



# Minutes

## Construction & Maintenance Electrician Trade Board & Industrial Electrician Trade Board

### Joint Meeting

September 15 & 16, 2016 at 8:30 a.m.  
CSA Group  
5060 Spectrum Way  
Mississauga, Ontario, L4W 5N6

#### Trade Board Members in Attendance

Ray Hamel, Chair (Industrial)  
Dan Racicot, Chair (Industrial and Construction & Maintenance)  
Don Bemko (Industrial)  
Adrian Harris (Industrial)  
Serge Lecompte (Construction & Maintenance)  
Dale MacDonald (Construction & Maintenance)  
Robert Nelson (Construction & Maintenance)  
Larry Shaver (Industrial and Construction & Maintenance)  
Corrie Thompson (Construction & Maintenance)

#### Trade Board Members not in Attendance

Kristian Bischoff (Construction & Maintenance)  
Tim Butler (Construction & Maintenance)  
Glen Drewes (Construction & Maintenance)  
Peter Olders (Industrial and Construction & Maintenance)  
Don Spearin (Industrial)  
Ben Stegner (Industrial)

#### Resource Persons/Guests in Attendance

Steve Smith, Electrical Safety Authority

#### Staff in Attendance

Risa Abella, Program Coordinator, Standards<sup>i</sup>  
Corina Hicks, Enforcement Officer

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#### 1. Call to Order/Welcome

The Chairs jointly called the meeting to order.

#### 2. Approval of Agenda

The following changes to the agenda were confirmed: a) C. Hicks, Enforcement Officer will be attending on September 15, 2016 at approximately 10:00 a.m.; b) S. Smith from the Electrical Safety Authority will be attending on September 15, 2016 later in the morning.

**ON A MOTION MADE BY A. Harris, SECONDED BY L. Shaver AND CARRIED**, the agenda was approved as amended.

**3. Conflict of Interest**

No conflicts of interest were declared.

**4. Previous Minutes**

**ON A MOTION MADE BY D. Bemko, SECONDED BY L. Shaver AND CARRIED**, the draft minutes of the Industrial Electrician and Construction and Maintenance Electrician Trade Boards' April 29, 2016 joint meeting were approved as tabled.

**5. Electrical Safety Authority (ESA) Update**

S. Smith provided general updates on the ESA and responded to inquiries from the Trade Boards, primarily in relation to permit requirements and basic troubleshooting repair work at provincial parks. S. Smith also provided an update in regard to current discussions between the ESA and Toronto Hydro on emergency protocols during severe weather conditions. The College has recently been engaged on this matter in relation to the scopes of practice for Electrician, Construction & Maintenance and the trade of Powerline Technician.

**6. Trade Board Resolutions and Issues Update**

**6.1 Industrial Exemption**

R. Hamel raised a concern, based on the response letter sent to him by the Industrial Divisional Board, that the Industrial Divisional Board did not adequately understand the previous concerns or comments of the Trade Board in regards to the industrial exemption. The Trade Board and R. Hamel want to make it clear that they understand that the industrial exemption is not being reviewed immediately, but are suggesting that when it is reviewed, the matters raised by the Industrial Electrician Trade Board in the April 2016 minutes should be part of the conversation (i.e. who is doing electrical work under the industrial exemption). The Industrial Electrician Trade Board also commented that it hopes the exemption will be looked at in a timely manner and requested clarification as to whether the industrial exemption will be reviewed in the future. The Program Coordinator will speak to the Policy department as to status of this topic.

**6.2 Previous Discussions with Director of Compliance & Enforcement**

**ON A MOTION MADE BY D. Bemko, SECONDED BY D. Racicot AND CARRIED**, the Trade Board designated G. Drewes to follow up on the previous topics discussed with the College's Director of Compliance & Enforcement.

**6.3 Scopes of Practice Discussion**

Both Trade Boards suggested that it would be beneficial to have a representative from the Policy department to provide an update on scopes of practice, appeals and work overlaps. The Program Coordinator will inquire with the Policy department as to availability of staff.

**6.4 Overtime Limitations for Construction Electrician and Domestic and Rural Electrician**

The Construction & Maintenance Electrician Trade Board requested clarification on how the Ministry of Advanced Education and Skills Development is enforcing the overtime limitations for completion of construction trades. The Program Coordinator will inquire with the Manager of

Standards for information from the Ministry.

#### **6.5 Status of Re-appointments**

Both Trade Boards requested updates as to the status of the Appointments Council and re-appointments as there are many terms of office on Trade Boards are set to expire, including D. Bemko, D. Racicot, and R. Nelson. The Program Coordinator will inquire with the Manager of Standards for an update.

#### **6.6 Ontario College Application Systems (OCAS) Registration**

The Trade Boards discussed the new requirements that apprentices are required to follow, including the requirement to pay OCAS fees and register on the OCAS system for participation in the in-school portion of the apprenticeship program. The Program Coordinator will attempt to acquire additional information for the next meeting.

#### **6.7 Street Lights**

The Trade Boards continued the discussion on street lights with C. Hicks from the Compliance & Enforcement department. The Program Coordinator will obtain updated information from the Policy and Legal departments as it becomes available.

#### **6.8 Ratios and Multiple Employers**

The Trade Boards inquired as to the application of ratios for an apprentice who is working with more than one employer. The Program Coordinator will provide this inquiry to the Manager of Standards for consideration.

### **7. Trade Board Chair and Vice-Chair Training Session – September 22, 2016**

The Training session is scheduled for September 22, 2016. Multiple representatives from both Trade Boards will be attending this meeting.

### **8. Compliance and Enforcement Update**

C. Hicks joined the meeting on September 15, 2016 at approximately 10:00 a.m.. She provided an update from the Compliance and Enforcement team, including the hiring of new Enforcement Officers as well as an update on charges and convictions related to professional misconduct. C. Hicks also answered some questions in regard to pulling cable. Inquiries were also posed as to the status of provincial parks under the industrial exemption. C. Hicks confirmed that provincial parks are not included in the exemption. Both Trade Boards suggested that Compliance & Enforcement consider “educational blitzes” at various provincial parks/camp grounds.

The Trade Boards asked if a Compliance & Enforcement representative could attend their meetings regularly as a resource. The Program Coordinator will invite a member of the Compliance & Enforcement team to each meeting. The Industrial Electrician Trade Board also inquired as to whether C. Hicks or other Compliance & Enforcement representatives would be available to attend industrial workplaces to present on the benefits of membership, as well as to alleviate concerns and answer questions regarding the issue of discipline should individuals in voluntary trades choose to join the College. C. Hicks indicated she would be available by request.

**ON A MOTION MADE BY D. Bemko, SECONDED by A. Harris AND CARRIED**, both Trade Boards agreed to extend an invitation to a member of the Compliance & Enforcement department to attend as a resource person at each of its meetings going forward.

The Trade Board also discussed the scope of practice for Electrician, Domestic and Rural (309C). It

was queried whether the reference to “6 dwellings” in the scope of practice made sense from a technical perspective. The Trade Board members commented that it is more important to speak to voltage limits rather than the number of dwellings and therefore the references in this scope of practice do not make sense anymore.

**ON A MOTION MADE BY D. Racicot, SECONDED by R. Nelson AND CARRIED**, the Trade Boards requested further discussion and potential review of the scope of practice for the Electrician, Domestic and Rural (309C) trade and how it is being enforced as a result of a lack of clarity related to limitations on voltage, amperage and square footage.

The Program Coordinator will also follow up with the Policy department.

C. Hicks also provided some general follow-up on two ongoing discussion points: electricians from Quebec working in Ontario and enforcement in northern Ontario. She indicated that, in regard to the former, the College’s Compliance & Enforcement team is working within the parameters of the legislation by checking CCQ licenses and requesting proof of residency as verification as to whether an Ontario license is required. In regard to the latter, the Trade Boards raised concerns that there was still a gap in the north with respect to the number of Enforcement Officers currently in service.

## **9. College of Trades Updates and Inquiries**

### **9.1 Membership**

The Trade Boards raised the following question for consideration. Industry is seeing apprentices working alternate days with a second employer. In these circumstances, the apprentice is not part of a sponsorship agreement with the second employer. The question is whether the apprentice is considered to be working illegally (he/she holds a membership in the College based on the agreement with the first employer) when working for that second employer for which he/she does not hold a training agreement. If so, what is the remedy (can multiple agreements be signed) and can the hours count towards their completion? The Program Coordinator will forward this for review to the Manager of Standards. The Trade Boards also discussed the online renewal system for membership which some individuals were having difficulty with.

### **9.2 Communications**

The Trade Boards suggested that it would be beneficial for the Communications & Marketing department to develop messaging for companies and industries on the importance of making sure employees working in the trades are up to date with their College memberships.

### **9.3 Industrial and Construction Divisional Board Minutes**

The Program Coordinator provided a copy of the draft minutes of both the Industrial Divisional Board and Construction Divisional Board meetings.

## **10. Program Evaluation Discussion – Electrical Trades and Related Trades**

Both Trade Boards suggested a future discussion and analysis of the three main electrical trades (442A, 309A, 309C) as well as the related trades (i.e. electrician, signal maintenance; entertainment industry power technician; powerline technician) in the new year for consideration of important topics such as skills gap, transition requirements between trades, and overlaps. The Trade Boards requested a meeting in the new year to review, discuss and make suggestions on these matters in conjunction with future Trade Board dates. The Program Coordinator will inquire with the Manager of Standards for approval of this review session.

**11. Electrician Exams – 2015 Electrical Code**

Workshops to review the Industrial Electrician exam and the Domestic and Rural Electrician exam for consistency with the 2015 Canadian Electrical Code were run August 10 and 11, 2016. Changes were made to update items as required. New exams will be released as a result.

**12. Electrical Code Course for Trade Equivalency Assessment (TEA) Applicants**

The Program Coordinator and R. Nelson provided an update on discussions related to the development of a course on the Canadian Electrical Code and Ontario Electrical Safety Code for TEA applicants who have no experience using the code books.

**ON A MOTION MADE L. Shaver, SECONDED by D. MacDonald AND CARRIED**, both Trade Boards support the principle and concept behind the electrical course requirements for Trade Equivalency Assessment applicants.

**13. Electrical Safety Authority (ESA) Update**

S. Smith from the ESA provided an update.

**14. Review of Draft Construction Training Standards and Surveys: Sheet Metal Worker, Powerline Technician, Roofer and Floor Covering Installer**

As per the requirements of the Construction Divisional Board, the Construction & Maintenance Electrician Trade Board reviewed the surveys summarizing the draft changes to the four construction trade training standards listed above. A survey response was submitted by the Construction & Maintenance Electrician Trade Board.

**15. Draft Provincial Log Books for all Three Electrical Trades**

The Program Coordinator provided an update on the additional review steps for construction sector trades listed in item 14. The drafts for Construction & Maintenance Electrician and Industrial Electrician have been revised and will be resent for industry validation due to significant changes. The Trade Board members made suggestions as to who they would like to see participate in the industry validation of the documents including representatives from the CSA, ESA, Ontario Electrical League, Electrical Contractors Association of Ontario, IBEW and the Construction Council of Ontario as well as various union representatives. The Program Coordinator will draft an introductory email to be sent out with the draft documents for validation. The draft for Domestic and Rural Electrician is still being worked on and will follow once the draft for Construction & Maintenance Electrician is finalized.

**16. Red Seal Product Cycle**

A working group met August 29 to 31, 2016 to review the draft new Red Seal Occupational Standard for Industrial Electrician and provide feedback on the weighting and validation of the elements from an Ontario perspective. Additional dates to review the remainder of the draft Red Seal Occupational Standard (RSOS) for Industrial Electrician have been scheduled for September 26 and 27, 2016. The national workshop to develop the new exams for Industrial Electrician is scheduled for January 23 to 27, 2017 in Ottawa. The Program Coordinator will be looking for representatives to attend representing Ontario. The Industrial Electrician Trade board is also suggesting an increase in the length of the interprovincial examination. Trade Board members who attended the review, weighting and validation of the draft RSOS are concerned that there may not be sufficient questions to test all of the required trade areas. The Program Coordinator indicated that this is a change that requires consultation with other jurisdictions through the Canadian Council of Directors of Apprenticeship (CCDA) and there will likely not be sufficient time prior to the exam workshop in January. However, the Program Coordinator will provide this suggestion to the Manager of Standards who is the representative for Ontario on the Interprovincial Standards

Examinations Committee.

**17. Curriculum Standard Review 2017**

The Program Coordinator confirmed that the electrical curricula are scheduled to be reviewed in 2017. A steering committee and working group composed of representatives from the training delivery agencies for all three trades will be set up. The Trade Boards agreed that it would be beneficial to have R. Nelson participate in the committee and working group as an expert in the electrical code representing the CSA.

**18. Practical Assessments**

The Trade Boards continued their discussion in relation to practical assessment options for all three trades. The Trade Boards inquired as to whether the NETCO tool could be used in Ontario for the purpose of Demonstration of Skills Training (DOST) as a way to assess core skills only such as wiring methods, starters/motors/transformers/controls and terminations. The Trade Boards also suggested that an accommodation practical examination may not work for the electrical trades.

**19. Completion Requirements for Apprentices**

The Trade Boards discussed the need to clarify completion requirements for apprentices, especially in the two construction trades based on the concern that the focus to date has been primarily hours-based and not competency-based. They also discussed the need to ensure that total hours is a clear consideration for the industrial trade which has traditionally been completed based primarily on competencies.

**20. Ontario College of Trades Updates**

The Program Coordinator provided general updates on the Ontario College of Trades.

**21. Program Update**

**21.1 Trade Count for period ending September 1, 2016**

|      | Active Apprentices | Active Journeyperson Candidates | Active Journeyperson | Provisional Certificates | Tradespersons | Total membership for Trade |
|------|--------------------|---------------------------------|----------------------|--------------------------|---------------|----------------------------|
| 309A | 8512               | 439                             | 43944                | 0                        | n/a           | 52895                      |
| 309C | 67                 | 1                               | 772                  | 0                        | n/a           | 840                        |
| 442A | 1235               | 62                              | 1350                 | n/a                      | 37            | 2684                       |

**21.2 Exam Attempts**

The Program Coordinator provided aggregate data on exam attempts for apprentices and challengers for all three trades represented by these Trade Boards.

**22. Next Scheduled Meeting**

The Chairs agreed on prospective dates for the next joint meeting – January 12 & 13, 2017 – to be confirmed via email.

**23. Adjournment**

The meeting adjourned at approximately 5:30 p.m. on September 15 and adjourned at approximately at 2:30 p.m on September 16.

January 12, 2017

Date

“Dan Racicot”

Dan Racicot, Chair (Construction & Maintenance)

“Ray Hamel”

Ray Hamel, Chair (Industrial)

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i Recording Officer