

Ministry of Energy, Northern Development and Mines

Ministry Employee Relations Committee (MERC)

Meeting Minutes

Date: September 23, 2020

Location: Microsoft Teams Meeting

For OPSEU:

- Siobhan O’Leary – Co-Chair and Member (NDD)
- Greg Paju – Member (MMD)
- Cisca McInnis – Member (SNAPD)
- Linda Bouchard-Berzel – Alternate (NDD) – Regrets
- Julian Rickards – Alternate (MMD)
- Roxanne Barnes – Staff Resource

For the Employer:

- Caroline Savarie – Co-Chair and Member (CMD)
- Steve Beneteau – Member (MMD)
- José Yee – Member (CMD)
- Melanie Muncaster – Member (NDD)
- John Guerard – Alternate (NDD) - Regrets
- Katherine Gee – Staff Resource
- Pauline Ross – Staff Resource (CMD)

Recorder:

- Carrie Anderson (CMD)

Management chaired the meeting which came to order at 9:03am.

1. Adoption of Agenda

Agenda adopted as is.

2. Business Arising

2a. Internal Responsibility System – Rural Areas

A communication was sent to the ENDM leadership team reminding them to ensure all staff have taken the mandatory health and safety training.

Action Required: N/A

2b. COVID-19: Return to Workplace Planning

Management provided an update on return to workplace planning efforts in ENDM further to the September 2nd Secretary of the Cabinet memo. Key considerations in ENDM's planning efforts were identified as follows:

- Managers undertake a flexible and empathetic approach that considers individual employee and health circumstances when developing return to workplace schedules.
- Managers ensure a minimum of 2 weeks notice or more when feasible, to employees about their date of return and their remote rotational schedule.
- ENDM's return to workplace plan ensures the health and safety of all staff by applying physical distancing guidelines and approximate 30% capacity in our workplaces when developing return to workplace schedules.

Management provided an update on the staff that are returning to the workplace on September 28th and on October 13th.

Action Required: N/A

2bi. Review ENDM Return to Workplaces: Resource Guide for Employees

The Union had several questions about the guide and suggestions. The guide has been updated accordingly.

Action Required: Management is still seeking input from the Joint Health and Safety Committees and will provide updates to the MERC.

3. Standing Items

3a. Fixed-Term Reports: Management provided the latest report to the Union.

3b. Inclusion Update: The inclusion council continues to meet regularly. The council is currently focused on anti-racism and has developed an anti-racism working group.

3c. TEI Current Status: Management provided the current status.

3d. 2020-21 Multi-Year Plan (MYP): Nothing to report. Next meeting will report on 2021-2022 plan.

4. Other Business

No other business.

Next Meeting

Next meeting is scheduled for December 15, 2020

For OPSEU

Approved via Email

Siobhan O'Leary, Co-chair OPSEU, October 6, 2020

For the Employer

A handwritten signature in black ink, appearing to read 'Caroline Savarie', written in a cursive style.

Caroline Savarie, Co-chair Management, October 8, 2020