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**Manitoba**

**Annual Report  
2005 - 2006\***

**Labour and Immigration**

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\*For the period ending March 31, 2006

Published by the Authority of the Legislative Assembly  
Winnipeg, Manitoba

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His Honour  
The Honourable John Harvard, P.C.  
Lieutenant Governor of Manitoba

Your Honour:

I have the privilege of submitting the annual report of the Department of Labour and Immigration covering the period from April 1, 2005 to March 31, 2006, which includes the Status of Women, the administration of *The Manitoba Multiculturalism Act* and the activities of the Multiculturalism Secretariat, the Manitoba Ethnocultural Advisory and Advocacy Council, and the Manitoba Immigration Council.

Respectfully submitted,

Nancy Allan  
Minister of Labour and Immigration



Honourable Nancy Allan  
Minister of Labour and Immigration

Minister:

I have the privilege of submitting the annual report of the Department of Labour and Immigration covering the period from April 1, 2005 to March 31, 2006, which includes the Status of Women, the administration of *The Manitoba Multiculturalism Act* and the activities of the Multiculturalism Secretariat, the Manitoba Ethnocultural Advisory and Advocacy Council, and the Manitoba Immigration Council.

The Department's priorities were to continue mandated inspections and investigations while allocating resources to improve core services, including implementing the workplace safety and health injury reduction strategy and modernizing pension benefits legislation. Another important priority was to increase immigration to Manitoba and provide effective settlement services so that newcomers could realize their ambitions and contribute fully to our province's economic, social, and cultural life. This included expanding the processing capacity of the Provincial Nominee Program and enhancing the coordination, implementation, and delivery of qualifications recognition and settlement services.

In meeting these priorities, and through our programs and services, the Department makes a significant contribution to the Government of Manitoba's priorities for economic growth and community development that is sustainable, inclusive, and equitable. I would like to recognize the excellent work of all our employees who continue to provide high quality services to the public and the work of the external advisory committees that provide government with expert and constructive advice.

Respectfully submitted,

Jeff Parr  
Deputy Minister of Labour and Immigration



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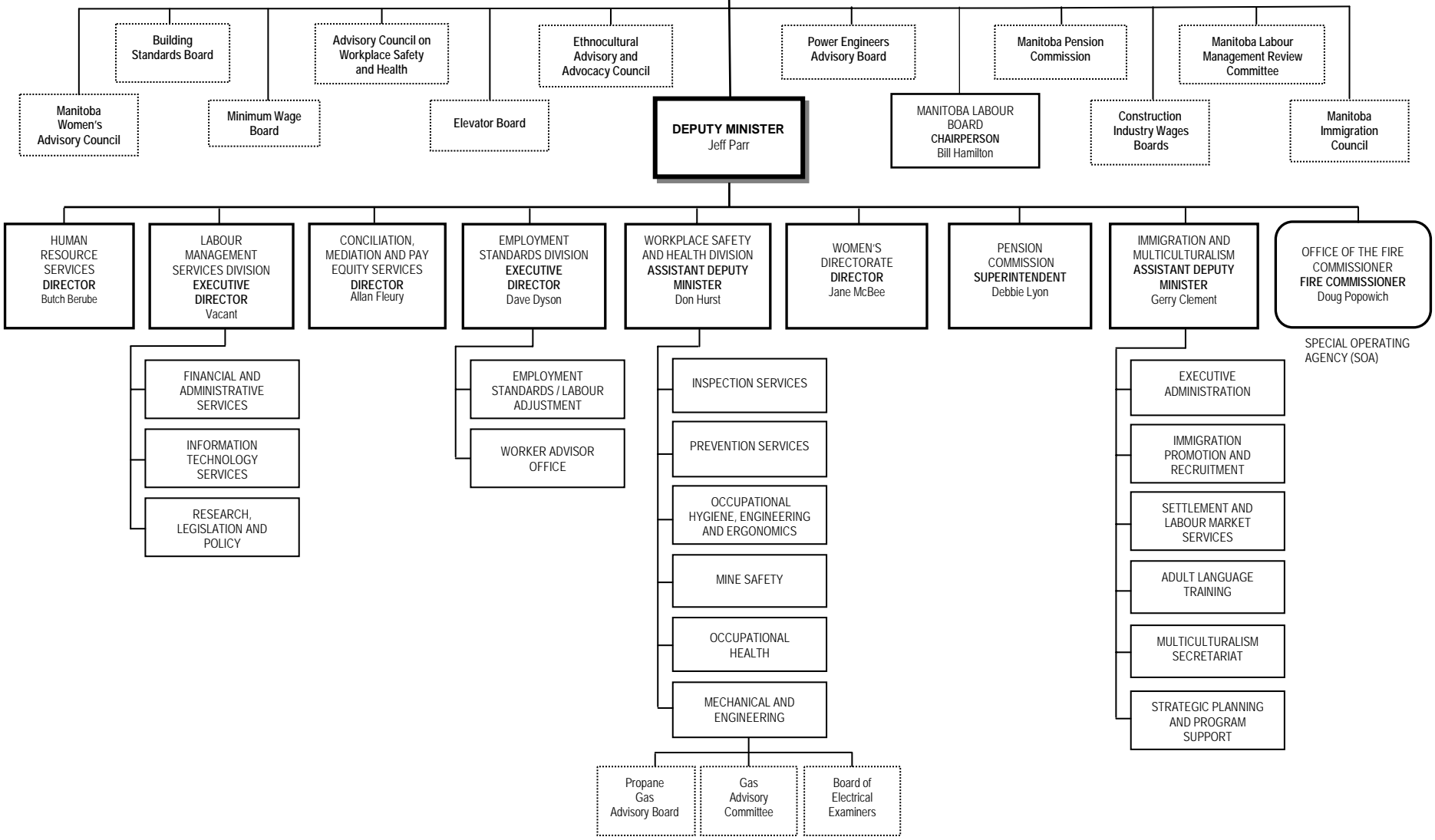
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# MANITOBA LABOUR AND IMMIGRATION ORGANIZATIONAL CHART

**MINISTER OF LABOUR AND IMMIGRATION**  
Honourable Nancy Allan



# VISION, MISSION, AND GUIDING PRINCIPLES

## Vision

To create diverse and vibrant communities, safe and healthy workplaces, fair employment practices, harmonious labour/management relations, and social, economic and political equality for women, all of which contribute to the well-being of all Manitobans.

## Mission

Through effective partnerships, creative leadership, and the active participation of citizens, the Department of Labour and Immigration will promote:

- appropriate standards and the delivery of quality services with respect to workplace safety and health, employment fairness, and public safety for all Manitobans; and
- the growth of immigration, the principles of multiculturalism, and social, economic and political equality for women.

The Department of Labour and Immigration's mission is operationalized through its staff and their commitment to teamwork, innovation, and service.

## Guiding Principles

- Serve the Manitoba public efficiently, courteously, and effectively.
- Develop and pursue preventive and public education strategies towards achieving our mission.
- Consult equally with labour, management, and other client groups.
- Work with all levels of government, industry, and the community to increase immigration, and facilitate the settlement and integration of newcomers.
- Assume a leadership role in promoting partnerships, innovation, and change, along with our external stakeholders, including all levels of government and community groups.
- Promote responsiveness, flexibility, and innovation throughout the Department.
- Empower staff and recognize that they are our most important resource.
- Pursue and implement continuous improvement strategies in services, programs, and operations.
- Be accountable and responsible in the use of public funds.

## OVERVIEW OF 2005/06 ACHIEVEMENTS

- Section 21.4 of *The Pension Benefits Amendment Act*, which received the unanimous support of the Legislature in April 2005, and the Pension Benefits Regulation were implemented to permit a one-time transfer of up to 50% of the balance in a locked-in retirement benefit plan to a prescribed registered retirement income fund that is not locked in. The Pension Commission processed over 1,700 requests from applicants for statements of satisfaction that they had not previously made a one-time transfer.
- The Department conducted the first substantial review of *The Employment Standards Code* in 30 years, resulting in over 100 public and written submissions from a broad range of stakeholders.
- Based on the consensus report of a joint industry/labour panel established at the request of stakeholders, the Department formulated major changes to *The Construction Industry Wages Act* to harmonize rates throughout the industry and the province, make regulated wage rates more reflective of wages being paid in the industry, improve the ability to attract and retain skilled workers, and make provisions easier to understand and enforce.
- The Workplace Safety and Health Division worked with Red River College to develop a certificate program in occupational safety and health, and piloted with the Apprenticeship Branch a one-day core safety and health curriculum for all first year apprentices.
- The Workplace Safety and Health Division published a safety and health risk management workbook for agricultural enterprises. The Division, in partnership with the Department of Healthy Living, also delivered a series of programs focusing on strategies for farm families to protect their young workers and family members.
- The Workplace Safety and Health Division conducted 774 serious incident investigations and 4,994 inspections, and issued 4,528 orders for improvement.
- The Employment Standards Division received 3,044 claims and recovered \$1.5 million in wages. The Division finalized 1,666 of these claims (55% of total) using the Quick Resolution process, which reduced the need for time-consuming field investigations.
- The Manitoba Women's Advisory Council distributed 5,000 copies of the sixth edition of *Parenting on Your Own*, a resource guide for lone parents, available free of charge. The guide was printed in partnership with Healthy Child Manitoba, the Women's Directorate, and Manitoba Health and distributed as part of the Winnipeg Regional Health Authority distribution list. The Council also participated in hundreds of community-driven events, forums, and initiatives for issues affecting women and their families.
- The Women's Directorate, in partnership with Manitoba Advanced Education and Training, increased the number of Power Up courses, which provide introductory computer and internet training to women, in Northern Manitoba and extended course delivery beyond the original timeframe into the period from March to June.
- The Immigration and Multiculturalism Division made further progress towards attaining the goal of receiving 10,000 immigrants annually. In 2005, Manitoba received 8,089 newcomers, an 8.9% increase over 2004. Immigration increased through the Provincial Nominee Program to 4,600 Provincial Nominees and their family members, which was a 13.6% increase over 2004 and represented 56.8% of all immigration to Manitoba.
- The Immigration and Multiculturalism Division and Manitoba Advanced Education and Training developed a Labour Market Strategy for Immigrants to enhance service and improve skills recognition and labour market integration of immigrants.



## DEPARTMENT OF LABOUR AND IMMIGRATION SERVICE AREAS OVERVIEW

SERVICE AREAS	DIVISION/BRANCH	ACTS ADMINISTERED
<b>Safety and Health</b>	Inspection Services Prevention Services and Partnerships Occupational Hygiene, Engineering and Ergonomics Mine Safety Occupational Health	The Workplace Safety and Health Act*
<b>Fair and Equitable Treatment in the Workplace</b>	Employment Standards	The Construction Industry Wages Act* The Employment Standards Code* The Employment Services Act The Remembrance Day Act* The Retail Businesses Holiday Closing Act The Department of Labour and Immigration Act
	Manitoba Pension Commission	The Pension Benefits Act
	Worker Advisor Office	The Workers Compensation Act (Section 108)
	Manitoba Women's Advisory Council	The Manitoba Women's Advisory Council Act
<b>Public Safety</b>	Mechanical and Engineering	The Amusements Act (Part II) The Electricians' Licence Act The Elevator Act The Gas and Oil Burner Act The Power Engineers Act The Steam and Pressure Plants Act
	Office of the Fire Commissioner	The Buildings and Mobile Homes Act The Fires Prevention and Emergency Response Act
<b>Labour Relations</b>	Manitoba Labour Board	The Labour Relations Act*
	Conciliation, Mediation and Pay Equity Services	The Labour Relations Act* The Firefighters and Paramedics Arbitration Act The Pay Equity Act*
<b>Immigration and Multiculturalism</b>	Immigration and Multiculturalism	The Manitoba Multiculturalism Act The Department of Labour and Immigration Act The Holocaust Memorial Day Act The Manitoba Ethnocultural Advisory and Advocacy Council Act The Manitoba Immigration Council Act

**Note:** \*Denotes Acts on which the Manitoba Labour Board adjudicates



## Minister's Salary

This appropriation provides for the Minister's salary entitlement as a member of Executive Council.

### 1(a) Minister's Salary

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	Estimate 2005/06 FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	29.8	1.00	29.4	0.4	

## Executive Support

Executive Support includes the Offices of the Minister and the Deputy Minister.

The Executive Offices provide the overall policy direction for departmental programs. The Deputy Minister is the chairperson of the Departmental Executive Committee, which includes the senior managers from each of the Department's divisions.

### 1(b) Executive Support

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	Estimate 2005/06 FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	615.0	10.00	603.5	11.5	1.
Total Other Expenditures	64.6		77.3	(12.7)	2.
Total Expenditures	679.6	10.00	680.8	(1.2)	

#### Explanation Number:

1. *Over-expenditure reflects effect of Staff Turnover Allowance not being offset by implementation of vacancy management strategies due to staffing requirements.*
2. *Under-expenditure reflects implementation of expenditure management strategies to offset the salary over-expenditure due to full staffing complement.*

# Labour Management Services Division

The Labour Management Services Division provides research, analysis, legislative, administrative, financial, information technology, and other support services to the Department, and works to ensure that the Department's mandate is reflected in legislative and policy initiatives.

## Objectives

The objectives of the Labour Management Services Division are to:

- provide centralized administrative support services to the Minister, Deputy Minister, Executive, and Managers;
- administer common functional responsibilities to all areas of the Department, specifically in terms of budget, revenue processing, information systems, computer application and support, space, and purchasing;
- facilitate and coordinate research and analysis on policy, legislative, and regulatory developments;
- prepare background, analytical, and briefing information required by the Department and respond to various written, electronic, telephone, and in-person requests for information;
- coordinate and provide technical support for continuous improvement and strategic planning activities in the Department; and
- provide administrative and research support to a number of external advisory boards and committees and for departmental participation on inter-provincial and international bodies and projects.

## Sustainable Development

Manitoba Labour and Immigration is committed to ensuring that its activities conform to the principles of sustainable development.

Through internal operations and procurement practices, the Department continued to play an integral role in promoting environmental sustainability and awareness within the Department and among vendors, and continued expanding the knowledge and skills of procurement practitioners and end-users.

The Department continued to promote a culture of sustainability and strives to achieve the goals set out in the Sustainable Development Action Plan.



## **Financial and Administrative Services Branch**

The Financial and Administrative Services Branch provides a range of financial and administrative support services to the Department.

### **Objectives**

The objectives of the Financial and Administrative Services Branch are to:

- develop, implement and administer policies and procedures to meet management and government-wide financial reporting and control requirements;
- ensure accuracy, consistency and completeness of departmental financial reporting;
- compile and coordinate Departmental estimates submissions, cash flow projections, variance analyses, commitment and other regular financial reports and analyses;
- process all revenue transactions and provide the financial comptrollership function for the Department; and
- administer office space, fleet vehicles, telecommunications services, records management and office equipment and furnishings.

### **Summary of Performance**

In 2005/06 the Financial and Administrative Services Branch:

- developed divisional accountability through realistic divisional budgets, developed corporate accountability by transparent reporting of the Department's overall results/requirements and developed trust through the alignment of divisional and corporate goals;
- continued to develop departmental Comptrollership Framework that will be implemented across the Department;
- commenced implementation of an Administrative/Finance Clustering Initiative in conjunction with the departments of Advanced Education and Training and Education, Citizenship and Youth. This involves the rationalization and standardization of functions and resources through mapping of respective Comptrollership Frameworks, identifying opportunities for best practices, cross-training, succession planning, back-up strategies and access to functions not currently being performed due to a lack of resources; and
- processed over 41,666 transactions (of which 1,717 pertained to the activities of the Office of the Fire Commissioner - Special Operating Agency).

## Research, Legislation and Policy Branch

The Research, Legislation and Policy Branch conducts and coordinates research and policy analysis for the Department, provides support to a number of external advisory boards and committees, provides information to workers, employers and the public, and provides coordination for the Department's participation in inter-provincial and international initiatives relating to labour issues. The Branch is also responsible for coordinating the Department's legislative and regulatory initiatives in cooperation with operating branches.

### Objectives

The objectives of the Research, Legislation and Policy Branch are to:

- conduct research and analysis and provide other assistance in support of effective legislative, regulatory, and policy development for the Department;
- provide research and related support services to senior management, branches, departmental, and inter-departmental committees, task forces, and working groups;
- analyze trends in collective bargaining and industrial relations, and provide related information to both labour and management practitioners;
- coordinate the Department's legislative activities to ensure they follow established procedures and guidelines; and
- provide accurate legislative and related information to senior management and other government officials to assist them in making policy decisions.

### Summary of Performance

In 2005/06 the Research, Legislation and Policy Branch:

- provided research and administrative assistance to external advisory boards, including the Minimum Wage Board of Manitoba and the Manitoba Labour Management Review Committee;
- assisted in conducting public consultations and a review of Manitoba's minimum wage and *The Employment Standards Code*;
- collected, developed, and disseminated information and statistical data in areas such as work stoppages, provisions of collective agreements, labour organizations, union membership, negotiated settlements, and wage rates;
- provided information, analysis, and options to the Department, Minister, and Government of Manitoba in response to significant and critical issues that emerged in such areas as labour relations, employment standards, and workplace safety and health;
- responded in a timely manner to requests for information by unions, management, labour relations practitioners, the general public, academics, the Minister, Departmental Executive, and other branches, departments, and governments;
- assisted the Department in working with the federal, provincial and territorial governments to develop a Canadian Intergovernmental Agreement for implementing international labour cooperation agreements within Canada;
- responded to numerous requests for information from the federal government on matters relating to the International Labour Organization;

- responded to 78 applications for access to records under *The Freedom of Information and Protection of Privacy Act*; and
- participated in the Canadian Association of Administrators of Labour Legislation (CAALL) to exchange views and information regarding current and emerging labour trends with counterparts in other Canadian jurisdictions on a regular basis.

## **Information Technology Services**

### **Objectives**

The objectives of the Information Technology Services Branch are to:

- provide leadership, advice, and services to all areas under the mandate of the Department on matters related to the efficient and effective use of technology and information management on a daily basis;
- manage all information technology resources and assets in support of program delivery objectives;
- develop computer applications and technology use situations that assist with program delivery;
- ensure the proper custodianship of data and information within the care of the Department; and
- foster the development of a Departmental/Government-wide vision and strategies, in consultation with the program areas and other departments, on future directions for technology use.

### **Summary of Performance**

In 2005/06 the Information Technology Services Branch:

- continued to provide timely responses to client inquiries/problems and in most instances responded to requests for direct service within one business day;
- continued new activities on a number of application development projects at the request of departmental areas, including the Manitoba Labour Board, Immigration and Multiculturalism Division, and the Office of the Fire Commissioner (Special Operating Agency);
- generated application program fixes, enhancements, and tests to existing computer code;
- led activities and provided training to the technology community both inside and outside of Government, and provided direct assistance upon request;
- maintained high availability of all systems in operational status during working hours and provided coverage for those systems on a 7-day, 24-hour basis, including on-call provisions;
- assisted with the development and implementation of the corporate initiatives of Government, such as the Desktop Management program;
- enhanced awareness and training of Departmental staff in the use of technology;
- developed plans and strategies for the upcoming year as well as multi-year plans for technology;
- increased the availability of information generated through program areas by expanding the use of the Internet and maintaining its contents;
- continued the creation of a Department-based mid-range computing environment with advanced storage and backup capabilities; and
- continued to work on the consolidation of small, stand-alone applications.

## 2(a) Labour Management Services

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2005/06 \$(000s)	FTE	2005/06 \$(000s)	Over/(Under) \$(000s)	
Total Salaries	1,403.2	19.50	1,232.0	171.2	1.
Total Other Expenditures	358.0		333.7	24.3	2.
Total Expenditures	1,761.2	19.50	1,565.7	195.5	

### Explanation Number:

- Over-expenditure reflects salary expenditures for several unbudgeted term positions, secondment of an employee from Inspection Services Branch, higher per diem costs for the Labour Management Review Committee and the Minimum Wage Board, other secondments net of salary recoveries, workers compensation claims, overtime costs, acting status payouts, merit increases and reclassification of two employees. These over-expenditures were partially offset by implementation of vacancy management strategies, which included maintaining a staff vacancy, net staff turnover costs, savings due to the voluntary reduced work week program and an employee on maternity leave.*
- Over-expenditure reflects increased computer hardware purchases, scheduled replacement of laser printers, increased physical assets purchases, under-budgeted legal fees, hospitality grants, under-budgeted costs for the telephone directory and under-budgeted office supplies. These costs were partially offset by implementation of expenditure management strategies resulting in reductions in liability insurance costs, training plans, telephone charges, Minimum Wage Board costs, computer related charges, office equipment rental costs, publication purchases and a reduction in printing costs for the Annual Report and Estimates Supplement.*

# Human Resource Services

Human Resource Services provides the Department of Labour and Immigration with a comprehensive range of human resource services.

## Objectives

The objective of Human Resource Services is to provide comprehensive human resource services to a consolidated cluster of departments including Education, Citizenship and Youth, Advanced Education and Training, Labour and Immigration, and the Manitoba Gaming Control Commission, as well as two Special Operating Agencies.

## Summary of Performance

In 2005/06 Human Resource Services:

- provided services in the areas of recruitment and selection, classification, employee relations, staff development, personnel documentation, employment equity/diversity, pay administration, performance management, and workplace safety and health;
- provided training, advice, direction, and coordination of human resource information to managers and employees within departments, programs, branches, and Special Operating Agencies, consistent with Government policies and initiatives;
- developed Employment Equity Human Resource Strategies and reviewed them on an ongoing basis;
- ensured staffing and classification requirements were met in a timely and efficient manner, in compliance with *The Civil Service Act*, other relevant acts, policies, procedures and priorities, and the Government Employees' Master Agreement;
- ensured that staff within the consolidated Human Resource Sector were paid in accordance with Central Payroll procedures, collective agreements, Civil Service Regulations, and pay-related legislation;
- ensured departments' staffing controls and processes followed central Government policies and directives;
- participated in and initiated Departmental renewal activities as identified by the Renewal Authority and Departmental Renewal Committees;
- ensured that areas of conflict and/or potential conflict between management and staff were identified and resolved in a timely manner consistent with the operational requirements of the Department and the provisions of collective agreements, the Civil Service Regulations, and all applicable legislation;
- worked with Departmental management in the development of strategic human resource plans;
- worked with senior management to increase employment equity and diversity opportunities within the Department; and
- continued to support Manitoba's sustainable development program.

# Conciliation, Mediation and Pay Equity Services

The Conciliation, Mediation and Pay Equity Services Branch works to promote and maintain harmonious labour-management relations in Manitoba.

## Objectives

The objectives of the Conciliation, Mediation and Pay Equity Services Branch are to:

- respond to applications for conciliation and mediation services assistance upon request from labour and/or management when there is an impasse in direct negotiations;
- avert work stoppages through third party assistance;
- assist in resolving work stoppage situations;
- assist with grievance mediation prior to arbitration proceedings;
- assist in resolving teachers/school board disputes at the mutual request of the parties;
- increase public awareness of the function of the Branch's services through seminars and classroom participation; and
- respond to inquiries and assist other jurisdictions, employers, unions, and the general public on pay equity issues.

## Summary of Performance

In 2005/06 the Conciliation, Mediation and Pay Equity Services Branch:

- assisted in 147 conciliation assignments under *The Labour Relations Act*, 96% of which were finalized without a work stoppage (see Table 1);
- mediated 45 grievance mediation files, 90% of which were settled;
- assisted with 263 voluntary joint applications, 83% of which were settled (see Table 2);
- assisted in five work stoppages;
- provided Interest Based Negotiation services to four bargaining units; and
- participated in the Canadian Association of Administrators of Labour Legislation conferences, to provide a continuous exchange of information with other jurisdictions and opportunities to attend seminars on new and improved approaches to preventive mediation and conciliation.

**Table 1**  
**Statistics Relating to Conciliation Services**  
**April 1, 2005 - March 31, 2006**

<b>Assignments in process during reporting year</b>	
Assignments carried over from previous year	81
Assignments received during the reporting year	48
Assignments received for First Collective Agreement	12
Assignments received for Interest Based Negotiations	4
Assignments received for Preventive Mediation	0
Assignments received related to <i>The Public Schools Act</i>	2
<b>Total</b>	<b>147</b>
<b>Assignments disposed of during reporting year</b>	
Settled in conciliation without work stoppage	87
Settled following work stoppage	4
Proceeded to Arbitration under <i>The Public Schools Act</i>	0
Imposed by Manitoba Labour Board for first collective agreement	2
<b>Total</b>	<b>93</b>
Assignments still active at end of reporting year	<b>54</b>
Percentage of assignments finalized without stoppages	96%

**Table 2**  
**Statistics Relating to Mediation Services**  
**April 1, 2005 - March 31, 2006**

<b>Under Section 129(1) (Joint Application)</b>	
Cases carried forward	90
Cases assigned	173
<b>Total</b>	<b>263</b>
Settled	147
Not settled	32
Awaiting mediation	84
% settlements achieved	83%
<b>Under Section 130(8) (Expedited Application)</b>	
Cases carried forward	2
Cases assigned	43
<b>Total</b>	<b>45</b>
Settled	35
Not settled	4
Proceeding directly to arbitration	2
Awaiting mediation	4
% settlements achieved	90%

## 2(c) Conciliation, Mediation and Pay Equity Services

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2005/06 \$(000s)	FTE	2005/06 \$(000s)	Over/(Under) \$(000s)	
Total Salaries	517.2	7.00	520.1	(2.9)	
Total Other Expenditures	111.9		116.0	(4.1)	1.
Total Expenditures	629.1	7.00	636.1	(7.0)	

### Explanation Number:

1. *Under-expenditure reflects fewer third party conciliation and mediation meetings than expected partially offset by increased travel costs of Conciliation Officers, increased computer hardware purchases, scheduled replacement of laser printer, and increased staff training costs.*



# Pension Commission

The mandate of the Pension Commission is to safeguard employees' rights to benefits promised under employment pension plans as provided under pension benefits legislation.

## Objectives

The objectives of the Pension Commission are to:

- administer and enforce provisions of *The Pension Benefits Act* and regulations which set minimum standards for pension benefits, the funding of pension benefits, and the investing of plan assets; and
- promote the establishment, extension, and improvement of private pension plans in the province.

## Summary of Performance

In 2005/06 the Pension Commission:

- implemented section 21.4 of *The Pension Benefits Amendment Act* and the Pension Benefits Regulation to permit a one-time transfer of up to 50% of the balance in a locked-in retirement benefit plan to a prescribed registered retirement income fund that is not locked-in;
- processed over 1,700 requests for statements of satisfaction concerning one-time transfers;
- issued over 500 pieces of correspondence related to compliance;
- reviewed over 110 pension plan amendments, and 58 Locked-in Retirement Account (LIRA)/Life Income Fund (LIF)/Locked-in Retirement Income Fund (LRIF) contracts for compliance;
- reviewed 30 plan registrations, 6 full plan windups, and 3 partial plan windups;
- reviewed 325 Annual Information Returns (AIRs), which detail the contributions made to and membership changes under a pension plan over its fiscal year, for compliance;
- reviewed 15 actuarial valuation reports, which detail the funded and solvency position of a defined benefit pension plan and the contribution requirements over the next 3 years, for compliance;
- conducted four Pension Administration Reviews to assess whether the administrative systems and practices of pension plans were sufficient to produce legislative compliance, and monitored progress on the issues identified in the Reviews' reports;
- responded to approximately 5,000 telephone requests relating to pension legislation;
- held or participated in 12 public education sessions for or by different organizations involved with pension plans, dealing with various aspects of existing and proposed legislation and general industry information;
- participated in and chaired, through the Superintendent of Pensions, the activities of the Canada Association of Pension Supervisory Authorities (CAPSA), a national association of pension supervisory authorities whose mission is to facilitate an efficient and effective pension regulatory system in Canada.

## 2(d) Pension Commission

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2005/06 \$(000s)	FTE	2005/06 \$(000s)	Over/(Under) \$(000s)	
Total Salaries	345.1	5.00	338.0	7.1	1.
Total Other Expenditures	104.5		95.3	9.2	2.
Total Expenditures	449.6	5.00	433.3	16.3	

### Explanation Number:

1. *Over-expenditure reflects the rehiring of a retired employee to help reduce the backlog of unlocking applications, reclassification of an employee, merit increases and other salary over-expenditures that were partially offset by implementation of vacancy management strategies, which included net staff turnover costs and savings due to the voluntary reduced work week program.*
2. *Over-expenditure reflects advertising, translation, and publishing costs related to The Pension Benefits Amendment Act and related regulations, scheduled replacement of a laser printer and increased mailing costs partially offset by under-expenditures for legal fees and computer related charges.*

# The Manitoba Labour Board

The Manitoba Labour Board is an independent and autonomous specialist tribunal with jurisdiction for the fair and efficient administration and adjudication of responsibilities assigned to it under various labour relations statutes.

The majority of the applications are filed under *The Labour Relations Act* and *The Employment Standards Code*. The Board also adjudicates matters arising under certain sections of *The Workplace Safety and Health Act*, *The Essential Services Act*, *The Pay Equity Act*, *The Construction Industry Wages Act*, *The Remembrance Day Act*, *The Elections Act*, *The Public Schools Act*, and *The Victims' Bill of Rights*.

At the end of the reporting period the Board consisted of a full-time Chairperson, a full-time Vice-Chairperson, five part-time Vice-Chairpersons, and twenty-eight Board Members with an equal number of employer and employee representatives.

## Objectives

The objectives of the Manitoba Labour Board are to:

- resolve labour issues in a fair and reasonable manner that is acceptable to both the labour and management community, including the expeditious issuance of appropriate orders which respect the majority wishes of employees;
- assist parties in resolving disputes without the need for the formal adjudicative process; and
- provide information to parties and/or the general public pertaining to their dealings with the Board or the Board's operations.

## Summary of Performance

In 2005/06 the Manitoba Labour Board:

- appointed a new Chairperson, William D. Hamilton, upon the retirement of John M. P. Korpesho, as well as three new part-time Vice-Chairpersons;
- dealt with 930 cases, an increase of 11% from the previous year, of which 196 required hearings over 143 hearing days, while the remainder were either administrative in nature or resolved through mediation by the Board's officers;
- improved administrative processes to increase efficiencies, eliminate duplication, and reduce expenses;
- continued development of a comprehensive automated case management system; and
- promoted sustainable development through various activities including an expanded recycling/waste management process and the use of environmentally preferable products.

The tables below summarize the Manitoba Labour Board's performance indicators during the 2005/06 reporting period.

**Table 1**  
**Applications Filed with the Manitoba Labour Board**  
**April 1, 2005 to March 31, 2006**

<b>Legislation</b>	
<i>The Labour Relations Act*</i>	327
<i>The Employment Standards Code</i>	426
<i>The Workplace Safety and Health Act</i>	2
<i>The Pay Equity Act</i>	0
<i>The Essential Services Act</i>	1
<i>The Elections Act</i>	0
<b>TOTAL</b>	<b>756</b>

\*Encompasses *The Public Schools Act*

**Table 2**  
**Program Performance Measurements of the Manitoba Labour Board**  
**April 1, 2005 to March 31, 2006**

<b>Indicator</b>	
Percentage of cases disposed of	81%
Number of hearing dates scheduled	432
Percentage of hearing dates that proceeded	86%
Number of votes conducted	31
Median processing time (calendar days)	
<i>The Labour Relations Act</i>	47
<i>The Workplace Safety and Health Act</i>	122
<i>The Essential Services Act</i>	0
<i>The Elections Act</i>	0
<i>The Employment Standards Code</i>	7

**Further statistics and summaries of significant decisions are available in the separate Annual Report issued by the Manitoba Labour Board.**

## 2(e) Manitoba Labour Board

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2005/06 (\$000s)	FTE	2005/06 (\$000s)	Over/(Under) (\$000s)	
Total Salaries	1,264.2	17.50	1,234.0	30.2	1.
Total Other Expenditures	343.5		356.1	(12.6)	2.
Total Expenditures	1,607.7	17.50	1,590.1	17.6	

### Explanation Number:

1. *Over-expenditure reflects net severance and vacation payout for retirement of Chairperson, net staff turnover costs, reclassification of three employees and merit increases partially offset by implementation of vacancy management strategies, which included maintaining a staff vacancy, permanent Vice Chairperson on leave without pay and reducing total per diems for part-time Board Members.*
2. *Under-expenditure reflects implementation of expenditure management strategies which resulted in reductions in mailing costs, Annual Report translation costs due to payment from a central budget, Board Member and Board Officer travel, printing costs of the Compendium, office supplies, equipment rentals, computer related charges (including computer hardware leasing costs and buyouts due to expiring leases) and legal fees. These under-expenditures were partially offset by scheduled replacement of laser printers, increased physical asset purchases, increased publication purchases, increased staff training costs and payment of The Law Society of Manitoba fees for the new Chairperson.*

# Workplace Safety and Health Division

The Workplace Safety and Health Division administers seven Acts and associated Regulations dealing with the health and safety of workers, protection of the public from mechanical, electrical or fuel-burning equipment in buildings, and the licencing of tradespersons. It also provides technical and administrative support to the Minister's Advisory Council on Workplace Safety and Health.

The Division emphasizes a preventive focus to control workplace and public hazards through education and training, combined with administration and enforcement of relevant Acts and regulations.

The Division achieves the objectives through the work of:

- Inspection Services Branch
- Mine Safety Branch
- Prevention Services Branch
- Occupational Health Unit
- Occupational Hygiene, Engineering and Ergonomics Branch
- Mechanical and Engineering Branch

## Office of the Assistant Deputy Minister

The Office of the Assistant Deputy Minister is made up of the Assistant Deputy Minister, Legal Liaison, Youth Initiative Coordinator, Farm Safety Coordinator, and Executive Assistant.

### Objectives

The objectives of the Office of the Assistant Deputy Minister are to:

- fulfill the duties of Director of the Workplace Safety and Health Division as outlined in *The Workplace Safety and Health Act*;
- ensure that the Acts and regulations under its responsibility are properly administered;
- provide overall management and direction to the Division's branches and units; and
- provide divisional financial management, budgeting, strategic planning, coordination of prosecution processes and appeals, program delivery, and overall coordination functions.

### Summary of Performance

In 2005/06 the Office of the Assistant Deputy Minister:

- continued with the long-term plan to improve safety and health in Manitoba workplaces, as outlined by the government's response to the 2002 Report of the Workplace Safety and Health Review Committee, which includes new program and policy initiatives, amendments to *The Workplace Safety and Health Act*, and a consultation and review process to update and clarify provincial workplace safety and health regulations;
- consulted with stakeholders and formulated amendments to *The Electricians' Licence Act* to establish the qualifications required to perform certain types of work under the Act, thus improving protection of persons and property, and contributing to a skilled workforce;
- continued working in partnership with the Workers Compensation Board (WCB) on awareness and education initiatives to engage Manitobans in building a strong workplace safety and health culture, a partnership that was strengthened by amendments to *The Workers' Compensation Act* enacted in January 2006 that include a mandate for injury prevention;

- continued the provincial workplace safety and health public awareness campaign (implemented in June 2003) built around the SAFE methodology (**S**pot the hazard, **A**ssess the risk, **F**ind a safer way, **E**veryday), featuring television and print advertisements;
- initiated two post-secondary scholarships in workplace safety and health, the first of which was awarded to a carpentry student at Red River College;
- worked with Red River College to develop a certificate program in occupational safety and health, which began in September 2005;
- continued a consultation and review process to update and clarify provincial safety and health regulations, which included developing draft regulations taking into account stakeholder input;
- continued to distribute the **SAFE Work** Student Program (safety and health curriculum resource binder) for grades seven through twelve and a safety and health curriculum resource package for Industrial Arts teachers, along with other print resources to educators, students, and parents across the province;
- coordinated Minerva Manitoba, to promote post-secondary curriculum in safety and health and the establishment of an endowment fund for a Minerva SAFE Manitoba Award to be granted to students at Red River College and the University of Manitoba;
- along with the Apprenticeship Branch of Manitoba Advanced Education and Training, piloted a one-day core safety and health curriculum for all first year apprentices;
- modified and made available an e-learning course, "Health and Safety 101", from Workplace Services and Insurance Board of Ontario, which enables flexible on-line delivery of safety and health information in an interactive way, and provides information to youth both in and out of school as well as to workplaces;
- worked in partnership with the Brandon Safe Communities Coalition to deliver workshops on young worker safety and health to human resource professionals, employers, and educators;
- developed a video and facilitator's guide in partnership with the WCB and Manitoba Public Insurance (MPI) to promote workplace safety and health as part of driver's education programming;
- published a safety and health risk management workbook for agricultural enterprises;
- collaborated with the Department of Healthy Living in the planning, development, and delivery of a series of programs focusing on strategies for farm families to protect their young workers and family members;
- assisted in the organization and resourcing of 26 Progressive Agriculture Safety Days across Manitoba;
- participated in international and national discussions on strategies for promoting safety and health for older farmers;
- continued collection of agricultural injury and fatality data for monitoring and educational purposes; and
- continued collaboration with governmental and non-governmental organizations in the development, promotion, and delivery of programs and activities to influence safe farming practices.

**Note:**

2005/06 Office of the Assistant Deputy Minister salaries and expenditures are included under 2(f) Inspection Services.

## **Inspection Services Branch**

The Inspection Services Branch ensures compliance with workplace safety and health legislation and promotes safety and health in Manitoba workplaces (other than mines) through inspections, serious incident investigations, and improvement orders.

### **Objectives**

The objectives of the Inspection Services Branch are to:

- ensure that workplace hazards are identified and corrective action is taken;
- promote the internal responsibility system whereby employers and workers undertake their individual and shared responsibility for preventing occupational illness and injury; and
- encourage safe practices to provide the highest practical standards of safety and health for workers.

## **Mine Safety Branch**

The Mine Safety Branch ensures compliance with workplace safety and health legislation and promotes safety and health in Manitoba mines through inspections, serious incident investigations, improvement orders, examination of engineering designs and construction plans, and provision of operational approvals for diesel equipment, hoisting apparatus, and explosives.

### **Objectives**

The objectives of the Mine Safety Branch are to:

- ensure that workplace hazards are identified and corrective action is taken; and
- promote the internal responsibility system whereby employers and workers undertake their individual and shared responsibility for preventing occupational illness and injury.

### **Summary of Performance**

In 2005/06 the Inspection Services Branch and the Mine Safety Branch:

- conducted a total of 4,994 inspections;
- issued 4,528 orders for improvement;
- investigated 835 complaints regarding unsafe conditions or violations of the Act and regulations;
- conducted 774 serious incident investigations, 10 of which supported prosecutions;
- conducted investigations of serious incidents and traumatic fatalities to determine causes and require remedial measures to resolve problems and prevent recurrence; and
- participated in the Division's 24-hour, 7-day emergency response system.



**Table 1**  
**Performance Indicators, Inspection Services Branch and Mine Safety Branch**  
**April 1, 2005 to March 31, 2006**

	Inspection Services	Mine Safety	Total
Inspections conducted	4,591	403	4,994
Orders written	4,097	431	4,528
Complaints investigated	805	30	835
Serious incident investigations	664	110	774
Designs and plans assessed	N/A	195	195
Operational approvals	N/A	168	168

## 2(f) Inspection Services

Expenditures by Sub-Appropriation	Actual 2005/06 (\$000s)	Estimate 2005/06 FTE	Estimate 2005/06 (\$000s)	Variance Over/(Under) (\$000s)	Expl. No.
Total Salaries	3,720.0	58.50	3,789.6	(69.6)	1.
Total Other Expenditures	1,073.4		1,045.0	28.4	2.
Total Expenditures	4,793.4	58.50	4,834.6	(41.2)	

### Explanation Number:

1. *Under-expenditure reflects implementation of the vacancy management strategy to delay hiring of four Workplace Safety and Health Officers and three employees on sick leave. These under-expenditures were partially offset by net staff turnover costs, two unbudgeted term positions to replace employees on sick leave, salary recoveries of secondments outside the Branch (Workers Compensation Board, Labour Management Services Division and Mine Safety Branch) net of salary expenditures for secondments to the Branch (Workers Compensation Board and Employment Standards Division), increased overtime and stand-by costs due to vacancies, workers compensation claims, reclassification of employees, higher per diem costs for the Advisory Council on Workplace Safety and Health, merit increases and the hiring of three summer students.*
2. *Over-expenditure reflects unbudgeted consulting and legal fees for several incident investigations, staff development training costs, safety and health course offerings, under-budgeted legal fees for normal operating requirements, under-budgeted purchases of physical assets, purchase of new radio equipment, scheduled replacement of laser printers, under-budgeted computer hardware leasing costs and buyouts due to expiring leases, fleet vehicle insurance and travel costs related to the Advisory Council on Workplace Safety and Health, relocation costs of an employee and increases in other operating costs. These over-expenditures were partially offset by legal, consulting and travel costs related to a delay in the Hudson Bay Mining and Smelting Inquest. These over-expenditures were also offset by implementation of expenditure management strategies resulting in reductions in mailing and printing costs of the Safety and Health newsletter (one less issue), travel costs for Workplace Safety and Health Officers, printing and advertising costs, computer and telephone related charges, costs for meetings and equipment costs as a result of delayed maintenance.*

### Note:

The Prevention Services and Partnerships Branch and the Office of the Assistant Deputy Minister are included in the salaries and expenditures of Inspection Services.

## 2(h) Mine Safety

Expenditures by Sub-Appropriation	Actual 2005/06	Estimate 2005/06		Variance Over/(Under)	Expl. No.
	(\$000s)	FTE	\$(000s)	(\$000s)	
Total Salaries	678.1	10.00	701.1	(23.0)	1.
Total Other Expenditures	192.1		204.1	(12.0)	2.
Total Expenditures	870.2	10.00	905.2	(35.0)	

### Explanation Number:

- 1. Under-expenditure reflects implementation of vacancy management strategies, which included maintaining a staff vacancy, delayed hiring of two Mines Inspectors and managing net staff turnover costs. These under-expenditures were partially offset by the secondment of a Mines Inspector from Inspection Services Branch on a part-time basis, two part-time employees sharing a full time position, overtime costs, remoteness allowance costs, merit increases and acting status payouts.*
- 2. Under-expenditure reflects implementation of the expenditure management strategy to maintain vacant Mines Inspector positions, resulting in the reduction of operating costs including computer related charges, telephone and fleet vehicle costs. Under-expenditure also reflects implementation of the expenditure management strategy within the Workplace Safety and Health Division to centralize and rationalize operating costs including printing costs and operating supplies. These under-expenditures were partially offset by the unbudgeted costs of the scheduled replacement of laser printers and consulting fees for the Flin Flon Mine Reverb Furnace Rebuild.*

## Occupational Health Unit

The Occupational Health Unit includes the Chief Occupational Medical Officer and the Injury Epidemiologist.

### Objectives

The objectives of the Occupational Health Unit are to:

- provide interpretation of injury/illness data, principally the Manitoba WCB claims data;
- assist Division staff in the investigation of health concerns affecting workers and employers, and recommend preventive or corrective action;
- consult with health professionals, representatives, workers, and employers on occupational health issues; and
- provide medical supervision of health surveillance programs to ensure consistency with professional standards and ethics, and with departmental policy.

### Summary of Performance

In 2005/06 the Occupational Health Unit:

- consulted on workplace risk assessment and management issues;
- conducted occupational-related health surveillance on such matters as blood lead levels, fibrogenic dust, noise, and pesticides;
- developed and reviewed policies, procedures, and regulations related to occupational health;

- determined trends and patterns of workplace injury/illness using WCB injury claims and other data;
- provided educational sessions on a variety of occupational health issues; and
- collaborated with other departments and professional groups on occupational health issues.

## 2(g) Occupational Health

Expenditures by Sub-Appropriation	Actual 2005/06	Estimate 2005/06		Variance Over/(Under)	Expl. No.
	(\$000s)	FTE	\$(000s)	(\$000s)	
Total Salaries	281.0	3.00	297.4	(16.4)	1.
Total Other Expenditures	25.7		34.2	(8.5)	2.
Total Expenditures	306.7	3.00	331.6	(24.9)	

### Explanation Number:

1. Under-expenditure reflects implementation of vacancy management strategies, with an under fill partially offset by reclassification of an employee and unbudgeted costs related to the collective bargaining agreement with the Manitoba Medical Association.
2. Under-expenditure reflects implementation of expenditure management strategies resulting in reductions in computer related charges, rentals, travel costs, memberships, conference fees and computer hardware leasing costs and buyouts due to expiring leases.

## Occupational Hygiene, Engineering and Ergonomics Branch

### Objectives

The objectives of the Occupational Hygiene, Engineering and Ergonomics Branch are to:

- ensure that workplace hazards related to chemical and biological agents, physical agents, safety engineering, and ergonomic risks are identified and addressed in compliance with the legislation and regulations; and
- consult upon request with safety and health professionals, workers, and employers on occupational hygiene, safety engineering, and ergonomic issues.

### Summary of Performance

In 2005/06 the Occupational Hygiene, Engineering and Ergonomics Branch:

- provided consultative occupational hygiene, engineering, and ergonomic assistance to clients and internal staff;
- conducted workplace investigations and specialized reports on hazards and risk control strategies;
- conducted inspection and evaluation of workplace risks;
- conducted a pre-development review of new projects, installations, and processes;
- prepared and delivered specialized technical training programs to Division staff and clients; and
- participated in the Division's 24-hour, 7 day emergency response system.

## **Prevention Services Branch**

The Prevention Services Branch promotes the growth of a strong network of prevention organizations, provides information, training, and support to safety and health committees, provides client services, gathers information on serious incidents, and administers the Labour Information Network (LINK) application.

### **Objectives**

The objective of the Prevention Services Branch is to promote occupational safety and health in Manitoba workplaces through public awareness, education, training, and the development of preventive partnerships.

### **Summary of Performance**

In 2005/06 the Prevention Services Branch:

- continued joint planning with the Manitoba WCB to encourage the growth of a strong network of prevention organizations, including participation in the development and implementation of the ongoing workplace safety and health public awareness campaign built around the SAFE methodology;
- continued, through the "SAFE Work Team", which consisted of staff from the Prevention Services Branch and the WCB, to focus on 55 Priority Firms experiencing high time loss injury rates as well as priority sectors such as healthcare, retail, woodworking, construction, agriculture, and schools;
- provided administrative support services to Division staff;
- administered informational material such as newsletters, bulletins, guidelines, website material, and videos;
- developed a divisional implementation strategy for the new workplace safety and health regulations, including revision of existing Division publications and development of new ones, communication of the new legislative requirements to stakeholders, and training for Division staff on the new regulatory requirements;
- cooperated with the Canadian Federation of Independent Business, Winnipeg Chamber of Commerce, Manitoba Federation of Labour Occupational Health Centre, and the WCB to develop a Safety and Health Tool Kit for Small Businesses to help them establish a safety and health system;
- provided a variety of safety and health training programs to clients, developed new Division training programs, enhanced existing programs, and delivered these programs at no cost to participants (except the Blaster's program) at the Division's Winnipeg and Brandon locations as well as at various venues throughout rural and northern Manitoba;
- continued to offer a consultation service to assist with the effective, ongoing function of existing safety and health committees and encourage the formation of new committees;
- provided a Client Services Officer to respond to inquiries, register complaints, and gather information regarding serious incidents; and
- provided education, training, and assistance with application maintenance of the Labour Information Network (LINK), which tracks investigations, inspections, safety and health committee minutes, and the registration/certification process of the Mechanical and Engineering Branch.

**Table 1**  
**Performance Indicators, Prevention Services Branch**  
**April 1, 2005 to March 31, 2006**

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**Effectiveness Measures**

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Number of on-site safety & health committee interventions/training	16
Number of training courses	160
Number of training course participants	2,830

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## **Mechanical and Engineering Branch**

The Mechanical and Engineering Branch works to ensure that Manitobans are not exposed to hazards relating to mechanical, electrical, fuel-burning, and pressure-retaining equipment.

### **Objectives**

The objectives of the Mechanical and Engineering Branch are to:

- ensure the safety of mechanical, electrical, pressure-retaining, and fuel-burning equipment regulated under legislation administered by the Branch;
- hold examinations and issue licences or certificates of competency for gas and oil fitters, electricians, pressure welders, and power engineers;
- promote safety and safety awareness throughout the province;
- ensure quality service is provided; and
- assist in developing amendments to the existing statutes and regulations, and enforce legislation in a fair and equitable manner.

### **Summary of Performance**

In 2005/06 the Mechanical and Engineering Branch:

- responded to client applications for service;
- maintained a notification system of pending expiry dates for certificate holders;
- provided an inspection appointment system;
- responded to enquiries from the general public and from client-groups throughout the province;
- administered 783 examinations and issued 282 licences under *The Power Engineers Act*;
- administered 282 examinations and issued 528 licences under *The Electricians' Licence Act*;
- administered 174 examinations and issued 2,307 licences under *The Gas and Oil Burner Act*;
- examined and registered 863 engineering designs to ensure they conformed to construction codes before going into production;
- registered 145 Manufacturers' Affidavits for certified pressure equipment entering the province;

- registered 33 new welding procedures for pressure equipment and pressure piping;
- issued and/or renewed 1,082 welding licences, including 702 pressure welders' licences;
- audited 64 companies for Quality Control Certificate validations;
- inspected 135 amusement rides and issued 52 compliance orders;
- conducted Special Acceptance inspections on 2,676 pieces of electrical equipment and 218 spot checks of equipment and persons working in the field;
- conducted 2,298 new and renewal permit inspections under *The Elevator Act* and associated regulations, and issued code compliance orders on 526 units;
- conducted 2,954 inspections of newly installed equipment, carried out 16 incident investigations, examined 340 plans, undertook 210 inspections on applications for Special Acceptance, and issued 22,847 permits under *The Gas and Oil Burner Act* and associated regulations; and
- conducted 8,168 inspections for new or renewed certification under *The Steam and Pressure Plants Act* and associated regulations, and issued code compliance orders on 1,213 units.

**Table 1**  
**Performance Indicators, Mechanical, and Engineering Branch**  
**April 1, 2005 to March 31, 2006**

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**Effectiveness Measures**

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Amusement Ride Inspections	135
- Number of orders written by inspectors	52
Electrical Inspections	2,676
Elevator Inspections	2,298
- Number of orders written by inspectors	526
- Plans approved	77
Gas and Oil Burner Inspections	2,954
Steam and Pressure Plant Related Inspections	8,168
- Number of orders written by inspectors	1,213

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## 2(b) Mechanical and Engineering

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	Estimate 2005/06 FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	1,947.2	34.00	2,043.5	(96.3)	1.
Total Other Expenditures	668.3		473.1	195.2	2.
Total Expenditures	2,615.5	34.00	2,516.6	98.9	

### Explanation Number:

- Under-expenditure reflects implementation of vacancy management strategies to offset Staff Turnover Allowance and operating over-expenditures. These strategies included maintaining two vacant Boiler Inspector positions and managing net staff turnover costs which included delayed hiring and hiring of under fills. These under-expenditures were partially offset by overtime costs due to vacancies, reclassification of an employee, acting status payouts, two unbudgeted term positions to replace employees on sick leave, the hiring of two summer students, merit increases and workers compensation claims.*
- Over-expenditure reflects a major upgrade of boiler and elevator software funded by the implementation of expenditure management strategies by the other branches of the Workplace Safety and Health Division. Other over-expenditures included under-budgeted travel costs of inspectors, a provision for bad debts, scheduled replacement of laser printers and under-budgeted equipment rentals and computer hardware leasing costs and buyouts due to expiring leases. These over-expenditures were partially offset by implementation of expenditure management strategies resulting in reductions in computer related charges, fleet vehicle insurance and the discontinuance of funding for a program of national standards for elevator inspectors.*

## Advisory Council on Workplace Safety and Health

Under the authority of *The Workplace Safety and Health Act*, the Advisory Council on Workplace Safety and Health reports directly to the Minister of Labour and Immigration concerning general workplace safety and health issues, protection of workers in specific situations, and appointment of consultants and advisors. The Council reviews *The Workplace Safety and Health Act* and its administration at least once every five years or when requested to do so by the Minister, and advises on any other matter concerning workplace safety and health at the Minister's request.

The Lieutenant Governor in Council appoints council members, with equal representation from workers, employers, and technical/professional organizations. The Workplace Safety and Health Division provides technical, administrative, and financial support to the Council. Members receive remuneration in the form of an honorarium and payment for out-of-pocket expenses.

Where appropriate, the Advisory Council on Workplace Safety and Health establishes committees to advise the Council on specific matters dealing with safety and health in the workplace.

### Summary of Performance

In 2005/06 the Advisory Council on Workplace Safety and Health:

- approved and forwarded to the Minister a number of recommendations from the Review Committee for Operation of Mines Regulation;
- created the terms of reference and operating procedures for a new standing committee of the Council to review occupational safety and health regulations and standards;
- reviewed assessment processes for safety and health programs;

- identified and analyzed safety and health issues for immigrant and foreign workers in Manitoba; and
- continued to monitor the implementation of workplace safety and health initiatives.

**Note:**

Council's expenditures by sub-appropriation are part of the Workplace Safety and Health Division sub-appropriation.



# Employment Standards Division

The Employment Standards Division is composed of the Employment Standards Branch (which includes the Labour Adjustment Unit) and the Worker Advisor Office.

The Employment Standards Division provides a comprehensive program of client-initiated services, proactive services, and labour adjustment services, as well as advocacy services to clients of the Worker Advisor Office. Services are designed to promote stable and harmonious employment relationships and to ensure that clients receive the legislated benefits to which they are entitled.

## Employment Standards Branch

### Objectives

The objectives of the Employment Standards Branch are to:

- achieve socially desirable terms and conditions of employment for the Manitoba workforce through the establishment of minimum standards and conditions of employment;
- ensure compliance with the legislation in an equitable, effective, and efficient manner;
- promote harmonious employment relationships through the dissemination of information and public education programs, and through the facilitation of dispute resolution between the parties; and
- promote the establishment of a joint labour-management adjustment committee to assist employees who will be affected by downsizing by providing them with the services required to ensure they have the skills to pursue re-employment.

### Summary of Performance

In 2005/06 the Employment Standards Branch:

- received 3,044 claims and recovered \$1.5 million in wages;
- dealt with approximately 110,000 telephone calls and 10,000 walk-ins;
- finalized 1,666 claims (55% of total) using the Quick Resolution process;
- conducted field investigations of 1,376 claims, facilitating a voluntary resolution of claims in approximately 86% of these cases and issuing formal orders for the remaining 14%;
- facilitated resolution of all 30 cases that underwent the Alternative Dispute Resolution process, thus reducing the number of appeals that must proceed to the Manitoba Labour Board for resolution;
- engaged in public consultations concerning the review of *The Employment Standards Code* and received 38 oral presentations and 70 written submissions;
- participated in the review of *The Construction Industry Wage Act* regulations with a joint industry-labour panel;
- worked with Advanced Education and Training to provide adjustment services to employees who will be affected by workforce downsizing arising from business closures or layoffs due to economic, technological or industrial change;

- responded to group layoff and adjustment situations within 5 days and prior to layoffs becoming public in 20% of cases in which the Labour Adjustment Unit was involved, which allowed the opportunity to explore alternatives to the layoff;
- provided education and outreach services, through the Customer Service Centre, by making referrals to the website, distributing printed material, and answering general inquiries; and
- provided 24-hour, 7-day response to the most common questions along with the prioritizing and distribution of calls to Intake Officers through the Interactive Voice Response telephone system.

The following table contains a summary of performance indicators for client-initiated services:

### Client Initiated Services Table of Performance April 1, 2005 to March 31, 2006

Percentage of Claims Finalized at	Projected 2005/06	Actual 2005/06
Early Resolution Level	55	55
Field Investigation Level	40	42
Alternate Dispute Resolution Level	2	1
Manitoba Labour Board Level	2	1
Judgement and Collections Level	1	1

### 2(i) Employment Standards

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	2,122.2	38.00	2,342.8	(220.6)	1.
Total Other Expenditures	642.7		505.9	136.8	2.
Total Expenditures	2,764.9	38.00	2,848.7	(83.8)	

#### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies to offset the costs of the Employment Standards Code and the Construction Industry Wages Act reviews, scheduled replacement of work stations, costs related to the security upgrade in Brandon and the over-expenditure of the Labour Management Services Division. These strategies included managing net staff turnover costs which included delayed hiring and hiring of under fills, maintaining three vacant Employment Standards Officer positions, salary recovery for the secondment of an employee to Agriculture, two employees on maternity leave, reduced hours for two employees, workers compensation claims and savings due to the voluntary reduced work week program. These under-expenditures were partially offset by secondment of an employee from the Worker Advisor Office Branch to perform legislative drafting for the Employment Standards Code Review, secondment of an Administrative Secretary from Advanced Education and Training, reclassification of four employees, hiring a term position under the Gateway Program, hiring a term employee as an Employment Standards Officer to replace an employee on long term sick leave, costs for a facilitator for the Employment Standards Code Review, merit increases, overtime costs and remoteness allowance costs.*
2. *Over-expenditure reflects unbudgeted legal, printing, advertising, travel and rental costs related to the Employment Standards Code Review, scheduled replacement of work stations, a security upgrade in Brandon, scheduled replacement of laser printers, under-budgeted maintenance costs, higher legal fees due to increased number of appeals, increased on-line searches, Employment Standards Officers travel, new annual assessment for the Westman Resource Centre and increased physical*

assets purchases. These costs were partially offset by under-expenditures for activities of the Minimum Wage Board and the Construction Industry Wages Act Review and reduced travel, telephone, printing and mailing costs.

## Worker Advisor Office

The Worker Advisor Office, established under Section 108 of *The Workers Compensation Act*, is independent of the Workers Compensation Board and is mandated to provide professional and timely service to workers and their dependants who require assistance with Workers Compensation claims.

### Objectives

The objectives of the Worker Advisor Office are to:

- advise workers and their dependants on the interpretation and administration of *The Workers Compensation Act* and associated regulations and policies and on the implications of decisions made under the Act and policies;
- assist workers and their dependants who dispute decisions relating to their benefit entitlement under *The Workers Compensation Act*;
- represent workers and dependants with their appeals of Workers Compensation Board decisions, directly to the Board and/or at an oral hearing before the Appeal Commission;
- resolve claimant issues through a timely, cost-efficient, informal process when possible and through formal review and appeal processes when necessary; and
- educate workers, including those whose first language is not English, about their rights and obligations within the Workers Compensation system.

### Summary of Performance

In 2005/06 the Worker Advisor Office:

- provided services to over 1,100 individuals, with 63% of these services concluded by the provision of advice;
- opened 409 active files;
- resolved 26% of files at the case management level, 46% at the Review Office level, and 28% at the Appeal Commission level; and
- maintained national contact with worker advisors and advocates to share information and best practices.

The following table contains a summary of case management statistics:

### Case Management Statistics

April 1, 2005 to March 31, 2006

<b>Claims</b>	
Number of inquiries finalized through file review (no basis for appeal)	197
Number of claims finalized at appeal levels	327

## 2(j) Worker Advisor Office

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	625.5	11.00	690.1	(64.6)	1.
Total Other Expenditures	131.3		153.0	(21.7)	2.
Total Expenditures	756.8	11.00	843.1	(86.3)	

### Explanation Number:

- 1. Under-expenditure reflects implementation of vacancy management strategies to offset the over-expenditure of the Labour Management Services Division. These strategies included secondment of an employee to the Employment Standards Branch to perform legislative drafting for the Employment Standards Code Review, managing net staff turnover costs (which included delay in transferring two Worker Advisors from Employment Standards Branch part way through the year to fill vacancies) and savings due to the voluntary reduced work week program partially offset by vacation payout for an employee who resigned, merit increases, an employee granted leave without pay and remoteness allowance costs.*
- 2. Under-expenditure reflects implementation of expenditure management strategies to offset the over-expenditure of the Labour Management Services Division. These strategies resulted in reductions in the amount of medical tests for clients, computer related charges, training plans, travel costs, operating supplies, mailing costs and telephone charges. These under-expenditures were partially offset by scheduled replacement of a laser printer.*

# Manitoba Women's Advisory Council

The purpose of the Manitoba Women's Advisory Council is to advance the goal of equal participation of women in society and to promote changes in social, legal, and economic structures to that end.

## Objectives

The objectives of the Manitoba Women's Advisory Council are to:

- advise the minister on such matters relating to equality of status for women as the minister may refer to it for consideration, or as the council, on its own initiative, undertakes for consideration;
- recommend to the minister policies, projects, programs of research, study or activity, legislation, and other steps and initiatives designed to advance the goal of equality of status for women; and
- carry out such other duties and functions relating to equality of status for women as the minister may direct or as the council on its own initiative may undertake.

## Summary of Performance:

In 2005/06 the Manitoba Women's Advisory Council:

- held six meetings: one in the Interlake region; one in conjunction with the Council's 25th Anniversary celebrations; one in conjunction with an interactive research session with women's organizations in partnership with the National Action Committee on the Status of Women; one that included a presentation on Legal Aid Manitoba services; one that included a presentation and video on women and girls in the sex trade; and one devoted to a day-long strategic planning session;
- held six community information sessions with presentations on: the role of the Ombudsman; Habitat for Humanity's Women Build; the ABCs of fraud/identity theft; federal benefits and CPP credit splitting; Legal Aid Manitoba services; services provided by Family Conciliation; and women and the sex trade;
- celebrated Council's 25<sup>th</sup> Anniversary at the Legislative Building, an event attended by more than 200 people including current and former Council members, women's organizations, government representatives, and members of the media;
- hosted biannual roundtables on violence against young women and girls, which included more than 50 members representing women's groups, service providers, researchers, and relevant government departments;
- made available free of charge more than 5,000 copies of Council's sixth edition of *Parenting on Your Own*, a resource guide for lone parents;
- produced the seventh edition of Council's *Parenting on Your Own*, printed in collaboration with three other Manitoba Government partners;
- chaired the Coalition of Provincial and Territorial Advisory Councils on the Status of Women to share resources, best practices, and strategic action on issues of common concern, and attended regional and federal consultations held by Status of Women Canada in the capacity of chair;
- held the 10<sup>th</sup> Annual Sunrise Memorial to mark the anniversary date of the Montreal Massacre and to raise public awareness about violence against women and girls;

- facilitated the building of community-based initiatives to raise awareness about women and poverty, gender budgeting, gender-based analysis (GBA), and the needs of rural, remote, and northern women;
- enhanced Council's advisory capacity by increasing its networking capabilities and consultative role through participation in many community-driven activities, such as the development of a poverty symposium and the planning of a future birthing centre;
- provided a one-stop, public, on-site library resource, which is catalogued by the Legislative Library;
- assisted women's organizations by providing on-site administrative support, including photocopying, fax, and mail services;
- compiled the weekly events calendar and information sheet, *Council Currents*, which is sent to more than 800 individuals, groups, service providers, and relevant government departments, and is linked to community-based electronic networks;
- provided a referral and information service for those requiring assistance in person, by phone, or electronically;
- provided an interactive website containing information on relevant issues and resources;
- provided input on the review of *The Employment Standards Code*;
- maintained membership in Rural Team Manitoba and played an active role on its subcommittee on women's issues, which compiled and disseminated research on the changing needs of rural and northern women;
- participated in the 2005 Brandon Rural Forum to raise awareness of issues concerning women in rural and northern communities;
- helped facilitate a two-day training session of Rural Team Manitoba and several community-based organizations on GBA to share knowledge about incorporating the different experiences and concerns of women and men in the development of government policies and programs;
- met with the Minister responsible for the Status of Women to seek input, support, and guidance on a proposed Action Plan for Manitoba Women;
- sought formal feedback, evaluation, and suggestions from the general public on future topics for Council's community information sessions;
- provided advice to government on issues including self-harm, eating disorders, social assistance, and the needs of rural, remote, and northern women;
- increased collaboration with Aboriginal women's organizations;
- increased synergies between the Council and the Manitoba Women's Directorate, Department of Labour and Immigration, and other government departments to address such areas as IT support, immigration, and women's economic security; and
- enhanced the incorporation of women's equality issues as a core departmental priority.

## 2(l) Manitoba Women's Advisory Council

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2005/06 \$(000s)	FTE	2005/06 \$(000s)	Over/(Under) \$(000s)	
Total Salaries	205.8	3.75	210.6	(4.8)	1.
Total Other Expenditures	106.3		103.0	3.3	2.
Total Expenditures	312.1	3.75	313.6	(1.5)	

### Explanation Number:

1. *Under-expenditure reflects salary recovery for a Policy Analyst seconded to Justice net of unbudgeted costs of a Policy Analyst hired as an under fill.*
2. *Over-expenditure reflects under-budgeted printing and mailing costs of the seventh edition of "Parenting on Your Own", replacement of work stations per recommendations of an ergonomic assessment and scheduled replacement of a laser printer partially offset by less per diems paid to Advisory Council Members and Chairperson than budgeted.*

# Women's Directorate

The Women's Directorate works to inform government decision-making to ensure that the unique needs and concerns of women are integrated into public policy, legislation, and programs.

## Objectives

The objectives of the Women's Directorate are to:

- ensure that government's programs, policies and legislation reflect women's issues and priorities;
- identify and assess the effectiveness of services and programs available to women;
- improve women's economic status and career choices;
- educate and inform government and the public about women's issues, including violence, health, and women's social and economic status; and
- collaborate with government bodies within and outside Manitoba to achieve these objectives.

## Summary of Performance

In 2005/06 the Women's Directorate:

- identified and raised awareness of issues requiring government action, and provided advice and support on matters under the Directorate's mandate;
- worked with government bodies and community interest groups including: Interdepartmental Committee on Family Violence; Adult Strategy on Sexual Exploitation Committee; Assistant Deputy Ministers Committee on Youth; Child Care Regulatory Review Committee; Manitoba Women's Advisory Council; Interdepartmental Nutrition Project; Eating Disorders Network; Physical Activity Coalition of Manitoba; and Healthy Child Committee of Cabinet;
- gathered and monitored statistical information on such issues as economic security/health/ethnic/cultural status, family arrangements, education, and employment;
- participated with Federal/Provincial/Territorial (F/P/T) counterparts on issues of common interest such as women's economic independence and security, violence against women, and women's health;
- participated in the Senior F/P/T Committee on Aboriginal Women as part of a plan to focus on preventing and addressing violence against Aboriginal women;
- held a Policy Forum on Aboriginal Women and Violence;
- continued with its partners, Human Resources and Skills Development Canada, Manitoba Justice, and Manitoba Finance, to monitor a revised Canada Pension Plan Reform mechanism to facilitate credit splitting between spouses upon marriage breakdown;
- commemorated Women's History Month by focusing on the history of Black women in Manitoba;
- organized the Government's reception in honour of International Women's Day on March 8, 2006, which focused on the 90<sup>th</sup> anniversary of women obtaining the right to vote in Manitoba, and attracted approximately 300 participants;



- provided 50 scholarships of \$1,000 each through the Training for Tomorrow Educational Awards Program, an initiative that encourages women to pursue training in math, science, and technology-related fields at Manitoba's community colleges;
- in partnership with Manitoba Advanced Education and Training, continued to provide introductory computer and internet training to adult women throughout Manitoba through the Power Up program, funding a total of 48 Power Up courses for 425 participants in Winnipeg and communities throughout the province;
- expanded the Power Up program to be offered for a longer period throughout the year and in several northern locations, including: Cormorant Lake, Lake Manitoba First Nation, Little Saskatchewan First Nation, Waasagomach First Nation, Thompson YWCA Literacy Employment Assistance Program, Fairford, Dauphin Adult Learning Centre (part of the Indian-Metis Friendship Centre), St. Laurent, and Portage Learning Centre;
- in partnership with Manitoba Advanced Education and Training and Winnipeg Technical College, offered Trade Up to Your Future, a pre-trades training program for women designed to increase opportunities for women's economic independence and to address women's under-representation in the skilled trades;
- provided public information on women's health from medical and non-medical sources, and provided a toll free line throughout Manitoba offering information on programs, services, domestic violence, maintenance enforcement, starting a business, scholarships, and women's health;
- provided through its website, information on programs, publications, important dates, and links to other provincial and national websites;
- continued to broaden its range of contacts to reach the widest cross section of Manitoba women by making presentations to women's and other community groups regarding the role and initiatives of the Directorate, attending meetings, conferences and other functions held by women's groups, and making print and other materials available to women around the province at conferences, community events, and educational symposia;
- distributed the following publications:
  - *About Women;*
  - *Keeping Safe at Work;*
  - *Power Up and Training for Tomorrow materials;*
  - *Preventing Violence Against Women: A Strategic Framework;*
  - *Women's Economic Independence and Security: A Strategic Framework;*
  - *The Manitoba Women's Health Strategy;*
  - *Women in Manitoba: A Statistical Profile;*
  - *Taking Action Against Violence;*
  - *Domestic Violence Prevention: A Workplace Initiative;*
  - *Workplaces That Work: Creating a Workplace Culture that Attracts, Retains and Promotes Women; and*
  - *Women's History Month Publications.*

## 2(m) Women's Directorate

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	403.5	7.00	442.9	(39.4)	1.
Total Other Expenditures	174.4		190.5	(16.1)	2.
Total Grants	48.5		50.0	(1.5)	
<b>Total Expenditures</b>	<b>626.4</b>	<b>7.00</b>	<b>683.4</b>	<b>(57.0)</b>	

### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies to offset the over-expenditure of the Labour Management Services Division. These strategies included not hiring a summer student and savings due to the voluntary reduced work week program partially offset by reclassification of an employee, overtime costs, merit increases, acting status payouts and vacation payout for an employee that resigned.*
2. *Under-expenditure reflects implementation of expenditure management strategies to offset the over-expenditure of the Labour Management Services Division. These strategies resulted in reductions in advertising and printing costs, promotional activities, printing and postage rates to mail out one extra "About Women" newsletter, mailing costs due to delayed mail out of Domestic Violence Prevention materials, computer related charges, telephone directory charges now funded by Labour Management Services Division, offsite storage charges, meeting costs and hospitality grants. These under-expenditures were partially offset by over-expenditures for the Statistical Profile and other documents related to the Aboriginal Women and Violence Against Women working groups, unbudgeted travel costs for the Policy Forum on Aboriginal Women, computer hardware leasing costs and buyouts due to expiring leases, web services charges due to change in status from a branch to a division, printing and mailing costs for "Training for Tomorrow", increased course delivery costs due to expansion of "Power Up" training to Northern Manitoba, under-budgeted costs for Women's History Month and International Women's Day events, scheduled replacement of laser printer, increased purchases of other physical assets and publications.*

# Immigration and Multiculturalism Division

The Immigration and Multiculturalism Division develops policies and programs for immigration and coordinates the settlement of immigrants and refugees into the social and economic life of Manitoba. The Division identifies issues of concern to the multicultural community, fosters partnerships between government and ethnocultural communities, and implements *The Manitoba Multiculturalism Act*, *The Manitoba Ethnocultural Advisory and Advocacy Council Act* and *The Manitoba Immigration Council Act*.

The Division consists of the Executive Administration, Strategic Planning and Program Support Branch, Immigration Promotion and Recruitment Branch, Settlement and Labour Market Services Branch, Adult Language Training Branch, and the Multiculturalism Secretariat.

## Executive Administration

The Executive Administration provides managerial support and leadership to divisional programs through the Divisional Management Team and the Strategic Planning and Program Support Branch.

## Objectives

The objectives of the Executive Administration and Strategic Planning and Program Support Branch are to:

- coordinate budgeting, financial accountability and reporting, and divisional human resource management;
- conduct research and coordinate information and analysis for effective decision-making, policy options, program development, and evaluation; and
- support Manitoba's immigration and integration objectives through F/P/T negotiations and working groups, coordination of provincial involvement, input on legislation and programs, strategic planning, trend monitoring, communications and marketing, and technology management.

## Summary of Performance

In 2005/06 the Immigration and Multiculturalism Division:

- contributed to Manitoba's progress towards the goal of receiving 10,000 immigrants annually with a 9% increase in newcomer arrivals, thus strengthening provincial economic development and population growth;
- received 8,097 newcomers representing 3.1% of Canada's total immigration of 262,236. Manitoba's new arrivals included: 1,192 (14.7%) Family Class immigrants; 5,725 (70.7%) Economic immigrants; 1,094 (13.5%) Refugees; and 86 (1.1%) immigrants in unknown categories;
- provided support for Manitoba's participation in Multilateral Meetings of Ministers Responsible for Immigration in July and November 2005;
- strengthened stakeholder partnerships and targeted immigrant recruitment with support from a Memorandum of Understanding (MOU) between Manitoba Labour and Immigration and Citizenship and Immigration Canada (CIC) to increase Manitoba's Francophone immigration;
- negotiated a third Enhanced Language Training Agreement between Canada and Manitoba to improve the labour market integration of Manitoba newcomers and regional programming;

- participated in the development of the Manitoba Opportunities Fund program, which allocates revenues from the Federal Immigrant Investor Program (FIIP) to support economic development projects, including direct support of Manitoba's Growing Through Immigration Strategy;
- participated in various F/P/T working groups, including the Immigration Planning Table that was co-chaired by Manitoba, as well as Deputy and Assistant Deputy Minister planning meetings;
- provided administrative and research support to the Manitoba Immigration Council;
- facilitated communications, marketing, and website development across the Division;
- recorded over 13 million hits on the bilingual website at [www.immigratemanitoba.com](http://www.immigratemanitoba.com), which is profiled in the new Going to Canada web portal;
- designed and produced over 80 communications products to support Divisional programs, including the annual Manitoba Immigration Facts Report; and
- supported the guidelines of the Sustainable Development Procurement Plan, which included "green purchasing", recycling, and the promotion of suppliers from immigrant and ethnocultural communities.

## **Immigration Promotion and Recruitment Branch**

The Immigration Promotion and Recruitment Branch is responsible for promoting the province as a destination of choice for skilled immigrants, processing applications from skilled workers under the Manitoba Provincial Nominee Program, and nominating individuals and their families for permanent residence in Canada based on the current and future labour and economic development needs of the province.

### **Objectives**

The objectives of the Immigration Promotion and Recruitment Branch are to:

- strategically increase prospective immigrants' awareness of Manitoba as a desirable place to live, work, and raise a family by communicating Manitoba's unique benefits through targeted recruitment activities abroad;
- increase immigration to meet the labour market and business needs of Manitoba through the Provincial Nominee Program; and
- strengthen partnerships with Manitoba communities, businesses, educational and professional organizations, and government jurisdictions to attract skilled immigration to the province in coordination with labour market initiatives.

### **Summary of Performance**

In 2005/06 the Immigration Promotion and Recruitment Branch:

- increased immigration through the Provincial Nominee Program to 4,619 Provincial Nominees and their family members, which was a 14.1% increase over 2004 (4,048) and represented 57.1% of all immigration (8,097) to Manitoba. The distribution of Provincial Nominees across Manitoba was 68.2% to Winnipeg and 31.8% to regional centres. The top destinations were Winnipeg, 3,149 (68.2%); Winkler, 641 (13.9%); Steinbach, 345 (7.5%); Brandon, 122 (2.6%); Morden, 56 (1.2%); Thompson, 18 (0.4%); Stonewall, 14 (0.3%); and Teulon, 12 (0.3%);
- reduced processing times for Provincial Nominee priority stream applications and strengthened the role of employers, close family members, and communities in the nomination process;

- assisted in administering a business component of the Provincial Nominee Program with the Department of Industry, Economic Development and Mines, resulting in the approval of 135 businesses as of December 31, 2005;
- in partnership with communities, employers, and others, participated in three strategic promotion and recruitment campaigns overseas to strengthen relations with the visa offices and increase interest in immigration to the province. In England and Scotland, Manitoba's regional community representatives, along with government staff, introduced Manitoba and its communities as destinations of choice for potential immigrants. At Canada Job Fairs 2006 in three German cities, employers interviewed trained skilled workers;
- in cooperation with CIC, provincial counterparts and community representatives participated in recruitment missions in France and Belgium. Activities were supported through a Memorandum of Understanding with CIC to increase Francophone immigration and continue development of strategic promotional materials, website, and missions. Over 1,200 pre-screened prospective immigrants received information and materials. In Paris, Nice and Brussels, over 30 strong prospective entrepreneurs were identified, and invitations were extended to 55 Principal Applicants to apply as Provincial Nominees;
- maintained direct contact with immigration officers in over 40 Canadian Embassies, High Commissions, and Consulates to ensure smooth processing of applications, which also allowed Manitoba to convey accurate information on provincial promotion and recruitment and on current economic and labour market development strategies;
- hosted an Employer Direct Forum on the benefits of the Provincial Nominee Program as a recruitment option that complements the hiring of skilled newcomers already landed in Manitoba. The session included employers, sector organizations, human resource professionals, and service providers, with over 120 participants;
- participated in F/P/T working groups to provide Manitoba's perspective on federal immigration legislation and regulations, promotion and recruitment, and the skilled worker and business immigration programs; and
- enhanced client service through development of website information with increased stakeholder participation. Website inquiries for the Provincial Nominee Program increased 15% to 142,140.

## **Settlement and Labour Market Services Branch**

The Settlement and Labour Market Services Branch facilitates the economic and social integration of immigrants in Manitoba and enhances their ability to contribute to and participate in Manitoba's labour market through the development, coordination, support, delivery, and funding of settlement-related programs and services.

### **Objectives**

The objectives of the Settlement and Labour Market Services Branch are to:

- work with settlement services to effectively meet the needs of Manitoba newcomers;
- enhance the quality and standards of settlement and employment services for immigrants;
- coordinate settlement activities with relevant service providers and stakeholders across Manitoba; and
- work with a wide range of stakeholders to develop initiatives to address qualifications recognition to help immigrants achieve their full potential in the Canadian labour market and society.

## Summary of Performance

In 2005/06 the Settlement and Labour Market Services Branch:

- in conjunction with the Adult Language Training Branch, continued to administer the Manitoba Immigrant Integration Program (MIIP), which combines federal and provincial funds to support immigrant settlement and language training services for newcomers. Thirty-four projects totalling \$2,772,400 were funded under the MIIP – Immigration Settlement Services component, relating to settlement services in Winnipeg and Manitoba regions, including community development, employment services, immigrant family wellness, and qualifications recognition;
- coordinated settlement information and activities with service providers in the Manitoba Settlement Group, the Employment Service Providers Group, the Cross Cultural Resource Team on War-Affected Families, the Manitoba Refugee Sponsors, and the immigration committees in Winkler and Steinbach;
- developed informational materials, such as occupational profiles, designed to assist newcomers to understand life and services in Manitoba, including qualifications recognition processes;
- in conjunction with the Adult Language Training Branch, provided support for the delivery of the ENTRY Program, a four-week orientation and English language program, to approximately 1,400 newcomers;
- coordinated additional regional supports to newcomers settling outside of Winnipeg, including direct employment supports provided by Advanced Education and Training, and served approximately 1,400 newcomers through this program;
- assisted 390 highly skilled immigrants with the costs of assessments and examination fees, courses, and materials needed to achieve accreditation, and provided wage assistance to 27 newcomers for placement in permanent employment in their fields of expertise;
- provided academic credential reports and accreditation referrals to 662 immigrants;
- continued to lead the development of a Qualifications Recognition Strategy (QR) to address qualifications recognition of highly skilled immigrants, which included raising awareness of the seven principles of the Framework for addressing Qualifications Recognition, development of demonstration projects, and participation in QR activities of relevant stakeholders;
- continued to work with Manitoba Health and other key stakeholders on the Internationally Educated Health Professional Initiative to improve procedures for licensing internationally educated health professionals, including pharmacists, nurses, and physicians;
- worked closely with other federal and provincial departments, self-regulating bodies, employers, and post-secondary institutions to develop innovative programming for internationally educated engineers, internationally-trained teachers, accountants, early childhood educators, and financial institution customer service representatives;
- provided support to settlement and mainstream agencies working with war-affected newcomer families, including coordinating a series of roundtable discussions on the issue of potential involvement of refugee youth in criminal activities;
- developed a coordinated Labour Market Strategy for Immigrants with Advanced Education and Training to improve service, skills recognition, and labour market integration of immigrants and negotiated a three year, \$2.6 million agreement with Human Resources and Skills Development Canada to support this initiative; and
- participated in the F/P/T Working Group on Settlement and Integration, the Alliance of Assessment Services, and other national bodies to share information on settlement models and activities in Manitoba.

## Adult Language Training Branch

The Adult Language Training Branch coordinates Adult English as an Additional Language (EAL) instruction that is delivered by service providers throughout Manitoba.

### Objectives

The objectives of the Adult Language Training Branch are to:

- coordinate and fund Adult EAL programming throughout Manitoba in order to assist immigrants to develop communicative competence in English and acquire necessary, appropriate, and timely settlement information so that they may pursue their personal, academic, and employment goals, and live lives of dignity and purpose in Canada;
- support the establishment of joint initiatives among a variety of service providers and other partners; and
- provide EAL programming in school and college based programs, community based language training, English at Work, English for Specific Purposes, and regional adult EAL programming to meet the diverse needs of newcomers.

### Summary of Performance

In 2005/06 the Adult Language Training Branch:

- provided \$5,260.5 million for Adult EAL through the MIIP in 7 different programming streams: the ENTRY Program; Adult EAL for Schools and Colleges; Community-Based Language Training; English at Work; Enhanced English for Employment Purposes; Regional Programs; and Resources and Special projects;
- funded 46 Adult EAL projects through MIIP with approximately 5,660 seats, implementing a variety of program models and support projects to accommodate learners' needs and schedules;
- funded, through the Enhanced Language Training Initiative of CIC, the development and delivery of seven occupation-specific language training programs and two new initiatives for rural programs, including on-line support for Regional Adult EAL teachers;
- conducted Canadian Language Benchmarks assessments of English language proficiency for more than 2,800 individuals through administration of the Assessment and Referral Centre;
- developed and distributed 3,000 self-study guides for Adult EAL learners to practise English on their own using the internet and other community resources;
- offered training, coordination, and support for over 500 Adult EAL volunteers, including revision and distribution of "Learning Together: A Resource Guide for Adult EAL Volunteers";
- updated the Learning English section of [www.immigratemanitoba.com](http://www.immigratemanitoba.com) and maintained the Adult EAL lending resource room for instructors;
- provided Adult EAL insight and expertise through participation in a variety of projects undertaken by other departments, such as the Adult Learning and Literacy Branch and the Apprenticeship Branch of Advanced Education and Training and Education, and Citizenship and Youth's K-S4 EAL Curriculum Development Team;

- continued to facilitate the Adult EAL Coordinating Group with representatives from service provider organizations, other government departments, and stakeholders to provide recommendations to the Branch and opportunities for needs identification, community outreach, coordination of activities, and communication among participants; and
- provided professional development opportunities by offering one day of curriculum on Teaching Writing to Adult EAL Learners and a half day on Assessing L2 Writing Using Rubrics, producing a set of eight Writing Rubrics for Outcome Assessment based on the Canadian Language Benchmark 2000, participating in the planning and delivery of the Teachers of English Second Language Manitoba Conference in February 2006, and initiating a Professional Development Leadership Group on Teaching Pronunciation.

### 3(a) Immigration

Expenditures by Sub-Appropriation	Actual 2005/06 \$(000s)	Estimate 2005/06 FTE	Estimate 2005/06 \$(000s)	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	2,702.9	45.00	2,632.0	70.9	1.
Total Other Expenditures	838.6		990.8	(152.2)	2.
Total Financial Assistance	9,339.6		9,089.9	249.7	3.
Total Expenditures	12,881.1	45.00	12,712.7	168.4	

#### Explanation Number:

1. *Over-expenditure reflects the requirement of a full staff complement in order to meet government immigration recruitment and retention priorities and fund the unbudgeted Labour Market Strategy for Immigrants (LMSI). Salary over-expenditures included net staff turnover costs, an unbudgeted term position to replace an employee on maternity leave, an employee on acting status to replace another employee on maternity leave and leave without pay, two unbudgeted term positions to reduce processing backlog, an unbudgeted term position to replace an employee on secondment to Health, an unbudgeted term position to replace an employee on acting status in another position, secondment of two employees (Director and Administrative Assistant) from Advanced Education and Training to fill LMSI staff positions (supplementary funding was approved and partially offset by revenues from Human Resources and Skills Development Canada (HRSDC) under the Manitoba Labour Market Strategy for Immigrants Contribution Agreement to improve service, skills recognition and labour market integration of immigrants), acting status payouts, merit increments, reclassification of the Assistant Deputy Minister and a Policy and Program Analyst, salary top-up for a Management Intern position and workers compensation claims. These over-expenditures were partially offset by implementation of vacancy management strategies, which included four employees on maternity leave and leave without pay, delayed hiring of the Qualifications Recognition Co-ordinator, secondment of an employee to Health and savings due to the voluntary reduced work week program.*
2. *Under-expenditure reflects expenditure management strategies to offset salary over-expenditures. These strategies resulted in the reduction of in-province and out-of-province travel, publications purchases, equipment rentals, meeting costs, training plans, conference costs, mailing costs and fee-for-service contracts (which included delivery of Adult English as an Additional Language programming) by performing the work in-house. Other under-expenditures included Manitoba Immigration Council costs less than planned, a delay in implementation of the Qualifications Recognitions Strategy (expenditures incurred were offset by increased Enabling Vote authority) and legal fees. These under-expenditures were partially offset by costs for development of strategic promotional materials, website and missions related to the Francophone Initiative (supplementary funding was approved and offset by revenues from Citizenship and Immigration Canada (CIC) under a Memorandum of Understanding to increase Francophone immigration), scheduled replacement of physical assets (monitors, laser printers and work stations partially offset by increased Enabling Vote authority and a corresponding amount of Provincial Nominee Program – Business revenue which is*



*allocated to fund internal departmental programming in support of the Growing Through Immigration Strategy), other advertising and printing costs and hospitality grants.*

- 3. Over-expenditure reflects professional fees paid to third parties for services delivery under the LMSI (supplementary funding was approved and partially offset by revenues from HRSDC) and costs related to approved economic development projects (partially offset by increased Enabling Vote authority and a corresponding amount of Manitoba Opportunities Fund revenue).*

## **Multiculturalism Secretariat**

The Multiculturalism Secretariat coordinates the implementation of Manitoba's multicultural policy by identifying priorities for action throughout government departments and agencies that incorporate the principles of multiculturalism in policies, programs, and services. The Secretariat also supports initiatives within the ethnocultural community through the administration of the Ethnocultural Community Support Program. The Secretariat advises the Minister on multiculturalism issues and provides administrative support to the Manitoba Ethnocultural Advisory and Advocacy Council.

### **Objectives**

The objectives of the Multiculturalism Secretariat are to:

- work with government departments and agencies to identify, prioritize, and implement actions that will contribute to a successful multicultural society in Manitoba;
- work with the community at large to enhance sensitivity to the needs and concerns of Manitoba's cultural communities;
- foster and enhance relations between cultural communities and assist them to achieve shared goals;
- work with business, labour, and other stakeholders to promote respect and appreciation for Manitoba's cultural diversity, encourage full participation by members of all cultural communities in all aspects of society, and recognize the benefits of a multilingual, multicultural society;
- encourage the use of languages that contribute to Manitoba's multicultural heritage; and
- carry out other duties and functions relating to multiculturalism as the Minister or Deputy Minister may direct.

### **Summary of Performance**

In 2005/06 the Multiculturalism Secretariat:

- coordinated provincial participation in citizenship promotion and anti-racism activities to strengthen the understanding of cultural diversity and encourage the development of a respectful and culturally sensitive environment;
- provided training opportunities for departmental staff and participation in community activities to recognize the International Day for the Elimination of Racial Discrimination on March 21, and distributed materials on racism, citizenship, and multiculturalism to schools and other organizations;
- in collaboration with Canadian Heritage, hosted a Capacity Building Forum for the African and Caribbean communities;
- in collaboration with the Celebrate Canada Committee, hosted a planning dinner to design and implement annual programming events to recognize and celebrate the multicultural diversity in Manitoba on Canadian Multiculturalism Day;

- through the Manitoba Opportunities Fund, initiated a research and consultative project to look at present and potential uses of community economic development to support the ongoing work of ethnocultural communities and organizations in Manitoba;
- coordinated research, reports, and meetings of the Manitoba Ethnocultural Advisory and Advocacy Council and its standing committees;
- provided advice to the Canada/Manitoba Infrastructure Program in assessing requests from the multicultural community;
- continued to administer the Ethnocultural Community Support Program and provide administrative support and assistance in addressing priority issues identified by ethnocultural communities; and
- reviewed grant requests under the Ethnocultural Community Support Fund and provided advice and recommendations to the Government of Manitoba with respect to the distribution of lottery funds to multicultural communities. In 2005/06, 121 grant requests were processed and 106 were approved for a total of \$107,500 in cash and \$305,400 in bingos (through the Manitoba Lotteries Corporation).

### 3(b) Multiculturalism Secretariat

Expenditures by Sub-Appropriation	Actual	Estimate		Variance	Expl. No.
	2005/06 \$(000s)	FTE	2005/06 \$(000s)	Over/(Under) \$(000s)	
Total Salaries	190.5	3.00	182.8	7.7	1.
Total Other Expenditures	86.3		86.2	0.1	
Total Financial Assistance	107.5		107.5	0.0	
Total Expenditures	384.3	3.00	376.5	7.8	

#### Explanation Number:

1. *Over-expenditure reflects unbudgeted term position to replace an employee on maternity leave, vacation payout for an employee who resigned and acting status payouts partially offset by an employee on maternity leave.*

### Manitoba Ethnocultural Advisory and Advocacy Council (MEAAC)

The Manitoba Ethnocultural Advisory and Advocacy Council was established by *The Manitoba Ethnocultural Advisory and Advocacy Act* to advocate on behalf of the community and provide advice to the government on issues of importance to the ethnocultural community. There are 21 Council members, 16 elected by their community and 5 appointed by the Minister. During the first term of its mandate, MEAAC established six Standing Committees to oversee issues in communities related to Anti-Racism, Education, Immigration and Employment, Cultural and Linguistic Diversity, Outreach, and Youth.

#### Objective

The objective of the Manitoba Ethnocultural Advisory and Advocacy Council is to provide advice to the government on issues of importance to the ethnocultural community.

## Summary of Performance

In 2005/06 the Manitoba Ethnocultural Advisory and Advocacy Council:

- developed and distributed a newsletter entitled “MEAAC News” and a MEAAC brochure to over 500 ethnocultural organizations in Manitoba to increase awareness of the Council’s roles and responsibilities;
- provided recommendations on the “Standards of Assessment Consultation Paper” that was prepared by the Settlement and Labour Market Services Branch regarding foreign credentials recognition;
- met with the Board of Directors of four ethnocultural organizations to discuss issues of relevance to the multicultural community; and
- attended 40 community events to foster linkages and communication between ethnocultural organizations and the Council.

## Manitoba Immigration Council

The Manitoba Immigration Council was created in June 2004 by *The Manitoba Immigration Council Act*. Its mandate is to expand settlement supports and employment opportunities and to promote Manitoba as a destination, in support of the provincial goal to increase immigration to 10,000 annually. The Council has 12 members representing the business, labour, regional, and multicultural sectors.

### Objective

The objective of the Manitoba Immigration Council is to provide the Minister responsible for Immigration with information and advice regarding measures to attract immigrants, services for new immigrants, and initiatives that should be developed and promoted by government and others to ensure that immigrants remain in Manitoba.

## Summary of Performance

In 2005/06 the Manitoba Immigration Council:

- met to discuss various immigration issues including international medical graduates, skilled worker and business provincial nominees capacities in settlement agencies, immigration consultants, privately sponsored refugees, immigration planning, and the integration of refugee students in Manitoba schools; and
- provided recommendations on the Provincial Nominee Program Business component, non-governmental settlement delivery agencies, and immigrants’ housing.

# Office of the Fire Commissioner

Operating as a Special Operating Agency, the Office of the Fire Commissioner (OFC) provides a critical role in maintaining Manitoba's Public Safety Network. The Agency provides education and training, public safety consultation, codes administration, fire investigation and actual emergency responses to incidents when municipal resources are unable to deal with the emergency. The main objective of the OFC is to provide the citizens of Manitoba with a variety of public safety services which meet the current and emerging needs of the province. The OFC provides these services under the auspices of three Acts: *The Fires Prevention and Emergency Response Act*, *The Buildings and Mobile Homes Act* and *The Department of Labour and Immigration Act*.

## Objectives

The objectives of the Office of the Fire Commissioner are to:

- provide technical and administrative assistance to fire departments and municipal councils throughout the province;
- provide education and training in disaster management and emergency response;
- ensure public safety through compliance with all building codes and standards; and
- provide emergency response throughout the province for incidents that are too large or complex for local emergency response resources to handle.

## Summary of Performance

In 2005/06 the Office of the Fire Commissioner:

- provided technical assistance to fire departments through an integrated network of Emergency Services Officers;
- responded to 25 provincial emergencies and search incidents;
- provided over 4,000 certifications in disaster management and emergency response through the Manitoba Emergency Services College in Brandon;
- through partnership with Aboriginal and Northern Affairs, developed a fire protection strategy to enhance fire protection services in northern and remote communities;
- reviewed building plans, issued building permits, and conducted enforcement and consultative services on various codes;
- participated on the Cabinet Sub-Committee on Security;
- established and continued to support the development of highly specialized teams in the areas of Urban Search and Rescue, Hazardous Materials Response, Ground Search and Rescue, Methamphetamine Lab Response, and Wildland Fire Support;
- provided an additional \$100,000 to the current water bomber reserve fund, which covers costs associated with water bomber deployment for non-forest fire incidents occurring on Rural Municipality property; and
- assisted in the formulation of an improved and modernized *Fires Prevention and Emergency Response Act* to enhance fire prevention and investigation services, emergency response, and training.

## **Continuous Improvement**

- continue to provide quality education and training to emergency services personnel at a provincial, national, and international level;
- continue to work with and support municipalities to develop an emergency response system to deal with their local hazards and emergencies; and
- continue to prepare for and respond to emergencies in the province that are too large or complex to be handled by the local municipal or mutual aid system.

**For more information, please refer to the Office of the Fire Commissioner – Special Operating Agency – Annual Report.**



# Department of Labour and Immigration

## Reconciliation Statement (\$000)

<b>Details</b>	<b>2005/06 Estimates</b>
Printed Main Estimates of Expenditure 2005/06	\$31,209.1
Main Estimates Authority Transferred From:	
- Internal Reform, Workforce Adjustment and General Salary Increases	507.0
- Enabling Vote	389.1
Estimates of Expenditure 2005/06 (Adjusted)	\$32,105.2

# Department of Labour and Immigration

## Expenditure Summary (\$000)

for fiscal year ending March 31, 2006 with comparative figures for the previous fiscal year

Estimate 2005/06	Appropriation	Actual 2005/06	Actual 2004/05	Increase (Decrease)	Expl. No.
	<b>11-1 LABOUR EXECUTIVE</b>				
\$ 29.4	a) Minister's Salary	\$ 29.8	\$ 28.9	\$ 0.9	
	b) Executive Support				
603.5	1. Salaries	615.0	608.8	6.2	1.
77.3	2. Other Expenditures	64.6	56.3	8.3	4.
<b>\$ 710.2</b>	<b>Total 11-1</b>	<b>\$ 709.4</b>	<b>\$ 694.0</b>	<b>\$ 15.4</b>	
	<b>11-2 LABOUR PROGRAMS</b>				
	a) Labour/Management Services				
\$1,232.0	1. Salaries	\$ 1,403.2	\$ 1,269.1	\$ 134.1	1., 5.
333.7	2. Other Expenditures	358.0	338.9	19.1	2., 3.
	b) Mechanical & Engineering				
2,043.5	1. Salaries	1,947.2	1,809.5	137.7	1., 6.
473.1	2. Other Expenditures	668.3	574.7	93.6	2., 3., 7.
	c) Conciliation, Mediation & Pay Equity Services				
520.1	1. Salaries	517.2	511.7	5.5	1.
116.0	2. Other Expenditures	111.9	109.4	2.5	2., 3.
	d) Pension Commission				
338.0	1. Salaries	345.1	332.4	12.7	1., 8.
95.3	2. Other Expenditures	104.5	134.7	(30.2)	2., 3., 9.
	e) Manitoba Labour Board				
1,234.0	1. Salaries	1,264.2	1,130.6	133.6	1., 10.
356.1	2. Other Expenditures	343.5	325.9	17.6	2., 3., 11.
	f) Workplace Safety & Health				
3,789.6	1. Salaries	3,720.0	3,528.5	191.5	1., 12.
1,045.0	2. Other Expenditures	1,073.4	1,065.8	7.6	2., 3.
	g) Occupational Health				
297.4	1. Salaries	281.0	253.1	27.9	1., 13.
34.2	2. Other Expenditures	25.7	32.1	(6.4)	2., 3.



Estimate 2005/06	Appropriation	Actual 2005/06	Actual 2004/05	Increase (Decrease)	Expl. No.
	h) Mine Safety				
701.1	1. Salaries	678.1	552.3	125.8	1., 14.
204.1	2. Other Expenditures	192.1	174.8	17.3	2., 3., 15.
	i) Employment Standards				
2,342.8	1. Salaries	2,122.2	2,160.4	(38.2)	1., 16.
505.9	2. Other Expenditures	642.7	498.4	144.3	2., 3., 17.
	j) Worker Advisor Office				
690.1	1. Salaries	625.5	601.3	24.2	1., 18.
153.0	2. Other Expenditures	131.3	138.1	(6.8)	2., 3.
0.0	k) Office of the Fire Commissioner	0.0	164.2	(164.2)	19.
	l) Manitoba Women's Advisory Council				
210.6	1. Salaries	205.8	205.8	0.0	1.
103.0	2. Other Expenditures	106.3	80.9	25.4	2., 3., 20.
	m) Women's Directorate				
442.9	1. Salaries	403.5	440.8	(37.3)	1., 21.
190.5	2. Other Expenditures	174.4	154.9	19.5	2., 3., 22.
50.0	3. Grants	48.5	47.5	1.0	
<b>\$17,502.0</b>	<b>Total 11-2</b>	<b>\$17,493.6</b>	<b>\$16,635.8</b>	<b>\$ 857.8</b>	
	<b>11-3 IMMIGRATION AND MULTICULTURALISM</b>				
	a) Immigration				
\$ 2,632.0	1. Salaries	\$ 2,702.9	\$ 2,639.0	\$ 63.9	1., 23.
990.8	2. Other Expenditures	838.6	742.0	96.6	2., 3., 24.
9,089.9	3. Financial Assistance & Grants	9,339.6	8,204.5	1,135.1	25.
	b) Multiculturalism Secretariat				
182.8	1. Salaries	190.5	195.7	(5.2)	1.
86.2	2. Other Expenditures	86.3	75.4	10.9	2., 3.
107.5	3. Financial Assistance & Grants	107.5	107.5	0.0	
<b>\$13,089.2</b>	<b>Total 11-3</b>	<b>\$13,265.4</b>	<b>\$11,964.1</b>	<b>\$1,301.3</b>	
	<b>11-4 AMORTIZATION OF CAPITAL ASSETS</b>				
803.8	Amortization of Capital Assets	803.8	833.1	(29.3)	26.
<b>\$803.8</b>	<b>Total 11-4</b>	<b>\$803.8</b>	<b>\$833.1</b>	<b>\$(29.3)</b>	
<b>\$32,105.2</b>	<b>TOTAL EXPENDITURES</b>	<b>\$32,272.2</b>	<b>\$30,127.0</b>	<b>\$2,145.2</b>	

### **Explanation Numbers:**

1. *The variance reflects the general salary increases related to the collective bargaining agreement with the Manitoba Government Employees' Union and normal salary adjustments.*
2. *The variance reflects reduced computer related charges due to lower government-wide desktop rates.*
3. *The variance reflects the impact on real estate rentals due to increased Accommodation Cost Recovery rates charged by Transportation and Government Services and changed space requirements.*
4. *The increase reflects increased travel costs for more Federal/Provincial/Territorial meetings and net costs of a fleet vehicle lease less a car allowance paid in 2004/05.*
5. *The increase reflects hiring of the Director of Research, Legislation and Policy, severance and vacation payout on retirement, a Computer Programmer/Analyst that was seconded and paid for by the Immigration Branch in 2004/05, a salary top-up to Manitoba Women's Advisory Council Division for secondment of an employee and increased per diems for Labour Management Review Committee and Minimum Wage Board members. These salary increases were partially offset by a Computer Programmer/Analyst on maternity leave, a Computer Programmer/Analyst that resigned in 2004/05, secondment of a Computer Analyst to Energy, Science and Technology, retirement of a Senior Legislative Analyst, a Voucher Clerk who resigned in 2004 and net salary savings due to the voluntary reduced work week program.*
6. *The increase reflects the hiring of three Inspectors in 2004/05, net severance and vacation payouts on retirements, increased costs related to term positions, overtime costs and increased workers compensation claims. These increases were partially offset by retirement of the Director, secondment of a Computer/Programmer Analyst from Labour Management Services Division in 2004/05 and other increased staff turnover costs.*
7. *The increase reflects expenditures related to a major upgrade of boiler and elevator software.*
8. *The increase reflects a retired employee rehired to help reduce the backlog of unlocking applications and net staff turnover costs partially offset by severance and vacation payout on retirement in 2004/05, decreased Pension Commission per diems, less overtime costs and net salary savings due to the voluntary reduced work week program.*
9. *The decrease reflects legal and actuarial services incurred in 2004/05 during the review of The Pension Benefits Act and regulations partially offset by increased costs related to the Gazette (advertising, translation, and publishing), increased legal fees and scheduled replacement of a laser printer.*
10. *The increase reflects reclassification of three Board Officers, net severance and vacation payout on retirement of the Chairperson and net staff turnover costs for a Board Officer position and the Chairperson. These increases were partially offset by the permanent Vice Chairperson on leave without pay, net staff turnover costs for an Information Clerk position and an Administrative Secretary position and decreased total per diems for Board Members.*

11. *The increase reflects higher legal fees due to increased number of appeals, scheduled replacement of laser printers, furniture purchases, staff training courses, contracting the former Chairperson to complete hearings, payment of The Law Society of Manitoba fees for the new Chairperson and increased supplies and publication purchases. These increases were partially offset by reductions in travel, printing, mailing costs, computer hardware leasing costs and buyouts due to expiring leases and equipment/room rentals.*
12. *The increase reflects the hiring of five Safety and Health Officers in 2005/06 and one Safety and Health Officer in 2004/05, two Workplace Safety and Health Officers and an Occupational Hygienist on maternity leave, net severance and vacation payouts on retirements, hiring of two Administrative Secretary term positions to replace employees on sick leave, a retired employee no longer on secondment to Workers Compensation Board, increased workers compensation claims, increased overtime and standby, remoteness allowance costs and net staff turnover costs. These increases were partially offset by retirement of the Director of Inspection Services, resignation of an Occupational Hygienist, three secondments outside the Branch occurring in 2004/05 but not in 2005/06 (Computer Programmer/Analyst, Administrative Assistant and Typist from Labour Management Services Division, Office of the Fire Commissioner and Employment Standards Division respectively), an Administrative Secretary on long term sick leave, increased utilization by Mine Safety Branch of a seconded Safety and Health Officer, decreased per diems for Workplace Safety and Health Advisory Committee, reduced hours of a Safety and Health Officer, net staff turnover costs related to unbudgeted Administrative Secretary term position and decreased costs for summer students.*
13. *The increase reflects reclassification of an employee and net staff turnover costs partially offset by decreases in overtime and vacation payouts.*
14. *The increase reflects the hiring of two Mines Inspectors in 2005/06, net severance and vacation payout on retirement of Director, an employee on secondment to the Crocus Fund in 2004/05, increased utilization of a Safety and Health Officer as a Mines Inspector seconded from Inspection Services Branch and increased remoteness allowance costs. These increases were partially offset by a Mines Inspector on acting status in the Director position, net staff turnover costs for retirement of the Director and an Administrative Secretary position, decreased overtime costs and fewer worker compensation claims.*
15. *The increase reflects travel costs of Mines Inspectors and other northern staff going to Winnipeg for training, scheduled replacement of laser printers, consulting fees for the Flin Flon Mine Reverb Furnace Rebuild, fleet vehicle repairs and increased telephone charges.*
16. *The decrease reflects net severance and vacation payouts on retirements, two employees on maternity leave, three vacant Employment Standards Officer positions, an employee hired by Agriculture in 2005/06 previously seconded by Agriculture for part of 2004/05, transfer of two Employment Standards Officers to Worker Advisor Office Branch in 2004/05, net staff turnover costs for the Secretary to the Executive Director position, an employee granted leave without pay, net salary savings due to the voluntary reduced work week program and a summer student hired in 2005/06 but not in 2004/05. These decreases were partially offset by two employees that were on maternity leave in 2004/05, secondment of an employee from the Worker Advisor Office Branch to perform legislative drafting for the Employment Standards Code Review, secondment of an Administrative Secretary from Advanced Education and Training, reclassification of four employees, net staff turnover costs for several Employment Standards and Intake Officer positions, a Typist who was seconded to Workplace Safety and*

*Health Branch in 2004/05, hiring a term position under the Gateway Program, hiring a term employee as an Employment Standards Officer to replace an employee on long term sick leave, costs for the facilitator of the Employment Standards Code Review, increased remoteness allowance costs and overtime costs.*

- 17. The increase reflects legal, printing, advertising, travel and rental costs related to the Employment Standards Code Review, scheduled replacement of work stations, a security upgrade in Brandon, activities of the Construction Industry Wages Act Review, scheduled replacement of laser printers, higher legal fees due to increased number of appeals, increased on-line searches, Employment Standards Officers' travel, new annual assessment for the Westman Resource Centre, physical assets purchases, staff training courses, supplies, increased maintenance costs and publications purchases. These increases were partially offset by payments made in 2004/05 but not in 2005/06 for Desktop Initiative refresh costs related to the Claims Tracking System and hospitality grants. These increases were also partially offset by decreases in telephone, printing and mailing costs.*
- 18. The increase reflects two Worker Advisors transferred from Employment Standards Branch, net staff turnover costs related to the resignation of a Worker Advisor with a delay in hiring of a replacement in 2004/05 and hiring of an under fill for base position of Acting Director in 2004/05. These increases were partially offset by severance and vacation payout on retirement paid in 2004/05, secondment of an employee to Employment Standards Branch to perform legislative drafting for the Employment Standards Code Review, secondment of a Worker Advisor to Employment Standards Branch in 2004/05 expiring in 2005/06, net staff turnover costs related to the resignation of a Worker Advisor with a delay in hiring of an under fill replacement in 2005/06 and net salary savings due to the voluntary reduced work week program.*
- 19. The decrease reflects the funding to the Office of the Fire Commissioner for the Urban Search and Rescue Initiative and the Hazardous Materials Response Training Program Initiative from the Enabling Appropriation 26.4 - Security Initiatives in 2004/05.*
- 20. The increase reflects printing and mailing costs of the seventh edition of "Parenting on Your Own" in 2005/06, replacement of work stations per recommendations of an ergonomic assessment, scheduled replacement of a laser printer and consulting fees for a strategic planning session. There were also increases to per diems and travel costs paid to Advisory Council members, out-of-province travel costs, telephone charges, office supplies and mailing costs. These increased costs were partially offset by reductions in purchases of other physical assets and decreased legal fees.*
- 21. The decrease reflects secondment of an Assistant Deputy Minister to Health, not hiring a summer student in 2005/06, lower vacation payouts and net salary savings due to the voluntary reduced work week. These decreases were partially offset by reclassification of an employee, net staff turnover costs for Policy Analysts and increased overtime payouts.*
- 22. The increase reflects printing and mailing costs for the "Training for Tomorrow" program, one extra "About Women" newsletter in 2005/06 and "Domestic Violence Prevention" materials. The increase also reflects travel costs for the Policy Forum on Aboriginal Women, Federal/Provincial/Territorial meetings and in-province travel. There were also increases for costs of Women's History Month and International Women's Day events, costs of the Statistical Profile and other documents related to Aboriginal Women and Violence Against Women working groups, course delivery costs due to expansion of "Power Up" training to Northern Manitoba, hospitality grants, physical assets purchases (which included the scheduled*

replacement of laser printer) and usage of supplies. These increases were partially offset by the following payments which were made in 2004/05 but not in 2005/06: printing of "Keeping Safe" pamphlets, one-time mail out of notices regarding amendments to The Common-Law Partner's Property and Related Amendments Act, the Aboriginal Women's Forum and fee-for-service contract for Aboriginal Needs paper. The increases were also partially offset by decreased costs for printing of the Annual Report and Estimates Supplement (now funded by Labour Management Services Division), telephone charges, off-site storage charges, mailing costs of "Taking Action" binder, other advertising and printing costs and staff training courses.

23. The increase reflects net staff turnover costs, a term position to replace an employee on maternity leave, an employee on acting status to replace another employee on maternity leave and leave without pay, reclassification of the Assistant Deputy Minister and a Policy and Program Analyst, secondment of two employees (Director and Administrative Assistant) from Advanced Education and Training to fill Labour Market Strategy for Immigrants (LMSI) staff positions (supplementary funding was approved and partially offset by revenues from Human Resources and Skills Development Canada (HRSDC) under the Manitoba Labour Market Strategy for Immigrants Contribution Agreement), two term positions to reduce processing backlog and a term position to replace an employee on secondment to Health. These increases were offset by an Immigration Officer on maternity leave, the Director on maternity leave and leave without pay, secondment of an Administrative Secretary to Health, secondment of a Computer Programmer/Analyst from Labour Management Services Division to develop and maintain the Provincial Nominee Program database in 2004/05, expiry of secondment to Employment Standards Division, not hiring a summer student in 2005/06, net severance and vacation payouts on retirements, fewer workers compensation claims, net salary top-up for a Management Intern, an employee granted leave without pay and net salary savings due to the voluntary reduced work week program.
24. The increase reflects physical assets purchases partially offset by corresponding Provincial Nominee Program – Business revenues, costs partially offset by corresponding Manitoba Opportunities Fund (MOF) revenues, increased out-of-province travel costs for promotion and recruitment activities and Federal/Provincial/Territorial meetings and hospitality grants. These increases were partially offset by reductions in purchases of other physical assets and publications, costs related to Francophone Initiatives, computer hardware leasing costs and buyouts due to expiring leases, advertising and printing costs for promotion and recruitment activities, contracting out delivery of Adult English as an Additional Language programming, in-province travel costs, staff training courses, office equipment rentals and moving costs.
25. The increase reflects the base funding allocation available under the Canada/Manitoba Agreement to Realign Responsibilities for Immigrant Settlement Services, approved economic development projects partially offset by corresponding MOF revenues and professional fees paid to third parties to deliver services under LMSI.
26. The decrease reflects reduced amortization and interest charges on the Department's share of assets and applications developed by Better Systems Initiative due to declining balance amortization method.

# Department of Labour and Immigration

## Revenue Summary by Source (\$000)

for fiscal year ending March 31, 2006 with comparative figures for the previous fiscal year

Actual 2004/05	Actual 2005/06	Increase (Decrease)	Source	2005/06 Actual	2005/06 Estimate	Variance	Expl. No.
<b>Other Revenue:</b>							
\$ 6,674.9	\$ 7,000.0	\$ 325.1	(a) Workers' Compensation Board	\$ 7,000.0	\$ 7,000.0	\$ 0.0	1.
4,117.5	3,788.5	(329.0)	(b) Fees	3,788.5	3,903.9	(115.4)	2.
62.1	76.7	14.6	(c) Sundry	76.7	75.0	1.7	
\$10,854.5	\$10,865.2	\$10.7	Sub-Total	\$ 10,865.2	\$ 10,978.9	\$ (113.7)	
<b>Government of Canada:</b>							
\$ 83.2	\$ 85.1	\$ 1.9	(a) Boilers and Elevators Inspections	\$ 85.1	\$ 91.5	\$ (6.4)	
184.9	184.9	0.0	(b) Flin Flon Inspection Agreement	184.9	192.7	(7.8)	
7,353.2	8,196.2	843.0	(c) Immigrant Settlement Services	8,196.2	7,994.5	201.7	3.
0.0	80.5	80.5	(d) Labour Market Strategy for Immigrants	80.5	0.0	80.5	4.
\$ 7,621.3	\$ 8,546.7	\$ 925.4	Sub-Total	\$ 8,546.7	\$ 8,278.7	\$ 268.0	
\$18,475.8	\$19,411.9	\$ 936.1	Total Revenue	\$ 19,411.9	\$ 19,257.6	\$ 154.3	

### Explanation Numbers:

#### 1. Workers Compensation Board

- The year-over-year increase reflects an increased grant amount from the Board. The maximum grant amount was limited to the greater of either the floating funding cap based on year-over-year costs of the Board or the actual recoverable costs, under a funding formula, related to Workplace Safety and Health Division and Worker Advisor Branch. The floating funding cap increased from \$6,700.0 to \$7,000.0 based on the year-over-year costs of the Board; the actual recoverable costs were greater.

#### 2. Fees

- The year-over-year decrease reflects the effect of the implementation of the new fees for the four-year renewal of Electricians' Licences (the fees were increased to \$120 from \$80 for each four-year renewal period) effective November 4, 2004 when the Order-in-Council and related regulations were approved; staff vacancies in Boiler, Pressure Valves and Refrigeration Inspections (one Boiler Inspector on sick leave, another on acting status in a management position, a vacancy due to retirement and two vacancies maintained to offset operating over-expenditures); and decreased fees from Pension Plan Registrations and Annual Returns. These fees were partially offset by the

*implementation of new fees for the four-year renewal of Gas and Oil Licences and Examinations (the licence fees were increased to \$120 from \$100 for each four-year renewal period and the examination fees were increased to \$50 from \$25) effective August 4, 2005 when the Order-in-Council and related regulations were approved; and a planned strategy to reduce the backlog of Elevator Inspections with the hiring of two new Elevator Inspectors.*

- *The variance from Estimate reflects the over-projection of fees for: Boiler, Pressure Valves and Refrigeration Inspections due to staff vacancies (one Boiler Inspector on sick leave, another on acting status in a management position, a vacancy due to retirement and two vacancies maintained to offset operating over-expenditures); Design Registrations and Shop Inspections due to the reduced number of inspections as no design engineer on staff; Electrical Inspections and Approvals due to decreased volume of applications for Electrical Approvals and special application labels; Pension Plan Registrations and Annual Returns less than budgeted; and Welders due to over projection of volume of examinations and participants. The variance was offset by the effect of a planned strategy to reduce the backlog of Elevator Inspections with the hiring of two new Elevator Inspectors; under projected volumes of Gas and Oil Licences; the residual effect of the delayed implementation of the new fees for the four-year renewal of Electricians' Licences (the fees were increased to \$120 from \$80 for each four-year renewal period) effective November 4, 2004 when the Order-in-Council and related regulations were approved; and under projection of the volume of Power Engineers' Certificates and Examinations.*

### *3. Government of Canada - Immigrant Settlement Services*

- *The year-over-year increase reflects \$1,394.7 of federal cost-shared revenues received in 2005/06 from Citizenship and Immigration Canada (CIC). An on-going contribution of \$1,356.7 was received for the delivery of settlement services under the Canada-Manitoba Agreement to Realign Responsibilities for Immigrant Settlement Services (\$1,186.8 for the increase in Manitoba's base allocation and \$169.9 for the administrative component transferred allocation). A one-time contribution of \$38.0 was received for the development of strategic promotional materials, website and missions related to the Francophone Initiative under a Memorandum of Understanding with CIC to increase Francophone immigration. These increases were partially offset by a one-time contribution of \$500.0 received in 2004/05 from CIC to provide enhanced language training to newcomers under the Manitoba-Canada Enhanced Language Training Agreement. Another one-time contribution of \$52.1 was received in 2004/05 from CIC to fund Manitoba's Francophone Immigration project to develop the French language website and printing of promotional materials.*
- *The variance from Estimate reflects \$201.7 of federal cost-shared revenues received in 2005/06 from CIC over and above the \$1,186.8 for the increase in Manitoba's base allocation for the delivery of settlement services. An ongoing contribution of \$169.9 was received to increase the administrative component transferred allocation for the delivery of settlement services. Also, a one-time contribution of \$38.0 was received for the Francophone Initiative.*

### *4. Government of Canada – Labour Market Strategy for Immigrants*

- *The year-over-year increase and the variance from Estimate reflect contribution received in 2005/06 from Human Resources and Skills Development Canada (HRSDC) under the Manitoba Labour Market Strategy for Immigrants Contribution Agreement to improve service, skills recognition and labour market integration of immigrants.*

# Department of Labour and Immigration

## Five Year Expenditure and Staffing Summary by Appropriation (\$000) for years ending March 31, 2002 - March 31, 2006

Appropriation	Actual/Adjusted Expenditures*									
	2001/02		2002/03		2003/04		2004/05		2005/06	
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$
11-1 Labour Executive	11.00	654.8	11.00	642.4	11.00	797.4	11.00	694.0	11.00	709.4
11-2 Labour Programs	220.25	15,895.4	221.75	16,001.8	222.75	16,663.3	218.25	16,635.8	214.25	17,493.6
11-3 Immigration & Multiculturalism	43.00	8,867.9	43.00	9,555.0	45.00	10,828.3	47.00	11,964.1	48.00	13,265.4
11-4 Amortization of - Capital Assets	-	415.7	-	1,043.4	-	862.1	-	833.1	-	803.8
<b>Total</b>	<b>274.25</b>	<b>\$25,833.8</b>	<b>275.75</b>	<b>\$27,242.6</b>	<b>278.75</b>	<b>\$29,151.1</b>	<b>276.25</b>	<b>\$30,127.0</b>	<b>273.25</b>	<b>\$32,272.2</b>

\* Adjusted figures reflect historical data on a comparable basis in those appropriations affected by a reorganization during the years under review.

### NOTES:

1. 2002/03 was the first year that amortization and interest costs related to projects developed under the Better Systems Initiative.
2. As of April 2003, an amount of \$34.7 of amortization for desktop services was transferred to the Department of Energy, Science and Technology. Figures for previous years have been adjusted to reflect this change.
3. As of April 2004, responsibility for Status of Women was transferred to the Department of Labour and Immigration. Figures for previous years have been adjusted to reflect this change.



# Department of Labour and Immigration

## Performance Reporting

The 2005-06 reporting year is the first year that a standardized Performance Measurement section appears in Departmental Annual Reports. This section is another step in our process to provide Manitobans with a more complete picture of the activities of government and their impacts on the province. That process was begun in 2005 with the release of the document, *Reporting to Manitobans on Performance, 2005 Discussion Document*, which can be found at [www.gov.mb.ca/finance/performance](http://www.gov.mb.ca/finance/performance).

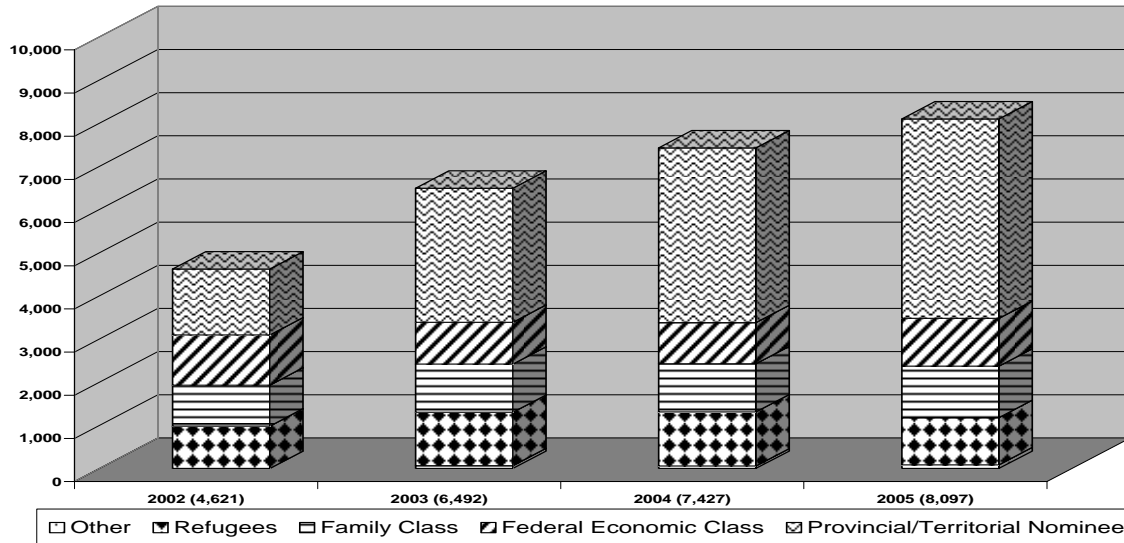
Performance indicators in departmental Annual Reports are intended to provide Manitobans with meaningful and useful information about government's activities, complementary to financial results. Some measures incorporate data collected by the provincial government, while others show data that are collected by external agencies. A range of existing, new and proposed measures may be reported in subsequent years, as the process continues to evolve.

Your comments on performance measures are valuable to us. You can send comments or questions to [mbperformance@gov.mb.ca](mailto:mbperformance@gov.mb.ca).

What is being measured and how?	Why is it important to measure this?	What is the most recent available value for this indicator?	What is the trend over time for this indicator?	Comments/ recent actions/report links
<p>1. Manitoba's success in attracting immigrants, by measuring annual immigrant landings and progress in meeting the provincial growth objective of 10,000 arrivals annually.</p>	<p>Immigration is a key component of our government's approach to labour market and economic development and is integral to Manitoba's population growth and prosperity.</p>	<p>In 2005, Manitoba received 8,089 newcomers.</p>	<p>From 2002 to 2005, there was a 75 percent increase in the number of immigrants to Manitoba (from 4,621 to 8,089). The most significant change occurred from 2002 to 2003, when there was a 40 percent increase.</p>	<p>The largest portion of Manitoba's immigration comes through the Provincial Nominee Program (PNP). Based on a partnership with Citizenship and Immigration Canada (CIC), the PNP allows the Province to nominate applicants for Permanent Resident Status based on the likelihood of them settling successfully as skilled workers or entrepreneurs. In 2005, PNP entrants accounted for 56 percent of Manitoba's immigration. Since 2002, PNP landings in Manitoba have more than tripled and Manitoba receives the largest share of all PNP entrants in Canada.</p> <p>The Canada/Manitoba Immigration Agreement (CMIA) between the Province and CIC has also enabled Manitoba to take a proactive approach to attracting and settling immigrants. Key features of the agreement are the joint determination of the number of PNP participants and a commitment to cooperate in the areas of regional immigration needs, qualifications</p>

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**Manitoba Immigration 2002 to 2005**



recognition, support, settlement and integration services, and encouraging entry of temporary foreign workers and foreign students.

There has also been a trend toward more immigrants settling outside of Winnipeg, which runs counter to the general tendency towards concentration in larger urban centers. In 2005, over 30 percent of provincial nominees and over 14 percent of other immigrants settled outside Winnipeg. For example, in 2005 Winkler ranked as the 49th top immigrant destination in Canada.

For more information, see pages 52-53 of the Annual Report.

<p>2. The effectiveness of our workplace safety and health prevention programs, by measuring the percentage of workers who receive time-loss injuries.</p>	<p>Time-loss injuries result in personal suffering for workers and their families and lowers productivity for businesses. Some workers lose their lives as a result of workplace injuries.</p>	<p>The time-loss injury rate, based on workers compensation claims per 100 WCB covered workers, was 4.5 in 2004.</p>	<p>The 4.5 injury rate in 2004 is the lowest rate in the past 10 years and represents a reduction of more than 20 per cent since 2000.</p>	<p>While the overall injury rate has decreased, the rate remains high for some individual industrial sectors and certain types of workers (ex: younger workers). Workplace safety and health programs are focusing on these areas for improvement. For more information, see pages 30-31 of the Annual Report.</p>
<p>3. The stability of the labour relations climate, by measuring the number of strikes and lockouts prevented through conciliation and mediation services per year in Manitoba.</p>	<p>Strikes and lockouts are work stoppages representing person-days lost that disrupt the economy, especially if the work stoppage is lengthy. A stable labour relations climate is characterized by fewer work stoppages.</p>	<p>In 2005, work stoppages accounted for the loss of just 44 person days per 1,000 workers in Manitoba. This was the second lowest among provinces.</p>	<p>Since 2000, the monthly average of person-days lost to work stoppages in Manitoba has declined 60 percent, a level that ranks among the lowest in Canada.</p>	<p>Much of the success in this area is attributable to the work of the Conciliation and Mediation Services Branch. During 2005-2006, the Branch completed 96 percent of its conciliation assignments without a work stoppage. The Branch also had an 83 percent success rate on its joint grievance mediation assignments and a 90 percent success rate on its expedited grievance mediation cases.</p> <p>For more information, see pages 22-23 of the Annual Report.</p>

<b>What is being measured and how?</b>	<b>Why is it important to measure this?</b>	<b>What is the most recent available value for this indicator?</b>	<b>What is the trend over time for this indicator?</b>	<b>Comments/ recent actions/report links</b>
<p>4. The performance of our proactive measures to protect persons and property, by measuring the number of inspections conducted on mechanical and electrical devices and the percentage for which improvement orders are written.</p>	<p>Inspections and improvement orders reduce the risk of exposure to unsafe mechanical and electrical equipment by proactively averting potential hazards.</p> <p>Inspections ensure that the public is not exposed to hazards relating to pressure retaining equipment (ex: boilers), elevators, gas burners and electrical installations, and amusement rides.</p>	<p>In 2005-2006 the Mechanical and Engineering Branch conducted 16,609 inspections to elevators, gas and electrical installations, boilers and amusement rides and issued orders in about 11% of cases.</p>	<p>The number of inspections and orders written has remained consistently high over the last several years. The Branch consistently issues orders in 10% to 12% of cases, and the estimate of potential hazards averted remains constant at approximately 2000 yearly.</p>	<p>For more information, see pages 37-38 of the Annual Report.</p>
<p>5. The timeliness of our system for dealing with employment standards claims, by tracking the average number of days required for resolution.</p>	<p>Timely resolution is important in protecting the rights of employees, particularly vulnerable workers, and to ensuring the Division can conduct effective and efficient investigations.</p>	<p>In 2005-2006 the average time to resolve a claim was 86 days.</p>	<p>The average days to resolve a claim has decreased steadily over the last several years, from 175 in 1999-2000, to 110 in 2002-2003, to 86 in 2005-2006.</p>	<p>For more information, see pages 41-42 of the Annual Report.</p>