



MEMORANDUM TO: Apprenticeship and Skilled Trades Stakeholders

FROM: Tony Brenders, Director,
College of Trades Project Implementation Office

Patti Redmond, Director of Apprenticeship

DATE: May 21, 2010

SUBJECT: **College of Trades, Appointments Council
Chair and Members Announced**

On October 28, 2009, the government passed the *Ontario College of Trades and Apprenticeship Act, 2009*. Since then, the ministry has set up the Project Implementation Office (PIO), a transitional team that is responsible for planning and managing the establishment of the College of Trades. The PIO will be providing updates on the ministry's progress throughout the implementation.

As a first step towards the establishment of the College of Trades, we are pleased to announce that eight individuals have been appointed to the Appointments Council by the Lieutenant Governor-in-Council. The appointees are: Susan Allen, Patrick Dillon, Colin Heslop, Hugh Laird, Gail Smyth, Allan West, Norman Wolfson and an additional member, to be announced in the coming weeks. Rodney Cameron has been appointed chair of the Council. For more information about each Council member, please refer to the attached backgrounder.

The Appointments Council will make appointments to the governance structure of the College, including the Board of Governors, Divisional Boards, Trade Boards and Adjudicators for review panels. In addition, the Appointments Council will act as the College's transitional board of governors and will begin to give industry a greater role in the governance of the apprenticeship training system and promotion of careers in the skilled trades.

One of the first priorities of the transition board will be to initiate a review of apprenticeship ratios. The board will also begin reviewing requests for compulsory certification. This will be done by review panels appointed by the Council.

These appointments are a significant first step in building the Ontario College of Trades. This milestone brings us closer to achieving the College's mandate to establish standards for the training of apprentices and skilled workers and to raise the profile and status of the trades across the province. For more information about the work of the College and the changes taking place over the next two years, please refer to the attached Questions and Answers.

We want to thank those of you who have provided input during the consultative phases of the College's implementation. We are certain that the College will continue to benefit from the expertise of trades people and industry representatives like yourselves as we move forward.

QUESTIONS AND ANSWERS

Ontario College of Trades

Q: Will I be required to be a member of the College?

A: Everyone who holds a Certificate of Qualification is required to be a member of the College. This includes all certified journeypersons in compulsory and voluntary trades and employers who employ journeypersons or who sponsor or employ apprentices. Registered apprentices are also required to apply for membership in the College. The College may establish other classes of members.

Q. I have a Certificate of Apprenticeship in a trade. Will I be required to be a member of the College?

A. If you currently hold a Certificate of Apprenticeship and a Certificate of Qualification is not available for your trade, you may apply to be a member of the College.

Q. How much are membership fees? Will there still be service fees for registration, examinations, etc.?

A. The Board of the College will establish membership fees. Apprenticeship registration fees will be set by the Ministry. It is unknown at this time whether current examination fees will remain the same.

Q. When will the College begin to collect service and membership fees?

A. It is anticipated that the College will begin to collect membership fees in 2012. Until then, the Ministry will continue to collect fees related to apprenticeship and certification.

Q. What will the College do for members?

A. At a minimum, members can expect to receive the following from the College:

- A Certificate of Qualification (for journeypersons in compulsory and voluntary trades) or registered apprentice or Statement of Membership (for other classes of members, including employers of apprentices and journeypersons and sponsors of apprentices)
- Raised profile of the trades, adding value to your certification and giving it a professional status (like teachers, health professionals and engineers)
- Public confidence from the establishment of a public registry
- Opportunity to participate in trades' governance
- An industry-driven mechanism to address journeyperson to apprentice training ratios and requests for compulsory certification
- Outreach and promotion of apprenticeship as a postsecondary pathway
- Opportunity for ongoing education

Q. What happens to Certificates of Qualification (C of Q)?

A. The Ministry will continue to issue and renew certificates during the transition period until the College becomes fully operational in 2012.

Following the transition period, any C of Q issued by the Ministry will be deemed to be a C of Q issued by the College for up to two years. Within this two year period, a C of Q holder must register with the College and pay any fees required by the College order to obtain a valid C of Q.

It is anticipated that the College will begin to collect membership fees in 2012.

Q. What happens to Certificates of Apprenticeship?

A. The Ministry will continue to be responsible for administering the apprenticeship system, including registration of the apprenticeship training agreement, scheduling examinations and issuing Certificates of Apprenticeship.

Q. What will happen to existing training agreements and contracts of apprenticeship?

A. Existing training agreements and contracts of apprenticeship will continue with the existing terms and conditions and become known as registered training agreements. Training agreements will be automatically cancelled if there no College membership. If there is no valid training agreement, the College will revoke the Statement of Membership.

The Ministry will retain responsibility for registering training agreements and approving persons to provide training for apprenticeship programs established by the College.

Q. Who is responsible for approving training for apprentices?

A. The Ministry will continue to be responsible for approving training for apprentices and will establish guidelines for approving training delivery providers.

Q: When and how will the College make decisions about apprenticeship ratios?

A: The College of Trades will be governed by a Board of Governors, with four Divisional Boards and four Trade Boards. All positions to these boards will be appointed by a 9-member Appointments Council.

The Board of Governors will begin the review of appropriate journeyperson to apprentice ratios within the first year.

The Board has the authority to establish review panels representing the interests of employers, skilled workers and apprentices. Review panels will be composed of three members chosen from a roster of adjudicators, including one member appointed by the Board of Governors and two members appointed by the Divisional Board for the sector that represents the trade under review.

The review panels will begin a review of journeyperson to apprentice ratios on a trade-by-trade basis for those trades that are subject to a ratio.

The review panels will be constituted at least every four years for each trade with a prescribed journeyperson to apprentice ratio to ensure that the ratio reflects the economic and health and safety needs of the sector.

Q: How will the College manage requests for compulsory certification?

A: The criteria and process to determine whether a trade should be classified as compulsory or voluntary will be prescribed by a Board regulation. The College transition Board of Governors will establish the Board regulation in the first year.

Q: What will happen to the existing Provincial Advisory Committees and Industry Committees?

A: The existing industry advisory committees will be phased out and similar duties will be performed by the College.

The transition process will begin under the leadership of the Appointments Council until the College's actual Board is established.

The Appointments Council will make appointments to a number of boards that will advise on their respective sectors and trades and contribute to the College's governance including the Board of Governors, Divisional Boards and individual Trade Boards.

The membership of the various boards will be balanced, representing employees, employers and other interests.

Q: Ontario's college sector asked for representation on the College of Trade's Board. Has this been addressed in the legislation?

A: The composition of the Board of Governors provides a seat for a College of Applied Arts and Technology representative. This responds to the recommendations made by Ontario's colleges, which provide a significant portion of the training and education for the province's apprenticeship programs.