

**Ministry of the Environment, Conservation and Parks
Ministry Employee Relations Committee (MERC)
Ministry Health and Safety Committee (OPSEU)**

Thursday, October 18, 2018
1:00 – 4:00 p.m.
6th Floor Executive Boardroom, 40 St. Clair Avenue West, Toronto ON
Teleconference: 416-212-8013 or 1-866-633-1033 PC 3227427#

In Attendance

| For the Union | For the Employer | Guests | Regrets |
|---|---|--|----------------|
| Janis Pechinger (Co-Chair) Shawn Burr Chris Johnston Julius Arscott Sandra Harper (Advisor) | Jacques LeGris (Co-Chair)* Lee Orphan Teresa Polito Martha Baldwin (Advisor) Madiha Syed (Support) Katherine Hill (note-taker) | Alia Ahmed-Osman Karen Panetta Mansoor Mahmood Mohsen Keyvani | Cammy Mack |

| Date Tabled | Standing Items | Referred to | Action |
|-------------------------|--|--------------------|---------------|
| October 18, 2018 | 1 Review Previous Minutes 'Live' minutes of the MERC meeting held on August 13, 2018 have been signed and posted on the Intranet site. | | |

| Date Tabled | Standing Items | Referred to | Action |
|-------------------------|---|-------------|--|
| October 18, 2018 | <p>2.1 Fixed Term Usage Report</p> <p>Management provided the Union with the Fixed-Term Usage Report for September 30, 2018.</p> <p>The Union identified the usage of resource management positions given that it was understood they had previously reclassified the positions to scientists.</p> | Management | Will follow-up and report back. |
| October 18, 2018 | <p>2.2 Training</p> <p>Manager, Divisional Training Section, provided an update on training including the frequency of training and a training calendar. This is currently in SharePoint but other avenues are being explored.</p> <p>The Union raised a question about the participation of OPSEU representatives in the Health and Safety sub-working group.</p> | Management | Will follow up with the Ministry Health and Safety Lead. |
| October 18, 2018 | <p>2.3 Status Update on HWIN</p> <p>No update to report.</p> | | |

| Date Tabled | Standing Items | Referred to | Action |
|------------------|---|-------------|---|
| October 18, 2018 | <p>2.4 Employee Engagement</p> <p>Management advised that a multi-bargaining agents (MBA) session has been scheduled for October 29, 2018.</p> <p>Management shared with the Union the Ministry results.</p> | | |
| October 18, 2018 | <p>2.5 POSI Pilot</p> <p>-Update on EO4 Job Description No update at this time. Management will disclose once the position has been classified.</p> <p>-Pilot Interview Process TBS provided an update to OPSEU corporate on the cross-Ministry pilot using Performance Oriented Structured Interviews</p> | | |
| October 18, 2018 | <p>2.6 Standard Operating Procedures (SOP) for Undesignated Staff</p> <p>The Union requested a copy of the draft SOP.</p> <p>Management followed up with the program area and the SOP is not yet finalized. Management will provide once it is available.</p> | Management | Will follow up with the program lead and report back. |

| Date Tabled | Standing Items | Referred to | Action |
|------------------|--|-------------|---|
| October 18, 2018 | 2.7 Short Form Wording Management advised that the program area and Legal are looking into this. | Management | Will extend an invitation to the program lead to present on the matter. |

| Date Tabled | New Business | Referred to | Action |
|------------------|---|-------------|--|
| October 18, 2018 | 3.1 After Hours EP and ERP The Union expressed concerns that the After Hours Environmental Officer was being used in place of the EO position on the ERP duty roster. Management provided a written response to the Union's questions in an email dated October 3, 2018. | | |
| October 18, 2018 | 3.2 Pre-Consultation Process Involving Environmental Officers The Union expressed concerns regarding a new pre-consultation process and is seeking clarification. The Union provided feedback and inquired about guidance documents and fact sheets. | Union | Requested further discussions with the program lead. |

| Date Tabled | New Business | Referred to | Action |
|------------------|--|-------------|--------|
| | A/Director, Environmental Assessment and Permissions Branch and A/Manager, Review Engineering Approval, presented. | | |
| October 18, 2018 | <p>3.3 Number of Bargaining Unit Staff (OPSEU)</p> <p>The Union requested a breakdown of bargaining agent number of staff.</p> <p>Management provided a breakdown of bargaining agent staff to all MERC members on September 26, 2018.</p> | | |
| October 18, 2018 | <p>3.4 Appendix 7 – Special Cases</p> <p>The Union provided an update that special cases processes are changing and will be the responsibility of MERC teams.</p> <p>Management is awaiting direction from TBS before special cases can be discussed at MERC.</p> | | |
| October 18, 2018 | <p>3.5 Ministry Mandate Letters</p> <p>The Union has requested to receive ministry mandate letters.</p> | | |

| Date Tabled | New Business | Referred to | Action |
|------------------|--|-------------|--------|
| | <p>Management advised that the current government indicated they will not be sharing the ministry mandate letters publicly.</p> <p>The Union expressed their concern with regards to the lack of transparency on the sharing of the mandate letters that have been shared previously.</p> <p>The Union intends to refer to CERC.</p> | | |
| October 18, 2018 | <p>3.6 ERP Status</p> <p>The Union requested an update on the status of the ERP program</p> <p>Management followed up with the program area and advised that they will provide an update to MERC when available.</p> | | |
| October 18, 2018 | <p>3.7 Drive Clean</p> <p>Further to the media announcement, management advised that the light vehicle program was cancelled and the heavy vehicle program is going to be enhanced. There are no further updates at this time. As further details become available, the employer will advise.</p> | | |

| Date Tabled | New Business | Referred to | Action |
|-------------------------|--|-------------|------------------------|
| October 18, 2018 | 3.8 LERC/RERC Union has requested an updated list of active LERCs and RERCs members. | Management | Will provide the list. |
| October 18, 2018 | 3.9 Contract Positions The Union asked if a large number of contract positions have been terminated or the employer plans to terminate since the start of the custodial period. Management advised that the use of fixed term contracts is an allowable practice during the current hiring freeze. No direction has been given relating to the early termination of fixed term contracts. | | |
| October 18, 2018 | 3.10 Special Motion The Committee members extend their sincerest thanks to Janis Pechinger for her long-standing and dedicated leadership to sound labour relations in her role as the ministry MERC OPSEU Co-chair and wishes her all the very best in her retirement years. | | |

| Date Tabled | Health and Safety | Referred to | Action |
|------------------|--|-------------|--------|
| October 18, 2018 | 4.1 Tracking of Health and Safety Issues Management advised that a multi-bargaining agent (MBA) session has been scheduled for October 22, 2018. | | |

| Date Tabled | Sign-Off of Live Minutes | Referred to | Action |
|------------------|------------------------------------|-------------|--------|
| October 18, 2018 | 5. Sign-off of Live Minutes | | |

For the Union:



Date: October 18, 2018

For the Employer:



Date: October 18, 2018