



# Minutes

## Motorcycle, Marine, Small Engine and Turf Technician Trade Board Meeting

August 28, 2014 at 9:30 a.m.  
Donalda Club  
12 Bushbury Drive  
Toronto, Ontario, M3A 2Z7

### Trade Board Members in Attendance

Dave Shepherd, Chair  
Brent Folco, Vice Chair  
Scott Szollos

Sue Warren  
Warren Wybenga

### Trade Board Members not in Attendance

Dave Brown  
Peter Kaufhold  
Alessandro Mancino

### Resource Persons/Guests in Attendance

Rob Davidson, Georgian College

### Staff in Attendance

Alice Power, Program Coordinator<sup>1</sup>

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#### 1. Call to Order/Welcome

The Chair welcomed the Trade Board members.

#### 2. Approval of Agenda

**ON A MOTION MADE BY S. Warren, SECONDED by B. Folco AND CARRIED,** the agenda was approved as presented.

#### 3. Conflict of Interest

No conflicts were declared.

#### 4. Previous Minutes

**ON A MOTION DULY MADE BY B. Folco, SECONDED by W. Wybenga AND CARRIED,** the draft

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<sup>1</sup> Recording Officer.

minutes of the Trade Board's April 17, 2014 meeting were approved as tabled.

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

### **5.1 Red Seal**

The Program Coordinator provided an update on the jurisdictions that have expressed an interest in having Marine Engine Technician as part of the Inter-Provincial Red Seal Program. It was noted that each jurisdiction clusters the training of the related technologies of marine and power equipment programs differently and as such may have different names across the country. R. Davidson agreed to prepare a chart of the jurisdictions that have expressed an interest, including information on their program delivery and clustering, and the Program Coordinator will work with her Manager to determine the next steps.

### **5.2 Power Sports – Letter to Industry**

As D. Brown was not in attendance, an update on the Letter to Industry was not provided. After a brief discussion, the Board agreed that the letter is not required.

### **5.3 Technology Comparison Chart**

S. Szollos and R. Davidson presented a chart for review that compares the technologies used by motorcycle, snowmobile, All Terrain Vehicle (ATV), Personal Water Craft (PWC) and Marine Engine. The objective was to find the commonality between the technologies and the transferable skills. ATV and PWC, for example, as more "recent" technologies are not currently included in the curriculum. The Board is considering how these technologies are aligned and could potentially be incorporated into an existing program/curriculum. It was agreed that turf equipment, small equipment and hybrid technologies would be added to the chart to enable the Board to have a broader comparison.

## **7. Performing Motorcycle Safeties**

### **7.1 Automotive Service Technician (AST) Trade Board**

It was reported that the AST Trade Board agreed that only Motorcycle Technicians should be allowed to perform safeties on motorcycles. The Program Coordinator will continue to follow up on the status of this item.

### **7.2 Performing work on trailers**

It was reported that the Ministry of Transportation (MTO) regulations indicate that only ASTs are allowed to repair trailers that haul vehicles as they are used on the road. The Board discussed the need to have MTO recognize that Small Engine Technicians and Marine Engine Technicians are qualified to work on trailers that tow recreational vehicles. Trailer and braking system training is covered in the in-school portion of both marine and small engine apprenticeship program. It was noted that this work has been performed by these technicians for years and is not as complicated as many other aspects of the work these technicians perform.

**ON A MOTION DULY MADE BY B. Folco, SECONDED by S. Warren AND CARRIED**, the Trade Board agrees that inspection and repair of trailers for towing recreational vehicles can be performed by the trades of 435A and 435B as per the training that is provided in the curriculum standards for the respective trades.

## **8. Fact Sheet Revision**

The revised Fact Sheets for the trades of Motorcycle Technician (310G) and Marine Engine

Technician (435B) were presented to the Board for final review.

**ON A MOTION DULY MADE BY D. Shepherd, SECONDED BY S. Szollos AND CARRIED,** the Fact Sheet for the trade code 310G (Motorcycle Technician) is approved as revised.

**ON A MOTION DULY MADE BY S. Warren, SECONDED BY B. Folco AND CARRIED,** the Fact Sheet for the trade code 435B (Marine Engine Technician) is approved as revised.

The Fact Sheet for Turf Equipment Technician is still being reviewed by the Board.

## **9. College of Trades Update**

### **9.1 Annual Meeting of Members (AMM)**

It was reported that the College's first AMM was held on June 17, 2014. The Program Coordinator indicated that the agenda and an audio recording of the meeting is available on the College's website.

### **9.2 Membership**

An update was provided on the status of deemed apprentices as well as the Affinity program and membership benefits. It was reported that home, auto and business insurance is being offered to members through Breckles Insurance and group Registered Retirement Saving Plans are being offered to members through Manulife Financial.

### **9.3 Enforcement Update**

It was noted that enforcement statistics are available on the College website. During the period May 2013 to July 31, 2014 there have been 9,717 field visits conducted by Enforcement Officers and 249 Provincial Offences Act tickets were issued.

### **9.4 Communications & Marketing Update**

An overview of the College's recent communications and marketing activities were presented. Changes to the website were highlighted. It was noted that the summer edition of the Trades Today magazine is available on the website and that the News Page has been redesigned and now contains sections on Featured News, Latest News, Public Advisories, and a live Twitter feed. There is also a new section called "The Road to Apprenticeship".

The Trade Board was informed that the College has engaged in a number of activities focusing on increasing awareness among about a career in the trades, particularly to youth. The College sponsored and attended the annual Ontario Technological Skills competition in Waterloo in May. Also, the College was featured in the Toronto Sun's "Your Future Choice" special supplementary, as well as Metro newspapers "Trades and Apprenticeships" pull out career section. The concept for a new web microsite called "Earn while you learn" is also being developed. The Chair explained his involvement in the marketing videos that are being produced by the College and will be on the microsite.

### **9.5 Exam Preparation Guide**

The Exam Preparation Guide to support journey person candidates was presented. It was reported that there is also a new Exam Guide for Red Seal Programs: "Getting Ready For Your Red Seal Exam" available on the Red Seal website.

#### **9.6 Academic Entry Requirements**

It was reported that the Board of Governors has approved a public consultation on the academic entry requirements (AER) of each trade prescribed under the *Ontario College of Trades and Apprenticeship Act, 2009*. There will be a 120-day public consultation required, once launched. The Trade Board will be informed of the details of the AER consultation as information becomes available.

It was noted that entry level criteria for students into Georgian College's Small Engine and Marine Engine Technician program has been increased. Students/apprentices are now required to have completed grade 11 college/applied mathematics.

#### **9.7 Chair Board Member Training**

The College has scheduled a half-day training session for Chairs and Vice-Chairs of Trade Boards on September 11, 2014. The agenda will focus on various governance topics and departmental updates.

#### **9.8 Scope of Practice**

The process of how to review and amend Scopes of Practice is still being considered.

#### **9.9 Sprinkler and Fire Protection Installer – Classification Review Update**

The Trade Board was advised that the Decision Report for the Trade Classification Review for the Sprinkler and Fire Protection Installer trade has been posted to the College website. The Report identifies a number of concerns with the trade classification process that will need to be considered going forward.

### **10. Divisional Board Update**

The draft Minutes of the March 24, 2014 Motive Power Divisional Board meeting were provided to the Trade Board. The College's Diversity Equity and Inclusion (DEI) Strategy is being introduced to various Motive Power Trade Boards by the Chair of the Motive Power Divisional Board. The next Motive Power Divisional Board meeting is expected to take place in September 2014.

### **11. Program Update**

The Program Coordinator provided the Trade Board with recent apprentice statistics. It was reported that many apprentices are being signed up to both Small Engine and Marine Engine Technician rather than completing their apprenticeship as appropriate to the environment they work in. It is believed that this practice will skew the new apprentice registrations statistics.

### **12. Colleges of Applied Arts and Technology (CAAT) Update**

#### Centennial College

The Centennial College report was not provided.

#### Georgian College

It was reported that Georgian College has been engaged in an extensive amount of marketing for recruitment for trades programs. There are 24 students in the Mechanical Techniques Small Engine Mechanic diploma program, which is consistent with the number of students in past years; however the number of students in the Mechanical Techniques, Marine Engine Mechanic Program is lower than previous years. There are 10 students in the Mechanical Techniques, Marine Engine

Mechanic Program diploma program; this program has traditionally been a source of students for the Marine Engine Technician apprenticeship program.

**13. Ministry of Training, Colleges and Universities (MTCU) Update**

The Program Coordinator provided a brief overview of some of the current MTCU Employment and Training Divisions initiatives. It was noted that the Ministry is focusing its efforts on apprenticeship completion and retention. In addition, the Apprenticeship Training Guide for Sponsors is being revised. The guide will include an overview of the apprenticeship process, registering and managing apprentices, completion of training, benefits to the sponsors and the role of the College.

**14. Industry Update**

The Board engaged in a roundtable discussion of the trends in their respective industries.

**15. Next Scheduled Meeting**

The next meeting is scheduled for December 5, 2014.

**16. Adjournment**

The meeting was adjourned.

“Dave Shepherd”

Dave Shepherd, Chair

December 5, 2014

Date