



# Committee Report

<b>To:</b>	Warden McQueen and Members of Grey County Council
<b>Committee Date:</b>	October 22, 2020
<b>Subject / Report No:</b>	FR-CW-24-20
<b>Title:</b>	Temporary Pandemic Pay
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<b>Reviewed by:</b>	Kim Wingrove, CAO
<b>Lower Tier(s) Affected:</b>	
<b>Status:</b>	Recommendation adopted by Committee as presented per Resolution CW181-20; Endorsed by County Council November 12, 2020 per Resolution CC87-20;

## Recommendation

1. That Report FR-CW-24-20 regarding Temporary Pandemic Pay be received for information.

## Executive Summary

- On April 25, 2020, the Province announced the COVID-19: Temporary Pandemic Pay initiative, aimed at helping frontline staff who are experiencing severe challenges and are at heightened risk during the COVID-19 outbreak
- Temporary Pandemic Pay provided an additional \$4 per hour for eligible front-line workers, effective for 16 weeks from April 24, 2020 to August 13, 2020.
- Eligible workers who worked at least 100 hours in a designated 4-week period received an additional lump sum payment of \$250 per 4-week period, for a possible total of \$1,000 over the 16-week period.

## Background and Discussion

The Government introduced COVID-19 Temporary Pandemic Pay as an aid to help frontline staff who were experiencing severe challenges and were at heightened risk during the COVID-19 outbreak. Eligible employees in eligible workplaces would receive the following:

- \$4/hour premium
- Monthly lump sum payments of \$250 for four months for those who work over 100 hours per month
- Pandemic pay would be effective for 16 weeks, from April 24, 2020 until August 13, 2020

The eligibility for this Temporary Pandemic Pay varied from sector to sector. Generally, in order to receive the pandemic pay, eligible employees in eligible workplaces must have physically attended and worked at their workplace between April 24, 2020 and August 13, 2020. This included non-management employees temporarily redeployed to perform eligible work in eligible workplaces.

The County of Grey in early June started to receive funding from the government in order that eligible employees would receive pandemic pay paid through the County's payroll system.

Administration staff worked through the details and the processing procedures required to provide the temporary pandemic pay to eligible County employees. Eligible County employees were provided the temporary pandemic pay on 3 separate payroll runs to align with the Ministry's four-week periods and reporting requirements:

- Period 1 and 2 (April 24 to June 18, 2020) – Deposit Date on July 20, 2020
- Period 3 (June 19 to July 16, 2020) – Deposit Date on August 10, 2020
- Period 4 (July 17 to August 13, 2020) – Deposit Date on September 4, 2020

A temporary pandemic pay lump sum payment of \$250 was also payable to eligible employees who worked at least 100 hours or more in the designated four-week periods. Where an individual worked solely for the County of Grey for more than 100 hours in a designated four-week period, the employee was not required to complete an attestation form and was provided a \$250 lump sum payment.

Where an individual worked for multiple eligible employers for a combined total of 100 hours or more during a designated four-week period, the individual was required to demonstrate eligibility for the lump sum temporary pandemic pay by completing and submitting an attestation form that was provided by the County. In addition to the individual attesting to eligibility, it also confirmed that the individual had not submitted a request for a lump sum payment from another employer.

Where a contracted agency staff was deployed under a contract with the County of Grey (eligible workplace employer), the agency was required to pay the temporary pandemic pay to its employees who had worked in an eligible workplace, with the County providing provincial temporary pandemic funds to the agency to reimburse them for these expenditures.

The Province has required reporting on temporary pandemic pay for such items as the number of eligible employees, positions, hours of work, and a status report regarding the utilization of funds. The reporting has varied depending on the various ministries that were providing the temporary pandemic pay.

## Legal and Legislated Requirements

The hourly temporary pandemic pay and lump sum payment are to administered in accordance with the Employment Standards Act, 2000 and applicable collective agreement(s).

## Financial and Resource Implications

Temporary Pandemic Pay funding is funded 100% by the Province of Ontario.

Significant payroll resources were required in order to identify eligible workers, calculate the number of eligible hours, collect attestation forms, and process the \$4 hourly premium and lump sum payments. As well, many other staff members assisted in the collection of information and the completing of ministry reporting.

The following table details the temporary pandemic pay announced allocations and the amount of funding that has been utilized as of September 30, 2020.

**Temporary Pandemic Pay - Funding and Expenditures**

Department	Temporary Pandemic Pay	
	Funding Allocation	Funding Expended
Grey Gables	\$310,991	\$235,731
Lee Manor	\$601,759	\$533,565
Rockwood Terrace	\$406,486	\$341,441
Paramedic Services	\$575,400	\$308,325
Housing	\$48,752	\$48,589
<b>Total</b>	<b>\$1,943,388</b>	<b>\$1,467,651</b>

The County will be required to submit program-specific annual reconciliation reports as to the use of the funds and the Province will, if necessary, adjust and/or recover funds based on report submissions.

## Relevant Consultation

- Internal – Human Resources, Long-Term Care, Paramedic Services, Housing and Finance staff
- External – Ministry of Long-Term Care, Ministry of Municipal Affairs and Housing, and the Ministry of Health.

## Appendices and Attachments

None