



Minutes

Construction Divisional Board Meeting

June 21, 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

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

Divisional Board Members not in Attendance

None

Resource Persons/Guests

Blair Allin (Chair) and Jonathan White, Construction Boilermaker Trade Board
Henry Vertolli (Chair) and Derek MacLachlan, Sheet Metal Worker Trade Board

Staff in Attendance

Warren Barbour, Director, Member Services
Jason Bennett, Director, Corporate Governance
Meg Feres, Supervisor, Board Operations
Maria Khan, Administrative Assistant, Corporate Governance
Sherri Haigh, Director, Communications & Marketing
Craig McCarten, Product Supervisor, Standards
Bob Onyschuk, Director, Compliance & Enforcement
John Poirier, Manager, Standards
Joseph Pyringer, Program Coordinator, Standards
Gay Saunders, Program Coordinator, Standards
Royden Trainor, Director, Policy & Programs

*Participated by telephone

1. Call to Order/Welcome

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

2. Approval of Agenda

The Chair reviewed the draft agenda.

CDB20160621-01 ON A MOTION MADE by K. Bryenton, seconded by M. Battye and CARRIED, the Agenda for the June 21, 2016 Construction Divisional Board meeting was approved as tabled.

3. Conflict of Interest

No conflicts were declared.

4. Approval of Previous Minutes

CDB20160621-02 ON A MOTION MADE by K. Bryenton, seconded by J. Dowdall and CARRIED, the minutes of the April 26, 2016 meeting were approved as tabled.

B. Allin and J. White joined the meeting at 9:10 a.m.

5. Discussion with Construction Boilermaker Trade Board Representatives: Divisional Board's Approval of Training and Curriculum Standards for Construction Sector Trades

On behalf of the Divisional Board, the Chair welcomed B. Allin and J. White to the meeting. Further to the Divisional Board's discussion at its April 26, 2016 meeting about a resolution made at a recent Construction Boilermaker Trade Board meeting, B. Allin and J. White requested more details with respect to the process the Divisional Board will follow when it considers approval of Training Standards and Curriculum Standards.

The Chair advised that the feedback process would rely on a Trade Board survey, currently in the final stages of development and almost ready for Divisional Board approval. C. McCarten provided an overview of the draft survey, which includes a summary of changes by skill set as well as opportunities for the responding Trade Board to provide its opinion on how each skill set or the changes as a whole would affect one or more of the trades it represents.

B. Allin and J. White expressed support for the survey approach. They also noted the importance of their Trade Board to be nimble and time-sensitive so as to remain effective, responsive, and industry-driven. The Chair advised that the Divisional Board is keenly aware of its responsibility and duty of care in this area, and advised that in its analysis of the Trade Board survey data the Divisional Board will strive to be as streamlined and efficient as possible, while also ensuring that it has reviewed each Standard in the context of all the Construction sector trades.

B. Allin and J. White left the meeting and H. Vertolli, D. MacLachlan, and J. Pyringer joined the meeting at 9:25 a.m.

6. Discussion with Sheet Metal Worker Trade Board Representatives: Divisional Board's Approval of Training and Curriculum Standards for Construction Sector Trades

On behalf of the Divisional Board, the Chair welcomed H. Vertolli and D. MacLachlan to the meeting. Further to the Divisional Board's discussion at its April 26, 2016 meeting about a resolution made at a recent Sheet Metal Worker Trade Board meeting, H. Vertolli and D. MacLachlan requested more details with respect to the process the Divisional Board will follow when it considers approval of Training Standards and Curriculum Standards.

The Chair advised that the feedback process would rely on a Trade Board survey described above. C. McCarten once again provided an overview of the draft survey for the benefit of H. Vertolli and D. MacLachlan who expressed support for the survey approach. They also acknowledged the significant level of effort that the trade's Subject Matter Experts (SMEs) invest in the Standards

development process and therefore suggested that one SME should be present when the Divisional Board is scheduled to approve either a Curriculum Standard or a Training Standard. The Chair advised that the Divisional Board is keenly aware of its responsibility and duty of care to approve the Standards, and advised that in its analysis of the Trade Board survey data the Divisional Board will strive to be as streamlined and efficient as possible, while also ensuring that it has reviewed each Standard in the context of all the Construction sector trades.

H. Vertolli, D. MacLachlan, and J. Pyringer left and B. Onyschuk joined the meeting at 9:45 a.m.

7. Vice-Chair Election

CDB20160621-03 ON A MOTION MADE by D. Bigioni, seconded by J. Dowdall and CARRIED, K. Bryenton was elected Vice-Chair of the Construction Divisional Board effective June 21, 2016 to hold office for one (1) year.

8. 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.

W. Barbour joined the meeting at 10:05 a.m.

9. Membership Update

W. Barbour briefed the Divisional Board on College membership statistics, client services activities, and call centre data, and discussed plans and ideas aimed at streamlining the registration process for apprentices.

W. Barbour left and S. Haigh joined the meeting at 10:20 a.m.

10. Communications & Marketing Update

S. Haigh 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.

S. Haigh left the meeting at 10:35 a.m.

11. Governance Update

J. Bennett reviewed governance activity and statistics for Q1-2016, including the number of governance meetings held in the quarter and the current priorities of the department with respect to supporting the work of the College’s Boards, its standing and statutory Committees, and adjudicative panels derived therefrom.

J. Dowdall signed off and J. Bennett left the meeting at 10:45 a.m.

12. Policy & Programs Update

R. Trainor reviewed Q1-2016 activity and statistics for the Policy and Programs division in the areas of Policy & Research, Trade Standards, and Trade Equivalency Assessment, including an overview of

business process improvements in the division designed to achieve maximum impact in service delivery. He also provided an update on the implementation of the Sprinkler and Fire Protection Installer trade's change from voluntary to compulsory status.

13. Dean Report: Status Update on Recommendations

R. Trainor advised that discussions between College and the Ministry of Advanced Education and Skills Development (MAESD) (formerly known as the Ministry of Training, Colleges and Universities) officials have continued in recent weeks concerning the Dean Report recommendations and the potential legislative and/or regulatory changes being considered by the government in response to those recommendations.

14. Proposed Process for Validation of Training Standards and Curriculum Standards

In follow up to its April 26, 2016 meeting at which the Divisional Board noted that assessing Trade Boards' feedback will help it take a sector-wide view in carrying out its governance obligation to approve Training and Curriculum Standards in accordance with the Trade Standards Management and Renewal Process, C. McCarten outlined a staff proposal for a feedback process which would rely on a Trade Board survey, currently in the final stages of development. The draft survey includes a summary of changes by skill set as well as opportunities for the responding Trade Board to provide its opinion on how each skill set, or the changes as a whole, may affect one or more of the trades it represents. The Divisional Board agreed that the survey, as presented, should be used in a pilot project to seek Trade Boards' feedback and opinions on the Training Standards for the Floor Covering Installer, Powerline Technician, Roofer, and Sheet Metal Worker trades. The Divisional Board also agreed with staff's estimate of six months to run the pilot project and provide a status update at the next scheduled meeting of the Divisional Board on November 8, 2016.

15. Hazardous Materials Worker Training Standard Update

In follow up to its April 26, 2016 meeting, the Divisional Board reviewed the full Training Standard for Hazardous Materials Worker as well as proposed changes which clearly state that all Learning Outcomes and hours of the 253W Asbestos Abatement Worker Modular Training Program (managed by MTCU) are covered in the 253H Hazardous Materials Worker Schedule of Training, and that Certification in 253W is a requirement prior to commencing the on-the-job training portion of the 253H apprenticeship program. The Divisional Board also reviewed a list of MAESD's modular programs.

CDB20160621-04 ON A MOTION MADE by D. Bigioni, seconded by M. Battye and CARRIED, the Construction Divisional Board approved the changes to the Hazardous Materials Worker Schedule of Training as presented in the Decision Note titled "*Hazardous Materials Worker's Schedule of Training – Recognition of Equivalency to Modular Training Program*", for use in Ontario's Apprenticeship training for the trade.

16. Harmonization Update

R. Trainor 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 CCDA recommendations. There are currently 16 Construction sector trades between phases 1 and 5 of the Harmonization project. It was noted that the "Recommended Total Hours" and "Ontario's Total Hours" for the "*Hoisting Engineer-Tower Crane Operator, Br. 3*" trade should be 3,000 hours each and not 4,000 hours as noted on the chart. The Divisional Board will receive a corrected chart and will continue to be updated regularly.

17. Trade Board Minutes

The Divisional Board received recent Construction sector Trade Board minutes. No specific issues were discussed.

18. Trade Board Recommendations

Staff reviewed several recommendations made by Construction sector Trade Boards. The Divisional Board considered the issues and discussed the nature of the responses to be provided in the reports back to the Trade Boards.

19. Adjournment

CDB20160621-05 ON A MOTION MADE by K. Bryenton, seconded by D. Bigioni and CARRIED, the meeting adjourned at 12:25 p.m.

“James Barry” _____

Signed: James Barry
Chair, Construction Divisional Board

November 8, 2016 _____

Date

“Meg Feres” _____

Signed: Meg Feres
Recording Officer

June 27, 2016 _____

Date