

Date: 2023-06-20

Subject: **Reservist Leave Policy (RM 29/2023)**

Contact: **Cynthia Ogbarmey-Tetteh, Director, Human Resources**

Report Number: Corporate Support Services-2023-587

Recommendations:

1. That the report from Cynthia Ogbarmey-Tetteh, Director, Human Resources dated June 20, 2023 titled **Reservist Leave Policy (RM 29/2023)**, to the City Council meeting of June 28, 2023, be received; and
2. That the **Reservist Leave Policy**, as set out in Appendix A, be approved.

Overview:

- The City of Brampton wishes to support employees who participate in Canada's Reserve Force.
- The City of Brampton recognizes the benefits that reservists bring to the civilian workplace, values continuous learning and development, and supports Canada's defense, security, and prosperity.
- The Reservist Leave Policy reflects the City of Brampton's commitment to supporting reservists due to their military duties while outlining the obligations of both the employer and the employee.

Background:

At the April 19, 2023 City Council Regular meeting, motion C099-2023 declared the City of Brampton's desire to support staff who participate in Canadian military reserves; and directed staff to create a Reservist Leave Policy for Council approval, retroactive to January 1, 2023 and that staff explore funding opportunities offered by the Government of Canada for employers of reservists.

Current Situation:

The [Employment Standards Act, 2000 \(ESA\)](#) provides for a job-protected unpaid reservist leave of absence for reservists who are unable to perform the duties of their employment position for the specific reasons set out in the ESA. To be eligible for a reservist leave under the ESA, the employee must be employed by their employer for at least three (3) consecutive months.

This protected unpaid leave of absence is available to employees of the City of Brampton who meet the criteria in the ESA and Policy. In addition, some bargaining unit employees are entitled to a paid leave for reservist duties under their collective agreement.

The proposed Reservist Leave provides all employees with a ten (10) day paid leave of absence and non-monetary benefits for the first thirty (30) days of the Reservist Leave for the Employee and applicable dependents to secure benefits provided by the Department of National Defence.

The Department of National Defence and the Treasury Board Secretariat of Canada provides military pay and benefits for non-commissioned and specialist non-commissioned members (this includes Regular and Reserve Force). Reservists are typically paid a daily rate depending on the positions for which they are assigned. For example, the current base pay for Master Corporal in the Reserve Force of the Army ranges from \$169.10 - \$178.58 daily and a Reservist who has completed three (3) months of continuous service in either the Regular Force or Reserve Force and their eligible dependants may participate in the Reserve Dental Care Plan (Source: [Government of Canada, Life in the Forces](#))

Corporate Implications:

Financial Implications:

Pending Council approval, minimal financial implications are expected with the implementation and administration of the policy based on the current number of known employees who would be eligible. Staff will continue to monitor the impacts and adjust future budgets if necessary.

Other Implications:

There are no other implications associated with this report.

Term of Council Priorities:

This report supports Brampton being a Well-Run City through continuously improving the day-to-day operations of the City through new and relevant policies. It also supports Brampton being a Healthy & Safe City through promoting the well-being of employees while demonstrating compliance with the [Employment Standards Act, 2000](#).

Conclusion:

The report seeks approval from Council on the Reservist Leave Policy to demonstrate the City's commitment to employees who are members of the Canada Reserve Force who may be called upon to serve in the Canadian Armed Forces, including in cases of emergencies, and supports compliance with the [Employment Standards Act, 2000](#).

Authored and Reviewed by:

Cynthia Ogbarmey-Tetteh, Director,
Human Resources

Approved by:

Alex Milojevic, Commissioner,
Corporate Services

Submitted by:

Marlon Kallideen, Chief Administrative
Officer

Attachments:

Appendix A – Reservist Leave Policy