



Minutes

Motive Power

Divisional Board Meeting

June 8, 2016 at 9:00 a.m.
Ontario College of Trades
655 Bay Street, 6th Floor, Room 604
Toronto, ON, M5G 2K4

Divisional Board Members in Attendance

Kate Poultney, Chair
John Arlain, Vice-Chair
Trevor Cox
Ken Gill
Michael Hickey

Divisional Board Members not in Attendance

None

Resource Persons/Guests

None

Staff in Attendance

Warren Barbour, Director, Member Services
Jason Bennett, Director, Corporate Governance
Meg Feres, Supervisor, Board Operations
Maria Khan, Administrative Assistant, Corporate Governance
Jan O'Driscoll, Manager, Media Relations & Communications
Bob Onyschuk, Director, Compliance & Enforcement
Elliot Siemiatycki, Policy Analyst
Franca Silvaggio, Program Coordinator, Standards
Rottena Sparks, Program Coordinator, Standards
Dan van der Burg, Manager, Policy & Research

1. Welcome

The Chair called the meeting to order at 9:00 a.m., and welcomed Divisional Board members and College staff.

2. Approval of Agenda

The Chair reviewed the draft agenda.

MPDB20160608-01 ON A MOTION MADE BY K. Gill, SECONDED BY J. Arlain AND CARRIED, the Agenda for the June 8, 2016 Motive Power Divisional Board meeting was approved as presented.

3. Conflicts of Interest.

No conflicts were declared.

4. Approval of Previous Meeting Minutes

MPDB20160608-02 ON A MOTION MADE BY M. Hickey, SECONDED BY K. Gill AND CARRIED, the minutes of the March 8, 2016 meeting were approved as tabled.

5. Program Evaluation Process – Update on Step 2 (Validation) in Progress

E. Siemiatycki provided an update with respect to the trades from the Motive Power sector that were approved for Step 2 Validation at the Divisional Board’s March 8, 2016 meeting. Since then, College staff has been validating data trends and patterns with members of the industry and consulting with government partners to determine their perspective and priorities with respect to the identified trades.

B. Onyschuk joined the meeting at 9:25 a.m. W. Barbour joined the meeting at 9:40 a.m.

The Divisional Board reviewed draft versions of Trade Reports for each of the four trades in question, outlining vital statistics and information with respect to areas such as College membership, exam status, training delivery, jurisdictional comparisons, and diversity analysis. Going forward, Trade Reports for each trade undergoing Step 2 of the PEP will be tabled at Divisional Board meetings as supporting documentation at points in the process that require a Divisional Board decision.

The Divisional Board was also informed that College staff is working to prepare the next set of trades for the Divisional Board to consider moving into the PEP pipeline. The Divisional Board agreed that both low and high-volume trades should be considered in the second round.

E. Siemiatycki left the meeting at 9:45 a.m.

6. Compliance & Enforcement Update

B. Onyschuk briefed the Divisional Board on field visit statistics by membership class, sector, and geographic location, including the outcome of “blitzes” of the Motive Power sector in the Markham and London areas and expanded compliance efforts in the Service sector.

J. O’Driscoll joined the meeting at 9:55 a.m.

B. Onyschuk left the meeting at 10:20 a.m.

7. Membership Update

W. Barbour briefed the Divisional Board on College membership statistics, client services activities, production and delivery of new Certificates of Qualification (CofQ) and expiry stickers, and call centre data.

W. Barbour left the meeting at 10:45 a.m.

8. Communications & Marketing Update

J. O’Driscoll briefed the Divisional Board on recent Communications & Marketing initiatives and outreach to stakeholders, including television and radio segments aimed at increasing public awareness about the work of the College and the launch of the new job board pilot project at “*HireWithConfidence.ca*”. In addition, it was reported that increased subscriptions to the College’s quarterly newsletter “*Trades Today*”, and the continued growth of both the traditional and social

media platforms, continue to help the College communicate its message in innovative and effective ways.

J. O’Driscoll left the meeting at 11:00 a.m.

9. Governance Update

J. Bennett reviewed governance activity and statistics for Q1-2016, including the number of Board, Divisional Board, Committee and panel meetings held in the quarter and the current priorities of the department. In particular, the Divisional Board reviewed information about the Discipline Hearing process and current cases that are now posted on the College’s website under ‘Public’ and ‘Complaints and Discipline’.

10. Policy & Programs Update

D. van der Burg reviewed Q1-2016 activity and statistics for the Policy and Programs division in the areas of Policy & Research, Trade Standards, and Trade Equivalency Assessment (TEA), including exam and standards development, the labour mobility matrix, and enhanced TEA application forms and guides. In addition, the Divisional Board was briefed on the nature of the work of the Policy & Research department as it relates to the wider operations of the College.

11. Chair’s Update

The Chair updated the Divisional Board on several issues affecting the Motive Power sector and the College’s operations.

Auto Body and Collision Damage Repairer (ABCDR) Issues: The Chair reported that there are ongoing discussions with industry and government officials aimed at addressing several issues impacting the ABCDR trade, including meetings with insurance industry officials. As well, discussions with ministry officials are taking place to address low completion rates for ABCDR apprentices and the increasing offerings of techniques-based pre-apprenticeship programs rather than traditional apprenticeship programs.

Ministry of Transportation Initiatives: The Divisional Board was briefed on Ministry of Transportation Initiatives that could potentially impact the work of some compulsory trades in the Motive Power sector, including the Three-wheeled Vehicle pilot project and the Road Building Machines project. The College has made written submissions to the Ministry on these matters and will monitor developments.

Technical Safety Standards Association (TSSA): The Divisional Board was advised that on January 1 2017, TSSA will enforce the requirement outlined in section 13 of O. Reg. 215/01 for tradespersons renewing certain Fuel Industry Certificates to be holders of an Ontario College of Trades-issued CofQ in one or more of the Agricultural Equipment Technician, Automotive Service Technician, Fuel and Electrical Systems Technician, Heavy Duty Equipment Technician, and Truck and Coach Technician trades. An impact analysis is currently underway, and relevant questions will be crafted and put before the TSSA at a future meeting.

Ministry of Labour: Further to the announcement sent by the Chair, Board of Governors, on May 12, 2016 that the College now falls under the purview of the Ministry of Labour instead of the Ministry of Training, Colleges and Universities (MTCU), the Divisional Board was advised that the day-to-day operations of the College have not been affected by the transfer of authority.

J. Bennet left the meeting at 12:00 p.m.

12. Trade Board Minutes, Statistics, and Updates

F. Silvaggio and R. Sparks provided an update on the main themes and topics discussed at recent Trade Board meetings, including the implementation of the practical exam in the Truck and Coach Technician trade and interest from other trades. In addition, the Divisional Board discussed a draft document prepared to help explain Motive Power exemptions in plain language which was presented to both the Automotive Service Technician and Truck and Coach Technician Trade Boards at their most recent meetings. The Divisional Board agreed to review this document and provide its feedback to College staff before it is finalized for use in the field.

The Divisional Board also reviewed statistics in the Motive Power sector, including trade totals by membership class, voluntary/compulsory status, Red Seal status, gender, and average age.

13. Powered Lift Truck Technician Training Standard

The Divisional Board reviewed the Training Standard for the Powered Lift Truck Technician trade and agreed to take additional time for review. The decision was deferred and will be made via email later this month.

14. Summary of Products

F. Silvaggio reviewed a “Summary of Products”, outlining version dates of various Standards in the Motive Power sector.

15. Harmonization Update

R. Sparks presented information on the current status of the Red Seal Harmonization project sponsored by the Canadian Council of Directors of Apprenticeship (CCDA), including Ontario’s data for elements such as recommended hours of training, sequencing of training, and levels of training in relation to the CCDA recommendations. There are currently six Motive Power trades between phases 1 and 5 of the Harmonization project. The Divisional Board will be updated regularly.

16. Vice-Chair Election

Section 7.3 of the General By-law for the College requires each Divisional Board to elect a Vice-Chair annually from among its members. Two Motive Power Divisional Board members expressed an interest in standing for election and, in accordance with Section 7.5 of the General By-law, the Divisional Board held an election by secret ballot. D. van der Burg and M. Feres served as scrutineers and announced that M. Hickey was elected Vice-Chair of the Motive Power Divisional Board effective June 8, 2016 to hold office one (1) year.

17. Adjournment

MPDB20160608-03 ON A MOTION MADE BY J. Arlain, SECONDED BY K. Gill and CARRIED, the meeting adjourned at 1:55 p.m.

“Kate Poultney”

Signed: Kate Poultney
Chair, Motive Power Divisional Board

“Meg Feres”

Signed: Meg Feres
Recording Officer

October 26, 2016

Date

June 15, 2016

Date