



# Minutes

## Construction Divisional Board Meeting

October 1, 2014 at 9:00 a.m.  
Ontario College of Trades  
655 Bay Street, 6<sup>th</sup> Floor, Room 604  
Toronto, ON, M5G 2K4

### Divisional Board Members in Attendance

James Barry, Chair  
Joe Dowdall, Vice-Chair  
Michael Battye  
Denis Bigioni  
Kevin Bryenton

### Divisional Board Members not in Attendance

None

### Staff in Attendance

Samantha Anderson, Manager, Policy & Research  
Jason Bennett, Legal Counsel & Manager, Corporate Governance  
Aysen Farag, Administrative Assistant, Corporate Governance  
Meg Feres, Supervisor, Board Operations  
Sherri Haigh, Director, Communications & Marketing  
John Mania, Manager, Enforcement  
Craig McCarten, Program Coordinator, Standards  
Gay Saunders, Program Coordinator, Standards  
Carolyn Schoenfeldt, Manager, Client Services  
Royden Trainor, Director, Policy and Programs  
Daniel van der Burg, Trade Analyst, Standards

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### 1. Call to Order/Welcome

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

### 2. Approval of Agenda

The Chair announced the following changes to the agenda:

- 1) Interprovincial Standards Examination Committee (ISEC) Update will be presented by C. McCarten instead of John Poirier.
- 2) The Membership Update will be presented by C. Schoenfeldt, Manager, Client Services instead of Warren Barbour.
- 3) The Enforcement Update will be presented by J. Mania, Manager, Enforcement Division

**CDB20141001-01 ON A MOTION MADE by K. Bryenton, seconded by J. Dowdall and CARRIED**, the Agenda for the October 1, 2014 Construction Divisional Board meeting was approved as amended.

**3. Conflict of Interest**

No conflicts were declared.

**4. Approval of Previous Minutes**

**CDB20141001-02 ON A MOTION MADE by D. Bigioni, seconded by M. Battye and CARRIED**, the minutes of the May 13, 2014 and May 26, 2014 meetings were approved as tabled.

**5. Trade Board Updates**

C. McCarten and G. Saunders presented a summary of issues and resolutions coming from the construction sector Trade Boards. It was noted that several Trade Boards still require additional members to reach quorum, and that staff will follow up with the Appointments Council on this matter. The Divisional Board also requested to receive full Trade Board resolution reports, and will work with staff to provide Trade Boards with written responses to resolutions considered by the Divisional Board.

**6. Sprinkler and Fire Protection Installer (SFPI) Update**

**6.1 General Update and Timelines**

S. Anderson joined the meeting and updated the Board on the status of the regulation being developed to reclassify the SFPI trade from voluntary to compulsory, including estimated timelines for completion.

**6.2 Trade Analysis Matrix**

D. van der Burg provided an overview of a draft trade analysis matrix – a visual representation and catalogue of scopes of practice for trades that may be impacted by the SFPI classification change, including an analysis and identification of direct and indirect overlaps in scopes among certain compulsory and voluntary trades. A final version will be presented to the Construction Divisional Board at a later date.

**7. Trade Classification Review (TCR) Update**

R. Trainor briefed the Board on the status of the TCR process at the College.

**8. Interprovincial Standards Examination Committee (ISEC) Update**

C. McCarten updated the Board on the work of ISEC, which is made up of several representatives from various trades-related organizations that discuss topics such as training and curriculum standards, and the Red Seal program. Ontario's ISEC representative is John Poirier, Manager of the Standards Department at the College.

**9. Harmonization Update**

C. McCarten briefed the Board on the status of the harmonization project. The goal is to improve apprentice mobility across provinces, which would include changes to apprenticeship hours, curriculum analysis, and the development of a National Demonstration of Skills Test (DOST). General Carpenter and Mobile Crane Operator are the current pilot trades for this project, and seven other trades will undergo a similar process. Stakeholders have been involved at this level and have provided positive feedback to date.

**10. Governance Update**

J. Bennett updated the Board on the activities of Corporate Governance staff. He advised that a training session for Trade Board Chairs and Vice-Chairs on September 11, 2014 was well received, and the College plans to host similar sessions in the future. Staff is also working with the Governance and Nominations Committee to update the terms of reference of a number of Committees of the Board and the Divisional Boards. He advised that the Complaints Committee and Registration Appeals Committee are also in operation and have dealt with a number of cases to date.

**11. Membership Update**

C. Schoenfeldt briefed the Board on College membership statistics, client services activities, and updates on the Journey person Candidates class and apprentices who were deemed into College membership in April 2013.

**12. Communications Update**

S. Haigh provided an update on the recent activities of the Communications and Marketing department, including new marketing initiatives, promotional products, and the newly created youth microsite for prospective apprentices in the trades called [www.earnwhileyoulearn.ca](http://www.earnwhileyoulearn.ca).

**13. Enforcement Update**

J. Mania briefed the Board on the progress of Compliance and Enforcement activities at the College, including statistics.

**14. Labour Mobility Exemption**

The Board discussed labour mobility issues with respect to the Ontario-Quebec Agreement and the Agreement on Internal Trade, specifically differences in the requirements to work in Ontario.

**CDB20141001-03 ON A MOTION MADE by K. Bryenton, seconded by M. Battye, and CARRIED that, WHEREAS** the issue of compulsory tradespeople who are Quebec residents working in Ontario without being required to be members of the Ontario College of Trades is of concern to the Construction Divisional Board, **Be it Resolved** that the Chair of the Construction Divisional Board will recommend to the Board of Governors that the College examine the mobility requirements between Ontario and Quebec compulsory tradespeople and report back to the Board of Governors on the status thereof and possible next steps.

**15. Next Steps/Wrap-up**

The Board discussed setting meeting dates for 2015.

**16. Adjournment**

**CDB20140526-04 ON A MOTION MADE by K. Bryenton, seconded by D. Bigioni and CARRIED**, the meeting adjourned at 12:00 p.m.

Signed: “James Barry”  
Chair, Construction Divisional Board

Signed: “Aysen Farag”  
Recording Officer