



# Minutes

## Construction Craft Worker Trade Board Meeting

December 8, 2014  
1315 North Service Road East  
Oakville, ON, L6H 1A7

### Trade Board Members in Attendance

Craig Moore, Chair\*  
Mike Ryan, Vice-Chair  
Jim Mackinnon  
John Mandarino

### Trade Board Members not in Attendance

John Macdonald

### Resource Persons/Guests in Attendance

None

### Staff in Attendance

Joseph Pyringer, Program Coordinator

\*Attended by teleconference

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#### 1. Call to Order/Welcome

C. Moore called the meeting to order and welcomed the Trade Board members, including J. Mandarino to his newly appointed position on the Trade Board.

#### 2. Approval of Agenda

**ON A MOTION DULY MADE BY J. Mackinnon, SECONDED BY M. Ryan, AND CARRIED,** the agenda was approved as circulated.

#### 3. Conflict of Interest

No conflicts of interest were declared.

#### 4. Approval of Previous Minutes

**ON A MOTION DULY MADE BY J. Mackinnon, SECONDED BY M. Ryan, AND CARRIED,** the draft minutes of the Trade Board's February 14, 2014 meeting were approved as tabled.

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

Trade Board requested that all previous resolutions be reviewed and responded to in writing by the appropriate board.

**6. College of Trades Update**

**6.1 Communications Update**

Staff presented a slide deck on the recent activities in the Communications and Marketing department as well as providing information on the new College youth website called [www.earnwhileyoulearn.ca](http://www.earnwhileyoulearn.ca). The Trade Board noted that promoting the Construction Craft Worker trade is important and requested that the College consider a promotional video, similar to those already on the [www.earnwhileyoulearn.ca](http://www.earnwhileyoulearn.ca) website. Staff will inform College management of this request.

**6.2 Annual Report/Strategic Plan**

Staff reported on the new College Strategic Plan and informed the Trade Board on how to access the Annual Report on the College website. **ON A MOTION DULY MADE BY J. Mackinnon, SECONDED BY C. Moore, AND CARRIED**, the Trade Board requests confirmation as to whether or not there are plans for the College to assume responsibility for the Training Delivery Agents which are currently handled by the Ministry of Training, Colleges and Universities.

**6.3 Fact Sheets**

Staff provided information on the proposed Fact Sheet for the Construction Craft Worker (CCW) trade and provided a 2-page template. The Trade Board will suggest content for the first page of the Fact Sheet; the second page will remain generic to all trades.

**7. Program Update**

**7.1 Trade Statistics**

Staff provided trade statistics for the period up to December 1, 2014. The Trade Board requested additional statistical breakdowns and staff undertook to provide additional information in future.

**7.2 Sector Divisional Board Meeting**

Staff advised that the Construction Divisional Board meeting minutes are posted on the College website.

**7.3 CCW Name Change Request from Saskatchewan**

**ON A MOTION DULY MADE BY J. Mandarino, SECONDED BY C. Moore AND CARRIED**, the Trade Board resolved that the trade name 'Construction Craft Worker' more appropriately reflects the breadth of the trade and Ontario respectfully declines a name change.

**7.5 National Occupational Analysis (NOA)**

Staff provided an update on the NOA review which took place in Ottawa from September 22-26, 2014.

**8. Industry Update**

None received.

**9. Other Business**

The Trade Board requested information on the number of CCW Trade Board candidates, both for employer and employee representatives, which the Appointments Council has received for possible appointment to the Trade Board.

**10. Next Scheduled Meeting**

The next meeting of the Trade Board has been scheduled for March 12, 2015 at the same location.

**11. Adjournment**

**ON A MOTION DULY MADE BY C. Moore, SECONDED BY M. Ryan, AND CARRIED,** the meeting was adjourned.

“Craig Moore”

Craig Moore, Chair

March 12, 2015

Date