



# Minutes

## Auto Body & Collision Damage Repairer Trade Board Meeting

June 15, 2015 at 9:30 a.m.  
Fanshawe College, Z Building, Room Z1029  
1764 Oxford Street East  
London, ON N5V 3R6

### Trade Board Members in Attendance

Alex Leith, Chair  
Don Deane, Vice-chair  
Greg Breadman

Robert Hicks  
Wayne James  
Peter Topetto

### Trade Board Members not in Attendance

None

### Resource Persons/Guests in Attendance

Samantha Anderson, Project Director, Dean Review  
Tony Dean, Reviewer, Dean Review  
John Norris, Executive Director, Collision Industry Information Assistance (CIIA)

### Staff in Attendance

Franca Silvaggio, Program Coordinator<sup>1</sup>  
Hartley Ellis, Enforcement Officer

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#### 1. Call to Order/Welcome

The Chair called the meeting to order at 9:30 a.m. and welcomed everyone.

#### 2. Approval of Agenda

**ON A MOTION MADE BY R. Hicks, SECONDED BY G. Breadman AND CARRIED**, the agenda was approved as circulated.

#### 3. Conflict of Interest

No conflicts of interest were declared.

#### 4. Previous Minutes

**ON A MOTION MADE BY P. Topetto, SECONDED BY W. James AND CARRIED**, the minutes of the Trade Board's March 3, 2015 meeting were approved as tabled.

## **5. Trade Board Resolutions & Issues Update**

The Trade Board reviewed the three (3) letters addressed to the Chair by the Motive Power Divisional Board Chair, Catherine Poultney, on resolutions made at the December 11, 2014 Trade Board meeting.

With respect to the resolution in which the Trade Board recommended that the College issue a letter to apprentices at renewal time, the Trade Board requested timelines of when this initiative will be implemented.

With respect to the resolution in which the Trade Board recommended that Auto Body trades be used in a pilot project and managed by CIIA, the Trade Board requested more details, specifically timelines for when a meeting between MTCU and OCOT would take place.

With respect to the resolution in which the Trade Board recommended that the Academic Entry Requirements for Auto Body Repairer (310Q) be raised from grade 10 to grade 12, the Trade Board had a discussion with respect to potentially leaving the 310Q AER at grade 10 as this would facilitate entry for those that only have grade 10 but who intend to eventually achieve the 310B certification. Some individuals expressed their concern that raising 310Q may discourage individuals interested in this trade but who don't have grade 12. In addition, the Enforcement Officers will now catch those with a 310Q licence who are performing the work of 310B/

## **6. College of Trades Update**

### **7.1 Registrar's Report (Membership Services and Communications and Marketing)**

The Trade Board reviewed the April 21, 2015 Registrar's Report. The Program Coordinator provided some Member Services statistics including that as of the end of the first quarter in 2015, there were 235,290 members in good standing.

The Program Coordinator also shared a copy of the Ipsos Reid poll article provided by the Communications Department. The Trade Board inquired about who was polled and which membership classes the individuals belong to.

### **7.2 Compliance and Enforcement Update**

The Program Coordinator shared enforcement statistics from May 2013 to March 2015 as well as January 1 to March 31, 2015 concerning the Motive Power sector including field inspections, provincial offenses notices and calls regarding complaints/incidents received by the Enforcement Call Centre specific to Auto Body shops. The Trade Board was advised that from May 2013 to March 2015, 124 calls regarding complaints/incidents were received and 724 people have been found working in the Auto Body trade without any authority or credentials to do so.

H. Ellis provided a summary of Compliance and Enforcement activity and addressed questions from the Trade Board specific to the role of the Enforcement Officers. He advised that EOs provide shops the opportunity to come into compliance when found to be in violation of the act. Some individuals are able to provide some proof that they are trying to come into compliance (i.e. paid to write C of Q exam or going through the Trade Equivalency Assessment process). H. Ellis also advised that where elements of the offence do not exist (i.e. the EO has not actually witnessed the offense), a warning is left for the employer/shop owner and the EO will follow up at a later date. Also, an Inspection Field Summary Report is left after every inspection.

### **7.3 Dean Review**

T. Dean discussed his ongoing review of the College's scope of practice and trade classification

review processes, including the Review’s terms of reference. T. Dean asked the Trade Board to provide their commentary and feedback as this would assist with formulating his final recommendations. T. Dean advised that almost all written submissions received had requested the opportunity to make oral presentations as well. The Trade Board was informed that approximately 110 written submissions were made and that T. Dean has met with approximately 47 Trade Boards and several other stakeholder groups around Ontario. It was noted that J. Norris made a submission and also had an oral presentation.

A discussion took place regarding the Scope of Practice for the Auto Body trades and the overlap with the Automotive Service Technician (AST) trade, for example, the removal of panels and bumpers to do mechanical work. The issue with the Automotive Glass Technician (274L) trade was also discussed, namely that the Trade Board believes strongly that glass is a part of the structural integrity of the vehicle and that this is becoming even more of a reality due to the emerging technology.

A discussion also took place regarding the insurance issues impacting the Auto Body trades, specifically that some appraisers are not licenced and therefore don’t know what they are appraising. Furthermore, shops are not being compensated by the insurance companies to do the work that is required; most feel that insurance companies are only concerned with the lowest quotes customers provide and that this is compromising public safety. The other concern expressed is that wage rates for the Auto Body trades are low due to the fact that this industry is dominated by the insurance companies.

## 7. Program Update

### 8.1 Trade Apprenticeship/Journeyman Trade Statistics

The Program Coordinator shared statistics for Auto Body & Collision Damage Repairer (310B), Auto Body Repairer (310Q), Automotive Painter (410N) and Automotive Glass Technician (274L) trades as of June 1, 2015:

Automotive Glass Technician	Auto Body and Collision Damage Repairer	Auto Body Repairer	Automotive Painter
14	624	53	41
0	33	4	1
0	4136	185	15
0	0	0	0

A verbal update was also provided on apprentice/challenger exam pass/fail stats up until June 3, 2015. J. Norris advised that CIIA is still running several Certificate of Qualification (C of Q) preparation courses in Hamilton and Toronto. He reminded the Trade Board that many Auto Body shops are using the Canada Ontario Job Grant to help cover the costs associated with these courses (which cover up to 2/3 of the costs). The Trade Board would like to see these stats categorized by TDA/College. The Program Coordinator advised that at this point this is not possible.

### 8.2 Apprenticeship Training and Curriculum Standards

The Program Coordinator advised that the Apprenticeship Training Standards for the Auto Body & Collision Damage Repairer (310B), the Auto Body Repairer (310Q) and the Automotive Painter (410N) trades will be released in the next 1 to 2 weeks. The 310B trade is being released in a new Log Book format and will be sent to all new Apprentices. The Program Coordinator shared a hard copy of the new AST Log Book to provide the Trade Board with a sample of the new format.

The Trade Board was advised that the DRAFT Curriculum Standard for 310B and 310Q is currently

with the Working Committee Group for final review. The Trade Board was notified that the next steps include a review by this Trade Board as well the Heads of Apprenticeship (HAT) Committee.

### **8.3 Motive Power Divisional Board Meeting Minutes**

The Program Coordinator provided a copy of the DRAFT March 2, 2015 Motive Power Divisional Board meeting minutes. The Trade Board reviewed the document.

### **8.4 Fact Sheets**

The Trade Board worked on the fact sheets for 310B, 310Q and 410N. The Program Coordinator will send DRAFT copies for a final review.

## **9. Other Business**

The Trade Board expressed that minutes are not being posted on the OCOT website in a timely manner. The Program Coordinator will communicate this back to the appropriate OCOT staff.

J. Norris updated the Trade Board on several initiatives:

- CIIA has negotiated with NACE (The International Autobody Congress & Exposition) to get free entry/training for apprentices and journeypersons at the upcoming conference in July 2015. The cost is \$25 and this includes up to 7 Original Equipment Manufacturer (OEM) technical training courses.
- The next CIIA workshop is scheduled for Vaughan, Ontario.
- C of Q prep courses are on-going.
- CIIA is sponsoring Street Smart Training for Auto Body shops
- The next Apprenticeship Disconnect ‘dialogue’ is scheduled for a follow-up in the fall.
- CIIA is running Basic Estimating courses and currently looking at scheduling Predictive Estimating courses in the near future.

W. James briefed the Trade Board on the CIIA workshop he attended and some of the issues that were raised by the Auto Shop industry concerning their trades:

- Independent shops need and want a voice through a committee so that they can express concerns; one of these issues is that they feel the insurance companies run this industry
- Auto Body shops are have difficulty finding both Apprentices and Journeypersons
- There is a lack of vocational/trade schools in Auto Body

## **10. Next Scheduled Meeting/Event**

The Chair confirmed that the next meeting of the Trade Board is scheduled for October 19, 2015.

## **11. Adjournment**

The meeting was adjourned.

“Alex Leith”

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Alex Leith, Chair

October 19, 2015

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Date