

MEMORANDUM

OPSEU



SEFPO

Syndicat des Employé-e-s
de la Fonction Publique
de l'Ontario

TO: All Presidents with members in the Ministry of Municipal Affairs
All Stewards in the Ministry of Municipal Affairs

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: December 20, 2004

SUBJECT: **Ministry of Municipal Affairs
ERC Minutes – September 16, 2004**

Attached, for your information, are the minutes of the above captioned meeting.

Please post or otherwise make them available to the members in your workplaces.

Also attached is a MERC referral form which should be used when referring unresolved local issues to the ministry level. The referral should be sent care of the our Job Security Unit with all the supporting documentation, (e.g. minutes, correspondence, etc.), with any referrals.

PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

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Leah Casselman
President

/jm
att.

cc: MERC Chairs
Ministry ERC

Terry Baxter
OPS Supervisor/Negotiator

MINISTRY OF MUNICIPAL AFFAIRS
MERC MEETING # 03-04
MINUTES OF SEPTEMBER 16, 2004 MEETING
2:00 p.m. – 4:00 p.m.
BOARDROOM 3A - 777 BAY STREET, TORONTO

In Attendance:

FOR THE UNION:

Ron Marciniak (Co-Chair)
 Kevin DesRosiers (Vice-Chair)
 Roxanne Theriault (Member)
 Stephen George (OPSEU Job Security Officer)

FOR THE MINISTRY:

Barbara Ross (Member)
 Tom Sharp (Minutes)

Regrets: Carol Kiley (Member)
 Bev Hendry (Member)
 Diane Phillipson (Co-Chair)

ITEM NO.	ISSUE	REFERRED TO	ACTION
	<p><i>Call to Order</i></p> <p>The meeting was called to order by the Employer, with Barbara Ross acting as Employer Co-Chair.</p>		
	<p><u>MINUTES</u></p> <p>The minutes of the May 20th, 2004 meeting were adopted.</p>		
Business Arising from Last Meeting:			

ITEM NO.	ISSUE	REFERRED TO	ACTION
51.00	<p><u>51.00 WDHP Policy</u></p> <p>There was no further action on this item since the last MERC meeting. The WDHP-IT training initiative has been completed.</p> <p>The employer confirmed that WDHP and WDHP IT training will be integrated into the ministry's orientation package, and that this will be shared with the MERC,</p> <p>The employer anticipates the orientation package will be completed and online for November.</p>		Item remains as a standing item.
53.00	<p><u>53.00 E-filing Initiative</u></p> <p>Management provided updates on E-Filing Initiatives in the following areas:</p> <p><u>ORHT E-Filing initiative</u></p> <p>There is no update on the ORHT e-filing initiative at this time.</p> <p><u>Buildings & Development Branch (BDB) Initiative</u></p> <p>The two temporary FO-1 positions referred to in the previous minutes have been replaced with permanent FO-1 positions. The unclassified incumbents were both successful candidates in those competitions.</p> <p>Regarding the prospect of two additional unclassified positions being added to handle additional load leading up to July 2005:</p> <p>One position is still in the approvals process and one position is currently being filled for 6 months at the FO-1 level, by a seconded OAG-8. BDB Management will reassess the need for this position at the six month mark.</p> <p>General update:</p> <p>The online interface for individual applications became live on May 21st. The online interface for corporate applications is projected for early in 2005.</p> <p>The Union indicated that they did not need to receive further updates regarding the BDB initiative, but that it would like to continue receiving updates on the ORHT initiative or others e-filing initiatives that arise.</p>		<p>Item remains on agenda as an update item.</p> <p>Updates for BDB initiative are no longer required.</p>

ITEM NO.	ISSUE	REFERRED TO	ACTION
58.00	<p><u>Picture ID Cards</u></p> <p>MMAH Management has decided to pursue an internal solution, independent of MBS (note: this is a solution to the photo ID component, not security access).</p> <p>This internal process must be approved by the senior levels of Management within the ministry. They will not approve this unless it is demonstrably necessary for some purpose. The purported goal of the ID badges is to ensure that ministry employees are not denied government rates when traveling on government business.</p> <p>At present, Management does not have records of any specific incidents where an employee on government business was denied the government rate.</p> <p>Management advised the Union that the manager responsible for the initiative is making a presentation to senior Management within the next few weeks.</p> <p>Management advised the Union MERC representatives that they should provide Management with any concrete examples that they know of in order to bolster the case being put forward by Management.</p>	Union	<p>Item remains as a standing issue.</p> <p>Union to provide Management with concrete examples of employees being denied government rates while travelling on government business.</p>
63.0	<p><u>Ontarians with Disabilities Act Compliance</u></p> <p>The Union had no comments on the plan at this time. The Union asked what the status of the plan due for this month was. Management indicated that the plan had been submitted but not yet approved.</p>		
68.0	<p><u>Organizational Changes</u></p> <p>There have been no further changes to the organizational structure of the Ministry. Given that this item was added as a result of the election of the new government and that there have been no recent significant changes, Management requested that this item be removed from the agenda. Further organizational changes will be disclose as per the collective agreement.</p> <p>The Union agreed to the removal of this item from the agenda.</p>		This item to be removed from the agenda.
New Business			
77.0	<p><u>De-Designation</u></p> <p>The Union had concerns about the possible erosion of French language services in MMAH.</p>		Item Removed from the Agenda

ITEM NO.	ISSUE	REFERRED TO	ACTION
	<p>They queried Management regarding under what circumstances a position could be de-designated.</p> <p>Management responded that de-designation required the approval of a business case by the Deputy Minister and that a position could only be de-designated if 1) There was proof that there were enough other positions to deliver the required level of French language services, or if the designation is being moved to another position within the same geographic area covered by the requirement for French language services.</p> <p>The Union indicated its satisfaction with this response.</p>		
78.00	<p><u>Ministry of Public Infrastructure and Renewal (MPIR) MERC</u></p> <p>The Union wished to know what the process was for the MPIR with regards to a MERC table and whether Organizational Effectiveness Branch of MMAH was still responsible for HR services to former MMAH employees.</p> <p>The Employer stated that MPIR have begun to establish an HR branch and currently have one HR coordinator position in place and occupied. OEB is only responsible for WIN administration for the former MMAH employees of Smart Growth Secretariat (SGS). This is the limit of MMAH's involvement.</p> <p>The MMAH MERC table is not responsible for MPIR items.</p>		This item to be removed from the agenda.
79.00	<p><u>OPSEU employees acting in AMAPCEO positions</u></p> <p>The Union asked what the Employer's position regarding the process for selecting OPSEU unit members to backfill AMAPCEO positions while the incumbent is on vacation, sick, etc.</p> <p>The Employer indicated that the approach taken is at the manager's discretion.</p> <p>The Union stated that this could cause negative issues in the workplace. For example, where a manager provides all backfilling opportunities to a select group of employees, it could create the appearance of favouritism. Additionally, in the event that a competition was held for a vacant AMAPCEO position, it may provide a significant advantage to the employee who gained experience in an AMAPCEO position.</p>		Item removed from the agenda.
ADDITIONAL NOTE	<p>In the minutes of the previous meeting, the minute taker recorded the Union as stating that it was pleased with the Behavioural Competency initiative instituted in Municipal Services Division. The Union wished to clarify in the current minutes that while it believes the initiative in</p>		

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	<p>question may be a positive one, it cannot exist in isolation from other broader training initiatives.</p> <p>The Employer agrees to add this note to the current minutes.</p>		
	<p>Next Meeting Meeting will be held December 9th, 2004</p>		

Original signed by

Barbara Ross
Barbara Ross, Co-Chair

Date: Dec 10/04

Original signed by

Ron Marciniak
Ron Marciniak, Co-Chair

Date: Dec 8/04



FOR MERC ACTION

Strategic Action from Local Employee Relations Committee
(to be used when an issue is not resolved at LERC table)

Ministry:

Workplace Location:

Local #:

Please use a Separate Form for Each Unresolved issue.

- ✓ Please include the specific details about the issue.
- ✓ Provide any documentation that may assist the discussion at your Ministry Employee Relations Committee (MERC).

Is the issue related to (please ✓):

- | | | | |
|--------------------------|--|--------------------------|---------------------------------|
| <input type="checkbox"/> | Job Security and Article 20 | <input type="checkbox"/> | Reasonable Efforts - Divestment |
| <input type="checkbox"/> | Employer's Corporate Initiative and work re-organization | | |
| <input type="checkbox"/> | Enforcing the Contract | <input type="checkbox"/> | Contract Interpretation |
| <input type="checkbox"/> | Health and Safety | | |
| <input type="checkbox"/> | Other: (please identify) | | |

Statement of the Issue:

The Resolution sought by your Local Employee Relations Committee (LERC):

Date Issue was declared unresolved by your LERC:

Is the Relevant material attached? Yes No

LERC Minutes dated:

Correspondence. Please list:

Local ERC Member Contact

Name:
Address:

Home #:
Work #:

**FORWARD to: OPSEU Job Security Unit, 100 Lesmill, Toronto, Ontario M3B 2P8
Fax: (416)448-7462**

