



# Minutes

## Motive Power

### Divisional Board Meeting

November 23, 2017 at 9:00 a.m.  
Ontario College of Trades  
655 Bay Street, Suite 600, Room 504  
Toronto, ON, M5G 2K4

#### **Divisional Board Members in Attendance**

Paul Sousa, Chair  
Mike Hickey, Vice-Chair  
John Arlain  
Eli Melnick

#### **Divisional Board Members not in Attendance**

None

#### **Resource Persons/Guests**

Jake Francis, Vice-Chair, Truck & Coach Technician Trade Board  
Jim Pinder, Member, Truck & Coach Technician Trade Board  
Rolf VanderZwaag, Chair, Truck & Coach Technician Trade Board

#### **Staff in Attendance**

Javed Akhtar, Policy Analyst  
Warren Barbour, Director, Registration Services  
Jason Bennett, Director, Corporate Governance  
Scott Brownrigg, Director, Corporate Communications & Stakeholder Engagement  
Meg Feres, Supervisor, Board Operations  
George Gritziotis, Registrar & Chief Executive Officer  
Craig McCarten, Acting Manager, Standards  
Franca Silvaggio, Program Development Specialist, Standards  
Rottena Sparks, Program Development Specialist, Standards  
Dan van der Burg, Manager, Policy and Research

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#### **1. Welcome**

The Chair called the meeting to order at 9:05 a.m., and welcomed the Divisional Board, guests, and College staff.

#### **2. Approval of Agenda**

The Chair reviewed the draft agenda and proposed the addition of a new item related to "In-Car

Battery Testing”, to be tabled after discussion of the item “Trade Board Recommendations and Divisional Board Written Responses”.

**MPDB20171123-01 ON A MOTION MADE BY M. Hickey, SECONDED BY J. Arlain AND CARRIED**, the Agenda for the November 23, 2017 Motive Power Divisional Board meeting was approved as amended.

**3. Conflicts of Interest.**

No conflicts were declared.

**4. Previous Minutes**

**MPDB20171123-02 ON A MOTION MADE BY M. Hickey, SECONDED BY J. Arlain AND CARRIED**, the minutes of the May 25, 2017 meeting were approved as tabled.

**5. Truck & Coach Technician Trade Board Presentation re: Mobile Refrigeration Technician Trade**

J. Francis, J. Pinder, and R. VanderZwaag briefed the Divisional Board on the history of the Mobile Refrigeration Technician, including its evolution as a potential standalone trade in Ontario due to developments in the mobile refrigeration industry. It was noted that the scope of work at issue is officially part of the existing compulsory trades of Truck and Coach Technician and Truck-Trailer Service Technician; however, over a period of time the area has evolved into its own specialized field, with specific training offered by original equipment manufacturers in the industry and the mobile refrigeration diploma programs at Conestoga College in Guelph, Ontario. The current situation presents challenges related to compliance and enforcement on behalf of the two compulsory trades since many who engage in this work do not hold Certificates of Qualification (CofQ) in either trade as required by Ontario Regulation (O.Reg) 277/11, “*Scope of Practice – Trades in the Motive Power Sector*”.

G. Gritziotis joined the meeting at 9:25 a.m.

As an interim measure ahead of a longer term goal to develop the Mobile Refrigeration Technician as a trade with an apprenticeship program, safety training, and certification for journeypersons, the presenters outlined a proposal to amend the “*Exemption, practice of a compulsory trade*” section of O.Reg 421/12 by adding stipulations to recognize and allow the work of Mobile Refrigeration Technicians, without being out of compliance with O. Reg 277/11.

G. Gritziotis left the meeting at 9:35 a.m. J. Bennett joined the meeting at 9:40 a.m.

The Chair thanked the guests for their insights into the important regulatory issues that are faced in the mobile refrigeration industry, and noted that the Divisional Board will continue the discussion and potential next steps with staff.

J. Francis, J. Pinder, and R. VanderZwaag left the meeting at 9:50 a.m.

There was a discussion regarding the issues raised in the presentation and it was agreed that further internal examination by staff is required in the context of “risk of harm”, one of the factors considered in the College’s approach to compliance as outlined in the Compliance & Enforcement Policy. “Risk of harm” is defined as the likelihood of an adverse consequence (harm) occurring because of an unauthorized individual’s performance of work or engagement in the practice of a compulsory trade, where the harm may occur to the public; the individual performing the work or engaging in the practice of the compulsory trade; and/or other workers.

Program Development staff will update the Truck & Coach Trade Board as analysis of regulatory and compliance considerations is undertaken in various facets of work in the skilled trades, including that of mobile refrigeration.

**6. Terms of Reference for Motive Power Divisional Board**

J. Bennett reviewed the Terms of Reference (ToR) for the Motive Power Divisional Board. In particular, the duties of the Divisional Board regarding Trade Classification Reviews were highlighted in the context of the two regulations currently in development (one a Board regulation related to trade classification referrals to the Classification Roster, and the other a Minister’s regulation related to the criteria and process to be applied by the Classification Roster). In addition, the Divisional Board was advised that at its December 5, 2017 meeting, the Board of Governors is scheduled to re-examine the Trade Standards Management and Approval Process, referred to in Section 4.4 of the ToR.

C. McCarten and D. van der Burg joined the meeting at 10:05 a.m.

**7. Governance Update**

J. Bennett provided an update on recent appointments to the College’s governing structure, a summary of current vacancies, and the criteria and policies being applied.

J. Bennett left the meeting at 10:15 a.m.

**8. Policy & Research Update**

D. van der Burg provided an update on the activities of the Policy & Research department, including the features of a proposal submitted to the Ministry of Advanced Education and Skills Development concerning a low carbon building skills strategy, under the umbrella of the government’s Climate Change Action Plan.

The Divisional Board was also briefed about discussions related to potential amendments to O.Reg 277/11 in response to the recent reclassification of certain vehicles as “Commercial Motor Vehicles” (CMV) and “Road Building Machines” (RBM) outlined in changes to the Highway Traffic Act, R.S.O. 1990, c. H.8 and three associated regulations. It is believed that these changes may inhibit the scope of work of the Heavy Duty Equipment Technician (HDET) trade. Thus, regulatory changes may be needed to: i/clearly define vehicles that are considered CMV or RBM; and ii/ include these types of vehicles in the scope of practice for the HDET trade. The College is continuing to work with the Ministry of Transportation to explore additional possibilities to ensure regulatory alignment that could set out the recognition of CofQ holding HDET tradespeople with active College membership in the annual inspections of Road Building Machines, and will be briefing the Registrar on these possibilities.

Finally, the Divisional Board was briefed on the College’s ongoing work in the area of Apprenticeship Modernization, including highlights of recommendations contained in the College’s position paper, approved by the Board of Governors and submitted to MAESD in August 2017; preparation for participating in MAESD’s working group; as well as the development of the College’s 2018 Apprenticeship Survey.

J. Akhtar joined the meeting at 10:40 a.m.

**9. Standards Update**

C. McCarten provided an update on the activities and projects in the Standards department including the coordination of Trade Board meetings, as well as the development of Curriculum Standards, Training Standards, and exams for several Motive Power sector trades.

**10. Program Evaluation Process: Update on Phases 1 and 2**

D. van der Burg and J. Akhtar provided an update on Phases 1 and 2 of the Program Evaluation Process (PEP). With respect to Phase 1, the Divisional Board was advised that in a letter dated September 21,

2017, the Board Chair notified the Ministry of Labour (MOL) and MAESD of the outcome of the College's PEP process with respect to 11 Industrial sector trades and 4 Motive Power sector trades (the Minister acknowledged this by letter dated November 21, 2017); and in a letter scheduled to be sent on November 24, 2017, the Board Chair will do the same with respect to 9 Service sector trades. With respect to Phase 2 of the PEP, the Divisional Board was advised that staff is in the process of finalizing the list of trades to be considered. It is anticipated that draft Trade Reports concerning any affected Motive Power sector trades will be available for the Divisional Board's review in April 2018 after the initial research, analysis, and evaluation stage.

J. Akhtar, C. McCarten, and D. van der Burg left the meeting at 11:05 a.m. W. Barbour joined the meeting at 11:15 a.m.

#### **11. Registration Services Update**

W. Barbour provided an update on College membership statistics, registration rates, client services activities, call centre data, and anticipated registration enhancements planned for 2018. In addition, the Divisional Board was advised the Trade Equivalency Assessment (TEA) Process Working Group met twice in the summer of 2017 to review the process used to assess the qualifications of applicants at a certain point in time. It will continue to meet to further explore and understand the TEA model overall and put together recommendations to improve and/or enhance the current process. Any recommendations from the Working Group will be brought back to the Construction Divisional Board and, if approved, will be sent to the other three Divisional Boards for suggestions and approvals, before going to the Board of Governors for final approval.

W. Barbour left and S. Brownrigg joined the meeting at 11:35 a.m.

#### **12. Communications & Stakeholder Engagement Update**

S. Brownrigg provided an update on the activities of the Communications & Stakeholder Engagement department since joining as Director in June 2017, including setting priorities and direction for upcoming initiatives to enhance the College's stakeholder engagement and outreach. There was a discussion with respect to potential industry groups and organizations with which the College could liaise, as well as the importance of continuing to combat the negative stereotypes of working in the skilled trades that still exist in some facets of the marketplace.

S. Brownrigg left the meeting at 11:50 a.m.

#### **13. Trade Board Minutes, Statistics, and Updates**

The Divisional Board was updated on the main themes and topics discussed at recent meetings of Motive Power sector Trade Boards, including interest in the Trade Classification Review process, scopes of practice, trade name change requests, and upcoming exams and curriculum workshops. In addition, there was a discussion concerning the Truck & Coach practical exam program and the College's efforts to obtain feedback on marking from MAESD on candidates' success rate on each aspect of the exam.

#### **14. Trade Board Recommendations and Divisional Board Written Responses**

F. Silvaggio and R. Sparks briefed the Divisional Board on current issues and resolutions raised by a number of Motive Power sector Trade Boards. The Divisional Board reviewed and considered the issues and resolutions, and discussed the nature of responses to be provided to the Trade Boards.

#### **15. In-Car Battery Testing**

There was a discussion related to correspondence that Divisional Board member E. Melnick received from a stakeholder on the topic of in-car battery testing. The Divisional Board reviewed the material

in which there is a request that the College consider recognizing the manufacturers’ training on in-car battery testing received by those who work in the automotive repair industry but are not CofQ holders in any of the compulsory trades in which in-car battery testing is part of the scope of practice. The Divisional Board noted that there are often extenuating issues and factors surrounding the specific task of in-car battery testing and that the expertise of a CofQ holder should remain paramount. In addition, the Divisional Board agreed that this matter should be tabled for discussion and feedback at upcoming meetings of the Automotive Service Technician Trade Board and the Truck & Coach Trade Board.

**16. Next Steps/Wrap**

There was a discussion related to scheduling the Divisional Board’s 2018 meetings. Staff will canvass a series of date options in the next several days.

**17. Adjournment**

The meeting adjourned at 1:50 p.m.

“Paul Sousa”  
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Signed: Paul Sousa  
Chair, Motive Power Divisional Board

“Meg Feres”  
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Signed: Meg Feres  
Recording Officer

April 27, 2018  
\_\_\_\_\_  
Date

November 30, 2017  
\_\_\_\_\_  
Date