

# CITY POLICY



**POLICY NUMBER: C612**

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**REFERENCE:**

**ADOPTED BY:**

City Council November 27, 2018

**SUPERSEDES:**

**New**

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**PREPARED BY:** Employee Services

**DATE:** November 27, 2018

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**TITLE:** Living Wage for City of Edmonton Employees

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**Policy Statement:**

The City of Edmonton plays a critical leadership role in the End Poverty in a Generation: A Road Map to Guide Our Journey. Action #14 of the Road Map identifies the establishment of an internal City of Edmonton policy to adopt a living wage for all employees as a way for the City to demonstrate leadership. As a progressive employer, the City of Edmonton also recognizes that paying a living wage constitutes a critical investment in an employee’s overall effectiveness and wellbeing.

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**The purpose of this policy is to:**

- Implement Action #14 of the End Poverty in a Generation: A Roadmap to Guide Our Journey
- Direct the City Manager to;
  - Establish processes to implement a Living Wage for all City Employees;
  - Establish a process to administer and maintain a living wage for City of Edmonton employees; and
  - Establish an Employee Living Wage Administrative Procedure.

**POLICY SCOPE**

- This Policy will encompass all City employees, with the following exclusions:
  - Students seeking work experience credits for educational purposes; and
  - Volunteers.
- The Employee Living Wage Administrative Procedure will include:
  - Scope of employees covered by the policy
  - Definition of Living Wage
  - Roles, process and timing to implement future living wage adjustments
  - A review option to assess the impact and appropriateness of changes to the methodology used by Edmonton Social Planning Council in the calculation of the local

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This policy is subject to any specific provisions of the Municipal Government Act or other relevant legislation or Union Agreement.

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living wage.

- Administration will respect existing Collective Agreements and will consult with specific City unions and seek agreements prior to implementing any adjustment.

## DEFINITIONS

- a. **Living Wage** means an hourly rate of pay that enables wage earners living in a household to:
  - i. Feed, clothe and provide shelter for their family;
  - ii. promote the healthy development of children;
  - iii. participate in activities that are an ordinary element of life in the community; and
  - iv. avoid the chronic stress of living in poverty.
- b. The **hourly rate** is calculated annually for Edmonton by the Edmonton Social Planning Council, based on the living expenses of a family of four with two children, aged 3 and 7, with both parents working full-time (35 hours/week)