

MEMORANDUM

OPSEU



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

TO: All Presidents with members in the Ministry of Northern
Development & Mines
All Stewards in the Ministry of Northern Development & Mines

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: February 22, 2006

SUBJECT: **Ministry of Northern Development & Mines
ERC Minutes – January 26, 2006**

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 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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**Ministry of Northern Development & Mines
Ministry Employee Relations Committee**

**January 26, 2006
WGMC, 933 Ramsey Lake Road
Geo Lab Boardroom
Sudbury**

IN ATTENDANCE

For the Union:
Norm Trowell
Michel Lavoie
Fred Richardson t/c
Sherri Pirkl
Stephen George .

For the Ministry:
Cleo Degagne
Jonathan Barrett
Louise Brinkmann

Regrets:
Ross Kelly

Recording Secretary:
Donna Fillier

Management chaired the meeting that was called to order at 10:10 a.m.

1. **Tour of Lab** – The Committee had a tour of the Labs and was very impressed with the magnitude of work done there and the effect it has on the world at large. The Committee would like to thank James Schweyer for providing the tour and sharing his knowledge.

2. **Adoption of the Agenda**

The Union requested the following be added:

Under Other Business:
- Status of LRC Cluster Staff

3. **Business Arising from Previous Minutes**

It was agreed that names of individuals would not be used in the minutes unless referring to a guest making a presentation to the group or the like.

Unclassified/Vacancy Lists – The Union stated they feel they are getting the run-around on this issue. Other tables are providing the lists so why can't Management from this Ministry do the same. Management replied that they had consulted with MGS and were told there is no requirement to provide the lists and do not recommend it, even though some other ministries are taking it upon themselves to provide them. Unless there is a specific situation that would require this information, Management will not be providing the lists.

The Union stated they are not satisfied and will be bringing this item to CERC.

Communication at Willet Green Miller Centre (WGMC) – The Union indicated this problem had been addressed by an all-staff talk/discussion by the new Assistant Deputy Minister (ADM).

The union will monitor the situation to ensure that there is continuing communication between staff and management.

Compensating Leave for Schedule 6 Employees – Management advised that as previously indicated, this matter has been discussed at the Regional Economic Development Branch (REDB) Area Team Managers' meetings. The Union asked if they have these regular meetings why hasn't this already been resolved. This has been an issue for a long time and there needs to be consistency applied. Management replied that as managing absences must be balanced with operational needs, it may never get resolved to an individual employee's complete satisfaction.

Union requested this be a standing item on the MERC agenda.

Meal Receipts – The issue is there is little consistency on how this policy is applied. Some staff can claim only what is on their receipt, while others claim per diem (\$6.75-Breakfast, \$9.25-Lunch and \$18.00-Dinner). The Union requested that Management issue something in writing to provide consistency. Management replied they had talked to the Controller and he is aware it is a problem and is reviewing the matter. The Controller did not give a time-line as to when something would go out, but Management will follow-up.

Information sessions were given by MBS when the policy was implemented in the Fall of 2004. The session presenters indicated that as long as you have a receipt to prove you have eaten you can claim the full amount allowed for that particular meal. The Union asked, if for whatever reason, you go over your entitlement for dinner can you claim what you spent, if it is approved, or can you only claim \$18.00. Management replied that this area was not addressed by MBS at the time and needs to be clarified.

The Union stated that this has been an on-going issue and has inconsistent response OPS-wide, therefore, they will be moving this up to CERC.

Snow Tires – Management had replied to the Union Co-Chair on this issue previous to this meeting. The answer was that it is at managers' discretion to equip their vehicles with snow tires and the matter was reviewed at the Health and Safety Committee. The Union disagreed with this as it is a matter of safety and the Ministry is responsible to ensure all staff are safe while performing their jobs.

Management stated that depending on the situation, perhaps some vehicles are not used as much in winter and, therefore, would not outfit every car with snow tires. Management has been told that all of the vehicles used by the Area Teams in Northern Development Division have snow tires and this is the group that would most likely be using all their vehicles all winter long. The Union replied that they know of three vehicles used by Northern Development Officer's (NDO) that are not equipped with the tires, therefore, Management has been misinformed. Management indicated this was the information they were provided, but will make further inquiries.

The Union stated they are not satisfied with Management's response to date and would like to keep this as a standing item.

Action: Management will make further inquiries.

4. **Successor Rights** – This item is being moved up to CERC and being removed as a standing item.
5. **HR Transformation** – Management reported that the new prototype model will comprise of three main elements; Strategic Business Unit, Common HR Services and Centres of Excellence. The Union asked if this will mean jobs being moved. Management replied that this model is new and

decisions have not been made with respect to locations. The intention is clearly to provide more consistent and horizontal HR services.

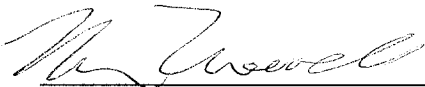
6. **Pay Stubs** – Employees have expressed concern about electronic pay stubs. If they want to print off a hard copy there is a privacy issue as printers are usually in a common area. Management replied that you can simply print it as a manual feed where you must walk to the printer and insert the paper yourself (most printers have a tray you pull down that tells the printer not to automatically print and you then have to insert a paper manually). This would eliminate any chance of someone else seeing your personal information.
7. **Auditor's Report of Mines and Minerals Program** – There was an evaluation done with recommendations. The Union asked if any of the recommendations have been implemented. Management replied they had no information on this. It was agreed to bring this to the next meeting and invite someone from the Mines and Minerals Division to attend and speak to it. Management committed to report to the Union Co-Chair if any information was received before the next meeting.

Action: *The Union Co-Chair will look into having someone from Mines and Minerals Division address this at the next MERC meeting.*

8. **Article 1.4 (Job Specs)** – The Union reminded Management of their obligation to share new job specs. They presented Management with a spreadsheet for their consideration. The Union requested that the completed spread sheet accompany any new job spec shared at MERC. Management asked if this approach was being used across the OPS and whether MGS had approved this approach. The Union informed that the form had been tabled with MGS.
9. **Other Business**

Status of LRC Cluster Staff –A project is underway to have I&IT employees realigned from where they currently are listed in ministries however, the intent is to have employees physically remain where they are currently located.

10. **Meetings for 2006** – April 26
Sept. 15
Nov. 22



Norm Trowell, Union Co-Chair



Cleo Degagne, Management Co-Chair