



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

Municipal Hall
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Legislation Details (With Text)

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On agenda: 12/4/2017 **Final action:** 12/4/2017
Title: Amendment to Council Policy PER-05 - Terms and Conditions of Employment for Officers and Exempt Employees, Staff Report ADM-17-026
Sponsors:
Indexes:
Code sections:
Attachments: 1. PER-05 (Officers, Managers and Exempt Employees)

Date	Ver.	Action By	Action	Result
12/4/2017	1	Council	approved	Pass

REQUEST FOR DECISION

DATE: November 20, 2017 Report No. ADM-17-026

TO: Laurie Hurst, Chief Administrative Officer

FROM: Anja Nurvo, Director of Corporate Services

SUBJECT:

Amendment to Council Policy PER-05 - Terms and Conditions of Employment for Officers and Exempt Employees

RECOMMENDATION:

That Council approve the revised Council Policy PER-05 Terms and Conditions of Employment for Officers and Exempt Employees as attached to Staff Report ADM-17-026.

RELEVANT POLICY:

Council Policy PER-05 Terms and Conditions of Employment for Officers and Exempt Employees (approved May 11, 2015)

STRATEGIC RELEVANCE:

This is relevant to staff's operational strategy of ongoing review of Township policies and bylaws to ensure efficient processes; amend and update as necessary.

BACKGROUND:

The current Council Policy PER-05 was amended and approved on May 11, 2015. Additional

revisions are recommended at this time, as follows:

1. To revise clause 9 to clarify that some premiums are paid for by the Township, some are paid for fully by the employee, and some are shared; and
2. To revise clause 17 to refer to the current CUPE Local 374.

ISSUES:

1. Rationale for Selected Option
The previous Policy stated that the employer pays 100% of the pension plan premiums, but in fact both the employer and employee contribute to the premium cost.
2. Organizational Implications
The revisions to the Policy are to correct and clarify employer and employee contributions to Health and other benefit premiums, as well as to update the CUPE Local number. There are no organizational implications.
3. Financial Implications
There are no financial implications.
4. Sustainability & Environmental Implications
There are no sustainability or environmental implications.
5. Communication & Engagement
Once approved, the revised Policy will be distributed to all Officers and Exempt Staff and posted on The Bridge.

ALTERNATIVES:

1. That Council approve revised Council Policy PER-05 Terms and Conditions of Employment for Officers and Exempt Employees as attached to Staff Report ADM-17-026.
2. That Council not approve the revised Council Policy PER-05.