labour management, this person will participate in the following committees as part of their role:

- Culture Committee
- Weekly HR Plant Tours
- Joint Labour Management
- Attendance Management Meetings
- Step 2 grievance meetings
- Occasional Daily Directional Setting (DDS) meetings as requested
- Any other duties as mutually agreed upon between the union and management

This new role will be posted by the UFCW 401 union and selection will be made by the union through an interview process.

Either party will have the right to end this LOU by providing the other party a minimum of sixty calendar days' notice or at the expiry of the LOU. [2024]

2.8 – NEW Education and Training Fund – Agreed April 30, 2025

The Employer agrees to make contributions to the United Food and Commercial Workers Canada Union, Local No. 401 Education and Training Fund in the amount of ~~one-cent (\$0.01)~~ five (\$0.05) cents per hour for every hour worked by members to a maximum of 40

hours per week. In return the Union commits to improving training including Steward Training for members of the bargaining unit. [2024]

Article 3.5 - Shift Premium – Agreed April 30, 2025

The Company agrees to pay a premium to all employees working shift work on any other shift than the normal day shift. The Company will pay ~~three (\$3.00) dollars~~ ~~forty five (\$0.45)~~ **sixty (\$0.60)** cents per hour effective the date of ratification for 2019 – 2024 Collective Agreement. ~~Effective April 1st, 2021 this premium will be increased to fifty (\$0.50) cents per hour. Effective April 1st, 2024 this premium will be increased to fifty five (\$0.55) cents per hour.~~ This premium shall not be considered as part of such employees' basic rates. [2024]

Article 3.6 – Agreed February 11, 2025

Employees specifically assigned to ~~work in the role of maintaining the blast freezer or freezer~~ **for periods of more than one consecutive hour** will be paid a freezer premium of ~~one dollar and fifty (\$1.50)~~ ~~forty five (\$0.45)~~ **fifty (\$0.50)** cents per hour worked. For the purpose of this article, ~~maintaining working in the blast freezer or freezer~~ **is rotating the product and working for periods of more than one consecutive hour**, emptying the blast freezer **or freezer**, slotting product, and rotating inventory. This premium shall not be considered as part of the employees' basic rates and in no case will there be duplication or pyramiding of overtime or any other premium compensation. [2024]

Article 3.10 – Rest Periods

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An employee required to work in excess of the first five (5) hours or the second four and one half (4 ½) hours will be paid two (2) times their regular rate for all time worked until the meal period is granted. An employee required to work in excess of the second four and one-half (4 ½) hour portion of shift, the Company will allow thirty (30) minutes with pay at the rates paid for that period for such meal period. The employee shall have the choice of a hot meal or ~~twenty-five (\$25.00) dollars. nine (\$9.00)~~ **twelve (\$12.00)** dollars on their next cheque. ~~Effective April 1st, 2021 this meal allowance shall be increased to ten (\$10.00) dollars.~~ Poultry killer shall have adequate time for personal cleaning before all rest periods and meal periods. [2024]

Article 4.7 – Agreed May 28, 2025

4.7 New employees will be on probation for a period of ninety (90) calendar days or any extended period mutually agreed upon by the Union and the Company during which time they may be laid-off without reference to seniority and the Company is under no obligation to re-hire such employees. **A probationary employee may be discharged at the sole discretion of the Company.** The termination of a probationary employee shall not be the subject of a grievance **but the Company will may have a Shop Steward present.** ~~However~~ The Company shall act reasonable, non-discriminatory, fairly, and in good faith. **When a probationary employee is**

terminated, they will be provided with a probationary release letter which will be copied to the union. ~~outlining the cause for termination.~~ All employees retained beyond the ninety (90) calendar days probation period shall become regular employees and entitled to seniority in accordance to the length of service and entitled to all benefits under this Agreement and may be discharged only for just cause. In the event that it is found that an employee is wrongfully fired, they shall not suffer any loss of seniority, if reinstated as an employee. Any employee with ninety (90) or more calendar days of service with the Company who is laid off, terminated, or terminates voluntarily and is rehired within one (1) year, shall receive the rate of pay for the job classification as specified in Appendix A of this Agreement. **[2024]**

4.9 Job Postings – Agreed October 18, 2024

When job vacancies occur and the Company requires replacements, and when the Company creates new jobs, they shall be posted on the bulletin board for a period of four (4) working days during which time written applications may be made by the employee. **Postings will include a description of the job, the shifts, and the hours of work and rate of pay.** Copies of all such postings **with the list of names** will be sent to the Union. The most senior applicant within the Plant shall receive such job posting. Ability being sufficient after a reasonable trial to do the job, seniority shall prevail. If no suitable applications are received, then the Company may hire a person to fill the job. It is Understood to apply for a posting in the Maintenance, Live Haul Drivers, and Shipping & Delivery Drivers, an employee must be qualified.

Temporary appointments may be made by the Company pending receipt of applications.

All permanent jobs will be posted

An employee who received a promotion through the posting procedure shall not be permitted to apply again until four (4) consecutive months have elapsed.

~~Only the original vacancy and the job from which the vacancy was filled shall be posted. Any vacancies created beyond the second posting will not be posted but will be filled in accordance with departmental seniority.~~

An employee receiving a new job posting will be on a trial basis for up to twenty (20) days worked. If they cannot perform the job satisfactorily, they shall be returned to their prior job or the employee may return to the former job if they are not satisfied. **The next senior applicant will be selected from the original posting if the vacancy occurs within twenty (20) days. Vacancies after twenty (20) days must be reposted.**

An employee who will be absent for vacation for up to six (6) weeks may submit a written application prior to leaving for a specific position which may be posted during their absence. The application will be void at the conclusion of the scheduled absence. [2024]

4.10 Promotions and Job Assignments – Agreed October 18, 2025

~~(c) Where employees are required to transfer from one (1) department to another on a permanent basis due to the operational needs of the Company it shall be done on the following basis.~~

~~The opportunity to transfer shall first be given to senior employees. In the event that no employee wishes to take the transfer, the least senior employees shall be transferred and shall be given the first opportunity to transfer back to that department when a position becomes available.~~

4.13 Transfers – Agreed October 18, 2024

~~Transfers to another shift or another department shall be based on seniority. Employees with one (1) or more years' seniority may submit a written request to the Production Manager provided they have not been transferred within the previous twelve (12) months. All transfers shall be made to the most junior position in the department requested. Upon receipt of a transfer request, the Company will first give the senior employees in the plant, and/or shift affected, the opportunity to fill the vacancy created by the transfer. In the event no employee wishes to fill the vacancy created, then the employee requesting the transfer shall exercise their seniority over the most junior employee in the plant, and/or department, and/or shift that the employee wishes to transfer to. All transfer requests will be approved based on seniority and processed within thirty (30) working days. Transferred employees will be on trial for thirty (30) working days. The Company may return the employee to the department/shift from which the transfer originated if they cannot perform the job satisfactorily, or the employee may return to the department/shift if they are not satisfied.~~

4.15 – Agreed October 16, 2024

Each January the Company will post a request for employees to indicate their desire to **receive training in specific jobs and departments.** ~~work in temporary assignments equal or higher than their current classification in the plant.~~ Employees will be selected by seniority to receive the training. ~~for each temporary assignment.~~ In the event the list becomes insufficient for the needs, the Company may post again during the year. Employees may choose to remove their name from the list at any time.

An employee who has received the training cannot turn down work opportunities in the specific job for which they are qualified for a period of two years following the training.

An employee may add their name to the list after the posting is closed, however they will not displace an employee who is already in an assignment or being trained for a particular position.
[2024]

Article 5.5 – Union Leave – Agreed February 10, 2025

The Company agrees to grant necessary time off, without pay, and without loss of accrued seniority to any employee who is elected, appointed, or designated by the Union to attend a labour convention or to serve in any capacity on legitimate Official Union business, provided however, that sufficient notification is given the Company so that such employee's position can be filled.

Where a leave of absence is granted to an employee by the Company, provided such leave does not exceed one (1) year, the employee shall suffer no loss of seniority for that period.

The Company shall pay the employee and invoice the union for all lost time for employees on Union leave.

If the employee's leave exceeds thirty (30) consecutive calendar days, the union will also be billed for the employee's benefit premiums. [2024]

Article 8 - Vacations

8.4 (a) The selection of vacation period shall be on the basis of seniority in each department and the senior employee may be granted first preference. Vacations may be granted at any time subject to the demands of the business but the Company will make a sincere effort to grant vacations at the time requested by the employees. Vacations are to be taken in the vacation year. Where employees are entitled to three (3) or more weeks of paid vacation, such employees may only schedule two (2) weeks commencing in July and August.

Ten (10%) percent vacation allowance per department will be permitted. Where possible, at the sole discretion of the Company, in excess of ten (10%) percent will be allowed.

The Company further agrees where employees are entitled to three (3) or more weeks of paid vacation and request them to be taken in a period between the months of January 1st and April 30th of each year, the employees can take them consecutively with the exception of ~~Easter~~ **Festive Seasons (four weeks prior to Easter, Thanksgiving or Christmas where vacation allowance will be limited to 5%). Where possible, at the sole discretion of the Plant Manager, in excess of five (5%) percent will be allowed. [2024]**

Article 9.3 – Agreed February 11, 2025

Technological change means the introduction of equipment by the Employer during the term of the Collective Agreement that materially impacts the bargaining unit.

When the Employer is introducing a technological change which would result in significant changes in the employment status or working conditions of employees, it shall provide the Union and every affected employee with as much notice as reasonably possible before the introduction of a technological change.

Where the Employer has notified the Union that it intends to introduce a technological change, the Parties will undertake to meet within a reasonable time frame and share and discuss any applicable plans. [2024]

Article 10 – Agreed February 11, 2025

10.1 The Company agrees to provide sick leave with pay, earned at the rate of one (1) day sick leave for each month of employment. Employees will accrue one (1) sick day credit only if they worked every scheduled workday of the calendar month for which the accrual is being calculated. Sick leave with pay shall be cumulative up to twenty (20) days. Accumulation shall commence upon completion of a six (6) month eligibility period.

- (a) On a day that an employee works less than three (3) hours and goes home sick, that day shall be counted as first day of sickness. Sick employees shall not be requested to remain in the plant beyond the three (3) hours to circumvent first day of sickness.
 - (b) No employee on sick leave shall receive pay for the first day of absence, except those employees who are off six (6) days or more and have accumulated credits.
 - (c) The Company agrees to pay out unused sick leave credits to employees after six (6) months of illness, twelve (12) months of lay-off and immediately upon retirement on Pension. All holidays will be considered as time worked when computing sick leave.
 - ~~(d) Doctor's note is not required for two (2) or less days of illness. The Company agrees to pay Doctor's bills, when requested by Company, up to a maximum of fifty (\$50.00) dollar/receipt (upon proper proof of receipt).~~
 - (e) Employees covered under the provisions of this clause maybe requested to present a Functional Abilities Form (FAF) confirming their limitations and restrictions for absences beyond five days that could result in a possible accommodation. In such cases that the Employer requests a FAF and it is filled out completely, the Employer will reimburse the employee to a maximum of \$65.00. [2024]**
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Article 11 – Weekly Indemnity – Agreed February 10, 2025

The Company agrees to provide a Weekly Indemnity Insurance program that provides employees with sixty-six and two-thirds (66 $\frac{2}{3}$ %) percent of their weekly earnings based on forty (40) hours per week at the regular rate of pay up to a maximum allowed under the Employment Insurance Act for a maximum of fifteen (15) weeks when absent from work due to a non-occupational illness or accident. Employees on layoff are not eligible to collect Weekly Indemnity benefits. Weekly income benefits begin with the first (1st) day of disability due to injury or the fourth (4th) consecutive working day of disability due to illness but in no event prior to the first (1st) day of treatment by a doctor.

The Group Benefit Plan shall be administered in accordance with the regulations outlined in the plan documents and insurance underwriter's policies. The denial of any weekly

indemnity claim must be appealed through the Company's insurance provider who will make the final determination with respect to eligibility. The Company shall forward to the Union a copy of the insurer's decision letter with respect to each weekly indemnity claim as soon as reasonably possible following receipt. [2024]

Article 11.2 – Agreed May 28, 2024

11.2 Employees must complete three (3) months of employment to be eligible for the benefit coverages set out in Article 11.3, 11.4, and 11.6. Coverage commences on the first day following completion of three (3) months service and stops immediately upon termination **in accordance with the plan documents**. The Company and Union agree that the premium for these coverages will be paid seventy-five (75%) percent by the Company and twenty-five (25%) percent by the employee. [2024]

Article 11 NEW – Employee Benefit Programs – Agreed April 30, 2025

11.2 (b) The Parties agree that the Group Health and Medical Plans are governed by the plan text and shall be administered in accordance with the regulations outlined in the plan documents and insurance underwriter's policies. If an employee continues to work beyond the Carriers age cutoff (currently age 70) and not eligible for benefits, they shall instead receive an amount equal to the Employer's monthly benefit premium as a taxable benefit towards an employee finding their own benefit program following the ratification date of the renewed collective bargaining agreement. [2024]

Article 19.1 – Guaranteed Work Week

Accept in the case of an Act of Nature, this article shall apply only to those employees who are permanent full-time employees of the Company.

For the purpose of this article "full-time permanent employees" shall mean any employees employed on a full-time basis prior to **November 30, 2020**. In addition, the Employer agrees that any employees who fall into the top seventy-five (75%) of the active employees and have at least one (1) year of seniority, will be entitled to the weekly guarantee. The seventy-five (75%) percent allocation will be determined on January 1 of each year following ratification. No employee who qualifies for the weekly guarantee will later be determined ineligible, due to restructuring or department shutdowns or other matters that reduce the total number of employees. [2024]

Where an employee entitled to the guaranteed work week is called to work during the week they shall be entitled to receive pay not less than on the following basis each year:

January 1st to May 31st receive thirty (30) hours pay per week; June 1st to December 31st — thirty six (36) hours pay per week; regardless of the fact that such employee may not work for that many hours.

Act of Nature - This guarantee shall be reduced by time absent for any reason for eight (8) hours each full day in which the plant is unable to operate because of fire, explosion, power failure, storm, bird supply, strike or boycott by a labour union or other similar group.

Effective April 1st, 2013, Guaranteed hours will be averaged on a two (2) week pay period. When an employee's working hours fall below the minimum guarantee, they shall be calculated and paid on a proportionate basis as sixty-four (64) hours of pay at their regular rate in each payroll period or pay in lieu of work for the period January 1st to May 31st and seventy-two (72) hours of pay at their regular rate in each payroll period or pay in lieu of work for the period June 1st to December 31st. The following provisions shall apply in this regard:

The following provisions shall apply in this regard:

- (a) The Company will adjust employees in proportion to the work available or expected to be available. To provide such regular employees with guaranteed hours of work, the Company shall be free to distribute within departments and to transfer employees from one department to another, reasonable consideration being given to seniority, ability, and to any extreme change in physical working conditions.
- (b) The Company expects all employees will perform conscientiously; whatever task may be assigned to them in their respective departments. If any employee refuses to perform the work assigned to them, the Company shall be absolved from any guarantee in respect of the work performed during that week.
- (c) The guarantee shall be the same for weeks in which one (1) of the eleven (11) Statutory Holidays occur as in other weeks, the pay received for said Statutory Holiday shall be regarded as part of the guarantee.
- (d) Any employee who is absent from work after having started to work on a week which would entitle them to receive the guaranteed work week, shall have their guarantee reduced by the time so lost.
- (e) Any employee who is laid off in excess of one (1) month is not eligible for the guaranteed work week provision in the week of recall.
- (f) Where overtime or other Premium paid hours are worked, they shall be computed as, one (1) hour worked is one (1) hour of the guarantee only. **[2024]**

Article 11.6 – Agreed February 10, 2025

The Company will amend its Health Care Program by adding a vision benefit. The vision benefit will offer ~~five hundred (\$500.00)~~ two hundred (\$200.00) dollars of coverage every twenty-four (24) months effective the first (1st) of the month following ratification. **Upon ratification** of the agreement the vision coverage will be increased to ~~two hundred and fifty (\$250.00)~~ **three hundred (\$300.00)** dollars every twenty-four (24) months. **[2024]**

Article 12.3 – Agreed September 16, 2024

There shall be a ~~Union Management~~ **Workplace Joint Health and Safety Committee (JHSC), made up of at least** ~~appointed and shall constitute two (2)~~ **three (3)** representatives appointed by the Union and ~~two (2)~~ **three (3)** representatives appointed by the Management. **These numbers can be increased by mutual agreement of the parties. The committee's primary role is to identify workplace health and safety issues/hazards and work with the employer to find solutions to keep the workplace safe. The names of the JHSC members will be posted on the H&S communication board.**

The JHSC committee will have two (2) co-chairs which will be rotated on an alternating basis:

- The worker co-chair is chosen by the Union from the employee representatives.
- The employer co-chair is chosen by the Company from the company representatives.
- The chair of the meeting will be responsible for sending out the agenda three (3) days prior to the meeting.
- Minutes will be taken by an employer representative.

The JHSC must meet the requirements of part 13 of the Alberta Occupational Health and Safety Code.

The JHSC shall meet monthly, on company time. The Committee will be responsible for developing a term of reference for the committee members to follow for their meetings.

One union representative JHSC member will join the Safety Manager (or designate) once per month to conduct a safety inspection. This time will be paid time.

The Parties agree that annual training will be provided to the safety committee members which includes safety training as part of the meetings.

~~Both Parties shall be motivated by the need for appointing members to the Committee who shall be best capable of promoting safety throughout the Plant. Regular meetings of the Safety Committee shall be held each month. A list of names of the Safety Committee members shall be kept posted on the bulletin board in the lunch room.~~

Article 12.5 – Agreed February 11, 2025

~~No employee will be required to work alone at any times at the Plant as stated in Article 3.3~~

If an employee is required to work alone, they shall follow the “Working Alone Procedures”. The Employer will do its best to remove the need for anyone to work alone but when it is necessary, the employee shall be trained and aware of the procedures to ensure they are safe. [2024]

Article 13.3 – Agreed May 29, 2024

The parties agree to move 13.3, 13.6, 13.7, 13.9, 13.10 and 13.15 to Article 2 of the Collective Bargaining Agreement. [2024]

Article 13.3 – Agreed May 28, 2024

~~The Company agrees that the Union will have the right to use the bulletin board, to be used for posting notices of official Union business exclusively, and not to be used for discriminating political propaganda. All such notices shall be submitted to a Company official for approval before posting.~~

The Union will provide four (4) lockable bulletin boards which will be installed by the Employer in four (4) conspicuous, mutually agreed locations in the plant. The Union Representative and the shop steward(s) will have the only keys, but it is understood that only Union sanctioned materials shall be posted. The bulleting board is for Union posting notices of official Union business information only and not to be used for discriminating or political propaganda. All such notices shall be submitted to the Plant Manager or their designate for approval before posting. The Union will be responsible for the maintenance and the repair of the bulleting board. [2024]

Article 13.5 – Boot Allowance – Agreed February 10, 2025

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Upon completion of six (6) months service, employees required to wear safety shoes/**boots outside the rubber boots supplied** shall receive ~~one hundred (\$100.00) dollars towards the purchase of a new pair of safety shoes and thereafter shall be limited to one hundred (\$100.00) dollars every six (6) months or two hundred (\$200.00)~~ **two hundred and fifty (\$200.00) (\$250.00)** dollars every twelve (12) months. Insoles, shoelaces, and shipping shall be covered by the boot allowance. To qualify for reimbursement the old pair of safety shoes/**boots** must be turned in at the time of replacement. [2024]

Article 13.6 – Union Labour Relations Officer calling on Plant - Agreed May 28, 2025

Any authorized Union Labour Relations Officer may, upon receiving permission from the Company, enter the Plant, providing however, the said representative shall not unduly occupy the time of employees during working hours.

In the event that the Company deems it necessary to meet with an employee away from their workstation, the employee will be accompanied by a Shop Steward.

When an employee is being interviewed where such interview could lead to disciplinary action, is issued discipline, or is suspended or discharged, they shall be entitled to a

Shop Steward. The Parties agree that if there is an urgent issue that is required to be addressed immediately or a situation escalates the steward that is readily available will be utilized to deescalate and facilitate a discussion. Once the meeting escalates to a formal meeting, the employee will be asked which Steward present on the shift that they want to represent them. The Company will make sure that Steward is called to represent that employee subject to operational requirements.

Shop Steward's shall not leave their work to process or deal with any matter without first advising and receiving approval from their immediate Supervisor. The Company shall exercise reasonableness in their handling of such requests.

Article 13.13 – Payroll Errors – Agreed May 28, 2024

Any errors in payroll earnings which are one hundred dollars (\$100.00) or greater, shall be corrected within two (2) business days of being substantiated by electronic funds deposit. Payroll errors less than one hundred (\$100.00) shall be corrected by the next payroll. [2024]

Article 15.1 – Agreed May 28, 2024

15.1 No employee shall be transferred, dismissed, or discriminated against in any way for any lawful Union activity, or for serving on a Union Committee outside of business hours, or for reporting to the Union any violation of the provisions of this Agreement.

There shall be no discrimination against any employee for refusal to cross a legal picket line or obey a lawful Union order. ~~The Company further agrees that there will be no discrimination with reference to Alberta Human Rights Act.~~

The Company and the Union will not discriminate against any employee or applicant for employment because of race, colour, sex, sexual orientation, gender, gender identity, gender expression, mental disability, source of income, physical disability, age, religious beliefs, ancestry, place of origin, marital status, or any other ground prohibited by any applicable law. [2024]

Article 15.3 & 15.4 – Agreed May 28, 2024

15.3 NEW - The Employer and the Union recognize the vital role that employees play in the success of the business. The Employer and Union agrees that all employees should be treated with fairness, dignity, and respect in all circumstances. [2024]

15.4 NEW - The Company and the Union will not tolerate retaliatory acts against those who, in good faith, provide information or participate in an investigation or make a complaint against the Company. [2024]

17.3 – NEW – Agreed February 11, 2025

Automated systems may be used by the Company for information gathering and data analysis. Any final decision regarding employee disciplinary actions, including warnings, suspensions and terminations, will be decided by designated members of Management. [2024]

Article 20 – Termination and Renewal

This Agreement shall be effective from April 1st, 2019 **2024** until March 31st, 2024 **2028** and shall remain in force thereafter from year to year, but either party may not less than sixty (60) days before expiry or renewal date of such Agreement, give notice in writing to the other party to terminate such Agreement or to negotiate a revision thereof.

Article 21.1 – Live Haul Drivers

The hours of work, including rest periods, for Live Haul Drivers are as scheduled by the Company to complete their trips, subject to legislation regulating driving.

The basic **workday** may have varied starting and quitting times, and the basic work week is Sunday to Thursday inclusive.

On the first working day of the week, or the **weekday** following the general holiday, early starts before noon 12:00 p.m. are paid at the rate of one and one-half (1 1/2X) times the trip rate and early starts between 12:00 p.m. and 2:00 p.m. are paid at the rate of one and one-quarter (1 1/4X) times the trip rate.

Overtime will be paid at the rate of one and one-half (1 1/2X) times the regular hourly rate for all hours over eight (8) hours per day, provided the Live Haul Driver is completing regular hourly rate duties.

All work performed on days of rest shall be paid at the rate of one and one-half (1 1/2X) times the regular hourly rate provided the Live Haul Driver is completing regular hourly rate duties and paid at the rate of one and one-half (1 1/2X) times the trip rate provided the Live Haul Driver is completing a trip.

Regular hourly rate duties will be defined as: wait times, scaling, truck repairs, breakdowns, legislated down time, and loading (only if loading is over one and one-half (1 1/2X) hours/load). The Parties understand that there may be similar type situations not covered on the list. The Parties will meet and resolve those issues, consistent with current practice.

If a Live Haul Driver is asked to stay overnight to switch the loads, eight (8) hours of regular hourly rate per night will be paid.

Time recording: The Company agrees to provide electronic logging devices to electronically record hours worked.

Statutory Pay is calculated on gross earnings, minus overtime, in the previous calendar year divided by two thousand eighty (2080) hours and applied to an eight (8) hour day. Statutory Pay will be calculated by January 31st of each year and identified to Live Haul Drivers, upon the employees' request.

Vacation Pay for each week of vacation shall be computed as two (2%) percent of the employees' total gross earnings in the previous anniversary year. Vacation Pay will be calculated in the month following the date of hire and identified to Live Haul Drivers, upon the employees' request.

Sick pay will be calculated on gross earnings, minus overtime, in the previous calendar year divided by two thousand and eighty (2080) hours and applied to an eight (8) hour day.

Live Haul Drivers shall be enrolled in the same benefits as other employees under Article 11.

~~Any trip rates for new routes will be established in accordance with the formula in Appendix "B".~~

Rates of pay are found in Appendix "A"-[2024]

Article 22.1 – Long-Haul Drivers

The hours of work, including rest periods, for Long Haul Drivers are as scheduled by the Company to complete their trips, subject to legislation regulating driving.

The basic work week is Monday to Friday inclusive. Overtime will be paid at the rate of one and one-half (1 1/2X) times the regular hourly rate for all hours over eight (8) hours per day, provided the **Long-Haul** Driver is completing regular hourly rate duties.

For **Long-Haul** Drivers working a Compressed Work Week their hours of work shall be forty (40) hours per week, consisting of four (4) days of ten (10) hours each. Overtime in excess of the compressed work week schedule will be paid at the rate of one and one-half (1 1/2X) times the regular hourly rate, provided the **Long-Haul** Driver is completing regular hourly rate duties.

All work performed on days of rest shall be paid at the rate of one and one-half (1 1/2X) times the regular hourly rate provided the Long-Haul Driver is completing regular hourly rate duties and paid at the rate of one and one-half (1 1/2X) times the trip rate provided the Long-Haul Driver is completing a trip.

Regular hourly rate duties will be defined as: wait times, scaling, truck repairs, breakdowns, legislated down time, and loading. The Parties understand that there may be similar type situations not covered on the list. The Parties will meet and resolve those issues, consistent with current practice.

Time recording: The Company agrees to provide electronic logging devices to electronically record hours worked.

Statutory Pay is calculated on gross earnings, minus overtime, in the previous calendar year divided by two thousand and eighty (2080) hours and applied to an eight (8) hour day. Statutory Pay will be calculated by January 31st of each year and identified to Long Haul Drivers, upon the employees' request.

Vacation Pay for each week of vacation shall be computed as two (2%) percent of the employees' total gross earnings in the previous anniversary year. Vacation Pay will be calculated in the month following the date of hire and identified to Live Haul Drivers, upon the employees' request.

Sick pay will be calculated on gross earnings, minus overtime, in the previous calendar year divided by two thousand and eighty (2080) hours and applied to an eight (8) hour day.

Long Haul Drivers shall be enrolled in the same benefits as other employees under Article 11.

~~Any trip rates for new routes will be established in accordance with the formula in Appendix "C".~~

Rates of pay are found in Appendix "A"-[2024]

WAGES:	April 1, 2023	April 1, 2024	April 1, 2025	April 1, 2026	April 1, 2027	April 1, 2024	April 1, 2025	April 1, 2026	April 1, 2027
		Increase	Increase	Increase	Increase	Increase	Increase	Increase	Increase
		0.75	0.55	0.60	0.50	In dollars	In dollars	In dollars	In dollars
P1									
Starting Rate	\$ 19.55	\$ 20.30	\$ 20.85	\$ 21.45	\$ 21.95	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
After 3 Months	\$ 20.05	\$ 20.80	\$ 21.35	\$ 21.95	\$ 22.45	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
After 6 Months	\$ 20.55	\$ 21.30	\$ 21.85	\$ 22.45	\$ 22.95	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
After 9 Months	\$ 21.05	\$ 21.80	\$ 22.35	\$ 22.95	\$ 23.45	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
After 12 Months (Base Rate)	\$ 22.25	\$ 23.00	\$ 23.55	\$ 24.15	\$ 24.65	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
P2									
Graders	\$ 22.25	\$ 23.00	\$ 23.55	\$ 24.15	\$ 24.65	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Rotomatic Operators	\$ 22.25	\$ 23.00	\$ 23.55	\$ 24.15	\$ 24.65	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
P3									
Evisceration Line	\$ 22.38	\$ 23.13	\$ 23.68	\$ 24.28	\$ 24.78	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
P4									
Assemble/Sort orders	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Grinder Operator	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Parts Sorter (BBQ)	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Power Jack Operator	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Saw Operators	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Scale Operators	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Truck and Crate Wash	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Truck Washer									
Turkey from tank to line	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Turkey Trussing (Cryovac)	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Utility person	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Vacuum Operator	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
P5									
Freezer hand/Forklift Op.	\$ 22.98	\$ 23.73	\$ 24.28	\$ 24.88	\$ 25.38	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Receiver-Shipper	\$ 22.98	\$ 23.73	\$ 24.28	\$ 24.88	\$ 25.38	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Truck Driver (Class 3) with Air	\$ 22.98	\$ 23.73	\$ 24.28	\$ 24.88	\$ 25.38	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Sanitation Person	\$ 22.98	\$ 23.73	\$ 24.28	\$ 24.88	\$ 25.38	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
P6									
Starting Rate	\$ 22.15	\$ 22.90	\$ 23.45	\$ 24.05	\$ 24.55	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Poultry-Killer Live Processor (After 6 mos.)	\$ 22.83	\$ 23.58	\$ 24.13	\$ 24.73	\$ 25.23	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Live Hangers (After 6 mos.)	\$ 23.90	\$ 24.65	\$ 25.20	\$ 25.80	\$ 26.30	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Live Processor/Blesser	\$ 23.90	\$ 24.65	\$ 25.20	\$ 25.80	\$ 26.30	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
P7									
Transfer of Care	\$ 28.20	\$ 28.95	\$ 29.50	\$ 30.10	\$ 30.60	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Local Truck Driver (Class 1) with Air	\$ 28.20	\$ 28.95	\$ 29.50	\$ 30.10	\$ 30.60	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Long/Live Haul (Class 1) with Air	\$ 23.45	\$ 24.20	\$ 24.75	\$ 25.35	\$ 25.85	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Long/Live Haul per km rate	\$ 0.38	\$ 0.38	\$ 0.39	\$ 0.40	\$ 0.41	\$ -	\$ 0.01	\$ 0.01	\$ 0.01
*Long Haul Extended Length Premium	\$ 0.05	\$ 0.05	\$ 0.05	\$ 0.05	\$ 0.05				
	April 1, 2023	April 1, 2024	April 1, 2025	April 1, 2026	April 1, 2027	April 1, 2024	April 1, 2025	April 1, 2026	April 1, 2027
MAINTENANCE WAGES:									
M1									
Maintenance Worker	\$ 26.30	\$ 27.05	\$ 27.60	\$ 28.20	\$ 28.70	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
M2									
Maintenance Mechanic Maintenance Helper	\$ 28.80	\$ 29.55	\$ 30.10	\$ 30.70	\$ 31.20	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
M3									
Journeyman Electrician	\$ 43.98	\$ 44.73	\$ 45.28	\$ 45.88	\$ 46.38	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Journeyman Millwright	\$ 43.98	\$ 44.73	\$ 45.28	\$ 45.88	\$ 46.38	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
M4									
5th Class Power Engineer	\$ 33.35	\$ 34.10	\$ 34.65	\$ 35.25	\$ 35.75	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
M5									
4th Class Power Engineer	\$ 35.35	\$ 36.10	\$ 36.65	\$ 37.25	\$ 37.75	\$ 0.75	\$ 0.55	\$ 0.60	\$ 0.50
Apprenticeship Program									
1st Year	80% of Classification								
2nd Year	85% of Classification								
3rd Year	90% of Classification								
4th Year	95% of Classification								
Journeyman	100% of Classification								
*The employer will eliminate the Maintenance Worker classification and bump the employee(s) in that classification up to a new classification called a Maintenance Helper.									

***The parties agree the rates contained in the maintenance schedule are minimum rates.**

***A maintenance person holding two or more required tickets shall receive a dual ticket premium of \$1.00 per hour per ticket. This premium shall not be considered as part of the employees' basic rates and in no case will there be duplication or pyramiding of overtime or any other premium compensation.**

***Lead Hands will receive \$1.00 per hour premium. This premium shall not be considered as part of the employees' basic rates and in no case will there be duplication or pyramiding of overtime or any other premium compensation.**

***Long-Haul drivers operating an extended length trailer (pup or b-train) will receive a premium of \$0.05 cents per km as per the km rates in Appendix "B". This premium shall not be considered as part of the employees' basic rates and in no case will there be duplication or pyramiding of overtime or any other premium compensation.**

***Live Haul per km rates is outlined in Appendix "B".**

***Truck Wash – Trucks are expected to be washed once per week and an allowance of \$30.00 will be paid (ONCE PER WEEK). The driver is responsible for informing their supervisor and/or report on their time sheets the day and location the truck was washed in order to receive the allowance. [2024]**

***Long-Haul Trailer hook up \$10/trailer**

WAGE CLASSIFICATIONS P1, P2, P3. These positions will not require an employee to lift in excess of thirty-five (35) pounds at any one time during the performance of their duties.

An employee performing Job Trainer will be paid a ~~fifty (\$0.50)~~ **sixty (\$0.60)** cents per hour premium for job training hours assigned by the Company. **[2024]**

An employee performing Relief will be paid a fifty (\$0.50) cents per hour premium for relief hours assigned by the Company.

Any employee who has completed in excess of six (6) months service and who is assigned to a classified position, shall receive the classified rate of pay for all hours worked on the Job.

APPENDIX "B"

LIVEHAUL KMs RATES FOR TURKEY AND FOWL		
PRODUCER	Location	KM (return)
Abbotsford, BC (from Edmonton)	Abbotsford, BC	2394
ARALYN		280
ARCO	LINDEN	568
ARENDS, Ben	Devon	89
BAGEMAN	Innsfail	408
BAERG, Kerry	Linden	250
BARKMAN		1788
Blue River, BC (from Edmonton)	Blue River, BC	1522
BRANT COLONY	Brant	842
Calgary (from Edmonton)	Calgary	640
CALLICOON	Hague, SK	1080
CARLSON	Maleb	1234
CHINOOKRIDGE	Linden	567
CIRCLE H	Dalmeny, SK	1092
CLEARSPRINGS - (HEPBURN)	Hepburn, SK	1050
CLOVER FOUR	Ponoka	184
GREG KRUIKSHANK	Thorhild	193
DEL & DALE	Linden	568
FEATHER FANTASY	Wetaskiwin	270
FEATHERCREST/Cullum, Dwight	Three Hills	540
GILCHIRIST Farms	Wainwright, AB	456
HAPPY VALLEY	Ferintosh	250
HOFMAN	LINDEN	568
HOMELAND	Fahler	855
IJTSMA, Klaas	Airdrie	583
IJTSMA, Willem	Rochester	205
JENSEN, Larry	Morrin	570
JUMBO VALLEY	Ft. McLeod	978
K&C FARMS (Penner)	Ardrossan	79
KAMLAH	Didsbury	520

Kamlah - Fowl - (Western)	Three Hills	540
KOFO (DeKONING)	Ardrossan	85
LEBLANC - (HILLCREST)	Bruno, SK	1248
LED - Doell	Hobbema	274
Lloydminster (from Edmonton)	Lloydminster	504
MacMILLAN COLONY	Cayley	842
MALDA, Jim & Ruth	Ridge Valley	195
MAPLE DALE - 10 hr layover	Saltcoats, SK	1806
MENT 2B	Devon	87
MIALTA COLONY	Vulcan	903
MUNTZ, Gary	Vegreville	244
NANNINGA, Mark	Neerlandia	287
North Battleford	N. Battleford	789
NYMEYER	Coaldale	1113
OLSON, Duane	Drumheller	588
OLSON, Garry	Hobbema	274
PENNER - HUTCHENSON	Ardrossan	80
PILLARSTONE	Tofield	175
PINEPARK	Opal	122
POLAK	Rochester	218
PINE VALLEY (MENT 2B)	Devon	87
RAEYSON	Gibbons	78
RANGE 12	Ardrossan	80
RED WILLOW COLONY	Red Willow	406
RIETVELD	Tofield	130
RIVERBEND	Waldheim, SK	1056
Saskatoon (from Edmonton)	Saskatoon, SK	1060
SILVER SPRING		576
SILVERCREEK COLONY	New Norway	256
SONRISE	Linden	568
SPRINGSIDE COLONY	Brooks	875
CLEARSPRING - (Sprucehill)	Hepburn, SK	1056
STONEHILL	, SK	1050
TIEMSTRA	Neerlandia	285
TWILIGHT COLONY	Fahler	855

VANDERRIJT	Bowden	370
VEBO	Thorhild	170
VELDHUIZEN (SPRINGSIDE)	Legal	85
WIERSMA	Cudworth, SK	1296
WILLOW CREEK	Monarch	1143
WOODEND	Linden, AB	221
WYNYARD	Wynyard, SK	1458
CALLICOON	Hague, SK	1080
CENTRAL PRAIRIE FARMS	Walheim, SK	1056
GREG KRUIKSHANK	Thorhild, AB	193
HILLSVALE COLONY	Cut Knife, SK	672
MAPLE DALE	Saltcoats, SK	1806
MENT 2B	Devon, AB	122
PILLARSTONE	Tofield, AB	130

*Current milage of growers and farms. Will be updated with new farms before printing of CBA.

LETTERS OF UNDERSTANDING

LOU #1	Renew
LOU #2	Renew
LOU #3	Renew as amended below
LOU #4	DELETE
LOU #5	DELETE
LOU #6	DELETE

Letter of Understanding #3 – Temporary Foreign Workers – Agreed February 10, 2025

Re: Temporary Foreign Workers

1. If in the future Sofina Foods Inc. (Lilydale Division) North Plant (the “Company”) becomes interested in a Temporary Foreign Worker Program (the “Program”), it agrees to do the following:

- (a) Submit an application, and take all other necessary steps, to secure a Labour Market Impact Assessment (“LMIA”) on behalf of the Temporary Foreign Workers (“TFWs”).
 - (i) In this regard, the Union agrees that it will not unreasonably withhold their consent on any application for a LMIA.
- (b) When recruiting TFWs from outside of Canada as part of the recruitment program, the Company will:

- (i) Arrange and pay for the TFWs' travel from their place of permanent residence to the Company's work location in Canada and return transportation should their work permit expire, or their permanent residency application be denied as per Employment and Social Development Canada requirements;
 - (ii) Assist the TFWs to obtain Alberta Health Care coverage;
 - (iii) Provide the TFWs with, and pay for, private health insurance while the TFW's wait for Alberta Health Care coverage. If required, obtain or prepay for medical services allowing for deductions off employees' cheque for the medical services;
 - (iv) Arrange for initial affordable housing for TFW's (with rent that falls within government guidelines and includes utilities except for cable and telephone);
 - (v) Assess the TFWs' language proficiency and, if necessary, provide ESL education (in line with AINP requirements); and
 - (vi) Explain to the TFWs all deductions (Taxes, CPP, EI, Union Dues, etc.), rates of pay progression and immigration requirements prior to the employment contract being signed by the worker.
- (c) For TFWs employed with the Company ~~as of August 8th, 2012~~ and TFWs hired after August 8th, 2012 that are in Canada with a valid work permit at the time of application, the Company will in good faith and as soon as the TFWs qualify, but not later than nine (9) months after commencement of work in Alberta as a TFW, will submit the TFWs to the Alberta Immigrant Nominee Program ("AINP"), or such similar program that may replace the AINP in the future, with a copy to the Union.
- (i) The Company will also explain to the TFW's the process under the AINP and for applying for permanent residency.
 - (ii) The Company will also assist the TFW's with the scheduling of all interviews required by AINP.
- (d) If the government amends the Program or the AINP, the Company commits to complying with all amendments instituted by the government and this Letter of Understanding shall be open for review. Wages, benefits, working conditions, etc, shall be in accordance with the Collective Agreement.
- (e) The Company will recruit TFWs with the suitability and criteria of the AINP in mind. The Company will use best efforts to recruit only those TFWs who have a vested interest in the plant.
- (f) The Company and the Union agree that any disputes regarding the interpretation, application, or alleged violation of this LOU will be referred to Joint Labour Management meetings and if not resolved, grievance arbitration.

NEW – Letter of Understanding #XX – Apprenticeship Training Program

The Company and the UFCW, Local 401 recognize the value of highly skilled employees. The parties have therefore agreed to foster the enhancement of skill development of their employees and members through the promotion and implementation of an Apprenticeship Program.

Therefore, the Parties agree:

Each employee who enters the Apprenticeship Program will complete the Training Program in its entirety and will remain in the employ of Sofina Foods Inc., for a minimum period of two years following completion of the Program. Failure to fulfill either or both conditions will result in a requirement for the employee to repay Sofina Foods the tuition costs of the Program paid on behalf of the employee. If an employee partially completes the Program or fails to remain in the employ of Sofina Foods for a full two years after completing the program, the amount of tuition to be repaid shall be pro-rated accordingly. An apprentice must complete the program within six (6) years.

The costs of the tuition may be recovered from an employee who fails to meet these conditions by deducting the amount from vacation or other monies owed to the employee at the time of termination of employment. If these monies are insufficient to repay the debt the employee will, prior to termination, repay the difference between the amount covered by the monies owed the employee and the debt. Further, if the employee does not complete the program the monies will be repaid within one (1) month of the employee's last training module or session of the Program. This requirement for tuition will be waived should the employee find it necessary to withdraw from the Program for objective medical reasons.

The apprentice must provide written documentation from the program coordinator that they have successfully completed their respective school term and have moved up to the next highest year of studies within the program.

A current employee who has an interest in doing an apprenticeship and has the capabilities and prerequisites to complete the education will carry their current rate of pay over until they begin their apprenticeship program at which point, will join the scale outlined below:

1st Year	80 % of Classification Rate
2nd Year	85 % of Classification Rate
3rd Year	90 % of Classification Rate
4th Year	95 % of Classification Rate
5th Year	100% of Classification Rate

Before commencing the Apprenticeship Program each Sofina employee who enters the Apprenticeship Training Program will sign the Letter of Commitment agreeing to the tuition recovery as set out in paragraph (a) of this memorandum and authorizing the deduction of such tuition from vacation pay or other monies owed as set out in paragraph (b) above.

The Parties further agree to the following:

- a) Apprenticeship guidelines will be in conduction with the Alberta Skilled Trades and Apprenticeship Training Division.**
- b) The cost of fifty percent (50%) of tuition fees will be paid by Sofina Foods while all other costs will be the responsibility of the apprentice. Upon successful completion of the Program, Sofina will reimburse the apprentice for the remaining fifty percent (50%) of tuition costs.**
- c) Apprentices must be willing to sign a commitment stating that after completing the Apprenticeship Program the Apprentice will commit to work for Sofina Foods for at least a two-year period, otherwise the Apprentice will reimburse monies paid by Sofina Foods for the costs incurred during the program.**
- d) Completion of an Apprenticeship Program will not automatically result in an appointment to Journeyperson status. A vacancy must exist and normal posting and competition processes will apply.**
- e) Apprentices must apply for Employment Insurance when attending modular training. [2024]**