



Cobourg Police Services Board

LABOUR NEGOTIATIONS COMMITTEE TERMS OF REFERENCE

COMMITTEES OF THE BOARD

Subject to the provisions of Section 34 of the **Police Services Act R.S.O. 1990** (the “Act”), Committees may be established by the Board at any time as it is deemed necessary for the consideration of matters within the jurisdiction of the Board, Members shall be appointed by resolution of the Board.

1. At the first meeting of the year, the Board shall establish committees and delegate any of the Boards powers under this **Act**, to the committee, which shall be composed of:
 - At least two Members of the Board;
 - Any number of additional Members, if a majority of the committee is composed of Board Members.
2. Membership, statutory authority and responsibility of the Committees are determined in the Terms of Reference of the Committee as set out by the Board.
3. Committee Members shall deal directly with the Chief of Police or a designate person, or in their absence, the Deputy Chief of Police or a designated person, when service is required from Members of the Cobourg Police Service (the “Service”) to assist the Committee.
4. When a Committee meeting is open to the public, the date, time, location, Agenda and Minutes will be made available on the website.
5. The Committee shall report on its work to the Board at the next regular meeting of the Board.

Labour Negotiations Committee

Membership:

The Labour Negotiations Committee will be comprised of two Board members; the Chair and Vice-Chair of the Board. The Committee shall choose a Committee Chair at its first meeting each year. Support for the Committee will be provided by the Executive Assistant, the Chief of Police and outside counsel as required.

A quorum constitutes the attendance of the two committee members.

Mandate:

The mandate of the Labour Negotiations Committee is to represent Board on all matters related to collective bargaining and personal-se including:

- Developing Board bargaining objectives and strategy;
- Preparing briefs, offers, and settlements,
- Representing the Board at all bargaining sessions (including conciliation and arbitration as/if required).

Budget and Authority:

Resources required to accomplish these responsibilities will be made available provided the required resources can be obtained within the Board's budget resources. The Committee has full financial authority, within any assigned budgetary provisions, pertaining to research, logistical support, and professional services.

The Board retains overall authority to approve all contracts.

Reporting:

The Committee Chair will report bargaining objectives, strategies, significant issues and results as appropriate throughout the year.

Administration

- 1.1. That this **Labour Negotiations Committee - Terms of Reference** document is hereby enacted by the Cobourg Police Services Board on this **18th day of February, 2020** and shall take effect, immediately. All references to Labour Negotiations Committee policy, previously enacted, shall be repealed.


Dean Pepper, Chair
Cobourg Police Services Board

