

**Minutes  
Environment Canada Labour Management Consultation Committee (ECLMCC)  
June 7, 2011**

<b>Management Representatives</b>	
Paul Boothe, Deputy Minister	Pierre Bernier, DG Corporate Secretariat
Coleen Volk, ADM for Environmental Stewardship	Mike Norton, A/RDG PNR
Gordon Owen, Chief, Enforcement Officer	Daniel Lebel, RDG Atlantic
Michael J. Keenan, ADM Strategic Policy	Paul Kluckner, RDG PYR
Lynette Cox, ADM Human Resources	Michael Goffin A/RDG Ontario
Dan McDougal, ADM for International Affairs	Philippe Morel, RDG Québec
Karen Dodds, ADM Science & Technology	Deirdre Keane, DG Corporate HR Programs
George Enei, A/ADM Corporate Services	Donna Richard, DG National HR Services
Danielle Lacasse, A/ADM Meteorological Services of Canada	Michelle Laframboise, Director, Labour Relations, Classification and Compensation
Carol Najm, A/ADM Finance	Martine Sigouin, Manager, Labour Relations
David Henley, DG Communications	Michèle Hort, Senior Labour Relations Advisor
Robert D'Aoust A/DG Audit & Evaluation	
<b>Labour Representatives</b>	
William Pynn, UEW-PSAC (National President)	Bill Sukloff, PIPSC (Pres., National Consultation Team)
Manon Desormeaux, UEW-PSAC (Labour Relations Advisor)	Gary Corbett, PIPSC (President and Chief Executive Officer)
Daryl Hoelke, UEW-PSAC (Executive Assistant)	Tony Bourque, ACFO (Vice-president)
Michel Charette, CAPE (Labour Relations Advisor)	Danielle Lafleur, ACFO (Labour Relations Advisor)

**Opening remarks**

The Deputy Minister (DM) welcomed members to the meeting. He explained that, as a result of the Senior Management and Structural Changes at Environment Canada, new executives were appointed on an acting capacity to different positions. The Deputy spoke about Environment Canada's 40<sup>th</sup> anniversary and the events taking place to celebrate the many accomplishments of the Department over the years as well celebrations taking place during National Public Service Week from June 13 to 17.

**Review of Agenda Items & Approval**

The agenda was approved.

**Review of Previous Minutes**

*Two outstanding items from the meeting on June 14, 2010, were reviewed.*

**(1) Occupational Health Safety (OHS) Issue at the Vancouver Data Center**

The finalized report was presented at the OHS Policy Committee meeting on March 30, 2011. The report and its recommendations will be presented to Executive Management Committee (EMC) in the near future.

**(2) Public Service Commission (PSC) Staffing Audit**

The Department is waiting for PSC's final report, which will be sent to the DM and tabled in parliament this fall.

*Five outstanding items from the meeting on November 18, 2010 were reviewed.*

(1) Media access to scientists

Ecolab Page has been created. People will be able to make comments on this topic. The suggested time period for people to make their comments is three weeks; however, it can be for a longer period of time depending on the comments received and the interest in this Ecolab page.

(2) Contracting

This agenda item was discussed at the January 11, 2011 Human Resources Labour Management Consultation Committee (HRLMCC) at which time the unions were told: "*The data is available on the Department's Internet site and the bargaining agents are invited to use this data if they wish to conduct an analysis.*" No further action is required.

(3) Centralization of Pay and Benefits

This is an agenda item for the meeting today.

(4) Parking Policy

An update will be provided at the meeting today.

(5) Bottled Water

A Drinking Water Policy has been approved by EMC. It ensures that employees have continued access to a safe supply of drinking water. The Department commits to ensuring that drinking water sources provided through the building's infrastructure have passed all applicable drinking water tests and guidelines. In doing so and in an effort to be environmentally and fiscally-responsible, the Department will no longer continue to fund the supply of bottled water, water coolers and/or water filtration systems to employees where building water has been tested and deemed potable.

An online Frequently Asked Questions section and an email account entitled National Accommodations / Logements Nationaux [NCR] are available to address any further questions that employees may have.

**Budget**

The DM spoke about the budget and its impact on Environment Canada (EC) employees. He explained that each Branch Head has been asked to review their programs and activities based on their budget allocation and identify priority work that must continue to be delivered in the Department. The DM also explained that at this time he does not have any further information to provide on the results of the Administrative Review or on the Strategic and Operating Review that was cited in the budget.

The DM advised members that he has two goals: the first one is to maintain the integrity of departmental programs and the second one is to minimize the impact on indeterminate employees. He reiterated that he is committed to keeping the Bargaining Agents aware of our budget situation and the impact it may have on our workforce. He made the suggestion to meet with Bargaining Agents in a smaller forum as soon as he has a good understanding of the impacts from his Branch Heads.

The Union of Environment Workers (UEW) asked if there will be any Work Force Adjustment (WFA) situations. The DM responded that he can't see how we will avoid this and reiterated that his goal is to minimize the impact on the indeterminate workforce where we can. He further stated that this budgetary reduction and any further reductions that may result from the Strategic and Operating Review will be managed carefully and with tools, such as the Work Force Adjustment Policy, to ease us through this period of transition.

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When questioned by the Bargaining Agents on the Department's decision to suspend the calculation of cumulative service for term employees as per the Treasury Board Term Policy, the DM explained that his highest priority is to minimize the impact on the indeterminate workforce.

Canadian Association of Professional Employees (CAPE) reiterated the importance of treating everyone the same whether a term or indeterminate employee. CAPE questioned how the suspension of the calculation of cumulative service for term employees will save money. In their view, it has just created a negative climate and thus EC will be losing valuable talent.

UEW also indicated that the Department will have difficulty attracting future employees as well as retaining those already working with the Department. UEW shared its disappointment with the approach taken by the Department with respect to the term employees and noted that the decision was taken without knowing what the true impacts of the budget would be. Employees are concerned about their jobs. The DM reiterated that this decision was taken using available financial information which did not change significantly after the announcement of the budget and that he remains committed to minimizing the impact on his indeterminate workforce.

Professional Institute of the Public Service of Canada (PIPSC) is concerned that major cuts to term employees will result in a deficit of skill sets that the department needs in the future. The DM replied that the department will be submitting a case for the renewal of sunset programs.

PIPSC asked whether or not the funding source would be a determinant in the WFA situations and the DM replied that it would not.

**ACTION: Meeting(s) with the Bargaining Agents and DM to discuss EC Budget and impact on its employees will be set up as required.**

### Communication

PIPSC spoke about the importance of good communication in the Department especially in a crucial time like the present time. Because Leadership and Direction are part of the Department's three top priorities following the Public Service Employment Survey from 2008, PIPSC believes that senior management must have ongoing and meaningful communication with employees.

The DM told the Bargaining Agents that he agrees communication is important and general information will be shared.

**ACTION: PIPSC and ADM of HR and DG Communications to discuss communication strategy.**

### Update of the Labour Management Framework (LMF)

Based on different suggestions made by the Bargaining Agents and management representatives, the DM proposed that the ECLMCC take place twice a year with a reduced membership as follows:

- ADM for Strategic Policy
- ADM for Environmental Stewardship Branch
- ADM for Science and Technology
- ADM for Meteorological Services of Canada
- ADM for Finance
- ADM for Human Resources
- ADM for Corporate Services
- Chief Enforcement Officer

Other senior managers or participants may be invited, depending on the agenda items. The unions will let HR know if they have any issues with this proposal.

**ACTION: The Labour Management Framework document will be updated to reflect these changes and then it will be distributed.**

### Compensation

Donna Richard, DG for National HR Services, provided an overview of the Government of Canada's (GOC) transformation of Pay Administration initiative and its impact on EC compensation staff, employees and managers. There are two phases of the project. Phase one will involve the transfer of compensation units from departments, such as EC, using the GOC Human Resources Management Information System (PeopleSoft). Within this phase, there are several waves of transfer and no decision has been confirmed to which department will be in which wave. Until the transfer, pay services to EC employee will continue in the same fashion as the current model. In the future, both pension and pay services will be provided by Public Works and Government Services Canada (PWGSC) from Miramichi.

UEW mentioned that they are concerned about the services provided to the employees. They encouraged the DM to communicate information as much as possible. The ADM of HR explained that EC is working with other departments in trying to facilitate this process and that each EC employee in the compensation units has met with their Regional Director to discuss their concerns with regards to relocation and preferences.

UEW also asked to receive a list of the approximately 60 affected employees. The ADM of HR told UEW that, at the present time, none of the employees are affected.

The DM added that EC did not volunteer to be in first wave which is the transfer in March 2012 to August 2013. The ADM of HR told UEW that they will be kept informed of the situation.

### Parking

PIPSC raised concerns regarding PWGSC's application of the Parking Policy. A/ADM for Corporate Services replied that he will be meeting his counterparts at PWGSC to discuss this policy and that he will continue dialogue with the Bargaining Agents and employees.

The DM added that, to complicate things, there are places where there is no market rate which is a factor in determining the actual cost for parking.

### Health and Safety Committee (H&S)

UEW spoke about the National Policy Committee and Regional Committees and the difficulty to achieve quorum or just for the meeting to take place. UEW would like to see more effective dealing and resolving of issues and for the process to get the attention it deserves.

**ACTION: At the next H&S national meeting, a discussion has to take place on the concerns raised by UEW and solution if need be. At the next ECLMCC, management will provide an update on the situation.**

### Union representation of members

UEW spoke about their concerns with regards to a few items dealing with union matters. First, the requirement to provide information regarding agenda item submitted to this committee. Both CAPE & UEW believe that there needs to be room for improvisation and spontaneity at ECLMCC meetings. Having all the details submitted and responses drafted in advance of these meetings does not allow for meaningful dialogue.

The DM agrees in principle with UEW; however, he acknowledged that management may not be able to provide a response or make a decision at the table and issues may need to be followed up at a later date. The Bargaining Agents understood that point.

UEW also raised concern regarding cases of termination of employment for which they feel that the DM, being the highest authority of the Department, should hold the final level grievance. Currently, the delegation to hear such grievances is at the Branch Head level. The DM will review this request and will get back to the Bargaining Agents on this matter.

UEW also raised the concern that National Joint Council (NJC) grievances in Enforcement Branch had not followed due process since the 1<sup>st</sup> level was skipped. UEW thinks that the presentations should have been made at 1<sup>st</sup> level. Deirdre Keane, DG for HR Programs, explained that, depending on nature of the grievance, a national perspective needs to be considered which is why in some cases the grievances are heard at the national level.

**ACTION: The DM will review the request to change the delegation of authority to hear grievances on issues of termination from the branch heads to the DM.**

### Standing Items

#### **(a) Employment Equity (EE) & Diversity**

Carol Najm, A/ADM Finance and EE Champion, presented the following update.

As of March 31, 2011, we have the following under-representation (see attached analysis for more detail):

- o Women in the EX, SE-RES, CS, EG and GT groups.
- o Aboriginal peoples in the EX group.
- o Persons with disabilities in the BI, CH, PC, MT, SE-RES and GT groups.
- o Visible minorities in the BI, CH, EN-ENG, EC, CS, AS, EG, GT, SE-REM and CR groups.



EE Dept Level

The Department has a five-year EE Plan (2009-2014). The plan focuses on improving communication, increasing senior management accountability, developing retention strategies that will support a positive work environment and on increasing targeted recruitment by using more of the Public Service Employment Act (PSEA) flexibilities to also address future organizational needs.

The Department is continuously monitoring the progress of the plan. The updates will be posted on the website in the upcoming weeks.

#### **(b) Regional Update on Labour Management Framework**

All labour management meetings both at the local and regional levels are occurring on a regular basis.

### Round Table

UEW talked about the workload and stress issues especially in the present context. They also talked about the importance of the Employee Assistance Program (EAP) for employees who will be impacted. The DM agreed that EAP is an important support mechanism for employees and managers and that funding for this program is not impacted.

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UEW expressed concern with regards to issues such as overtime being challenged via grievances. In their opinion, issues such as this can be resolved outside the grievance process and encourage EC managers to do so.

UEW also asked about the Government Initiative Federal Laboratory Transfer and if there has been any activity on this. The DM responded that there has been no activity on this. UEW would like to be consulted, if and when this initiative proceeds.

William Pynn, UEW, announced this is his last meeting. He will not be running in the next election being held this August. He thanked the Deputy Minister for his commitment towards these meetings and reiterated that the consultation process is a good process, it's a way for the unions to have the attention of the DM and he encouraged people to continue to have meaningful consultation. The DM thanked Mr. Pynn for his support and participation in these meetings and for the role he played in the consultation process. In his opinion, the role of the Bargaining Agents is essential to the Public Service.

PIPSC asked that a WFA Committee be created. The DM said he would explore this request.

### Closing Remarks

The DM thanked everyone for their input into the agenda and for their participation at the meeting. The meeting was adjourned at 12:35 p.m.

Drafted by: Michèle Hort

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Date comments received by Bargaining Agents: August 10, 2011

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