

**Minutes of the OLRB Advisory Committee
October 18, 2017**

Ontario Labour Relations Board

In attendance: Bernard Fishbein – Chair, OLRB
Catherine Gilbert – Director/Registrar, OLRB
Ursula Boylan – Deputy Registrar, OLRB
Len Marvy – Solicitor, OLRB
Aaron Hart – Solicitor, OLRB

Keith Burkhardt – Employer
Graham Williamson – Union
Andrew Reynolds - OBA
Melissa Kronick – Union [teleconference]
Chris Fiore – Employer [teleconference]
Craig Morrison – Union [teleconference]
Neil Dzuba - Employer [teleconference]
Bridget Lynett – Ministry of Labour [teleconference]

Regrets: Joe Liberman – Employer
Ben Ratelband – Employer
Laurie Kent – Union
Stephen Krashinsky – Union

Bernard Fishbein chaired the meeting.

1. Rule to facilitate delivery between parties by e-mail.

Aaron presented a draft revision to the Board's rules that would facilitate delivery by e-mail of certain documents and Board forms between parties and a rule to permit parties to send grievance referrals under section 133 of the LRA by e-mail to employer bargaining agencies, employee bargaining agencies and accredited employer's organizations. The technicalities of the rules were discussed including consent and size of e-mails. Bernie advised that the rules were meant to catch up to the common practice of the community and that the rules would likely come into effect at some time in November 2017.

2. E-Filing Update

Catherine advised that in November the Board would be rolling out phase one of the E-filing project by adopting four new forms: Form A-33 and A-34 (Unfair Labour Practice Complaints), Form A-103 (Employment Standards) and a new Electronic Submissions Form to allow for e-filing of documents. Catherine advised that the online forms would be submittable and that parties who e-filed documents would receive a receipt that the documents had been filed. She advised that in advance of the roll out there would be a notice to the community and new rules to facilitate e-filing.

3. 2018 OLRB Advisory Dates

The following dates were set for future OLRB Advisory Committee meetings:

1. February, 28, 2018;
2. June 13, 2018; and
3. October 17, 2018.

Meeting adjourned at 5:51 pm.

Minutes taken by Aaron Hart.