

MEMORANDUM

OPSEU



SEFPO

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

TO: All Presidents with members in the Ontario Clean Water Agency
All Stewards in the Ontario Clean Water Agency

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: February 14, 2006

SUBJECT: **Ontario Clean Water Agency
ERC Minutes – June 7, 2004**

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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Terry Baxter
OPS Supervisor/Negotiator

**Ontario Clean Water Agency
Employee Relations Committee Meeting #28
Monday, June 7, 2004 - 11:00 A.M.
1 Yonge Street, 17th Floor, Main Boardroom**

ATTENDEES:

MANAGEMENT

Janice Cameron (Co-Chair)
Dan Atkinson
Mike Manfredi
Rick Turnbull (for Health and Safety Update)
Jodi Tedford (Recording Secretary)

UNION

Gary Stipe (Co-Chair)
Sheldon Jones
Sandra Harper (OPSEU)

DISCUSSION

1. Previous Minutes

The minutes were discussed and accepted from the September 29, 2003 meeting.

Action Items from the previous minutes:

Item #2 Health and Safety Update

Management will send a list of videos available through the Learning Library to the Union.

2. Health and Safety Update

Rick Turnbull advised that the Health and Safety Policy had been approved. The requirement for contractors to meet or exceed all regulatory requirements was added to the Policy. Rick provided copies of the updated Policy. Copies of results from a health and safety survey were also distributed. Results of the survey were compiled and presented to Management. Compliance has developed a work plan that includes training for health and safety representatives to take place on November 23 and 24, 2004.

3. Updated Lists

The following lists were provided to OPSEU:

- Surplus Employees
- Unclassified Employees
- Contract Acquisitions and Terminations
- Contract Termination List
- Seniority Lists
- Organization Charts

The Union requested a copy of the Blind River Agreement. Management advised that the contract had not been executed. Management will inform the Union if the contract is executed and will provide a copy of the Employee Transfer Agreement at that time.

The Union inquired about the status of the Tecumseh contract. Management responded that OCWA has not received notice of termination from Tecumseh. Management will keep the Union advised.

Management provided the Union with information that the Paisley contract will be terminated in July 2004. Two employees may be impacted. The termination of the Paisley contract was not on the termination list because Management was advised just prior to the meeting.

Management confirmed that one employee on the surplus list bumped another employee. L.B. volunteered to be surplus and will receive surplus notice on June 10, 2004.

K.T. was provided surplus notice five years ago and has been in contract positions since. K.T. has accepted a vacancy and will be directly assigned.

The Union requested that they be provided with a list of grandparented operators at each ERC meeting.

Action: Management has agreed to provide a list of grandparented operators at each ERC meeting. Management will include T&D on the next agenda to discuss programs to assist grandparented operators in passing their exams. OPSEU to advise items they would like addressed by T&D prior to next meeting date.

4. Blended Rate – Communication Devices

A number of grievances related to denial of standby pay resulted in a Memorandum of Settlement dated January 29, 2004. The MOS included a requirement for a joint memo and Q's and A's to be provided to employees. There was also a provision that communication devices would be discussed at the next ERC meeting. There are areas in the Northern Region where Operators have cellular phones to receive call ins and to notify SAC and MOE. The cellular phone can only be used within a limited radius from the town. The manager has been investigating alternate methods of communication. Satellite phones are not an option, as they cannot be used inside buildings. Radiophones may work, but are larger than cell phones.

Action: Union to review joint communication and respond to Management. Management to check on the status of alternate communication and report back to Union.

5. OPS Ideas Campaign

The Union inquired whether Management was participating in the OPS Ideas Campaign. Management informed the Union that meetings were held across OCWA and employees were encouraged to submit ideas on line. The majority of ideas submitted by OCWA crossed Ministry boundaries. A small committee is being formed to review OCWA ideas and will submit recommendations to central committee at MBS. The central committee has not sent OCWA anything further since our ideas were submitted. The Union has requested to be involved.

Action: Management rep to contact Union in the next three weeks.

6. LERC: Belleville

The Union requested that a LERC be set up in Belleville. There are twenty individuals interested and there are forty outstanding issues for discussion and potential resolution. Management agreed to set up a few meetings to determine feasibility of committee.

Action: Management to contact Operations Manager to determine first meeting date. The Union will identify a staff representative for the first meeting. Management will send the Labour Relations Consultant to the first meeting. The Union will determine if training is required or if a toolkit will be sufficient to prepare parties for the meeting. Union will provide agenda items to Labour Relations Consultant.

7. Vacation and Training Time Off

The Union has raised this issue again as it has not been resolved in one area, Tecumseh. Employees must find their own replacement if they want to take vacation days or attend training sessions.

Action: Management to follow up with manager. Union to follow up with employees to confirm ongoing problem (issue was tabled in December 2003).

8. Retirements

The Union inquired about Management's practice of acknowledging employee retirements. Management confirmed that OCWA's practice of acknowledging retirements has changed to be consistent with OPS policies and procedures.

9. Budget Impact

Management confirmed that there are no known budget impacts for OCWA at this time, other than the ongoing hiring freeze and regular cost containment actions.

Action: Management to keep the Union apprised of any changes or notifications

10. Other Business

CEO: Management advised that the job advertisement for the permanent position of CEO for OCWA has closed. The current CEO will remain in place until the new CEO is hired.

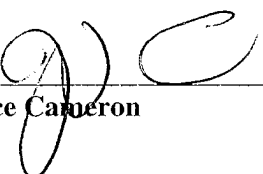
Agenda Items: Management has suggested that a short description be added to any agenda items in order to assist with preparation for the ERC meeting. In the alternative, the Union can discuss items ahead of time with the recording secretary.

11. Next Meeting


The next meeting will be held on September 27, 2004 in the Main Boardroom.

Minutes approved by:

Original signed by:



Janice Cameron



Gary Stipe