

MEMORANDUM

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

FROM: Ruth Hamilton, A/OPS Supervisor

DATE: January 27, 2011

SUBJECT: **Ministry of Transportation**
ERC Minutes – December 10, 2010

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:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Ruth Hamilton
A/OPS Supervisor

/pb
att.

cc: MERC Chairs
Ministry ERC

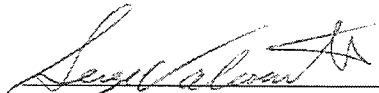
**MTO Ministry Employee Relations Committee (MERC) Minutes
December 10, 2010
Downsview Complex, Building A, Room 163**

In Attendance (* chair of meeting)			
For the Union	For the Employer	Guests	Regrets
S. Valcourt* E. Strachan B. McCullagh C. Blaney J. Marion	M. Goodale R. Fleming B. Gaston A. Hogan K.A. Wilson	Maggie Allan (MOI) Jennifer Dolan (ORC) Toni Rossi (ORC) Lori Robinson (ORC) Lesley Spinney (MTO) Barry Scanlon (MGS)	
Agenda Item (year-month-agenda#)	Standing Items		Action
97-01-02 Outsourcing/Disclosures	The Employer provided an updated chart to the Union.		Remain on the agenda.
04-03-01 Road User Safety (RUS) Modernization	The RUS Modernization steering committee will be discussing/reviewing a report from Deloitte who advises the Ministry on modernization strategies. The Employer indicated Modernization staffing is completed.		Remain on the agenda.
05-10-05 Training for MERCs and LERCs	The parties indicated the MTO ERC's have attended the ERC training which has been offered on several occasions.		Remove from the agenda.
07-10-02 Employee Engagement Survey	The Employer provided an update with regard to Divisional and Regional group discussions regarding implementation of results from the past survey. The new OPS employee engagement survey will be delivered to staff in February. The Employer will provide an overview of employee engagement activities and the use of expressions of interest.		Remain on the agenda.
07-12-01 Provincial Highway Management Update	The Employer provided an update with regard to a very busy highway construction season. The hard work of members is highly appreciated by the Ministry. PHM employees have provided constructive feedback at the Divisional telecons. The Employer provided an update regarding the Environmental Policy Project. Recommendations will be received and considered in the new year, and staff will be engaged for their input.		Remain on the agenda.

<p>06-03-07 Downsview Site</p>	<p>Representatives from Ministry of Infrastructure / Ontario Realty Corporation provided an update regarding redevelopment of the Downsview Provincial Campus (presentation attached). The Union raised concerns regarding designation of parking spaces, access to public transportation, and timely communication to staff regarding construction. MOI/ORC provided information about their planning efforts and the development of a Traffic Demand Management strategy, which includes a survey that will be provided to staff in January regarding commuting. The parties agreed to establish a bargaining agent advisory committee and will discuss terms of reference and committee membership.</p>	<p>Remain on the agenda.</p>
<p>09-09-01 2003 TEO Memorandum of Settlement (MOS)</p>	<p>The parties agreed to continue discussions.</p>	<p>Remain on the agenda.</p>
<p>10-04-05 Results-based Planning</p>	<p>The Employer confirmed it submitted the MTO 2011-2012 RbP in November 2010. The Employer provided an update regarding the 2010-2011 RbP and the plan remains on track.</p>	<p>Remain on the agenda.</p>
<p>10-04-08 Local Book-off Time</p>	<p>The parties agreed to continue discussions on this issue.</p>	<p>Remain on the agenda.</p>
<p>10-07-02 Temporary Assignment List</p>	<p>The parties recognized this continues to be discussed at the corporate level.</p>	<p>Remove from the agenda.</p>
<p>10-07-03 Area Maintenance Contract Service Delivery</p>	<p>The Employer indicated there is no new update at this time. The schedule for implementation as previously announced continues.</p>	<p>Remain on the agenda.</p>
<p>10-09-01 Sr. Environmental Planner Competition</p>	<p>The parties agreed that a broad area of search is encouraged when possible.</p>	<p>Remove from the agenda.</p>

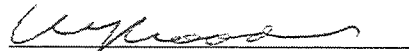
Agenda Item (year-month-agenda#)	New Items	Action
10-12-01 Ministry File Review Committee (MFRC) Progress Report	The parties reviewed and discussed a 6-month progress report from the MFRC (presentation attached). The parties are supportive of the progress being made on this pilot project.	Remove from the agenda.

Note: These minutes can be located on the CSD intranet and the OPSEU website.
The next MERC meeting date is March 3, 2011.



For the Union

10-12-15
Date



For the Employer

10-12-15
Date

FISCAL 20010/2011 - MTO INITIATIVES

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
Windsor BIIG Reclassification	1 OPSEU Envi. Planner	01-Apr-10	
RUS Modernization Update	MVIS Program - Announcing Stakeholder Engagement	01-Apr-10	
Cochrane Mo-AMC conversion	Announcing the successful bidder	12-Apr-10	
Update on PHM Activity	Examine business processes for efficiencies and consistencies	23-Apr-10	
Contract management Office - PHM	Change in Reporting Relationship	21-May-10	
RUS - Business Review	Between Regional OPS Branch and Carrier safety and Enforcement	02-Jun-10	
RUS, TIS Review	Long term investment strategy	02-Jun-10	
Rus - Change in Structure Regional Operations Branch	Split into 2 separate administrative regions	15-Jun-10	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
PHM- maintenance delivery model	Conversion of Thunder bay, huntsville and Kenora HWY maintenance	21-Jun-10	
RUS- Relocation of staff from Winona and Fort Erie to Vineland	2 staff within 40 and 2 outside of 40	13-Jul-10	
I&IT Cluster - Strategy and Resource Planning Branch	Change in Reporting Relationships	13-Jul-10	
RUS - Changes within Regional Operations Branch	O/O and IRP clerks move under 1 revised job description at the OAG - 9 level	13-Jul-10	
RUS-SW Region Schedule Change	Enforcement schedule change in Waterloo District and Chatham area	13-Jul-10	
Corporate disclosure regarding update on Downsview Development Project		15-Jul-10	
PHM - Provincial Sign Shop Services Review	Vendor expected to begin in August with study completed by March 31, 2011	16-Jul-10	
Information item: Economics and Transportation Cluster		13-Aug-10	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
ETC - Highways and Economics and Solutions Branch	Change in Reporting Relationship	13-Aug-10	
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Update on CSD Review	2 OPSEU Surplus	10-Sep-10	
I&IT Cluster Realignment	Corporate disclosure from the office of the Chief Information Officer	14-Sep-10	
RUS Modernization Update	Scheduling engagement session with MVIS enforcement and admin. Staff across province	20-Sep-10	
Northwest Change in Reporting Relationships	Provincial Highways maintenance areas	22-Sep-10	
Northeast Region Relocation of Headquarters	Due to implementation of AMC	28-Sep-10	
Conversion of Owen Sound Mo to AMC	Advertising RFP Oct. 20, 2010	01-Oct-10	
Change in Report, Fleet Center of Excellence	26 OPSEU	04-Oct-10	
Change in Reporting Relationships Eastern Region - PHM	1 Contract Services Inspector	22-Oct-10	
Activity Based Costing - Fleet Services	Fleet staff will be asked to participate in ABC workshops	04-Nov-10	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
RUS Driver Control - Change in Shift Schedule	24 hour schedule will end in 2011	Nov. 5, 2010	
RUS Organizational Effectiveness meetings	Safety Policy & Organizational Effectiveness will engage staff	Nov. 17, 2010	
Relocation beyond 40km North west Region - RUS	3 Enforcement Officer - from Nipigon to Thunder Bay	Nov. 17, 2010	
I&IT Cluster Realignment	Change in reporting Relationships	Nov. 17, 2010	
Change in Report - Hwy Standards Br. - PHM	3 OPSEU staff	Nov. 22, 2010	

Presentation to MTO Bargaining Agent Representatives

Downsview Provincial Campus Update

December 10, 2010

Strategic Real Estate Asset Management Division
Ontario Realty Corporation

Context

- ◆ As part of ongoing efforts to modernize the delivery of public services, the Downsview campus is being redeveloped.
- ◆ The vision for the redeveloped site is to have a provincial campus of institutional, office and mixed use functions connected with the surrounding community. Redevelopment of the provincial campus is proposed to take place as phased development through to the year 2015.
- ◆ Redevelopment plans present a unique opportunity to build state-of-the-art facilities that support the administration of justice and public safety programs as well as improve access to health-care services.
- ◆ Infrastructure improvements and the building of the Humber River Regional Hospital (HRRH) and Forensic Sciences and Coroner's Complex (FSCC) will benefit the community.

Planning Process

Redevelopment of the campus will be phased through 2015 as follows:

Phase One: 2009 to 2011

- Demolition of garages (complete), improvements to site infrastructure, street development, mechanical/electrical service upgrades to government buildings A through D, demolitions of Bridge lab (completed), Building E, gatehouse
- Accommodation plans and relocations for affected ministries have been completed

Phase Two: 2010 to 2013

- Construction of FSCC and secured parking

Phase Three: 2011 to 2015

- Expected construction of HRRH

Parking

- ◆ The City of Toronto has restricted the number of parking spaces permitted at the site. Toronto's zoning bylaw caps future on-site parking for OPS employees to a maximum of 1,195 spots.
- ◆ The Province is supportive of this "greening" initiative.
- ◆ Paid parking will be implemented in November 2011 consistent with the province's policy for parking on government-owned land.
- ◆ Efforts are underway to ease the transition to fewer parking spaces and to assist with staff parking during the construction phase.
- ◆ Improvements include temporary additional parking spots during construction, designated spots for fleet vehicles further away from the buildings, and implementation of priority parking for registered car pools close to entranceways.



Ontario

Ministry of Infrastructure

Traffic Demand Management Strategy (TDM)

- ◆ Working with Smart Commute, the government is also developing a comprehensive strategy to reduce the number of employees driving to work.
- ◆ A Traffic Demand Management Strategy (TDM) involves education and awareness-building to promote behavioral changes that are essential for a successful reduction in parking demand.
- ◆ TDM includes research to determine where OPS employees are traveling from, their current mode of transportation and to identify alternate transportation options that might be feasible (i.e. car pooling, public transit, biking, walking etc).
- ◆ Through TDM, the goal will be to explore and encourage alternate modes of transportation.
- ◆ By working with Smart Commute, a strong effort will be made to find solutions for those who are able take alternative transportation as opposed to the single occupant vehicle.

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Ministry of Infrastructure

Occupational Health and Safety

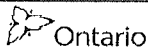
- ◆ Throughout redevelopment, extensive construction will be taking place. Measures are being taken to help mitigate impacts to OPS Staff, tenants, and the public in accordance with the Occupational Health and Safety Act guidelines and the City of Toronto noise by-law requirements.
- ◆ Compliance with Occupational Health and Safety Act guidelines
 - Ontario Ministry of Labour on-site regularly meeting with construction managers and supervisors
- ◆ Construction areas closed to staff
 - Clearly marked by barriers and signage
 - Temporary fencing (hoarding) to ensure staff cannot enter the construction zone
- ◆ When necessary, appropriate signage and flagmen will be in place to assist/direct OPS staff

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Outreach to OPS employees

- ◆ Communicating with staff is critical to ensure that they are aware of ongoing construction activity and the impacts that it may have on their access to the Campus and movement within the site.
- ◆ A comprehensive communications strategy is in place that includes a dedicated Intranet site where more than 100 Qs and As are posted and refreshed regularly.
 - ◆ Construction activities are posted and updated as required (usually weekly).
 - ◆ Individual staff may pose specific questions on the site and they will receive a direct response within 7 working days.
- ◆ On site Open Houses are scheduled regularly where staff may talk to individuals familiar with construction activities.



Roles and Responsibilities

- ◆ Province will engage a third party operator to manage parking on site who will determine how the paid parking system will operate and the rate for parking using local market area rates.
- ◆ Parking will continue to be offered to OPS staff during construction activity with updates posted frequently to the intranet site.
- ◆ The MTO Bargaining Agent's will be updated as the development progresses.
- ◆ The MOI Workplace Environment Strategy Intranet site will be updated regularly - keeping OPS staff informed on project updates.

Questions???

Progress Report
December 14, 2009 – June 30, 2010

Ministry of Transportation
Ministry File Review Committee Pilot

November 29, 2010

MFRC Overview

- Background
- MFRC Metrics Rollup & Analysis
- Overview of MFRC Feedback
- MFRC Successes – We're making a difference
- MFRC Issues
- Suggestions for Improvement

Background

- MFRC Pilot introduced in Appendix 41 of the 2009-2012 OPSEU Agreement
- Committees were launched in January 2010
- 9 Ministries are participating: MAG, MCSCS (ACS only), MCSS, MOF, MGS, MHLTC/MHP, MOL, MNR, MTO
- MFRCs review grievances that are unresolved after Stage 2 & have not been referred to the GSB
- Under Appendix 41, MFRC committees have the ability to resolve grievances
- MFRCs have 45 calendar days to resolve grievances once they are referred
 - Timelines can be extended by 14 calendar days if MFRC refers a grievance back to the local parties, but not beyond 60 calendar days
- The Joint OPSEU-Employer Steering Committee has worked together to:
 - Develop MFRC Guidelines (December 2009)
 - Provide training on MFRCs to all members (December 2009)
 - Meet on an ongoing basis to discuss progress and issues (ongoing)

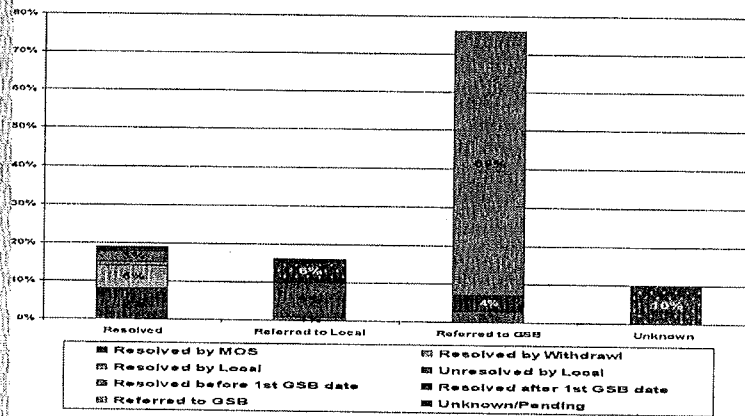
Background

Under Appendix 41:

"The governing principle will be that the parties have a mutual interest in their own solutions and avoiding, if at all possible, having the decision made by an arbitrator. The Union and the Employer agree that consultation and communication on matters of joint interest are desirable to promote constructive and harmonious labour relations".

- A review of the MFRC progress for each six month period is provided to the MERC of each committee and for each twelve month period to CERC.
- MFRCs are evaluated based on:
 - Increased early and local resolution of grievances
 - Fewer mediations and hearing dates at the GSB
 - Greater clarity of issues proceeding to the GSB
- Using the following metrics:
 - % of grievances referred to MFRC
 - % of grievances resolved by MFRC
 - % of grievances referred back to the local parties by MFRC
 - % of grievances resolved and unresolved by the local parties
 - % of grievances referred from MFRC to the GSB
 - % of grievances referred from the MFRC to the GSB and resolved before the first hearing date

Metrics Rollup – All MFRC Ministries



Metrics Analysis

- Of the 20 grievances referred to the MTO MFRC:
 - 7 grievances were referred back to the local parties for resolution. The local parties, and the MFRC, were unable to resolve these grievances and, as such, they were referred to the GSB;
 - 1 grievance was resolved through an MOS regarding a dismissal; 1 grievance was withdrawn by the Union; and 1 was referred to the GSB but resolved before a hearing.
 - 18 grievances were referred to the GSB in total
- The MTO MFRC's metrics are in line with the all-ministry rollup in that a small number of grievances were resolved and the majority were referred to the GSB.

Overview of Feedback

- Overall comment about progress
 - The MTO MFRC is meeting the goal of building a positive relationship and reducing the number of grievances proceeding to the GSB.
- Overall comment about roadblocks
 - As the MTO MFRC matures, it hopes to overcome numerous hurdles to resolve a greater percentage of grievances prior to referral to the GSB.

MFRC Successes We're making a difference

- The MTO MFRC has been developing a positive/productive relationship through enhanced communication of issues relating to grievances. The parties share information/disclosure, clarify/debate issues, and develop solutions to recommend to the local parties.
- We negotiated a reasonable settlement for a challenging dismissal grievance that the local parties endorsed.

MFRC Issues

- The MTO MFRC will continue its work to overcome tight timelines for resolution of grievances at the MFRC before they are referred to the GSB.
- We have experienced some difficulty in persuading the local parties to resolve an issue because they want to proceed to the GSB and have a Vice-chair intervene.
- We have not been willing to resolve grievances without the consent of the local parties.

Suggestions for Improvement

- The MTO MFRC does not have suggestions for improvement at this time. Towards the end of the 1 year mark of the pilot, the MFRC will make recommendations.