

CITY POLICY



POLICY NUMBER: C612A

REFERENCE:

November 27, 2018 - City Council

ADOPTED BY:

City Council Nov 05, 2019

SUPERSEDES:

C612

PREPARED BY: Financial and Corporate Services

DATE: November 5, 2019

TITLE: Living Wage for City of Edmonton Employees and Employees of Contracted Services

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 City employees and employees of contracted services 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.

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 and employees of contracted services;
 - 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 reporting to the City Manager, with the following exclusions:
 - Students seeking work experience credits for educational purposes; and
 - Volunteers.
- This Policy will encompass employees of City contracted services for all departments reporting to the City Manager whose staff perform contracted duties on behalf of the City.

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

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- 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 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)