



# Minutes

## Truck and Coach Technician Trade Board Meeting

June 2, 2015 at 9:30 a.m.  
Toronto Transit Commission  
700 Arrow Road Garage - Boardroom  
Toronto, ON

### Trade Board Members in Attendance

Nihal Carthigaser	James Pinder
Trevor Cox	Frank Trianniu
Patrick Hacon	Rolf VanderZwaag
Jainauth (Vish) Jadunauth	

### Trade Board Members not in Attendance

Gord Charters  
Dave Eisele

### Resource Persons/Guests in Attendance

John Dixon, Centennial College  
Tony Dean, Reviewer, Dean Review  
Samantha Anderson, Project Lead, Dean Review  
Mike Battista, Waste Management, Area Fleet Director – Eastern Canada  
Leslie Warner, Waste Management – HR

### Staff in Attendance

Rottena Sparks, Program Coordinator<sup>1</sup>

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#### 1. Call to Order/Welcome

In the absence of a Chair and Vice-Chair, the Program Coordinator called the meeting to order at 9:35 a.m. The Program Coordinator suggested the Trade Board members have an election and the Trade Board agreed to move the Election of a Chair and Vice-Chair to the beginning of the meeting versus at the end. After a discussion, the Trade Board unanimously agreed that T. Cox is the Chair and R. VanderZwaag is the Vice-Chair. The terms will be for one year.

#### 2. Approval of Agenda

**ON A MOTION MADE BY P. Hacon, SECONDED BY F. Trianni, 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. VanderZwaag, SECONDED BY P. Hacon, AND CARRIED**, the draft minutes of the Trade Board's February 12, 2015 meeting were approved as tabled.

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

To keep better track of the triaged items, the Board is requesting to have an action list for all triage resolutions that have been submitted by the Trade Board. The list should include details as to how the triaged items were actioned.

**6. College of Trades Update**

**Registrar's Report – Fourth Quarter of 2014**

Staff summarized the updates from the Registrar's Report for the fourth quarter of 2014. Staff also reminded the Board of the upcoming OCOT Annual Meeting of Members scheduled for June 16, 2015.

**Communications and Marketing** continues its outreach efforts with a strong focus on connecting with youth, Aboriginal peoples, new immigrants and women. In the fourth quarter, the College participated in 71 stakeholder events. Communications, IT and Member Services have been working together to create a job board that would be available on [www.collegeoftrades.ca](http://www.collegeoftrades.ca) where businesses could advertise for positions available within the skilled trades for both apprentices and journeypersons. A business will be required to be a member of the College in order to post on the site. Fee TBD. Given some of the demands on IT, it is expected that this will be completed by mid-2015.

**Member Services** reported that at the end of Q4, there were 237,008 active members. The College continues to receive significant call and email volume; approximately 60,000 calls and 5,000 emails were received in the fourth quarter. They continue to focus daily on improving answer times, processing times and email response time.

Staff provided an update on Compliance and Enforcement Division statistics for the Construction sector. It was noted that the highest number of site visits conducted by College Enforcement Officers are in the Motive Power sector. The Division also recently completed a recruitment of new Enforcement Officers. There are now 50 Enforcement Officers across Ontario.

**7. Dean Review –Tony Dean**

T. Dean described the mandate of the Dean Review and reviewed the Terms of Reference, including:

- Scopes of Practice – how should they be used?
- Trade Classification Review Process

T. Dean continues his consultations with stakeholders. These visits are expected to be completed by the end of June 2015. There has been a lot of stakeholder engagement over the last few months and there seemed to be common themes in the issues/comments raised. These will be addressed in T. Dean's final report.

## 8. Program Updates

### 8.1 Apprenticeship Trade Statistics

The Trade Board received a summary of the apprenticeship statistics for the Truck and Coach Technician trade and the Truck Trailer Service Technician trade for the period April, 2013 to May 31, 2015. The Trade Board agreed that, as the focus is now on completion rates for apprentices, it would also be important to know how many apprentices have been registered in the first year, second year, etc. Staff will try to obtain those stats for the next meeting.

### 8.2 Red Seal Update

The Red Seal Inter-Provincial Exam for the Truck Trailer Service Technician (310J) was released at the end of February 2015. The item bank development workshop for the Truck and Coach Technician (310T) is scheduled for November 2015. The Program Coordinator will be seeking participants closer to the date.

### 8.3 Training Standard Update

The Truck and Coach and the Truck Trailer Service Technician Apprenticeship Training Standards workshop took place May 20-22, 2015. The results were very successful and the workshop was able to revise both the Truck and Coach and Truck Trailer Technician standards.

### 8.4 Curriculum Standard Update

The Truck Trailer Service Technician Curriculum Standard is currently being rebranded into the new College format for the website.

### 8.5 Fact Sheets

A new trade 'fact sheet' template is now available. Staff provided this to the Trade Board for review and input. The Trade Board will make any necessary changes/comments to the trade-specific information for the Truck and Coach and Truck Trailer Service Technician by June 15, 2015.

## 9. Presentation – Waste Management – Eastern Canada

M. Battista and L. Warner joined the meeting to present and share with the Trade Board their issues surrounding recruitment of Truck and Coach Technicians. The Trade Board sees the issue of recruitment throughout the entire Motive Power sector and agreed that it is important to target youth by promoting trades at the high school level.

## 10. Next Scheduled Meeting/Event

The Chair confirmed that the next meeting of the Trade Board is scheduled for September 25, 2015.

## 11. Adjournment

**ON A MOTION DULY MADE BY P. Hacon, SECONDED BY R. VanderZwaag, AND CARRIED,** the meeting was adjourned.

“Trevor Cox”

Trevor Cox, Chair

December 4, 2015

Date