

November 9, 2017

**Ministry of Natural Resources and Forestry and
Ministry of Indigenous Relations and Reconciliation
MERC Minutes**

In attendance:

For OPSEU:

Elaine Bagnall (Co-Chair)
Roxanne Barnes
Helene Scott
Daryl Smith
Antonio (Tony) Crispino

For the Employer:

Tracy Demal (Co-Chair)
Carly Jones (Minutes)
Brooke Mahoney
Bridget Schulte-Hostedde
Kevin Smith

Guests:

Ed Cappelli

Regrets:

Amber Flynn
Ross Hart

Administrative Items:

Approval of Agenda

Agenda was approved with addition of item 19.

Standing Items:

1. PRRT Disclosure/Reductions and Vacancy/Surplus/New Position Listings

The Employer advised that there are no new updates.

2. Employee Engagement/Inclusion/Accessibility/Diversity

The Employer advised that the OPS released a short survey closing on November 10, 2017 to help focus questions in the next Employee Survey. The next Employee Survey has been pushed back in timing to spring 2018.

The Employer provided an update on the MNRF Diversity Career Championship Program (DCCP) which has partnered 41 MNRF Employees with Executive Champions. There was an overall increase in participation this year from both employees and executives.

3. Fixed Term Position Conversion/Seasonal Employee Statistics

The Employer provided report to OPSEU ahead of meeting.

OPSEU inquired about possibility of adding a column to the report with additional information on employees who appear to be approaching the time threshold for conversion.

Action Item: The Employer to follow-up on OPSEU's request.

4. Surplus Employees/Temporary Assignment Lists

The Employer advised that there is no new information to provide at this time.

Action Item: The Parties agreed to combine this with Item 1 on future agendas.

5. 2015-11e) – Workplace Violence Statistics (Appendix 29)

The Parties confirmed that this item has been referred to CERC.

Business Arising:

6. 2010-10 – National Fitness Exchange Standard

OPSEU advised that there is a meeting scheduled for the end of November 2017.

7. 2016-05 – Number of Employees in ASMP

The Employer advised that there are no new statistics to share at this time.

Action Item: The Employer to provide updated statistics when available.

8. 2016-14 – Rotary Wing Pilots and Unpaid Overtime

OPSEU provided the Employer with summary data representing one employee's account of supposed unpaid overtime.

The Employer requested detailed data to support the summary provided as well as a summary and any supporting data for all employees indicating they have accrued overtime hours for which they have not been compensated.

OPSEU raised additional questions related to differences in staffing levels at base locations in Northwest and Northeast. OPSEU also requested information on pilot overtime entitlements in contracts with OPP.

Action Item: OPSEU to provide additional data.

The Employer will take questions back to AFFES management related to staffing level differences and overtime treatment for pilots supporting OPP contracts.

9. 2016-18 – PCU Workload issue and safety concerns of manning the radios

The Employer advised that no new issues have been raised with management locally.

OPSEU had no details regarding new issues. OPSEU raised several questions about minimum staffing compliments, the type of training provided to PCU staff and how management plans staffing/shifts during heavier volume times and seasons (ex: peak hunting season(s)) .

Action Item: The Employer to follow-up on OPSEU's questions.

10. 2016-22 – Isolation Pay (Article 12) – Atikokan District Office

The Employer advised that they have no updates to provide since this item has been referred to CERC.

The Employer confirmed that the ministry has proceeded with collecting the overpayment.

11. 2017-01 Health and Safety Issue Regarding Snow Removal

Guest: Ed Cappelli

The Employer provided an update on discussions with local management and Infrastructure Ontario regarding snow removal requirements in the Cochrane District Office location.

The Parties discussed the distinction between the processes to address deficiencies in snow removal versus changes to a service contract for a specific location. The Employer stressed the importance of using available processes so that issues can be tracked and resolved.

OPSEU raised concerns that other locations may experience similar issues.

The Employer advised they are composing memorandums to share with local managers in all ministry locations as well as Joint Health and Safety Committees (JHSCs) . The memos are intended to act as a reminder of shared responsibilities to address identified issues, including snow removal, and also increase familiarity with the processes to address any identified deficiencies or concerns.

Action Item: The Employer to finalize memos to managers and JHSCs and will share the communications with OPSEU ahead of distribution.

12. 2017-02 Conservation Officer Job Specs

The Employer had no updates to provide.

13. 2017-05 DZ Licenses

The Employer advised that the ministry does not pay for DZ license fee in AFFES.

OPSEU inquired about the ministry's practice in paying for DZ licenses at fish culture stations.

Action Item: The Employer to inquire into the practice within Fish Culture Section.

14. 2017-05 Conservation Officer Meal Allowance

The Employer advised that this item is still subject to active grievances. No update to provide.

OPSEU to provide a sample Terms of Reference.

Action Item: OPSEU to follow up on sharing of a ToR from other MERC table(s).

Parties agreed to change of this item going forward to include "Terms of Reference".

15. Independent Forest Audit Reports – Wawa District

OPSEU advised that this item was discussed at a LERC meeting and recommended to bring back to MERC.

Action Items: The Employer to review the LERC meeting minutes provided by OPSEU.

16. 2017-05 Parks Hiring Practice – Arrowhead Provincial Park

OPSEU advised that member who raised issues still has concerns about transparency regarding Ontario Parks hiring practices.

Action Item: The Employer to communicate the concern with local management.

17. 2017-09 PSD Respect Cards

The Employer advised that the survey results are being reviewed now.

Action Item: The Employer agreed to inform OPSEU before any communication goes out to staff.

Parties agreed to remove this item from the agenda.

18. 2017-09 Parks – Murphy’s Point and Rideau River – Staff Code of Conduct

The Employer advised that the document in use at Murphy’s Point and Rideau River was based on a more generic version used to support communication of standard Park operational needs.

Going forward Ontario Parks and Provincial Services Division (PSD) will be moving to a consistent Code of Conduct document being developed under the Divisional RESPECT program.

Action Item: Parties agreed to remove item from the agenda.

New Business:

19. MIRR New Mandatory Training (added)

OPSEU corporate receiving a training session from MIRR and asked for a training session to be provided to MERC on the new MIRR training.

Action Item: The Employer to look into OPSEU’s request and discuss options for a training session for MERC.

20. 2018 Meeting Dates

The Parties agreed to the following meeting dates for 2018:

- March 15, 2018 (revised by Co-Chairs after meeting)
- May 10, 2018
- September 20, 2018
- November 15, 2018 (tentative)

Next meeting date is March 15, 2018 at 31 Wellesley, Boardroom B.

Original Signed January 9, 2018

For the Union

Elaine Bagnall

Date

Original Signed January 11, 2018

For the Ministry

Tracy Demal

Date