



# Minutes

## Automotive Service Technician Trade Board Meeting

February 19, 2016 - 9:30 a.m.  
Centennial College – Ashtonbee Campus  
School of Transportation – Room 119, Warden Building  
75 Ashtonbee Road,  
Toronto, ON M1L 4N4

### Trade Board Members in Attendance

Dave Parke, Chair	Stephen Oddy
Charlotte Ballantyne	Greg Pilecki
Georges Guyenot	Bradley Swanson
Qamar Masood	Jeffrey Taylor
Eli Melnick	

### Trade Board Members not in Attendance

Elizabeth Leydolt

### Resource Persons/Guests in Attendance

Bob Lickers, Ministry of Transportation

### Staff in Attendance

Shaun Lelonde, Trade Analyst  
Elliot Siemiatycki, Policy Analyst  
Dominic Machado, Enforcement Officer  
Rottena Sparks, Program Coordinator<sup>1</sup>

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#### 1. Call to Order/Welcome

The Chair called the meeting to order at 9:33 a.m. and welcomed the Trade Board members to the meeting, with a special welcome to the newest members.

#### 2. Approval of Agenda

**ON A MOTION DULY MADE BY C. Ballantyne, SECONDED BY Q. Masood AND CARRIED**, the agenda was approved as amended.

#### 3. Conflict of Interest

No conflicts of interest were declared.

**4. Previous Minutes**

**ON A MOTION DULY MADE BY Q. Masood, SECONDED BY C. Ballantyne AND CARRIED**, the draft minutes of the Trade Board’s September 11, 2015 meeting were approved as tabled.

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

**Streamlining the process for employers to become members of the College**

At its September 11, 2015 meeting, the Trade Board recommended to the Motive Power Divisional Board (MPDB) that the College “look at ways of streamlining the process for employers to become members of the College.” In a letter dated December 15, 2015, the MPDB advised that it does not support the recommendation at this time because it is part of a larger plan to facilitate membership in the College among a number of stakeholders, including Employers/Sponsor, ‘Lifetime’ CofQ holders in voluntary trades, and others.

G. Pilecki advised that there are still concerns among some employers who register as members of the College due to the fact that in some cases their company’s name is not showing up on the College’s Public Register despite being Employer class members in good standing.

In other cases, Trade Board members advised that they have tried to register their company as an employer only to have the application returned. The Trade Board still believes that the College’s membership registration process for employers is too cumbersome, and it was suggested that there may be an internal problem with the College’s system. The Program Coordinator will follow-up with the appropriate department.

**ON A MOTION DULY MADE BY D. Parke, SECONDED BY G. Pilecki AND CARRIED**, the Automotive Service Technician Trade Board will respond to the Motive Power Divisional Board in writing to clarify its concerns with the membership registration process for employers/sponsors and how they are being displayed on the Public Register.

**Strategic Plan**

Following a discussion about the College’s Strategic Plan 2015-2020, the Trade Board inquired about the College’s strategic priorities for 2016.

**ON A MOTION DULY MADE BY G. Pilecki, SECONDED BY D. Parke AND CARRIED**, the Trade Board would like to obtain more details on the 2016 list of strategic priorities.

**6. College of Trades Update**

**6.1 Communications and Marketing**

Members of the Trade Board and members of the College are still not receiving their publications. The Chair will contact the Communications and Marketing department.

**6.2 Compliance and Enforcement**

Staff provided Compliance and Enforcement statistics for 2015. In December, two blitzes were conducted in the Markham and London areas. In a 2-km radius, 171 shops were found to be non-compliant; 295 workers were checked and 26 tickets/fines and 70 warnings were issued. The Trade Board would like to see the College receive a percentage of fines paid to the local municipality.

**6.3 Update on Motive Power Divisional Board Meeting**

Staff reminded the Trade Board of the upcoming Motive Power Divisional Board meeting which is scheduled for March 8, 2016.

## **7. Program Updates**

### **7.1 Apprenticeship Trade Statistics**

The Trade Board received a summary of the apprenticeship statistics for the following trades: Automotive Service Technician (310S), Transmission Technician (310D), Alignment and Brake Technician (310E), and the Automotive Electronic Accessory Technician (310K) for the period April 2013 to February 2016.

### **7.2 Exam Complaints**

The Trade Board reviewed certain exam complaints and provided comments on the test questions.

### **7.3 Red Seal Occupational Standard (RSOS)/Harmonization Updates**

Staff reported on the recent RSOS/Harmonization workshop that took place December 6-11, 2015. Each province had representation consisting of one subject matter expert, one employer and one college instructor. In February 2016, as a follow-up to the RSOS/Harmonization workshop, a few members of the Trade Board participated in a Pan-Canadian webinar with stakeholders.

## **8 Industry Updates**

### **8.1 Motive Power Clear Language Document**

D. Machado and S. Lalonde joined the meeting at 12:35 p.m. and provided a document to help the public, staff and enforcement officers bring clarity to Ontario Regulation 277/11 (Scope of Practice – Trades in the Motive Power Sector). The Trade Board has previously reviewed this draft document. However, with the recent addition of new members joining the Trade Board, it was agreed that an additional week be given to review the document. The Trade Board will submit its feedback to the Program Coordinator.

The Trade Board agreed to review and discuss Regulation 277/11 at its next meeting.

### **8.2 Passenger Light Duty Vehicle Inspection Standard**

B. Lickers joined the meeting at 1:45 p.m. and reported that the final edit of the Inspection Standard is now posted on the MTO website. There is a change to the content. Ministry of Transportation (MTO) enforcement officers have been trained on the Standard. The implementation date is July 1, 2016. MTO has begun conducting a series of information sessions to various stakeholders throughout Ontario. MTO has been working with the Automotive Aftermarket Retailers of Ontario (AARO) to deliver these sessions as well as assisting in training and educating the technicians on the Standard. The training manual will be made available to download. MTO would like to partner with the College to assist with these training sessions. The Trade Board thanked B. Lickers for his presentation and he left the meeting at 2:24 p.m.

### **8.3 Program Evaluation Process**

E. Siemiatycki joined the meeting at 1:45 p.m. and presented on the College's Program Evaluation Process (PEP). He advised that before any final decisions are made, there will be key discussions/consultations with the Trade Board(s) concerned and noted that the PEP is not focused on de-prescribing trades. The Trade Board thanked E. Siemiatycki for his presentation and he left the meeting at 3:45 p.m.

### **8.3 Focus Group Meeting**

The Trade Board agreed to table this for discussion at the next meeting.

### **8.4 Ratios**

The Trade Board discussed the apprentice-to-journeyperson ratio in connection with the trade of Automotive Service Technician and it was agreed that the discussion will be continued at the next meeting.

### **8.6 Trade Reclassification for Fleet and Unionized Techs**

G. Guyenot reported that several fleet industry stakeholders, servicing fleet vehicles in the Toronto area, have expressed concerns over what they feel is a mismatch of vehicle and technicians' license classifications.

According to the Scope of Practice, split fleets are fleets with multiple vehicle types divided by weight. The vehicle of concern is a single vehicle type-step van, but their gross weight ranges from 5,000 kg to 10,700 kg and splits the fleet (9,000 kg is the dividing point).

This mismatch is creating hindrances with fleet management, resulting in difficulties and conflicts with unions, job assignments, hiring, etc. Further, the lack of experience for 310T technicians in these fleets may not be in the best interest for the company, trade or public. This topic developed into a lengthy discussion and, as a result, the Trade Board felt it would be important to engage in further discussions with the Truck and Coach Technician Trade Board. It was agreed the Trade Board will request an invitation for an Automotive Service Technician Trade Board representative to meet with the Truck and Coach Technician Trade Board and present this issue to them. The Trade Board unanimously agreed to have G. Guyenot be the representative from the Automotive Service Technician Trade Board.

## **9 Next Meeting**

The next meeting of the Trade Board has been scheduled for June 10, 2016.

## **10 Adjournment**

**ON A MOTION MADE BY D. Parke, SECONDED BY G. Pilecki AND CARRIED**, the meeting was adjourned at 4:33 p.m.

"Dave Parke"

Dave Parke, Chair

June 10, 2016

Date

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<sup>i</sup> Recording Officer