

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

Thursday, February 7, 2019
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
Shawn Burr (Co-Chair)* Chris Johnston Angelune DesLauriers Rodger Noakes (Advisor)	Jacques LeGris (Co-Chair) Frank Miklas Scott McCharles Bridget Schulte-Hostedde Teresa Polito Anna Fitzsimmons (Advisor) Madiha Syed (Support) Katherine Hill (note-taker)	Robyn Kurtes Karen Moore Jason Travers Michele Ratsch Thomas Masucci Alia Ahmed-Osman	Nicholas Sapp Julius Arscott

Date Tabled	Standing Items	Referred to	Action
February 7, 2019	1 Review Previous Minutes 'Live' minutes of the MERC meeting held on October 18, 2018 have been signed and posted on the Intranet site.		

Date Tabled	Standing Items	Referred to	Action
February 7, 2019	2.1 Fixed Term Usage Report Management provided the fixed-term usage report on January 18, 2019. The report now includes Ontario Parks.	Union	Union will review the list and forward questions to management.
February 7, 2019	2.2 Training 	Management	Manager, Divisional Training, DWECD will be invited to provide an update at the Q2 MERC Meeting.
February 7, 2019	2.3 Status Update on HWIN No update to provide.		
February 7, 2019	2.4 Employee Experience Survey Union asked questions about the results of the 2018 Employee Experience Survey and the Ministry's approach to addressing the key findings.	Management	Management will invite the Employee Experience Lead to present at MERC in Q2.
February 7, 2019	2.5 POSI Pilot -Update on EO4 Job Description Parties agree to remove from the standing items.		

Date Tabled	Standing Items	Referred to	Action
February 7, 2019	2.6 Standard Operating Procedures (SOP) for Undesignated Staff A draft SOP has been developed and is under review.	Management	Management will follow up with the divisional lead and will report back.
February 7, 2019	2.7 Short Form Wording Management reported that the Division, DWECD, and Legal Services Branch are looking into it. Union raised questions regarding the use of short form wording (i.e. Tickets) AMPs (administrative monetary penalties) and EPs (environmental penalties).	Management Union	Management will follow up with DWECD. Union will forward an email to Management in regards to providing an update.

Date Tabled	New Business	Referred to	Action
February 7, 2019	3.1 LERC/RERC Contact List Management posted an updated contact list on the Intranet site on February 6, 2019. This list also includes Ontario Parks. Union asked questions about training availability for LERC/RERC members.	Management	Management indicated that training is coordinated through TBS and management will follow up.

Date Tabled	New Business	Referred to	Action
February 7, 2019	<p>3.2 Environment Plan</p> <p>Director, Environmental Policy Branch and Director, Climate Change Policy Branch presented an overview of the Environment Plan.</p> <p>Comments received through the consultation process are being consolidated and reviewed. No date has been set as to when the plan will be finalized. Potential impact to the workforce is not known at this time.</p> <p>Union provided comments and questions with regard to the Environment Plan and they are being reviewed as part of the overall review of all comments received through the consultation process.</p> <p>Union requests regular updates from the lead Directors working on the Environment Plan.</p>	Management	Management will take this under advisement.
February 7, 2019	<p>3.3 Overview of Ontario Parks</p> <p>Director, Ontario Parks and Manager, Northeast Zone presented an overview of Ontario Parks.</p> <p>Union provided comments and questions relating to enforcement and health and safety in Ontario Parks.</p>	<p>Union</p> <p>Management</p>	<p>Union will provide the written questions to management.</p> <p>Management will provide an update on the health</p>

Date Tabled	New Business	Referred to	Action
			and safety framework at Ontario Parks at the Q2 MERC meeting.
February 7, 2019	3.4 EBR Postings (PTTW) Union raised concerns regarding posting permit to take water applications to the EBR.	Management	Management will follow up.
February 7, 2019	3.5 Definition of Front-Line Essential Services Union inquired into the definition of front-line essential services. Management provided the definition received from TBS in January 2019.		
February 7, 2019	3.6 Seniority List Union requested a copy of the seniority list, including Ontario Parks.	Management	Management will follow up.
February 7, 2019	3.7 Memo from the Secretary of Cabinet of February 4, 2019 Union raised questions about the content of the memo and its application to MECP.	Union	Issue recommended to be raised at CERC by the Union.

Date Tabled	New Business	Referred to	Action
		Management	Management committed to issuing a COI reminder to staff.

Date Tabled	Health and Safety	Referred to	Action
February 7, 2019	<p>4.1 Health and Safety Sub-Working Groups</p> <p>Management shared an updated Health and Safety Representative List on February 5, 2019.</p> <p>Ministry Health and Safety Lead presented on the status of Health and Safety sub-working groups.</p> <p>Union raised concerns about the near miss process.</p> <p>Management indicated a sub-working group has been formed to address the near miss process.</p>	Management	Management will report back in Q2.

Date Tabled	Sign-Off of Live Minutes	Referred to	Action
February 7, 2019	5. Sign-off of Live Minutes		

For the Union: Shawn Burr

A handwritten signature in cursive script, appearing to read "Shawn Burr".

Date: February 7, 2019

For the Employer: Jacques LeGris

A handwritten signature in cursive script, appearing to be a stylized "JL" followed by a period.

Date: February 7, 2019

