



# The Corporation of the Township of Huron-Kinloss

---

## Staff Report

**Report Title: Human Resource Status Report August 2024**

**Date: Aug. 7, 2024**

**Report Number: CAO-2024-08-24**

**Department: CAO**

**File Number: C11-CAO2024**

**Prepared By: Leanne Scott, Human Resources Generalist**

**Attachments: None**

---

### **Recommendation:**

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2024-08-24 prepared by Leanne Scott, Human Resources Generalist.

### **Background:**

The current Hiring Policy, By-Law 2022-137 Schedule H, Selection and Promotions states Senior Managers have discretion to hire casual and student employees, Contract employees require the approval of the CAO and Further that the Municipal Council will be kept informed of all hiring and staffing decisions that are made by the Chief Administrative Officer and the Senior Managers.

As of January 1, 2023, the Ontario Municipal Employee Retirement System, OMERS changed the plan to remove eligibility requirements for enrolment of non-continuous full-time employees. This allows all non-full-time (NFT) employees the opportunity to enrol in OMERS voluntarily, this includes casual staff, short-term contracts, students etc. The Hours of Work and Overtime Policy, By-Law 2022-86 – 1.0 Hours of Work – Classifications states the definition of a volunteer firefighter is: “volunteer firefighter” means a firefighter who provides on-call fire protection services and non-emergency duties. These services are provided either voluntarily or for a nominal consideration, honorarium, training or activity allowance which is not a liveable wage, and they will generally have other occupations.

### **Discussion/Analysis/Overview:**

#### **Casual Bartenders**

The Community Service department requested Staff advertise for Casual Bartenders. By hiring two new Casual Bartenders this will provide more flexibility and availability at events that require bartending. Matt McClinchey and Leanne Scott conducted interviews and Tammy Kreller and Lucas Watson have been hired as Casual Bartenders.

#### **Volunteer Firefighter Status**

On March 26, 2024 OMERS initiated a special project focused on the volunteer firefighters and paramedics NFT status for the plan. OMERS required each municipality to complete a special attestation confirming the NFT plan change is being administered correctly.

Staff have determined that volunteer firefighters are not treated as regular employees and do not qualify for the optional enrolment into the OMERS pension. They provide on-call fire protection service for the community on a volunteer basis for a nominal financial consideration and do not meet the criteria of a Non-Full-Time employee as defined in the OMERS plan.

**Financial Impacts:**

Included in the proposed 2024 budget as part of normal operating expenses. The decision on the OMERS pension will not have a financial impact.

**Performance Measurement:**

N/A

**Strategic Area:**

- |   |  |
|---|--|
| <input type="checkbox"/> Embrace a thriving rural lifestyle | <input checked="" type="checkbox"/> Enhance Municipal Service Delivery |
| <input type="checkbox"/> Prepare for Inclusive Growth       | <input type="checkbox"/> Ensure Financial Stability                    |

**Strategic Goal: Support employee recruitment and retention**

**Respectfully Submitted By:**

Leanne Scott, Human Resources Generalist

**Report Approved By:**

Jodi MacArthur, Chief Administrative Officer