



Minutes

Arborist

Trade Board Meeting

April 15, 2016 at 9:30 a.m.
Ontario College of Trades
655 Bay St., Boardroom 604
Toronto, Ontario, M5G 2K4

Trade Board Members in Attendance

Tami Sadonoja, Chair
Keith Bessey
William Whatley
Peter Wynnyczuk

Resource Persons/Guests in Attendance

Mark Graves*

Not in Attendance

John Bellehumeur
Randy Hartmier
Ian George

Staff in Attendance

Alice Power, Program Coordinatorⁱ
Elliot Siemiatycki, Policy Analyst, Policy & Research

*via teleconference for a portion of the meeting

1. Call to Order/Welcome

The Chair called the meeting to order at 9:43 a.m. and welcomed guests.

2. Approval of Agenda

ON A MOTION DULY MADE BY W. Whatley, SECONDED BY K. Bessey AND CARRIED, the agenda was approved as tabled.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY W. Whatley, SECONDED BY P. Wynnyczuk AND CARRIED, the minutes of the September 18, 2015 meeting were approved as tabled.

5. Tree Health Technician

An outline with descriptions of potential courses for a Tree Health Care Technician program was distributed to the Trade Board. The Trade Board discussed the content of the courses. The proposed program is envisioned as a third pathway for the Arborist training program in that it would share a core curriculum with the level one apprenticeship program. It was noted that the skills for consultation and management would be included to provide apprentices with awareness of the skills required to run their own business.

M. Grave requested that if the Trade Board members have any additional comments or suggestions to improve the outline, to send these to him so he can prepare a final report on the potential trade.

The Program Coordinator indicated that the College does not have an approved new trade development process as of yet. It was noted that the College's current focus, as noted in the Dean Report, is to consolidate trades. However, having a good framework, a solid rationale, and demonstrated support from the sector is good preparation for when a new trade process is in place.

A subcommittee of the Trade Board will develop a survey that will be sent to apprentices, employers, municipalities, the Commercial Arborist Association and colleges offering arboricultural programs to determine the need and support for this program.

6. Certification of Qualification Exam Review

The Program Coordinator reported that a Working Group composed of Trade Board members met in February 2016 and reviewed the 444A - Arborist Certificate of Qualification (C of Q) examination. The Trade Board discussed the philosophy and purpose of the C of Q exam. The difference between the C of Q examination and exemption tests was explained. The Working Group agreed to continue the C of Q examination review at the conclusion of the Trade Board meeting.

7. Dean Report – Update

E. Siemiatycki provided an overview of the recommendations in the Dean Report. It was noted that the full implications of the recommendations are still being considered by the College and the Ministry of Training, Colleges and Universities (MTCU). It was emphasized that the scopes of practice (SoPs) for trades, as well as program development and evaluation, remain the College's responsibilities. Trade Boards will play a significant role when the SoPs are reviewed, once there is a common framework and template for that purpose. Other recommendations, such as the Trade Classification Review process and College enforcement activities, were also discussed.

The Trade Board agreed that it would be proactive and review the current SoP for the trade of Arborist and offer suggestions on what content in general should be included in the SoP. The Trade Board will also determine if there is any need for revision to the current SoP.

8. Red Seal Project Update

The Program Coordinator reported that New Brunswick Power (NB Power) has partnered with the Maritime College of Forest Technology (MCFT) to launch a two-year Utility Arborist program (combined in-school and on-the-job training) and is currently seeking funding. The Ontario College of Trades wrote a "letter of support" to assist NB Power with this endeavor.

It was noted that the Atlantic provinces have a formal agreement to harmonize their apprenticeship programs. As such, if NB Power is successful in its quest to have the Utility Arborist program offered as a provincially-run program, this could lead to the other Atlantic provinces following suit and offering the program in their provinces. If this occurs, the Utility Arborist trade could potentially have enough provinces offering the apprenticeship program to meet the criteria to pursue entry into the Red Seal program. Currently, five (5) provinces are needed to start the Red Seal certification process.

It was reported that there is a petition on Change.org to advocate that the Arborist trade become a designated Red Seal trade. This was set up by an Ontario Arborist apprentice. The College has reached out to this apprentice and explained how a trade becomes part of the inter-provincial program. There are currently over 200 signatures on the petition representing various jurisdictions.

9. College of Trades Update

9.1 Registrar's Report

Highlights from the Registrar's Report for the Fourth Quarter of 2015 were presented.

9.2 Membership

The Trade Board reviewed the call handling activity report. It was noted that the volume was down slightly from the previous period, though the activity was slightly higher during the same period last year.

9.3 Communications & Marketing Update

The Program Coordinator provided an update on the recent Communication and Marketing activities to the Trade Board. The partnerships with the music industry and the Helmets to Hardhats programs were mentioned. The "*Trade in, Trade up*" and "*Veterans and the Skilled Trades*" videos were presented to the Trade Board and received positive comments.

It was reported that visits to www.collegeoftrades.ca continue to increase. In total, the College website was visited close to 660,000 times in 2015 and the Public Register is the most popular feature on the website with over 270,000 searches in 2015. It was mentioned that a Request for Proposal (RFP) has been sent out to have the website redesigned.

It was further reported that the College's Trades Today magazine has a continuous increase in readership. In addition, the College recently won the Global International Association of Business Communicators Gold Quill award for the newsletter. The College has also had good pick up with its College-written stories and in mainstream media outlets.

The College is also continuing its outreach efforts with a strong focus on connecting with youth and underrepresented groups. It was noted that the College recently hired a new Stakeholder Relations Supervisor. The Trade Board discussed opportunities and ideas to increase the College's reach and involvement of stakeholders. The Trade Board discussed the idea of engaging aboriginal communities in the arboricultural industry.

The Trade Board was briefed on the new *Hire with Confidence* site www.hirewithconfidence.ca – a pilot project to help people search, apply and hire for jobs and apprenticeships in the skilled trades. It was noted that only members of the College are able to post on the job boards.

9.4 Compliance & Enforcement Update

The Compliance and Enforcement activities in the fourth quarter were reviewed by the Trade Board, noting the total number of visits in 2015 and the sector-specific visits. The majority of these field visits were to Motive Power garages.

9.5 Evaluation and Assessment Update

It was reported that as a result of some changes in the College's organizational structure, Trade Equivalency Analysts are now working under the Manager of Standards. 5,191 Trade Equivalency Assessment (TEA) applications were processed in 2015.

E. Siemiatycki explained the TEA process and the methods used to assess the trade credentials of foreign trained and out of province individuals or those with Reciprocal Certificates and Department of National Defence QL5 experienced workers from within and outside of Ontario.

It was further explained that in order to perform the assessment, there is a need to develop a method to match trades and assess gaps so the College can advise individuals as to what training they need to gain equivalency. As such, the Policy department is working on updating a Labour mobility matrix which is a comparison chart identifying equivalent trade credentials issued between Ontario and other provinces and territories. The matrix will be used by Registration and Membership staff who review applications for reciprocal certification and by the TEA department staff to aid them in the assessment process. It was noted that as of March 1, 2016, the fees for the various assessments have risen and are based on cost recovery.

9.10 Policy Update

E. Siemiatycki highlighted a few of the projects that the Policy department has undertaken.

It was reported that the College has taken steps to remove barriers for Canadian Armed Forces veterans and reservists from entering the trades. As such, the College's General By-law was amended to waive membership fees in the Apprentice Class for these individuals for a period of no more than five cumulative years. There was also a Board of Governors resolution authorizing the Registrar to waive application fees payable for Trade Equivalency Assessments for the same target group.

It was further explained that the new Program Evaluation Process (PEP) is being piloted with a few other trades with low registration figures. Through analysis and industry consultations, this process is intended to ensure that the trades that the College governs are relevant and viable to the economy. The main goal of the PEP is to strengthen the skilled trades system in Ontario by focusing investment into viable trades, revitalizing programs where necessary through regulatory changes or promotional efforts, and developing impact analyses to track future developments.

10. Divisional Board Update

It was reported that the issue of the eligibility exclusion Apprenticeship Training Tax Credit (ATTC) of the Service Sector trades was discussed again at the Service Divisional Board meeting on November 25, 2015. The Divisional Board recommended that the Divisional Board Chair and the Registrar develop a strategy to promote the interests of the trades affected by the ATTC eligibility exclusion. Although this was raised again in the April 4, 2016 meeting, there was no progress made on the issue.

11. Program Update – Program Membership Statistics

The Program Coordinator provided recent College membership statistics for the Arborist and

Utility Arborist trades for the period of April 8, 2013 to April 5, 2016. An overview of the Arborist Certificate of Qualification examination pass rates was also presented.

12. Training Delivery Agent – Update

M. Graves joined the meeting by telephone and provided a report on the Arborist programs at Humber College. It was noted that approximately 65 apprentices graduated from the program in late March 2016.

In addition to the traditional program that runs from January to March each year, in 2015 Humber College ran a second-level apprenticeship program this past September because of the large number of apprentices. Humber College is now trying to determine if there is a need to continually run a fall program as well as the traditional winter program, or if this increase in apprenticeship numbers was generated due to the December 2014 ice storm.

It was also reported that Humber College is running an arborist pre-apprenticeship program using the level one apprenticeship program with 24 students.

13. Arborist Safe Work Practices (ASWP) Committee Update

P. Wynnychuk reported that Steve Matsumoto of the City of Toronto has taken over as the Chair of the Arborist Safe Work Practices Committee (ASWP), the next meeting of which is May 5, 2016. He also advised that the ASWP document is now only available online at arboristsafeworkpractices.com/home.

P. Wynnychuk indicated that he is compiling a list of industry fatalities from various media sources. The Ministry of Labour representative also sends a list of injuries and fatalities to the ASWP. This information will be of assistance going forward in determining the nature of the issues and any need for change to arborist safety practices. Articles will be forwarded to the Program Coordinator for distribution to the Trade Board and other stakeholders as deemed relevant.

14. Emerald Ash Borer (EAB) Update

P. Wynnychuk noted that there has not been a great deal of news on EAB during the winter but this will change once the season advances and the leaves are out on the trees. A Barrie, Ontario newspaper recently reported that 5,400 Ash trees will be removed in the area due to EAB.

15. Ontario Urban Forestry Council (OUFC) Update

P. Wynnychuk presented an update on the activities of the Ontario Urban Forestry Council. A letter was sent to the Premier in February to request that tree firms be licensed in the Province of Ontario. In March, the response from the Premier's office was that it was hoped that one of the Ministers would pick up on OUFC's suggestion. There has been no additional news to date and, as such, a follow up letter will be sent soon.

P. Wynnychuk mentioned that, thanks to the efforts of Fleming College students, there will be a listing of 150 community groups that are interested in urban forest related issues posted on the map page of the OUFC website by the end of May. The goal is to locate and house information on Urban Forest community groups in one place: <http://www.oufc.org/tree-education/community-action/>.

16. Industry Update

W. Whatley reported that Ontario Forestry Association and Trees Ontario amalgamated and is now called Forest Ontario. The goal of the new organization is to be the advocate for the forestry

sector and to be the group that government agencies consult with when it comes to any issue that deals with trees in the province.

17. Next Scheduled Meeting and Location

The next meeting is to be scheduled for September in St. Catherine’s, Ontario.

18. Adjournment

The meeting was adjourned at 2:10 p.m.

“Tami Sadonoja”

Tami Sadonoja, Chair

September 20, 2016

Date

ⁱ Recording Officer