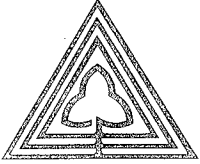


MEMORANDUM

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:** June 20, 2006

**SUBJECT:** **Ministry of Transportation**  
**ERC Minutes – October 5 and November 16, 2005**

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 TRANSPORTATION  
MINISTRY EMPLOYEE/EMPLOYER RELATIONS COMMITTEE

MINUTES

Wednesday, October 5, 2005 and Wednesday, November 16, 2005  
6<sup>th</sup> Floor Boardroom, Garden City Tower, St.Catharines  
and  
31 Wellesley Street W., Toronto

**OPSEU**

J. O'Brien  
S. Valcourt  
B. Houston  
P. Maybury  
P. Schillemore (Oct. 5/05)  
N. Fraser (Nov. 16/05)

**EMPLOYER**

R. Fleming\*  
C. Hennem  
E. Bartucci  
A. Hogan  
J. Connolly  
B. Pyke

**Guests:** D. McKnight (Oct. 5/05)

**\*Chair of the Meeting**

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**97-01-02**

**Outsourcing**

**i. Cochrane General Services Crew**

The Union requested an update on the outsourcing of the Cochrane General Services Crew as well as the names of the seasonal employees. The Employer provided the names of the seasonal employees at the meeting and informed the Union that the contract would be re-tendered on October 18, 2005.

**ii. Bridgemaster and Loadtesting**

The Union requested an update as well as the names of affected employees. The Employer advised that tender for the contract had been delayed due to the need for further internal approvals. Pursuant to the Union's request, subsequent to the meeting, the Employer provided the Union with the names of affected employees and advised the Union of the tender date once it was known.

**iii. Kennedy Road Patrol**

The Union asked to know if affected employees are working their six-month notice period. If yes, the Union asked if these employees were provided entitlements as per the Article 20 provisions that become effective January 1, 2006. Subsequent to the meeting, the Employer advised that because this was a Schedule A transfer under Appendix 18 of the Collective Agreement, affected employees are not working through a notice period.

v. Drivers' License/Health Card Initiative

The Employer confirmed that no MTO staff would be impacted.

vi. Electronic Collision Reporting

The Union requested an update and the names of affected staff. The Employer provided an update and subsequent to the meeting, advised the Union that because this initiative is still in the review phase and implementation has not been determined, the specific affected positions are not known. As a result, the Employer cannot provide the names of affected staff.

**Remain on the agenda**

**97-01-03                      Redeployment**

The Union advised that it has not received the monthly Redeployment List for over one year.

Subsequent to the meeting, the Employer advised that the list has not been provided to the Union because there have been no Ministry employees on the Redeployment List.

**Remain on the agenda**

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

The Union had previously requested to know why the Corridor Management function would not have the Code of Professionalism apply to it. The Employer advised that the Ministry was not directly responsible for determining the scope of the initiative.

The Union asked if funds will be available for training programs administered by the II&E Secretariat. The Employer indicated that Union members wishing training should have that request placed on their BPP/LP. The Employer advised that it will continue to review training opportunities, including those administered by the II&E Secretariat, with consideration to training needs, priorities and fiscal constraints. The Employer committed to having someone come to the next meeting to provide an update on the activities of the II&E Secretariat.

**Remain on the agenda**

**02-01-07                    IRP Positions**

The Union asked if the current vacancies would be filled. The Employer advised that, as with all positions, it will review the workload and make considerations to fill based on need and current fiscal restraints.

**Remove from the agenda**

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

The Union requested that the Employer provide organization charts showing all incumbents and vacancies for each region within Operations Division, on a quarterly basis. The Employer had previously provided a generic organization chart to the Union.

Subsequent to the meeting, the Employer advised that due to the large number of positions and the continuous movement of employees, organization charts are quickly outdated and not a practical way of tracking the organization. As a result, the Employer advised that it would not provide the organization charts to the Union.

**Remain on the agenda**

**03-02-01                    Transportation Technicians (T2s)**

The Union requested an update on the employees who were hired. Specifically, the Union has requested the number of T2s, their locations, and the length of time in the position.

The Employer provided this information subsequent to the meeting.

**Remain on the agenda**

**03-06-01                    TEO Business Performance and Learning Plans**

The Union asked to know if the current BP/LP will be changed. The Employer advised that it will consider changes to the performance measures contained within the BP/LP based on information received from a consultant's review of how performance is measured across different jurisdictions.

If the BP/LP is changed, the Employer agreed to share the new BP/LP once completed.

The Employer provided the Union with the name of the consultant conducting the review subsequent to the meeting.

**Remain on the agenda**

**03-06-02                    Downsview Labs**

The Union requested an update. The Employer indicated that the review is ongoing.

**Remain on the agenda**

**03-06-05                    Grievance Administration Project (GAP)**

The parties agreed that they are both interested in carrying this project forward.

**Remain on the agenda**

**03-09-04                    Hiring Freeze**

The Union requested an update on the hiring freeze. The Employer indicated that hiring controls, rather than a hiring freeze, are currently in effect. Pursuant to the Union's request, subsequent to the meeting the Employer provided the Union with the January 2005 memorandum from Donna Marafioti regarding hiring controls.

**Remove from the agenda**

**03-12-01                    Ontario Works**

The Employer agreed to continue to follow protocol.

**Remove from the agenda**

**04-03-01                    RUS Transformation**

The Union requested information regarding the function of the new positions created to oversee DriveTest and asked to know why the positions are in AMAPCEO classifications. The Employer advised that the positions are field-level contract management positions and that their placement in the AMAPCEO bargaining unit is a result of the job classification system.

**Remove from the agenda**

**04-03-04 Volunteer Firefighters**

The Employer had previously provided the Union with draft guidelines regarding time off work for volunteer firefighters. The Union advised that it will review the guidelines and provide comments to the Employer to respond to this item.

**Remain on the agenda**

**04-09-02 Downsview LERC Items**

The parties agree that there are no further issues to discuss under this item.

**Remove from the agenda**

**04-09-03 TEO Positions**

The Union indicated that several employees have requested a lateral transfer into positions that have not been filled. The Employer advised that its staffing needs are being continuously reviewed against operational requirements and fiscal restraints, and that requests for lateral transfers will continue to be considered as per the agreement of the parties.

The Union requested information regarding the number of vacant TEO positions province wide, the location of these positions and when they will be filled.

**Remove from the agenda**

**04-09-04 London LERC Items**

The parties agree that this item is now the subject of a grievance.

**Remove from the agenda**

**04-09-05 Highway 407**

The Union asked how many positions are allocated to highway 407. Subsequent to the meeting, the Employer advised the Union that ten TEO positions and one Shift Leader position assigned to the 407.

**Remove from the agenda**

**05-10-14                    Area Term Contracts (ATCs)**

The Union requested an update on this item and asked if there is a tentative target date to commence this initiative. The Employer advised that communication went out November 15, 2005 providing an update on the status of ATCs. The Employer speculated that if a decision was made to go ahead with this initiative, that it is possible that contracts could start in Spring 2007 .

**Remain on the agenda**

**05-10-01                    Strengthening Commercial Vehicle Enforcement**

The Union asked to know who is assigned to the project team. Pursuant to the Union's request, subsequent to the meeting the Employer supplied the Union with the names of the team members.

**Remain on the agenda**

**05-10-02                    Use of Temporary Agency Staff**

The Employer provided the Union with the OPS Guidelines for using temporary agency staff. The Union raised concerns about the use of temporary agency staff in a specific location. The Employer agreed to follow up and offer assistance, if required.

**Remove from the agenda**

**05-10-03                    Leave of Absence Requests**

The Union raised an issue from the Downsview LERC and asked to know what the Employer considers when presented with a request for a leave of absence without pay as per Article 24 of the Collective Agreement. The Employer indicated that leaves were not to be unreasonably denied and agreed to send out a memorandum to remind managers of the requirements of the Collective Agreement.

**Remove from the agenda**

**05-10-04                    MERC Terms of Reference**

The parties agreed to continue to use the Terms agreed to in 1992.

**Remove from the agenda**

**05-10-05                    Training for MERCs and LERCs**

The Union suggested joint training with a facilitator on the operation of MERCs and LERCs. The Employer agreed to consider joint training and to investigate potential facilitators with the Union.

The Union also requested an updated list of functional LERCs. The Employer agreed to provide the Union with a list of MTO LERC co-chairs.

**Remain on the agenda**

**05-10-06                    Successor Rights**

The Union requested that successor rights be reinstated for the Ontario Public Service. The Employer noted the request.

**Remove from the agenda**

**05-10-07                    Information and Information Technology Review**

The Union requested an update on this initiative, specifically with respect to MTO's IT Cluster. The Employer advised that the review is ongoing and that disclosure will be coordinated corporately.

**Remain on the agenda**

**05-10-08                    List of Vacancies**

The Union requested that the Ministry provide a snapshot of current vacancies, as per article 20.16.1- Job Registry, of the Collective Agreement. The Employer advised that the information is sent to MGS as per Article 20.16.1 and is provided to the Union through CERC.

**Remain on the agenda**

**05-10-09 List of Unclassified Employees**

The Union requested that the Ministry provide a list of unclassified employees. The Employer advised that this information is available to the Union through the provision of Dues Tapes as per the Collective Agreement. The Employer advised that the current percentage of unclassified employees at MTO is approximately 7.5, but does fluctuate throughout the year.

**Remain on the agenda**

**05-10-10 Article 1.4- Job Descriptions**

The Union requested that they be notified of any changes to a job description, or if a new description has been created.

The Employer will follow up with MGS to verify the Employer's interpretation of Article 1.4.

**Remain on the agenda**

**05-10-12 Kingston CWWs**

The Union raised concerns over the cancellation of a CWW. The parties agreed that this issue should be raised at the LERC.

**Remove from the agenda**

**05-10-13 Service Ontario**

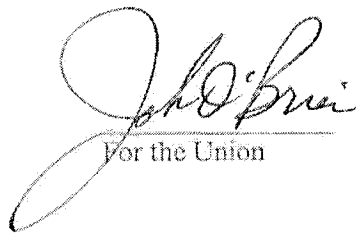
The Employer confirmed that MTO is a partner to Service Ontario.

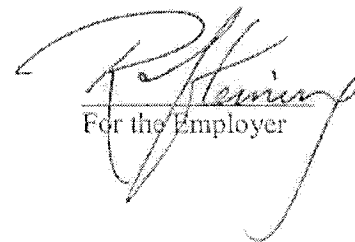
**Remove from the agenda**

**The parties agreed to include in these minutes the following list of disclosures provided to the Union between September 2004 to November 16, 2005.**

- 
1. September 21, 2005 – Strengthening Commercial Vehicle Enforcement
  2. August 15, 2005 – Information & Information Technology (I&IT) Baseline Review
  3. October 26, 2005 – Change in Reporting Relationships for OPSEU Positions

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4. October 26, 2005 – New Maintenance Office Organization Structure
  5. July 25, 2005 – Cochrane General Service Crew
  6. September 13, 2005 – Bridge master and Load Testing Truck Operations
  7. July 20, 2005 – Electronic Data Capture of Collision Reports
  8. August 4, 2005 – MTO Central Region – Surplus Notices
  9. May 9, 2005 – New Communication Branch Organization Structure
  10. September 22, 2005 – Regular Working Hours (Kingston)
  11. September 22, 2005 – Transfer of Tenders Clerk Position
  12. September 26, 2005 – Change in Reporting Relationship for an OPSEU Position
  13. August 31, 2005 – Human Resources Branch Service Delivery Changes
  14. July 19, 2005 – Driver and Vehicle Licence Issuing Office Audit Process
  15. July 4, 2005 – Driver and Vehicle Licence Issuing Office Audit Process
  16. November 22, 2004 – Audit Review and Testing of Proposed Methodologies
  17. December 22, 2004 – MTO I & IT Service Management Branch changes in the organization
  18. July 20, 2005 – Area Term Contract (ATC) concept project
  19. July 26, 2005 – Reporting Relationship change, North Eastern Region
  20. January 10, 2005 – Election letters to Area Maintenance Contract (AMC),  
Kennedy Road

  
For the Union

  
For the Employer