



**EMPLOYEE AND LABOUR RELATIONS COMMITTEE
AGENDA
MEETING 13**

Date of Meeting: Wednesday, November 9, 2005 **Enquiry:** Candy Davidovits
Time: 9:30 a.m. **Committee Secretary**
Location: Committee Room 3 **416-392-8032**
City Hall **cdavidov@toronto.ca**
100 Queen Street West
Toronto, ON M5H 2N2

Under the *Municipal Act, 2001*, the Employee and Labour Relations Committee must adopt a motion to meet In-camera (privately) and the reason must be given.

Declarations of Interest under the *Municipal Conflict of Interest Act*

Confirmation of Minutes – October 19, 2005

Deputations/Presentations - A complete list will be distributed at the meeting.

Communications/Reports:

1. Harmonization of Sick Leave Plans for Management/Non-Union Employees

Report (November 2, 2005) from the City Manager and the Deputy City Manager and Chief Financial Officer providing recommendations on the harmonization of the Sick Leave Plans for the Management and Non-Union employees of the City of Toronto.

Recommendations:

It is recommended that:

- (1) the Sick Leave Plan outlined in Appendix A and described in this report be approved for all Management and Non-Union employees who have entitlement to a Sick Leave Plan or Short Term Disability Plan;

- (2) that this policy supercede, replace and repeal any authorities, by-laws, policies and procedures of the seven former municipalities pertinent to Sick Leave Plans other than those covered by collective agreements;
- (3) that this policy be forwarded to each of the City's ABC's and that they be requested to implement the same policy for their management and non-union employees; and
- (4) that the appropriate City Officials be authorized to take the necessary action to give effect thereto.

2. Elected Officials' Remuneration

Report (November 1, 2005) from the City Manager and the Deputy City Manager and Chief Financial Officer providing recommendations to clarify the annual adjustment to elected officials' remuneration.

Recommendations:

It is recommended that:

- (1) the Council policy that provided an annual salary increase based on the Consumer Price Index as determined by Statistics Canada cease effective December 31, 2004; and
- (2) the appropriate City Officials be authorized to take the necessary action to give effect to Recommendation No. (1) above.



**EMPLOYEE AND LABOUR RELATIONS COMMITTEE
SUPPLEMENTARY AGENDA
MEETING 13**

Date of Meeting: Wednesday, November 9, 2005 **Enquiry:** Candy Davidovits
Time: 9:30 a.m. **Committee Secretary**
Location: Committee Room 3 **416-392-8032**
City Hall **cdavidov@toronto.ca**
100 Queen Street West
Toronto, ON M5H 2N2

Additional Communications/Reports:

3. Separation Program Costs for Both Union and Non-Union Employees (between December 2003 and November 2005)

Report (November 4, 2005) from the City Manager reporting on the total amount the City has paid out and/or committed to in severance agreements to date from December 1, 2003.

Recommendation:

It is recommended that this report be received for information.

4. City Hiring Practices and Employment Policies

Report (November 4, 2005) from the Executive Director of Human Resources reporting on the City's existing employment related policies and guidelines, providing information on the temporary workforce and advising on recent initiatives and changes to guard against conflicts of interest as well as to maintain standards in the hiring of permanent and temporary staff.

Recommendation:

It is recommended that this report be received for information and forwarded to Policy and Finance Committee.

**5. Request for Proposal 9105-05-7159
Provision of Administrative and Underwriting Services for
Employee Benefit Plans and Administration of the
Ontario Works Dental Programs**

Report (October 26, 2005) from the General Manager, Social Services and the Treasurer addressed to the Administration Committee advising on the results of the Request for Proposal 9105-05-7159 for the Administrative and Underwriting Services for Employee Benefits Plans and Administration of the Ontario Works Dental Program and to request authority to enter into a five year agreement with the recommended Proponent for the provision of Administrative and Underwriting Services for Employee Benefit Plans and to also enter into a five year agreement with the recommended Proponent for the Administration of the Ontario Works Dental Program.

Recommendations:

It is recommended that:

- (1) the City enter into an agreement with The Manufacturers Life Assurance Company for the provision of the Administrative and Underwriting services for Employee Benefit Plans, with the administration fees guaranteed for 5 years at 2.85% for health and dental and 4.60% for LTD. Based on current claims patterns, the annual cost of these administration fees is \$5 Million Dollars (this will fluctuate based on claims experience) and with Insurance premiums guaranteed for 3 years at \$0.200% for Life Insurance, \$0.019 for Accidental Death & Dismemberment, \$0.017 for Non-Occupational Accidental Death and \$0.065 for Line of Duty Death benefits. Based on current claims patterns, the annual cost of these Insurance Plans is \$14 million dollars; and terms and conditions satisfactory to the Treasurer and shall contain clauses satisfactory to the City Solicitor;
- (2) the term of the agreement with The Manufacturers Life Assurance Company be for a five year period, effective January 1, 2006, with administration fees guaranteed for the entire term of the agreement;
- (3) the General Manager, Social Services Division be authorized to execute on behalf of the City, an agreement with the Great-West Life Assurance Company for the Administration of the Ontario Works Dental Programs for the Social Services Division on terms and conditions satisfactory to the General Manager, Social Services Division and Treasurer and shall contain clauses satisfactory to the City Solicitor;
- (4) the term of the agreement with the Great-West Life Assurance Company be for a five year period, effective January 1, 2006, with the administration fees set at 4.95 per cent of paid claims for the entire term of the agreement and the total cost of

the agreement with Great-West Life Assurance Company not exceed \$2.0 million over the five year term of the agreement; and

- (5) the appropriate City Officials be authorized to take the necessary action to give effect thereto.

(Note: The Recommendations of the Administration Committee from its meeting held on November 7, 2005, on this matter will be distributed at the meeting.)

**6. Verbal Update on Status of Collective Bargaining - Toronto Police Association
(In-Camera - Labour Relations or Employee Negotiations)**