



# Minutes

## Auto Body & Collision Damage Repairer Trade Board Meeting

September 26, 2016 at 9:00 a.m.  
Assured South Barrie Collision  
Boardroom  
72 Caplan Avenue  
Barrie, ON L4N 9J2

### 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 Coordinator<sup>i</sup>  
Hartley Ellis, Enforcement Officer  
Catherine Poultney, Chair, Motive Power Divisional Board\*

\*Participated by teleconference

---

#### 1. Call to Order/Welcome

The Chair called the meeting to order at 9:00 a.m. and suggested that the Trade Board begin with a tour of the facilities which was provided by the Assured South Barrie Collision Shop Manager.

#### 2. Approval of Agenda

**ON A MOTION MADE BY P. Topetto, SECONDED BY R. Hicks 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 A. Leith, SECONDED BY A. Gaspell AND CARRIED,** the minutes of the

Trade Board's February 2, 2016 meeting were approved as tabled.

## 5. Updates from Motive Power Divisional Board

C. Poultney called into the meeting to update the Trade Board on several on-going matters and thanked the Trade Board for their work to date. The following items were discussed:

- On-going meetings between the College and the Insurance Bureau of Canada (IBC): The Chair would like Trade Board representation at these meetings. C. Poultney explained that, at this time, the appropriate representatives are at the table and the Trade Board will be kept updated as matters progress.
- Dean Report: The Trade Board was reminded that appeals of College enforcement tickets issued under Part I of the *Provincial Offences Act* may be heard by the Ontario Labour Relations Board (OLRB) going forward. It is believed that most appeals will originate in the construction trades and unionized sectors specifically and will have little impact on the Motive Power sector which is largely non-unionized. Trade Classification Review (TCR): The process is still on hold pending legislative amendments that may flow from the Dean Report recommendations. A general discussion also took place regarding the proposed TCR panel roster of experts
- Program Evaluation Process (PEP): C. Poultney explained that many of the 156 named trades currently have no path forward and thus the goal of the PEP is to streamline these to approximately 70-80 trades, and therefore de-prescribing some trades.
- Awards: The Trade Board was informed of recent awards won by the College, including for diversity.
- Academic Entry Requirements (AER): Responsibility for the AER regulation was transferred from the Ministry of Advanced Education and Skills Development (MAESD), formerly the Ministry of Training, Colleges and Universities (MTCU), to the College under the Ontario College of Trades and Apprenticeship Act (OCTAA). The AER for any given trade is the minimum requirement (for numeracy and literacy skills) individuals must meet to enter into a Registered Training Agreement (RTA). The Trade Board advised that a resolution was made in 2014 that the AER for Auto Body Repairer (310Q) be raised from grade 10 to 12. The Trade Board will revisit this resolution at its next meeting in 2017.
- Appointments Council: The Trade Board was advised that the Council does not have quorum at this time and therefore cannot meet to make any appointments to the College's governing structure.

Following this update, the Trade Board had a lengthy discussion on both the IBC issue and wage rates. On the IBC issue, the Trade Board feels strongly that as this is an issue concerning this Trade Board specifically, and that the Trade Board level of governance should be included in these discussions. After much discussion, the Trade Board made the following resolution:

**ON A MOTION MADE BY A. Gaspell, SECONDED BY A. Leith AND CARRIED**, the Trade Board recommends that the Chair of the Auto Body & Collision Damage Repairer Trade Board be included in current and future discussions between the Insurance Bureau of Canada and OCOT officials.

On the issue of wage rates, C. Poultney explained that this is not a priority at this time and that it is not within the purview of the College. The Trade Board reiterated that this industry is losing people due to the wage rates and that the former regulation should be reintroduced. They recognize that this is not within the College's responsibility, but they would like the wage rate process which was promised in an earlier meeting. They would also like to meet with the Automotive Service Technician Trade Board to discuss the issue of wage rates.

## 6. Trade Board Resolutions & Issues Update

The Program Coordinator reviewed all resolutions made since the inception of this Trade Board. They were reminded that some resolutions are pending until certain Dean Report recommendations are addressed.

## 7. College of Trades Update

The Trade Board reviewed the Executive Summary of the Q2-2016 Registrar’s Report. The Program Coordinator highlighted some key areas, including:

- Communications & Marketing Division’s on-going goal to increase public awareness through media engagement and the Trades Today magazine (the Program Coordinator shared copies of the Trades Today summer 2016 edition);
- As of the end of the second quarter of 2016, there were 232,021 College members (i.e. all membership classes) in good standing in both compulsory and voluntary trades;
- Large-scale new residential and ICI construction blitzes conducted by Enforcement Officers in May and June 2016 yielded a 92.74% and 91.26% compliance rate, respectively;
- Policy, Programs and Evaluations deliverables including new and revised products; and
- Trade Equivalency Assessment (TEA) data for the second quarter (1,417 applications received).

The Trade Board reviewed the Operations Report of the Q2-2016 Registrar’s Report. The Program Coordinator highlighted some key areas, including:

- Q2 Compliance & Enforcement data in the Motive Power sector (Garages and Auto Body Shops), including field visits (1345), unauthorized workers (376), tickets (49) and prosecutions (3);
- Number of Trade Board meetings and Training Standards produced in the Construction sector in Q2;
- Number of complaints about members of the College filed with the Complaints Committee (13).

## 8. 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 for the period ending September 1, 2016:

<b>ABCD REPAIRER STATS (AS OF SEPT 1)</b>				
Trade_Code	274L	310B	310Q	410N
Trade_Name	Automotive Glass Technician	Auto Body and Collision Damage Repairer	Auto Body Repairer	Automotive Painter
TradeTotal	<b>12</b>	<b>5050</b>	<b>273</b>	<b>62</b>
Apprentices	<b>12</b>	<b>660</b>	<b>64</b>	<b>41</b>
Candidate_JPs	<b>0</b>	<b>23</b>	<b>2</b>	<b>0</b>
Journeypersons	<b>0</b>	<b>4367</b>	<b>207</b>	<b>21</b>
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 increasing numbers in Automotive Glass Technician (274L) trade.

### **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) 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 have become members of the College.

### **8.3 Curriculum Standards**

The Trade Board was advised that the Curriculum Standards for 310B and 310Q were implemented in September 2016.

### **8.4 Red Seal Exams**

The Program Coordinator advised that Automotive Painter Red Seal exam was released in early 2016 and the Motor Vehicle Body Repairer (Metal and Paint) exam was released in October 2016.

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

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

### **8.6 Auto Body Repairer (310Q) Provincial Certificate of Qualification Exam**

The Program Coordinator advised that the exam plan workshop was conducted on September 8, 2016 and a 3-day exam development workshop is tentatively scheduled for October/November 2016.

### **8.7 310B Practical Exam**

The Trade Board believes that this is important for accommodation purposes and will continue to discuss this item as a standing agenda item.

### **8.8 Scopes of Practice (310B, 310Q, 410N and 274L)**

W. James and A. Gaspell will meet prior to the next Trade Board meeting to work on a draft of all four (4) scopes. The draft will be discussed at the next meeting. P. Topetto shared a working draft that will be referenced going forward.

## **9. Other Business/Industry Updates**

The Trade Board engaged in a round table discussion on issues impacting their trades, including a concern with the Automotive Glass Technician trade (274L). It was noted that the current culture and mindset in the industry suggests that since this is a voluntary trade, there is no benefit to obtain a certificate. The Motive Power exemptions further contribute to this problem. Most people agree that glass is now more than ever an integral part of the structure of the vehicle which makes it a real health and safety risk. The Trade Board recommended that this issue be given more attention using various recommended channels such as: Public Service Announcements on the OCOT website and Trades Today publication, and collision industry magazines such as Collision Quarterly and Collision Repair.

A discussion also took place regarding recruitment for Auto Body positions. There is a constant complaint from the industry that there is a shortage of licensed technicians. Some individuals attribute this to the lack of good wages (due to low door rates). The Trade Board feels that

employers are well versed on apprenticeship and that, in fact, they want licensed technicians instead of supporting apprenticeship and training interested individuals in becoming journeyperson technicians.

J. Norris updated the Trade Board on several initiatives:

- Several awards ceremonies for Level 3 graduating Apprentices have been coordinated and scheduled for the fall. Plaques and prizes will be handed out to successful graduates. 3M helps sponsor this. Parents are also invited.
- CIIA continues its assistance to the Tropicana Services pre-apprenticeship program by providing food vouchers.
- C of Q preparation courses are on-going on an as-needed basis.

A. Gaspell provided a summary of the Trade Board Chair/Vice-Chair training session which took on September 22, 2016 at the College of Trades.

**10. Next Scheduled Meeting/Event**

The Chair confirmed that the next meeting of the Trade Board is scheduled for early February 2017.

**11. Adjournment**

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

“Wayne James”

\_\_\_\_\_  
Wayne James, Chair

February 9, 2017

\_\_\_\_\_  
Date

\_\_\_\_\_  
i Recording Officer