



Growth, Enterprise and Trade

Financial & Administrative Services
Suite 900 - 259 Portage Avenue
Winnipeg, MB R3B 3P4

August 25, 2016

Applicant Name
Applicant Address

Dear Applicant:

Re: Your request for access to information under Part 2 of *The Freedom of Information and Protection of Privacy Act* (FIPPA) - Our File Number G2016-072

On July 25, 2016, the Department of Growth, Enterprise and Trade received your request for access to the following records:

"All transition material prepared by the former Department of Labour and provided to the new Minister upon appointment that described the department structure, responsibilities, priorities and critical issues, as well as any advisory notes, briefing notes, or other materials provided to the minister."

I am pleased to inform you that your request for access has been granted in part. Access to the remaining records fall within the following exceptions under paragraphs 17(1), 17(2)(b)(c), 23(1)(a) and 25(1)(a)(n) *The Freedom of Information and Protection of Privacy Act*.

Disclosure harmful to a third party's privacy

17(1) The head of a public body shall refuse to disclose personal information to an applicant if the disclosure would be an unreasonable invasion of a third party's privacy.

Disclosures deemed to be an unreasonable invasion of privacy

17(2) A disclosure of personal information about a third party is deemed to be an unreasonable invasion of the third party's privacy if

- (b) the personal information was compiled and is identifiable as part of an investigation into a possible violation of a law, except to the extent that disclosure is necessary to prosecute the violation or to continue the investigation;
- (c) disclosure could reasonably be expected to reveal the identity of a third party who has provided information in confidence to a public body for the purposes of law enforcement or the administration of an enactment;

Advise to a public body

- 23(1) The head of a public body may refuse to disclose information to an applicant if disclosure could reasonably be expected to reveal
- (a) advice, opinions, proposals, recommendations, analyses or policy options developed by or for the public body or a minister;

Disclosure harmful to law enforcement or legal proceedings

- 25(1) The head of a public body may refuse to disclose information to an applicant if disclosure could reasonably be expected to
- (a) harm a law enforcement matter;
 - (n) be injurious to the conduct of existing or anticipated legal proceedings.

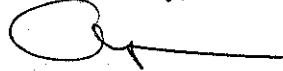
In the interest of the Manitoba Government's commitment to openness and transparency, this response letter along with the responsive records will be made available on our proactive disclosure website at the following link http://www.gov.mb.ca/government/proactive_disclosure.html. Any personal or other confidential information belonging to you or a third party will be removed prior to disclosure.

Subsection 59(1) of *The Freedom of Information and Protection of Privacy Act* provides that you may make a complaint to the Manitoba Ombudsman about this decision. You have 60 days from the receipt of this letter to make a complaint on the prescribed form to:

Manitoba Ombudsman
750 – 500 Portage Avenue
Winnipeg MB R3C 3X1
204-982-9130
1-800-665-0531

If you have any questions, please do not hesitate to contact either Jo-Anne Lodon
(Access Co-ordinator) at 204-945-4823 or myself at 204-945-3675.

Yours truly,

A handwritten signature in black ink, appearing to be 'Melissa Ballantyne', with a long horizontal stroke extending to the right.

for
Melissa Ballantyne
Access Officer

Attachment

cc: James Wilson
bcc: Michael Juce

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- The Board conducted representation votes between August 24, 2012, and January 31, 2013.
- The ballots from each of the representation votes were counted.
- Following consideration of the results of the representation votes, the Board issued the following Certification Orders:
 - MLB-6918 - Prairie Mountain Health (formerly Western RHA) & MGEU - technical professional unit (161/12/LRA)
 - MLB-6926 - Prairie Mountain Health & MGEU - facility support (189/12/LRA)
 - MLB-6923 - Southern Health - Santé Sud & CUPE - facility support (185/12/LRA)
 - MLB-6927 - Southern Health - Santé Sud & MGEU - technical professional unit - (194/12/LRA)
 - MLB-6924 - Interlake Eastern RHA & CUPE - facility support (190/12/LRA)
- MAHCP and MGEU filed complaints with the Ombudsman who dismissed the complaints in decisions dated January 28, 2013, and February 12, 2013.

Contact: Colin S. Robinson
Chairperson of the Manitoba Labour Board
204-945-5873

- o **Enhancements to fire planning and evacuation procedures through training existing facility staff, increasing staff time dedicated to fire safety support in facilities, and public awareness initiatives.**

**Contact: David Schafer
Fire Commissioner
204-945-3328**

shortfalls in fire protection and prevention programming on First Nations and provided a total of 13 recommendations.

- [REDACTED]
- [REDACTED]
- The OFC has established a Working Group which meets quarterly and has been essential in creating partnerships, breaking down communication barriers and supporting First Nations Fire Safety Officers in their community fire protection efforts.
- This Working Group is meant to address the inconsistencies in Fire Protection services between communities and to facilitate contact with INAC, which is responsible for funding fire protection on First Nation communities. The Working Group also provides a forum to discuss planning and development of programming, to collaborate on improvements to fire reporting, and to work together on education and prevention activities, training, funding proposals and cross-coordination of resources.

23(1)(a)

Successes of the Working Group

- Fire reports have been improved for First Nation communities, enabling them to provide more accurate information which can assist in prevention efforts and help to support and justify funding.
- Fire prevention and education efforts have significantly increased. The OFC deployed a Fire Safety Trailer to the Tribal Councils to assist in public education. Many First Nation communities have been visited, allowing hundreds of school age children and community members to experience active fire and life-safety programming. This program will continue to be supported yearly.
- FSO's have better access to public education materials and resources through the OFC and the Fire & Life Safety Education Committee.
- The OFC provided administrative support to help three tribal councils receive grant funding through INAC so they could implement a community smoke alarm program. This pilot project funded 3,500 smoke alarms for the three Tribal Councils who have distributed them to 18 different communities.
- The OFC provides resources to the annual First Nation Fire Competition held at various locations around the province.
- In partnership with Frontier School Division, the OFC delivered a fire fighter cadet training seminar in June 2015 at the Cranberry Portage High School. This program provided youth from Northern Manitoba communities the opportunity to learn fire fighting, first aid CPR, WHMIS, and Ground Search and Rescue skills for high school credits.

Contact: David Schafer
Fire Commissioner
945-3328

Committee included:

- The International Brotherhood of Electrical Workers
- The Institute of Power Engineers
- The Mechanical Contractors Association of Manitoba
- The Canadian Propane Association
- Gas and Oil Fitters
- Manitoba Hydro and the Elevator Industry
- The Committee developed a set of draft recommendations that were submitted to the former Minister of Labour and Immigration at the end of June 2013.
- The TSA was introduced in the Manitoba Legislature on May 12, 2014, and received Royal Assent without amendments on June 30, 2015.

CURRENT STATUS:

- Four technical safety boards established under the six technical acts being replaced were used to consult industry stakeholders on updates to the technical safety regulations. The boards include:
 - The Gas Advisory Board
 - The Power Engineers Advisory Board
 - The Elevator Board
 - The Board of Electrical Examiners
- An additional committee, the Manitoba Gas Codes Technical Advisory Committee (TAC), was also established as an informal forum to review matters related to the Canadian Standards Association (CSA) B-149 series of codes that govern gas burning equipment. This forum has been helpful during consultations under The Gas and Oil Burner Regulation.
- Status of consultations to date in the various regulatory areas is as follows:
 - Gas and Oil Burning Equipment – The OFC has held comprehensive consultations with industry stakeholders from May 2015 to January 2016 around the Gas and Oil Burner Regulation. Those consultations are now complete and a public discussion paper has been developed. Once approved for distribution, the paper can be distributed and posted on the OFC website to provide the public with an opportunity to share their feedback.
 - Pressure Equipment - Consultations were conducted across the province with power engineers and steam and pressure plant stakeholders from October to December 2015. A discussion paper is currently being developed.
 - Elevators and Amusement Rides – The OFC has completed industry consultations under the Elevator Regulation and the Amusement Rides Regulation and is currently in the process of completing public discussion papers for each regulation.
 - Electricians' Licensing – Stakeholders from the electrical industry were engaged during autumn 2015. Consultations could commence with the Board of Electrical Examiners in spring 2016.

Contact: David Schafer
Fire Commissioner
945-0453

- o Increase the basic personal provincial tax exemption and decrease the bottom tax rate by 2%.
- The Labour Caucus submitted the following recommendations:
 - o Increase minimum wage over several years until it reaches a living wage rate of \$14.65 per hour (plus CPI increases).
 - o Do not establish lower minimum wages for students and workers earning gratuities.
- Currently, Manitoba's minimum wage is the 6th highest in Canada, behind Nunavut (\$13.00), Northwest Territories (\$12.50), Ontario (\$11.25), Alberta (\$11.20), and Yukon (\$11.07). British Columbia currently has the lowest minimum wage rate in Canada at \$10.45 per hour (however, this rate is scheduled to increase to \$11.25 per hour by September 15, 2017). (See attachment)
- A number of Canadian jurisdictions including Nova Scotia, Yukon, Ontario, and Saskatchewan index their minimum wage to one or more economic indicators. Saskatchewan indexes their minimum wage using a formula based on changes to the Provincial Hourly wage and the CPI. The other jurisdictions listed above index their minimum wage to changes in the CPI.
- British Columbia and Alberta have recently moved away from indexing their minimum wages to economic indicators in favour of larger increases. Messaging around these changes has focused on poverty reduction (Alberta) and stronger than average economic growth (British Columbia).
- The Canadian Federation of Independent Business (CFIB) and other business groups do not generally support increases to the minimum wage. Their position is that raising the minimum wage disproportionately impacts small and medium sized businesses, and may force businesses to absorb the extra payroll costs through measures such as reduced hours, reduced training, or even job outs. Instead, they recommend making changes to the provincial tax system to raise the basic personal exemption and providing personal income tax relief to reduce poverty and help low income earners.
- A number of labour and anti-poverty organizations including the Manitoba Federation of Labour and Make Poverty History Manitoba continue to call for Manitoba to raise its minimum wage to a "living wage." Previous estimates of a living wage level for Manitoba vary, but have ranged from \$12.94 to \$15.53 per hour.
- The LMRC was established in 1964 by a unanimous resolution of the Legislature. The committee is made up of an equal number of representatives chosen by labour and management organizations, along with a chairperson, vice-chairperson, government representative, and secretary. Its mandate is to promote a harmonious labour relations climate and foster effective labour and management cooperation. In the past, when legislative and/or regulatory changes were contemplated by Government, the LMRC has acted as consultative body.

Contact: Dave Dyson
 Assistant Deputy Minister, Labour Programs
 204-945-3354

WORK STOPPAGES IN MANITOBA

ISSUE

- Currently there are no work stoppages in Manitoba.

KEY MESSAGES

- Our Government is committed to restoring a balanced and democratic labour relations environment by eliminating forced unionization on public projects, reducing the red tape that prevents unionized or non-unionized Manitoba companies from participating in Government tenders, and guaranteeing the right to a secret ballot vote on union certifications.
- Manitoba has had relatively few work stoppages in recent years. There was one work stoppage in 2015, and one so far in 2016.

BACKGROUND

- There has been one work stoppage to date in Manitoba in 2016, between Diageo Canada and United Food and Commercial Workers Union, Local 832. The strike, which affected 50 employees, began on March 5 and ended on April 25, lasting 52 calendar days. The number of person days lost was 1,800.
- There was one work stoppage in 2015, between Nisichawayasihk Personal Care Home and Local 138 of the Manitoba Nurses Union. The strike, involving 10 workers, began on May 11 and ended on July 24 when the Manitoba Labour Board ordered the parties back to work following the union's application for settlement of an agreement under section 87.1 of *The Labour Relations Act*.
- In 2014, Manitoba had 1 work stoppage between Praxair Canada and General Teamsters Local Union No. 979 that affected 18 employees.
- See Attachment 1 for details on work stoppages in Manitoba from 2015-16.
- See Attachment 2 for number of person-days lost to work stoppages by province from 1990 to present.
- The majority of Canadian jurisdictions including Manitoba, have seen a downward trend in person days lost to work stoppages over the last few decades (see attachments for statistics on work stoppages across Canada).

CONTACT: Dave Dyson
Assistant Deputy Minister, Labour Programs
204-945-3354

ATTACHMENT 2

PERSON-DAYS LOST TO WORK STOPPAGES, BY PROVINCE

PERSON DAYS LOST

	1990-1999 (average)	2000-2009 (average)	2010	2011	2012	2013	2014	2015
Newfoundland and Labrador	49,795	75,096	52,240	13,175	3,465	10,010	3,330	990
Prince-Edward Island	228	704	0	0	0	0	0	880
Nova Scotia	21,604	22,406	13,230	240	19,715	6,110	2,080	16,115
New Brunswick	85,460	32,256	11,330	13,740	17,670	4,720	13,360	0
Québec	470,928	495,833	299,471	336,322	247,794	878,769	271,150	223,389
Ontario	1,077,949	683,678	705,057	352,739	200,650	294,880	124,500	284,841
Manitoba	64,220	24,117	10,750	28,020	0	3,115	90	530
Saskatchewan	54,667	39,729	60,770	38,630	0	2,370	9,650	5,780
Alberta	100,707	61,915	10,070	11,950	69,902	39,190	6,300	671
British Columbia	326,009	293,675	27,030	97,920	180,160	93,426	1,223,320	52,986

Source: Statistics Canada

PERSON DAYS LOST PER 1,000 WORKERS

	1990-1999 (average)	2000-2009 (average)	2010	2011	2012	2013	2014	2015
Newfoundland and Labrador	294	403	265	65	17	48	7	4
Prince-Edward Island	5	13	0	0	0	0	0	12
Nova Scotia	66	59	34	1	50	16	5	36
New Brunswick	322	106	36	44	57	15	40	0
Québec	175	157	89	99	72	252	50	54
Ontario	244	128	126	62	35	51	20	41
Manitoba	150	49	20	52	0	6	0.2	0.8
Saskatchewan	160	102	144	90	0	5	11	10
Alberta	91	41	6	7	39	21	2	0.3
British Columbia	229	174	15	53	95	49	644	23

Source: Statistics Canada

- **Employer groups would be expected to support a change to make secret ballot votes mandatory, while most organized labour groups, such as the Manitoba Federation of Labour, would be opposed to this change.**

**Contact: Dave Dyson
Assistant Deputy Minister, Labour Programs
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- The Burntwood Nelson Agreement also includes preferential hiring provisions for aboriginal and northern workers.
- The union shop aspects of project labour agreements in Manitoba have been criticized by a range of stakeholders over the years, and are subject to an ongoing court challenge led by Merit Contractors.
 - On June 27, 2012, Merit Contractors (and several workers) filed a lawsuit against Manitoba Hydro, the Hydro Projects Management Association and the Allied Hydro Council of Manitoba, alleging that union security provisions in the Burntwood Nelson Project Agreement and the Contracted Transmission Line Agreement are unconstitutional.
 - The plaintiffs took the position that the union security provisions in the project agreements are express restrictions on the freedom to associate with a union of an individual's choosing, as the agreement requires them to join a union specified in the agreement. They feel that this breaches the *Canadian Charter of Rights and Freedoms (Charter)* in that an individual's right to not associate with an organization is also protected by the *Charter*.
 - Subsequently, the Allied Hydro Council of Manitoba filed a motion to stay the plaintiff's action, arguing that the issues raised fall within the jurisdiction of the Manitoba Labour Board. In May 2015, this motion was granted, with the judge stating that the Labour Board was the appropriate body to hear the claim. The plaintiffs in the case have since appealed this decision. The Manitoba Court of Appeal heard the appeal on March 16, 2015, and a decision is pending.

Closed-Shop/Union Shop Provisions in Collective Agreements

- Closed-shop/union-shop provisions make union membership mandatory for all employees in the bargaining unit. A closed-shop provision requires that the employer can only hire union members, while a union-shop provision requires that all new hires become union members within a specified period of time.
- All Canadian jurisdictions' labour relations statutes, including Manitoba's *Labour Relations Act*, allow for employers and unions to include mandatory union membership provisions in their collective agreements. Whether public sector employers are willing to agree to such a provision in a PLA or in a more standard collective agreement, however, is a matter of policy.
- Although PLAs in Manitoba have tended to be closed-shop or union-shop agreements, PLAs do not necessarily have to include these union security provisions. Some projects in other provinces, for example, have had multiple PLAs with both trade unions and open-shop wall-to-wall unions such as the Christian Labour Association of Canada.
- A project could also have a PLA for some aspects of the project, while leaving other aspects open to bidding by all contractors, whether unionized or not. However, this approach reduces one of the main benefits of a PLA (i.e. eliminating risk of a potential work stoppage) since there is a risk that a non-union contractor could be unionized during the project.

Contact: Dave Dyson
 Assistant Deputy Minister, Labour Programs
 204-945-3354

- some limits established by the ACGIH are intended to protect workers who are at a higher risk from exposures due to a health condition; therefore, broad enforcement of these levels to all workers is not appropriate;
- there is limited consultation or review prior to occupational exposure limits being changed; and,
- standards come into force the day that they are finalized by the ACGIH, leaving no time for the confirmed levels to be communicated, or for employers to comply.
- Labour groups are concerned that:
 - implementing a review cycle or chemical exemptions could prolong exposures to hazardous substances and result in negative health outcomes for workers;
 - health conditions are prevalent among the workforce; therefore levels that protect nearly all workers should be enforced; and,
 - implementing accommodations at the individual worker level for workers with health conditions may result in discriminatory hiring practices.

Minister's Advisory Council on Workplace Safety and Health

- Council is a legislated committee under *The Workplace Safety and Health Act* to advise the Minister of Labour on matters pertaining to workplace safety and health.
- Council is made up of employer, labour and technical representatives, as well as a neutral Chair. WSH provides support and oversight to the Council, which must meet at least once per year. Council last met in December 2015.
- Activities of Council are generally undertaken at the request of the Minister; its function being to provide recommendations to the Minister on the following matters:
 - workplace safety and health in general, and the protection of workers;
 - the appointment of consultants and advisors by the Minister; and,
 - at least once every five years, review the *Act* and its administration, and provide recommendations to the Minister.

Contact: Crystal Baldwin
 A/Executive Director, Workplace Safety and Health
 204-945-5637

in place or workers had not been properly trained or supervised. A person guilty of an offence can be penalized up to \$250,000 for a first offence and up to \$500,000 for a second or subsequent offence.

- WSH's inspection activity is expected to stabilize around approximately 11,000 annual inspections as a result of targeted enforcement strategies, increased travel in rural Manitoba and a renewed commitment to officer training.
 - The number of orders issued per inspection has increased in recent years, indicating that WSH's targeted enforcement strategy is identifying workplaces with compliance issues.
- The following table shows the number of inspections, improvement orders, stop work orders, administrative penalties, and convictions from 2011 to date.

Date	Inspections	Improvement Orders	Stop Work Orders	Administrative Penalties	Convictions
2011-12	12,838	11,741	297	0	1
2012-13	12,264	9,682	646	10	7
2013-14	14,173	7,995	698	20	1
2014-15	12,031	6,526	618	18	24
2015-16	10,325	8,725	423	20	8*

*There are currently 17 cases before the courts and 2 files being reviewed by the Crown for potential prosecution.

- Specialized enforcement activities for 2016/17 include:
 - Inspecting high risk workplaces, with specific emphasis on those that have high or increasing injury rates (e.g. construction, oil and gas, manufacturing, mining, and agriculture), or employ vulnerable workers;
 - inspections of priority employers who demonstrate repeated non-compliance to high hazard contraventions; and
 - inspections of workplaces associated with high risk, occupational health hazards such as asbestos and chemicals.
- Information on Branch activities, including enforcement initiatives and frequently asked questions, can be found at: www.manitoba.ca/labour/safety.
- WSH's Incident Response Unit conducts investigations into serious incidents in order to determine the cause(s) of the incident so that measures can be put in place to reduce the likelihood that a similar incident will occur.
- WSH can recommend prosecution if it is determined the employer did not have appropriate safeguards in place or workers had not been properly trained and supervised.
 - **NOTE:** Labour groups have expressed concerns that criminal negligence provisions under the Criminal Code of Canada (Bill C-45) are not being maximized following instances of worker injury, illness or death.

Contact: Crystal Baldwin
 A/Executive Director, Workplace Safety and Health
 204-945-5637

[REDACTED]

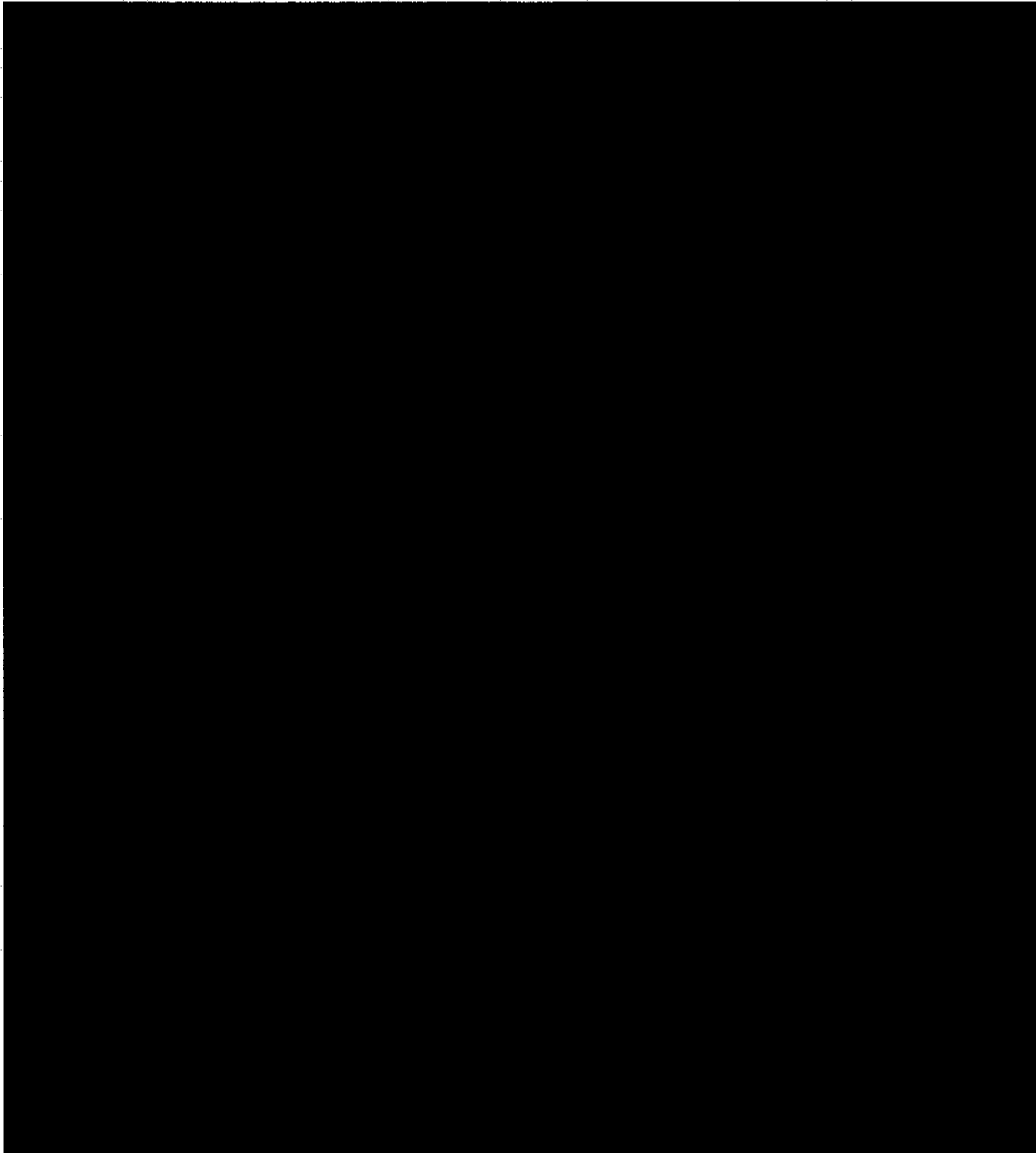
17(1), 17(2)(b), 17(2)(c), 25(1)(a), 25(1)(n)

**Contact: Crystal Baldwin
A/Executive Director, Workplace Safety and Health
204-945-5637**

DEPARTMENT OF LABOUR AND IMMIGRATION
ORGANIZATIONAL STRUCTURE

DEPUTY MINISTER

Dave Dyson, Deputy Minister - Mr. Dave Dyson was appointed as Deputy Minister for Manitoba Labour and Immigration in June 2015. Mr. Dyson began his career with the Department of Labour in 1982 and held a number of legislative development and policy positions within the Research Branch. In 1993, he transferred to the Employment Standards Division, and was promoted to Executive Director in 1997. In January 2012, he was appointed Assistant Deputy Minister of Labour Programs.



out of scope

LABOUR PROGRAMS DIVISION

Workplace Safety and Health administers and enforces *The Workplace Safety and Health Act* and regulations. The branch promotes awareness of workplace safety and health, compliance among employers and workers, and the adoption of measures to identify and control workplace safety and health hazards. This helps to prevent fatalities and reduce workplace injuries and illnesses, and contributes to a dynamic provincial economy and improved quality of life for Manitobans. The branch also provides technical and administrative support to the Minister's Advisory Council on Workplace Safety and Health.

Crystal Baldwin, A/Executive Director - Ms. Baldwin is an Occupational Therapist who started working with the Province in 2010 as a Safety and Health Officer. Ms. Baldwin also worked as a senior manager overseeing policy development and corporate services before becoming the Acting ED for the Branch in 2015.

Employment Standards administers and enforces *The Employment Standards Code* and a number of other acts and regulations. The branch educates workers and employers about their rights and responsibilities, provides labour adjustment services in response to actual or potential workforce downsizing and, through the independent Worker Advisors Office, provides advice, assistance and representation to injured workers and their dependents regarding workers' compensation claims.

Yvonne Spyropoulos, Executive Director - Ms. Spyropoulos began her career with the Province of Manitoba in 1998 as a Senior Program Analyst with Family Services. She later became the Executive Director at the Manitoba Status of Women, and in 2012, she became Executive Director of the Employment Standards Division, leading the implementation and administration of legislative changes affecting employers and employees in Manitoba.

The **Office of the Fire Commissioner (OFC)** operates as a Special Operating Agency performing a critical role in maintaining Manitoba's public safety network. The OFC protects public safety by providing an emergency response throughout the province for incidents that are too large or complex for local and regional emergency response resources to handle; enforcing compliance with all building, fire and technical safety codes and standards; and ensuring certain requirements are met in the design, construction, installation and operation of various types of technical safety equipment. The OFC promotes effective and efficient fire control throughout the province by providing technical support to fire departments and municipal councils and reduces the effects of fire through the delivery of fire investigation, inspection and public education programs. The OFC also provides education and training in disaster management and emergency response via the Manitoba Emergency Services College.

Dave Schafer, Fire Commissioner - Dave Schafer was appointed to the role of Fire Commissioner for the Province of Manitoba in March, 2012. He joined the Office of the Fire Commissioner in 1997. Prior to becoming Fire Commissioner, Mr. Schafer has held a number of posts including Acting Chief Building Official, Manager of Operations, and Instructor at the Manitoba Emergency Services College in Brandon.

out of scope

Conciliation and Mediation Services works to promote and maintain harmonious labour-management relations in Manitoba, to resolve impasses in collective bargaining and to minimize work stoppages. The branch provides services of Conciliation, Grievance Mediation, Preventative Mediation and consultation of labour relations.

Dennis Harrison, Executive Director - Following several years with Manitoba Public Insurance, Mr. Harrison began his career in the Department of Labour in 1985 as a Board Officer with the Manitoba Labour Board. In 1995, he joined the Conciliation and Mediation Services Branch as a Conciliation Officer. He took on the Executive Director role in an acting capacity in 2013, and was permanently appointed to the position the following year.

The **Manitoba Labour Board** operates as an independent specialist tribunal to assist parties in resolving disputes without the need of the formal adjudication process, and provide information to parties and the general public on the Board and its functions. In addition to legislation regarding labour relations, employment standards and occupational safety and health, the Board administers/adjudicates portions of other statutes such as *The Elections Act*, *The Victims Bill of Rights*, and *The Essential Services Act*.

Colin S. Robinson, Chairperson - Appointed as chairperson in 2012, Mr. Robinson previously served as the Board's full-time vice-chairperson since 2003. He was called to the Bar in Manitoba in 1995 and practiced primarily in the fields of labour and administrative law prior to being appointed to the Board.

Dale Paterson, Executive Director - Mr. Paterson began working at the Labour Board in 2014 in the capacity of Executive Director with the overall responsibility for the general administration of the Board and its activities throughout the province.

Financial and Administrative Shared Corporate Services provides centralized support, coordination and other services to the Division in the areas of finance and administration, reporting, planning, comptrollership and accountability.

Craig Halwachs, Assistant Deputy Minister - Mr. Halwachs is currently the Assistant Deputy Minister, Corporate Services for the departments of Jobs and the Economy, Labour and Immigration, Mineral Resources, and Municipal Government. He began his career in the Provincial Government of Manitoba with the Department of Finance in October 1977. Since that time, he has worked in a number of departments in financial

and administrative roles, including acting as the Executive Director of Financial and Administrative for Mineral Resources, Energy and Economic Development portfolios in a series of progressively responsible assignments.

Amy Thiessen, A/Executive Director – Ms. Thiessen was a small business owner prior to joining government in May 2003 as a Financial Management Intern and worked in Internal Audit and Consulting Services, Manitoba Agriculture, Food and Rural Development and Jobs and the Economy – Financial Services Branch, before joining the Finance and Administration Corporate Services Unit.

Research, Legislation and Policy provides research and information services to Labour Programs and coordinates policy and legislative development, stakeholder consultations, drafting and associated activities. The branch also provides research, administrative and other support to agencies, boards and commissions including monitoring of memberships, terms and remuneration.

Jeff McCulloch, A/Executive Director - Mr. McCulloch began his career in the civil service in 2008 as a policy analyst in the Workplace Safety and Health Branch. He has since held several policy positions throughout the Department and was appointed Acting Executive Director of the Research, Legislation and Policy Branch in 2013.