



## HUMAN RESOURCES COMMITTEE

### OPEN MINUTES

May 9, 2013

Perth County Council Chamber, Court House  
1 Huron Street, Stratford, ON

**Members Present:** Chairperson Councillor Jim Aitcheson, Warden Vince Judge, Councillor Bill French, Councillor Rhonda Ehgoetz, Councillor Mert Schneider, Councillor Walter McKenzie, Councillor Bob Wilhelm, Councillor Bob McMillan, Councillor Ian Forrest, Councillor Julie Behrns;

**Staff Present:** Bill Arthur, CAO; Ann McKnight Duralia, HR Manager; Linda Rockwood, Director of Emergency Services; Tricia Wilhelm, HR Administration Clerk;

1. CALL TO ORDER  
Chairperson Councillor Jim Aitcheson called the meeting to order at 11:14 am and verified quorum was present.
2. CONFIRMATION OF THE AGENDA  
Resolution Number HR-10-2013  
Moved by: Councillor Bob Wilhelm  
Seconded by: Councillor Rhonda Ehgoetz  
THAT the Agenda for May 9, 2013 be approved as circulated;  
Carried.
3. DISCLOSURE OF PECUNIARY INTEREST and general nature thereof  
No disclosures made.
4. ADOPTION OF PREVIOUS MINUTES  
4.1 Human Resources Committee – January 24, 2013  
Resolution Number HR-11-2013  
Moved by: Councillor Bob Wilhelm  
Seconded by: Councillor Mert Schneider  
THAT the minutes of the January 24, 2013 meeting of the Human Resources Committee be approved as circulated;  
Carried.
5. DELEGATIONS – None

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#### 6. REPORTS

##### 6.1 Payout of Sick Leave Reserves, and Amendments to Sickness and Emergency Leave, Policy II-10 – Bill Arthur, CAO

There was discussion regarding changing the CAO's recommendation for employees who do not currently have sufficient RRSP room in 2013, to allow them to transfer a portion to their RRSP for 2013 up to 2016.

Resolution Number HR-12-2013

Moved by: Councillor Julie Behrns

Seconded by: Councillor Bob Wilhelm

THAT the HR Committee recommends to County Council that Perth County Council:

- 1) Freeze the Sick Leave Reserves and entitlements, as of June 30, 2013, with no further contributions (from Levy or interest) being made, and no further incurrence of sick leave liability. Upon final payout the Sick Leave Reserves will be closed.
- 2) Pay out to all applicable staff the value of their sick leave credits (as if they had left the County's employ on June 30, 2013) in accordance with Policy II-10, B(9), giving each employee the following options to receive the funds:
  - a. Between August 1, 2013 and November 30, 2013, in a lump sum on a regular pay period or transferred to an RRSP account (for employees who have sufficient RRSP room in 2013) or a combination thereof
  - b. For employees who do not currently have sufficient RRSP room in 2013, a portion of the transfer to their RRSP may be made in 2013 and/or 2014.
  - c. Employees with County employment prior to 1996 also have the option for payout, as a 'retiring allowance' upon retirement, or otherwise leaving the employ of the County, during the next five (5) years (until December 31st, 2018), otherwise paid out in the second pay of December, 2018 (unless previously requested, into an RRSP).
- 3) The current number of sick days (at June 30, 2013) accumulated are to be maintained.
- 4) The revised Policy II-10 (attached to this report), reflecting the deletion of Section B. 9, (including some other administrative changes) be approved effective July 1, 2013.

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#### Recorded Vote

Councillor Name	YEA	NAY
Aitcheson	X	
French	X	
Wilhelm	X	
Ehgoetz	X	
Behrns	X	
Judge	X	
McKenzie	X	
McMillan	X	
Schneider	X	
Forrest		X

Carried.

7. CORRESPONDENCE - None

8. OTHER BUSINESS - None

9. CLOSED SESSION

9.1 Union Contract Negotiations – Conciliation

9.2 CAO Performance Review

Resolution Number HR-13-2013

Moved by: Councillor Bob Wilhelm

Seconded by: Councillor Vince Judge

THAT the Human Resources Committee move to closed session at 11:40 am in accordance with Section 239 of the Municipal Act S.O. 2001 c. 25 (as amended), for the purpose of: personal matters about an identifiable individual, including municipal or local board employees; and employee negotiations or labour relations.

10. REPORTING OUT FROM CLOSED SESSION

The HR Committee reviewed the union negotiation status and will bring back to Council in closed session further details including a costing report outlining options. Feedback from all requested parties was reviewed by the HR Committee and direction given to the Chair on the CAO Performance Review.

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11. ADJOURNMENT

Chairperson Councillor Jim Aitcheson adjourned the meeting at 12:34 PM.

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Chairperson Councillor Jim Aitcheson

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Tricia Wilhelm, HR Administration Clerk

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