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THE REGIONAL MUNICIPALITY OF NIAGARA

HUMAN RESOURCES COMMITTEE

REPORT 05-2003

Minutes of a meeting of the Human Resources Committee, held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Tuesday, June 10, 2003, commencing at 9:30 a.m.

ATTENDANCE

Committee: Councillors Nicholson, Chair; Zimmerman, Regional Chair; Andreychuk; Collins; Muir; Saracino; Smeaton.

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

Staff (Part-time): Ms. Elliott, Director, Organizational Development and Compensation Services; Ms. Herbai, Co-ordinator, Employee Benefits; Ms. Peacefull, Co-ordinator, Corporate Education and Development.

HUMAN RESOURCES DEPARTMENT

39. Corporate Learning Catalogue
July to December, 2003

Mr. Nicol introduced Ms. Peacefull, Co-ordinator, Corporate Education and Development, who co-ordinates corporate training and produces the catalogue. He noted that, in developing the course list, Fiona considers input from the Performance Management Committee, the Corporate Training and Development Committee, the non-union learning plans, the Corporate Management Team, and employees at large. Mr. Nicol further noted that Regional Councillors are also invited to participate in the courses.

Councillor Nicholson, Committee Chair, and Committee members, expressed appreciation to staff for the excellent catalogue and variety of courses offered.

Moved by Councillor Muir
Seconded by Councillor Saracino

That Report HR 05-2003, Corporate Learning Catalogue for the period July through December, 2003, be received for information.

Carried.

40. **CONFLICT OF INTEREST**

Councillor Saracino declared an indirect pecuniary interest with respect to Minute Item 41, Report HR-24/2003/CSD 84-2003, Proposed 2004 OMERS Contribution Rates and Budget Impact, as he contributes to OMERS, and he therefore took no part in the discussion of, or voting, on this matter.

41. **Proposed 2004 OMERS Contribution Rates and Budget Impact**

Mr. Nicol provided an overview of Report HR 24-2003/ CSD 84-2003,. He explained the potential 2004 budget impacts resulting from the OMERS Board resolution requesting the Province to amend OMERS regulations to allow an increase in employer and employee contributions effective January 1, 2004. There was considerable discussion and concerns expressed with respect to the adverse effects of this increase [on the employer and employees](#), as well as with OMERS investment practices.

Moved by Councillor Muir
Seconded by Councillor Smeaton

That Report HR 24-2003/CSD 84-2003, June 10, 2003, Proposed 2004 OMERS Contribution Rates and Budget Impact, be received for information.

Carried.

42. **Update on HRIS/Payroll/Time & Attendance Project**

Mr. Nicol provided background information on the HRIS/Payroll/Time and Attendance Project, noting Council approval of the project for the purposes of replacing the ROSS system to meet the changing needs of the Corporation and the Niagara Regional Police Services.

Ms. Wendy Chou, KataLogic Consultant firm, Mr. Peter Milutinovic, Project Director, and Mr. Fran Garvey, Niagara Regional Police Services, attended to respond to questions from Committee. Ms. Chou provided an overview of the progress of the project to date, highlighting the recent successful launch of the EIS system (Employee Information System), comprising functions PeopleSoft and Kronos systems. She also outlined the remaining phases in the plan.

Considerable discussion followed, particularly with respect to the projected future capital and current budget funding requirements for the advanced operation and enhancement of the EIS system, and whether there are other feasible options. Also discussed was the current pay system, and whether the proposed bi-weekly pay system could be implemented sooner than indicated in the plan.

Moved by Councillor Muir
Seconded by Councillor Andreychuk

That Report HR 25-2003/ CSD 85-2003, June 10, 2003, Update on HRIS/Payroll/Time & Attendance Project, be received for information.

Moved by Councillor Smeaton
Seconded by Councillor Saracino

That the foregoing motion be amended to add the following:

That a further report be provided for the next Human Resources Committee meeting on July 15, 2003, which provides details of:

- the [potential project cost implications](#), and savings to be realized, from terminating the HRIS/Payroll/Time and Attendance Project after each remaining stage
- the cost of the project to date
- the cost [and implications](#) of implementing bi-weekly pay, effective January, 2004, instead of January, 2005, as recommended in the report

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Carried.

Upon a vote being taken, the Committee Chair declared the original motion, as amended, and which now read as follows, was carried.

That Report HR 25-2003/ CSD 85-2003, June 10, 2003, Update on HRIS/Payroll/Time & Attendance Project, be received for information.

That a further report be provided for the next Human Resources Committee meeting on July 15, 2003, which provides details of:

- the [potential project cost implications](#) and savings to be realized, from terminating the HRIS/Payroll/Time and Attendance Project after each remaining stage
- the cost of the project to date
- the cost [and implications](#) of implementing bi-weekly pay, effective January, 2004, instead of January, 2005, as recommended in the report

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(Note: Councillor Andreychuk, Committee Vice-Chair, presided over the remainder of the meeting.)

CORRESPONDENCE

43. Moved by Regional Chair Zimmerman
Seconded by Councillor Muir

That Communication HR 1-2003, being a memorandum from Corwin Cambray, (June 4, 2003), with respect to Housing Support, Community Development and Niagara Regional Housing, be received and additional information on the expediter position be provided.

Carried.

ADJOURNMENT

The Committee adjourned at 10:40 a.m. to meet again on Tuesday, July 15, 2003 at 9:30 a.m. in Committee Room 4, Regional Headquarters.

Rob Nicholson
Chair

Pam Gilroy
Deputy Regional Clerk

Thomas R. Hollick
Regional Clerk