



Minutes

Utility Arborist

Trade Board Meeting

June 22, 2016 at 9:30 a.m.

Infrastructure Health & Safety Association (IHSA), Meeting Room
5110 Creekbank Road, Suite 400
Mississauga, ON, L4W 0A1

Trade Board Members in Attendance

Ian George, Chair
Blair Brassard, Vice-Chair
Alan Lalonde
Terry Tysick

Trade Board Members not in Attendance

Mike Greer

Resource Persons/Guests in Attendance

Rob Brewer, Chair, Service Divisional Board
Peter Wynnyczuk, Arborist Trade Board

Staff in Attendance

Alice Power, Program Coordinator¹

1. Call to Order/Welcome

The Chair called the meeting to order at 9:40 a.m. and welcomed Trade Board members, staff and guests.

2. Approval of Agenda

ON A MOTION MADE BY T. Tysick, SECONDED by A. Lalonde AND CARRIED, the agenda was approved as amended.

3. Conflict of Interest

No conflicts of interest were declared.

4. Previous Minutes

ON A MOTION DULY MADE BY B. Brassard, SECONDED BY A. Lalonde AND CARRIED, the draft minutes of the Trade Board's September 10, 2015 meeting were approved as presented.

5. Level 2 Utility Arborist Program

There was no report from Humber College regarding its application to become a Training Delivery Agent (TDA) for the Level 2 Utility Arborist program. The Program Coordinator will follow up with Mark Graves of Humber College. It was reiterated that the College would be seeking strong support from industry.

6. Dean Report

R. Brewer provided an overview of the recommendations from the Dean Report to the Trade Board. It was noted that the scopes of practice (SoPs) for trades, as well as the Program Evaluation Process (PEP - the process to review and potentially reduce the number of trades regulated by the College), remain College responsibilities. It was emphasized that Trade Boards will play a significant role when the SoPs are reviewed. The Trade Board discussed the Report's recommendations regarding the process and criteria for a Trade Classification Review and the implications these might have for the trade of Utility Arborist. It was emphasized that the recommendations in the Dean Report are still being discussed by the College.

It was reported that the Ministry of Labour has formally assumed responsibility for the College's regulatory and administrative oversight as of May 6, 2016. There is no impact on College staff, and the operations of the College are not affected. The Ministry of Training, Colleges and Universities (MTCU) is now called the Ministry of Advanced Education and Skills Development (MAESD) and will remain responsible for registering apprentices, assessing client and sponsor eligibility, school scheduling, seat planning and confirming completion. The College will continue to work in partnership with MAESD with regards to the Apprenticeship programming.

7. Red Seal Update

R. Brewer updated the Trade Board on the 2-year Utility Arborist program that is being developed by the New Brunswick Maritime College of Forest Technology (MCFT) in partnership with New Brunswick Power. It was mentioned that the consultant that is writing the curriculum for New Brunswick has been in regular contact with the Program Coordinator.

It was further reported that there is a petition on www.change.org that is advocating for the arborist trade to become a designated Red Seal trade. The petition was set up by an Ontario arborist apprentice. The College has reached out to this apprentice and explained how a trade becomes part of the inter-provincial program. There are currently over 200 signatures on the petition representing various jurisdictions.

8. College of Trades Update

8.1 Registrar's Report

R. Brewer presented highlights from the Registrar's Report for First Quarter of 2016.

8.2 Membership

The Trade Board reviewed the most recent membership numbers in the College. It was reported that there was an increase of 1.0% in in the first quarter of 2016 from the 2015 year-end with a current total of 234,399 active members.

8.3 Compliance & Enforcement Update

The Trade Board reviewed the Enforcement Quick Facts for January to December 2015 and the statistics from the Q1 Registrar's report. It was reported that Enforcement Officers made a total of 11,376 field visits in 2015, and 5,221 of these were to motive power garages and 825 were to auto

body shops. It was noted that the majority of the field visits in the first quarter of 2016 continue to be within the Motive Power Sector.

8.4 Communications & Marketing Update

The Program Coordinator provided an overview of Communication and Marketing activities for the first quarter of 2016. It was noted that the College recently won the Global International Association of Business Communicators' Gold Quill award for its *Trades Today* magazine. It was also noted that the newsletter is continuously increasing readership, as well, there has had good pick up of College-written stories in mainstream media outlets.

It was further reported that visits to www.collegeoftrades.ca continue to increase, and the Public Register is the most popular feature on the website with over 270,000 searches in 2015. It was mentioned that a Request for Proposal (RFP) has been sent out for to have the website redesigned.

The Trade Board was briefed on the partnerships with the music industry and the *Helmets to Hardhats* program. The "Trade in, Trade up" and "Veterans and the Skilled Trades" videos were also presented to the Trade Board. In addition, the Trade Board was shown the new Hire with Confidence webpage (www.hirewithconfidence.ca). It was noted that the new website is a pilot project to help people search, apply and hire for jobs and apprenticeships in the skilled trades, which is only available to members of the College.

The College is investigating strategies to engage individuals in voluntary trades to become members of the College; this new website is one of those initiatives.

8.5 Evaluation and Assessment Update

The Trade Board was briefed on the changes and activities in the Evaluations and Assessments Department. It was noted that were 5,191 Trade Equivalency Assessment (TEA) applications processed in 2015 and, as of March 1, 2016, the fees for the various assessments have risen based on cost recovery. There is also a new assessment fee for an applicant wishing to re-open their TEA application to provide additional proof of competency, after they have received their initial proposal-to-deny notification from the College and the window for re-submission was not met.

8.6 Policy Update

The Program Coordinator highlighted a few of the projects that the College's Policy Department has undertaken. It was reported that the College has taken steps to remove barriers for Canadian Armed Forces veterans and reservists who are looking to enter the trades. The College membership fee in the Apprentices Class will be waived for these individuals for a period of five cumulative years; as well, the fees for their TEA applications will be waived.

The Trade Board was briefed on the Program Evaluation Process currently being piloted by the College. It was noted that that the goal is to strengthen the skilled trades system in Ontario by focusing investments in viable trades, revitalizing programs where necessary through regulatory changes or promotional efforts, and developing impact analyses to track future trade development. It was suggested that stand-alone trades will need to meet certain registration thresholds to prove their viability.

9. Divisional Board Update

R. Brewer provided updates on recent Service Divisional Board and Board of Governors meetings.

It was reported that the issue of the eligibility exclusion for the Apprenticeship Training Tax Credit

(ATTC) is currently being discussed by the government. It was noted that the Ministry of Finance was sent a letter from Service Divisional Board about the issue. The College has been informed that they were working on some possible changes to the tax credit.

It was reported that the College is in active dialogue with government about the status of the Board of Governor's proposed creation, by regulation, of a Legacy Journeypersons Class – a new class of members for 'deemed' Certificate of Qualification (C of Q) holders who previously held a 'lifetime' C of Q in a voluntary trade. Under the current Minister's regulation, lifetime C of Q holders in voluntary trades that become a member of the College's Journeypersons Class in the same trade lose their deemed C of Q and are required to pay an annual membership to the College to keep the certification valid. Because this regulation has been a disincentive for lifetime C of Q holders in voluntary trades to join the College, the proposed new class has been designed to enable them to become members without losing their deemed C of Q. The College is continuing to seek an update on the status of this proposal, now with the Ministry of Labour, following the transfer of regulatory oversight to that ministry.

The Trade Board asked about the status of proposed changes to Academic Entry Requirements (AER) for certain trades. It was noted that a transitional regulation is in place to preserve the status quo of AER until the College is able to undertake a consultation and subsequently introduce a new regulation addressing the issue.

10. Program Update

10.1 Program Membership Statistics

The Program Coordinator provided recent membership statistics for the trades represented by the Trade Board for the period April 8, 2013 to June 1, 2016. The trade Board discussed the C of Q exam pass rates and noted that the exam preparation that is provided by the TDAs is likely the reason for the success rates. The Trade Board further discussed the International Society of Arboriculture (ISA) examination.

It was reported that Algonquin College is exploring running a forestry program and that Fleming College is partnering with Lakehead and University of New Brunswick to offer a combined diploma/degree arboricultural program.

It was mentioned that despite having a provincial C of Q program and diploma programs, municipalities are still seeking ISA certification in their Request for Proposals.

The Trade Board discussed the concept of offering a practical assessment to complement the C of Q examination in order to provide a more rounded evaluation of apprentices. Alternatively, it was suggested that it would be helpful to have a mechanism to ensure employers are assessing apprentices' demonstration of the on-the-job skills more consistently.

Based on this discussion, an idea was proposed to develop a checklist to complement the on-the-job Training Standard. The checklist would serve as a guide to industry best practices and assist the employer in understanding the expectations of how these skills need to be demonstrated before an apprentice's log book is signed off. It was further suggested that it would be ideal to run workshops for employers about how to evaluate/assess an apprentice's competency on the identified skill sets. B. Brassard agreed to lead a subcommittee to explore the concept of developing an employer guide/checklist that would act as a mechanism to support the log book.

Members of the Trade Board stated that to be successful and encourage completion, apprentices need to have follow-up and ongoing support. It was noted that it is a significant loss to the apprenticeship system that Ministry Employment and Training Consultants are no longer providing this service to apprentices.

10.2 Training Delivery Agents Update

It was reported that Fleming College and Algonquin College are exploring the prospect of running a Level 2 Utility Arborist apprenticeship program.

11. Arborist Safe Work Practices Committee Update

The Chair reported that the Arborist Safe Work Practices (ASWP) document is now only available online at <http://arboristsafeworkpractices.com/home.html>. It was noted that an email was sent automatically to individuals who had downloaded the document previously to inform them that there was a new version and a link was provided where they could obtain the new document. The Trade Board members were impressed with this service.

It was also noted that the ASWP Committee is currently reviewing an American risk assessment checklist that is used to determine whether it is safe to climb a tree or if a crane should be used. Finally, it was noted that Steve Matsumoto of the City of Toronto has taken over as the Chair of the ASWP Committee.

12. Arborist Trade Board

P. Wynnyczuk reported that he is compiling a list of industry fatalities from various media sources. The Ministry of Labour representative also continues to send a list of injuries and fatalities to the ASWP Committee. This information will be of assistance going forward in determining the nature of the issues and any need for change to arborist safety practices. These articles are being forwarded to the Program Coordinator for distribution to the Trade Board and other stakeholders as deemed relevant. The Trade Board mentioned that it has welcomed receiving this information.

13. Emerald Ash Borer Update

There were no updates to report.

14. Next Scheduled Meeting

It was noted that B. Brassard will take over as Chair at the next meeting; the vote for Vice-Chair will be on the agenda at the next meeting. The Chair encouraged the Trade Board to help recruit a new member for the Trade Board. The next meeting has been scheduled for November 30, 2016.

15. Adjournment

The meeting adjourned at 2:10 p.m.

“Ian George”

Ian George, Chair

November 30, 2016

Date

ⁱ Recording Officer