



Minutes

Board of Governors Meeting

December 9, 2014 at 11:00 a.m.
Ontario College of Trades
655 Bay Street, 6th Floor, Toronto, ON, M5G 2K4

Board Members in Attendance

Ron Johnson, Chair

Pat Blackwood, Vice-Chair

Robin Barker

James Barry

Tom Carvin

Piero Cherubini

Jules Danielewski

Howard Deane

Don Gosen

Irene Harris

Chelsey Hooker

George Katinas

Roy Maybery

Kate Poultney

Dave Suess

David Tsubouchi, Registrar & CEO

Board Members not in Attendance

Rob Brewer

Chantelle Fitzgibbon

Pauline Faubert

Jamie Holmes

Ucal Powell

Guest in Attendance

Tony Dean, Special Advisor,

Ontario College of Trades Technical Review

Staff in Attendance

Warren Barbour, Director, Member Services

Jason Bennett, Legal Counsel & Manager, Corporate Governance

Tony Brenders, Executive Director & COO

Aysen Farag, Administrative Assistant, Corporate Governance

Meg Feres, Supervisor, Board Operations

Sherri Haigh, Director, Communications and Marketing

Mary Meffe, Chief Financial Officer

Bob Onyschuk, Director, Compliance and Enforcement

Royden Trainor, Director, Policy and Programs

1. Call to Order/Welcome

The Chair called the meeting to order at 11:00 a.m. and welcomed Board members, T. Dean, College staff, and observers.

2. Approval of Agenda

The Chair reviewed the draft agenda and noted the following changes:

- An update on the Technical Review of the College by Special Advisor T. Dean has been added to the agenda; and
- The draft minutes of the November 17, 2014 and November 14, 2014 meetings, of the Motive Power and Service Divisional Boards, respectively, are not in the Board packages at Tabs N and O, however will be included in the material for the Board of Governors meeting scheduled for February 24, 2015.

BG20141209-01 Moved by D. Suess, seconded by C. Hooker, and CARRIED, the Agenda for the December 9, 2014 Board of Governors meeting was approved, as amended.

3. Conflict of Interest

No conflicts were declared.

4. Update on Technical Review of the College

T. Dean briefed the Board on the approach and guiding principles for the Technical Review of the College, including a process which is evidence-based, open, transparent, and iterative. A website dedicated to supporting the review is active and will feature regular and ongoing status updates.

T. Dean left the meeting at 11:20 a.m.

5. Approval of Minutes

BG20141209-02 Moved by K. Poultney, seconded by R. Maybery, and CARRIED, the minutes of the October 21, 2014 meeting of the Board of Governors were approved.

6. Finance & Audit Committee Report

6.1 2015 Budget

The Board reviewed the proposed 2015 budget and key deliverables for 2015. **BG20141209-03** Moved by J. Barry, seconded by P. Blackwood, and CARRIED, the Board of Governors hereby approves the 2015 budget as outlined in the Decision Note titled “2015 Budget”, contingent upon a hiring freeze on permanent incremental staffing resources at this time, with the exception of temporary contract staff and 11 new positions in the Compliance and Enforcement Division. P. Cherubini was opposed to the motion.

6.2 2015 Business Plan

The Board reviewed the proposed 2015 Business Plan with respect to vision, mission, strategic goals, governance structure, membership, number of staff, capital expenditures, statement of operations, and key deliverables. **BG20141209-04** Moved by D. Suess, seconded by G. Katinas, and CARRIED, the Board of Governors hereby approves the 2015 business plan as outlined in the Decision Note titled “2015 Business Plan”. P. Cherubini was opposed to the motion.

7. Governance & Nominations Committee Report

7.1 Appointments and Re-appointments to Statutory and Standing Committees

The Board reviewed recommendations regarding appointments and re-appointments to standing and statutory Committees. **BG20141209-05** Moved by C. Hooker, seconded by J. Danielewski, and CARRIED, that WHEREAS the Board of Governors makes appointments to Committees of the Board

following recommendations from the Governance and Nominations Committee; AND WHEREAS since August 31, 2014, the Discipline Committee has had a vacancy following the departure of a public member from the Board of Governors; AND WHEREAS eighteen (18) terms of office for members of the Complaints, Discipline, Fitness to Practise, Finance and Audit, Governance and Nominations, and Registration Appeals Committees expire at the December 9, 2014 meeting of the Board of Governors; the Board of Governors hereby makes the following appointments and re-appointments:

Committee	Appointee	Term
Standing (3 years)		
Finance & Audit	Rob Brewer (Chair)	Dec 10, 2014 – Dec 9, 2017
Governance & Nominations	Irene Harris (Chair)	Dec 10, 2014 – Dec 9, 2017
Governance & Nominations	Chelsey Hooker (Vice-Chair)	Dec 10, 2014 – Dec 9, 2017
Governance & Nominations	Robin Barker	Dec 10, 2014 – Dec 9, 2017
Statutory (2 years)		
Complaints	Irene Harris	Dec 10, 2014 – Dec 9, 2016
Complaints	Pat Blackwood (Chair)	Dec 10, 2014 – Dec 9, 2016
Complaints	Rob Brewer	Dec 10, 2014 – Dec 9, 2016
Complaints	Robin Barker	Dec 10, 2014 – Dec 9, 2016
Discipline	Chantelle Fitzgibbon	Dec 10, 2014 – Dec 9, 2016
Discipline	Chelsey Hooker	Dec 10, 2014 – Dec 9, 2016
Discipline	Kate Poultney (Chair)	Dec 10, 2014 – Dec 9, 2016
Discipline	Tom Carvin	Dec 10, 2014 – Dec 9, 2016
Discipline	Howard Deane	Dec 10, 2014 – Dec 9, 2016
Fitness to Practise	George Katinas (Chair)	Dec 10, 2014 – Dec 9, 2016
Fitness to Practise	Roy Maybery	Dec 10, 2014 – Dec 9, 2016
Registration Appeals	Chantelle Fitzgibbon	Dec 10, 2014 – Dec 9, 2016
Registration Appeals	Dave Suess	Dec 10, 2014 – Dec 9, 2016
Registration Appeals	Don Gosen	Dec 10, 2014 – Dec 9, 2016
Registration Appeals	Jules Danielewski (Chair)	Dec 10, 2014 – Dec 9, 2016

7.2 Minutes of October 21, 2014 and November 13, 2014 Committee Meetings

The Board received the final minutes of the October 21, 2014 Governance & Nominations Committee meeting and the draft minutes of the November 17, 2014 Committee meeting. I. Harris briefed the Board on highlights of the meetings and initiatives in progress, including the annual review of the Code of Ethics, Terms of Reference for Committees and Divisional Boards, formalizing the exchange of contact information between Divisional Board members and Trade Board members, and change in constituency of members of College governance. I. Harris also briefed the Board on the Committee’s considerations related to mandatory College membership for members of College governance.

The Board discussed the size of the Finance and Audit Committee and directed the Governance and Nominations Committee to consider the possibility of increasing the size of the Committee and make a recommendation to the Board at a future meeting.

8. Executive Committee Report

8.1 Ontario/Quebec Labour Mobility

In follow-up to the October 21, 2014 decision by the Board of Governors directing staff to review and examine “issues pertaining to labour mobility requirements, and report back to the Board”, the Board discussed inter-provincial agreements on labour mobility between Ontario and Quebec; the

Minister's exemption for Quebec workers in construction trades; and the College's 2012 submission on the Minister's exemptions. The Chair briefed the Board on his meeting with the Minister of Labour on December 4, 2014.

BG20141209-06 Moved by J. Barry, seconded by P. Blackwood, and CARRIED that WHEREAS the Minister's regulation 421/12 exempts Quebec workers in six (6) compulsory trades from requiring College membership to work legally in Ontario; AND WHEREAS the College's Board of Governors submitted a response in 2012 expressing that it does not support said exemption; AND WHEREAS the Premiers of Ontario and Quebec are renewing talks relating to labour mobility; the Board of Governors hereby instructs College staff to prepare a letter from the Chair of the Board to the Minister of Labour thanking the Minister for meeting with the Board Chair and senior College staff on December 4, 2014 to discuss the matter of Ontario/Quebec labour mobility, including an outline of the reasons the College does not support the exemption, and a statement of the College's position that Quebec workers should be required to meet the same regulatory requirements as workers from Ontario.

8.2 New Trade and Apprenticeship Program Development Process

The Board reviewed a presentation which highlighted features of each step of the New Trade and Apprenticeship Program Development process, including decision points, deliverables, and roles and responsibilities of key players.

BG20141209-07 Moved by D. Suess, seconded by P. Blackwood, and CARRIED, that WHEREAS the *Ontario College of Trades and Apprenticeship Act, 2009* (OCTAA) gives the Minister of Training, Colleges and Universities authority to prescribe new trades in regulation, and the College's Board of Governors authority to create regulations "governing the establishment of apprenticeship programs; and WHEREAS in August 2013, the Deputy Minister of Training, Colleges and Universities and the College's CEO and Registrar entered into a Memorandum of Understanding (MOU), Schedule 1 of which outlines a process to be followed in prescribing new trades and developing apprenticeship programs for those new trades; and WHEREAS the College and the Ministry of Training, Colleges and Universities have been working to operationalize their respective roles under the MOU and negotiate a process for new trades and apprenticeship program development; the Board of Governors hereby approves the New Trade and Apprenticeship Program Development Process outlined in the Decision Note dated December 9, 2014 and titled "*New Trade and Apprenticeship Program Development Process*".

8.3 Minutes of the November 13, 2014 and December 2, 2014 Committee Meetings

The Board received the final minutes of the November 13, 2014 Executive Committee meeting and the draft minutes of the December 2, 2014 Committee meeting.

9. Industrial Divisional Board Report

The Board received the draft minutes of the October 8, 2014 Industrial Divisional Board meeting. T. Carvin updated the Board on the Industrial Divisional Board's activities with respect to the Program Evaluation Process initiative.

10. Motive Power Divisional Board Report

K. Poultney briefed the Board on highlights of the November 17, 2014 Motive Power Divisional Board meeting.

11. Service Divisional Board Report

T. Carvin, on behalf of R. Brewer, briefed the Board on highlights of the November 14, 2014 Service Divisional Board meeting, including advice to the Appointments Council related to prioritization of Trade Board appointments.

12. Registrar’s Report

D. Tsubouchi updated the Board on the College’s current and planned activities with respect to aspects of communications and marketing related to the youth website, media outreach, stakeholder engagement, and website updates.

13. Tribute to the Chair

On the occasion of R. Johnson’s final meeting as Chair of the Board, the Vice-Chair expressed thanks and appreciation on behalf of the Board of Governors in recognition of the Chair’s outstanding and dedicated service to the College since 2011.

14. Motion to Move *In Camera*

BG20141209-08 Moved by D. Suess, seconded by C. Hooker, and CARRIED, the meeting moved *in camera*.

15. Adjournment

The meeting adjourned at 12:30 p.m.

“Ron Johnson”

Signed: Ron Johnson
Chair, Board of Governors

“David Tsubouchi”

Signed: David Tsubouchi
Registrar & CEO