

**Human Relations Committee Minutes  
TORONTO COMMUNITY HOUSING CORPORATION  
Wednesday, November 10, 2004**

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**IN CAMERA**

**Wednesday, November 10, 2004**

The Human Relations Committee of the Board of Directors of the Toronto Community Housing Corporation met on November 10, 2004, 7<sup>th</sup> Floor Board Room, 931 Yonge Street, Toronto, commencing at 8:35 a.m.

Members Present:

Mr. John Brewin, Chair  
Ms. Penny Milton  
Mr. Nick Volk (ex officio)  
Dr. John Metson

Regrets:

Councillor Norm Kelly  
Councillor Giorgio Mammoliti

Also Present:

Mr. Harold Ball, Vice President, Human Resources  
Mr. Mike Moffatt, Director, Labour Relations  
Ms. Jennifer DuFour, Manager, Health and Safety  
Mr. David Willans, Acting Senior Legal Counsel

The Chair, Mr. Brewin called the meeting to order, and Allison Godfrey served as recording secretary.

**Declarations of Interest in Matters before the Committee**

The Chair requested the members of the Human Resources Committee to indicate any Agenda Item in which they had an interest.

No members declared an interest in the matters before the committee.

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**Confirmation of Minutes of Human Relations Committee, September 8, 2004**

**ON MOTION MADE** by Ms. Milton, the Human Relations Committee approved the Committee minutes of September 8, 2004.

**Approval of Agenda**

**ON MOTION MADE** by Mr. Volk, the Human Relations Committee approved the agenda.

**ITEM 1:      REVISED CONFLICT OF INTEREST POLICY (HR:2004-08)**

The Human Relations Committee had before it the above-captioned report (October 20, 2004) from the Chief Executive Officer proposing that the Committee adopt the report and recommend that the Board of Directors:

- (1)      approve the revised policy as attached (Attachment 1); and
- (2)      authorize the appropriate Toronto Community Housing officials to take the necessary actions to give effect thereto.

**ON MOTION MADE** by Dr. Metson, the Human Relations Committee requested that portions of the report be amended and be presented at the next Human Relation Committee meeting.

The Committee also requested that a workshop be scheduled for the entire Board with respect to Director and Corporate Liability and the health and safety of employees.

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**ITEM 2: 2005 MARKET RATE ADJUSTMENT TO SALARY RANGES FOR  
MANAGEMENT AND EXEMPT STAFF (HR:2004-09)**

The Human Relations Committee had before it the above-captioned report (October 25, 2004) from the Chief Executive Officer proposing that the Committee adopt the report and recommend that the Board of Directors:

- 1) adjust the salary ranges applicable to management and exempt staff by 2% effective January 1, 2005; and
- 2) authorize staff to take the necessary actions to give effect thereto.

**ON MOTION MADE** by Dr. Metson, the Human Relations Committee adopted the report and forwarded it to the Board of Directors for approval.

**ON MOTION MADE**, by Ms. Milton, the Human Relations Committee recommended the addition of a third recommendation as follows:

*“(3) approve that the performance based salary range progression increases and the re-earnable performance bonus component of the compensation and performance management systems will be limited to 2% and 2.5% respectively in 2005.”*

and approved the report as so amended.

**ITEM 3: MEETING WITH CUPE LOCAL 416**

As the leadership of CUPE 416 was unable to attend the Committee meeting, the members decided that an invitation should be extended to all the TCHC unions for a Roundtable discussion with the Human Relations Committee. An invitation will be extended in the new year to the relevant unions.

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**ITEM 4:      PERFORMANCE INDICATORS**

The Committee had before it the performance indicators for the 3<sup>rd</sup> Quarter at TCHC. The Committee requested that in future, there be more analysis of the figures, and numbers from the previous quarters and year to year progression for comparison. They also requested that they be informed about TCHC's performance comparatively to accepted benchmarks. This will be reflected in the 4<sup>th</sup> quarter results which will be out in early 2004.

**ITEM 5:      OLRB UPDATE**

Mr. Ball informed the Committee that the related employer matter is back before the OLRB in mid-November, and then in early December. Apparently the City is nearly finished with witnesses, and then Local 79 and Local 416 will have an opportunity to call witnesses to the stand. Mr. Ball is hopeful that the process will reach an end in the near future.

**ITEM 6:      RESTRUCTURING UPDATE**

Mr. Moffatt updated the Committee on the progress with restructuring the Property Management Division and Shared Services Division. The CHU office staff have finished the job competition phase, and the majority of the supervisory positions are almost filled. Staff from Tenant and Community Services will be going to work directly in the CHU's and a new position called Health Promotion Officer was created. Bargaining unit staff from across TCHC have been exercising their 'bumping' rights, along with some staff taking Voluntary Exit Options (VEO). The Call Centre has moved to a 24hour-7day a week format to better serve tenants, which has necessitated a restructuring of staff.

**ITEM 7:      EMPLOYEE SURVEY**

The Committee requested that the consultant meet with the Committee in the future and present a re-drafted survey package for the Committee information. This will be brought back to a future meeting.

**ITEM 8:      UPDATE ON COLLECTIVE BARGAINING**

The City of Toronto gave notice to its unions that they were prepared to open collective bargaining discussions with them. Mr. Ball stated that if the OLRB rules in favour of the

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unions, the City's negotiations will affect TCHC.

**ITEM 9:     EAP REPORT**

Due to time considerations, the Committee requested that this item be brought back to the next meeting of HRC.

**ITEM 10:    OTHER BUSINESS**

The Chair announced with deep regret that this would be Dr. Metson's final meeting with the Human Relation Committee.

**ON MOTION MADE**, by Ms Milton, seconded by Mr. Volk, the Human Relations Committee commended Dr. Metson for his years of service to the cause of affordable housing, and more specifically for his wise counsel, enthusiasm, and commitment to the Committee and the Board of Directors of TCHC.

**ADJOURNMENT**

**ON MOTION MADE**, by Dr. Metson, the Human Relations Committee resolved to adjourn the meeting.

The meeting of the Human Relations Committee was adjourned at 10:20 a.m.

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Secretary

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Chair

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