LABOUR RELATIONS ACT, 1995

**NOTICE TO EMPLOYER OF APPLICATION FOR TERMINATION**

**OF BARGAINING RIGHTS UNDER SECTION 132 OF THE ACT,**

**CONSTRUCTION INDUSTRY**

BEFORE THE ONTARIO LABOUR RELATIONS BOARD

**Between:**

**Applicant,**

‑ and ‑

**Responding Party.**

**TO THE EMPLOYER:**

1. The applicant has applied to the Ontario Labour Relations Board for a declaration that the responding party no longer represents employees in a bargaining unit described in the Application for Termination of Bargaining Rights (Form A‑77) enclosed with this notice.

2. This notice and other material is being sent to you because you are the employer of the employees represented by the Responding Party.

An application for termination of bargaining rights is a legal proceeding and may affect your legal rights and obligations. You may wish to seek legal advice immediately.

3. Enclosed with this notice are the following documents:

(a) a copy of the Application for Termination of Bargaining Rights under Section 132 of the Act, Construction Industry (Form A‑77);

(b) a blank Intervention in Application for Termination of Bargaining Rights under Section 132 of the Act, Construction Industry (Form A‑79), including Schedule C (List of Employees);

(c) a copy of Information Bulletin No. 7 ‑ Termination of Bargaining Rights in the Construction Industry under Section 132 of the Act;

(d) a copy of Information Bulletin No. 8 ‑ Vote Arrangements in the Construction Industry;

(e) a copy of Information Bulletin No. 10 ‑ Status Disputes in Termination Applications in the Construction Industry; and

(f) a copy of Part V of the Board's Rules of Procedure.

4. Your Intervention must be filed with the Board no later than two (2) days after the Application for Termination of Bargaining Rights (Form A‑77) was delivered to you. Whether or not you file an Intervention, you must file Schedule C with the Board no later than two (2) days after the application was delivered to you.

**Whatever documents you file with the Board, you must also ensure that copies of those documents are delivered to the applicant and to the union within two (2) days of the date on which the application was delivered to you.**

5. Please note that periods of time referred to in this notice in other Board forms and notices, and in the Board’s Rules of Procedure do not include week-ends, statutory holidays, or any other day that the Board is closed.

6. **It is an offence punishable on summary conviction to fail to comply with a direction of the Board -- see section 104 of the Labour Relations Act.**

7. If the Board determines that 40 percent or more of the employees in the bargaining unit appear to have expressed a wish not to be represented by the trade union at the time the application was filed, the Board will likely direct that a representation vote be taken among the employees in the bargaining unit.

(However, the Board may not order a vote if the application was made outside of the time periods provided for in the Labour Relations Act, or if the Board finds that the employer or a person acting on behalf of the employer initiated the application or threatened, coerced or intimidated employees in connection with the application.)

8. Any direction from the Board to conduct a representation vote will be contained in a Decision of the Board which will be sent to you. If the Board directs that a representation vote be taken, an appropriate notice (indicating the time and the place the vote will be taken) will be sent to you for posting in the workplace.

9. The Board's Rules of Procedure require the applicant to deliver the enclosed application to you and the union and confirm, to the Board, that it has done so within two (2) days of the application being filed with the Board. After the application and confirmation are filed, you will receive confirmation directly from the Board. If you do not hear from the Board within two days after you receive the application, you may wish to contact the Board.

10. In the normal course, an Officer of the Board will be contacting you to discuss this application with you.

**DATED** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Registrar

Ontario Labour Relations Board

**NOTE:** All communications should be addressed to:

The Registrar

Ontario Labour Relations Board

505 University Avenue, 2nd Floor

Toronto, Ontario

M5G 2P1

Tel. (416) 326‑7500

**NOTE**

THE BOARD'S RULES OF PROCEDURE DESCRIBE HOW A RESPONSE (WHICH INCLUDES AN INTERVENTION) MUST BE FILED WITH THE BOARD, WHAT INFORMATION MUST BE PROVIDED AND THE TIME LIMITS THAT APPLY.

IF YOU DO NOT FILE YOUR INTERVENTION AND OTHER REQUIRED DOCUMENTATION IN THE WAY REQUIRED BY THE RULES, THE BOARD MAY NOT PROCESS YOUR INTERVENTION AND DOCUMENTS, AND MAY DECIDE THE APPLICATION WITHOUT FURTHER NOTICE TO YOU. FURTHERMORE, YOU MAY BE DEEMED TO HAVE ACCEPTED ALL THE FACTS STATED IN THE APPLICATION.

PLEASE CONSULT THE BOARD'S RULES BEFORE COMPLETING YOUR INTERVENTION. A COPY OF PART VI OF THE BOARD'S RULES WAS DELIVERED TO YOU AS PART OF THIS PACKAGE. ADDITIONAL COPIES OF THE RULES MAY BE OBTAINED FROM THE BOARD'S OFFICE LOCATED ON THE 2ND FLOOR AT 505 UNIVERSITY AVENUE, TORONTO, ONTARIO (TEL. (416) 326‑7500) OR DOWNLOADED FROM THE BOARD’S WEBSITE AT [www.olrb.gov.on.ca](http://www.olrb.gov.on.ca).

**IMPORTANT NOTES**

The Board’s forms, Notices, Information Bulletins, Rules of Procedure and Filing Guide may be obtained from its website <http://www.olrb.gov.on.ca> or by calling 416-326-7500 or toll-free at 1-877-339-3335.

***FRENCH OR ENGLISH***

Vous avez le droit de communiquer et recevoir des services en français et en anglais. La Commission n’offre pas de services d’interprétation dans les langues autres que le français et l’anglais.

You have the right to communicate and receive services in either English or French. The Board does not provide translation services in languages other than English or French.

***CHANGE OF CONTACT INFORMATION***

Notify the Board immediately of any change in your contact information. If you fail to do so, correspondence sent to your last known address (including email) may be deemed to be reasonable notice to you and the case may proceed in your absence.

***ACCESSIBILITY and ACCOMMODATION***

The Board is committed to providing an inclusive and accessible environment in which all members of the public have equitable access to our services. We will aim to meet our obligations under the *Accessibility for Ontarians with Disabilities Act* *Act* in a timely manner. Please advise the Board if you require any accommodation to meet your individual needs. The Board’s Accessibility Policy can be found on its website.

***COLLECTION AND DISCLOSURE OF INFORMATION AND DOCUMENTS***

Any relevant information that you provide to the Board must in the normal course be provided to the other parties to the proceeding. Personal information collected on this form and in written or oral submissions may be used and disclosed for the proper administration of the Board’s governing legislation and case processing. In addition, the *Tribunal Adjudicative Records Act, 2019* requires that the Board make adjudicative records (which include applications filed and a listing of such applications) available to the public. The Board has the power to make part or all of an adjudicative record confidential. The *Freedom of Information and Protection of Privacy Act* may also address the treatment of personal information. More information is available on the Board’s website [www.olrb.gov.on.ca](http://www.olrb.gov.on.ca/). If you have any questions concerning the collection of information or disclosure of adjudicative records, contact the Solicitors’ Office at the number listed above or in writing to the OLRB, 505 University Ave., 2nd floor, Toronto, ON M5G 2P1.

***E-FILING AND E-MAIL***

The Rules of Procedure and Filing Guide set out the permitted methods of filing. **In the event of emergencies or other circumstances, the Board may post a Notice to Community on its website, which will prevail over the Rules of Procedure and Filing Guide. You should check the Board’s website prior to filing.** Note that the efiling system is not encrypted. Contact the Client Services Coordinator at the numbers listed above if you have questions regarding e-filing or other filing methods. If you provide an e-mail address with your contact information, the Board will in most cases communicate with you by e-mail from an out-going only generic account. Incoming emails are not permitted.

***HEARINGS and DECISIONS***

Hearings are open to the public unless the Board decides that matters involving public security may be disclosed or if it believes that disclosure of financial or personal matters would be damaging to any of the parties. Hearings are not recorded and no transcripts are produced.

The Board issues written decisions, which may include the name and personal information about persons appearing before it. Decisions are available to the public from a variety of sources including the Ontario Workplace Tribunals Library and [www.canlii.org](http://www.canlii.org). Some summaries and decisions may be found on the Board’s website.