

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

Thursday, September 19, 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 Kathleen Demareski	Jacques LeGris (Co-Chair) Frank Miklas Scott McCharles Greg Wilson Teresa Polito Nicholas Sapp (Advisor) Madiha Syed (note-taker) Isabella Celano (Support) Stephen Ferro (TBS)	Michele Ratsch	Julius Arscott

Date Tabled	Standing Items	Referred to	Action
September 19, 2019	1 Review Previous Minutes 'Live' minutes of the MERC meeting held on May 15, 2019 have been signed and posted on the Intranet site.		

Date Tabled	Standing Items	Referred to	Action
September 19, 2019	2.1 Fixed Term Usage Report Management provided the fixed-term usage report on August 1, 2019. The report includes Ontario Parks and identifies seasonal staff.		
September 19, 2019	2.2 Training OPSEU and Employer are planning on offering further ERC training courses pending approval from TBS.		
September 19, 2019	2.3 Status Update on HWIN There are no updates at this time.		
September 19, 2019	2.4 Employee Engagement OPSEU inquired as to the status of the Emerald awards. The Employer informed that the awards format is being revamped. The Employer will remind staff about the High Five informal recognition program.	Management	Management will inform once a decision has been made.
September 19, 2019	2.5 Seniority List The Employer provided on August 27, 2019 the MECP seniority list. The list now includes Ontario Parks staff.		

Date Tabled	Standing Items	Referred to	Action
September 19, 2019	<p>2.6 Spills Action Centre Incident Management SOP</p> <p>OPSEU provided comments on January 22, 2019. The Employer informed that the SOP is undergoing revisions and management confirms that the comments submitted by OPSEU are being taken into consideration.</p> <p>MERC requested to be informed of the revised SOP before it is shared and would welcome an opportunity to review the final draft and provide comments.</p>	Management	Management will invite the program area to present on the revised SOP.

Date Tabled	New Business	Referred to	Action
September 19, 2019	<p>3.1 Changes to CPIC – Officer Safety</p> <p>OPSEU requested clarification on CPIC process. The Employer confirms that CPIC information is available through local police forces to Environmental Officers and others who are designated as provincial officers under ministry legislation.</p> <p>OPSEU requested a copy of the Memorandum of Understanding between the Ministry and RCMP. Management will take it under advisement.</p>		

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September 19, 2019	3.2 Vehicle Use Restrictions OPSEU inquired as to the application of the Vehicle Use Restrictions. The Employer informs that the restrictions apply to all OPS employees as per TBS directive.		
September 19, 2019	3.3 IEB Referrals OPSEU inquired about the status of the IEB Referrals training. The Employer will follow-up with the program area.	Management	
September 19, 2019	3.4 Ministry Mandate Letter OPSEU requested a copy of the Minister's mandate letter to MECP based on the recent decision from Ontario's Information and Privacy Commissioner. The Employer advised that the mandate letter has not been shared with the Ministry.	Union	OPSEU is recommending this item be referred to CERC.
September 19, 2019	3.5 Conservation Authorities "Winding Down" Programs OPSEU inquired as to the potential impacts on staffing in regards to the August 30, 2019		

Date Tabled	New Business	Referred to	Action
	<p>announcement on conservation authorities core mandates.</p> <p>The Employer is aware of the announcement and unclear as to the potential impact on ministry staff and their work.</p>		
<p>September 19, 2019</p>	<p>3.6 Modernizing Responses to Incidents</p> <p>OPSEU inquired about the posting on the ERO on May 10, 2019 relating to the status of the <i>“Review to assess opportunities for modernizing compliance practices including for responding to low risk nuisance complaints and incidents”</i>. OPSEU is hearing that it has been paused.</p> <p>The Employer will follow up with the program area.</p>	<p>Management</p>	
<p>September 19, 2019</p>	<p>3.7 Provincial Officer Designation Policy</p> <p>OPSEU requested a copy of the policy.</p> <p>Management provided on September 17, 2019 and a copy appended to the minute.</p>	<p>Management</p>	<p>Management will append the Provincial Officer Designation Policy to the minutes.</p>

Date Tabled	New Business	Referred to	Action
September 19, 2019	<p>3.8 Ministry of Labour Order – Kingston Office</p> <p>OPSEU inquired as to a MOL order recently issued to the Kingston Office relating to personal protective equipment.</p> <p>The Employer has confirmed that a MOL order has been received and is reviewing it. The Employer intends to fully comply with the MOL order.</p>		

Date Tabled	Health and Safety	Referred to	Action
September 19, 2019	<p>4.1 Near Miss Procedures</p> <p>A presentation was provided on Near Miss Procedures by the Manager, Organizational Dynamics.</p> <p>It is a joint responsibility between the employee and the employer to report any workplace hazard so that they can be addressed.</p>	Management	Management will append MECP Near Miss Incident Process to the minutes.
Date Tabled	Sign-Off of Live Minutes	Referred to	Action
September 19, 2019	5. Sign-off of Live Minutes		

For the Union: Shawn Burr



Date: September 19, 2019

For the Employer: Jacques LeGris

Date: September 19, 2019

