



**MEETING DATE: MARCH 26, 2019**

# **REQUEST FOR DECISION - TO COUNCIL**

## **SUBJECT**

**ILLNESS SUPPLEMENTARY BENEFIT PLAN POLICY PE 010 – MOTION REQUIRED**

## **RECOMMENDATION**

THAT the County of Vermilion River approve the Illness Supplementary Benefit Plan Policy PE 010 as presented.

## **DETAILS**

**Background:** Back in January 2019, administration presented a newly formatted maternity leave benefit plan policy to Council. At this meeting, Council raised many questions specifically related to the entitlement portion of the policy which enables employee's to receive a top up on their weekly earnings for the health related portion of their maternity leave. In order to ensure the correct information is presented to Council, administration contacted the government on the maternity/illness sub plan and the following highlights the conversation:

- The County is not required to top up an employee's earnings while they are on maternity leave
  - o However, if the County does so choose to top up an employee's weekly earnings, they may select at what percentage they would like to do so. Employees on maternity leave receive 55% of their regular wage leaving room for a 45% or less top up. The County may therefore select any amount between 0% and 45% to top up an employee's weekly earnings. Please note, the total weekly earnings top up cannot exceed 100% of the employee's regular wage.
  - o The top up amount for employees under this plan is limited to the individual employees accumulated sick time
    - If an employee does not have any accumulated sick time at the time they are deemed to be unfit for work by their doctor in relation to their maternity leave, they would not be eligible for a top up under this policy
- When it comes to having a top up plan designated to assist during the health related portion of an employee's maternity leave, the County must register said plan with the government. The policy must further state that it is an illness supplementary benefit



plan intended to cover the health related portion of a maternity leave and not simply a maternity supplementary benefit plan. When an application to register a plan is submitted, it must be approved by the government in order to take effect. The County has not had a registered plan in years and therefore to move forward with the attached policy, Council would first have to approve it then administration would need to submit the application to the province for approval. Once approved, the policy would be in effect.

- This top up plan, in its current state, is only applicable if an employee is unfit to work due to medical reasons as it relates to their pregnancy/maternity leave.

**Discussion:** Council has the option of providing a sub plan for the health related portion of a maternity leave or a sub plan simply for the benefit of the employee to receive a top up on their weekly earnings during that portion of time when they are making less than their regular wage. Should Council endeavor to provide a top up plan not related to the illness portion of an employee's maternity leave, the plan would not have to be registered with the province.

**Relevant Policy/Legislation Practices:** Labour Standards Code

## IMPLICATIONS OF RECOMMENDATION

**Financial:** Administration would be responsible for determining the top up amount based on an employee's accumulated sick time.

**Communication Required:** Administration would be required to register the SUB plan with the government should Council approve to supplement an employee's earning during the health related portion of their maternity leave.

**Implementation:** Should Council approve the SUB plan as presented, the plan would come into effect once reviewed and approved through the appropriate higher level of government channels.

## ATTACHMENTS

1. Policy PE 010 – Illness SUB Plan

**PREPARED BY:** Shannon Harrower, Executive Secretary

**APPROVED BY:** Pat Vincent, Interim CAO

**DATE:** March 12, 2019