



Minutes

Heat and Frost Insulator Trade Board Meeting

January 13, 2015 at 10:00 a.m.
The Master Insulators' Association of Ontario
2600 Skymark Avenue, Suite 1-101
Mississauga, ON, L4W 5B2

Trade Board Members in Attendance

Adam Melnick, Chair
Randy Sloane, Vice-Chair
David Gardiner

Trade Board Members not in Attendance

Walter Keating

Resource Persons/Guests in Attendance

Mikhaela Ajon, Team Lead, Client Services
John O'Rourke, Manager, Evaluations and Assessments

Staff in Attendance

Leah Tussman, Program Coordinator¹

1. Call to Order/Welcome

The Chair called the meeting to order at 10:00 a.m. and welcomed the guests to the Trade Board meeting, J. O'Rourke and M. Ajon. There was a round of introductions.

2. Approval of Agenda

ON A MOTION DULY MADE BY D. Gardiner, SECONDED BY R. Sloane AND CARRIED, the agenda was approved as circulated.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY R. Sloane, SECONDED BY A. Melnick AND CARRIED, the draft

¹ Recording Officer.

minutes of the Trade Board's September 23, 2014 meeting were approved as tabled.

5. Update on Trade Board Resolutions & Issues

The Program Coordinator advised that she has been working with J. O'Rourke to determine Trade Equivalency Assessment (TEA) requirements for the trade. J. O'Rourke was present on the December 3, 2014 Trade Board meeting by teleconference and was invited to attend this meeting as well.

6. Red Seal Implementation Plan

The Program Coordinator provided a summary of what activities have occurred to date, including the request to adopt the Insulator (Heat and Frost) Red Seal exam in Ontario, the approval to adopt the exams, and the steps required before implementation. These steps include (i) determining equivalency between the 253A Heat and Frost Insulator and the 253C Heat and Frost Insulators and Asbestos trades; (ii) creating a communications plan to inform Heat and Frost Insulator apprentices, journeypersons and employers about the implementation of the Red Seal exam and the option to receive a provincial Certificate of Qualification (C of Q) to those who join the College in the Journeypersons class; and (iii) working with the Ministry of Training, Colleges and Universities (MTCU) to implement the exam.

She noted that at the December 3, 2015 meeting there were numerous action items, including taking inventory of insulator stakeholder groups in Ontario and any training materials for 253C. Both the list and 253C training materials were provided.

The Program Coordinator, J. O'Rourke and the Trade Board discussed the similarities between the 253A and 253C apprenticeship programs and there was agreement that they were equivalent. The College will now determine the operational and administrative steps to recognize equivalency between the two trades.

The Trade Board agreed that a late-summer, early-fall implementation was advisable, pending the determination of equivalency and the communications and implementation plans.

7. College of Trades Update

7.1 Trade Classification Reviews

The Program Coordinator advised that the regulation that will change the classification of the trade of Sprinkler and Fire Protection Installer should be filed in winter 2015. It will not take effect until two years after the date of filing. During this time, the trade remains voluntary and affected individuals have the opportunity to take action to come into compliance with the changing requirements for the trade.

The Program Coordinator also directed the Trade Board to the website for the Dean Review, <http://deanreview.com>, and advised that Tony Dean is conducting an independent technical review of the College's processes related to trade classification reviews as well as clarifying and improving how the College makes decisions related to scopes of practice. While the review is underway, all current requests for trade classification reviews are paused.

7.2 Enforcement Update

The Program Coordinator shared enforcement statistics from May 2013 to the end of November 2014. She then showed the Trade Board members the latest Public Advisories on the College's website. The Public Advisories provide information on violations of the *Ontario College of Trades and Apprenticeship Act, 2009*. The Trade Board was curious about any limitations presented to

Enforcement Officers wishing to access federal buildings.

7.3 Registrar's Report

The Program Coordinator distributed the November/December 2014 Registrar's Report to the Trade Board and provided a new handout on the College's enforcement duties and the fall edition of the "Trades Today" magazine.

8. Program Update

8.1 Apprenticeship Trade Statistics

The Program Coordinator provided College membership statistics for the Heat and Frost Insulator trade as of January 1, 2015. She also provided apprenticeship statistics for the trade from MTCU for the second quarter of 2014-2015.

8.2 Update on Construction Divisional Board

The Program Coordinator shared the draft minutes of the October 1, 2014 Construction Divisional Board meeting with the Trade Board.

8.3 Canada Apprentice Loan

The Program Coordinator advised the Trade Board that the Canada Apprentice Loan is now available to help registered Red Seal apprentices to cover the cost of their training. The Government of Canada offers apprentices registered in a Red Seal Trade apprenticeship program up to \$4,000 per period of technical training. The loan can be obtained for up to five periods of technical training and it will be interest-free for up to six years as long as the apprentice is registered in a Red Seal Trade apprenticeship program. No loan payments must be made as long as the loan is in interest-free status.

9. Update on Bill 6, *Infrastructure for Jobs and Prosperity Act, 2014*

The Program Coordinator provided an update on Bill 6, *Infrastructure for Jobs and Prosperity Act, 2014*. It is currently in second reading and stipulates that the provincial government must require that certain numbers of apprentices be employed or engaged in the government construction or maintenance of infrastructure assets.

10. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is tentatively scheduled for February 10, 2015 via teleconference.

11. Vice-Chair Election

ON A MOTION MADE BY A. Melnick, SECONDED BY R. Sloane AND CARRIED, the Trade Board elected D. Gardiner as Vice-Chair for a period of one year. The Program Coordinator thanked A. Melnick for his hard work and leadership as Chair.

12. Adjournment

ON A MOTION DULY MADE BY D. Gardiner, SECONDED BY R. Sloane AND CARRIED, the meeting was adjourned.

"Adam Melnick"

Adam Melnick, Chair

May 11, 2015

Date