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THE REGIONAL MUNICIPALITY OF NIAGARA

HUMAN RESOURCES COMMITTEE

REPORT 1-2004

Minutes of a meeting of the Human Resources Committee, held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Tuesday, January 13, 2004, commencing at 9:30 a.m.

ATTENDANCE

Committee: Councillors Nicholson, Chair; Partington, Regional Chair; Bentley, Collins, Davidson, Harry, Heit, Leavens, Mastroianni, Salci, Saracino.

Staff: Messrs. Trojan, Chief Administrative Officer; Nicol, Commissioner, Human Resources Department; Ms. Gilroy, Acting Regional Clerk; Ms. Hepplewhite, Acting Deputy Regional Clerk.

Staff (Part-time): Ms. Elliott, Director, Organizational Development and Compensation Services; Ms. Fontana, Director of Corporate Health Services and Employee Relations; Mr. Miron, Corporate Health Services Manager.

ADMINISTRATION

1. Agenda

Moved by Councillor Collins
Seconded by Councillor Bentley

That Committee deal with the Citizen's Committee on Council Remuneration first.

Carried.

2. Citizen's Committee on Council Remuneration

Councillor Collins commended the Citizen's Committee on their work and Dr. Whorley on his leadership and thanked them for their efforts.

Moved by Councillor Collins
Seconded by Councillor Leavens

That the recommendations including Option B, in the Final Report to Council – Citizen’s Committee on Council Remuneration – December 18, 2003 be approved.

Moved by Councillor Harry
Seconded by Councillor Mastroianni

That the above motion be amended to incorporate an effective date of December 1, 2003.

Carried.

Moved by Councillor Heit
Seconded by Councillor Mastroianni

That the envelope should be apportioned to standing committee chairs on a *pro rata* basis.

Carried.

Upon a vote being taken, the Committee Chair declared the motion, as amended, and which now reads as follows was approved.

That the recommendations the Final Report to Council – Citizen’s Committee on Council Remuneration – December 18, 2003 be approved, including Option B, (that the annual base pay for councilors not be adjusted except by the annual escalation factor as set out in said report) with an effective date of December 1, 2003 and that an annual envelope of \$12 000 should be apportioned to standing committee chairs on a *pro rata* basis.

3. Structure of the Budget Review Committee (BRC)

Mr. Nicol, Commissioner of Human Resources, provided the Committee with an overview of Report CHR 1-2004 regarding Structure of the Budget Review Committee (BRC).

Moved by Councillor Collins
Seconded by Councillor Mastroianni

That Report CHR 1-2004, January 13, 2004 respecting the Structure of the Budget Review Committee (BRC) be received for information and that Chair Nicholson and Vice-Chair Collins be appointed to the Budget Review Committee with Councillor Mastroianni serving in the capacity of alternate.

Carried.

HUMAN RESOURCES DEPARTMENT

4. Corporate Learning Calendar
January through to December 2004

Mr. Nicol, Commissioner, Human Resources Department submitted to the Committee a booklet outlining the Corporate Learning Calendar – January through to December 2004. He highlighted the success of the Corporate Learning Calendar, noting that there has been enthusiastic participation in the course offerings from area municipalities and agencies, boards and commissions.

Moved by Councillor Davidson
Seconded by Councillor Bentley

That Report HR 1-2004, January 13, 2004 respecting Corporate Learning Calendar – January through to December 2004, be received for information.

Carried.

5. Council Representation
Employee Assistance Program Advisory Committee

Mr. Nicol, Commissioner, Human Resources Department, gave a brief overview of Report HR 3-2004.

Moved by Councillor Collins
Seconded by Councillor Harry

That Report HR 3-2004, January 13, 2004 regarding the Council Representation – Employee Assistance Program Advisory Committee, be approved and that Councillor Davidson be nominated by the Human Resources Committee and approved by Council to sit on the EAP Committee for the tenure of the Council term.

Carried.

6. Niagara Police Services Board Proposed
“Human Resources” Shared Services Agreement

Mr. Nicol, Commissioner, Human Resources Department, gave a brief overview of Report HR 4-2004, noting that the Human Resources Department

continues to work with Niagara Regional Police to pursue potential shared service efficiencies; however, the 2001 Police Board proposed agreement does not meet the needs of the Parties.

Moved by Councillor Bentley
Seconded by Councillor Leavens

That Report HR 4-2004, January 13, 2004 regarding the Niagara Police Services Board Proposed "Human Resources" Shared Services Agreement, be received for information;

That the Niagara Police Services Board be advised as to Council's interest in pursuing Human Resource administrative efficiencies through ongoing discussion between staff and that the November 22, 2001 "Human Resources Shared Services Agreement" proposed by the Niagara Police Services Board for Human Resources advisory services not be endorsed at this time.

Carried.

CORRESPONDENCE

7. Moved by Councillor Heit
Seconded by Councillor Collins

That Communication correspondence, HR 1-2004 – Letter from Commissioner of Human Resources to Chair and Members of Human Resources Committee regarding outstanding reports, dated January 7, 2004, was received for information.

Carried.

PRESENTATION

8. Overview of the Human Resources Department and Anticipated Challenges

Mr. Nicol, Commissioner, Human Resources Department, provided the Committee with a presentation regarding Human Resources Department and Anticipated Challenges. Ms. Lora Fontana, Director of Corporate Health Services and Employee relations gave an overview of her function, and highlighted upcoming contract negotiations with a variety of bargaining units. Ms. Debbie Elliott, Director of Organizational Development gave an overview of her function, and highlighted the role of organizational development in achieving the corporation's long term goals.

Please refer to Staff Directions.

CLOSED SESSION

9. Moved by Councillor Bentley
Seconded by Councillor Harry

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to personnel matters.

Carried.

10. Voluntary Early Retirement Agreement

Moved by Councillor Salci
Seconded by Councillor Leavens

That Report HR 2-2004, January 13, 2004 respecting Voluntary Early Retirement Agreement, be received and that the recommendations therein be approved.

Carried.

11. Moved by Councillor Mastroianni
Seconded by Councillor Saracino

That this Committee do now rise with report.

Carried.

STAFF DIRECTIONS

Staff was asked to:

- Provide Committee with a representation of trends with regard to the OMERS early retirement window, including projections to 2005. (Minute Item 8) (Councillor Salci)

ADJOURNMENT

The Committee adjourned at 11:20 a.m. to meet again on Tuesday, February 10, 2004, Committee Room #4, at Regional Headquarters.

Rob Nicholson
Chair

Anne Hepplewhite
Acting, Deputy Clerk

Pam Gilroy
Acting, Regional Clerk

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