



# Minutes

## Auto Body & Collision Damage Repairer Trade Board Meeting

March 10, 2014 at 9:30 a.m.  
Carstar Oakville East  
916 Winston Churchill Blvd., Boardroom  
Oakville, ON, L6J 7X5

### Trade Board Members in Attendance

Robert Hicks, Chair  
Alex Leith, Co-Chair  
Greg Breadman

Don Deane  
Peter Topetto

### Trade Board Members not in Attendance

Henning Hansen

### Resource Persons/Guests in Attendance

John Norris

### Staff in Attendance

Franca Silvaggio, Program Coordinator  
Dev Baichan, Program Coordinator  
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 D. Baichan and H. Ellis.

#### 2. Approval of Agenda

**ON A MOTION MADE BY P. TOPETTO, 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 A. LEITH, SECONDED BY G. BREADMAN AND CARRIED**, the draft minutes of the Trade Board's October 11, 2013 meeting were approved as tabled.

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

The Program Coordinator referred to the resolutions outstanding in the triage process. With respect to the Automotive Painter and Automotive Glass trades requesting a trade classification review, the Trade Board has decided to put these on hold until further notice.

**ON A MOTION MADE BY G. BREADMAN, SECONDED BY A. LEITH AND CARRIED**, the Auto Body & Collision Damage Repairer Trade Board votes to defer its request for Trade Classification Reviews for the Automotive Painter trade and Automotive Glass Technician trade.

The Trade Board was advised that the College of Trades will be hosting a dialogue session involving representatives of the College, Ontario's Colleges of Applied Arts and Technology, and other apprenticeship stakeholders in April 2014. Trade Board members were invited to attend and will be apprised of details as they become available.

A discussion took place with respect to apprentices with Registered Training Agreements not attaining level 1 of their apprenticeship program.

**6. Scope of Practice**

The Program Coordinator presented an Information Note developed by the College's Policy Department titled "Overview - Scope of Practice Regulation Review and Amendment Process".

**ON A MOTION MADE BY A. LEITH, SECONDED BY G. BREADMAN AND CARRIED**, the Trade Board recommends amendments to the Scope of Practice for the Auto Body & Collision Damage Repairer trade and the Auto Body Repairer trade.

**7. College of Trades Update**

**7.1 Registrar's Report**

D. Baichan summarized the key areas of the October/November 2013 report.

Members were notified that the review panel in the Sprinkler and Fire Protection Installer trade classification review (TCR) conducted an Oral Consultation on January 6, 2014 and a decision is expected in June 2014. Members were also notified that the Construction Millwright TCR was formally launched on February 28, 2014 and the deadline for written submissions is April 14, 2014.

**7.2 Motive Power Divisional Board Meeting minutes**

The Program Coordinator distributed the minutes of the September 16, 2014 meeting.

**7.3 Enforcement Update and Issues discussion**

The Program Coordinator updated members on recent statistics and data provided by the Compliance & Enforcement Department.

A discussion took place regarding several issues Enforcement Officers have encountered in the field specific to this trade. Members deliberated on the scope of practice of 310B and 310Q which they view as the cause of Enforcement concerns due to the vagueness of the scope.

**8. Trade Classification Review for Automotive Painter and Automotive Glass Technician**

Please see item 5.

## 9. Program Update

### 9.1 Trade Apprenticeship/Journeyman Trade Statistics

The Program Coordinator shared statistics provided by the Ministry of Training, Colleges and Universities (MTCU) on apprentices and other related statistics for Auto Body & Collision Damage Repairer, Auto Body Repairer, Automotive Painter and Automotive Glass Technician for the fourth quarter of 2013. OCOT statistics on registered Apprentices, registered Journeyman Candidates, registered Journeymen and registered Tradespersons were also provided.

A discussion took place regarding the drop in registrations year-over-year and the Trade Board speculated on the reasons for the decline.

### 9.2 Apprenticeship Training and Curriculum Standards

The Trade Board approved the draft Training Standards for the Auto Body & Collision Damage Repairer, the Auto Body Repairer and the Automotive Painter Apprenticeship trades.

**ON A MOTION MADE BY G. BREADMAN, SECONDED BY A. LEITH AND CARRIED**, the Trade Board recommends that the Training Standards for Auto Body & Collision Damage Repairer, Auto Body Repairer and Automotive Painter Apprenticeship be released.

A discussion took place regarding the Apprenticeship Curriculum Standards and the requirement for additional hours to accommodate the new content that will be included. Several options were discussed including having students take the WHMIS and Hoist Training content through online or CD-based training prior to the in-class course in order to free up some hours.

### 9.3 NOA Workshops Update

The Program Coordinator informed members that the National Occupational Analysis (NOA) Review and Validation/Weighting workshops for Automotive Painter and Motor Vehicle Body Repairer (Metal and Paint) were conducted on February 11 and 12, 2014, respectively.

## 10. Other Business

Members conducted a roundtable discussion on current labour market trends in the auto body field and upcoming events that may impact this trade. J. Norris provided an update to members on several upcoming events.

## 11. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is scheduled for July 11, 2014 at MAACO in Milton, Ontario.

## 12. Adjournment

The meeting was adjourned.

“Robert Hicks”

Robert Hicks, Chair

July 11, 2014

Date