

**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:** March 4, 2011

**SUBJECT:** **Ministry of Transportation  
ERC Minutes – March 3, 2011**

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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 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**  
**March 3, 2011**  
**301 St. Paul St.**  
**ADM Boardroom, 6<sup>th</sup> Floor.**  
**St. Catharines**  
**9am-Noon**

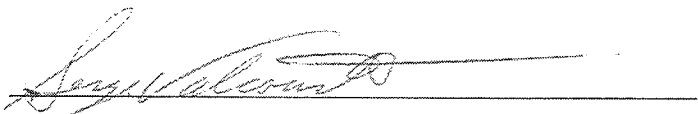
<b>In attendance (*chair of meeting)</b>			
<b>For the Union</b>	<b>For the Employer</b>	<b>Guests</b>	<b>Regrets</b>
S. Valcourt C. Blaney J. Marion	M. Goodale * R. Fleming A. Hogan B. Scanlon		B. Gaston E. Strachan B. McCullagh
<b>Agenda Item (year-month-agenda#)</b>	<b>Standing Items (as previously minuted)</b>		<b>Action (as previously minuted)</b>
97-01-02 Outsourcing/Disclosures	Updated disclosure document provided to Union. Union has requested further information on Major Infrastructure Initiatives Office.		Remain on the agenda.
04-03-01 Road User Safety (RUS) Modernization	Modernization strategy is developed. It is currently in the business requirement stage. Employer will continue to update the Union regularly.		Remain on the agenda.
07-10-02 Employee Engagement Survey	The ministry implemented a proactive employee engagement strategy in response to the 2009 survey. The 2011 survey is out. Results may be available in June and will be shared with Union. Union has requested results on a divisional basis. The Union has requested a presentation on the action taken in response to the results of the previous survey. Ministry will continue to proactively engage its employees.		Remain on the agenda.

<b>07-12-01</b> <b>Provincial Highway</b> <b>Management Update</b>	There are no updates at this time.	Remain on the agenda.
<b>06-03-07</b> <b>Downsview Site</b>	Advisory committee is set up and has had one meeting and will continue to meet monthly. Employer is continuing to address ongoing issues. Union raised concerns with respect to parking availability for staff as construction continues. Union indicates that issues are affecting the ministry's ability to deliver its services.	Remain on the agenda.
<b>09-09-01</b> <b>TEO 2003 Memorandum of Settlement</b>	Memorandum of settlement has been signed.	Remove from the agenda.
<b>10-04-05</b> <b>Results-Based Planning</b>	No updates at this time. Employer confirms original five percent FTE reduction remains unchanged.	Remain on the agenda.
<b>10-04-08</b> <b>Local Book-off Time</b>	As per protocol the ministry will not authorize local book off time unless there is a letter from corporate OPSEU authorizing the time off. Union will refer issue to CERC.	Remove from the agenda.
<b>10-07-03</b> <b>Area Maintenance Contract</b> <b>Service Delivery</b>	Next contracts to be implemented are Sault Ste. Marie and Kenora - June, 2011.	Remain on the agenda.

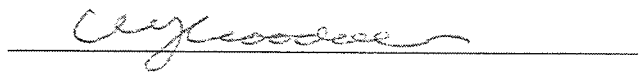
Agenda Item (year-month-agenda#)	New Item	Action
2011-03-03 Direction for managers when snowstorms occur	Union would like a copy of direction that is sent out to managers. Documents were shared with the Union. Union has asked to defer discussion to next meeting.	Remain on agenda.
2011-03-03 Article 7.2.2 – Tracking of the application of this article	Union indicates that there is no central tracking with respect to the application of this article. Union would like to know if MTO tracks the application of this article and if it does track it – how is it tracked. Employer is not aware of this occurring in MTO previously. If it did occur it would be tracked by Strategic Human Resources Branch.	Remove from agenda.
2011-03-03 – Article 31.A.2.3 – Implementation	Union provided a letter from MGS, dated August 21, 2009 to all Regional Service Delivery Centres Directors with respect to the calculation of hours for the purposes of competitions and merit progression in accordance with a new provision of the collective agreement. Union would like employer to confirm that the new provision was implemented by MTO as of February 26, 2009. System solution referred to in MGS letter is currently under development. Direction is being followed as per memo. This action would be done by OSS and not by ministry.	Remove from agenda.
2011-03-03 Telework	Union would like to know if and where MTO has telework arrangements in place and what direction is provided with respect to the arrangements. No MTO telework arrangements in place for OPSEU employees at this time. Employer is developing a proposal for a telework pilot.	Remain on agenda.

<p><b>2011-03-03</b> <b>Training and Development.</b></p>	<p>Union would like to know what training programs are available to employees, how many training days are available for employees and what stats, if any, are available on employee training taken through Centre for Leadership.</p> <p>There is no OPS or ministry policy regarding minimum training days for OPSEU staff in general. MTO has a variety of training courses available. Employees are encouraged to complete learning plans. OPSEU employees have access to all the training that is offered via CFL to all staff pending manager approval.</p>	<p>Remove from agenda.</p>
<p>Brian Gaston, ADM PHM is leaving the committee. The members of the committee would like to thank Brian for his contribution to the committee over the years.</p>		

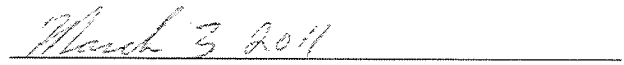
Note: These minutes can be located on the CSD intranet and the OPSEU website. The next MERC meeting is June 9, 2011.



For the Union



For the Employer



Date



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	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
Rus - Change in Structure Regional Operations Branch	Split into 2 separate administrative regions	15-Jun-10	
PHM- maintenance delivery model - successor rights	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 and IT Cluster - Straegy and Resource Planning Branch	Change in Reporting Relationships	13-Jul-10	
I and IT Cluster - Changes within Regional Operations Branch	O/O and IRP clerks move under 1 revised job descriprion at the OAQG - 9 level	13-Jul-10	
RUS-SW Region Schedule Change	Enforcement schedule change in Waterloo District and Chatham area	13-Jul-10	
Corportae disclosure regarding update on Downsview Development Project		15-Jul-10	
PHM - Provincial Sign Shop Services Review	Vendor expected to beigin in August with study completed by March 31, 2011	16-Jul-10	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
Information item: Economics and Transportation Cluster		13-Aug-10	
ETC - Highways and Economics and Solutions Branch	Change in Reporting Relationship	13-Aug-10	
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	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
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	
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	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
I&IT Business Delivery Planning	Information share re: ITELC Fall Retreat Update	Dec. 6,2010	
Highway Standards Branch - MERO	Change in Reporting relationship	Dec. 6,2010	
Organizational Changes WINBIGG	Change in reporting relationship	13-Dec-10	
Cluster Realignment (Labour and Transportation cluster	Change in reporting relationship	21-Jan-11	
Carrier Sanctions and Investigations	Change in position title and updated job description in O/O permit issuing function	Jan. 21, 2011	
Safety Policy and Evaluation Branch Update from Novemeber 15, 2010	Copy of slidedeck/summaries that will be presented to staff.	26-Jan-11	
New Aboriginal Relations Branch	Announcement regarding new branch and upcoming recruitment	03-Feb-11	
Migration of Service from MTO to Service Ontario	No employee transfer just small pieces of work	16-Feb-11	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
PHM - Cochrane MO AMC update	One OPSEU surplus		