



# Minutes

## Heavy Duty Equipment Technician Trade Board Meeting

July 11, 2014 9:00 a.m.  
SW Hotel, 5400 Dixie Road  
Mississauga, Ontario, L4W 4T4

### Trade Board Members in Attendance

David Smart, Chair  
Mark Beardmore  
Silvestro Ruscetta  
Mark Schell  
John Soos

### Trade Board Members not in Attendance

None

### Resource Persons/Guests in Attendance

None

### Staff in Attendance

Risa Abella, Program Coordinator<sup>1</sup>

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#### 1. Call to Order/Welcome

The Chair and Program Coordinator welcomed everyone and called the meeting to order at 9:00 a.m.

#### 2. Approval of Agenda

The Program Coordinator distributed hard copies of the agenda for review prior to requesting approval. Two minor additions were added to the agenda; 1) Update on the upcoming item bank in Ottawa on September 22-26, 2014; 2) Update on the action report from the host jurisdiction related to the National Occupational Analysis review. **ON A MOTION MADE BY J. Soos, SECONDED BY M. Beardmore AND CARRIED**, the agenda was approved, as amended.

#### 3. Conflict of Interest

No conflicts of interest were declared.

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<sup>1</sup> Recording Officer.

#### **4. Previous Minutes**

The Program Coordinator distributed hard copies of the minutes from the February 28, 2014 meeting and the March 26, 2014 conference call to the Trade Board members in attendance for review.

With respect to the February 28, 2014 draft minutes, the Trade Board requested two minor changes:

- 1) Peter Goodman was the Vice-Chair for the February 28, 2014 meeting
- 2) Revised the final paragraph under point #7 (Construction Millwright Trade Classification Review) to include a clear reference that the Heavy Duty Equipment Technician Trade Board designated a specific member to talk directly with the Chair of the Construction Millwright Trade Board).

**ON A MOTION DULY MADE BY J. Soos, SECONDED BY M. Schell AND CARRIED**, the draft minutes of the Trade Board's February 28, 2014 meeting were approved, subject to the above-noted changes. The Program Coordinator will send a copy of the amended minutes to the Trade Board and College governance staff.

With respect to the March 26, 2014 (Conference call) draft minutes:

**ON A MOTION DULY MADE BY M. Beardmore, SECONDED BY D. Smart AND CARRIED**, the draft minutes of the Trade Board's March 26, 2014 meeting by conference call were approved as tabled.

#### **5. Red Seal Program Updates (added to the agenda July 11, 2014)**

##### **5.1 Upcoming Item Bank Update – September 22 to 26, 2014**

The Program Coordinator provided an update on the upcoming scheduled item bank to review and update the Red Seal examination for this trade. The Program Coordinator confirmed that she is looking for representatives (Subject Matter Experts (SME) and instructors) to participate in this workshop as SMEs on September 22 to 26, 2014. The Program Coordinator confirmed that anyone who is interested or would like to make a referral should contact her. The Program Coordinator confirmed that the final approval for participation in the item bank is up to the host jurisdiction (Prince Edward Island). The Program Coordinator must send applications to the host jurisdiction by August 28, 2014.

##### **5.2 Action Report (NOA industry review) from Host Jurisdiction – Application of suggested changes from NOA Industry Review workshop**

On July 9, 2014, the Program Coordinator received a copy of the Action Report from the host jurisdiction outlining which of the suggested changes from the industry review process were accepted (n.b the Ontario suggestions came from the March 24, 2014 workshop). This document was reviewed by the Trade Board. It was noted that a significant portion of Ontario's suggestions from the workshop were accepted by the host jurisdiction.

#### **6. College of Trades Update**

The Program Coordinator provided general updates and reminders as to the following College matters:

- 1) Membership
- 2) Ratio changes in regulation

- Update on regulation 104/14
- 3) Sprinkler and Fire Protection
  - Update on classification change implementation plan
- 4) Trade Equivalency Assessment
  - Program Coordinator to forward electronic link and electronic application for TEA process to members at their request.
- 5) Enforcement
  - Update on Enforcement statistics and links on OCOT website
  - A Trade Board member confirmed that Enforcement staff had visited some of their sites
  - Discussion related to how Enforcement is affecting their sector, even though the trade is voluntary
- 6) Academic Entry Requirements
  - Update on public consultation to be posted on OCOT website
- 7) Deemed Apprentices and Journeyman Candidates
- 8) Fact Sheets
- 9) Motive Power Divisional Board minutes from March 24, 2014

#### **7. Scope of Practice/Overlap with other trades**

The Trade Board continues to support the prioritization of a review of the scope of practice for Heavy Duty Equipment Technician. The Trade Board discussed overlaps between their scope of practice and the scopes of other trades such as Powerlift Truck Technician. The Trade Board also raised concern regarding the potential overlap with a new trade in development, the Diesel Engine Mechanic trade. Members inquired as to whether there would be a specific “grandparenting” provision for HDET technicians with direct related experience with diesel engines.

**ON A MOTION DULY MADE BY J. Soos, SECONDED BY M. Schell AND CARRIED,** the Trade Board resolved that the scope of practice for the trade of Heavy Duty Equipment Technician should be reviewed.

The Trade Board tentatively scheduled a conference call for September 2014 to continue ongoing discussions related to the trade’s scope of practice.

#### **8. Apprenticeship Training Standard – Review of feedback from industry validation process & next steps to new document approval**

The Program Coordinator sent a draft copy of the new Apprenticeship Training Standard to members on July 10, 2014. She informed the Trade Board that the industry validation process for review of the draft training standard was over. The Program Coordinator received a good range of feedback from technicians and the comments were generally supportive.

Some final comments/suggestions that were submitted through the industry validation process were reviewed by the Trade Board. Upon review, the draft Standard received by Trade Board on July 10, 2014 was not changed.

**ON A MOTION DULY MADE BY D. Smart, SECONDED BY J. Soos AND CARRIED,** the draft updated Apprenticeship Training Standard was approved by the Trade Board.

#### **9. Construction Millwright Classification Review – HDET Submissions**

The Program Coordinator provided an update on the current status of Trade Classification Reviews

at the College. In response, the Trade Board asked: (a) how many submissions were received in response to the original request for submissions in the Construction Millwright review? and (b) when the review process would resume? The Program Coordinator will inquire and provide information as it becomes available.

**10. Trade Board Vacancies**

The Program Coordinator confirmed that P. Goodman resigned from the Trade Board for personal reasons. There is currently an employer vacancy on this Trade Board. Links to the Appointments Council website were shared.

**11. Program Update**

Apprenticeship Trade Statistics were summarized for the Trade Board. The Trade Board also discussed sector-specific labour market related updates directly affecting work for heavy duty equipment technicians.

**12. Next Scheduled Meeting/Event**

It was confirmed that the next meeting of the Trade Board is October 24, 2014 at a location to be determined. A tentative conference call is also scheduled for September 15, 2014 to further discuss the scope of practice.

**13. Adjournment**

The meeting was adjourned.

“David Smart”  
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David Smart, Chair

January 30, 2015  
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Date