



Minutes

Motive Power

Divisional Board Meeting

May 25, 2017 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
Mike Hickey, Vice-Chair
John Arlain
Trevor Cox
Eli Melnick

Divisional Board Members not in Attendance

None

Resource Persons/Guests

Pat Blackwood, Chair, Board of Governors

Staff in Attendance

Javed Akhtar, Policy Analyst
Warren Barbour, Director, Registration Services
Tyler Charlebois, Manager, Communications & Marketing
Jennifer Cooper, Director, Legal and Regulatory Affairs
Annabelle Erne, Project Management Leader, Corporate Services
Eric Hamilton, Senior Policy Analyst
Maria Khan, Administrative Assistant, Corporate Governance
John Poirier, Manager, Standards
Franca Silvaggio, Program Development Specialist, Standards
Rottena Sparks, Program Development Specialist, Standards
Dan van der Burg, Manager, Policy and Research

1. Welcome

The Chair called the meeting to order at 9:05 a.m., welcomed the Divisional Board and College staff, and introduced E. Melnick, the newest Motive Power Divisional Board member.

2. Approval of Agenda

The Chair reviewed the draft agenda.

MPDB20170525-01 ON A MOTION MADE BY M. Hickey, SECONDED BY E. Melnick AND CARRIED, the Agenda for the May 25, 2017 Motive Power Divisional Board meeting was approved as tabled.

3. Conflicts of Interest.

No conflicts were declared.

4. Approval of Previous Minutes

MPDB20170525-02 ON A MOTION MADE BY T. Cox, SECONDED BY M. Hickey AND CARRIED, the minutes of the March 3, 2017 meeting were approved as tabled.

5. Program Evaluation Process (PEP): Status Update

K. Poultney introduced D. van der Burg, and provided a brief overview of the PEP process as it relates to Motive Power sector trades. D. van der Burg provided a more detailed historical background of the PEP process, the timelines and major milestones achieved to date – starting from August 11, 2015 when the Board of Governors passed a resolution on a PEP process for assessing the performance and viability of trades and apprenticeship programs named under the *Ontario College of Trades and Apprenticeship Act, 2009 (OCTAA)*, up to its current status, as well as recommendations for next steps.

It was noted that trade reports for the four trades from the Motive power sector that were identified for potential de-prescription, 1) *310E Alignment and Brakes Technician*; 2) *310K Automotive Electronic Accessory Technician*; 3) *410K Motive Power machinist*; and 4) *Tire Wheel and Rim Mechanic* have been revised to incorporate all evidence and relevant sources of information, including findings from the “What We Heard” report on the public consultation held on January 27, 2017; as well as evaluation criteria and de-prescription thresholds.

J. Akhtar reviewed the 22 questions in the survey used to collect stakeholders’ feedback that will assist in evaluating the viability of 25 trade programs in Ontario, covering the overlap analysis with other trades, the number of tradespeople registered, the availability of quality mentorship, the portability of qualifications across jurisdictions, the uniqueness and complexity of skill sets required, potential impact on public safety, and adaptability to the future. Based on the analysis of the feedback, it was noted that results suggest that the apprenticeship programs for the Alignment and Brakes Technician, Tire Wheel and Rim Mechanic and Automotive Electronic Accessory Technician (AST) could be improved, while the majority of of the respondents indicated that the Motive Power Machinist trade no longer needs an apprenticeship program. Further, the survey results indicated that most of the work elements for these trades are covered by the Automotive Service Technician and Truck and Coach Technician trades.

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

D. van der Burg reviewed the options for consideration, including the four potential pathways outlined in Tab C of the meeting materials, and the recommended steps to proceed to Step 3 of the PEP process (Determination).

E. Hamilton joined the meeting at 9:30 a.m. B. Onyschuk and J. Cooper joined at 9.38 a.m.

MPDB20170525-03 MOVED BY: M. Hickey, SECONDED BY: J. Arlain, AND CARRIED that based on the evidence as presented in the Decision Note of May 25, 2017, titled “Motive Power Divisional Board Decision Note, Step 3: Determination,” the Motive Power Divisional Board hereby recommends that the following four trades are to be referred to the Board of Governors for potential de-prescription, 1) *310E Alignment and Brakes Technician*, 2) *310K Automotive Electronic Accessory Technician*, 3) *410K Motive Power Machinist*, and 4) *295A Tire, Wheel and Rim Mechanic*;

and that College staff will explore potential options including grandparenting for individuals who are currently working in the above trades being considered for de-prescription.

J. Akhtar left the meeting at 9:43 a.m.

6. Ratio Consultation Summary: Journeyperson-to-Apprentice Ratios, Bill 70 Public Consultation Summary

D. Van der Burg introduced E. Hamilton to the group to provide an overview on the Public Consultation Summary on Journeyperson-to-Apprentice Ratios as part of the Bill 70 public consultation hosted by the College from January 27 to February 28, 2017. E. Hamilton reviewed the consultation process; the four key questions asked; key observations gathered based on the responses; the results of the analysis, and noticeable differences.

In addition, it was noted that 150 individuals participated, representing all four sectors, in the in-person public consultation held on January 27, 2017, while the online survey conducted between January 30, 2017 and February 28, 2017 had 2,417 respondents. Online participants responded to at least one of the Journeyperson-to-Apprentice Ratios questions, considered “completed responses” in the context of this section of the survey. General responses to the four questions were fairly consistent across trades, sectors, regions, and between compulsory and voluntary trades, and between sponsors/employers and workers.

Various questions and clarifications were raised surrounding the process and findings of the survey which were addressed by staff.

D. van der Burg and E. Hamilton left the meeting at 10:00 a.m.

7. Registration Services Update

W. Barbour provided an update on membership activities and statistics, as well as data centre statistics as outlined in the Registrar’s Report for Q1-2017. Further, the Divisional Board was informed that a working group on the Trade Equivalency Assessment (TEA) process has been formed to look into improving the process. It was noted that one of the major challenges of the TEA process is verifying credentials internationally. It was further noted that roughly half of TEA applicants are accepted/approved, while the other half are denied/rejected.

There was a discussion regarding the implementation of the new Compliance & Enforcement (C&E) Policy, particularly on how Client Services staff is being prepared to handle calls and questions relating to the new Policy and ensuring accuracy of information provided. It was noted that all callers will be directed to a specific link on our website for information and resources related to the C&E Policy.

P. Blackwood joined the meeting at 10:25 a.m.

K. Poultney introduced P. Blackwood to the group as Chair of the Board of Governors who has been invited to the Divisional Board meeting as a resource person to help address questions and concerns that the Divisional Board members may have.

8. Compliance & Enforcement Update

B. Onyschuk provided an update on the Compliance & Enforcement activities and statistics as outlined in the Q1-2017 Registrar’s Report. It was noted that a new C&E position, Compliance Officer (CO), has been introduced and four new COs have been hired, one for each region of the province, to complement the existing contingent of Enforcement Officers (EOs). CO activity will

focus on the “underground economy”. COs will also support EOs in their inspection follow-ups and necessary proactive activities.

In addition, it was noted that 12 EOs conducted a Motive Power blitz in the North East Region between January 16 and 19, 2017. Further, B. Onyschuk described the new Compliance & Enforcement Management system that is currently being implemented. The system is intended to enhance future statistical reporting capabilities, including new member registrations that result from an enforcement- or compliance- related activity.

9. Legal & Regulatory Affairs

J. Cooper provided updates on the Legal Services, Policy & Research, and Standards departments as outlined in the Q1-2017 Registrar’s Report. A historical background of the C&E Policy was provided as part of the Bill 70 legislative changes, starting from the time Bill 70 received Royal Assent on December 8, 2016, followed by the creation of the C&E Committee, including major milestones achieved to date. In addition, K. Poultney, who also serves as Chair of the C&E Committee, reviewed the activities of the Committee, including the various consultations, town halls, presentations and submissions received from stakeholders. She noted that the consultations were invaluable in the development of the C&E Policy.

Further, J. Cooper explained the enforcement process under the new C&E Policy, as well as the comprehensive implementation and training plan. In addition, P. Blackwood emphasized the importance of consistency in the enforcement process.

P. Blackwood left the meeting at 11:20 a.m.

J. Cooper also briefed the Divisional Board on the Complaints and Discipline process, including communication methods. Currently, decisions and reasons in each Discipline matter are posted on the College’s website, and summaries of each case are included in *Trades Today* magazine which is sent by email to members and stakeholders who have subscribed to receive such communications.

10. Communications & Marketing Update

T. Charlebois provided an update on various Communications initiatives and Marketing activities, particularly the launch of the newly-redesigned College website, which includes more information relating to Complaints & Discipline; the new C&E Policy; stories related to public interest protection; and information regarding the Annual Meeting of Members (AMM) on June 12, 2017.

The Divisional Board was informed that future communications to members will be done electronically. There was a discussion related to the importance of customized messaging based on the subject matter and the type of audience to ensure that important messages are received and acknowledged.

Further, T. Charlebois briefed the Divisional Board on the College’s involvement in the June and July 2017 sessions of the Apprenticeship Modernization Summit, hosted by the Ministry of Advanced Education and Skills Development. Work is currently underway in the governance structure to prepare and articulate the College’s position with respect to Ontario’s apprenticeship system.

Finally, the Divisional Board was informed of various partnerships underway that are geared towards protection of the public interest, as well as membership value-adds, such as with the Toronto International Film Fest (TIFF) and television station CP24’s “Know Your Rights”, with a focus on Motive Power blitzes.

J. Cooper, B. Onyschuk, W. Barbour and T. Charlebois left the meeting at 11:30 a.m.

11. Governance Update

K. Poultney reviewed the key points outlined in the Governance section of the Q1-2017 Registrar’s Report; as well as the main points in the final approved Motive Power Divisional Board Terms of Reference.

J. Poirier left the meeting at 12:55 p.m.

12. Trade Board Minutes, Statistics & Updates

The Divisional Board was updated on the key points and topics discussed at recent meetings of Motive Power sector Trade Boards, including related statistics and updates.

13. Trade Board Recommendations and Divisional Board Written Responses

F. Silvaggio and R. Sparks briefed the Divisional Board on current issues, recommendations and resolutions raised by a number of Motive Power sector Trade Boards.

Questions surrounding the Board of Governors’ Trade Classification Review (TCR) referral regulation and Motive Power exemptions were raised and K. Poultney advised that the College’s role in launching the new TCR process has been completed and is currently awaiting a response from the Ministry of Labour.

K. Poultney provided an update in relation to the joint initiative between the College and the Insurance Bureau of Canada (IBC) geared towards making IBC clients in the Motive Power industry fully compliant with OCTAA.

R. Sparks informed the Divisional Board of the upcoming visit of a Canadore College representative to the Ontario College of Trades to talk about its new Automotive Service Technician online program.

14. Next Steps/Wrap

There was a discussion related to the upcoming changes on the Board of Governors, as the terms of nine members will expire on August 31, 2017. The next scheduled meeting of the Divisional Board is October 26, 2017.

15. Adjournment

MPDB20170525-04 ON A MOTION MADE BY J. Arlain, SECONDED BY M. Hickey and CARRIED, the meeting adjourned at 1:20 p.m.

“Paul Sousa” for “Kate Poultney”

Chair, Motive Power Divisional Board

November 23, 2017

Date

“Annabelle Erne”

Recording Officer

June 1, 2017

Date