Ministry of Finance
Minutes of Ministry Employee Relations Committee (MERC) Meeting
December 9, 2025

For the Union	**For the Ministry**
Shanika Duncan (Co-Chair) Tracey Cribbs (Vice-Chair) Brenton Beeston (OPSEU/SEFPO Negotiator)	Heather Bowie (Co-Chair)** Graham Duncan (Member) Lynn Portelance (HR Business Advisor) Michelle Henderson (Assistant HR Business Advisor) Jessica Medrano (Employee Relations – Resource)
Regrets Bonnie Lutes (Member)	**Guests** Enzo Sorgente (Director, Account Management & Collections Branch)

(**indicates meeting chair)

Date Tabled		Referred To	Action
Standing Item	**Minutes of the Previous Meeting** Minutes of the last meeting held on September 23, 2025, were signed following the meeting and have subsequently been posted on InsideOPS and OPSEU/SEFPO website.		

Standing Items:

Standing Item	**1. Notifications** Zero (0) ministry disclosure has taken place since the last meeting on September 23, 2025.	Union/ Management	
Standing Item	**2. Appendix 15 – Fixed Term Report** The parties agreed to continue to review the Fixed Term Report to ensure compliance with the OPSEU/SEFPO collective agreement.	Union/ Management	Management to continue to provide quarterly, in advance of MERC meetings.

2025/03/18	Fixed Term Report provided via email on December 2, 2025. Report is two months behind, confirm WIN data.	Management	
Standing Item 2025/03/18	**3. New Job Descriptions – Article 1.4** There were two (2) position description for AMAPCEO disclosed since November 6, 2025. Sent November 6 and December 4, 2025.	Management	Management to continue to provide monthly updates.

Previous Business:

Date Tabled		Referred To	Action
	1. WVRA Locations		
2024/12/03	Specific questions were raised by the Union regarding formatting of WVRA report. Excel copy of the file was provided in December and will continue to be provided for future reports.	Management	Specific questions were taken away by the Employer and responses will be provided to the Union by email.
2025/03/18	Union raised questions regarding missing information in the report.	Union	Further details will be provided by email.
2025/06/10	Management advised that Union feedback is being incorporated into future reports. Updated report will be provided in July.	Management	Updated report will be provided via email.
2025/09/23	Updated report shared on September 16, 2025.	Management	Specific questions were taken away by the Employer and responses will be provided to the Union by email.
2025/12/09	Updated report to be shared mid-December. Employer provided responses October 28 and union has follow-up questions from response (to be provided by email).	Management	Updated report will be provided via email. Specific questions to be provided by the union.
	2. Ministry of Finance Digital Strategy		

2025/03/18	Union is asking what the digital strategy is for the Ministry of Finance and how AI will be used for public facing products within the Ministry of Finance moving forward?	Management	Questions were taken away by management and responses will be provided to the Union in the next meeting.
2025/06/10	Union will send specific questions regarding digital strategy and how AI will be used for public facing products within the Ministry of Finance moving forward.	Union/ Management	Union will send specific questions via email. Management will respond at the next meeting.
2025/09/23	Defer until Union provides specific questions.	Union/ Management	Union will send specific questions via email.
2025/12/09	Defer until Union provides specific questions. Discuss at future MERC meeting.	Union/ Management	Union will send specific questions via email
	3. Disability Accommodations		
2025/06/10	Union requested general information about role of the Disability Accommodations Section in the Disability Accommodations process.	Union/ Management	Union will provide specific questions via email. Management will share information once available.
2025/09/23	Defer until Union provides specific questions.	Union/ Management	Union will provide specific questions via email.
2025/12/09	Union provided a question in advance of the meeting. Union has requested a speaker from the DAS to attend MERC to provide an overview of the process/description. Management provided link to intranet site.	Union/ Management	Management to provide update at next meeting.
2025/09/23	**4. Alternate Work Arrangement / Return to Work** Return to work process email and communications around Oct 20,2025 date of adding the 4th day.	Union/ Management	Union will provide specific questions via email. Management will share information once available. Schedule ad hoc meeting in

			October/November if needed.
2025/12/09	Union provided questions in advance of the meeting. Management confirmed that each AWA will be reviewed on an individual basis. Employees are encouraged to speak with their managers if they need temporary or short-term arrangements to help them transition to the five days in workplace standard. Union to raise specific questions with CERC.	Union/ Management	Responses provided to the union. Add as ongoing agenda item.
2025/09/23	**5. Intranet - MERC Committee** Make Committees/MERC minutes more easily to accessible to MOF employees.	Union/Management	Union to provide link for Ministry committees website and Management to add MERC under committees
2025/12/09	Email sent on October 28, the SBU updated our People & Talent Management Branch - InsideOPS website to make it more user friendly to locate the MERC minutes.	Union/Management	Management to review location of MERC minutes on Intranet page.

New Business:

Date Tabled		Referred To	Action
2025/12/09	**6. Health and Safety** Unions requested a full list of Health & Safety contacts across MOF locations (Hamilton, London, Oshawa etc)	Union/Management	Management will provide updated information
2025/12/09	**7. LERC (Labour-Management Employee Relations Committee)** Union requested a list of active MOF locations. Union is proposing to establish committees at all MOF worksites, with additional training	Union/Management	Management to review and provide an update at the next meeting

2025/12/09	**8. Workplace Culture – Scents & Allergies** Union raised concerns about scent-free policies. Scented products and food allergens - InsideOPS	Union/Management	Management to review and provide an update at the next meeting
2025/12/09	**9. TEI Stats** Union is requesting TEI statistics and management confirmed TEI is available for members to request.	Union/Management	Management to review and provide an update at the next meeting
2025/12/09	**10. Scribe Training/Workload Issues** Union has requested training to be provided regarding the new scribe function in investigations.	Union/Management	Management to review and provide an update at the next meeting.
2025/12/09	**11. 2026 Meeting Series and Location** March 31, June 16, September 15, December TBD 2026.	All	Management to issue 2026 meeting series in calendars which will include boardroom option going forward with teams' option available.
2025/12/09	**12. New MERC Chair** Heather Bowie is stepping down as MERC Ministry Co-Chair, Enzo Sorgente has agreed to be the replacement Co-Chair.	All	N/A

Next Meeting(s):
March 31, 2026

Signatures:

Shanika Duncan, OPSEU Co-Chair Shanika Duncan	Heather Bowie, Management Co-Chair