Agenda – Executive Policy Committee – June 6, 2018

REPORTS

Item No. 5 Review of Military Leave for Reservists

WINNIPEG PUBLIC SERVICE RECOMMENDATION:

That this report be received as information.

DECISION MAKING HISTORY:

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On April 11, 2018, the Executive Policy Committee passed the following motion:

WHEREAS in 1978, Winnipeg City Council adopted a policy governing accommodation and support for city of Winnipeg employees who serve as members of the Canadian Forces Reserves;

AND WHEREAS this policy enhanced Employment Standards Act requirements by also providing additional supports such as protecting employee's wages and seniority during their reserve forces training;

AND WHEREAS laws governing the accommodation of members of the Canadian Forces Reserves in the workplace changes over time;

THEREFORE BE IT RESOLVED that the Winnipeg Public Service review the City of Winnipeg employment policy regarding members of the Canadian Forces Reserves who work for the City, and recommend updates as necessary;

BE IT FURTHER RESOLVED that the Winnipeg Public Service report back to the Executive Policy Committee on proposed changes that may result from this review within 60 days.

ADMINISTRATIVE REPORT

Title: Review of Military Leave for Reservists

Critical Path: Executive Policy Committee

AUTHORIZATION

Author	Department Head	CFO	CAO
W. Unger	M. Jack	N/A	D. McNeil

EXECUTIVE SUMMARY

The City of Winnipeg greatly values the contributions made to our country by members of the Canadian Armed Forces Primary Reserve Force. The City recognizes the benefits that the skills and experience acquired by Reservists have to their municipal employment roles.

The City wishes to support Reservists in fulfilling their military service by enhancing the existing benefits provided during periods of leave for military duty and training. As such, the Public Service has been actively working on an Administrative Standard – Military Leave for Reservists, for approval by the Chief Administrative Officer.

RECOMMENDATIONS

That this report be received as information.

REASON FOR THE REPORT

At its April 11, 2018 meeting, the Executive Policy Committee directed the Winnipeg Public Service to conduct a review of the City of Winnipeg employment policy regarding members of the Canadian Forces Reserves who work for the City, and report back within 60 days with any proposed changes that may result from this review.

IMPLICATIONS OF THE RECOMMENDATIONS

There are no implications to receiving this report as information.

HISTORY/DISCUSSION

The Canadian Armed Forces Primary Reserve Force is Canada's part-time military. Members of the Reserve serve in all operations, which include domestic, international, peacemaking, and peacekeeping. Service in the Primary Reserve Force is voluntary.

In 1978 the following recommendation related to Leave of Absence for Members of the Reserve Forces was approved by Council:

"…that members of the Reserve Forces be granted leave of absence by the Department Head, where possible, to attend courses for military training on the following basis:

1. *The City will make up any difference between the employee's regular earnings and the Reserve Force allowance.*
2. *There will be no loss of service insofar as seniority or where pension contributions are concerned.*
3. *Employees may use vacations or compensatory time for overtime for the purpose of taking military training. In such cases they would receive their regular pay.*
4. *The efficiency and operation of the Department will be the deciding factor in granting such leave of absence."*

Manitoba Employment Standards Leave for Reservists was subsequently enacted. That legislation currently provides for unpaid leave and job protection for members of the Canadian Forces Reserves.

Historically, the numbers of City employees identifying as members of the Canadian Forces reserves has been minimal. A recent scan of the organization has identified approximately 30 known active Reservists within the City's current staff complement. Employees have typically utilized a variety of available leaves, including use of vacation credits, furlough leave, compensatory credits, or leaves of absence without pay to allow them time away from City employment to fulfill their Reservist duties.

The City values the contributions made to our Country by Reservists and recognizes the enhanced technical and leadership skills, which benefit them as municipal employees. The City wishes to support employee participation in the Reserves by minimizing the financial hardship and detrimental career impact that may result from their related military service. To that end, the Public Service has been actively working on an Administrative Standard – Military Leave for Reservists, for approval by the Chief Administrative Officer.

This Standard proposes enhancement of the current practice to provide paid leave of up to twelve (12) months for permanent City of Winnipeg employees who have worked for the City for at least seven (7) consecutive months. This paid leave period will involve harmonization of pay and benefits received by the Reservist from the Government of Canada to ensure continuity of their regular salary.

The Standard will also confirm the entitlement of non-permanent employees with seven (7) months service to unpaid leave in accordance with Employment Standards legislation and identifies that any employee with less than seven (7) months service may apply for unpaid leave to fulfill military service, with such application subject to the operational needs of the business unit and subject to the approval of the CAO or designate.

FINANCIAL IMPACT

Financial Impact Statement **Date:** May 8, 2018

Project Name:

Review of Military Leave for Reservists

COMMENTS:

As this report is for information only, there is no financial impact.

original signed by
Tanis Yanchishyn
Manager of Finance (Campus)
Corporate Finance Department

CONSULTATION

This Report has been prepared in consultation with:

Labour Relations and Total Compensation Division

OURWINNIPEG POLICY ALIGNMENT

N/A

SUBMITTED BY

Department: Corporate Support Services
Division: Human Resource Services
Prepared by: Wendy Unger
Date: May 7, 2018