

TEAM Report

Labour Management Committee

September 9, 2013

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Labour Management Committee: The committee met twice this year. The next meeting has yet to be scheduled.

Topics discussed at the March 1st meeting:

- **Acting Appointments**
 - **Pay treatment:** TEAM raised concerns about some individuals in acting roles who appeared to be paid outside the provisions of Article 9.09. The Company looked into the examples and provided rationale for the non-standard pay treatments.
 - **Expected durations:** TEAM questioned how the Company determines the expected durations for acting appointments as many exceed original expectations, are often set just a few days shy of the 12-month requirement for the assignment to be posted, and/or they do not correspond with the purpose of the acting assignment. The Company explained that for situations involving project assignments, the length of acting assignment is determined by the length of the project; if the project runs longer than anticipated, as APEX did, then the assignments are extended accordingly.
 - **Categorization and reasons for appointments:** The parties discussed the categorization and reason used to describe situations where an actor is backfilling in a position where the previous incumbent is not intended to return. The parties agreed to establish a new process that aligns with the collective agreement. This will resolve two outstanding grievances.
- **Transfer of employees from higher-rated acting roles into same-rated permanent positions:** The parties agreed that an employee must win a posting for this type of transfer to occur, i.e. acting in a higher-rated position does not enable an employee to laterally transfer into a permanent position.
- **Marketing Associate position:** TEAM raised concerns that this position had never been posted internally, and it is always filled by Term Employees despite the ongoing need for the role within the Company. The Company advised that there is no ongoing budget for this position, therefore, a permanent position would be most unlikely. However, in March, the Company posted up to three 24-month temporary positions, making them available to existing employees for the first time.
- **Excess hours reporting:** TEAM had previously raised concerns that the Company was not in compliance with the law regarding reporting excess hours i.e. hours worked over 48 hours in a week. The Company advised that they were working towards achieving compliance, but encounter difficulties getting the required information from a number of leaders, including TEAM members, in a timely manner.

Topics discussed at the August 22nd meeting include:

- **Pay treatment for new hires, including Term Employees:** The collective agreement does not allow the Company to pay new hires below or above the assigned salary group of the position for which they are hired. Although both instances may have occurred previously, the Company agreed not to do either going forward.
- **Postings for Graduate Associate positions to include managers' titles:** The parties agreed that as these positions report to several different managers, it is not feasible to list all applicable titles on the annual postings. Instead, TEAM will be notified of who individual successful candidates report to via HR.
- **Sales Bonus Plans for 2013:** The Company is to send TEAM these plans as soon as possible.
- **Lateral transfers of green-circled employees:** The parties discussed the meaning of the wording of Article 8.02, specifically whether a lateral transfer is a transfer to a position in the same salary group as the position an employee is coming from, or a transfer to a position in the same salary group that an employee is being paid. The Company advised that if a transfer to a lower rated position is employer initiated, an employee maintains the higher pay of the previous position as well as their right to subsequently lateral to a position within the same higher salary group. However, this is not the case if the moves are employee initiated.
- **Compressed Work Week (CWW):** TEAM wants to agree upon terms regarding standardized benefit administration for employees working a CWW, e.g. OT provisions, sick leave, statutory holiday pay, etc. The Company advised this is not a high priority for them at this time, but they will look at it.