

**Provincial Labour Management Committee Minutes**  
**100 Lesmill Rd, Toronto**  
**April 21, 2011**

<b>For the Union</b>	<b>For the Employer</b>
Denise Davis, Chair	Lauri Green, Manager Employee Relations
Lori Davis, Vice-Chair	Murray Kane, Senior Vice President Human Resources Division
Robin Reath, Treasurer/Secretary	Bob Clevely, Senior Vice President, Retail
Tracy Vyfschaft, Health and Safety Committee Chair	George Soleas, Senior Vice President, Logistics
Susan Lusty, Benefits and Pension Committee Chair	Wayne Zachar, Director Employee Relations
Lester Yearwood, Negotiator	John Wilkinson, District Manager
	Patti Davis, District Manager
	Bob Andrews, District Manager
	Pam LeMaistre, Regional HR Manager
	Charles Edison, Acting GM, Durham

1	<b>Adoption of Agenda</b>
Response	Adopted
2	<b>Previous Minutes</b>
Discussion	Nov. 3,2010 adopted and to be posted.

**Outstanding Items from Last Meeting**

3	<b>French Language Services</b>
Discussion	Retesting issues and several questions regarding French language services.
Employer	Testing concerns under review. It was suggested that a smaller group meet to discuss specific concerns.
Union	Agreed
Response	A meeting will be arranged.
4	<b>Union time off Decentralization</b>
Discussion	Open project ongoing.
5	<b>Collective Agreement Release</b>
Discussion	Ratification date grievances are not yet scheduled. The official version of the Collective Agreement cannot be printed until all of the ratification date grievances have been resolved.
Employer	The Employer will follow up and advise.
Union	An arbitration date must be scheduled as soon as possible so that all members can have a printed copy of the Collective Agreement. Copies of the interim draft have been issued to Union stewards.
Response	
6	<b>Product Knowledge Tests</b>
Discussion	The Union stated that it has been past practice to allow 8 hour study time for all test levels.
Employer	

Union	The notice letter states that there is study time provided for Level 2. Eastern Region Labour Management committee has in minutes that study time is provided for all levels.
Response	Under review. Will bring answers forward for next meeting.
7	<b>Orientation and Pensions</b>
Discussion	The Union is requesting an opportunity to meet new employees.
Employer	The Employer asked the Union to provide a package to review for distribution at the meetings. The day is fully booked and training time is taken up.
Union	The Union would appreciate some time and the opportunity to meet new hires to advise them of what a union is, their union contact information, collective agreement. This would show a joint partnership with the LCBO.
Response	The Union will provide a package for review.
8	<b>Safety Blitz Week</b>
Discussion	The Union stated there is not enough scheduled time to roll out education program.
Employer	The Employer advised that employees who have concerns should approach their store managers.
Union	The Union stated that more support is needed to ensure programs are delivered effectively to all members.
9	<b>WSIB /Accommodation/ Return to Work Meeting</b>
Discussion	The Union would like stewards involved in the WSIB/Accommodation/Return to Work Meetings.
Response	A separate meeting has been arranged to review the policy.
10	<b>Annual Posting of 25 Jobs</b>
Discussion	Changing the title of the 25 annual jobs to “Annual 25 jobs”
Response	<b>Closed</b>
11	<b>G4 Security</b>
Discussion	The Union advised of numerous complaints, inconsistent coverage.
Response	<b>Closed</b>
12	<b>Short Staffing Levels and Budgets</b>
Discussion	Retail Presentation and Staffing Levels
Response	The Union would like a copy of the Retail presentation given at the February meeting. The Employer will resend.
13	<b>Camera Usage</b>
Discussion	The Union raised concerns about the usage of security cameras to report on members.
Response	<b>Closed</b>
14	<b>C and D store Managers/NOIDS</b>
Discussion	The Union stated C and D store managers are in the bargaining unit. It is a management function to hire, fire or discipline.
Employer	The Employer disagrees. C & D Store Managers have a responsibility to manage the Store.

Response	<b>Closed</b>
15	<b>United Way Pledge Forms</b>
Discussion	Personal information is contained on the pledge forms.
Response	Deferred
16	<b>Bereavement Leave</b>
Discussion	Is a common law partner considered a spouse in the Collective Agreement under bereavement leave?
Employer	Where an employee is eligible for bereavement leave, the death of a common law spouse is considered a “spouse”.
Response	<b>Closed</b>

17	<b>Warehouse December Holidays</b>
Discussion	There is nothing in the Collective Agreement that prohibits vacation time in December.
Employer	
Union	Employees at the Durham Warehouse CAN APPLY FOR vacation in December. Is this the practice in the other warehouses?
Response	Employer to review and advise.

18	<b>Access to Drinking Water</b>
Discussion	Retail workers would like to have drinking water at the cash stations
Employer	Will release circular to announce policy for drinking water at cash stations
Response	<b>Closed</b>

19	<b>Product Knowledge Courses – Annual Raises</b>
Discussion	Completing product knowledge courses and the impact on merit increases.
Employer	The Employer confirmed that “Employees may be allowed to progress through the salary range on the employee’s anniversary date, upon satisfactory work performance and attendance.” Satisfactory work performance is contingent on completion of the Product Knowledge Course.
Union	The Union has concerns since store managers are part of the testing process. Managers must provide the test and schedule time to write the exam. The example was given of a manager being ill and away from work. During this time members were unable to get the tests causing delays in merit increases. It is important to ensure PK testing is scheduled and prepared in advance by management.
Response	

20	<b>Customer Reusable Shopping Bags</b>
Discussion	Some reusable shopping bags are not clean.
Employer	
Union	The Union suggested solutions employees should be given gloves if required or place product in a paper bag and give to customer.
Response	Glove will be available to order through Corporate Safety Services. Communication will be issued to stores. Closed.

21	<b>Full name on Name Tag</b>
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Discussion	There is concern that members who work in small towns will be known to the public if the member's last name is on the name tag.
Employer	There is no need for the last name to be listed on the name tag
Union	The employees could be at a risk if they deny a customer a purchase. A customer could look their name up in the telephone directory if the last name is on the nametag.
Response	Managers can order their name tags without the last name. <b>Closed.</b>

## New Business

22	<b>Letter of Agreement upon Full-Time Promotion</b>	
Discussion	Issue in regard to the letter presented to employees in order to attain a fulltime position	
Employer		
Union	Union presented a letter regarding fulltime employment which states that employees appointed to permanent full time positions are not able to apply for transfer for three years. The Union does not agree with the information about transfers.	
Response	The Employer will review and respond.	
23	<b>Presentations by Senior Management</b>	
Discussion	Murray Kane, Bob Clevly and George Soleas each presented a Divisional report of the Strategic Plan.	
24	<b>Union time off invoices</b>	
Discussion	The employer continues to raise concerns regarding delays in paying the time off invoices.	
Union	Stated that the employer did not relay changes to some outstanding invoices until Jan. 2011. The Union will investigate with the OPSEU Accounting department.	
Response	Ongoing	
25	<b>December time off in all workplaces</b>	
Discussion	Vacation requests in the month of December	
Employer	The Employer stated it is the busiest time of year but employees can request vacation time.	
Union	The Union stated there is nothing in the Collective Agreement that indicates a black out period for December vacation requests.	
Response	Each request is considered on a case by case basis.	
26	<b>Casual staff and Seniority date</b>	
Discussion	Discussion regarding the assignment of casual seniority dates.	
Employer		
Union	The Union has concerns about what seniority date is given to casuals when they start. Is it the day of the SMAART serve training or the employees first day they work hours in the store?	
Response	The Employer will investigate and respond.	

27	<b>Union time off requests</b>
Discussion	The Employer raised concerns regarding last minute time off requests.
Employer	The Employer stressed the importance of requiring at least one week notice in advance of the time requested for scheduling purposes.
Union	The Union stated at times this may not be possible but will make every effort not to impact the operational needs.
Response	Union to review the issue.

Next meeting Sept. 22, 2011