

District of Barriere

REPORT TO COUNCIL

Request for Decision

Date: July 15, 2024	File: 530.20/Rpts
To: Council	From: Chief Administrative Officer
Re: Emergency Operations Centre (EOC) Activation Wage Reimbursement Policy	
<u>Recommendation:</u> <i>That Emergency Operations Centre (EOC) Activation Wage Reimbursement Policy No. HR50 be adopted as presented.</i>	

Background

The District of Barriere is part of the TNRD Emergency Management Plan for the area. It is general practice that each local government within the emergency area have a policy that clearly states the wage reimbursements for that municipality during the event of an emergency. Once a task number is assigned by the District of Barriere or Regional District (as applicable), and it is approved by the Province in association with the emergency, the wages over and above the normal work day, are covered by the Province. When an EOC is activated, it is common that Employees often work extensive hours in the EOC and this policy ensures that adequate compensation is recognized for the additional hours.

Benefits or Impacts of the Recommendation:

General

To establish a policy for the payment of union and exempt staff overtime during EOC activation.

Strategic Impact

Community Livability; Fiscal Responsibility

Financial

Overtime wages are recouped during an EOC event under an approved task number by the Province of BC.

Policy/Legislation

Council has the authority to approve policies

Attachments:

Proposed DRAFT Policy No. HR50 Emergency Operations Centre (EOC) Activation Wage Reimbursement

Recommendation:

That Emergency Operations Centre (EOC) Activation Wage Reimbursement Policy No. HR50 be adopted as presented.

Alternative Options

1. Council could amend the draft policy.
2. Council could also determine not to proceed with any Policy at this time at this time.

Prepared by:

D. Drexler, Chief Administrative Officer



DISTRICT OF BARRIERE COUNCIL POLICY MANUAL

Approval Date: DRAFT
Amended Date: N/A

NO: HR50
SECTION: Human Resources
SUBJECT: Emergency Operations Centre Activation Wage Reimbursement

Purpose

To establish a policy for the payment of union and exempt staff overtime during EOC (Emergency Operations Centre) activation.

Scope

This policy applies to all District staff assigned to EOC duties during a Provincially tasked emergency event.

Policy

The District of Barriere's Employees shall be eligible for regular salary and overtime while working in an Emergency Operations Centre (EOC) event under an approved task number.

Procedure

1. Unionized employees shall be paid their regular salary during the standard working day and are eligible for overtime premiums subject to the provisions of the collective agreement.
2. Exempt staff shall be paid normal salaries for their regular work day hours and are eligible for overtime premiums at:
 - a. 1.5 times their hourly rate for the first two hours of extensions of a regular workday, and 2 times their hourly rate for additional hours thereafter;
 - b. 1.5 times their hourly rate for all hours worked on a Statutory Holiday, in addition to the regular days pay;
 - c. 2 times the hourly rate for work performed on a scheduled day of rest.
3. No employee shall be allowed to bank overtime hours related to working in an Emergency Operations Centre event.