

**MINISTRY OF AGRICULTURE, FOOD AND RURAL AFFAIRS**  
**MEAT INSPECTION EMPLOYEE RELATIONS COMMITTEE - MINUTES**  
**November 19, 2020**  
**Microsoft Teams Meeting**

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**For Management:**

Rodger Dunlop, Co-Chair  
 Nick Van Lankveld  
 Pierre Adrien  
 Eloise Jones  
 Tracy Adams

**For OPSEU:**

Marcus Rangai, Co-Chair  
 Melanie Begin  
 Binod Baral  
 Neil Fraser  
 Kathleen Demareski

**Resource:** Diana Reid (HR Advisor)

Rodger Dunlop opened the meeting at 9:30 a.m.

Agenda Items	Discussion	Action Required	Timeline for Completion
<b>Welcome and Introductions</b>	<ul style="list-style-type: none"> <li>Welcome Kathleen (OPSEU negotiator assigned to OMAFRA)</li> </ul>		
<b>Standing Items</b>			
<b>1. Program Update</b>	<ul style="list-style-type: none"> <li>Sargent Farms – modernization of equipment is on-going. Implementation has been delayed until March 2021.</li> <li>Fish inspection – 4 inspectors have been hired and are currently being trained. OMAFRA has received 31 fish license applications. Of these, 18 are in the pre-license phase and 2 are ready for licenses.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Upright stunning – working with 4 plants in the East to strengthen their slaughter without stunning protocols.</li> <li>• Employee engagement – management evaluating staff feedback and looking at options to strengthen engagement</li> <li>• Worksheets for Category 1 and 2 for FP inspections – are currently under development</li> <li>• Laptops - inspectors to be issued laptops to provide flexibility when entering data and training options</li> </ul>		
<p><b>2. Staff Training and Orientation</b></p>	<ul style="list-style-type: none"> <li>• CFIA / OMAFRA inspector cross training complete</li> <li>• Management will notify the union when CFIA contingency plan is being implemented and CFIA inspectors are assigned to work in Provincial meat plants</li> <li>• Basic Meat Hygiene training – management will be engaging staff in March</li> <li>• Meat School – training materials will be redesigned to include Category 1 and 2 inspections. Staff will attend the portion of the training that is relevant to them. Theoretical training will be moved to virtual delivery but there will also be a field component and assessment</li> </ul>		
<p><b>3. Health and Safety Working Group</b></p>	<ul style="list-style-type: none"> <li>• Number of accidents have increased this year. Number of incident / near misses have decreased compared to other years.</li> <li>• Increase in accidents primarily due to contact with objects and equipment i.e. knife injuries and contact with plant equipment. The program will be providing a reminder to staff on knife safety.</li> </ul>		

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4. Workforce Planning	<p><b>Program Information:</b>            # of Abattoirs – 116            # of FSMPs – 364</p> <p><b>Competitions Underway:</b></p> <ul style="list-style-type: none"> <li>• Kemptville Area Manager – Interviews November 30 – December 4, 2020</li> <li>• 2 x Classified Food Safety Inspector, Guelph (On Staffing Action for approval)</li> <li>• 1 x Fixed-term Food Safety Inspector, Peel (On Staffing Action for approval)</li> </ul>		
1. Vacation Policy	<ul style="list-style-type: none"> <li>• Management working to finalize the policy and will share it with the union in the next few weeks</li> <li>•</li> </ul>	Management to share policy with the union	
2. Follow-up on Memorandum of Agreement (Training)	<ul style="list-style-type: none"> <li>• Training to be rolled out early next week for staff to review</li> </ul>		
3. MOA Reporting Usage (Excel spreadsheet)	<ul style="list-style-type: none"> <li>• Spreadsheet was shared with union on November 18th</li> </ul>		
4. COVID-19 Update	<ul style="list-style-type: none"> <li>• There have only a few plant positives in the summer and fall which have generally been well contained.</li> <li>• Plants are notifying OMAFRA when they become aware of an employee positive.</li> <li>• Staff will continue to receive communications as cases arise.</li> </ul>		

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Agenda Items	Discussion	Action Required	Timeline for Completion
<b>Next MI ERC Meeting</b>			
<b>2021 MI ERC Dates</b>	March 11 <sup>th</sup> , June 10 <sup>th</sup> , September 16 <sup>th</sup> , November 25 <sup>th</sup>		

*Original signed by:*

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*Rodger Dunlop (For Management)*

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*Marcus Rangai (For the Union)*