

THE CITY OF TORONTO

City Clerk's Office

Minutes of the Employee and Labour Relations Committee

Meeting 2

Wednesday, May 5, 2004

The Employee and Labour Relations Committee met on Wednesday, May 5, 2004, in Committee Room 3, 2nd Floor, City Hall, Toronto, commencing at 12:32 p.m.

Attendance

Members were present for some or all of the time period indicated.

	12:32 p.m. to 1:58 p.m.
Mayor David R. Miller, Chair	X
Councillor Sandra Bussin	X
Councillor Janet Davis	X
Councillor Frank Di Giorgio	X
Councillor Cliff Jenkins	X
Councillor David Soknacki	X
Councillor Michael Walker	X

Confirmation of Minutes.

On motion by Councillor Jenkins, the Employee and Labour Relations Committee confirmed the minutes of its meeting held on April 5, 2004.

2-1. Current Pay-for-Performance Policy for Non-Union Staff in the City of Toronto

The Employee and Labour Relations Committee on May 5, 2004, had before it the following:

- (a) communication (April 23, 2004) from Councillor John Filion, Chair, Board of Health, responding to the memo from Mayor Miller and Councillor Soknacki dated April 20, 2004, regarding salary increases for non-union staff; and advising that Public Health staff are all employees of the City of Toronto and, as such, abide by City compensation policy;
- (b) communication (April 26, 2004) from City Librarian, Toronto Public Library, providing information on the non-union compensation plan at the Toronto Public Library; advising that in March 2003, the Toronto Public Library approved the performance pay model component of the program, previously approved by City

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Council in February 2003; that the Toronto Public Library Board has implemented the performance pay model for management and exempt staff in accordance with the provisions of the City of Toronto Non-Union Compensation Program; and that implementation of salary adjustments has not taken place for 2004, pending direction from the City; and

- (c) excerpt from the minutes of the meeting of Heritage Toronto held on January 22, 2003, providing information on the practice of Heritage Toronto respecting Employee Salary and Wage Adjustments and on Employee Performance Pay.

Ms. Alison Anderson, Director of Employment Services, gave a presentation to the Employee and Labour Relations Committee on the Compensation Program for Non-Union Staff, and filed a copy of her presentation material.

Councillor Denzil Minnan-Wong, Don Valley East, appeared before the Employee and Labour Relations Committee in connection with the foregoing matter.

The Employee and Labour Relations Committee requested the Commissioner of Corporate Services (Executive Director of Human Resources) to submit a report to the next meeting of the Committee scheduled for June 4, 2004, providing:

- (1) a tabulation reviewing the replies of the City's Agencies, Boards and Commissions to the memorandum dated April 20, 2004, from Mayor David Miller and Councillor David Soknacki, and that the tabulation include, but not be limited to:
 - (a) whether a response was received;
 - (b) whether the compensation policy is consistent with City policies; and
 - (c) any comments from the Executive Director of Human Resources; **(Motion by Councillor Soknacki)**
- (2) information on the composition of the non-union employee group, including job classes, pay ranges, number of employees who are exempt, confidential and clerical, supervisory and management; **(Motion by Councillor Davis)**
- (3) the number of non-union employees in each of the 16 pay grades; and **(Motion by Councillor Walker)**

- (4) the number and percentage of non-union employees who are at the top of the salary ranges and eligible for the re-earnable bonus. **(Motion by Councillor Davis)**

(Commissioner of Corporate Services (Executive Director of Human Resources) c. Ms. Alison Anderson, Director of Employment Services - May 5, 2004)

2-2. Update on Labour Relations Initiatives in Preparation for Collective Bargaining

The Employee and Labour Relations Committee had before it a report (April 28, 2004) from Mayor David Miller advising that he has requested Tim Armstrong, a highly respected arbitrator, to assist the City of Toronto in clearing outstanding labour relations issues off the table; that he has requested the City's Director of Employee and Labour Relations and the Presidents of CUPE Locals 416 and 79 to cooperate with Mr. Armstrong in this process; and requesting the Committee's support of this effort to improve the labour relations climate at the City.

The Employee and Labour Relations Committee:

- (I) received the foregoing communication; and **(Motion by Mayor Miller)**
- (II) requested the Commissioner of Corporate Services (Executive Director of Human Resources) to submit a report to the June 4, 2004, meeting of the Committee outlining:
- (1) the history of the backlog of grievances; and
 - (2) steps that have been taken to date to address these issues; **(Motion by Councillor Walker)**

and that the report also include information on issues carried from previous years. **(Motion by Councillor Soknacki)**

(Commissioner of Corporate Services (Executive Director of Human Resources) - May 5, 2004.

2-3. Schedule of Meetings for Remainder of 2004

The Employee and Labour Relations Committee had before it a communication (April 26, 2004) from the City Clerk proposing that the Employee and Labour Relations Committee approve the following schedule of meetings for the remainder of 2004:

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- Friday, June 4, 2004 2:00 p.m. Committee Room 1
- Wednesday, July 7, 2004 9:30 a.m. Committee Room 3
- Thursday, September 9, 2004 9:30 a.m. Committee Room 2
- Thursday, October 7, 2004 9:30 a.m. Meeting Room C
- Thursday, November 4, 2004 9:30 a.m. Committee Room 2
- Thursday, December 9, 2004 9:30 a.m. Committee Room 1

The Employee and Labour Relations Committee approved the foregoing schedule of meetings for the remainder of 2004, with the exception of July 7, 2004, and granted staff the discretion to schedule a meeting in July at the call of the Chair. **(Motion by Mayor Miller)**

(Mayor and Members of the Employee and Labour Relations Committee
c. Interested Parties - May 5, 2004)

2.4 Status of Service Improvement Initiatives

The Employee and Labour Relations Committee had before it a communication (May 4, 2004) from Mayor David Miller advising that a priority of the Employee and Labour Relations Committee is to develop a strategy consistent with Council direction to have the City operate within a climate of continuous improvement; and recommending that the Chief Administrative Officer be requested to report back to the June meeting of the Committee on the discussions that have occurred to date with CUPE Locals 79 and 416 and COTAPSA regarding the ongoing service improvement initiatives, including a framework for the implementation of a continuous improvement process for the City.

The Employee and Labour Relations Committee concurred with the request outlined in the foregoing communication.

(Chief Administrative Officer - May 5, 2004)

The Employee and Labour Relations Committee adjourned its meeting at 1:58 p.m.

Chair