

June 13 - 14, 2023 • Virtual Course

Pay Equity

Practical Implementation for Federally Regulated Employers



YOUR FACULTY

CONFIRMED PARTICIPANTS INCLUDE:



Sandra Haydon
Sandra Haydon & Associates



Jennifer Hodgins
Norton Rose Fulbright Canada LLP



Jackie VanDerMeulen
Fasken Martineau DuMoulin LLP



Jan Borowy
Cavalluzzo LLP



Stephanie M. Ramsay
Mathews, Dinsdale & Clark LLP

... and more

Practical Pay Equity for Federally Regulated Employers is specifically designed to provide detailed practical information on implementation. Everything you need, from creating your job classes and the determination of gender, considerations in selecting a job evaluation tool to determining the value of the work, to comparing compensation to determine whether there are any differences in compensation between job classes of equal value, all the way to posting, pay out and plan sustainability.

Benefit from Instructive exercises including how to:

- Create your list of identified job classes
- Determine the value of the work
- Determine the appropriate job evaluation methodology
- Determine the gender predominance of job classes
- Calculate total compensation in dollars per hour for each job class
- Compare compensation to determine whether there are any differences in compensation between job classes of equal value
- Create a plan that you can post with confidence

The agenda will also include practical need-to-know information on authorization requests and notices in cases where you are part of a “group of employers”; Require Multiple Pay Equity Plans; Have issues forming a Pay Equity Committee or selecting a Compensation Comparison Method and more

Featured Session!

Wrap-Up From the Pay Equity Unit of the Canadian Human Rights Commission

Danielle Goodleaf, Pay Equity Officer – Proactive Compliance Branch – Pay Equity Division, Canadian Human Rights Commission

Michaela Bukal, Manager, Tools & Training – Proactive Compliance Branch – Pay Equity Division, Canadian Human Rights Commission

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Pay Equity

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DAY ONE PROGRAM AGENDA: TUESDAY, JUNE 13, 2023

10:00 - 10:15 EDT



Welcome and Opening Remarks from the Chair

Sandra Haydon, Sandra Haydon & Associates

10:15 - 11:00 EDT



The Changing Environment of Compensation - Where Pay Equity Fits

Jennifer Hodgins, Partner, Employment & Labour, Norton Rose Fulbright Canada LLP

Entering an era emphasizing compensation openness, transparency and reporting puts a spotlight on pay equity. This session will highlight some of the trends from international jurisdictions concerning both pay equity and broader compensation disclosure.

It will include

- Employer obligations for producing and posting a pay equity plan,
- The information that must be included and the information that must be shared in the design and creation of the plan.
- What are the challenges?
- How will employers and unions negotiate in this space?

11:00 - 11:45 EDT



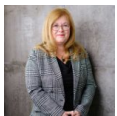
Foundations of Proactive Federal Pay Equity

Rebecca Rossi, Lawyer, Fasken Martineau DuMoulin LLP

This session will focus on ensuring that the basics of the federal *Pay Equity Act* are understood, including

- The pay equity exercise: Who and what is involved?
- Deadlines and considerations for developing a plan to meet statutory obligations
- The thorny question of determining who is an employee
- When are you part of a “group of employers”
- Establishing committees and determining who can be on a committee
- Key considerations in planning and analyzing compliance with the *Pay Equity Act*.

11:45 - 12:30 EDT



So You Want More Than One Plan? Who, Where, Why, When?

Raquel Chisholm, Partner, Emond Harnden

The need for Commission authorization to have more than one pay equity plan will be more challenging than you expect and you only get one chance to make your case.

- Putting your best foot forward
- Lessons learned to date from submissions
- What seems to be most persuasive?
- Find out about new, emerging and anticipated cases that are coming before the Commission

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DAY ONE PROGRAM AGENDA: TUESDAY, JUNE 13, 2023

12:30 - 13:30 EDT Break

13:30 - 14:30 EDT



Identifying Job Classes and Gender Predominance

Meredith Parker, Senior Manager, KPMG

Job classes are a critically important foundation in pay equity and job evaluation and should be considered a strategic decision as the structure of job classes will drive the size and complexity of implementation as well as potential financial outcomes.

- Choosing your method
- How big or small should your classes be?
- Job class design
- Group level – the need for agreement
- Simplifying a complex process
- Job descriptions, job titles and generic profiles

14:30 - 15:15 EDT

The Gender Wage Gap

André Bernard, Assistant Director, Centre for Labour Market Information, Social, Health and Labour Statistics Field, Statistics Canada / Government of Canada

While pay inequity is a persistent phenomenon, gender dynamics in the labour market are evolving and changing, albeit slowly. In addition to examining trends in the wages of female and male workers, a focus on pay equity requires identifying which jobs are predominantly female and which jobs are predominantly male. This session will provide information on the following aspects:

- Gender wage gap in Canada: methodologies, data sources, historical and recent trends based on Statistics Canada data
- The changing labour market from a gender perspective: key changes in the occupational profile of female and male workers
- Accessing statistical information on employment and gender from Statistics Canada.

15:15 - 15:30 EDT Break

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DAY ONE PROGRAM AGENDA: TUESDAY, JUNE 13, 2023

15:30 - 16:30 EDT



Calculating Total Compensation in Dollars per Hour for Each of the Job Classes Including Pensions, Benefits and More

Jayna Korla, Senior Principal, National Pay Equity Compliance Lead, Mercer

- What must be included?
- What can be excluded?
- Unique considerations for public and private sectors and family owned business

16:30 EDT

End of Day One

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DAY TWO PROGRAM AGENDA: WEDNESDAY, JUNE 14, 2023

10:00 - 10:15 EDT



Welcome and Opening Remarks from the Chair

Sandra Haydon, Sandra Haydon & Associates

10:15 - 11:15 EDT



Comparing Compensation to Determine Whether There Are Any Differences in Compensation Between Job Classes of Equal Value

Sandra Haydon, Sandra Haydon & Associates



Jackie VanDerMeulen, Partner, Fasken Martineau DuMoulin LLP

The wage gap methodologies in the Act are very different than was the case under previous models or in provincial legislation. This session will focus on explaining the models, how they work and considerations for selecting a model that redresses systemic wage discrimination without unduly disrupting existing compensation models and strategies. Key areas of focus include:

- Equal average
- Wage lines
- Sum of differences

11:15 - 12:00 EDT



Preparing the Contents of the Pay Equity Plan; and, Posting the Draft and Final Versions

Sophie Arseneault, Partner, Fasken Martineau DuMoulin LLP

The final piece of implementation is the preparation and posting of a pay equity plan. This session will focus on:

- Finalizing the pay equity plan
- The contents of the pay equity plan
- Posting requirements of the pay equity plan
- Posting requirements related to increases in compensation.

12:00 - 12:45 EDT Break

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12:45 - 13:30 EDT



Complying With Statutory Maintenance Obligations With a Sustainable Approach to Ongoing Compensation Strategy

Stephanie M. Ramsay, Partner, Mathews, Dinsdale & Clark LLP

Depending on the size and history of an organization's past compliance with federal pay equity under the CHRA and the existing internal processes for job evaluation and classification, the implementation of pay equity, particularly under the general rule – a single plan for the full organization – has the potential to disrupt current practices. This session will focus on considerations on how best to meet the legislative requirements and ensure that the outcomes provide for a sustainable approach to on-going compensation strategy, particularly in the context of a volatile and challenging labour market. Statutory maintenance obligations and best practices will be highlighted.

13:30 - 14:15 EDT



Union Expectations: How Union and Management Can Work Together Effectively

Jan Borowy, Partner, Cavalluzzo LLP

- What can you do from the outset to ensure positive working relationships
- Dealing with contentious issues
- How to prepare for best outcomes

14:15 - 14:30 EDT Break

14:30 - 16:30 EDT

Wrap-Up From the Pay Equity Unit of the Canadian Human Rights Commission

Danielle Goodleaf, Pay Equity Officer - Proactive Compliance Branch - Pay Equity Division, Canadian Human Rights Commission

Michaela Bukal, Manager, Tools & Training - Proactive Compliance Branch - Pay Equity Division, Canadian Human Rights Commission

Amanda Popowicz-Soni, Senior Analyst, Pay Equity Division, Canadian Human Rights Commission

The deadline for posting your final pay equity plan is approaching quickly: September 3, 2024. Join us for a two hour workshop with the Pay Equity Unit of the Canadian Human Rights Commission to learn about the key steps of creating a pay equity plan:

Step 1 – Create: The first step is to create job classes.

Step 2 – Determine: The second step is to determine which job classes are predominantly female and which ones are predominantly male.

Step 3 – Value: The third step is to value the work done in each of these job classes.

Step 4 – Calculate: The fourth step is to calculate the total compensation in dollars per hour for each of these job classes.

Step 5 – Compare: The fifth step is to compare compensation to determine if there are differences in

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compensation between male and female job classes of equal value.

After highlighting the key steps, members from the Unit will provide a demo of the Pay Equity Toolkit so that you start taking action to put your plan in place.

The Pay Equity Plan Toolkit includes:

Pay Equity Plan Tool

The Pay Equity Tool helps employers gather and organize the information they need to build their pay equity plan. That includes determining job classes and gender predominance and calculating compensation.

Pay Equity Plan Summary Template

This template helps employers organize the information entered in the Pay Equity Tool to meet the requirements of the Act. The template can be printed and posted.

User Guide

The user guide explains how to use the Pay Equity Tool to create your pay equity plan.

Job Evaluation Guide

This guide helps employers understand the principles of job evaluation and how to use the Pay Equity Tool to apply this method.

Hourly Calculator

An Excel tool to convert annual salary to an hourly amount.

Case Study

The case study demonstrates the steps an organization takes to create their first pay equity plan using the Pay Equity Tool as a guide.

* Please download the Toolkit before the workshop so you can follow along:

<https://www.payequitychrc.ca/en/pay-equity-toolkit>

16:30 EDT

End of Day Two

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Organization _____

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Name of Approving Manager _____ Title _____

Address _____

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Company's main line of business _____ Number of Employees _____

2 SELECT YOUR PREFERRED PAYMENT METHOD

<i>Prices subject to GST / HST</i>	Full Price	Register by June 9
Course for Groups of 3 +	CAD \$ 2,299 each	CAD \$ 2,199 each
Course for Groups of 2	CAD \$ 2,399 each	CAD \$ 2,299 each
Course for 1 Registrant	CAD \$ 2,499	CAD \$ 2,399



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VIRTUAL COURSE:

Pay Equity will be held as a virtual on-line event. Details on how to access and participate in the event will be sent to all confirmed delegates prior to run date.

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CANCELLATION POLICY:

Substitutions may be made at any time. If you are unable to attend, please make cancellations in writing and email to register@infonex.com or fax to 1.800.558.6520 **no later than May 30, 2023**. A credit voucher will be issued to you for the full amount, redeemable against any other INFONEX course and which is valid for twelve months (one year) from the date of issue.

Registrants who cancel after **May 30, 2023**, will not be eligible to receive any credits and are liable for the entire registration fee.

Confirmed registrants who do not cancel by **May 30, 2023** and fail to attend will be liable for the entire registration fee.

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