



# Minutes

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

January, 23, 2014, 9:30 a.m.  
Centennial College, Ashtonbee Campus  
75 Ashtonbee Road, 1<sup>st</sup> Floor, Room C 123  
Toronto, ON, M1L 4N4

### Trade Board Members in Attendance

Dave Shepherd, Chair  
Dave Brown  
Brent Folco  
Peter Kaufhold

Alessandro Mancino  
Scott Szollos  
Sue Warren  
Warren Wybenga

### Trade Board Members not in Attendance

None

### Resource Persons/Guests in Attendance

Roy King, Centennial College  
Rob Davidson, Georgian College

### Staff in Attendance

Alice Power, Program Coordinator  
Dev Baichan, Program Coordinator

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#### 1. Call to Order/Welcome

The Chair welcomed meeting Members, noting that there were three new Members. The Board Members introduced themselves to D. Baichan, a new Program Coordinator at the College who was observing the meeting.

#### 2. Approval of Agenda

The agenda was approved as presented.

#### 3. Conflict of Interest

No conflicts were declared.

#### 4. Previous Notes

Members reviewed the notes from the previous meeting.

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

### **5.1 Red-Seal Process**

It was mentioned that the former Industry Committee which existed before the establishment of the College Trade Board recommended that the Marine Technician pursue entry into the Red Seal program. The Program Coordinator explained the process and criteria for becoming a Red Seal Trade. It was reported that currently 5 Provinces need to offer an apprenticeship program. It was explained that there has to be ongoing industry support for the program.

The Program Coordinator agreed to forward information to the Board on the process to become part of the Red Seal as well as the link to the Ellis Chart, which identifies the trade programs available in all of the provinces and territories.

### **5.2 Election of Chair and Vice-Chair**

An over view of the responsibilities of the Chair was provided. D. Shepherd (Employer Representative) was elected Chair and B. Folco (Employee Representative) was elected Vice-Chair. The Program Coordinator agreed to forward the latest version of the Trade Board Orientation manual.

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

### **6.1 Registrar's Report and CEO**

The Registrar's Report (September 2013) was reviewed and discussed by Trade Board members. It was mentioned that the Registrar's Reports are posted on the website as are Board of Governors' Record of Board Decisions. It was noted that Bob Guthrie has retired as Registrar & CEO, and David Tsubouchi began his role as Registrar in September 2013.

### **6.2 Memorandum of Understanding**

It was reported that a Memorandum of Understanding (MOU) between the College and MTCU has been signed.

### **6.3 MTCU and OCOT Apprenticeship Responsibilities**

The Board asked for clarification of the responsibilities of MTCU and OCOT in the apprenticeship system. The program Coordinator disseminated handouts and provided a brief overview of MTCU and OCOT's roles. The Board discussed issues related to apprenticeship registration with respect to the dual role of the Ministry and the College. The Board was briefed that efforts are ongoing to streamline and simplify the apprenticeship registration process.

### **6.4 Membership**

It was reported that the College's Member Services department continues to make changes to the operation to improve customer service, in particular with respect to call times. A discussion followed with respect to membership fees, membership renewal deadlines, and membership reinstatement fees. The Board was advised that changes have been made to the membership wallet card to include the Certificate of Qualification number, Red Seal number, and date of issue.

### **6.5 Enforcement Update**

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

are currently 42 Enforcement Officers and two Court Officers. It was reported that between May and December, 2013 there were 3,107 field inspections and compliance promotion visits conducted across the province.

#### **6.6 Communications and Marketing Update**

The College has a new Director of Communications- Sherri Haigh joined the College in late-October. A brief summary of the College's communication and marketing activities was provided. It was suggested that OCOT introduce a similar awareness campaign that WSIB is currently using to inform the public about the need to determine if a construction contractor has a clearance number that confirms that they are registered with the WSIB and that their account is in good standing.

#### **6.7 Scope of Practice**

The Program Coordinator provided an update on the Scopes of Practice Framework project. It was noted that the Board of Governors agreed to put this project, as it was initially envisioned, on pause and to focus instead on reviewing exclusions/exemptions in certain trades.

#### **6.8 Affinity Programs**

The Board was briefed on the College's efforts to implement an Affinity Program. A Request for Proposal process is underway and a decision on a service provider will be made in upcoming weeks. The Board was also briefed that the College will be seeking input from stakeholders, including those from voluntary trades, to hear perspectives on how to promote skilled trades and enhance value in College membership. The first dialogue session will take place on January 27, 2014 with representatives from the Motive Power Sector (Trade Associations).

#### **6.9 Divisional Board Update**

Motive Power Divisional Board Minutes from September 16, 2013 were distributed to the Board. Board of Governors Record of Board Decisions are made available on the College's website.

### **7. Program Update**

#### **7.1 Apprentice Statistics**

The Program Coordinator provided members with the available apprentice statistics for the period April 1-September 30, 2013.

#### **7.2 Motorcycle IP Examination**

The new Red Seal examinations for Motorcycle Mechanic were released in January 2014.

#### **7.3 Small Engine and Marine Engine Technician Curriculum**

Small Engine and Marine Engine Technician (Level 1 and 2) and Marine Engine Technician (Level 3) curriculum were implemented in the College as of January 6, 2013. The curricula was revised in 2010 with Canadore College as the lead, however, they had not been released prior to the transition of this responsibility to the Ontario College of Trades. A curriculum was reviewed by Program Coordinator and a member of the original Curriculum Revision Working group and minor edits were made prior to the release.

#### **7.4 Small Engine C of Q Examination**

It was noted that the Provincial Cof Q examination is dated and in need of revision. Discussion took place with respect to the sequencing of the Training Standard revision and examination revision activities.

## **7.5 Power Sports**

Members discussed the need to determine where Power Sports vehicles, ATV's personal watercraft and snow mobiles etc., fit into the trade. It was noted that the various manufacturers cluster ATV's for example with motorcycle, personal watercraft with marine, etc. Although the "clustering" may not be consistent for all manufacturers, there may be commonalities that could assist the Board to arrive at a recommendation as to how these vehicles may be integrated into the standards versus creating a standalone trade.

Integrating the additional pieces of technology into the existing program would be a way to be responsive to industry, as ensuring that employees are cross-trained provides for flexibility and allows businesses to expand beyond being seasonal. D. Brown agreed to compose and circulate a letter/email to industry partners to help assess and determine whether incorporating ATV into the Motorcycle Technician Curriculum would be supported.

A Board Member questioned if Automotive Service Technicians are capable of completing safety inspections on Motorcycles (both trades are compulsory). The Program Coordinator undertook to follow-up with MTCU and the Ministry of Transportation (MTO) and to review the Highway Traffic Act.

## **7.6 CAAT Update**

### **Georgian College**

Georgian College currently has 16 Level 1 Small Engine/Marine apprentices; 18 apprentices in Level 2 will begin in February 2014. A Level 3 Marine Technician program started in December 2013 and has 14 apprentices. Pre-apprentice students will be completing an 8-month program in April 2014 and will be looking for work. It was noted that there has been an increase in younger aged apprentices. Georgian is considering offering a Level 2 day release program for the Small Engine and Marine Technician trades.

### **Canadore College**

It was reported that Canadore College is applying to MTCU to become a Training Delivery Agent (TDA) for Turf Equipment Technician at the Parry Sound campus. Representatives from Canadore discussed this at the Ontario Golf Superintendents Conference in January 2014 to determine interest/support.

## **8. Industry Update**

### **8.1 Yamaha National and World Competitions**

The Trade Board was advised that the Canadian finals of Yamaha's world Motorcycle Technician Competition will be held June 17, 2014 in preparation for the world competition in October 2014.

## **9. Other Business**

No other Business

## **10. Next Scheduled Meeting/Event**

The next meeting is April 17, 2014 at Centennial College.

## **11. Adjournment**

The meeting was adjourned.

“Dave Shepherd”

Dave Shepherd, Chair

April 17, 2014

Date