

**CITY OF QUINTE WEST
LABOUR MANAGEMENT
MEETING NOTES**

Wednesday, March 30, 2016
3:00 p.m.

Caucus Room

Present

Doug Villeneuve, CUPE Local 799 President – Co-Chair (regrets)
Scott Reid, CUPE Local 799 Vice-President (regrets)
Kevin Baceda, CUPE Local 799
Jim Bryer, CUPE Local 799 (regrets)
William Sikkema, CUPE Local 799

Charlie Murphy, Chief Administrative Officer
Chris Angelo, Director of Public Works & Environmental Services -
Co-Chair
David Clazie, Director of Corporate & Financial Services
Lori Coxwell-Duncan, Manager of Human Resources
Brian Jardine, Director of Planning & Development Services
Yvonne King, Executive Assistant – Recording Secretary

Charlie Murphy welcomed everyone and thanked them for coming to the meeting. Kevin Baceda and William Sikkema were the only C.U.P.E. representatives in attendance. Charlie Murphy acknowledged that the agenda was fairly short and asked if they were comfortable with proceeding. Both responded that they were.

1. Update on Job Evaluation Committee

Marylou Cross and Jim Bryer have resigned from the Joint Job Evaluation Committee. It is hoped that new C.U.P.E. members will be elected at the local membership meeting scheduled for March 30, 2016.

Once the spots are filled, training using the Job Evaluation tool will take place in approximately seven to eight weeks. If necessary, a representative from Templeman Consulting Group Inc. or Marianne Love will be required to provide further training.

David Clazie suggested that it might be a beneficial starting point to schedule an afternoon session as a transition from the resigning members to the new members.

Action: Lori Coxwell-Duncan will set up a mock Job Evaluation exercise for the new members.

There are still three jobs that require initial evaluation. They include Facility Foreperson, Head Custodian and Municipal By-Law Enforcement Officer.

2. C.U.P.E. Collective Agreement 21.04B – Lead Hand Groups C and D

The Group A Lead Hand posting closed March 17, 2016. A number of submissions were received. Within the next few weeks, Lori Coxwell-Duncan and Jim Turner will interview the candidates.

Lead Hand for Groups C and D has not been previously posted due to the fact that there has not been a need for lead hands within these groups.

3. Boot/Clothing Allowance Committee

The boot/clothing Request for Proposals closed March 30, 2016. Next step is to have the vendor who submitted a proposal to supply a clothing sample for the Committee to evaluate. If the Committee is not satisfied, they will go back to the marketplace for proposals.

Action: If clothing is not in place by August, the Committee will look at other options. One suggestion was to payout the clothing allowance one more time.

4. Other Business

Council has approved the move of two arena labourers to parks for this season.

While Charlie noted that there have been some upfront scheduling issues and challenges with the Group B summer hours extended trial, they appear to be manageable. Feedback from staff is that they seem to like summer hours and management is focused on making it work as best as possible. Charlie does not want to prejudice the success of the trial at this point. A full evaluation will take place in October.

David Clazie reported that an Expression of Interest will be posted April 1, 2016 for a Customer Service Representative (CSR). There are times when there is a shortage of CSRs. Lori, David and Caleb DenOuden will have an information meeting with interested internal staff on April 6th. This position will pay step 1 of the CSR wage rate.

Marylou Cross will take the Pay Equity Plan to the membership meeting on March 30th for the final signature. Marylou will also give a signed copy to Donna Carlaw, C.U.P.E national representative at the meeting. Letters have been prepared for the individuals entitled to Pay Equity retroactive payment and will sent out once the Pay Equity Plan is signed at the membership meeting.


Adjournment The meeting adjourned at 3:25 p.m.



Chris Angelo, Co-Chair



Yvonne King, Recording Secretary



William Sikkema, CUPE Local 799 Representative