



Minutes

Construction Divisional Board Meeting

March 25, 2014 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
Joe Dowdall, Vice-Chair
Michael Battye
Denis Bigioni
Kevin Bryenton

Divisional Board Members not in Attendance

None

Staff in Attendance

Warren Barbour, Director, Member Services
Jason Bennett, Legal Counsel & Manager, Corporate Governance
Tony Brenders, Executive Director & COO
Aysen Farag, Administrative Assistant, Corporate Governance
Meg Feres, Supervisor, Board Operations
Sherri Haigh, Director, Communications and Marketing
Craig McCarten, Program Coordinator
Julie May-Rogers, Policy Analyst
Bob Onyschuk, Director, Compliance and Enforcement
John Poirier, Manager, Standards
Gay Saunders, Program Coordinator
Royden Trainor, Director, Policy and Programs

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

CDB20140325-01 Moved by K. Bryenton, seconded by D. Bigioni and CARRIED, that the Agenda for the March 25, 2014 Construction Divisional Board meeting be approved.

3. Conflict of Interest

No conflicts were declared.

4. Approval of Minutes of Previous Meetings

CDB20140325-02 Moved by K. Bryenton, seconded by J. Dowdall and CARRIED, that the minutes of the September 17, 2013, December 17, 2013, and February 13, 2014 meetings be approved.

5. Vice-Chair Election

The Chair noted the requirement for a Divisional Board Vice-Chair in s. 7.3 of the College's General By-law.

CDB20140325-03 Moved by M. Battye, seconded by K. Bryenton and CARRIED, that J. Dowdall is hereby elected Vice-Chair of the Construction Divisional Board effective March 25, 2014 to hold office for one (1) year.

6. Governance Update

J. Bennett briefed the Board on new initiatives within the Corporate Governance department, including plans to post Trade Board and Divisional Board meeting minutes to the College's website so as to be more open and transparent about decision-making processes at the College.

7. Trade Classification Reviews ("TCR")

7.1 Status Update

J. Bennett briefed the Board on the status of both pending and ongoing reviews.

7.2 Appointment of Panel Members for Construction Boilermaker TCR

The Board reviewed information and discussed the appointment of two members to the Review Panel for the Construction Boilermaker TCR.

CDB20140325-04 Moved by K. Bryenton, seconded by M. Battye and CARRIED, that, the Construction Divisional Board hereby appoints Robert Bradford and George McMenemy as the employer and employee representative members, respectively, of the Review Panel for the Trade Classification Review for Construction Boilermaker, effective May 1, 2014, subject to no conflicts of interest being identified; and **Be it further resolved that:** Wayne Lazzarato and Terry Varga, be appointed as the alternate employer and employee representative Review Panel members, respectively, in the event that either of the initial appointees declines or a conflict of interest is identified.

8. Request to Increase Size of Hoisting Engineer Trade Board

CDB20140325-05 Moved by K. Bryenton, seconded by M. Battye and CARRIED, that the Construction Divisional Board recommends that the Board of Governors approves the new size of ten (10) members for the Hoisting Engineer Trade Board; and **Be it further resolved that:** Upon approval by the Board of Governors, the decision be conveyed by the Registrar to the Appointments Council as soon as practicable.

9. Trade Board Minutes and Updates

C. McCarten and G. Saunders briefed the Board on resolutions and issues coming from the Trade Boards and the Board was updated on new processes that will improve the information flow among the three tiers of the governance structure.

10. Scopes of Practice Framework Update

R. Trainor advised that in November 2013 the project was suspended by the Board of Governors. At that time, College staff was directed to develop a plan to address exemptions/exclusions under OCTAA. He advised that this initiative is in progress.

11. Trade Equivalency Assessment Process

R. Trainor advised that on April 8, 2014 the College will assume responsibility for conducting trade equivalency assessments and credential validations. Work is under way to manage the transfer of these responsibilities from the Ministry of Training, Colleges and Universities.

12. Academic Entry Requirements

J. May-Rogers joined the meeting and advised that College staff is currently developing a process to consult with Trade Boards and Divisional Boards on Academic Entry Requirements (AER) for each trade with a view to creating a single AER-related Board regulation. In the meantime, a transitional Minister's regulation to maintain the status quo is expected to be in effect until a Board regulation has been created.

13. Federal Government Pilot Projects

J. Poirier briefed the Board on two projects that the College is taking an active role in: the Trades Harmonization project developed by the CCDA (Canadian Council of Directors of Apprenticeship), a voluntary partnership of the federal, provincial, and territorial governments, as well as a new initiative called "*Strengthening the Red Seal*". The Ontario CCDA representative is R. Trainor.

14. Exam Guidance Manual

J. Poirier advised that the College has developed a manual to provide exam support to apprentices and challengers who are preparing to write their Certificate of Qualification exam or who had unsuccessful attempts at writing the exam. It is available to download from the College website.

15. Membership Update and Affinity Programs

W. Barbour joined the meeting and briefed the Board on College membership statistics to date and client services activities at the College in general.

16. Enforcement Update

B. Onyschuk joined the meeting and briefed the Board on the progress of the Compliance and Enforcement activities at the College, including various issues being encountered by Enforcement Officers in the field.

17. Communications and Marketing Update

S. Haigh joined the meeting and was introduced to the Board. She provided an overview of her mandate and an update on current activities within the department, including the launch of a new quarterly newsletter called "*Trades Today*".

18. In Camera

The Board held an in camera meeting.

19. Adjournment

CDB20140325-02 Moved by K. Bryenton, seconded by J. Dowdall and CARRIED, that the meeting adjourn at 2:00 p.m.

Signed: “James Barry”

Chair, Construction Divisional Board