



# Minutes

## Horticultural Technician Trade Board Meeting

March 19, 2014 at 9:50 a.m.  
Direct Energy Centre, Exhibition Place  
100 Princes' Blvd., Toronto, ON, M6K 3C3

### Trade Board Members in Attendance

Nadia Blackburn, Chair  
Sally Harvey  
Martin Mostert  
Xin Hui Peng

### Trade Board Members not in Attendance

John Soychak, Vice -Chair  
Lisa Smith

### Resource Persons/Guests in Attendance

n/a

### Staff in Attendance

Dev Baichan, Program Coordinator  
Joseph Pyringer, Program Coordinator  
Sherri Haigh, Director of Communications

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#### 1. Call to Order/Welcome

The Chair welcomed meeting participants and called the meeting to order at 9:50 a.m. The Director of Communications was introduced to the Board.

#### 2. Approval of Agenda

A new item titled "Promotion of the Trade" was added to the agenda. **ON A MOTION DULY MOVED BY S. HARVEY, SECONDED BY M. MOSTERT, AND CARRIED**, the agenda was approved as amended.

#### 3. Conflict of Interest

None were declared.

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

The Chair referred to the draft minutes of the last meeting and asked if there were any comments or questions. **ON A MOTION DULY MADE BY S. Harvey, SECONDED BY X. Peng, AND CARRIED**, the minutes of the January 14, 2014 meeting were approved.

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

##### **5.1 Communications and Marketing Update**

An overview of the College's communication and marketing activities was provided, including a new monthly newsletter and dialogue sessions with industry stakeholders. It was noted that the College is developing student-focused marketing initiatives for the upcoming year.

##### **5.2 Article for Landscape Ontario Magazine**

S. Haigh advised that an OCOT article will be published in an upcoming Landscape Ontario magazine.

##### **5.3 Fact sheet**

A discussion took place regarding the shared responsibility between MTCU and OCOT, specifically on promotion of the trades and apprenticeship. Members were asked to review the revised trade and program description that was sent to them and if needed to provide suggestions for changes to the Program Coordinator.

##### **5.4 Promotional Contact List**

The Trade Board requested that any promotional information about the College be sent to all Trade Board members as a way to get the information directly to industry stakeholders.

##### **5.5 Trade Classification Reviews**

A presentation on the criteria and considerations for Trade Classification Reviews was made to the Board.

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

##### **6.1 Registrar's Reports**

The Registrar's Report was reviewed and discussed by Trade Board members.

##### **6.2 Membership**

The College's Member Services department continues to make changes to improve customer service, including increased hours of operation at the call centre, training and systems enhancements, and improved communication methods. Trade Board members were reminded of the April 8, 2014 deadline for deemed apprentices to pay their College membership fee. They were also briefed on the implications if the deemed apprentices do not renew their membership with the College prior to the deadline date.

##### **6.2 Trades Equivalency Assessment (TEA)**

The Program Coordinator informed Trade Board that the College will be administering the TEA process as of April 8, 2014. Information with regards to the eligibility, process, and costs can be found on the College's website.

##### **6.4 Enforcement Update**

An update on the current work of the Compliance and Enforcement Division was provided.

**7. Divisional Board Update**

The next Divisional Board meeting is April 16, 2014.

**8. Program Update**

The Program Coordinator provided members with apprenticeship statistics. It was reported that an industry review of the National Occupational Analysis (NOA) for Landscape Horticulturist will be conducted; however the timeframe for this has not yet been established.

**9. Industry Update**

S. Harvey provided an update on the activities of Landscape Ontario:

- Georgian Lakelands Chapter is interested in starting an Apprenticeship program in Barrie/Collingwood Area
- Landscape Ontario continues to support the Microskills Pre-Apprenticeship Program
- Kemptville College Announcement (University of Guelph to close two of its agricultural campuses)

**10. Other Business**

Following a discussion:

**ON A MOTION MADE BY S. Harvey, SECONDED BY M. Mostert, AND CARRIED** that J. Soychak (an employer representative) be elected Chair and that N. Blackburn (an employee representative) be elected Vice-Chair.

**11. Next Scheduled Meeting/Event**

The next meeting of the Trade Board will be held on a date to be determined.

**12. Adjournment**

The meeting was adjourned.

“Nadia Blackburn”

Nadia Blackburn, Chair

October 17, 2014

Date