



# Minutes

## Truck and Coach Technician Trade Board Meeting

May 16, 2014 at 9:30 a.m.  
Toronto Transit Commission – Hillcrest Complex  
Duncan Shops Building, Second Floor Conference Room  
1138 Bathurst Street, Toronto, ON  
M5R 3H2

### Trade Board Members in Attendance

Nihal Carthigaser

Gord Charters

Jainauth (Vish) Jadunauth

James Pinder

Frank Trianni

Rolf VanderZwaag

### Trade Board Members not in Attendance

Kyle Babin, Chair

Dave Farrington, Vice-Chair

Dave Eisle

Gale Fowler

### Resource Persons/Guests in Attendance

Pierre Valley, Centennial College

Walter Perera, Supervisor, Non-Revenue and Programs, TTC

Dimaz Ladak, Apprenticeship Coordinator, TTC

Murray Parsons, Senior Maintenance Supervisor, TTC

### Staff in Attendance

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

Dominic Machado, Enforcement Officer

Rick Smyth, Enforcement Officer

Daniel van der Burg, Trade Analyst

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### 1. Call to Order/Welcome

F. Trianni called the meeting to order at 9:35 a.m. and welcomed resource persons and guests. It was also unanimously agreed upon that, in the absence of both the Chair and Vice-Chair, F. Trianni would be acting Chair for today's meeting.

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<sup>1</sup> Recording Officer.

Staff reported on the resignation of K. Babin from the Trade Board. The Board wished him well in his future endeavours. This resignation leaves one employee representative vacancy on the Trade Board and a vacancy in the role of Chair of the Trade Board.

**2. Approval of Agenda**

It was suggested that “Brake Inspections” be added to the agenda and presented first. **ON A MOTION MADE BY F. Trianni, SECONDED BY J. Pinder AND CARRIED**, the agenda was approved as circulated, subject to the above-noted change.

**3. Conflict of Interest**

No conflicts of interest were declared.

**4. Previous Minutes**

**ON A MOTION DULY MADE BY J. Pinder, SECONDED BY J. Jadunauth AND CARRIED**, the draft minutes of the Trade Board’s September 27, 2013 meeting were approved as tabled.

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

Staff briefed the Trade Board on the new triage system that has been developed to move the resolutions and issues raised from the Trade Boards through the appropriate channels in a timely manner. Staff assured the Trade Board that the triage system does not prevent resolutions and/or issues from being discussed at the Divisional Board level.

**6. College of Trades Update**

**6.1 Membership Update**

Staff described the affinity program now being offered to members of the College through which they can receive discounts on home and auto insurance, reduced pharmacy fees, reduced optical services, etc. If interested, members are encouraged to visit the College website for more information. The Trade Board was also encouraged to suggest other discounted services they would like to receive in future.

**6.2 Media and Communications Update**

The College’s Communications and Marketing department has developed several radio advertisements to promote the College. Staff took a moment to play samples of these ads to the Board.

The College’s Registrar, David Tsubouchi, and the Chair of its Board of Governors, Ron Johnson, continue to be engaged in various presentations across the province.

Staff reminded the Board that, as members of the College, they are invited to attend the College’s first Annual Meeting of Members on Tuesday, June 17, 2014.

An information note describing a proposed public consultation and review of Academic Entry Requirements (AER) for trades named under the *Ontario College of Trades and Apprenticeship Act, 2009* was distributed to the Trade Board. The AER note outlines the process to be followed, the results of which will help inform the development of a Board of Governors regulation on AERs.

**6.3 Enforcement Update**

D. Machado and R. Smyth presented an update from the Enforcement Division. They advised that

there are now 41 Enforcement Officers working across the province who are also deemed Provincial Offences Officers. The Officers described several issues being identified in the field, including the sale of safety-related parts over-the-counter; truck owners/drivers repairing their own vehicles; scope of practice issues; and ensuring that employers are fully aware of their rights and responsibilities vis-à-vis College requirements.

The Trade Board then took a tour of the Toronto Transit Commission's Duncan Shops Bus Maintenance Department. D. Ladak, TTC's Apprenticeship Coordinator, reported that the TTC currently has 25 Registered Apprentices. He explained the hiring process and advised that it was a very vigorous exercise.

## **7. Presentation – Emergency Vehicle Technician Program**

J. Pinder spoke briefly on the Emergency Vehicle Technical Program that is available to Canadian technicians. This training is being offered by the Emergency Vehicle Technician Certification Commission, Inc. (EVT) – a not-for-profit corporation dedicated to improving the quality of emergency vehicle service and repair throughout the United States and Canada. The primary function of EVT is to test and certify emergency vehicle technicians. EVT also encourages the development of effective training programs which address the training and educational needs of the emergency vehicle technician.

## **8. Program Update**

### **8.1 Mobile Refrigeration Technician**

Since the last meeting, several Trade Board members visited Conestoga College to see the Mobile Refrigeration and Heating Systems training. This visit generated more discussion around whether or not it should be made a separate trade.

**ON A MOTION DULY MADE BY J. Pinder, SECONDED BY J. Jadunauth AND CARRIED,** the Trade Board agreed that it will continue to discuss the possibility of new trade development for Mobile Refrigeration and Heating Systems Technician and these discussions will include more representatives from industry.

### **8.2 Apprenticeship Trade Statistics**

The Board received a summary of the apprenticeship statistics for the Truck and Coach Technician and the Truck Trailer Service Technician for the period up to May 2014.

The 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.

### **8.3 NOA Validation Workshop**

The National Occupational Analysis (NOA) Validation Workshop for the Truck and Coach Technician will take place Friday, June 20, 2014. The Board was asked to help identify subject matter experts who would be willing to participate .

### **8.4 C of Q Exams**

Exam Statistics

The Board would like to receive additional statistics breaking down the number of Certificate of Qualification exams written, along with the number of those who passed and failed.

Staff will follow up and try to have a response by next meeting.

Resources available for individuals to help prepare for the C of Q exam

Exam Prep courses are no longer available at Centennial College. A discussion took place with respect to the adequacy of resources available to individuals to prepare to write the exams. This can be particularly difficult for those who have been in the trade for many years as they would like to have resources available to “refresh” their knowledge in a theory-based environment.

Timeframe for writing the C of Q

The Board reported that the industry expressed concern with the Journeyperson Candidate class of members in the College not having enough time to study for and write the C of Q exam and wanted to know if extensions may be available for those unable to write the exam within the stipulated 12-month period. The Program Coordinator agreed to take this issue back to the College for consideration.

P. Valley stated that there are resources available for an individual to prepare for their C of Q exam and he agreed to provide a list of resources and have them available at the next meeting.

Clarification/Interpretation/Application of the Scope of Practice

D. van der Burg presented a list of definitions and interpretations which the Trade Board may find helpful as it reviews the scopes of practice of both Truck and Coach Technician and Truck Trailer Service Technician.

**9. Other Business**

The Board agreed to defer Items 9.1, 9.2 and 9.3 until the next meeting.

**10. Election of Chair and Vice-Chair**

D. Farrington, the current Vice-Chair, was elected Chair for a one-year term and G. Charters was elected Vice-Chair for a one-year term.

**11. Next Scheduled Meeting/Event**

The Chair confirmed that the next meeting of the Trade Board is scheduled for Friday, October 3, 2014.

**12. Adjournment**

**ON A MOTION DULY MADE BY G. Charters, SECONDED BY J. Jadunauth AND CARRIED,** the meeting was adjourned.

“Frank Trianni”  
Frank Trianni, Acting Chair

October 3, 2014  
Date