

**MEMORANDUM**

**OPSEU**



**SEFPO**

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

**TO:** All Presidents with members in the Ministry of Transportation  
All Stewards in the Ministry of Transportation

**FROM:** Terry Baxter, OPS Supervisor/Negotiator

**DATE:** October 18, 2004

**SUBJECT:** **Ministry of Transportation  
ERC Minutes – March 8, 2004**

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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

/cm  
att.

cc: MERC Chairs  
Ministry ERC

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Terry Baxter  
OPS Supervisor/Negotiator

MINISTRY OF TRANSPORTATION  
MINISTRY EMPLOYEE/EMPLOYER RELATIONS COMMITTEE

**MINUTES**

**Monday March 8, 2004**  
**1<sup>st</sup> Floor Boardroom, Building B, Downsview**

**OPSEU**

J. O'Brien\*  
S. Valcourt  
P. Maybury  
J. Marion

**EMPLOYER**

M. Weir  
C. Hennum  
E. Bartucci  
J. Connolly

**Regrets:** Cathie Rogers  
Frank D'Onofrio  
Bob Houston

\*Chair of Meeting

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**97-01-02      Outsourcing**

Prior to the meeting, the Employer advised the Union that it will be announcing the following initiatives on March 24, 2004:

- Changes in boundaries and scope of area maintenance contracts (AMCs) in Northwest Region. The change results in the expansion of the boundaries of the existing AMCs by including the Marathon managed outsourcing area and the Armstrong managed outsourcing area.  
The Employer advised that 2 classified staff, 2 unclassified seasonal staff and 1 unclassified will be affected.
- The Ministry is proposing to outsource the services of the bridge crew in Northwest Region.  
The Employer advised that 1 unclassified, and 1 unclassified seasonal staff will be affected.

The Union asked that a representative be invited to attend the announcement made to staff in Northwest Region. The Union also requested information regarding the duties of the Bridge Crew Foremen after the ASD initiative takes place. The Employer will respond accordingly.

The Union requested clarification of the areas affected by the Zone Painting ASD initiative disclosed to the Union in June 2003 and the availability of computers to

affected staff. The Employer will provide the clarification regarding the areas and will respond regarding employee access to computers.

The Union raised its objection to ASD initiatives in general and asked the employer why ASD is still being pursued. The Employer noted the objections and advised that Ministry's mandate continues to be to deliver highway maintenance through a mix of Managed Outsourcing and Area Maintenance Contracts.

**Remain on the Agenda**

**97-01-03      Redeployment**

The Committee agreed that there were no matters to discuss pertaining to this item.

**Remain on the Agenda**

**99-10-03      Corporate II&E Project**

The Employer had previously agreed to provide the Union with a copy of the poster indicating the provisions of the Code of Professionalism once the poster is completed.

The Employer advised that the poster has not yet been completed.

**Remain on the Agenda**

**02-01-02      LERCs**

The Committee agreed that there were no matters to discuss pertaining to this item and agreed to remove it from the agenda.

**Remove from the Agenda**

**02-01-07      IRP Positions**

The Employer had provided the location and classification of the 19 employees working in the IRP positions to the Union at their request. The Union requested clarification on one employee whose position is listed as an OAG 9, but is thought to be an OAG 8.

The Employer will respond accordingly.

**Remain on the Agenda**

**02-12-01      Field Management Review**

The Union requested an organizational chart showing the reporting relationships for all staff in the regions. The Employer will provide the chart to the Union.

**Remain on the Agenda**

**03-02-01      Information to New Employees**

The Employer confirmed that the names and phone numbers of local presidents are indicated on offers of employment to prospective employees, but that the local president is not copied on the letter.

The Employer agreed to review its current hiring process to ensure its obligations under Article 5.1 are met and will advise the Union accordingly.

**Remain on the Agenda**

**03-02-02      Transportation Technicians**

The Employer provided the Union with a list indicating which offices the Transportation Technicians are assigned to and the location of those offices. While the Union requested job/duty descriptions for each position, it was agreed that only specific issues or concerns would be raised and actioned.

**Remove from the Agenda**

**03-06-01      TEO BPP's**

The Employer confirmed that the working group developing the TEO BPPs has no formal, or written, terms of reference. The Employer also confirmed that the mandate of the working group is to develop common elements for TEO BPPs with the intent of achieving consistency in performance plans. To do this, the working group will review BPP's, solicit views from staff and the Union and make recommendations to the management.

The Employer advised that it is holding sessions across the province with staff in order to hear their views on the BPPs and elicit suggestions on possible improvements. The invitation to the Union to participate stands.

**Remain on the Agenda**

**03-06-02      Downview Labs**

The Employer advised that there are no updates at this time.

The Employer reiterated that as the review of the Labs is not yet complete, there is no formal communications plan in place. Employees have been receiving updates at staff meetings and have been encouraged to provide comments and suggestions to the Manager of the unit.

**Remain on the Agenda**

**03-06-05      Grievance Administration Project**

The Committee confirmed that the joint training will take place on April 5 and 6, 2004.

**Remain on the Agenda**

**03-09-03      Ontarians with Disabilities**

The Employer advised that the Ministry's plan would be posted on the intranet on March 11, 2004.

The Employer confidentially provided the Union with an advanced copy of the Plan.

**Remain on the Agenda**

**03-09-04      Hiring Freeze**

The Employer advised that the Hiring Freeze is continuing in its present form.

**Remain on the Agenda**

**03-09-05      "Developing Leaders"**

The Committee agreed that there are no matters to discuss pertaining to this item.

The Committee agreed to have a future discussion on training and development in general.

**Remove from the Agenda**

**03-09-06      Blackout**

The Employer agreed to re-send the list of classifications and locations of positions that were required to work during the power outage in August 2003 to all Union MERC members.

**Remain on the Agenda**

**03-12-01 Ontario Works**

The Union requested details of specified placements at the Ministry. The Union requested confirmation of actual hours worked to ensure compliance with the Ontario Works policy and asked if participants in the program deal with confidential information.

The Employer will respond accordingly.

**Remain on the Agenda**

**03-12-03 Program Evaluation**

The Employer advised that Program Evaluation has been replaced with Results-Based Planning. The Employer provided an explanation of the Results-Based Planning process as indicated in a letter to all OPS employees from Tony Dean, Secretary of Cabinet and Premier Dalton McGuinty

**Remove from the Agenda**

**03-12-04 Field Audits**

The Employer confirmed that when a management employee (or non-OPSEU employees) conducts a field audit that they are accompanied by a Transportation Enforcement Officer 3.

**Remove from the Agenda**

**04-03-01 RUS Transformation**

The Union asked if the recent creation of the Service Delivery Partnerships Branch would result in new bargaining unit positions. Specifically, the Union asked if positions would be created to support the monitoring of Driver Examination Services.

The Employer advised that staffing requirements are currently under review.

**Remain on the Agenda**

**04-03-02      Access to Classification Standards**

The Union requested that they be given access to the Employer's job classification standards. This item originated from the LERC in Thunder Bay where the Local alleges that local access to classification standard was previously common practice, but is now being denied. The Union requests this practice be restored.

The Employer will consider the Union's request.

**Remain on the Agenda**

**04-03-03      Short-Term Sickness Issue**

The Union raised concerns over the Employer's request for medical information regarding accommodation from an employee who had been off work for a definite period of time and returned to work without accommodations being required.

The Employer will respond accordingly.

**Remain on the Agenda**

**04-03-04                      Max Merit Pay and BPPs**

The Union objected to the Employer denying Max Merit Pay to employees based on their BPP.

The Employer will respond accordingly.

**Remain on the Agenda**

**04-03-05      Application of Article 16.2.2 and 16.2.3**

The Union objected to the Employer applying the salary increase provided for in Article 16.2.3 twelve (12) months after the salary increase has been applied in accordance with Article 16.2.2.

The Union advised that its objection is based on the fact that the Employer's practice results in employees being paid a salary that is not identified in the salary grids found in the collective agreement.

The Employer will respond accordingly.

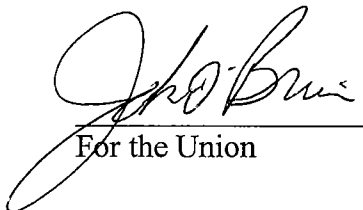
**Remain on the Agenda**


**04-03-06      Volunteer Firefighters**

The Union asked if the Guidelines regarding time off for volunteer firefighters that were issued in 1993 are still in effect.

The Employer will respond accordingly.

**Remain on the Agenda**

  
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For the Union

  
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For the Employer



## 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:

Home #:

Address:

Work #:

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

