



10:05 – 10:35 **TERMINATIONS: MINIMIZING THE RISKS, MINIMIZING THE COSTS**  
- *Landon Young & Jeremy Schwartz*

Employers know that terminating an employee, whether long or short service, is usually going to end up costing them money and sometimes more than a bit of hassle. But taking shortcuts that seem convenient can end up costing you more in the long run.

**Learn:**

- How to recognize and avoid the traps disguised as shortcuts that employers fall into when terminating employees that end up costing them more in the long run
- Options for payment of severance amounts and legal limitations
- How to incentivize employees to find new employment

10:35 - 10:55 **BREAK/NETWORKING**

10:55-11:25 **OH&S: ACCIDENT RESPONSE – DO’S AND DON’TS**  
- *Jeremy Schwartz*

You train your employees on workplace health and safety policies and procedures, and have mechanisms in place to ensure that work is performed safely. Despite your best efforts, the worst happens: an accident occurs in the workplace. Do you know the best way to respond?

**Learn:**

- What legal duties you have as an employer when an accident has occurred
- How to deal with Ministry of Labour Inspectors
- Tips for ensuring you will be in the best possible legal position to defend any charges that may be brought

11:25– 11:55 **Q&A**

Attendees will have an opportunity to ask their questions of the presenters related to the morning’s topics.

11:55-1:10 **LUNCH**

1:10 - 1:40 **CITIZENSHIP, IMMIGRATION STATUS, AND THE RECRUITMENT PROCESS – A HUMAN RIGHTS ISSUE?**

- *Naseem Malik & Amanda Boyce*

Employers are responsible for making sure that their employees have the legal ability to work in Canada by virtue of their immigration status – but how can you find out without breaching the Human Rights Code?

**Learn**

- What the Human Rights Tribunal of Ontario has said about the kinds of questions employers can ask during advertising, interviewing, and hiring
- Whether any of your current recruitment practices are putting your company at risk of human rights damages for discrimination based on the protected ground of citizenship
- Best practices for complying with both immigration and human rights law during the recruitment process

1:40 – 2:10 **THE ANATOMY OF AN EFFECTIVE EMPLOYMENT AGREEMENT**

- *Allison Taylor*

These documents define your employment relationship, but do you know how to institute an employment contract effectively?

**Learn:**

- The basics of offer, acceptance, and consideration that make a contract, a contract
- A breakdown of clauses and terms commonly found in employment agreements: what they are, what they mean, and when to use them
- How to make enforceable changes to existing contracts

2:10 – 2:25 **BREAK/NETWORKING**

2:25 – 2:55 **AN EMPLOYER’S RIGHT TO KNOW – ACCESS TO EMPLOYEE MEDICAL INFORMATION**

- *Jeff Murray*

Many employers rely upon third party adjudicators to decide whether employees qualify for disability leaves or insurance. While this can have the advantage of having a claim decided by an individual with specialized expertise, it can create

problems for employers. Employers can be held liable under human rights or other legislation if they rely on a decision by an adjudicator that turns out to be wrong. Employers are also kept in the dark regarding the employee's status and the medical information supporting the claim.

**Learn:**

- The potential legal pitfalls of relying on third party adjudicators
- When you as an employer have a right to more medical information and how much information you may obtain
- How to work with your adjudicator to ensure the best outcomes for the employee and your organization

2:55 – 3:25    **LEGAL ROUNDUP**

In this session we provide concise summaries of some of the most significant legal developments affecting employers from the past year.

**Topics:**

- The latest from the Court of Appeal on the upper limits of wrongful dismissal damages
- When employers can make deductions from an employee's wages
- The elements of a 'true' resignation and when an employer can deem an employee to have quit
- Employment Standards Act, 2000 Update – Post-Bill 148 and Bill 47

3:25 - 3:55    **Q&A**

Attendees will have an opportunity to ask their questions of the presenters related to the afternoon's topics.

4:00    **CONFERENCE ENDS**