



Minutes

Auto Body & Collision Damage Repairer Trade Board Meeting

June 17, 2016 at 9:30 a.m.
CSN Golden Triangle Collision - Boardroom
435 Sheldon Drive
Cambridge, Ontario, N1T 2B7

Trade Board Members in Attendance

Wayne James, Chair	Robert Hicks
Adrian Gaspell, Vice-Chair	Alex Leith
Don Deane	Peter Topetto

Trade Board Members not in Attendance

None

Resource Persons/Guests in Attendance

John Norris, Executive Director, Collision Industry Information Assistance (CIIA)

Staff in Attendance

Franca Silvaggio, Program Coordinatorⁱ
Hartley Ellis, Enforcement Officer

1. Call to Order/Welcome

The Chair called the meeting to order at 9:10 a.m. and welcomed the newest member to the Trade Board, Adrian Gaspell. He asked everyone to introduce themselves to the new member. A. Gaspell provided a brief introduction to the Trade Board.

2. Approval of Agenda

ON A MOTION MADE BY P. Topetto, SECONDED BY A. Gaspell AND CARRIED, the agenda was approved as tabled.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION MADE BY D. Deane, SECONDED BY P. Topetto AND CARRIED, the minutes of the Trade Board's February 2, 2016 meeting were approved as tabled.

5. Trade Board Resolutions & Issues Update

The Trade Board reviewed the two letters from the Motive Power Divisional Board (MPDB) concerning resolutions made at the Trade Board's April 6, 2016 meeting which were addressed to the Chair and then shared with the Trade Board via email.

With respect to the Trade Board's recommendation that the issue of Training Delivery Agents (TDA) cancelling, changing or postponing apprenticeship 'in-school' programs is critical and needs to be prioritized as apprentices are at a disadvantage and being ignored, the Divisional Board advised that Ontario College of Trades (the College) governance and staff met with the Ministry of Training, Colleges and Universities (MTCU) to discuss these concerns. The Trade Board was asked to provide specific examples and send them to the Program Coordinator.

A discussion took place regarding TDAs and it was noted that there is no longer a TDA for the Automotive Painter (410N) trade. Centennial College was the only TDA in the past.

6. College of Trades Update

6.1 Registrar's Report (Executive Summary/Operations Report/Strategic Goals and Priorities)

The Trade Board reviewed the Executive Summary of the Registrar's Report for the First Quarter of 2016. The Program Coordinator highlighted some key areas, including:

- As of the end of the first quarter of 2016, there were 234,399 College members (i.e. all membership classes) in good standing in both compulsory and voluntary trades
- Motive Power and Residential Construction blitzes by Enforcement Officers are planned in 2016
- Policy, Programs and Evaluations deliverables including new and revised products
- Compliance & Enforcement data on field visits, unauthorized workers, provincial offences and prosecutions specifically pertaining to Motive Power (i.e. garages and auto body shops)
- Trade Equivalency Assessment (TEA) data for the First Quarter (1,781 applications received)
- Complaints and Registration Appeals panel summaries
- Formal complaints made against College members (7 in Motive Power garages for this period)
- Strategic Goals and 2016 Strategic Priorities

H. Ellis provided some more detail on the Compliance & Enforcement statistics and answered some questions from the Trade Board.

6.2 Transfer to the Ministry of Labour

The Program Coordinator shared a copy of the statement made by the College's Registrar and CEO, David Tsubouchi. The Trade Board was advised that day-to-day operations of the College remain the same.

6.3 Motive Power Exemptions

A draft copy of the 'plain language' Motive Power Exemptions document was shared with the Trade Board. H. Ellis explained a few scenarios where the exemptions could be problematic to apply.

6.4 310B Practical Exam

P. Topetto reminded the Trade Board that a practical exam this was developed in the days when MTCU was still accountable for trades' regulation. The MTCU staff responsible at the time is no longer with MTCU. The Program Coordinator followed up with the Ministry and this exam could not be located. Most Trade Board members want a practical exam developed; not necessarily for accommodation purposes only but also because they believe there should be more than just one

way to assess apprentices. This will remain a standing item agenda.

6.5 Job Board Website

The Trade Board was informed that the College has launched a pilot project to help people search, apply and hire for jobs and apprenticeships in the skilled trades. The website was provided for further information: www.HireWithConfidence.ca. The Trade Board was advised that the portal allows employers who are members of the College’s Employers/Sponsors Class or Journeypersons Class to post jobs and use it to search for apprentices and certified tradespersons for hire.

The Program Coordinator provided a handout with details and accessed the website for demonstration.

6.6 Provincial Budget

The Trade Board was informed that the College was recently mentioned in the Provincial Budget announcement including the Dean Report and the proposed recommendations from the report.

7. Dean Report

A summary of the Dean Report was briefly reviewed. The Program Coordinator advised that there are on-going discussions on the Dean Report. On the issue of Trade Classification Reviews (TCRs), the Trade Board was reminded that the Dean Report recommended that the responsibility for TCRs be transferred to the Minister with support from a new government secretariat; however, TCRs would still be initiated through Trade Boards who, along with the Divisional Boards, play an important role in this process. All trades that made applications prior to Mr. Dean’s review will maintain their place in the queue to apply for compulsory status under the new process. The Program Coordinator will provide an update as more information becomes available.

A discussion took place regarding both the TCR and Scope of Practice (S of P) components. The Trade Board wants to work on updating the S of P for all four trades represented on this Trade Board. W. James and A. Gaspell volunteered to begin the process by reviewing each of the existing S of P of each trade. The Program Coordinator will compile these in one MS Word document and email it to W. James and A. Gaspell. This work will be reviewed by the full Trade Board at the next meeting.

8. Program Update

8.1 Trade Apprenticeship/Journeyperson 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 for the period ending May 31, 2016:

AUTO BODY STATS (as of May 31, 2016)				
Trade_Code	274L	310B	310Q	410N
Trade_Name	Automotive Glass Technician	Auto Body and Collision Damage Repairer	Auto Body Repairer	Automotive Painter
TradeTotal	12	5034	268	57
Apprentices	12	646	61	40
Candidate_JPs	0	29	2	0
Journeypersons	0	4359	205	17
Tradespersons	0	0	0	0

A verbal update was also provided on the Apprentice/challenger Certificate of Qualification (C of Q) exam pass/fail statistics for the period ending February 1, 2016.

A discussion took place regarding the steady increase in number of Journeypersons in 310B.

8.2 Apprenticeship Training and Curriculum Standards

The Program Coordinator reminded the Trade Board that the new Log Book for the Auto Body & Collision Damage Repairer (310B), Auto Body Repairer (310Q) and the Automotive Painter (410N) Apprenticeship Training Standards is available on the College's website and is also being mailed out to Apprentices once they have signed a Registered Training Agreement (RTA) and become members of the College.

8.3 Curriculum Standards

The Trade Board was advised that the Curriculum Standards for 310B and 310Q were approved by the Motive Power Divisional Board and that official implementation is set for September 2016.

8.4 Red Seal Exams

The Program Coordinator advised that Automotive Painter Red Seal exam has been released and the Motor Vehicle Body Repairer (Metal and Paint) exam is scheduled for release within the next few months.

8.5 Motive Power Divisional Board Meeting Minutes

The Program Coordinator provided a copy of the March 8, 2015 Motive Power Divisional Board meeting minutes. The Trade Board reviewed the document.

9. Vice-Chair Elections

ON A MOTION MADE BY P. Topetto, SECONDED BY A. Leith AND CARRIED, A. Gaspell was elected as the Vice-Chair for a one-year term.

10. Other Business

The Trade Board engaged in a round table discussion on issues impacting their trades including the differing door rates across Ontario; for example, \$52-\$55 in the Greater Toronto Area versus \$84 in Thunder Bay. The Trade Board tabled agenda items to be discussed at the next meeting, including: creating a sub-committee with industry stakeholders, creating a survey to send to the industry, and inviting guests to these meetings on a regular basis.

W. James shared information his on-going work with the Tropicana Services pre-apprenticeship program.

J. Norris updated the Trade Board on several initiatives:

- CIIA workshops across Ontario and the College's presence at most of these workshops
- Apprenticeship Disconnect project: awards ceremony for Level 3 graduating Apprentices has received sponsorship/funding from 3M and J. Norris is in the process of working with the TDAs to coordinate these events
- CIIA assistance to the Tropicana Services pre-apprenticeship program via food vouchers
- Mohawk College will be offering a pre-apprenticeship program starting in 2016
- J. Norris is canvassing a sponsor for the Orientation initiative
- C of Q preparation courses are on-going and feedback has been positive

A follow-up discussion took place regarding insurers in Ontario. The Program Coordinator reminded the Trade Board that the first meeting between the College and the Insurance Bureau of Canada took place earlier this year and subsequent meetings are in the planning stages. J. Norris advised that he was invited to attend the next meeting. The Chair requested an invite, if possible. The Program Coordinator will provide more information as it becomes available.

11. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is scheduled for September 26, 2016.

12. Adjournment

ON A MOTION MADE BY D. Deane, SECONDED BY A. Gaspell, and CARRIED unanimously, the meeting was adjourned at 3:30 p.m.

“Wayne James”

Wayne James, Chair

September 26, 2016

Date

i Recording Officer