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# **Annual Report 2007 - 2008**

## **Labour and Immigration**

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**For the period ending March 31, 2008**

**Published by the Authority of the Legislative Assembly  
Winnipeg, Manitoba**

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Minister of Labour and Immigration

Legislative Building  
Winnipeg, Manitoba, CANADA  
R3C 0V8

His Honour the Honourable John Harvard, P.C., O.M.  
Lieutenant Governor of Manitoba  
Room 235, Legislative Building  
Winnipeg, Manitoba  
R3C 0V8

Your Honour:

I have the privilege of submitting the Annual Report of the Department of Labour and Immigration covering the period from April 1, 2007 to March 31, 2008, which includes the Annual Reports 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







**Deputy Minister of Labour and Immigration**

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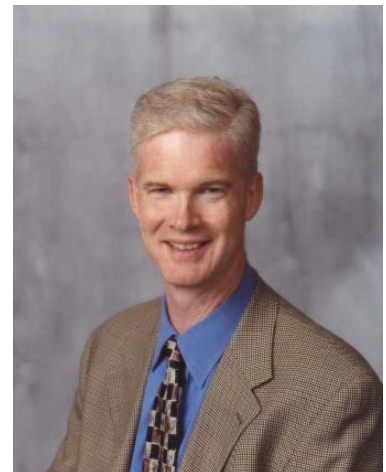
I have the privilege of submitting the Annual Report of the Department of Labour and Immigration covering the period from April 1, 2007 to March 31, 2008, which includes the Annual Reports of the Multiculturalism Secretariat, the Manitoba Ethnocultural Advisory and Advocacy Council, and the Manitoba Immigration Council.

Over the reporting period, the Department focused its efforts on several key priorities. These included increasing immigration, improving the integration of newcomers into our communities and labour market, protecting vulnerable workers, reducing time-loss injuries and enhancing the lives of women. To this end, the Department implemented several initiatives which resulted in Manitoba's welcoming close to 11,000 immigrants, the highest level in 50 years. The new Settlement Strategy increased the range and accessibility of services available to new arrivals and the Department introduced legislation to provide for a fair and accountable approach to improving professional recognition for foreign-trained individuals. The Department also undertook increased education and enforcement to promote awareness and compliance with respect to new employment standards requirements. To build upon our success of past years in reducing time-loss injuries, the Department introduced a comprehensive long-term workplace injury and illness prevention plan and increased the number of inspectors to implement new regulations and enhance enforcement. In our continuing efforts to better serve the women of Manitoba, the Department conducted a review of areas related to the Status of Women and developed strategies for improvements to better address women's issues and improve support services.

In addressing these priorities and continuing to deliver its mandated services, the Department makes a significant contribution to Manitoba's social well-being and sustainable economic growth. I would like to recognize the exceptionally fine work of all our employees 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





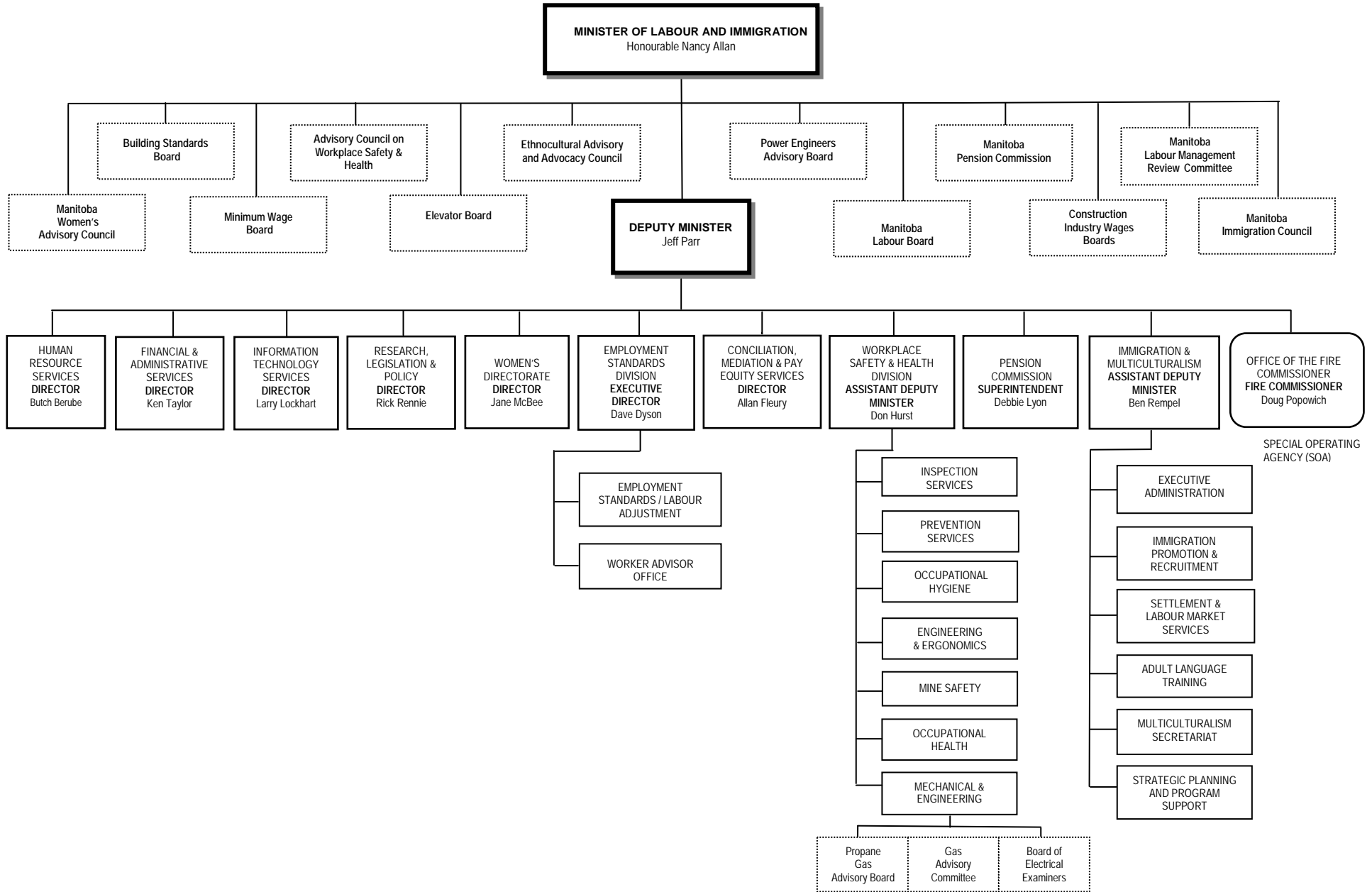
# TABLE OF CONTENTS

	Page
<a href="#"><u>Minister's Letter of Transmittal</u></a>	1
<a href="#"><u>Deputy Minister's Letter of Transmittal</u></a>	3
<a href="#"><u>Table of Contents</u></a>	5
<a href="#"><u>Organizational Chart</u></a>	7
<a href="#"><u>Introduction</u></a>	
Report Structure	8
Vision	8
Mission	8
Guiding Principles	8
Overview of 2007/08 Achievements	9
Sustainable Development	10
<a href="#"><u>Service Areas</u></a>	11
<a href="#"><u>Labour Executive</u></a>	12
Minister's Salary	12
Executive Support	12
<a href="#"><u>Management Services</u></a>	13
Financial and Administrative Services	13
Research, Legislation and Policy	14
Information Technology Services	15
Human Resource Services	17
<a href="#"><u>Conciliation, Mediation and Pay Equity Services</u></a>	18
<a href="#"><u>Pension Commission</u></a>	20
<a href="#"><u>The Manitoba Labour Board</u></a>	22
<a href="#"><u>Workplace Safety and Health</u></a>	24
Office of the Assistant Deputy Minister	24
Inspection Services	25
Mine Safety	25
Occupational Health	27
Occupational Engineering and Ergonomics	28
Occupational Hygiene	28
Prevention Services	29
Mechanical and Engineering	30
Advisory Council on Workplace Safety and Health	32
<a href="#"><u>Employment Standards</u></a>	33
Employment Standards	33
Worker Advisor Office	35
<a href="#"><u>Manitoba Women's Advisory Council</u></a>	37
<a href="#"><u>Women's Directorate</u></a>	39
<a href="#"><u>Immigration and Multiculturalism</u></a>	41
Executive Administration	41
Immigration Promotion and Recruitment	43
Settlement and Labour Market Services	44
Adult Language Training	46
Labour Market Strategy for Immigrants	48
Multiculturalism Secretariat	51
Manitoba Ethnocultural Advisory and Advocacy Council	53
Manitoba Immigration Council	53

<b><u>Office of the Fire Commissioner</u></b>	54
<b><u>Financial Information</u></b>	55
Reconciliation Statement	55
Expenditure Summary	56
Revenue Summary	60
Five Year Expenditure and Staffing Summary by Appropriation	62
<b><u>Performance Reporting</u></b>	63
<b><u><i>The Public Interest Disclosure (Whistleblower Protection) Act</i></u></b>	68



# MANITOBA LABOUR AND IMMIGRATION



7

# INTRODUCTION

## Report Structure

The annual report is organized in accordance with the appropriation structure that reflects the Department's authorized votes approved by the Legislative Assembly. The report includes information at the main and sub-appropriation levels relating to the Department's objectives and actual results. Financial performance information is provided with expenditure and revenue variance explanations and a five-year adjusted historical table of departmental expenditures and staffing.

## Vision

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

## Mission

To promote appropriate standards and quality services with respect to workplace safety and health, employment relations, pension plan benefits and public safety as well as further the growth of immigration, multiculturalism, and the social, economic and political equality of women.

## 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.
- Work in cooperation with women and women's organizations towards improving the status of women and giving voice to their concerns.
- 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 2007/08 Achievements

- Manitoba currently has its most stable labour relations climate in twenty years and its level of work stoppage activity is the second lowest in Canada.
- The number of person days lost to work stoppages in 2007 was 12 per 1,000 workers, less than half the number for 2006.
- The time-loss injury rate has declined by 25 per cent from 5.6 in 2000 to 4.2 in 2007.
- The Workplace Safety and Health Division conducted 5,880 workplace inspections and issued 5,457 improvement orders.
- Workplace Safety and Health Officers investigated 921 complaints regarding unsafe work conditions or legislative violations (12 per cent increase over 2006/07) and conducted 873 serious incident investigations (14 per cent increase over 2006/07).
- The Workplace Safety and Health Division developed a comprehensive five-year workplace injury and illness prevention plan with the Workers Compensation Board (WCB) which focuses on key areas such as young workers, new immigrants, farm safety, construction, health care and manufacturing.
- After receiving unanimous support in the Legislature, the first comprehensive legislative and regulatory amendments to *The Employment Standards Code* in more than 30 years took effect on April 30, 2007.
- *The Employment Standards Code* was further amended to:
  - provide members of the Reserve Force of the Canadian Forces job protection while participating in training or active duty in the reserves; and
  - establish the third Monday in February as a statutory holiday, "Louis Riel Day."
- Following extensive consultation, the Department introduced amendments to regulations under *The Employment Standards Code* to improve coverage for those working in agriculture.
- The Department introduced amendments to the schedules under *The Construction Industry Wages Act* (CIWA) based on the unanimous recommendations of the joint industry/labour review panel to:
  - bring regulated rates more in line with the rates actually being paid;
  - move toward integration of wage schedules province-wide; and
  - further improve the ability to attract and retain skilled workers in the construction industry.
- The Department introduced groundbreaking legislation, *The Worker Recruitment and Protection Act*, to improve the protection of vulnerable workers by regulating employment agencies, child talent agencies and foreign worker recruiters.
- As part of its proactive enforcement and outreach initiative, the Employment Standards Branch launched a targeted public education strategy to protect vulnerable workers and with the assistance of several agencies succeeded in providing employment standards information to more than 4,000 new immigrants and 10,000 high school students.
- The Worker Advisor Office partnered with the WCB to develop an information brochure outlining the services of the Worker Advisor Office to be included with WCB decision letters.
- The Office of the Fire Commissioner (OFC) established a Fire Safety Regulation under *The Fires Prevention and Emergency Response Act* to ensure consistency in the types of buildings that require inspection and the method and frequency of those inspections.
- The OFC partnered with the Department of Aboriginal and Northern Affairs to provide fire fighter training and thus enhance emergency response services in several northern communities.

- The OFC implemented improved methods and resources to address increasing arson incidents in rural Manitoba.
- The Department introduced an amendment to the Pension Benefits Regulation permitting greater flexibility in Defined Contribution pension plans.
- The Department conducted an internal review of the Status of Women operations and implemented strategies to provide for a more efficient and effective use of the human and financial resources allocated to the Manitoba Women's Advisory Council and the Women's Directorate.
- The Immigration and Multiculturalism Division (IMD) contributed to the Province's achieving its highest level of immigration in over 50 years by welcoming almost 11,000 newcomers.
- The IMD implemented the new Settlement Strategy to better assist immigrants in settling and succeeding in Manitoba.
- The Department introduced *The Fair Registration Practices in Regulated Professions Act* which addresses barriers to qualifications recognition by ensuring that the assessment and registration processes of regulatory bodies are transparent, objective, impartial and fair.
- The Manitoba Labour Market Strategy for Immigrants coordinated the implementation of 18 cross-departmental projects and stakeholder working groups to improve labour market outcomes for immigrants.
- IMD facilitated the signing of a Memorandum of Understanding with the Government of the Philippines to streamline immigration processing and build stronger connections between Manitoba employers and workers from the Philippines.
- Under the Welcoming Communities Manitoba Initiative, the Multiculturalism Secretariat coordinated and financially supported ten anti-racism and diversity projects.
- Through the Ethnocultural Community Support Program, 83 organizations received operational and/or special project funding.

## **Sustainable Development**

In compliance with *The Sustainable Development Act*, 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.

## DEPARTMENT OF LABOUR AND IMMIGRATION SERVICE AREAS OVERVIEW

SERVICE AREAS	DIVISION/BRANCH	ACTS ADMINISTERED
<b>Safety and Health</b>	Workplace Safety and Health Division	The Workplace Safety and Health Act*
<b>Fair and Equitable Treatment in the Workplace</b>	Employment Standards Division	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 Division	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

# Labour Executive

## 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 2007/08 \$(000s)	Estimate 2007/08 FTE	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	41.9	1.00	42.0	(0.1)

## 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 2007/08 \$(000s)	Estimate 2007/08 FTE	Variance Over/(Under) \$(000s)	Expl. No.	
Total Salaries	656.8	10.00	666.1	(9.3)	1
Total Other Expenditures	73.4		70.0	3.4	2
Total Expenditures	730.2	10.00	736.1	(5.9)	

#### Explanation Number:

1. Under-expenditure reflects an employee on maternity leave partially offset by a term position hired to replace an employee on maternity leave and General Salary Increases.
2. Over-expenditure reflects scheduled replacement of workstations.

# Management Services

The Management Services Division provides centralized financial, administrative and program support services. This includes developing and administering corporate financial policy, coordinating financial planning and reporting, providing centralized accounting, maintaining the Department's information management system and coordinating information technology services. The Division also leads the departmental planning process, conducts research and analysis, supports policy development, coordinates the Department's legislative initiatives, manages corporate communications and provides support services to the Department's advisory boards and committees. The Division administers the Department's responsibilities under *The Freedom of Information and Protection of Privacy Act* and works with the Amalgamated Human Resource Services to coordinate a range of human resource services.

## Financial and Administrative Services

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:

- contribute to the successful delivery of the Department's mandate by providing effective and efficient centralized financial and administrative services to all areas of the Department;
- strengthen the comptrollership function and successfully meet management and government-wide financial reporting and control requirements by developing and implementing standardized financial policies and procedures and ensuring accuracy, consistency and completeness in all reporting;
- effectively communicate the Department's budgetary requirements by coordinating the preparation of the annual estimates submission;
- effectively manage the Department's financial resources through accurate and timely processing of expenditure and revenue transactions and preparation of cash flow projections, variance analyses and commitment summaries; and
- support program delivery by working with Corporate Initiatives in coordinating office space, fleet vehicles, telecommunications services, records management and office equipment and furnishings.

### Summary of Performance

In 2007/08 the Financial and Administrative Services Branch:

- provided input into the 2008/09 Priorities and Strategies Overview and coordinated preparation of the Department's 2008/09 Estimates Submission and Estimates Supplement on a timely basis;
- finalized the Department's Comptrollership Framework which is being implemented department-wide and includes development and implementation of a risk management framework, performance measurement system, on-site reviews and random sampling of transactions for compliance;
- continued implementation of an Administrative/Finance Clustering Initiative in conjunction with the Departments of Advanced Education and Literacy and Education, Citizenship and Youth which 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 common function resources; and
- processed over 41,801 transactions involving receipt and deposit of revenue for issuance of certificates, licences and permits.

## Research, Legislation and Policy

The Research, Legislation and Policy Branch provides corporate support to executive and divisional management, conducts research, analysis and other activities in support of policy and legislative development, coordinates the technical components of the Department's legislative and regulatory initiatives, and prepares policy papers on major issues. The Branch also coordinates the preparation of planning documents, briefing notes and statistical reports as well as provides research, analysis and other support services to the Department's advisory boards and committees. The Branch is also responsible for providing information on labour issues to workers, employers and the public, and for fulfilling the Department's responsibilities under *The Freedom of Information and Protection of Privacy Act* (FIPPA).

### Objectives

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

- support effective legislative, regulatory and policy development for the Department by conducting research and analysis;
- provide leadership, coordination and support for planning and reporting functions including preparation of the Department's annual Priorities and Strategies Overview, Estimates materials and Annual Report;
- ensure the legislation administered by the Department keeps pace with social and economic changes and with policy and legislative developments in Manitoba and other jurisdictions by monitoring and analyzing trends and coordinating legislative development in cooperation with other branches, legislative counsel and other agencies;
- provide sound and relevant information and advice by analyzing trends in collective bargaining, industrial relations, employment standards, workplace safety and health, and other areas;
- provide research, policy analysis and other support to advisory boards and committees including the Labour Management Review Committee (LMRC); and
- balance the right of access to public records with the right to privacy and protection of personal information by responding to applications for access under FIPPA.

### Summary of Performance

In 2007/08 the Research, Legislation and Policy Branch:

- coordinated the preparation of the 2008/09 Priorities and Strategies Overview, the 2008/09 Estimates materials and the 2006/07 Annual Report;
- undertook research on statutory holidays, job protection for reservists, labour relations in the construction industry and employment standards coverage for agricultural workers to support the Manitoba Labour Management Review Committee;
- collected, developed and disseminated statistical data and other information 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 other divisions in the Department and the Government of Manitoba in response to significant and critical issues that emerged including proposed changes to federal immigration legislation, need for greater protection of vulnerable workers, minimum wage policy, work stoppages, statutory holidays, job protection for reservists,



employment standards coverage for agricultural workers, construction industry wages, labour market matters and Labour Cooperation Agreements;

- conducted research and analysis, and coordinated stakeholder consultations undertaken by a sub-committee of the LMRC regarding collective bargaining in the construction industry;
- responded in a timely manner to requests for information by unions, management, labour relations practitioners, the general public, the Minister, Departmental Executive, and other branches, departments and governments;
- responded to numerous requests for information from the federal government on matters relating to the International Labour Organization;
- responded to 51 applications for access to records under *FIPPA*;
- participated in meetings and discussions of the Canadian Association of Administrators of Labour Legislation (CAALL) to exchange information and share best practices regarding current and emerging labour trends with counterparts in other Canadian jurisdictions; and
- provided assistance in the development and passage of the following Acts and Regulations:
  - *The Worker Recruitment and Protection Act*
  - *The Fair Registration Practices In Regulated Professions Act*
  - *The International Labour Cooperation Agreements Implementation Act*
  - *The Employment Standards Code Amendment Act (Leave For Reservists)*
  - *The Statutory Holidays Act*
  - *The Employment Standards Regulation Amendments (Coverage For Agricultural Workers, Minimum Wage, Red Light Camera Violations)*
  - *The Manitoba Building Code Amendment*
  - *The Manitoba Plumbing Code Amendment*
  - *The Manitoba Fire Code Amendment*
  - *Construction Industry Minimum Wage Regulation*
  - *Fire Safety Inspectors Regulation*

## **Information Technology Services**

### **Objectives**

The Information Technology Services Branch provides a range of services to the Department including business technology, project portfolio, business analysis and strategy, planning and infrastructure management, application development and enhancements, end user tools, procurement and web development.

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;
- support program delivery by effectively managing all information technology resources and assets;
- provide our clients with the best resources, support services and automated technology in the most timely, cost efficient and effective manner;
- ensure the proper custodianship of data and information within the care of the Department; and

- work with program areas and other departments to foster the development of a department and government-wide vision and strategies for future technology use.

## Summary of Performance

In 2007/08 the Information Technology Services Branch:

- undertook a number of application development projects at the request of departmental areas, including the Manitoba Labour Board, the Pension Commission, the Mechanical and Engineering Branch and the Office of the Fire Commissioner;
- performed application program fixes, enhancements and tests to existing computer code;
- provided training to the technology community both inside and outside of Government;
- maintained 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, including the Desktop Management program and the ICT Restructuring Initiative;
- developed the 2008/09 and multi-year information technology plans;
- increased the accessibility of departmental program information through web development;
- 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 within the program areas.

### 2(a) Management Services

Expenditures by Sub-Appropriation	Actual 2007/08 \$(000s)	Estimate 2007/08 FTE		Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	1,047.1	16.25	1,065.8	(18.7)	1
Total Other Expenditures	304.1		299.1	5.0	
Total Expenditures	1,351.2	16.25	1,364.9	(13.7)	

#### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies, which included an employee on maternity leave and leave without pay, net staff turnover costs, secondment of an employee to Competitiveness, Training and Trade and savings due to the voluntary reduced work week program. These under-expenditures were partially offset by hiring a term employee to replace an employee on maternity leave and leave without pay, hiring of summer students and General Salary Increases.*

## **Human Resource Services**

Human Resource Services provides the Department of Labour and Immigration with a comprehensive range of human resource services. The Branch also plays a major role in promoting the government's employment equity and renewal initiatives within the Department.

### **Objective**

The objective of Human Resource Services is to optimize the human resource capacity in the Department by effectively coordinating recruitment and classification activities, advising and training managers on human resource and employee relations matters, advising employees on pay and benefit matters, coordinating and delivering staff development opportunities and ensuring workplace conflicts are dealt with effectively.

### **Summary of Performance**

In 2007/08 Human Resource Services accomplished the following for the Department of Labour and Immigration:

- completed 30 employment competitions;
- completed 16 job classifications;
- dealt with three grievances;
- processed 14 retirements through Pay and Benefits;
- provided 30 employees with orientation through Pay and Benefits;
- processed 12 WCB claims through Pay and Benefits;
- facilitated the attendance of 17 employees at Employment Equity/Aboriginal Awareness sessions;
- facilitated the hiring of seven Aboriginal and seven Visible Minority employees; and
- provided various forms of support to the Department's efforts to meet its Employment Equity targets.

# Conciliation, Mediation and Pay Equity Services

Conciliation, Mediation and Pay Equity Services provides conciliation, grievance mediation and preventive mediation services to organized labour and management to promote and maintain harmonious industrial relations in Manitoba.

## Objectives

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

- minimize lost time, lost production and the disruption of services due to strikes and lock-outs in the private and public sector by resolving impasses in collective bargaining negotiations;
- avoid the need for arbitration proceedings by assisting parties to achieve settlement of grievances;
- foster a sound problem-solving relationship between organized labour and management and assist parties to resolve issues of mutual concern; and
- increase understanding of the services available through the provision of information sessions and workshops to organized labour and management.

## Summary of Performance

In 2007/08 Conciliation, Mediation and Pay Equity Services:

- assisted in 108 conciliation assignments under *The Labour Relations Act* and settled 94 per cent of the completed cases without a work stoppage;
- contributed to a 50 per cent reduction in the number of person-days lost to work stoppages compared to the previous year;
- provided preventive mediation services to five labour-management client groups to resolve issues of concern to both parties;
- assisted with 353 joint grievance mediation applications, and settled 98 per cent of the 202 grievances mediated during the year;
- achieved settlement of 85 per cent of the 41 expedited grievance files disposed of during the year;
- provided Relation Building Objective workshops to two bargaining units; and
- participated in the Canadian Association of Administrators of Labour Legislation, Association of Labour Relations Agencies and Lancaster House conferences to share information and best practices.

**Table 1**

### **Statistics Relating to Conciliation Services – Collective Bargaining April 1, 2007 - March 31, 2008**

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<b>Assignments in process during reporting year</b>	
Assignments carried over from 2006/07	59
Contract Renewal Assignments received in 2007/08	
Traditional Bargaining	37
Interest Based Negotiations	0
First Collective Agreement Assignments received in 2007/08	12
<b>Total</b>	<b>108</b>

<b>Assignments disposed of during reporting year</b>	
Settled in conciliation without work stoppage	52
Settled following work stoppage	3
First Collective Agreements imposed by Manitoba Labour Board	2
<b>Total</b>	<b>57</b>
Assignments still active at end of reporting year	<b>56</b>
Percentage of assignments finalized without stoppages	94%

**Table 2**  
**Statistics Relating to Mediation Services - Grievances**  
**April 1, 2007 - March 31, 2008**

<b>Under Section 129(1) (Joint Application)</b>	
Cases carried forward	117
Cases assigned	236
<b>Total</b>	<b>353</b>
Settled	197
Not settled	5
Awaiting mediation	151
Percentage of settlements achieved	98%
<b>Under Section 130(8) (Expedited Application)</b>	
Cases carried forward	9
Cases assigned	42
<b>Total</b>	<b>51</b>
Settled	35
Not settled	6
Awaiting mediation	10
Percentage of settlements achieved	85%

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

<b>Expenditures by Sub-Appropriation</b>	<b>Actual 2007/08 \$(000s)</b>	<b>Estimate 2007/08 FTE</b>	<b>Variance Over/(Under) \$(000s)</b>	<b>Expl. No.</b>
Total Salaries	546.4	7.00	550.6 (4.2)	
Total Other Expenditures	116.1		126.1 (10.0)	1
Total Expenditures	662.5	7.00	676.7 (14.2)	

#### **Explanation Number:**

1. *Under-expenditure reflects decreased travel costs of Conciliation Officers and delay of renovation costs of a meeting room for clients partially offset by more third party conciliation and mediation meetings than expected and scheduled replacement of a workstation.*

# 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 2007/08 the Pension Commission:

- processed 1,261 requests for statements of satisfaction concerning one-time transfers;
- issued over 500 pieces of correspondence related to compliance;
- reviewed 112 pension plan amendments and 75 Locked-in Retirement Account/Life Income Fund/ Locked-in Retirement Income Fund contracts for compliance;
- reviewed nine plan registrations, nine full plan windups and seven partial plan windups;
- reviewed for compliance 375 Annual Information Returns which detail contributions and membership changes under a pension plan over its fiscal year;
- reviewed for compliance 51 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;
- conducted five 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 queries relating to pension legislation;
- implemented four regulatory amendments under *The Pension Benefits Act*, and
- participated through the Superintendent of Pensions in the activities of the Canada Association of Pension Supervisory Authorities, 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 2007/08 \$(000s)	Estimate 2007/08 FTE		Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	353.4	5.00	364.3	(10.9)	1
Total Other Expenditures	196.3		117.1	79.2	2
Total Expenditures	549.7	5.00	481.4	68.3	

### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies, which included net staff turnover costs and savings due to the voluntary reduced work week program partially offset by vacation payout for an employee who resigned and increased Pension Commission member per diems related to the hearing of an appeal of an order of the superintendent.*
2. *Over-expenditure reflects actuary fees, legal fees, court reporter transcription services and travel costs of Pension Commission members related to the hearing of an appeal of an order of the superintendent partially offset by a delay in public information sessions for the implementation of regulations under The Pension Benefits Act.*

# The Manitoba Labour Board

The Manitoba Labour Board is an independent and autonomous specialist tribunal responsible for the fair and efficient administration and adjudication of responsibilities assigned to it under *The Labour Relations Act* and any other Act. *The Labour Relations Act* applies to employees, employers, unions and employers' organizations within Manitoba. The Act encompasses labour relations matters including allegations of unfair labour practice and infringement of rights, certification and bargaining rights, successor rights, collective bargaining and collective agreements, lockouts and strikes, mediation, conciliation boards and industrial inquiry commissions, grievance arbitration, and disclosure of financial information by unions. The Board also deals with complaints referred to it by the Employment Standards Division pursuant to *The Employment Standards Code*. Issues referred to the Board pertain to wages, statutory holiday pay, vacation wages and wages in lieu of notice, including disputes arising under *The Construction Industry Wages Act* and *The Remembrance Day Act*. The Board is also the adjudicative body for certain disputes pursuant to *The Workplace Safety and Health Act*, *The Essential Services Act*, *The Pay Equity Act*, *The Public Schools Act*, *The Victims Bill of Rights Act*, *The Elections Act* and *The Public Interest Disclosure (Whistleblower Protection) Act*. The Board also provides an avenue for mediation to assist in the resolution of disputes.

During the reporting period, the Board was composed of a full time Chairperson, one full time Vice-Chairperson, five part time Vice-Chairpersons, and 28 Board members representing equal representation of employees and employers.

## Objectives

The objectives of the Manitoba Labour Board are to:

- further harmonious relations between employers and employees by encouraging the practice and procedure of collective bargaining between employers and unions as the freely designated representatives of employees;
- 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 of the formal adjudicative process; and
- provide information to parties and the general public pertaining to their dealings with the Board or about the Board's operations.

## Summary of Performance

In 2007/08 the Manitoba Labour Board:

- received 497 applications and carried forward 168 files under the following Acts:

<i>The Workplace Safety and Health Act</i>	10
<i>The Employment Standards Code</i>	106
<i>The Labour Relations Act</i>	<u>381</u>
Total filed in reporting year *	497
Cases carried forward (2006/07)	<u>168</u>
Total	665

- \* Total applications filed reflects a 33 per cent decrease from the previous year's actual of 816 attributable to an amendment to *The Employment Standards Code* which came into effect April 30, 2007 transferring the responsibility for processing hours of work variance applications from the Board to the Employment Standards Division.



- disposed of/closed 452, or 68 per cent of 665 cases;
- scheduled 193 applications for hearing;
- issued 26 Substantive Orders and eight Written Reasons for Decision;
- distributed the update for the "Index of Written Reasons for Decision" to subscribers;
- conducted 24 votes;
- continued to partner with the Department's Information and Technology Services Branch to develop a comprehensive automated case management system scheduled for implementation in 2008;
- improved efficiency in program delivery to clients through relocation to 175 Hargrave Street, Winnipeg with enhancements including sound systems and internet access in hearing rooms, ergonomic furnishings, additional meeting rooms and improved security measures;
- conducted or participated in various training and development opportunities for Board members and staff including a two-day seminar on Board procedures, practice and significant decisions, and attendance of senior staff at the Annual Conference of Labour Board Chairs and Administrators;
- posted on the Board's website the "Guide to The Labour Relations Act" which explains in a question-answer format the various provisions of the Act and the role of the Board, and further expanded the website by posting written reasons and substantive orders issued by the Board;
- implemented an enhanced telephone conference system; and
- promoted sustainable development through various activities including recycling, paper management, use of environmentally preferable products and duplex copying.

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 2007/08 \$(000s)	Estimate 2007/08 FTE		Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	1,189.3	16.50	1,303.5	(114.2)	1
Total Other Expenditures	557.7		522.7	35.0	2
Total Expenditures	1,747.0	16.50	1,826.2	(79.2)	

### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies, which included net staff turnover costs, Board member per diems, maintaining a staff vacancy and savings due to the voluntary reduced work week program partially offset by vacation payouts on resignation of two employees and General Salary Increases.*
2. *Over-expenditure reflects one-time costs related to the relocation to new premises, increased real estate rentals, increased travel costs of Board members and officers due to hearings being held in Brandon, scheduled replacement of laser printers, use of temporary employment services and increased computer related charges. These over-expenditures were partially offset by implementation of expenditure management strategies, which resulted in reductions in legal fees due to fewer appeals, mailing costs due to new system, equipment rentals, computer hardware purchases, operating supplies and telephone charges.*

# Workplace Safety and Health

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 and fuel-burning equipment, and the licensing 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 its objectives through the work of:

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

## 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:

- fulfil the duties of the 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 and keep pace with changes in Manitoba workplaces;
- improve workplace safety and health and reduce the time-loss injury rate by developing and implementing effective prevention and enforcement strategies; and
- ensure successful and efficient program delivery through effective planning, budgeting and financial management and overall management of the Division's branches and 24-hour, 7-day emergency response system.

### Summary of Performance

In 2007/08 the Office of the Assistant Deputy Minister:

- coordinated the development and implementation of prevention and enforcement activities that contributed to a 25 per cent reduction in the time-loss injury rate since 2000.
- continued implementing 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, initiation of a review of the *Operation of Mines Regulation*, and commencement of a mandatory review of *The Workplace Safety and Health Act*;
- acted on the recommendations contained in the Report of the Auditor General of Manitoba to strengthen the Division's performance and support sustainable improvements in workplace safety and

health outcomes in Manitoba. The activities included: measuring and reporting on program effectiveness, training staff on policy and procedures to address enforcement issues, distributing an annual schedule of educational sessions to workplace safety and health committees in the province as well as making this information available to all stakeholders through the Division's web site;

- developed a new five-year joint workplace injury and illness prevention plan with the WCB aimed at significantly reducing the number of time-loss injuries and fatalities to be implemented in April 2008;
- continued working with the WCB on awareness and education initiatives to strengthen the culture of safety and health in Manitoba including the provincial workplace safety and health public awareness campaign commenced in June 2003 built around the SAFE methodology (Spot the hazard, Assess the risk, Find a safer way, Everyday), and featuring television and print advertisements;
- continued to address young worker safety and health issues at the secondary and post-secondary level and in youth training facilities by developing and delivering youth-targeted programming;
- continued to address farm safety issues through the delivery of education to agricultural producer organizations; and
- continued collaboration with governmental and non-governmental organizations in the development, promotion and delivery of programs and activities to influence safer farming practices.

## **Inspection Services**

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, investigations of serious incidents, discriminatory action and right to refuse incidents, 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
- promote the highest practical standards of safety and health for workers by encouraging safe and healthy practices.

## **Mine Safety**

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;
- promote the internal responsibility system whereby employers and workers undertake their individual and shared responsibility for preventing occupational illness and injury;

- ensure engineering designs and construction plans meet safety specifications; and
- promote the highest practical standards of safety and health for workers by encouraging safe and healthy practices.

## Summary of Performance

**Table 1**  
**Performance Indicators, Inspection Services and Mine Safety**  
**April 1, 2007 to March 31, 2008**

	Inspection Services	Mine Safety	Total
Inspections conducted	5,531	349	5,880
Orders written	4,982	475	5,457
Complaints investigated	899	22	921
Serious incident investigations	829	44	873
Designs and plans assessed	N/A	96	96
Operational approvals	N/A	141	141

### Note:

The Office of the Assistant Deputy Minister and the Prevention Services Branch are included in the salaries and expenditures of Inspection Services 2(f).

### 2(f) Inspection Services

Expenditures by Sub-Appropriation	Actual 2007/08 \$(000s)	Estimate 2007/08 FTE	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	4,031.8	61.50	(151.7)	1
Total Other Expenditures	1,524.3		21.6	2
Total Expenditures	5,556.1	61.50	(130.1)	

### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies, which included net staff turnover costs, delayed hiring of four newly established Workplace Safety and Health Officer positions due to the passing of the Appropriation Act in October, 2007, an employee on educational leave, per diems for the Advisory Council on Workplace Safety and Health less than expected and remoteness allowance. These under-expenditures were partially offset by net severance and vacation payouts for three employees who retired, General Salary Increases related to special adjustments for Industrial Hygienists, hiring of summer students and casual employees, an employee seconded from the Workers Compensation Board, reclassification of two positions, workers compensation claims, merit increases and acting status payouts.*
2. *Over-expenditure reflects scheduled replacement of computer workstations for staff, testing and inspection equipment purchases, increased travel costs related to Workplace Safety and Health Officers, computer equipment purchases, furniture purchases and renovations for training room, increased telephone charges, computer related charges, office supplies and legal, consulting and travel costs related to the Hudson Bay Mining and Smelting Inquest. These over-expenditures were partially offset by communication costs for production of bulletins, guides and codes and costs of travel and training for community outreach to promote prevention activities, reduced legal fees for*

appeals, fewer incident investigations than expected and reduced travel costs related to the Advisory Council on Workplace Safety and Health.

## 2(h) Mine Safety

Expenditures by Sub-Appropriation	Actual 2007/08 \$(000s)	Estimate 2007/08 FTE		Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	680.4	10.20	731.4	(51.0)	1
Total Other Expenditures	190.6		198.3	(7.7)	
Total Expenditures	871.0	10.20	929.7	(58.7)	

### Explanation Number:

1. Under-expenditure reflects implementation of vacancy management strategies, which included maintaining a staff vacancy and net staff turnover costs partially offset by net severance and vacation payouts for an employee who retired, an employee hired under the Career Gateway Program and General Salary Increases.

## Occupational Health

### Objectives

The objectives of Occupational Health Branch are to:

- promote health in Manitoba workplaces by:
  - assisting Division staff in the investigation of health concerns affecting workers and employers, and recommending preventive or corrective action;
  - developing and reviewing policies, procedures and regulations relating to prevention and encouraging Manitoba workplaces to adopt preventive practices;
  - consulting with health professionals, representatives, workers, and employers on occupational health issues; and
- enhance awareness of occupational health concerns and preventive strategies both within the workplace and community-at-large.

### Summary of Performance

In 2007/08 the Occupational Health Branch:

- consulted on workplace risk assessment and management issues pertaining to injuries, occupational disease and fatalities;
- conducted occupational-related health surveillance on such matters as blood lead and heavy metal levels, hearing conservation and pesticides, and initiated a consultation with stakeholders regarding screening procedures for exposure to fibrogenic dust; and
- participated in the development and review of policies and procedures relating to prevention practices which maintain workers' health.

## 2(g) Occupational Health

Expenditures by Sub-Appropriation	Actual 2007/08 \$(000s)	Estimate 2007/08 FTE	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	301.2	3.00	301.9	(0.7)
Total Other Expenditures	24.5		28.4	(3.9) 1
Total Expenditures	325.7	3.00	330.3	(4.6)

### Explanation Number:

1. *Under-expenditure reflects implementation of expenditure management strategies, which resulted in reductions in travel costs, telephone charges, physical asset purchases and publication purchases.*

## Occupational Engineering and Ergonomics

### Objectives

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

- ensure that workplace hazards related to safety engineering and ergonomic risks are identified and corrective action is taken in compliance with the legislation; and
- support improved work environments by consulting with safety and health professionals, workers and employers on safety engineering and ergonomic issues.

### Summary of Performance

In 2007/08 the Occupational Engineering and Ergonomics Branch:

- provided consultative safety engineering and ergonomic assistance to clients and internal staff;
- conducted workplace investigations and prepared specialized reports on hazards and risk control strategies;
- conducted pre-development review of new projects, installations and processes;
- prepared and delivered specialized technical training programs to workers and employers; and
- continued to educate stakeholders regarding new legislative requirements.

## Occupational Hygiene

### Objectives

The objectives of the Occupational Hygiene Branch are to:

- ensure that workplace hazards related to chemical, biological and physical agents are identified and corrective action is taken in compliance with the legislation; and
- support the development of safe and healthy work programs and practices by consulting with safety and health professionals, workers, and employers on occupational hygiene issues.

## **Summary of Performance**

In 2007/08 the Occupational Hygiene Branch:

- provided consultative occupational hygiene assistance to clients and internal staff;
- conducted workplace investigations and prepared specialized reports on occupational health hazards and risk control strategies;
- enforced safe work practices; and
- prepared and delivered specialized technical training programs to workers and employers.

## **Prevention Services**

The Prevention Services Branch works to prevent injuries and illnesses in Manitoba workplaces by promoting awareness of and compliance with the requirement for effective safety and health management systems, and working with priority sectors to control workplace hazards through education, training and enforcement activities.

## **Objectives**

The objectives of the Prevention Services Branch are to:

- promote occupational safety and health in workplaces through public awareness, education, training, and the development of preventive partnerships;
- work with priority sectors to establish and maintain effective safety and health management systems to prevent injuries and illnesses; and
- promote the establishment and maintenance of effective safety and health committees and safety and health programs in workplaces.

## **Summary of Performance**

In 2007/08 the Prevention Services Branch:

- continued joint planning with the Workers Compensation Board to encourage the growth of a strong network of prevention organizations and promote the occupational health and well-being of workers, including participation in implementing the ongoing workplace safety and health public awareness campaign built around the SAFE methodology;
- continued to focus on employers in priority sectors experiencing high time-loss injury rates such as healthcare, retail and wholesale trade, manufacturing, construction, agriculture and schools;
- provided a variety of informational materials such as newsletters, bulletins, guidelines, website material and audiovisual materials to assist in safety and health training and communication;
- initiated the redevelopment of the Division's website which provides access to relevant Acts, regulations, Codes of Practice and other informational material;
- developed new publications and continued to work on the revision of existing guidelines and bulletins regarding the new workplace safety and health regulations that took effect on February 1, 2007;
- delivered 27 presentations on the new regulatory requirements to stakeholder groups;

- continued to track the development and implementation of workplace safety and health programs across government departments;
- enhanced existing training programs to better meet clients' needs and provided numerous safety and health training programs throughout Manitoba;
- provided consultation service to industry clients to assist with the effective, ongoing function of existing safety and health committees and encourage the formation of new committees; 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 2**  
**Performance Indicators, Prevention Services Branch**  
**April 1, 2007 to March 31, 2008**

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**Effectiveness Measures**

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Number of (verbal and on-site) safety and health committee interventions/training	94
Number of training courses	189
Number of training course participants	3,184

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## **Mechanical and Engineering**

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:

- increase the safety of mechanical, electrical, fuel-burning and pressure-retaining equipment regulated under legislation administered by the Branch;
- ensure tradespersons operating in regulated fields are fully qualified by holding examinations and issuing licences or certificates of competency for gas and oil fitters, electricians, pressure welders and power engineers;
- promote public safety by reviewing and approving engineering designs to ensure they conform to appropriate codes prior to production; and
- increase safety awareness throughout the province.

### **Summary of Performance**

In 2007/08 the Mechanical and Engineering Branch:

- examined and registered 1,034 engineering designs to ensure conformity with the appropriate codes;
- registered 28 Manufacturers' Affidavits for certified pressure equipment entering the province;
- registered 41 new welding procedures for pressure equipment and pressure piping;
- audited 50 companies for Quality Control Certificate validations;



- conducted inspections of amusement rides, electrical equipment and installations, elevators, gas and oil burners, and steam and pressure plants and issued compliance orders where appropriate; and
- examined and issued licences to tradespersons under *The Power Engineers Act*, *The Electricians' Licence Act*, and *The Gas and Oil Burner Act*.

**Table 3**  
**Performance Indicators, Mechanical and Engineering Branch**  
**April 1, 2007 to March 31, 2008**

<b>Inspections</b>			
Amusement Rides			
Inspections		393	
Orders written		26	
Electrical			
Special Acceptance inspections		867	
Spot checks inspections		218	
Elevators			
Inspections		2,214	
Orders written		95	
Plans approved		138	
Gas and Oil Burners			
Inspections		906	
Incident investigations		13	
Plans examined		75	
Special Acceptance inspections		135	
Permits issued		23,752	
Steam and Pressure Plants			
Inspections		6,481	
Orders written		1,021	
<b>Tradespersons Examinations and Licencing</b>		<b>Examinations</b>	<b>Licenses/Renewals Issued</b>
Power Engineers		990	3,279
Electricians		96	598
Gas and Oil Burner Technicians		139	194
Welders		892	794

## **2(b) Mechanical and Engineering**

<b>Expenditures by Sub-Appropriation</b>	<b>Actual 2007/08 \$(000s)</b>	<b>Estimate 2007/08 FTE</b>	<b>\$ (000s)</b>	<b>Variance Over/(Under) \$(000s)</b>	<b>Expl. No.</b>
Total Salaries	2,083.9	33.00	2,010.0	73.9	1
Total Other Expenditures	669.0		571.5	97.5	2
<b>Total Expenditures</b>	<b>2,752.9</b>	<b>33.00</b>	<b>2,581.5</b>	<b>171.4</b>	

**Explanation Number:**

1. *Over-expenditure reflects net severance and vacation payouts for three employees who retired, hiring summer students, reclassification of three employees and General Salary Increases partially offset by net staff turnover costs.*
2. *Over-expenditure reflects enhancements and maintenance charges for the boiler and elevator software, increased operating supplies and equipment purchases for inspectors and the welder testing centre, purchase of welder testing software and boiler pressure vessel design software, purchase of American Society of Mechanical Engineers code books and other related costs, a provision for bad debts, scheduled replacement of computer workstations, increased office supplies and the Alberta Boilers Safety Association Interprovincial Exam Budget. These over-expenditures were partially offset by implementation of expenditure management strategies which resulted in decreased travel costs of inspectors, reduced printing costs and mail out costs of labels and certificates and reduced computer related charges.*

**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 (Advisory Council) 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 Advisory 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 Advisory Council. Members receive remuneration in the form of an honorarium and payment for out-of-pocket expenses.

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

In 2007/08, following expiration of terms for all past members, government sought nominations for appointment from all Manitoba groups representative of council membership: labour, employer, and technical/professional organizations. In October, 2007, the Minister announced the appointment and re-appointment of members and a chairperson to the Advisory Council.

In 2007/08 the Advisory Council on Workplace Safety and Health:

- initiated a review of *The Workplace Safety and Health Act* and its administration as mandated by Section 16(3) of the Act, which included requests for written submissions from stakeholders by March 2008.

# Employment Standards

The Employment Standards Division is composed of the Employment Standards Branch (which includes the Labour Adjustment Unit) and the Worker Advisor Office. The Division provides a comprehensive program of client-initiated services, proactive services, labour adjustment services, as well as advocacy services in the case of the Worker Advisor Office.

## Employment Standards

### 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;
- increase 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 the facilitation of dispute resolution between the parties;
- ensure workers receive the legislated benefits to which they are entitled;
- assist employers and workers in finding solutions to actual or potential workforce adjustment problems arising from business closures or threatened layoffs due to economic, technological or industrial change; and
- assist workforce adjustment committees in developing re-training and re-employment strategies to help workers whose jobs may disappear or change.

### Summary of Performance

In 2007/08 the Employment Standards Branch:

- received 2,610 claims and recovered \$1.1 million in wages;
- finalized 1,029 claims (40 per cent of total) using the Quick Resolution process in an average of 27 days thus avoiding the need for time-consuming field investigation;
- conducted field investigations of 1,581 claims, facilitating a voluntary resolution in approximately 80 per cent of cases and issuing formal orders for the remaining 20 per cent;
- facilitated resolution of 25 out of the 26 cases that undertook the Alternative Dispute Resolution process, thus reducing the number of appeals to the Manitoba Labour Board for resolution;
- implemented major amendments to *The Employment Standards Code* including legislative provisions creating Reservist Leave and Louis Riel Day as well as regulatory changes regarding coverage of workers employed in agriculture;
- launched a targeted public education strategy to protect vulnerable workers through partnerships with education and skill providers for youth and newcomers to the province such as Entry Program, Safe Workers of Tomorrow, Employment Projects of Winnipeg, Success Skills Centre, and Employment Solutions for Immigrant Youth;

- identified 189 employers for potential non-compliance and used proactive enforcement strategies to advance labour standards rights and obligations in the workplace and to increase compliance with the legislation;
- participated in a process with other branches to protect the rights of apprentices and ensure their safety, health and well being through the enforcement of compulsory trade ratios;
- processed 3,144 Child Employment Permit applications and developed a more streamlined and accountable system for processing applications for industries with standardized job tasks that regularly employ children;
- responded to group layoff and adjustment situations within five days of notification to the Labour Adjustment Unit which allowed opportunities to explore alternate avenues to mitigate the effects of the layoff prior to public knowledge;
- dealt with approximately 50,000 telephone calls and 5,000 walk-ins, providing 24-hour, 7-day response to the most common questions; and
- recorded 294,000 unique visits to the employment standards website representing more than a six-fold increase over 2006/07 visits with visitors accessing more than 13 million website pages.

### **Performance Indicators, Client-Initiated Services April 1, 2007 to March 31, 2008**

<b>Claim Resolution Category</b>	<b>Percentage Finalized</b>
Early Resolution Level	40
Field Investigation Level	57
Alternate Dispute Resolution Level	1
Manitoba Labour Board Level	2
Judgement and Collections Level	1

### **2(I) Employment Standards**

<b>Expenditures by Sub-Appropriation</b>	<b>Actual 2007/08 \$(000s)</b>	<b>Estimate 2007/08 FTE</b>	<b>Variance Over/(Under) \$(000s)</b>	<b>Expl. No.</b>
Total Salaries	2,242.8	40.80	2,585.2	1
Total Other Expenditures	742.5		574.8	2
Total Expenditures	2,985.3	40.80	3,160.0	(174.7)

#### **Explanation Number:**

1. *Under-expenditure reflects implementation of vacancy management strategies to offset operating over-expenditures, which included delayed hiring of two newly established Common Intake Officers due to passing of the Appropriation Act in October, 2007, net staff turnover costs, recovery from Competitiveness, Training and Trade - Apprenticeship Branch for enforcement services, employees granted leave without pay, an employee on maternity leave, secondment of an employee from the Worker Advisor Office as a management trainee, reduced hours for an employee and savings due to the voluntary reduced work week program. These under-expenditures were partially offset by hiring a term employee to replace an employee on leave without pay, vacation payouts and General Salary Increases.*
2. *Over-expenditure reflects travel, legal, printing, advertising, rentals, internal production and supplies costs, web design costs and mail out costs related to public education and proactive enforcement of new legislation, regulations and wage schedules related to The Employment Standards Code and*

*The Construction Industry Wages Act, enhancements to the Claims Tracking System, first phase of planned renovations to the client intake areas, scheduled replacement of computer workstations, computer hardware purchases and other equipment purchases. These over-expenditures are partially offset by implementation of expenditure management strategies, which included reduced legal fees due to fewer appeals and rationalization of telephone charges including the delay of telephone answering service charges.*

## **Worker Advisor Office**

The Worker Advisor Office, established under Section 108 of *The Workers Compensation Act*, is independent of the Workers Compensation Board (WCB) and provides professional and timely service to workers and their dependants who require assistance with their 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*, regulations and policies, and the effect and meaning of decisions made under the *Act* and policies;
- advise, assist and where appropriate represent injured workers and their dependents who have cause to disagree with decisions of the WCB relating to their entitlement to benefits and services;
- resolve claimant issues through a timely, cost-efficient, informal and non-adversarial process where possible and through formal review and appeal processes where necessary;
- represent workers and dependants with their appeal of WCB decisions, directly to the Board and/or at an oral hearing before the Appeal Commission; 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 2007/08 Worker Advisor Office:

- provided services to over 1,017 individuals;
- concluded 64 per cent of inquiries by providing advice only;
- opened and reviewed 363 claims of which 137 (38 per cent) were closed as there was no basis for appeal and seven (2 per cent) were closed as the claimant chose not to proceed; and
- resolved 219 claims (60 per cent of total claims) through the WCB appeal system, 22 per cent were resolved at the case management level, 48 per cent at the Review Office level, and 29 per cent at the Appeal Commission level.

## 2(j) Worker Advisor Office

<b>Expenditures by Sub-Appropriation</b>	<b>Actual 2007/08 \$(000s)</b>	<b>Estimate 2007/08 FTE</b>	<b>Variance Over/(Under) \$(000s)</b>	<b>Expl. No.</b>	
Total Salaries	707.5	11.00	732.3	(24.8)	1
Total Other Expenditures	125.2		142.9	(17.7)	2
Total Expenditures	832.7	11.00	875.2	(42.5)	

### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies, which included net staff turnover costs and secondment of an employee to the Employment Standards Branch as a management trainee partially offset by net severance and vacation payouts for an employee who retired, merit increases and General Salary Increases.*
2. *Under-expenditure reflects implementation of expenditure management strategies, which resulted in the rationalization of travel costs, computer related charges, telephone charges, computer hardware purchases and fleet vehicle costs partially offset by scheduled replacement of a computer workstation.*

# 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:

- provide expert and timely advice to the minister on matters relating to the status of women referred to it by the minister for consideration and on issues undertaken by the Council on its own initiative;
- recommend to the minister policies, projects, or activities to raise awareness of women's issues and to promote women's equality;
- promote the equal participation of women in society by partnering with community organizations, collaborating with local, provincial and national equality-seeking organizations, and disseminating information; and
- advance the status of women by promoting a wider use of gender-diversity analysis in policy and program development.

## Summary of Performance

In 2007/08 the Manitoba Women's Advisory Council:

- held five community information sessions on topics including domestic violence, human trafficking, disaster planning, breast cancer, employment standards, and gender-based budgeting;
- sought suggestions from the general public on future topics for community information sessions;
- attended the annual meeting of the Coalition of Provincial and Territorial Advisory Councils on the Status of Women;
- organized the "Take Back the Night" event in Winnipeg in collaboration with community organizations;
- hosted a roundtable discussion with women's organizations to share information on new initiatives in Manitoba;
- created and distributed over 1,000 *Inspiring Women* posters to high schools, post-secondary institutions and women's organizations to celebrate Manitoba's accomplishment of having the highest percentage of female Members of the Legislative Assembly in Canada;
- developed and distributed the *Inspiring Women* companion document to over 500 women's organizations to highlight the contributions made by several Manitoba women to their communities and to encourage other women to find the leadership potential within them;
- organized the Government's reception in honour of International Women's Day which focused on Manitoba women who have been motivated to make a difference in their communities;
- participated in an internal review of the operation of the Manitoba Women's Advisory Council and the Women's Directorate and provided recommendations for a more efficient and effective use of the human and financial resources allocated to these entities;
- compiled and distributed the bi-monthly events calendar and information sheet, *Council Currents*, to over 300 women's organizations;

- distributed approximately 7,000 copies of *Parenting on Your Own – A Handbook for One-Parent Families* to single parents and service providers;
- held the 11<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;
- increased collaboration with women’s organizations, representatives from women’s groups, and other government departments to heighten awareness of the Council and its role;
- assisted women’s organizations with on-site administrative support, including photocopying, fax and mail services; and
- provided advice to government on issues affecting women and made recommendations for future projects that will enhance the quality of women’s lives in Manitoba.

## **2(I) Manitoba Women's Advisory Council**

<b>Expenditures by Sub-Appropriation</b>	<b>Actual 2007/08 \$(000s)</b>	<b>Estimate 2007/08 FTE</b>	<b>Variance Over/(Under) \$(000s)</b>	<b>Expl. No.</b>	
Total Salaries	218.7	4.00	229.6	(10.9)	1
Total Other Expenditures	111.5		106.2	5.3	
Total Expenditures	330.2	4.00	335.8	(5.6)	

### **Explanation Number:**

1. *Under-expenditure reflects implementation of vacancy management strategies, which included net staff turnover cost partially offset by secondment of a Policy Analyst from Family Services and Housing, hiring a term position to replace an employee on sick leave, vacation payout for an employee who resigned and General Salary Increases.*



# Women's Directorate

The Women's Directorate provides research and support for government policy and program development on issues affecting women, works in partnership with other departments to improve existing services targeted at women, and develops and delivers programs to improve women's economic status.

## Objectives

The objectives of the Women's Directorate are to:

- increase government's awareness of the needs and concerns of women to ensure these concerns are considered when developing government programs, policies and legislation;
- in partnership with other government departments and jurisdictions, identify and assess the effectiveness of programs and services available to women; and
- improve women's economic status by promoting career choices in non-traditional fields including math, sciences and technology.

## Summary of Performance

In 2007/08 the Women's Directorate:

- gathered information and compiled reports on such issues as economic security, employment equity legislation, immigration/cultural issues, Bill C-484, provincial regulations on suspended doctors, family violence, violence in the workplace, and the needs of women preparing to go back to work;
- participated with Federal/Provincial/Territorial counterparts on the Economic Security Working Group, the Aboriginal Women Working Group and the Violence Against Women Working Group;
- participated in the First National Aboriginal Women's Summit in Corner Brook, Newfoundland;
- participated in the consultation process and development of *The Worker Recruitment and Protection Act*;
- organized the Government's celebration of Women's History Month which honoured the accomplishments of immigrant women in Manitoba;
- updated and distributed over 300 copies of the publication, *Taking Action Against Violence*, a resource guide for justice officials, law enforcement agencies and service providers in the field of domestic violence;
- provided 50 Training for Tomorrow Educational Awards of \$1,000 each to encourage women to pursue college training in math, science, and technology-related fields; and
- provided approximately \$10,000 in grants to assist women's organizations to help raise awareness of women's issues and to conduct community events; and
- conducted an internal review of the Status of Women operations and implemented strategies to provide for a more efficient and effective use of the human and financial resources allocated to the Manitoba Women's Advisory Council and the Women's Directorate.

## 2(m) Women's Directorate

Expenditures by Sub-Appropriation	Actual 2007/08 \$(000s)	Estimate 2007/08 FTE		Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	384.8	6.00	396.9	(12.1)	1
Total Other Expenditures	182.1		209.4	(27.3)	2
Total Grants	46.0		50.0	(4.0)	
Total Expenditures	612.9	6.00	656.3	(43.4)	

### Explanation Number:

1. Under-expenditure reflects implementation of vacancy management strategies, which included savings due to the voluntary reduced work week program and hiring a summer student for a shorter term than budgeted.
2. Under-expenditure reflects delayed development of educational materials for "Women in Manitoba: A Statistical Profile" and "Domestic Violence Prevention", delayed website development and one less issue of the "About Women" Newsletter partially offset by costs related to the "Inspiring Women" poster and companion document.

# Immigration and Multiculturalism

The Immigration and Multiculturalism Division develops and implements policies and programs related to immigration selection as well as the settlement and integration of immigrants and refugees into the social and economic life of Manitoba. The Division identifies and addresses issues which affect 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, Labour Market Strategy for Immigrants Initiative, and the Multiculturalism Secretariat.

## Executive Administration

The Executive Administration provides leadership to divisional programs through the Office of the Assistant Deputy Minister, the Divisional Management Team, and the Strategic Planning and Program Support Branch.

## Objectives

The objectives of the Executive Administration are to:

- achieve successful delivery of divisional programs by providing overall management and policy direction to the Division's branches and units;
- ensure the Division has adequate resources to achieve desired program outcomes through effective human resource management, budget preparation and financial management;
- support Manitoba's immigration and integration objectives by engaging in effective negotiations with relevant federal and provincial departments and international bodies, participating on Federal/Provincial/Territorial (F/P/T) working groups, and providing analysis and consultation in the development of formal agreements; and
- support program delivery by coordinating strategic/business planning, providing program development support including legislative development, coordinating information and policy analysis for effective decision-making, monitoring trends and conducting research, and providing overall communication management including website technology, content and coordination.

## Summary of Performance

In 2007/08 the Executive Administration:

- contributed to 10,955 immigrants landing in Manitoba in 2007, a 9 per cent increase over 2006 and the highest level received in 50 years;
- provided executive direction in the implementation of the new Settlement Strategy to improve the settlement outcomes of newcomers as well as the Employment Supports Model to facilitate labour market integration;
- provided leadership and guidance in the implementation of major divisional initiatives including the establishment of the off-site language assessment centre and the passage of *The Fair Registration Practices in Regulated Professions Act*;

- negotiated the first international agreement with the Government of the Philippines to streamline immigration processing and build stronger connections between Manitoba employers and workers from the Philippines;
- established a Regional Immigration and Integration Coordination Team in cooperation with Manitoba Agriculture, Food and Rural Initiatives (MAFRI) to enhance immigration and integration service delivery in rural communities;
- entered into negotiations with the federal government to renew and expand the Canada-Manitoba Immigration Agreement;
- supported the development of *The Worker Recruitment and Protection Act*;
- coordinated the Canada/Manitoba Temporary Foreign Worker (TFW) Working Group mandated to streamline and expedite the recruitment process of TFWs;
- negotiated preliminary information-sharing agreements with the federal government on temporary residents;
- coordinated the preparation of a strategic plan for the Division;
- concluded a review of the settlement experiences of privately-sponsored refugees in the province to inform Manitoba's approaches to supporting the sponsorship community and refugee newcomers;
- continued participation in Phase 1 of the prairie rural immigration research project on Improving Immigration to and Retention of Population in Rural Alberta, Saskatchewan and Manitoba Communities;
- with Competitiveness, Training and Trade (CTT) coordinated the Manitoba Opportunities Fund (MOF) which provided ongoing funding to the Internationally Educated Engineers Qualifications Program and supported 11 projects in Labour and Immigration, five projects in MAFRI, and one project each in CTT and Manitoba Culture, Heritage and Tourism to enhance the economic integration of immigrants;
- facilitated communications and website development across the Division including the annual Manitoba Immigration Facts Report and management of the Going to Canada Portal funding;
- refreshed the online information and resources on the bilingual website with support from Citizenship and Immigration Canada's (CIC) Portal Initiative;
- participated in numerous F/P/T working groups, including the Immigration Planning Table co-chaired by Manitoba, and coordinated multi-year immigration levels planning consultations;
- provided support for Manitoba's participation in the May 2007 F/P/T meeting of Ministers Responsible for Immigration;
- provided information sessions to provincial officials including Ontario, Saskatchewan, Alberta and Prince Edward Island; 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

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 (MPNP), and nominating individuals and their families for permanent residence in Canada based on the current and future Manitoba labour and economic development needs.

### Objectives

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

- assist the province in meeting immigration targets as specified by the economic development strategy by nominating skilled worker and entrepreneurial immigrants through the MPNP;
- deliver a quality provincial immigration program that meets the requirements of the Canada-Manitoba Immigration Agreement and is responsive to Manitoba's current and future labour market and business needs;
- strengthen partnerships with Manitoba communities, businesses, educational and professional organizations, and government jurisdictions to attract skilled immigrants to the province in coordination with strategic labour market initiatives; and
- continue to promote Manitoba as an immigration destination of choice in Canada by communicating Manitoba's unique benefits as a desirable place to live, work and raise a family through targeted international recruitment activities.

### Summary of Performance

In 2007/08 the Immigration Promotion and Recruitment Branch:

- contributed to the successful landing of 7,680 MPNP newcomers in 2007 representing a 15 per cent increase over 2006 (6,661) and representing 70 per cent of all immigration (10,955) to Manitoba;
- completed more than 50 per cent of MPNP applications under priority streams within 4 months;
- approved 3,165 skilled worker applications, representing a total of 9,000 individuals planning to move to Manitoba;
- assisted in administering the business component of the MPNP with CTT resulting in 205 Provincial Nominee Program for Business (PNP-B) applicants being approved and nominated for permanent residence in 2007;
- assisted over 400 Manitoba employers with their recruitment, retention or federal referral for temporary foreign worker processing and expedited labour market integration;
- continued to promote immigration to regions outside of Winnipeg resulting in these areas receiving approximately 30 per cent of the newcomers to Manitoba - 8 per cent in Winkler, 8 per cent in Brandon, 4 per cent in Steinbach, 2 per cent in Morden, and the remainder in various other locations;
- in partnership with employers and other stakeholders, participated in overseas promotion and recruitment campaigns to strengthen relations with the visa offices and increase interest in immigration to the province;
- participated in information sessions in Moscow to promote Manitoba and to strengthen relations with the visa office;

- along with regional community representatives, participated in recruitment missions to England, Scotland, Ireland and the Netherlands to promote Manitoba as a destination of choice for immigrants;
- coordinated Manitoba's participation at Canada Job Fairs 2007 in Essen and Berlin, Germany, which facilitated addressing Manitoba labour market shortages through offshore recruitment of temporary workers and the active involvement of nine Manitoba employers and three Manitoba communities seeking to recruit skilled trades workers directly;
- continued development of strategies and materials to promote Manitoba as a destination of choice for prospective francophone immigrants and achieved a 24 per cent annual increase in francophone landings with 328 French-speaking immigrants settling in 2007;
- in cooperation with CIC, provincial counterparts and community representatives, participated in promotion and recruitment activities in France and Belgium;
- hosted Employer Direct Forums on the benefits of the MPNP as a recruitment option that complements the hiring of skilled newcomers already landed in Manitoba including sessions with industry sectors, employers and community representatives in Winnipeg and numerous rural communities;
- hosted employer and regional information sessions in Winnipeg with international partners Espace Emploi International, Kiev Youth Labour Centre, and International Organization for Migration;
- participated in F/P/T working groups on MPNP and PNP-B to provide Manitoba's perspective on federal immigration legislation and regulations, and to ensure the benefits of immigration are shared across the regions in keeping with federal immigration policy development and implementation;
- maintained direct contact with immigration officers in over 40 Canadian Embassies, High Commissions, and Consulates to ensure smooth processing of applications and to convey accurate information on immigration to Manitoba, including current labour market opportunities;
- enhanced client service through ongoing development of website information and increased stakeholder participation, with website information continuing to be a significant recruitment strategy as evidenced by the growing number of visitors who accessed the site (215,000); and
- held weekly public information sessions on the MPNP, monthly information sessions for international students, and specialized information sessions for sector councils, regions, ethnocultural communities and neighbourhood organizations regarding immigration promotion and recruitment activities.

## **Settlement and Labour Market Services**

The Settlement and Labour Market Services Branch facilitates the economic and social integration of immigrants in Manitoba 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:

- ensure that settlement services effectively respond to the needs of Manitoba newcomers;
- enhance the accessibility, quality and standards of settlement services for immigrants;
- promote coordination and knowledge of settlement activities among service providers and stakeholders across Manitoba;

- facilitate the settlement and integration of newcomers through enhanced centralized orientation and individualized information, assessment and referral guidance;
- meet the needs of vulnerable and special needs groups through the development and coordination of focused, specialized services in cooperation with other agencies and departments; and
- effectively address immigrant settlement and integration barriers in Manitoba by actively seeking input from newcomers and relevant stakeholders in the development of new programs and initiatives.

## Summary of Performance

In 2007/08 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 settlement and language training services for newcomers;
- provided over \$6.0 million in funding to 82 service providers under the MIIP for the delivery of settlement services and programs supporting labour market integration;
- implemented the new Settlement Strategy to better support the integration of newcomers settling in Manitoba, which includes ten key service areas and was developed following extensive consultation with newcomers, community organizations and agencies;
- continued to engage and collaborate with service providers through various multi-stakeholder groups to ensure delivery of settlement services is consistent with the Manitoba Settlement Strategy, including sharing best practices in service delivery;
- continued development of additional information and orientation resources for newcomers and, in conjunction with cultural communities, developed directories on community resources and services available to ensure faster integration of newcomers;
- increased newcomer access to the centralized orientation program (ENTRY) by expanding delivery options to include a shorter intensive program and evening sessions, with approximately 2,400 newcomers benefiting from the enhanced program;
- coordinated additional regional supports to approximately 2,500 newcomers outside of Winnipeg, including those in Winkler, Steinbach, Brandon, Parklands, Portage la Prairie and Thompson;
- increased support to neighbourhood networks in Winnipeg to provide settlement information, advice, referrals and community activities for newcomers;
- assisted approximately 370 highly skilled immigrants with the costs of assessments and examination fees, courses and materials needed to achieve accreditation, and provided wage assistance to 25 newcomers for placement in permanent employment in their fields of expertise;
- provided 689 academic credentials assessments for internationally educated immigrants – 610 directly to clients and 79 to the end-users such as employers, post-secondary institutions and regulatory bodies;
- continued to lead the development of a Qualifications Recognition (QR) Strategy to address qualifications recognition of internationally educated and trained immigrants;
- provided support for the development and introduction of *The Fair Registration Practices in Regulated Professions Act* to help ensure that registration practices of regulatory bodies are transparent, objective, impartial and fair;

- continued to work closely in the development of innovative demonstration projects involving regulators, post secondary institutions, employers and government to facilitate and fast-track the recognition and labour market integration of internationally educated and trained individuals including engineers, teachers, accountants, early childhood educators, agrologists, engineering technicians and technologists, and member service representatives in financial institutions;
- 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;
- continued to work with the Winnipeg Regional Health Authority in the development, coordination and preparation needed to introduce increased language capacity in health care services;
- continued research and support to settlement agencies, community centres and other bodies working with war-affected newcomer families to help prevent gang involvement among at-risk youth;
- delivered numerous presentations within and outside Manitoba on immigration and settlement services and the opportunities for collaboration to ensure effective services for newcomers;
- participated in the F/P/T Working Group on Settlement and Integration, the Alliance of Assessment Services, and other bodies to share information on settlement models and activities in Manitoba; and
- continued to participate in activities of the Labour Market Strategy for Immigrants to support improved services, skills recognition, and labour market integration of immigrants.

## **Adult Language Training**

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 the delivery of accessible, flexible and effective Adult EAL programs throughout Manitoba in order to assist immigrants in developing competency in English so that they may pursue their personal, academic and employment goals, and attain lives of dignity and purpose in Canada;
- meet the diverse needs of newcomers by providing EAL programming in school and college-based programs, community-based language training, English at Work, English for Specific Purposes, and regional adult EAL programming;
- facilitate the delivery of EAL training to the maximum number of immigrant learners in the most appropriate settings by enhancing EAL teaching and coordinating capacities and expertise;
- support the establishment of joint initiatives among service providers and other partners; and
- promote successful learning outcomes for immigrants in academic, vocational and workplace environments.

### **Summary of Performance**

In 2007/08 the Adult Language Training Branch:

- provided \$10.0 million funding as well as coordination and support to 86 service providers under the MIIP for the delivery of Adult EAL programming in the following priority areas: ENTRY; Adult EAL for



Schools and Colleges; Community-Based Language Training; English at Work; Enhanced Language Training (ELT); Regional Programs; and Resources and Special Projects;

- supported classes for 6,500 adult immigrants, an increase of 15 per cent over the previous year's total of 5,660;
- delivered English at Work classes in Winnipeg, Pembina Valley and Steinbach areas for 28 Manitoba businesses with 470 participants, in addition to the 350 employees who participated in a union-based program in Brandon;
- continued the EAL employment program *Work Start* which uses a new approach to facilitate immigrant labour market attachment;
- launched the new Winnipeg English Language Assessment and Referral Centre where 3,742 Canadian Language Benchmark assessments were administered, in addition to the 190 administered in areas outside of Winnipeg;
- trained nine new adult language assessors for work in Winnipeg, Brandon and Winkler, and provided ongoing professional development for previously trained assessors;
- supported the development and delivery of 10 occupation-specific language training programs as well as mentorship to teachers, on-line support for regional Adult EAL teachers, and the coordination of the online delivery of ELT programming;
- developed a mentoring program for new teachers that matched five experienced teachers with five new teachers or those new to certain areas of the field;
- offered training for 66 Adult EAL volunteers and support for over 250 Adult EAL volunteers;
- updated the Learning English section of [www.immigratemanitoba.com](http://www.immigratemanitoba.com) and maintained the Adult EAL resource collection for instructors;
- participated in the F/P/T Working Group on Settlement and Integration, and the Centre for Canadian Language Benchmarks;
- 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;
- organized and/or delivered approximately 25 professional development sessions for adult EAL teachers in Manitoba, including facilitating a six-month Professional Development Leadership Group on Teaching Speaking for 10 EAL teachers to develop expertise at the program level and capacity for leadership;
- provided a province-wide professional development event on Teaching Speaking for 250 participants in November 2007;
- participated in the organization of the 2008 TEAL Manitoba Provincial Conference;
- guest lectured at both the University of Winnipeg (UW) and the University of Manitoba's (UM) Teachers of English as a Second Language Certificate programs;
- conducted professional development sessions related to working with EAL speakers for faculty of UW, UM and Winnipeg Technical College;
- conducted training workshops and presentations for the Tri-College Forum, Manitoba Museum and Manitoba Justice;

- developed new information and curriculum resources including the Information Handbook for Adult EAL Teachers in Manitoba, Reading Rubrics based on the Canadian Language Benchmarks 2000, and the Manitoba Module Planning Framework; and
- contributed to the Welcoming Communities Initiative by coordinating the development and delivery of an intercultural specialist training program and a joint initiative with the Manitoba Museum involving tours and workshops for newcomers to help them get a sense of belonging and understanding of their new community.

## Labour Market Strategy for Immigrants

The Labour Market Strategy for Immigrants (LMSI) is a joint action plan and formal working relationship among LIM, Advanced Education and Literacy and CTT to coordinate and enhance services, and improve skills recognition and labour market integration of immigrants.

### Objectives

The objectives of the Labour Market Strategy for Immigrants are to:

- support each department's work in a collaborative fashion that maximizes resources and increases coordination and cooperation related to labour market service delivery for immigrants;
- strengthen Manitoba's ability to work with the federal government and other stakeholders to advance Manitoba's labour market and qualifications recognition strategies;
- support activity related to labour market needs across Manitoba; and
- work with Manitoba's business sector to recruit, train and retain immigrant employees.

### Summary of Performance

In 2007/08 the Labour Market Strategy for Immigrants:

- administered the third year of a four-year \$3.1 million contribution agreement with Human Resources and Social Development Canada in support of the Labour Market Strategy for Immigrants;
- coordinated the development and implementation of 18 cross-departmental projects supported by \$1.2 million focused on developing resources and processes to enhance labour market outcomes for immigrants, including:
  - developing the *Workplace Language Communication Guide for Hiring and Training and Guide to Hiring Immigrants*;
  - developing a curriculum and piloting a full time EAL literacy project for 16 immigrant women seeking to enter the workforce;
  - finalizing and piloting a modified first aid curriculum for EAL learners to obtain certification in CPR/first aid, and training St. John's Ambulance staff for ongoing delivery;
  - piloting training for 16 visible minority immigrants to prepare for entry into construction occupations in conjunction with the Winnipeg Floodway Authority;
  - developing 15 profiles of newcomer entrepreneurs and 30 web-based profiles of newcomers in non-regulated occupations to provide prospective immigrants with occupation-specific information on career pathways and qualifications recognition processes in Manitoba;
  - piloting a pre-migration information and work orientation program with the Canadian Immigrant Integration Program office in Manila to deliver labour market preparation advice for over 90 Provincial Nominees and other skilled workers destined to Manitoba;

- developing *Plain Language Entrepreneurial Learning Materials* to help lower level EAL learners create a job for themselves and offering workshops to increase immigrant accessibility to business development training;
  - developing an Employer Engagement, Awareness and Communications strategy to identify employer partners and increase their awareness of the immigrant skills pool, and partnering with the Winnipeg Chamber of Commerce to hold a job fair to connect employers with immigrant job seekers;
  - facilitating stakeholder consultations and gap analysis research for an immigrant skills inventory and job matching capacity to facilitate hiring;
  - coordinating a work internship pilot program to encourage employers to provide skilled immigrant workers with work experience utilizing a mentorship approach, with 44 internationally educated immigrants primarily in non-regulated professions, 35 Manitoba companies and 53 company mentors participating in two intakes of the pilot in Winnipeg, Brandon, Winkler, Portage la Prairie and Steinbach;
  - undertaking research to determine the barriers experienced by immigrants in accessing apprenticeship related programs;
  - developing an industry-specific approach to facilitate immigrant hiring in the Information and Communication Technology sector;
  - increasing 'essential skills' training to immigrants in apprenticeship and trades qualification programs, and developing an adapted curriculum outline for Pre-TOWES (Test of Workplace Essential Skills) training geared to immigrants; and
  - commencing development of the Internationally Educated Nurses Assessment and Bridging Program.
- continued to facilitate the work of LMSI partner departments to undertake joint strategic planning processes, identify gaps/requirements in programs and services, and to develop tools, resources and capacity to support labour market integration of immigrants.

### 3(a) Immigration

Expenditures by Sub-Appropriation	Actual 2007/08 \$(000s)	Estimate 2007/08 FTE	Variance Over/(Under) \$(000s)	Expl. No.
Total Salaries	3,558.4	54.00	3,681.5 (123.1)	1
Total Other Expenditures	1,574.0		1,726.1 (152.1)	2
Total Financial Assistance	18,573.6		20,401.9 (1,828.3)	3
<b>Total Expenditures</b>	<b>23,706.0</b>	<b>54.00</b>	<b>25,809.5 (2,103.5)</b>	

#### Explanation Number:

1. *Under-expenditure reflects implementation of vacancy management strategies, which included net staff turnover costs, delay in staffing of five approved term positions to meet new recruitment targets and implementation of the new Settlement Strategy, three employees granted leave without pay, two employees on maternity leave, maintaining a vacancy, under-filling the Qualifications Recognition Coordinator position, an employee seconded to Competitiveness, Training and Trade (CTT) and savings due to the voluntary reduced work week program. These under-expenditures were partially offset by net Provincial Nominee Program – Business (PNP-B) related expenditures used to fund internal departmental programming in support of the Growing Through Immigration Strategy and the secondment of three employees (Director and Administrative Assistant from CTT and a Project Coordinator from Justice) to fill the Labour Market Strategy for Immigrants (LMSI) staff positions per the Foreign Credential Recognition Program Agreement with Human Resources and Social Development Canada (HRSDC). Other salary over-expenditures included net severance and vacation payouts for three employees who retired or resigned, term employees hired to replace employees on*

*maternity leave and leave without pay, hiring a term employee to replace an employee seconded to CTT, reclassification of employees, hiring a summer student, workers compensation costs and General Salary Increases.*

- 2. Under-expenditure reflects delayed implementation of the Manitoba Immigration Portal/Web Development (funded by Citizenship and Immigration Canada (CIC)) and Qualifications Recognition Strategy, operating costs less than planned for the Francophone Initiative (funded by CIC) and deferment of out-of-province travel. These under-expenditures are partially offset by net PNP-B related expenditures such as moving and furniture costs for the consolidation and expansion of space to meet ongoing staffing requirements and increased other advertising and printing costs.*
- 3. Under-expenditure reflects deferment of additional funding received from CIC under the Canada-Manitoba Immigration Agreement and deferred funding due to the approved extension of the three year Foreign Credentials Recognition Program Contribution Agreement with HRSDC for LMSI until March 31, 2009 partially offset by net Manitoba Opportunities Fund (MOF) related expenditures for approved economic development projects under the Growing Through Immigration Strategy.*

## Multiculturalism Secretariat

The Multiculturalism Secretariat coordinates the implementation of *The Manitoba Multiculturalism Act* and multicultural policy. The Secretariat identifies and addresses issues which affect the multicultural community and identifies priorities for action throughout government departments and agencies that promote diversity and multiculturalism. The Secretariat also supports initiatives within the ethnocultural community by offering training and skills development initiatives and through the administration of the Ethnocultural Community Support Program (ECSP). The Secretariat advises the Minister and senior Departmental management on multiculturalism issues and provides administrative support to the Manitoba Ethnocultural Advisory and Advocacy Council (MEAAC).

### Objectives

The objectives of the Multiculturalism Secretariat are to:

- cultivate a successful multicultural society in Manitoba by working with government departments and agencies to identify and implement actions that promote diversity and multiculturalism;
- enhance sensitivity to the needs and concerns of Manitoba's cultural communities by working with the community at large;
- foster and enhance relations between cultural communities and assist them to achieve shared goals;
- promote respect and appreciation for Manitoba's cultural diversity, further societal recognition of the benefits of a multilingual, multicultural society, and encourage full participation by members of all cultural communities in all aspects of social life;
- encourage the use of languages that contribute to Manitoba's multicultural heritage;
- ensure the accessibility, quality and sensitivity of government services as appropriate for a multicultural society; and
- empower communities to fully participate in and contribute to Manitoba's social and civic development.

### Summary of Performance

In 2007/08 the Multiculturalism Secretariat:

- provided support, training and skills development services to many of Manitoba's 500 ethnocultural community organizations;
- supported SEED Winnipeg Inc., through MOF funding, to deliver a coordinated learning strategy on community economic development to the boards, staff and volunteers of ethnocultural organizations, involving 115 participants at 14 learning events and assisting five other groups develop six social enterprises;
- in collaboration with the Celebrate Canada Committee, held Manitoba's second annual Canadian Multiculturalism Day event, "Many Waves, One Sea: Celebrating Multiculturalism Day in Manitoba", with an estimated attendance of over 6,000 visitors and featuring opportunities for cultural sharing and learning through displays and interactive demonstrations;
- coordinated an educational opportunity for departmental staff to recognize the annual International Day for the Elimination of Racial Discrimination by showcasing the significance of the Canadian Museum for Human Rights within our province and the international community;

- coordinated and hosted two Citizenship Courts to welcome a total of 60 new Canadian Citizens;
- developed and distributed materials on racism, citizenship and multiculturalism to schools and other organizations;
- provided support to MEAAC including coordinating six Council and five standing committee meetings, conducting research, and coordinating council member participation in 15 community events;
- continued to provide advice to the Canada/Manitoba Infrastructure Program in assessing requests related to infrastructure development and multicultural communities;
- continued to participate as a member of the Western Canada Provincial Working Group on Multiculturalism, Anti-racism and Human Rights to explore programs, resources and best practices across Western Canada and to inform the development of strategies in each jurisdiction;
- assisted in the coordination and development of a roundtable session at the National Metropolis Conference to discuss the role provincial governments are playing in fostering welcoming and inclusive communities for Canada's newcomers, promoting anti-racism activities, and engaging Canada's aboriginal communities in multiculturalism programming;
- coordinated the Welcoming Communities Manitoba Initiative and provided financial support to ten anti-racism/diversity projects (through CIC's Welcoming Communities Initiative Fund) designed to promote and strengthen participation of new immigrants in civil society and to foster inclusive and welcoming communities for new immigrants;
- partnered with the Department of Canadian Heritage - Multiculturalism Program to offer financial management and board governance training and skills development opportunities to members of Manitoba's ethnocultural community organizations through Volunteer Manitoba, delivering four sessions to 35 participants from 15 ethnocultural organizations; and
- reviewed grant requests under the ECSP and provided advice and recommendations to the Government of Manitoba on the distribution of lottery funds to multicultural communities, processing 114 grant requests and approving 83 for a total of \$207,500 in cash and \$305,400 in bingos (through the Manitoba Lotteries Corporation).

### 3(b) Multiculturalism Secretariat

<b>Expenditures by Sub-Appropriation</b>	<b>Actual 2007/08 \$(000s)</b>	<b>Estimate 2007/08 FTE</b>	<b>Variance Over/(Under) \$(000s)</b>	<b>Expl. No.</b>
Total Salaries	272.1	4.00	14.3	1
Total Other Expenditures	105.8		(70.4)	2
Total Financial Assistance	304.5		97.0	3
<b>Total Expenditures</b>	<b>682.4</b>	<b>4.00</b>	<b>40.9</b>	

#### Explanation Number:

1. *Over-expenditure reflects net severance and vacation payouts for an employee who retired, a term position to replace an employee granted leave without pay and General Salary Increases partially offset by the employee granted leave without pay and net staff turnover costs.*
2. *Under-expenditure reflects the allocation of fee-for-service contracts for delivery of anti-racism activities related to the Welcoming Communities Initiative Fund from Other Expenditures to Financial Assistance and Grants and costs related to outreach activities of the Manitoba Ethnocultural Advisory and Advocacy Committee.*

3. *Over-expenditure reflects the allocation of fee-for-service contracts for delivery of anti-racism activities from Other Expenditures to Financial Assistance and Grants and additional funding from Citizenship and Immigration Canada (CIC) related to the Welcoming Communities Initiative Fund.*

## **Manitoba Ethnocultural Advisory and Advocacy Council**

The Manitoba Ethnocultural Advisory and Advocacy Council (MEAAC), established under *The Manitoba Ethnocultural Advisory and Advocacy Act*, advocates on behalf of Manitoba's ethnocultural communities and provides advice to the government on issues of importance to ethnocultural communities. There are twenty-one Council members, sixteen elected by ethnocultural organizations and five appointed by the Minister. In addition, MEAAC has established six Standing Committees to oversee issues related to Anti-Racism, Education, Immigration and Employment, Cultural and Linguistic Diversity, Outreach, and Youth.

### **Objective**

The objective of the MEAAC is to provide advice to the government on issues of importance to the ethnocultural community.

### **Summary of Performance**

In 2007/08 the Manitoba Ethnocultural Advisory and Advocacy Council:

- coordinated and hosted three "Let's Talk Sessions" attended by youth from 36 ethnocultural organizations to increase youth participation in their ethnocultural communities.
- participated in a number of consultations and round table discussions, including consultation on the Manitoba Anti-Racism Strategy Plan; the *Fair Registration Practices in Regulated Professions Act*; Ethnocultural Equity in Education, Canadian Race Relations Foundation issues and trends; a discussion hosted by CIC on immigration levels; and a roundtable discussion hosted by the Manitoba Human Rights Commission on trends in human rights issues;
- fostered collaboration and information sharing with the City of Winnipeg's Citizen Equity Committee on issues related to multiculturalism and Winnipeg's ethnocultural community organizations;
- fostered linkages and communication between ethnocultural organizations by participating in 15 community events and meeting with the Board of Directors of ethnocultural organizations as part of regular business during MEAAC meetings; and
- developed a priorities and action plan working document to assist in the transition of incoming MEAAC members.

## **Manitoba Immigration Council**

The Manitoba Immigration Council (MIC) was created in June 2004 by *The Manitoba Immigration Council Act*. The Act provides for the appointment of a 12-member commission with representation from business, labour, regional, educational 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**

- During 2007/08 the term of office ended for the existing members of the Manitoba Immigration Council. In March 2008, the Minister announced the appointment of 12 new members to the Council representing various regions of the province with diverse backgrounds in areas including business, education, labour, regulatory and professional, multicultural and social service sectors.



# 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 emergency responses to incidents that are too large, technical or complex for municipalities to handle. 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:

- promote effective and efficient fire control throughout the province by providing technical and administrative assistance to fire departments and municipal councils;
- minimize the adverse effects of fire disasters by providing education and training in disaster management and emergency response;
- ensure public safety by enforcing compliance with all building codes and standards; and
- safeguard the public by providing emergency response throughout the province for incidents that are too large or complex for local emergency response resources to handle.

## Summary of Performance

In 2007/08, the Office of the Fire Commissioner:

- provided technical assistance to all municipal fire departments through an integrated network of Emergency Services Officers;
- responded to 43 provincial emergencies and search incidents;
- provided over 6,425 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 through training and education of over 100 local personnel in 13 Aboriginal and northern communities;
- reviewed building plans, issued building permits, and conducted enforcement and consultative services on various codes;
- continued to provide free incident command training on-line to all emergency response agencies;
- 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; and
- improved and modernized *The Fires Prevention and Emergency Response Act* to enhance fire prevention and investigation services, emergency response, and training.

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>2007/08 Estimates</b>
Printed Main Estimates of Expenditure 2007/08	\$46,509.8
Main Estimates Authority Transferred From:	
- Internal Reform, Workforce Adjustment and General Salary Increases	11.0
- Enabling Vote	366.1
<b>Estimates of Expenditure 2007/08 (Adjusted)</b>	<b>\$46,886.9</b>

# Department of Labour and Immigration

## Expenditure Summary (\$000)

for fiscal year ending March 31, 2008 with comparative figures for the previous fiscal year

Estimate 2007/08	Appropriation	Actual 2007/08	Actual 2006/07	Increase (Decrease)	Expl. No.
<b>11-1 LABOUR EXECUTIVE</b>					
\$ 42.0	a) Minister's Salary	\$ 41.9	\$ 30.4	\$ 11.5	2.
	b) Executive Support				
666.1	1. Salaries	656.8	665.2	(8.4)	1.
70.0	2. Other Expenditures	73.4	47.3	26.1	3.
<b>\$ 778.1</b>	<b>Total 11-1</b>	<b>\$ 772.1</b>	<b>\$ 742.9</b>	<b>\$ 29.2</b>	
<b>11-2 LABOUR PROGRAMS</b>					
	a) Management Services				
\$ 1,065.8	1. Salaries	\$ 1,047.1	\$ 1,112.4	\$ (65.3)	1., 4.
299.1	2. Other Expenditures	304.1	367.3	(63.2)	5.
	b) Mechanical and Engineering				
2,010.0	1. Salaries	2,083.9	2,046.9	37.0	1., 6.
571.5	2. Other Expenditures	669.0	604.4	64.6	7.
	c) Conciliation, Mediation and Pay Equity Services				
550.6	1. Salaries	546.4	532.5	13.9	1.
126.1	2. Other Expenditures	116.1	112.6	3.5	
	d) Pension Commission				
364.3	1. Salaries	353.4	382.4	(29.0)	1., 8.
117.1	2. Other Expenditures	196.3	118.2	78.1	9.
	e) Manitoba Labour Board				
1,303.5	1. Salaries	1,189.3	1,205.6	(16.3)	1.
522.7	2. Other Expenditures	557.7	455.3	102.4	10.
	f) Workplace Safety and Health				
4,183.5	1. Salaries	4,031.8	3,761.1	270.7	1., 11.
1,502.7	2. Other Expenditures	1,524.3	1,280.3	244.0	12.
	g) Occupational Health				
301.9	1. Salaries	301.2	294.6	6.6	1.
28.4	2. Other Expenditures	24.5	25.9	(1.4)	

	h) Mine Safety					
731.4	1. Salaries	680.4	668.2	12.2	1.	
198.3	2. Other Expenditures	190.6	189.2	1.4		
	i) Employment Standards					
2,585.2	1. Salaries	2,242.8	2,163.1	79.7	1., 13.	
574.8	2. Other Expenditures	742.5	668.6	73.9	14.	
	j) Worker Advisor Office					
732.3	1. Salaries	707.5	650.2	57.3	1., 15.	
142.9	2. Other Expenditures	125.2	134.1	(8.9)		
-	k) Office of the Fire Commissioner	-	-	-		
	l) Manitoba Women's Advisory Council					
229.6	1. Salaries	218.7	224.5	(5.8)	1.	
106.2	2. Other Expenditures	111.5	92.7	18.8		
	m) Women's Directorate					
396.9	1. Salaries	384.8	372.1	12.7	1.	
209.4	2. Other Expenditures	182.1	199.1	(17.0)		
50.0	3. Grants	46.0	46.0	-		
<b>\$ 18,904.2</b>	<b>Total 11-2</b>	<b>\$ 18,577.2</b>	<b>\$ 17,707.3</b>	<b>\$ 869.9</b>		
	<b>11-3 IMMIGRATION AND MULTICULTURALISM</b>					
	a) Immigration					
\$ 3,681.5	1. Salaries	\$ 3,558.4	\$ 3,090.9	\$ 467.5	1., 16.	
1,726.1	2. Other Expenditures	1,574.0	1,042.7	531.3	17.	
20,401.9	3. Financial Assistance and Grants	18,573.6	13,499.0	5,074.6	18.	
	b) Multiculturalism Secretariat					
257.8	1. Salaries	272.1	185.8	86.3	1., 19.	
176.2	2. Other Expenditures	105.8	91.3	14.5		
207.5	3. Financial Assistance and Grants	304.5	323.3	(18.8)	20.	
<b>\$ 26,451.0</b>	<b>Total 11-3</b>	<b>\$ 24,388.4</b>	<b>\$ 18,233.0</b>	<b>\$ 6,155.4</b>		
	<b>11-4 AMORTIZATION OF CAPITAL ASSETS</b>					
\$ 753.6	Amortization of Capital Assets	\$ 753.6	\$ 775.8	\$ (22.2)	21.	
<b>\$ 753.6</b>	<b>Total 11-4</b>	<b>\$ 753.6</b>	<b>\$ 775.8</b>	<b>\$ (22.2)</b>		
<b>\$ 46,886.9</b>	<b>TOTAL EXPENDITURES</b>	<b>\$ 44,491.3</b>	<b>\$ 37,459.0</b>	<b>\$ 7,032.3</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 increase reflects a funding allocation for the Minister's salary based on the formula established by the Pay Commissioner under the Members' Salaries Regulation.*
3. *The increase reflects scheduled replacement of computer workstations and increased meeting costs.*
4. *The decrease reflects a Computer Programmer/Analyst on maternity leave and leave without pay, the transfer of a Financial Officer to Employment Standards to realign internal resources, hiring a Financial Management Development Intern in 2006/07, a term position hired to replace an employee on sick leave in 2006/07, net salary savings due to the voluntary reduced work week program partially offset by a term Computer Programmer/Analyst hired to replace the employee on maternity leave, net staff turnover costs and increased costs for summer students.*
5. *The decrease reflects scheduled replacement of computer equipment and furniture in 2006/07, costs related to hosting the 2007 Canadian Association of Administrators of Labour Legislation (CAALL) conference and decreases in other rentals.*
6. *The increase is partially offset by net severance and vacation payouts on retirements and a term position hired to replace an employee on sick leave in 2006/07.*
7. *The increase reflects the purchase of welder testing and boiler pressure vessel design software, enhancements and maintenance charges for boiler and elevator software, increased operating supplies and equipment purchases for inspectors and welder testing centre and renovations required for a security upgrade partially offset by net costs related to the American Society of Mechanical Engineers.*
8. *The decrease reflects the hiring of two employees (a retired employee who was rehired and subsequently resigned and another employee who was hired as a replacement) to help reduce the backlog of unlocking applications in 2006/07 and net staff turnover costs partially offset by increased Pension Commission member per diems related to the hearing of an appeal of an order of the superintendent.*
9. *The increase reflects costs related to the hearing of an appeal of an order of the superintendent partially offset by decreased physical asset purchases.*
10. *The increase reflects costs related to the relocation to a new premises, costs related to hosting the Manitoba Labour Board Seminar and increased travel costs related to hearings in northern and rural Manitoba partially offset by the billing of ICT services from ICTSM for design and implementation of the Case Management System in 2006/07 and furniture and computer hardware purchases in 2006/07 in preparation for the move to the new premises.*
11. *The increase reflects the establishment of four Workplace Safety and Health Officer positions, two Workplace Safety and Health Officers hired on term for succession planning, net severance and vacation payouts on retirements, an employee on maternity leave in 2006/07 and increased overtime and standby costs partially offset by net staff turnover costs, workers compensation costs and decreased costs for summer students.*
12. *The increase reflects scheduled replacement of workstations and computer hardware, purchases of inspection and testing equipment, increased legal fees mainly due to more appeals, increased travel costs related to Workplace Safety and Health Officers, costs related to the Hudson Bay Mining and Smelting Inquest, renovations of meeting rooms and training facilities, increased telephone charges and increased computer related charges. These increases are partially offset by decreases for communication costs for production of bulletins, guides and codes and costs of travel and training for community outreach to promote prevention activities in 2006/07.*
13. *The increase reflects the establishment of three Common Intake Officers through realignment of internal resources, a term employee hired to replace an employee on leave without pay and three employees on maternity leave in 2006/07 partially*

*offset by recovery from Competitiveness, Training and Trade (CTT) – Apprenticeship Branch for enforcement services, two employees granted leave without pay, reduced hours for two employees and net staff turnover costs.*

14. *The increase reflects enhancements to the Claims Tracking System, the first phase of planned renovations to the client intake areas, increased advertising and printing and increased computer related charges partially offset by the decreases for travel, legal, printing, advertising, internal production and supplies costs and web design costs related to public education and proactive enforcement of new legislation, regulations and wage schedules related to The Employment Standards Code and The Construction Industry Wages Act.*
15. *The increase reflects net severance and vacation payouts on retirements and net staff turnover costs.*
16. *The increase reflects establishment of five term positions to meet new recruitment targets and implementation of the new Settlement Strategy, two positions (Senior Research Analyst and Administrative Secretary) transferred from Management Services to provide administrative, policy and research support and net Provincial Nominee Program – Business (PNP-B) related expenditures used to fund internal departmental programming in support of the Growing Through Immigration Strategy. Other increases include delayed hiring of the Qualifications Recognition Coordinator in 2006/07, net severance and vacation payouts on retirements, term employees hired to replace employees on maternity leave and leave without pay, hiring a term employee to replace an employee seconded to CTT, hiring a summer student, reclassification of employees and an employee on leave without pay in 2006/07. These increases were partially offset by maintaining a vacancy, net staff turnover costs, employees on maternity leave and leave without pay, an employee seconded to CTT and net salary savings due to the voluntary reduced work week program.*
17. *The increase reflects net PNP-B related expenditures used to fund internal departmental programming in support of the Growing Through Immigration Strategy such as moving and furniture costs for the consolidation and expansion of space and increased other advertising and printing costs, development and maintenance costs of the Manitoba Immigration Portal, the divisional website and related databases, costs related to the Qualifications Recognition Strategy, increased real estate rentals due to ongoing staffing requirements, mediation services, furniture purchases due to departmental ergonomic policy and increased telephone charges partially offset by decreased costs for the Francophone Initiative due to decreased funding received from Citizenship and Immigration Canada (CIC).*
18. *The increase reflects the base funding allocation from CIC available under the Canada/Manitoba Agreement to Realign Responsibilities for Immigrant Settlement Services, net Manitoba Opportunities Fund (MOF) related expenditures for approved economic development projects under the Growing Through Immigration Strategy, professional fees paid to third parties for delivery of services under LMSI and an increase in payments to employers/employees under the Credentials Recognition Program (CRP) for costs of assessment and examination fees, courses and material to achieve accreditation and also wage assistance for permanent placement of immigrants.*
19. *The increase reflects hiring an Anti-Racism Coordinator to address increasing demand from ethnocultural groups as well as the planning of anti-racism activities related to the Welcoming Communities Initiative Fund funded by CIC and net severance and vacation payouts on retirements.*
20. *The decrease reflects funding from CIC for anti-racism activities under the Welcoming Communities Initiative Fund.*
21. *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, 2008 with comparative figures for the previous fiscal year

Actual 2006/07	Actual 2007/08	Increase (Decrease)	Source	2007/08 Actual	2007/08 Estimate	Variance	Expl. No.
<b>Other Revenue:</b>							
\$ 7,280.0	\$ 7,827.6	\$ 547.6	(a) Workers Compensation Board	\$ 7,827.6	\$ 7,827.6	\$ -	1.
3,775.9	3,840.3	64.4	(b) Fees	3,840.3	3,765.7	74.6	2.
66.3	84.7	18.4	(c) Sundry	84.7	80.0	4.7	
<b>\$ 11,122.2</b>	<b>\$ 11,752.6</b>	<b>\$ 630.4</b>	<b>Sub-Total</b>	<b>\$ 11,752.6</b>	<b>\$ 11,673.3</b>	<b>\$ 79.3</b>	
<b>Government of Canada:</b>							
\$ 86.1	\$ 89.5	\$ 3.4	(a) Boilers and Elevators Inspections	\$ 89.5	\$ 92.2	\$ (2.7)	
184.9	184.9	-	(b) Flin Flon Inspection Agreement	184.9	196.5	(11.6)	
11,985.6	16,741.5	4,755.9	(c) Immigrant Settlement Services	16,741.5	19,669.0	(2,927.5)	3.
686.1	1,409.8	723.7	(d) Foreign Credentials Recognition Program	1,409.8	1,682.7	(272.9)	4.
<b>\$ 12,942.7</b>	<b>\$ 18,425.7</b>	<b>\$ 5,483.0</b>	<b>Sub-Total</b>	<b>\$ 18,425.7</b>	<b>\$ 21,640.4</b>	<b>\$ (3,214.7)</b>	
<b>\$ 24,064.9</b>	<b>\$ 30,178.3</b>	<b>\$ 6,113.4</b>	<b>Total Revenue</b>	<b>\$ 30,178.3</b>	<b>\$ 33,313.7</b>	<b>\$ (3,135.4)</b>	

61

### Explanation Numbers:

#### 1. Workers Compensation Board (WCB)

- The year-over-year increase reflects an increased allocation amount from the WCB which consists of two portions: an amount determined by a funding formula and an amount allocated as a prevention grant. The amount determined by the funding formula increased by \$547.6 to \$7,547.6 in 2007/08 from \$7,000.0 in 2006/07 to support the comprehensive five-year workplace injury and illness prevention plan with the WCB. The amount allocated as a prevention grant remained unchanged at \$280.0 for 2007/08.

#### 2. Fees

- The year-over-year increase reflects the net effect of the renewals for the various classes of four-year Power Engineers licences, increased volumes of gas and oil permits, increased volume of Design Registrations and Shop Inspections and increased volume of Elevator Inspections due to hiring of new inspectors. These increases are partially offset by decreased volumes of Boiler, Pressure Valves and Refrigeration Inspections due to staff vacancies (one Boiler Inspector promoted to a management position, another Boiler Inspector who was on long term sick leave and subsequently retired and another Boiler Inspector who retired) and fewer renewals for various four year licences for Electricians.
- The variance from Estimate reflects the under-projection of volumes for: Gas and Oil Licences; Elevator Inspections due to hiring of new inspectors; and Design Registrations and Shop Inspections. The variance was partially offset by decreased volumes of Boiler, Pressure Valves and Refrigeration Inspections due to staff vacancies (one Boiler Inspector promoted to a management position, another Boiler

*Inspector who was on long term sick leave and subsequently retired and another Boiler Inspector who retired) and over-projected volume of Pensions Registrations and Annual Returns.*

3. *Government of Canada - Immigrant Settlement Services*

- *The year-over-year increase reflects the Citizenship and Immigration Canada (CIC) announcement of additional funding which resulted in the recognition of increased federal cost-shared revenues that were received and directly offset by related expenditures in 2007/08 as follows: \$4,662.0 for the delivery of settlement services, \$146.6 for the Manitoba Immigration Portal/Web Development partially offset by (\$29.0) for the Francophone Initiative, (\$18.7) for anti-racism activities under the Welcoming Communities Initiative Fund and (\$5.0) for the promotion of official languages under the Canada-Manitoba Agreement on French Language Services.*
- *The variance from Estimate reflects the deferment of additional funding received from CIC under the Canada-Manitoba Immigration Agreement (CMIA) as follows: (\$2,601.4) for the delivery of settlement services, (\$240.7) for the Manitoba Immigration Portal/Web Development, (\$56.3) for anti-racism activities under the Welcoming Communities Initiative Fund and (\$29.0) for the Francophone Initiative.*

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

- *The year-over-year increase reflects increased federal cost-shared revenues from Human Resources and Social Development Canada (HRSDC) for implementation of the Labour Market Strategy for Immigrants (LMSI) under the Foreign Credentials Recognition Program Contribution Agreement to improve service, skill recognition and labour market integration of immigrants.*
- *The variance from Estimate reflects deferred funding due to the approved extension of the three year Foreign Credentials Recognition Program Contribution Agreement with HRSDC for LMSI until March 31, 2009.*



# Department of Labour and Immigration

## Five Year Expenditure and Staffing Summary by Appropriation (\$000) for years ending March 31, 2004 - March 31, 2008

Appropriation	Actual/Adjusted Expenditures*									
	2003/04		2004/05		2005/06		2006/07		2007/08	
	FTE	\$	FTE	\$	FTE	\$	FTE	\$	FTE	\$
11-1 Labour Executive	11.00	797.4	11.00	694.0	11.00	709.4	11.00	742.9	11.00	772.1
11-2 Labour Programs	220.75	16,591.6	216.25	16,526.7	212.25	17,378.5	212.25	17,707.3	214.25	18,577.2
Immigration and 11-3 Multiculturalism	45.00	10,813.3	47.00	11,964.1	48.00	13,265.4	48.00	18,233.0	58.00	24,388.4
Amortization of - 11-4 Capital Assets	-	862.1	-	833.1	-	803.8	-	775.8	-	753.6
<b>Total</b>	<b>276.75</b>	<b>\$ 29,064.4</b>	<b>274.25</b>	<b>\$ 30,017.9</b>	<b>271.25</b>	<b>\$ 32,157.1</b>	<b>271.25</b>	<b>\$ 37,459.0</b>	<b>283.25</b>	<b>\$ 44,491.3</b>

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

### NOTES:

1. As of April 2003, an amount of \$34.7 of amortization for desktop services was transferred to the Department of Science, Technology, Energy and Mines.
2. 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.
3. As of April 2006, the \$15.0 grant to the Community Unemployed Help Centre was transferred to the Department of Family Services and Housing; the \$0.3 annual contribution to support the Triple P-Positive Parenting Program was transferred to Healthy Child Manitoba and 1.00 FTE was transferred to the Department of Science, Technology, Energy and Mines as part of the government-wide information and Communications Technology Restructuring. Figures for previous years have been adjusted to reflect these changes.
4. As of April 2007, 1.00 FTE was transferred to the Department of Health. Figures for previous years have been adjusted to reflect this change.

# Department of Labour and Immigration

## Performance Reporting: Measures of Performance or Progress

The following section provides information on key performance measures for the department for the 2007-08 reporting year. This is the third year in which all Government of Manitoba departments have included a Performance Measurement section, in a standardized format, in their Annual Reports.

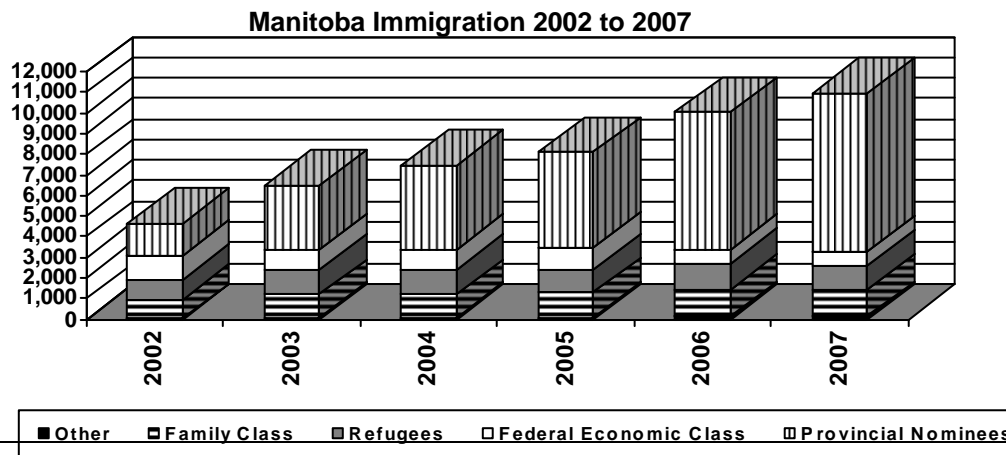
Performance indicators in departmental Annual Reports are intended to complement financial results and provide Manitobans with meaningful and useful information about government activities, and their impact on the province and its citizens.

For more information on performance reporting and the Manitoba government, visit [www.manitoba.ca/performance](http://www.manitoba.ca/performance).

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 using what indicator?	Why is it important to measure this?	Where are we starting from (baseline measurement)?	What is the 2007/08 result (current year) or most recent available data?	What is the trend over time?	Comments/Recent Actions/ Report Links
1. Manitoba's success in attracting immigrants, by measuring annual immigrant landings.	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.  It is also important to track progress in meeting the target set by government in 2007 to reach	The baseline measurement is from 1998 when Manitoba received 3,014 immigrants and assumed responsibility to attract and nominate immigrants through the Manitoba Provincial Nominee Program (MPNP).	Manitoba received 10,955 landings in 2007.	From 1998 to 2007, the number of immigrants to Manitoba more than tripled (from 3,014 to 10,955). Especially significant was the period from 2002 to 2003, when there was a 40 per cent increase.	Total immigration in 2007 was the highest in 50 years. The majority of Manitoba's immigration comes through the MPNP, under which the province nominates applicants for Permanent Resident Status based on the likelihood of them settling successfully as skilled workers or entrepreneurs. In 2007, the MPNP accounted for 70 per cent of Manitoba's arrivals. MPNP landings have quadrupled since 2002 and Manitoba receives the largest share (45 per cent) of all PNP landings in Canada.  In 2007, 28 per cent of Provincial Nominees settled outside of Winnipeg, with Winkler, Brandon

What is being measured and using what indicator?	Why is it important to measure this?	Where are we starting from (baseline measurement)?	What is the 2007/08 result (current year) or most recent available data?	What is the trend over time?	Comments/Recent Actions/ Report Links
	20,000 immigrants annually over the next decade.				<p>and Steinbach being the top regional destinations. This trend runs counter to the general tendency across Canada towards concentration of immigrants in larger urban centres.</p> <p>The figure of 3,015 landings in 1998 is slightly revised from the figure of 2,993 provided in the 2006-07 Annual Report. This is based on new data received from Citizenship and Immigration Canada.</p> <p>For more information, see pages 43-44 of the Annual Report.</p>



What is being measured and using what indicator?	Why is it important to measure this?	Where are we starting from (baseline measurement)?	What is the 2007/08 result (current year) or most recent available data?	What is the trend over time?	Comments/Recent Actions/ Report Links
<p><b>2.</b> The level of activity to promote compliance with workplace safety and health legislative and regulatory requirements.</p>	<p>Compliance is a key element in protecting the safety and health of workers, building a level playing field for employers, and promoting a safety and health culture in our workplaces.</p>	<p>We are starting from approximately 1,600 workplace inspections conducted in 1999/2000.</p>	<p>In 2007/2008 there were 5,880 workplace inspections conducted.</p>	<p>The number of workplace inspections has more than tripled from approximately 1,600 in 1999/2000 to almost 6,000 in 2007/2008.</p>	<p>Factors contributing to the increase in the number of workplace inspections include increased front line staff, divisional efforts to maximize administrative efficiencies, and the priority placed on workplace safety and health by the Manitoba Government.</p> <p>In recent years, inspections have been focused on individual sectors and groups of workers that exhibit higher than normal risk for workplace injury.</p> <p>For more information, see pages 25-26 of the Annual Report.</p>
<p><b>3.</b> The effectiveness of our workplace safety and health prevention programs, by measuring the time-loss injury rate.</p>	<p>Time-loss injuries result in personal suffering for workers and their families and lower productivity for businesses.</p>	<p>We are starting from a baseline of 5.6 time-loss injuries per 100 workers in 1999/2000.</p>	<p>The time-loss injury rate was 4.2 per 100 workers in 2007/2008.</p>	<p>The time-loss injury rate has declined by 25 per cent from 5.6 in 2000 to 4.2 in 2007.</p>	<p>Rates are based on time-loss claims for workers covered by workers compensation. Based on new data coming out of an improved calculation method at the Workers Compensation Board (WCB) the figure of 5.6 time-loss injuries in 1999/2000 is slightly revised from the figure of 5.8 provided in the 2006-07 Annual Report.</p>

What is being measured and using what indicator?	Why is it important to measure this?	Where are we starting from (baseline measurement)?	What is the 2007/08 result (current year) or most recent available data?	What is the trend over time?	Comments/Recent Actions/ Report Links																		
					<p>While the overall injury rate has decreased, we remain committed to further improvement. The Workplace Safety and Health Division has recently entered into a renewed Joint Injury Prevention Strategy with the WCB. An additional 20 Workplace Safety and Health Officers are being hired, and enforcement and education activities are being stepped up, especially in those areas needing special attention.</p> <p>For more information, see pages 25-26 of the Annual Report.</p>																		
<p style="text-align: center;"><b>Time-loss Injury Rates per 100 Workers 2000 to 2007</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Time-loss Injury Rates per 100 Workers (2000-2007)</caption> <thead> <tr> <th>Year</th> <th>Rate</th> </tr> </thead> <tbody> <tr><td>2000</td><td>5.6</td></tr> <tr><td>2001</td><td>4.9</td></tr> <tr><td>2002</td><td>4.6</td></tr> <tr><td>2003</td><td>4.4</td></tr> <tr><td>2004</td><td>4.4</td></tr> <tr><td>2005</td><td>4.3</td></tr> <tr><td>2006</td><td>4.3</td></tr> <tr><td>2007</td><td>4.2</td></tr> </tbody> </table>					Year	Rate	2000	5.6	2001	4.9	2002	4.6	2003	4.4	2004	4.4	2005	4.3	2006	4.3	2007	4.2	
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<p>4. The stability of the labour relations climate, by measuring the number of person-days lost through strikes and lockouts.</p>	<p>Person-days lost through strikes and lockouts disrupt the economy, and may discourage investment in the province.</p>	<p>We are starting from a rate of an average of 7,199 person-days lost per month in 1999.</p>	<p>In 2007 the average number of person-days lost per month was 495.</p>	<p>Over the past eight years, the monthly average of person-days lost to work stoppages has declined by approximately 93 per cent, and the level of work stoppages in Manitoba is the second lowest in Canada.</p>	<p>During 2007/2008, the Conciliation, Mediation and Pay Equity Services completed 94 per cent of its conciliation assignments without a work stoppage. The Branch also had a 98 per cent success rate on its joint grievance mediation assignments and an 85 per cent success rate on its expedited grievance mediation cases.</p> <p>For more information, see pages 18-19 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 formal resolution of a claim.</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>We are starting from an average of 175 days to resolve a claim through the formal resolution process in 1999/2000.</p>	<p>The average time to resolve a claim through the formal resolution process in 2007/2008 was 97 days.</p>	<p>The average number of days to resolve a claim has decreased steadily over the last several years, from 175 in 1999/2000, to 110 in 2002/2003, to 97 in 2007/2008.</p>	<p>In addition to the improvement in the average time to resolve a claim through the formal resolution process, there has been an increase in the number of claims being resolved through the voluntary quick resolution process (from 37 per cent in 1999/2000 to 40 per cent in 2007/2008) and a reduction in the average time to resolve a claim through this process (from 34 days in 1999/2000 to 27 days in 2007/2008).</p> <p>For more information, see pages 33-34 of the Annual Report.</p>

# The Public Interest Disclosure (Whistleblower Protection) Act

The Public Interest Disclosure (Whistleblower Protection) Act came into effect in April 2007. This law gives employees a clear process for disclosing concerns about significant and serious matters (wrongdoing) in the Manitoba public service, and strengthens protection from reprisal. The Act builds on protections already in place under other statutes, as well as collective bargaining rights, policies, practices and processes in the Manitoba public service.

Wrongdoing under the Act may be: contravention of federal or provincial legislation; an act or omission that endangers public safety, public health or the environment; gross mismanagement; or, knowingly directing or counseling a person to commit a wrongdoing. The Act is not intended to deal with routine operational or administrative matters.

A disclosure made by an employee in good faith, in accordance with the Act, and with a reasonable belief that wrongdoing has been or is about to be committed is considered to be a disclosure under the Act, whether or not the subject matter constitutes wrongdoing. All disclosures receive careful and thorough review to determine if action is required under the Act, and must be reported in a department’s annual report in accordance with Section 18 of the Act.

The following is a summary of disclosures received by Manitoba Labour and Immigration and Office of the Fire Commissioner for fiscal year 2007 – 2008:

Information Required Annually (per Section 18 of The Act)	Fiscal Year 2007 – 2008
The number of disclosures received, and the number acted on and not acted on. <i>Subsection 18(2)(a)</i>	NIL
The number of investigations commenced as a result of a disclosure. <i>Subsection 18(2)(b)</i>	NIL
In the case of an investigation that results in a finding of wrongdoing, a description of the wrongdoing and any recommendations or corrective actions taken in relation to the wrongdoing, or the reasons why no corrective action was taken. <i>Subsection 18(2)(c)</i>	NIL