## **Table of Contents**

#### **EMPLOYMENT STANDARDS CODE**

### PREAMBLE

1 Interpretation § 1:1 Commentary and Case Law

## PART 1 APPLICATION AND OPERATION OF THIS ACT (SS. 2–5.1)

- 2 Application of this Act § 2:1 Commentary and Case Law
- 2.1 Farm and ranch exemptions
  - § 2.1:1 Commentary
- 2.2 Exemptions, modifications and substitutions
- 3 Civil remedies and greater benefits § 3:1 Commentary and Case Law
- 4 Minimum standards cannot be avoided
  - § 4:1 Commentary and Case Law
- 5 Employment deemed continuous § 5:1 Commentary and Case Law
- 5.1 Continuation of order
  - § 5.1:1 Commentary and Case Law

#### PART 2 STANDARDS (SS. 6-67)

6 [Repealed 2017, c. 9, s. 6.]

#### **DIVISION 1 PAYING EARNINGS**

- § D1:1 Commentary and Case Law
- 7 Pay periods
  - § 7:1 Case Law
- 8 Payment of wages, overtime pay and general holiday pay § 8:1 Commentary and Case Law
- 8.1 Payment of minimum wage
- 9 [Repealed 2020, c. 28, s. 1(4).]
- 10 [Repealed 2020, c. 28, s. 1(4).]
- 11 Ways of paying earnings
  - § 11:1 Commentary and Case Law
- 12 Deductions from earnings
  - § 12:1 Commentary and Case Law

13 Notice required before earnings reduced § 13:1 Case Law

#### **DIVISION 2 EMPLOYMENT RECORDS**

- § D2:1 Commentary
- 14 Records to be maintained § 14:1 Case Law
- § 14:1 Case Law
- 15 Keeping employment records
  - § 15:1 Case Law

## **DIVISION 3 HOURS OF WORK**

- § D3:1 Commentary
- 16 Hours of work confined
  - § 16:1 Commentary and Case Law
- 17 Notice of work times
- § 17:1 Case Law
- 18 Rest periods
  - § 18:1 Case Law
- 19 Days of rest
- 20 [Repealed 2017, c. 9, s. 13.]
  - § 19:1 Case Law

#### **DIVISION 4 OVERTIME AND OVERTIME PAY**

- § D4:1 Commentary
- 21 Overtime hours
- 22 Overtime pay
- § 22:1 Case Law
- 23 Overtime agreements
  - § 23:1 Case Law
- 23.1 Hours of work averaging agreements § 23.1:1 Commentary and Case Law
- 24 Incentive pay—hourly wage for calculation of overtime
  - § 24:1 Case Law

# DIVISION 5 GENERAL HOLIDAYS AND GENERAL HOLIDAY PAY

- 24.1 Average daily wage
  - § 24.1:1 Commentary and Case Law
- 25 General holidays in Alberta § 25:1 Case Law
- 26 Eligibility for general holiday pay § 26:1 Case Law
- 27 Resolving doubts about general holiday pay entitlements

- 28 General holiday pay—not working on a normal work day § 28:1 Case Law
- 29 General holiday pay—working on a normal work day § 29:1 Case Law
- 30 General holiday pay—working on unscheduled work day
- 31 General holiday during annual vacation
- 32 Incentive pay—hourly wage for calculating general holiday pay
- 33 Effect of general holiday on overtime calculation§ 33:1 Case Law
- 33.1 General holiday pay on termination
  - § 33.1:1 Commentary

#### **DIVISION 6 VACATIONS AND VACATION PAY**

- § D6:1 Commentary
- 34 Basic vacation entitlement
  - § 34:1 Case Law
- 34.1 Vacation pay for employee paid monthly
- 34.2 Vacation pay for employee paid other than monthly
- 35 Vacation entitlements with a common anniversary date § 35:1 Case Law
- 36 Computing 5 or more years of employment § 36:1 Case Law
- 37 How vacation is to be given § 37:1 Case Law
- 38 Dates for annual vacations § 38:1 Case Law
- 39 [Repealed 2017, c. 9, s. 27.]
- 40 [Repealed 2017, c. 9, s. 28.]
- 41 When vacation pay is to be paid
  - § 41:1 Case Law
- 42 Vacation pay on termination of employment
  - § 42:1 Case Law
- 43 When vacation pay is considered to be wages § 43:1 Case Law
- 44 Reductions in vacation and vacation pay § 44:1 Case Law

## DIVISION 7 MATERNITY LEAVE AND PARENTAL LEAVE

- § D7:1 Commentary
- 45 Entitlement to maternity leave § 45:1 Case Law
- 46 Length of maternity leave

- § 46:1 Commentary and Case Law
- 47 Notice of maternity leave
- 48 No notice of maternity leave
- § 48:1 Case Law
- 49 Notice of employer to start maternity leave
- § 49:1 Case Law
- 50 Parental leave
- 51 Notice of parental leave
- 52 Termination of employment prohibited during maternity leave and parental leave
  - § 52:1 Case Law
- 53 Resumption of employment
- § 53:1 Case Law
- 53.1 Suspension of operations

#### **DIVISION 7.1 RESERVIST LEAVE**

- § D7.1:1 Commentary
- 53.2 Reservist leave
- 53.3 Request for proof
- 53.4 Termination of employment
- 53.5 Resumption of employment
- 53.6 Suspension of operations
- 53.7 Leave and vacation conflict
- 53.8 [Repealed 2022, c. 13, s. 1(3).]

### **DIVISION 7.2 COMPASSIONATE CARE LEAVE**

- § D7.2:1 Commentary
- 53.9 Compassionate care leave
- § 53.9:1 Commentary
- 53.91 Termination of employment
- 53.92 Notice to return to work
- 53.93 Suspension of operations
- 53.94 Leave and vacation conflict

## DIVISION 7.3 DEATH OR DISAPPEARANCE OF CHILD LEAVE

- § D7.3:1 Commentary
- 53.95 Death or disappearance of child leave
- 53.951 Termination of employment
- 53.952 Notice to return to work
- 53.953 Suspension of operations
- 53.954 Leave and vacation conflict

### **DIVISION 7.4 CRITICAL ILLNESS OF CHILD LEAVE**

xvi

#### § D7.4:1 Commentary

- 53.96 Critical illness of child leave
- 53.961 Termination of employment
- 53.962 Notice to return to work
- 53.963 Suspension of operations
- 53.964 Leave and vacation conflict

## DIVISION 7.5 LONG-TERM ILLNESS AND INJURY LEAVE

§ D7.5:1 Commentary

- 53.97 Entitlement to leave
- 53.971 Termination of employment
- 53.972 Notice to return to work § 53.972:1 Case Law
- 53.973 Suspension of operations
- 53.974 Leave and vacation conflict

## **DIVISION 7.6 OTHER LEAVES**

- 53.98 Definition
- 53.981 Domestic violence leave
  - § 53.981:1 Commentary

### PERSONAL AND FAMILY RESPONSIBILITY LEAVE

53.982 Unpaid leave for personal and family responsibilities § 53.982:1 Commentary and Case Law

### **COVID-19 VACCINATION LEAVE**

53.9821 COVID-19 vaccination leave

#### **BEREAVEMENT LEAVE**

53.983 Unpaid bereavement leave § 53.983:1 Commentary

#### LEAVE FOR CITIZENSHIP CEREMONY

53.984 Unpaid leave for citizenship ceremony § 53.984:1 Commentary

## **TERMINATION OF EMPLOYMENT**

53.985 Termination of employment

### **DIVISION 8 TERMINATION OF EMPLOYMENT**

§ D8:1 Commentary

Annotated Alberta Employment Standards Code

- 54 Calculating length of employment for termination notice purposes
  - § 54:1 Case Law
- 55 Options for employer to terminate employment
- § 55:1 Case Law
- 56 Employer's termination notice
  - § 56:1 Commentary
- 57 Termination pay
  - § 57:1 Case Law
- 58 Termination of employment by an employee
  - § 58:1 Case Law
- 59 Expediting termination of employment after an employee's termination notice
  - § 59:1 Case Law
- 60 Continuation of employment after termination § 60:1 Case Law
- 61 Earnings not to change after termination notice given § 61:1 Case Law
- 61.1 Use of entitlements during the notice period

### LAYOFF AND RECALL

- 62 Temporary layoff § 62:1 Case Law
- 63 Termination pay after temporary layoff § 63:1 Commentary and Case Law
- 63.1 [Repealed R.S.A. 2000, c. E-9, s. 63.1(4). Added 2020, c. 13, s. 3(3).]
- 64 Recall
  - § 64:1 Case Law

## DIVISION 9 RESTRICTION ON EMPLOYMENT OF CHILDREN

- § D9:1 Commentary
- 65 Employment of children
- 66 Conditions of a child's employment

## DIVISION 10 [HEADING REPEALED 2017, C. 9, S. 45.]

67 [Repealed 2017, c. 9, s. 45.]

### PART 3 ADMINISTRATION (SS. 68-108)

#### **DIVISION 1 GENERAL**

- 68 Director and Registrar
- 69 Establishment of appeal body

xviii

- 70 Liability of officials
- 71 Delegation
  - § 71:1 Commentary and Case Law
- 72 Services by others
- 73 Alternative dispute resolution
- § 73:1 Case Law
- 74 Director's variance or exemption
  - § 74:1 Case Law
- 74.1 Minister's variance or exemption

## **DIVISION 2 EMPLOYMENT STANDARDS OFFICERS**

- § D2:1 Commentary
- 75 Certification and appointment of officers § 75:1 Case Law
- 76 Director exercising powers, etc. of officer
- 77 Inspections, investigations, inquiries
- § 77:1 Case Law
- 78 Assistance to officers
  - § 78:1 Case Law
- 78.1 Officer directed audit
- 79 Directions
  - § 79:1 Case Law
- 80 Single employer declaration § 80:1 Case Law
- 81 Effect of declaration
  - § 81:1 Case Law

#### DIVISION 3 EMPLOYMENT STANDARDS COMPLAINTS, INVESTIGATIONS AND DETERMINATIONS

- 82 Employee complaints § 82:1 Case Law
- 83 When complaints may be refused
  - § 83:1 Case Law
- 83.1 When complaints must be refused
- 84 Mediation by officer
- § 84:1 Case Law
- 85 Decision of officer
- 86 Complaints referred to Director
- 87 Order of an officer
- § 87:1 Case Law
- 88 Appeal to Director
  - § 88:1 Case Law
- 89 Order for reinstatement or compensation

- § 89:1 Case Law
- 90 Limitation periods for orders
  - § 90:1 Case Law
- 91 General provisions about orders
- § 91:1 Case Law
- 92 Revocations or amendments by officer
- 92.1 Revocations or amendments by Director
  - § 92.1:1 Case Law
- 93 Amendments and appeals from amendments
- 94 Settlement or compromise by Director

#### **DIVISION 4 APPEALS TO THE APPEAL BODY**

- 95 Appeal to appeal body
- § 95:1 Commentary and Case Law
- 96 Appeal referred to appeal body
- 97 Abandonment of appeal

### **CONDUCT OF PROCEEDINGS**

- 98 Fair process
  - § 98:1 Case Law
- 99 Conduct of appeal
- 100 Evidence
  - § 100:1 Case Law
- 101 [Repealed 2017, c. 9, s. 65.]
- 102 Obtaining evidence
- 103 Failure to appear
  - § 103:1 Case Law
- 104 Form of decision § 104:1 Case Law
- 105 Settlement
- 106 Correction of errors
- 107 Appeal body's decision
- § 107:1 Case Law
- 108 Disbursement of money held by Director

# PART 4 ORDERS AND DECISIONS AND DIRECTOR'S DEMANDS TO THIRD PARTIES (SS. 108.1–123)

108.1 Application of Part

## DIVISION 1 ENFORCEMENT OF ORDERS AND DECISIONS

- 109 Deemed trust
  - § 109:1 Case Law
- 110 Filing of order

- § 110:1 Case Law
- 111 Registration of order in land titles office § 111:1 Case Law
- 112 Liability of directors of corporate employers
  - § 112:1 Case Law
- 113 Reciprocal enforcement of orders

## DIVISION 2 DIRECTOR'S DEMAND TO THIRD PARTIES

- 114 Definitions
- 115 Director's demand to third party
- 116 Duties of third party
- 116.1 Joint debt or account
- 117 Right of third party to make deductions
- 118 Debt created
- 119 Liability of third party not discharged
- 120 Receipt issued by Director
- 120.1 Payment priorities
- 121 Payment of money received
- 122 Director's collection notice
- 123 Disposition of money received

#### PART 4.1 ADMINISTRATIVE PENALTIES (S. 123.1)

123.1 Administrative penalties

### PART 5 OFFENCES, PROCEDURES AND REGULATIONS (SS. 124–139)

### **DIVISION 1 OFFENCES AND PENALTIES**

- 124 No dismissal for garnishment proceedings
  - § 124:1 Case Law
- 125 Adverse effect on employment prohibited
- 126 [Repealed 2017, c. 9, s. 82.]
- 127 Premium for employment prohibited
- 128 Employer prohibitions
  - 128:1 Case Law
- 129 Offences
- 130 [Repealed 2017, c. 9, s. 85.]
- 131 Corporate offences
  - § 131:1 Case Law
- 132 Penalty
- 133 Prosecutions

### **DIVISION 2 PROCEDURAL MATTERS**

- 134 Non-compellable witness
- 135 Service of documents
- § 135:1 Case Law
- 136 Certification of copies
- 136.1 Publication
- 137 Group termination
  - § 137:1 Commentary

## **DIVISION 3 REGULATIONS**

- 138 Regulation-making authority
- 139 [Repealed 2000, c. E-9, s. 139.]

Transitional Provisions

## ALTA. REG. 14/97 — EMPLOYMENT STANDARDS REGULATION

1 Definition

## PART 1 EXEMPTIONS

- 1.1 Farm or ranch employee exemptions
- 1.2 Lookout observer exemptions
- 2 Hours of work, overtime and records § ESR2:1 Case Law
- 3 General holidays and general holiday pay exemptions
- 3.1 General holidays, general holiday pay, vacation and vacation pay exemptions
- 3.2 Transitional
- 4 Vacation and vacation pay exemptions
- 5 No notice of termination
- § ESR5:1 Case Law 5.1 Termination pay
- 6 Domestic employment

#### PART 2 MINIMUM WAGE

- 7 Definition
- 8 Application
- 9 Basic minimum wage
- § ESR9:1 Case Law
- 10 Calculation of minimum wage
- 11 Employment for less than 3 hours § ESR11:1 Case Law
- 11.1 Faulty work
- 12 Board and lodging deductions
  - § ESR12:1 Case Law

- 13 Unauthorized deductions
- 13.1 [Repealed Alta. Reg. 246/2017, s. 10.]
  - § ESR13.1:1 Case Law

#### PART 2.1 HOURS OF WORK AVERAGING ARRANGEMENTS

13.2 [Repealed Alta. Reg. 159/2020, s. 3.]

## DIVISION 1 HOURS OF WORK AVERAGING ARRANGEMENTS

- 13.3 Threshold
- 13.31 Requirement to pay
- 13.32 [Repealed Alta. Reg. 159/2020, s. 7.]
- 13.33 Amendment, cancellation or replacement of averaging arrangement
- 13.331 Change of shift
- 13.34 [Repealed Alta. Reg. 159/2020, s. 9.]
- 13.35 Termination or no longer bound
- 13.36 [Repealed Alta. Reg. 159/2020, s. 11.]
- 13.37 Copy of averaging arrangement or amendment
- 13.38 Transitional

#### **DIVISION 2 FLEXIBLE AVERAGING AGREEMENTS**

- 13.4 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.41 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.42 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.43 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.44 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.45 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.46 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.47 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.48 [Repealed Alta. Reg. 71/2019, s. 3.]
- 13.49 Transitional

#### PART 3 SPECIAL PROVISIONS FOR SPECIFIC INDUSTRIES AND OCCUPATIONS

## **DIVISION 1 AMBULANCE ATTENDANTS**

- 14 Application
- 15 [Repealed Alta. Reg. 114/2000, s. 17.] § ESR15:1 Case Law
- 16 Overtime hours
- 17 Calculation of hours of work
  - § ESR17:1 Case Law

17.1 Relief from on-call duties

### DIVISION 2 MISCELLANEOUS SERVICES (FIELD CATERING, GEOPHYSICAL EXPLORATION, SURVEYING, LOGGING AND LUMBERING AND ROAD MAINTENANCE ACTIVITIES)

- 18 Definitions
  - § ESR18:1 Case Law
- 19 Application
- 20 Substitution for Act
- 21 Overtime hours
- 21.1 Geophysical exploration

## DIVISION 3 HIGHWAY AND RAILWAY CONSTRUCTION AND BRUSH CLEARING

- 22 Definitions
- 23 Application
- 24 Substitution for Act
- 25 Overtime hours
  - § ESR25:1 Case Law

## **DIVISION 4 IRRIGATION DISTRICTS**

- 26 Application
- 27 Substitution for Act
- 28 Overtime hours

## DIVISION 5 [HEADING REPEALED ALTA. REG. 159/ 2020, S. 14.]

- 29 [Repealed Alta. Reg. 159/2020, s. 14.]
- 30 [Repealed Alta. Reg. 159/2020, s. 14.]
- 31 [Repealed Alta. Reg. 159/2020, s. 14.]

## **DIVISION 6 OILWELL SERVICING**

- 32 Definition
- 33 Application
- 33.1 Hours of work
- 34 Substitution for Act
- 35 Overtime hours
- 35.1 Payment of bonus component of wages
- 35.2 Bonus treatment in calculating general holiday pay
- 35.3 Overtime pay where bonus component

## **DIVISION 7 TAXI CAB INDUSTRY**

- 36 Application
- 37 Substitution for Act
- 38 Overtime hours
  - § ESR38:1 Case Law

#### **DIVISION 8 TRUCKING INDUSTRY**

- 39 Application
- 40 Substitution for Act
- 41 Overtime hours
  - § ESR41:1 Case Law
- 42 Working period
- 43 Hours of rest

### **DIVISION 9 CAREGIVERS**

- 43.1 Definitions
- 43.2 Application
- 43.3 Substitution for Act
- 43.4 Caregiver payment for hours of work and overtime
- 43.5 Caregiver payment for outings with client
- 43.6 Caregiver payment for less than 2 hours

## **DIVISION 10 FIRE FIGHTING SERVICES**

- 43.7 Definition
- 43.71 Application
- 43.72 Substitution for Act provisions
- 43.73 Hours of work
- 43.74 Emergencies
- 43.75 Overtime hours
  - § ESR43.75:1 Case Law

## **DIVISION 11 FARMING AND RANCHING OPERATIONS**

- 43.8 Application of Division
- 43.81 Substitution for Act provisions
- 43.82 Days of rest
- 43.83 General holiday pay—not working on the general holiday
- 43.84 General holiday pay—working

### DIVISION 12 MOBILE WORKOVER OR COMPLETION SERVICE DRILLING OPERATIONS, OIL AND GAS CONTINUOUS OPERATIONS AND ROADBUILDING OR HEAVY CONSTRUCTION OPERATIONS

- 43.841 Definitions
- 43.842 Application of Division
- 43.843 Substitution for Act
- 43.844 Hours of work confined
- 43.845 Hours of rest
- 43.846 Days of rest
- 43.847 Transitional

#### PART 3.1 VARIANCES AND EXEMPTIONS

- 43.85 Application for variance or exemption
- 43.86 Variances under section 74 of the Act
- 43.87 Notice to employees and employers of orders under section 74.1 of the Act
- 43.88 Transitional

#### PART 4 CONSTRUCTION INDUSTRY AND BRUSH CLEARING (GENERAL HOLIDAY PAY AND VACATION PAY)

44 Definitions

§ ESR44:1 Case Law

- 45 Substitution for Act § ESR45:1 Case Law
- 46 General holiday pay § ESR46:1 Case Law
- 47 When paid
- 48 Vacation pay
- 49 When pay
- 50 Vacation pay on termination

### PART 5 EMPLOYMENT OF INDIVIDUALS UNDER 18 YEARS OLD

- 51 Definitions
- 51.1 Application of Part
- 51.2 Permit
- 51.3 12 years old or younger employment
- 52 Adolescent's employment
- § ESR52:1 Commentary
- 53 Young persons employment
- 54 Conditions on employment
  - § ESR54:1 Case Law

#### PART 5.1 JOB-PROTECTED LEAVES

- 54.1 Classes of persons included in the definition of family member
- 54.2 Medical certificates
- 54.3 Changes to leaves resulting from EI amendments

#### PART 6 RECIPROCATING JURISDICTIONS

55 Reciprocal enforcement of orders

### PART 6.1 ADMINISTRATIVE PENALTIES

- 55.1 Notice of administrative penalty
- 55.2 Time for payment

#### PART 7 FEES AND COSTS

- 56 Fee is debt
- 57 General fees
- 58 [Repealed Alta. Reg. 114/2000, s. 27.]
- 59 Audit fees
- 60 Additional fee
  - § ESR60:1 Case Law
- 61 Fees on appeal
- § ESR61:1 Case Law
- 62 Umpire's costs
- § ESR62:1 Case Law
- 63 Third party collection costs

## PART 7.1 SERVICE OF DOCUMENTS AND PUBLICATION OF DOCUMENTS

#### **DIVISION 1 SERVICE OF DOCUMENTS**

63.1 Service of documents

### **DIVISION 2 PUBLICATION OF DOCUMENTS**

- 63.2 Permits
- 63.3 Variances, exemptions and orders
- 63.4 Enforcement actions

## PART 7.2 [HEADING REPEALED ALTA. REG. 159/2020, S. 28.]

- 63.41 Electronic statement of earnings
- 63.5 [Repealed Alta. Reg. 159/2020, s. 28.]

#### PART 8 REPEAL, COMMENCEMENT AND EXPIRY

- 64 Repeal
- 65 Commencement

66 [Repealed Alta. Reg. 172/2019, s. 3.]
Schedule 1
Schedule 2—Schedule of Administrative Penalties
Schedule 3—Schedule of Administrative Penalties

## ALTA. REG. 29/2020 — EMPLOYMENT STANDARDS (COVID-19 LEAVE) REGULATION

- 1 Definitions
- 2 Variance and exemption re leave
- 3 Exemption re notice to return to work
- 4 Extension of leave
- 4.1 Variance and exemption re family leave
- 5 Commencement

## APPENDIX

Appendix A. Ministerial Orders

**Table of Cases** 

Index

xxviii