



# Minutes

## Automotive Service Technician Trade Board Meeting

February 7, 2014 at 9:30 a.m.  
Centennial College, Ashtonbee Campus  
75 Ashtonbee Road, Room C-125  
Toronto, ON, M5G 2K4

### Trade Board Members in Attendance

Qamar Masood, Chair  
Charlotte Ballantyne  
Paul Gallagher  
Mike Hickey

Elizabeth Leydolt  
Greg Pilecki  
Robert Thompson  
Dave Parke

### Trade Board Members not in Attendance

Joshua Reil, Vice-Chair

### Resource Persons/Guests in Attendance

Dave Samalea, Centennial College

### Staff in Attendance

Rottena Sparks, Program Coordinator

\*Attended by teleconference

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#### 1. Call to Order/Welcome

The Chair called the meeting to order at 9:40 a.m. and welcomed D. Samalea.

#### 2. Approval of Agenda

**ON A MOTION MADE BY E. Leydolt, SECONDED BY P. Gallagher 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 R. Thompson, SECONDED BY P. Gallagher AND CARRIED**, the draft minutes of the Trade Board's September 27, 2013 meeting were approved as tabled.

**5. Scope of Practice Update**

Staff advised that OCOT's Scope of Practice project has been put on hold until further notice.

**6. College of Trades Update**

**6.1 Membership Update**

Staff advised that the online membership application is now available. Staff also advised that the call centre hours of operation are now Monday to Friday 7:00 a.m. to 7:00 p.m. to handle the high volume of calls being fielded by staff in the lead-up to April 8, 2014 (the 1-year anniversary of the College).

**6.2 Media and Communication Update**

Staff advised that the Appointments Council is currently accepting applications to fill vacancies on the Automotive Service Technician Trade Board. It is also seeking applicants from the Motive Power sector to fill a vacancy on the Board of Governors. Applications must be submitted through the Appointments Council website.

It was noted that the National Apprenticeship Conference – Skilled Trades Summit will take place in Ottawa on June 1-3, 2014. More information is available at [www.skilledtradesummit.ca](http://www.skilledtradesummit.ca).

It was also noted that the Motive Power Divisional Board will meet on March 24, 2014.

**6.3 Enforcement Update**

Staff provided an update on the College's Enforcement activity for May-December 2013, including that there were over 3,000 field inspections and compliance promotion visits made, of which over half were in the Motive Power sector. Also, 64 Provincial Offences Notices (tickets) were issued for violations under OCTAA.

**7. Program Update**

**7.1 Apprenticeship Trade Statistics**

The Trade Board received a summary of the apprenticeship statistics for the following trades: Automotive Service Technician, Transmission Technician, Alignment and Brake Technician and the Automotive Electronic Accessory Technician for the period April 1 to December 31, 2013. A discussion took place and the Board requested statistics on the number of journeypersons in the 64 to 68 age range. The Program Coordinator will determine if statistics are available.

**7.2 Examination Complaints**

The Trade Board was briefed on how all examination complaints are now handled by the College.

**7.3 Training Standard Update**

The Trade Board was advised that a workshop was recently held to update the Automotive Service Technician (310S) Apprenticeship Training Standard and further validated by industry. The Board was asked to provide any final comments on the document by no later than March 14, 2014.

**7.4 Apprenticeship Registration Procedures**

The employer Trade Board members indicated that they were having difficulties with the registration of apprentices now that MTCU staff are no longer visiting workplaces. The Board felt that even though the interest is there to sponsor apprentices, this change has made it extremely

challenging to sign apprentices to Registered Training Agreements and file those with MTCU.

## **8. Campus Overview and Tour**

D. Samalea, Chair of the School of Transportation – Automotive and Motorcycle Programs at Centennial College, provided an overview and tour of Centennial College's Apprenticeship Training Facility for the Motive Power Training Division. He advised that:

- Automotive Service Technician (AST) has block release, day release and as night release programs on offer. Most classes in the day release programs are filled.
- January and February are the best time for block releases.
- Numbers are steady for AST.
- Examination prep courses are available for the Automotive programs.
- Centennial does not charge their students to write Levels 1, 2 or 3 exemption tests.
- Centennial was the only Training Delivery Agent (TDA) for Transmission Tech, Alignment and Brake Tech and Automotive Electronic Accessory Tech. However, these programs have not run in years and therefore they lost their TDA status.
- Centennial is only one of two (2) TDAs offering the Motorcycle Program.
- The Apprenticeship Incentive Funds (AIF) have helped with Centennial's new infrastructure.
- The Aircraft Facilities program will be moving to Downsview.

## **9. Other Business**

### **9.1 Updating Ontario's Passenger/Light Duty Vehicle Inspection Standard**

G. Pilecki reported on the modernization of the Passenger/Light Duty Vehicle Inspection Safety Standards. The Ontario Ministry of Transportation has partnered with industry through the establishment of a stakeholder working group comprised of representatives from the Ontario College of Trades and the Automobile Industry to update Ontario's vehicle inspection standard for light duty/passenger vehicles found in Ontario Regulation 611 under the Highway Traffic Act. The Ministry is expecting to further consult with stakeholders and seek comment on the draft standard in the spring of 2014.

### **9.2 Recruitment Site**

E. Leydolt made a presentation on a recruitment website ([www.auto-jobs.ca](http://www.auto-jobs.ca)) that is specific to the automotive industry for job seekers from across Ontario and Quebec. The website is a resource for those offering or seeking job openings in the automotive industry.

It was noted that employers in the AST trade would like more opportunities to show their support for the College of Trades, for example by publicly announcing that they hire members of the College.

**ON A MOTION MADE BY E. LEYDOLT, SECONDED BY C. BALLANTYNE AND CARRIED,** that the Trade Board recommends that the College consider issuing an poster-size annual certificate stating that a particular employer employs members of the Ontario College of Trades, which could then be posted in the workplace.

### **9.3 Ongoing Training for Technicians**

The Trade Board discussed the results of a recent city audit that revealed that there is a lack of ongoing training once an individual receives their certification. These results raised a growing concern that there should be mandatory, ongoing training for journeypersons. The Board agreed to take a closer look to identify what type of mandatory retraining would be required for the trade. It was also suggested once the mandatory training has been identified, there

should be proof of retraining in order to renew one’s membership.

**10. Next Meeting**

The Chair confirmed that the next meeting of the Trade Board is May 6, 2014, with a backup date of May 9, 2014.

**11. Adjournment**

**ON A MOTION MADE BY M. HICKEY, SECONDED BY G. PILECKI AND CARRIED,** the meeting was adjourned.

“Qamar Masood”

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Qamar Masood, Chair

February 18, 2014

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Date