

## MEMORANDUM

**TO:** All Presidents with members in the Ministry of Municipal Affairs & Housing  
All Stewards in the Ministry of Municipal Affairs & Housing

**FROM:** Ruth Hamilton, OPS Supervisor

**DATE:** May 30, 2011

**SUBJECT:** **Ministry of Municipal Affairs & Housing  
ERC Minutes – May 26, 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  
OPS Supervisor

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att.

CC: MERC Chairs  
Ministry ERC

**MINISTRY OF MUNICIPAL AFFAIRS & HOUSING  
MERC MINUTES  
May 26, 2011 – MERC #02-11**

**777 Bay Street, Boardroom 16A**

**In Attendance:**

**FOR THE UNION:**

Kevin DesRosiers, Co-Chair  
Lise Roy, Vice-Chair  
Cherie Russell, Member  
Stephen George, OPSEU Job Security Officer

**FOR THE MINISTRY:**

Diane Phillipson, Co-Chair  
Warren Sleeth, Member  
Edith Brethour, Resource

Regrets: Susan Gillespie, Member

MINUTES: Edith Brethour

ITEM NO.	ISSUE	REFERR TO
	<p><b><i>Call to Order</i></b></p> <p>The meeting was called to order at 1:00 p.m. by the Employer by Cherie Lethbridge, A/Management Co-Chair.</p>	
	<p><b><u>Introduction of New Members</u></b></p> <p>The Union introduced Cherie Russell, member from MSO Thunder Bay The Employer introduced Warren Sleeth, member from MSO Kingston</p>	
	<p><b><u>MINUTES</u></b></p> <p>The minutes of the meeting on March 3, 2011 were adopted and posted on the Ministry's intranet website.</p> <p>The Employer will ensure the minutes of March 3, 2011 are posted on the Ministry's website.</p>	

ITEM NO.	ISSUE	REFERRE TO
<b>Standing Items</b>		
87.0	<p><b><u>Fixed Term (Unclassified) Positions</u></b></p> <p>The Employer provided the Union with the fixed-term report on May 20<sup>th</sup>. The Union acknowledged receipt of the report. The Union's position is that two fixed term employees should be converted in accordance the collective agreement. The Employer committed to follow up with the client. The Employer advised that the fixed-term employee numbers decreased from 61 to 31 since the February report. The decrease is a direct result of LTB transferring to MAG effective April 1, 2011.</p>	Employer
95.0	<p><b><u>Article 1.4 – New Position(s)</u></b></p> <p>The Employer disclosed two new AMAPCEO position since the last MERC meeting:          Communications Advisor (18AIF), LTB          Sr. Business &amp; Solutions Consultant (20APA), Housing Division</p>	
108.0	<p><b><u>Seniority List</u></b></p> <p>The Employer advised that the next lists are due June 30, 2011. The Union raised a confidentiality concern regards the current posting of the OPSEU seniority list on the ministry website.</p>	
109.0	<p><b><u>Results Based Planning</u></b></p> <p>The Employer disclosed the details to OPSEU of the 2011-12 RbP. There are nine OPSEU positions that will be eliminated by March 31, 2012. The ministry confirmed there will be no surplussing as result of the Reduction Strategy. The breakdown was described as follows:          5 permanent positions will potentially be eliminated through attrition by March 31, 2012. Details are not available at this time in terms of staff impacts. The Employer confirmed there will be no surplussing arising out the 5 reductions.          2 temporary positions were eliminated on March 31, 2011 – there were no incumbents. The programs that ended are the Short-Term Rent Support Program and the AIMS Program, both in the Housing Division.          2 positions will be eliminated by March 31, 2012 as a result of the Economic Stimulus initiative in the Housing Division winding down. One fixed term employee was provided with 16 weeks notice and the second position was not encumbered.</p>	
<b>Business Arising from Last Meeting</b>		
120.0	<p><b><u>Health &amp; Safety (Bill 168)</u></b></p> <p>The Employer advised OPSEU that 201 and 209 OPSEU represented employees were trained on Bill168 and the Workplace Violence policies respectively. The Employer committed to provide the number of employees who have taken the WDHP training. The Employer will also advise the Union whether the threat risk assessments have been shared with the JHSC.</p>	Employer


ITEM NO.	ISSUE	REFERR TO
124.0	<p><b><u>WIN Access</u></b>            The Union expressed continued frustration with the accuracy of the new WIN system. They also informed the Employer that they could expect to see filing of grievances by other members.</p>	
125.0	<p><b><u>Article 7.2.2</u></b>            The Employer will confirm the details of the policy grievance filed with MGS and inform the Union.</p>	Employer
127.0	<p><b><u>Telework/Working From Home</u></b>            The Employer advised OPSEU that the ministry has no employees who have telework arrangements.</p>	
128.0	<p><b><u>Training &amp; Development</u></b>            OPSEU requested that the Employer provide examples of training initiatives and statistics on how many OPSEU members are using the CFLL for training. The Employer advised they are attempting to obtain the information from CFLL and will provide when/if the information is available. OPSEU noted that CFLL should undertake to market their program.</p>	Employer
129.0	<p><b><u>MMAH 2010 Diversity Consultation Overall Findings</u></b>            As a follow up to the March MERC, the Employer provided OPSEU with a copy of the Ministry's Diversity and Inclusion Plan for 2011-2014 on April 5, 2011. OPSEU requested that the ministry's diversity person attend the next MERC to provide an update on the progress, specifically as it applies to the mentorship program.</p>	Employer
<b>New Business</b>		
130.0	<p><b><u>Merit Pay for Fixed-Term Employees</u></b>            The Union quoted that Article 31A.2.3 entitles fixed-term employees to merit increases. Also, that an agreement was reached with MGS in February 2009 that until a system solution is developed, salary progression will be based on the employees' anniversary date and the ministry will process this action manually. The Union is seeking confirmation that the ministry has implemented the salary increases. The Employer confirmed that there are three OPSEU represented employees eligible as of today's date. One has been processed and the remaining two will be processed immediately. The Employer will ensure that all future merit increases will be processed in accordance with the agreement.</p>	Employer
	<p><b>Next Meeting: August 25, 2011</b>  <b>Location to be confirmed</b></p>	

For Management:

  
Cherrie Lethbridge, A/Co-Chair

May 26, 2011

For the Union:

  
Kevin DesRosiers

May 26, 2011