








Board of Governors January 2020 – Public Teleconference Meeting

Meeting Date:	January 22, 2020
Meeting Time:	1:40 p.m.
Teleconference Information:	Teleconference #: 1-877-645-4140 Conference ID #: 8927051487

Meeting Agenda

1.	Call to Order and Confirmation of Quorum	1 min
2.	Declaration of Conflict	1 min
3.	Approval of Meeting Agenda	1 min
4.	Consent Agenda <i>The following items will be addressed through the consent agenda unless specifically requested to be removed for separate attention, by request.</i> - Minutes of the November 27, 2010 Public Meeting (for approval)  pages 2 – 8	1 min
5.	Business Arising (not otherwise covered)	1 min

Decision Items

6.	New Program Proposals - Transportation Maintenance Technician  pages 9 - 80 - Respiratory Therapy  pages 81 - 83	T. Phillips, P. Stoneham, and L. Poirier	15 min
7.	Perioperative Program Revision  pages 84 - 92	T. Phillips and L. Poirier	5 min
8.	By-Law 2 – Fleming College Council  pages 93 - 98	M. Adamson	10 min

Discussion

9.	Other Business	5 min
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Adjournment approximately 2:20 p.m.



Board of Governors Public Meeting Minutes

Meeting Date: Wednesday, November 27, 2019

Meeting Location: Frost Campus, 200 Albert St. S. Lindsay; Boardroom 252

Meeting Attendance

Present:

Mr. Dan Marinigh, Board Chair
Ms. Katherine MacIver, Vice Chair
Mr. Fred Clifford
Mr. Ben Currelly
Mr. Paul Downs
Ms. Allison Galbraith
Ms. Nicole Grady
Ms. Rosemarie Jung
Mr. Mike Leonard
Ms. Mary Lou McLean
Mr. Thom Luloff
Ms. Cathy Praamsma
Ms. Maureen Adamson, President

Regrets:

Dr. Aaron Grant

Senior Administration:

Ms. Sandra Dupret, Vice President, Student Experience
Ms. Sherry Gosselin, Director, Project Management and Institutional Research
Ms. Roni Srdic, Registrar
Dr. Tom Phillips, Vice President, Academic Experience
Ms. Sherry Taylor, Vice President, Organizational Effectiveness and Human Resources
Mr. Drew Van Parys, Vice President, Economic and Community Development
Mr. Terry Williams, Director, Physical Resources
Dr. Brent Wootton, Vice President, Applied Research & Innovation

Administrative Support:

Ms. Sandra Armstrong, Executive Assistant
Ms. Sarah Beirness, Manager Governance, Policy and Freedom of Information

Guests:

Dr. Brett Goodwin, Dean & Principal, School of Environmental & Natural Resource Sciences
Ms. Angie Sims, Director Budget Services
Ms. Jenny Olason, Academic Chair, School of Business
Ms. Pam Stoneham, Dean, School of Trades & Technology

1. Call to Order, Welcome to the Traditional Territory and Confirmation of Quorum

The Chair called the meeting to order at 1:40 p.m. and acknowledged that the Board of Governors is holding the meeting on the traditional lands of the Mississauga and Anishinaabe peoples.

Quorum was confirmed, regrets noted, staff and guests in attendance were welcomed.

The Chair presented the Indigenous wampum belt. The belt was created by Governors during the Indigenous governance session at the Board retreat on November 8th. The belt symbolizes Governors' commitment to good governance and working collaboratively together. Ms. Galbraith was thanked for her efforts in finishing the belt on behalf of the Board.

2. Declaration of Conflict

There were no conflicts disclosed concerning items identified on the agenda.

3. Approval of Meeting Agenda

Moved by Mr. Downs and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the agenda of the November 27, 2019 public meeting as presented.

Carried

4. Consent Agenda

Requested that items 4.2 - Investment Portfolio Review and 4.3 - Financial Position as of September 30, 2019 be removed from the consent agenda for discussion.

4.2 - Investment Portfolio Review: Concern was raised over the College's portfolio being limited to only investments in Canada. Mr. Clifford noted that diversification of the College's portfolio was discussed at the November Finance and Audit Committee meeting. As a result, President Adamson will meet with the College's investment portfolio manager in December and the Finance and Audit Committee will review of the College's financial investment policy.

4.3 - Financial Position as of September 30, 2019: Requested that month end financial positions be brought forward as discussion items on subsequent Board agendas, and that the Board receive a fulsome presentation on budget semi-annually. Mr. Clifford clarified that month end financial reports are examined by the Finance and Audit Committee before they are provided to the Board, and that the Board will review the interim budget update and year end budget projections at today's meeting and the draft financial plan (preliminary budget) for 2020 – 2021 will be reviewed at a Spring 2020 Board meeting.

Moved by Mr. Luloff and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College approve the revised consent agenda for the November 27 public meeting and, through this consent:

- *approve the minutes of the September 25, 2019 public meeting; and*
- *receive for information the financial position as of October 31, 2019.*

Moved by Mr. Luloff and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College receive for information the:

- *investment portfolio review (item 4.2); and*
- *financial position as of October 31, 2019.*

Carried

5. Business Arising

None identified.

Decision Items

6. New Program Proposals

6.1 New Program Proposals - School of Environmental & Natural Resource Sciences

The Chair welcomed Dr. Phillips and guest Dr. Brett Goodwin, Dean & Principal, School of Environmental & Natural Resource Sciences to present three (3) preliminary program proposals for the School of Environmental and Natural Resource Sciences: Adaptive Forest Management; Environmental Communication; and, Foundations of Aquaculture.

6.1 a) Adaptive Forest Management is a joint Fleming-Trent diploma-degree which would be organized similarly to the College's Ecological Restoration program. The program will provide students with the skills to develop appropriate forest management strategies in the face of growing threats from climate change, invasive species and other stressors. Many courses already exist at both Fleming and Trent.

Moved by Mr. Clifford and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the proposal to develop a new joint Fleming-Trent diploma-degree in Adaptive Forest Management.

Carried

6.1 b) Environmental Communications is a one (1) year post-graduate certificate. The program will be targeted at students who have completed a diploma or degree in an environmental field and are looking to develop communication skills to pursue a career in environmental journalism or in communications for environmental organizations. The program is classroom based with an applied placement. It was recommended that College/University pathways be explored.

Moved by Ms. McLean and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the proposal to develop a new graduate certificate in Environmental Communication

Carried

6.1 c) Foundations of Aquaculture Program is a two (2) semester College Certificate. The program would focus on providing basic fish biology, basic aquaculture techniques, fish husbandry, safety, and environmental considerations. Course material will be derived from the College's current Aquaculture post-grad certificate. The program will primarily be offered via on-line delivery with short, intensive hands-on portions interspersed throughout. Establishment of both Indigenous and business program partnerships was encouraged.

Moved by Ms. McLean and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the proposal to develop a new college certificate in Foundations of Aquaculture.

Carried

6.2 New Program Proposal - School of Business

The Chair welcomed Ms. Jenny Olason, Academic Chair, School of Business joining Dr. Phillips to present a preliminary program proposal in Non-Profit Housing Management.

6.2 a) The proposed Ontario College Graduate Certificate will provide training in the management of non-profit housing administrative functions such as operations, policy, health, and housing while

also focusing on development of community and government partnerships. Currently, there are no institutions in the Ontario College System, or within Canada, which offer this certification. It was suggested that this program may be suitable for conversion to micro credentials.

Moved by Mr. Luloff and seconded by Ms. Grady that the Board of Governors of Sir Sandford Fleming College approve the proposal to develop a new graduate certificate in Non-Profit Housing Management.

Carried

7. Program Modification - Advanced Water Systems and Operations Management

The Chair welcomed Dr. Phillips and Dr. Brett Goodwin to present a proposed modification to the Advanced Water Systems and Operations Management program.

The inability to find suitable co-op positions in the Advanced Water Systems and Operations Management program creates a challenge for student success. It was recommended that the mandatory co-op be converted to optional, and provide students with an applied research project alternative.

Moved by Mr. Currelly and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the conversion of the required co-op placement in the Advanced Water Systems and Operations Management program to an optional co-op placement.

Carried

8. Final Program Proposals

The Chair welcomed Dr. Phillips and guest, Ms. Pam Stoneham, Dean, School of Trades & Technology to present two (2) programs for final Board approval.

8.1 The Artificial Intelligence (AI) and Virtual Reality (VR) program is a three (3) semester Ontario College Graduate Certificate featuring applied learning throughout and a third (3rd) semester workplace experience. AI and VR represent some of the fastest growing disruptive technologies in industry with projected labour shortages occurring over the next ten (10) years. Integration of typically separate fields of study (AI and VR) provides a unique learning opportunity for students.

Moved by Ms. Galbraith and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College approve the business case for the Ontario College Graduate Certificate in Artificial Intelligence & Virtual Reality, with a proposed launch date of September 2020 for submission to the Ministry of Colleges and Universities.

Carried

8.2 The Applied Data Analytics program is an Ontario College Graduate certificate offered in hybrid format. This program is a multi-school collaboration involving the Schools of Business, Health & Wellness, Trades & Technology, Justice & Community Development, and Environmental & Natural Resource Sciences. The program would be unique in Ontario, offering applied data analytics training with specializations in the fields of business, health, crime or environmental.

Moved by Mr. Clifford and seconded by Ms. MacIver that the Board of Governors of Sir Sandford Fleming College approve the business case for the Ontario College Graduate Certificate in Applied Data Analytics, with a proposed launch date of September 2020 for submission to the Ministry of Colleges and Universities.

Carried

9. Sexual Violence Prevention: Annual Report

The Chair welcomed Ms. Dupret to present the Sexual Violence Annual report. Bill 132, the Sexual Violence and Harassment Action Plan Act, requires an annual focused report on supports, incidents, awareness and policy implementation be approved by the Board of Governors and posted publically.

The report covers the 2018 – 2019 timeframe. The College has made several noteworthy improvements, including the recently revised Sexual Violence Prevention policy. Efforts are well underway to ensure we have an even more robust sexual violence prevention program for 2019 – 2020.

Moved by Ms. Galbraith and seconded by Ms. Jung that the Board of Governors of Sir Sandford Fleming College approve the Sexual Violence Prevention Annual Report 2018-2019 for public posting in accordance with the Ministry's directive.

Carried

10. Student Tuition Fees

The Chair welcomed Mr. Van Parys to present proposed student tuition fees for implementation September 1, 2020. The Ministry mandates that the Board of Governors approve College tuition fees annually. Domestic fees are frozen and will remain in effect and it was recommended that international fees increase by 2%, and by 3% for programs that are oversubscribed and with higher costs of delivery.

Moved by Ms. MacIver and seconded by Mr. Leonard that the Board of Governors of Sir Sandford Fleming College approve the student tuition fees as presented for implementation starting September 1, 2020.

11. Interim Budget Update and Year End Budget Projections

The Chair welcomed Ms. Angie Sims, Director, Budget Services joining Mr. Clifford, Chair of the Finance and Audit Committee. The College's updated financial plan is reviewed mid-year with the Board of Governors and the updated budget must be approved by the Board of Governors for submission to the Ministry for consolidation into the provincial government's interim budget.

This item was previously brought forward, reviewed and endorsed at the November 20, 2019 Finance and Audit Committee meeting. Adjustments to the College's original budget assumptions were reviewed, and included: total revenue of \$142,979,632; expenditures of \$140,667,087; capital expenditures of \$7,780,323; and, net assets at March 31, 2020 of \$42,258,000. Overall there was minimal change to the bottom line with an anticipated 2.3 million dollar surplus at fiscal year end.

Moved by Mr. Clifford and seconded by Ms. Praamsma that the Board of Governors of Sir Sandford Fleming College approve the College's budget update which includes: total revenue of \$142,979,632; expenditures of \$140,667,087; capital expenditures of \$7,780,323; and net assets at March 31, 2020 of \$42,258,000, for submission to the Ministry of Training Colleges and Universities

Information Items

12. Enterprise Risk Management

Mr. Clifford, joined by Ms. Sims, provided an overview of the enterprise risk management report provided to the Board. The report has been updated and was last reviewed by the Board at the June 26, 2019 meeting. High and critical risks were detailed. President Adamson noted that the Senior Management team will be meeting with a risk consultant on December 10, 2019 in an effort to further

enhance enterprise risk management efforts.

Moved by Mr. Clifford and seconded by Mr. Downs that the Board of Governors of Sir Sandford Fleming College receive the enterprise risk management status report for information.

Carried

13. Draft Academic Plan and Consultation Summary

The Chair welcomed back Dr. Phillips who reviewed the draft Academic Plan and stakeholder consultation summary with the Board. The academic plan was designed with extensive stakeholder consultation and will ensure that academic commitments, as outlined in the College's strategic plan, will be realized.

Moved by Ms. McLean and seconded by Mr. Luloff that the Board of Governors of Sir Sandford Fleming College receive the academic plan and consultation summary for information.

Carried

14. Frost Campus Update

The Chair welcomed back Dr. Goodwin who presented noteworthy updates from the College's Frost Campus. Unique programming, applied research achievements, community partnerships and international field trips were highlighted.

Moved by Ms. MacIver and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College receive the Frost campus update presentation for information.

Carried

15. Fall 2019 Enrolment Update

The Chair welcomed Ms. Roni Srdic, Registrar, who reviewed the Fall 2019 enrolment report with the Board. Significant improvements to the enrolment report were commended by the Board. Overall Fall 2019 enrolment was down 9.25% from target (incl. domestic and international). Improved student retention, further enhancements to enrolment reporting, and strategic enrolment planning were highlighted as areas of ongoing effort and improvement.

Moved by Ms. MacIver and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College receive the Fall 2019 enrolment report for information.

Carried

16. Executive Suite Update

The Chair welcomed Mr. Terry Williams, Director, Physical Resources joining President Adamson to provide the Board with an overview of proposed renovations to the executive office suite at the Peterborough campus. Updating the executive suites has been in the capital plan for the past 3 years, however, the project has been deferred due to other institutional renovation priorities.

A comprehensive briefing note outlining the renovation scope, cost, challenges and benefits was provided in advance. The overall revised footprint at the Sutherland campus, while larger, will house 17 persons (and 4 additional swing stations) vs. the currently housed 9. The executive suite will also include a designated boardroom space.

Moved by Mr. Currelly and seconded by Mr. Clifford that the Board of Governors of Sir Sandford Fleming College receive the executive suite update briefing note for information.

Carried

17. Report from the President

The President's report, provided in the meeting package, was reviewed and included a summary of key updates and events since the September 2019 meeting.

Moved by Ms. Jung and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the November 2019 President's report for information.

Carried

18. Report from the Board Chair

The next public meeting will be January 22nd, 2020. The Chair's report was provided in the meeting package and it included a summary of key updates since the September 2019 meeting.

Moved by Ms. Jung and seconded by Ms. McLean that the Board of Governors of Sir Sandford Fleming College receive the November 2019 Board Chair report for information.

19. Other Business

None identified.

16. Adjournment

Moved by Mr. Downs and seconded by Ms. MacIver that the public meeting of November 27, 2019 be adjourned at 4:19 p.m.



Board of Governors | Briefing Note

Topic:	New Program Proposal – Transportation Maintenance Technician (TMT)
Report To:	Public Board Meeting
Meeting Date:	January 22, 2020
Prepared By:	Pam Stoneham, Dean, School Trades & Technology

Recommendation

That the Board of Governors of Sir Sandford Fleming College approve the proposal to develop a new, and unique, Transportation Maintenance Technician Ontario College Diploma Program with an estimated start date of September 2021.

Overview

The Transportation Maintenance Technician program will prepare graduates to work in four streams of the transportation sector: Aircraft, Marine, Recreation Vehicle (RV) and Small Engines. The graduate will gain fundamental skills to work on interiors (install/removal of components), electrical, water systems, upholstery, repair and maintenance.

The skills developed by this program are transferable to other modes of transportation such as train and coach interior repair and automotive restoration. Included in the program of study is a focus on standard industry practices and required documentation, safety and regulatory requirements.

It is recommended that the program be a 5 semester diploma. Three semesters in a row (fall1/winter1/summer1) with a required paid co-op placement (fall2) and return to school for the final semester (winter2). The RV and Marine industries have their busiest seasons in fall and spring as equipment is winterized and returned to service. This delivery pattern ensures the students are well prepared for the co-op placement. The final semester includes courses to prepare students for job search (Portfolio Development) and introduces the skills required for business ownership (Entrepreneurship). The method of delivery will include lecture/seminar, labs, online and co-op placement. (See Appendix 2 for Draft Program/Semester Delivery Model including considered subject content)

Alignment with Strategic Direction

Strategic Plan Priority 1 - We will be focused on the needs of students and employers in the labour market.

This program is unique in the college system. There is no other diploma program meeting the needs of the aerospace, marine, recreation and small engineer repair sectors. There are no Canadian training facilities meeting the needs of the Aviation/Aerospace interior install and retrofit industry. There are no Ontario training facilities for RV technician. The closest Marine Technician program is at Georgian College. Small Engine Repair has been typically offered through Continuing Education. This program is more sustainable and resistant to changes in the economy because it leverages the common elements of the apprenticeship curriculum. Graduates from this program have a variety of employment paths and will be in demand. Like all other trades in Canada, the current skilled workforce is approaching retirement. Like Fleming College's other trades techniques and technician program, the apprenticeship learning outcomes for level 1 will be met and mapped as the program is developed so that attestation of the equivalency can be submitted to the Ministry of Labour, Training and Skills Development as the program launches.

Numerous community partners through local Job Ads (included in Appendix 8) have expressed interest/demand for skilled workers and this program could satisfy those needs.

Strategic Plan Priority 2 - We will be true partners in our communities.

This program is well suited for co-op placement during fall semester. This is a busy time for the RV and Marine industry as they winterize and store vehicles. The co-op students will have the necessary skills from the first 3 semesters of the program to support the labour needs the employers. The students complete their last semester and are ready for the world of work when employers are busy again, preparing for the next season.

The graduates of this program have pathways to apprenticeship completion in the following apprenticeships:

- RV Technician
- Marine Technician
- Small Engine Technician
- Turf Equipment Technician

Graduates will also have transfer credits for Aircraft Interior Technician plus four certifications: WHMIS, Human Factors in the Workplace, RV2 Propane and Forklift License.

Strategic Plan Priority 5 - We will be a welcoming place for all

This program will create opportunities for the students from the indigenous communities to find employment locally or start their own businesses.

This program will also attract international students from the United States.

Risks and Considerations

<input type="checkbox"/> External Environment	<input type="checkbox"/> Internal Environment	<input checked="" type="checkbox"/> Financial	<input type="checkbox"/> Human Resources
<input type="checkbox"/> Information Technology	<input type="checkbox"/> Legal	<input checked="" type="checkbox"/> Operational	<input type="checkbox"/> Strategic
			<input type="checkbox"/> N/A

The operational risk of a “required co-op” is that the student enrolment needs to be balanced with sufficient co-op placement opportunities.

The financial risk is the capital cost of outfitting the labs and the operation cost of leasing space for aviation interior labs.

Supporting Documentation

Concept Proposal - Transportation Maintenance Technician.pdf
Transport Maint. Tech 2019.pdf

CONCEPT PROPOSAL

NEW PROGRAM DEVELOPMENT

Program name: Transportation Maintenance Technician (TMT)

Proposed by: Paul Jordan

School: Trades and Technology

Date submitted: Nov. 14, 19

The new program idea generator populates this template to submit to the Dean for consideration. This is the sole purpose of this document.

Please consider the following for each new program idea submission

1. Program description/program idea:

The Transportation Maintenance Technician program will prepare graduates to work in four streams of the transportation sector, Aircraft, Marine, Recreation Vehicle (RV) and Small Engines Industry. (See Appendix 1 for Job Descriptions and Duties) The graduate will gain the fundamental skills to work on the interior (install/removal of components), electrical, water systems, upholstery, repair and maintenance.

The skillset developed by this program also prepares graduates for other modes of transportation such as train and coach interior repair and automotive restoration. Included in the program of study is a focus on safety, safety requirements, standard industry practices and required documentation and meeting regulatory requirements.

It is recommended that the program be a 5 semester diploma with required paid co-op placement (fall) and return to school for the final semester in winter. The RV and Marine industries have their busiest seasons in fall and spring. The students are well prepared for their co-op placement with the courses taught in the first 3 semesters. The final semester includes courses to prepare students for job search (Portfolio Development) and introduces the skills required for business ownership (Entrepreneurship). The method of delivery will include lecture/seminar, labs, online and co-op placement. (See Appendix 2 for Draft Program/Semester Delivery Model including considered subject content)

2. Labour market description:

See the following Appendix for specific Salary, Outlook – Canadian and US.

Appendix 3 – Aircraft Industry

Appendix 4 – Marine Industry

Appendix 5 – RV Industry

Appendix 6 – Small Engine Industry

3. Student target audience:

The program will be very attractive to a wide targeted audience because of the diverse opportunities for employment'

High School – Direct entry for students with grade 11 math, like Trades Fundamentals. Math skills are developed through 3 math courses. Leads to local employment in the Peterborough and the Kawarthas.

Mature Students – Indirect entry for mature learner pursuing a career change (self or government assisted), as well as an opportunity to complete as a hobby (retired-second income)

***Continuing Education Audience** – Hobbyists: opportunity to take individual courses to satisfy personal interest. And employed individuals looking to upskill to meet the needs of their employment.

*Would need to explore this further

4. Rationale for new program:

Strategic Plan Priority 1 We will be focused on the needs of students and employers in the labour market.

This program meets the needs of local employers in the aerospace, marine, recreation and small engine repair sectors. There are no Canadian training facilities meeting the needs of the Airline/Aerospace interior install and retrofit industry. There are no Ontario training facilities for RV technician. The closest Marine Technician program is at Georgian College. Small Engine Repair programs have been closed over the last 10 to 15 years due to lack of enrollment. Because this program meets the training needs of all four sectors it is more sustainable and resistant to changes in the economy. Graduates from this program have many employment paths and will be in demand. Like all other trades in Canada, the current skilled workforce is approaching retirement.

There are many common elements in the apprenticeship curriculum standards for all 4 trades. Like Fleming College's other trades techniques and technician program, the apprenticeship learning outcomes for level 1 will be met and mapped as the program is developed so that attestation of the equivalency can be submitted to the Ministry of Labour, Training and Skills Development as the program launches.

Numerous community partners through local Job Ads (included in Appendix 8) have expressed interest/demand for skilled workers and this program could satisfy those needs.

Strategic Plan Priority 2 We will be true partners in our communities.

This program is well suited for co-op placement during fall semester. This is a busy time for the RV and Marine industry as they winterize and store vehicles. The co-op students will have the necessary skills from the first 3 semesters of the program to support the labour needs the employers. The students complete their last semester and are ready for the world of work when employers are busy again, preparing for the next season.

The graduates of this program have pathways to apprenticeship completion in the following apprenticeships:

RV Technician

Marine Technician

Small Engine Technician

Turf Equipment Technician
(See Appendix 7 for Course Content Comparison)

Graduates will also have transfer credits for Aircraft Interior Technician. Plus four certifications: WHMIS, Human Factors in the Workplace, RV2 Propane and Forklift License.

Strategic Plan Priority 5 We will be a welcoming place for all the possibilities to help to further create opportunities for the Indigenous and International population. This program will attract international students from the US.

5. **Estimated target start date:** Fall 2021

Appendix 1

Job Descriptions and Duties

Aircraft Interior Technician

The Aircraft Interior Technician's primary responsibilities include: inspecting, replacing, recovering, fabricating, upholstering and repairing ceiling, sidewall, cockpit and door panels; replacing and repairing passenger, attendant and cockpit seats and overhead bins and galleys; and replacing and repairing flooring, drapes, curtains, carpeting, closets, bulkheads, washroom modules and air conditioning ducts.

Aircraft Interior Technicians also replace passenger service units and entertainment equipment such as phones and video monitors. They also install placards, path lights and emergency lighting. In addition, some Aircraft Interior Technicians may make structural modifications to seats and upholstery, clean and treat fabrics and make repairs to fibreglass. They may also fabricate specialized belts and cargo nets.

Marine Technician

Marine Engine Technician is defined as a person who: • possesses the skills and knowledge to diagnose, repair, and maintain marine craft and marine craft engine systems, including electrical/electronic systems, gasoline engine fuel management systems, steering systems, hydraulic systems and drive, and propulsion systems. MARINE ENGINE TECHNICIAN is an approved apprenticeship program for the purposes of the Apprenticeship and Certification Act, 1998 (ACA).

Recreational Vehicle Technician

The Recreation Vehicle Service Technician trade is designated under the Red Seal program. Designated trades indicate that training and certification is based on national standards. Inter-provincial qualifications enable journey persons to work anywhere in Canada without writing additional exams. Apprentices in the Red Seal trade have exclusive access to federal grants. There is no other skilled trade like the Recreation Vehicle Service Technician. They are certified to work on all the components, appliances, cabinetry, painting and slide-out mechanisms found in the RV except the engine. This requires knowledge in at least 12 different trade areas. Recreation Vehicle Technicians in Ontario typically also hold a gas certification under the Technical Standards and Safety Authority.

Small Engine Technician

Small Engine Technician is defined as a person who, • Diagnoses, repairs and maintains small engine and engine systems for off-road vehicles and powered equipment. SMALL ENGINE TECHNICIAN is an approved apprenticeship program for the purposes of the Apprenticeship and Certification Act, 1998 (ACA).

Appendix 2 Program/Semester Delivery Model

Semester 1	Hrs	Semester 2	Hrs	Semester 3	Hrs	Semester 4	Hrs	Semester 5	Hrs
Trade Calculations I		Drawings and Charts		Welding III (GMAW)		Co-op Placement		Pre-delivery Inspections	
Communications		Trade Calculations II		Fastening and Mounting/ Sealing Techniques				Construction and Appearance	
Computer Skills		Basic Electrical I		Plumbing and Gas Systems II				Lifting and Rigging	
Health and Safety		Interior Component Removal Process		Braking, Transmission and Auxiliary Drive Systems Marine/Small Engine				Flooring Materials	
Fibreglass Repair		Upholstery		Interior Component Install Process				Portfolio Development	
Tools and Equipment I		Welding I (Oxy-Fuel)		Tools and Equipment II				Entrepreneurial Skills	
Human Factors		Manuals		Basic Electrical II				GNED	
Plumbing and Gas Systems I		Engine Systems		Fuel Systems				Welding IV (GTAW)	
				Welding II (SMAW)				RV-2 LPG Certification	

WHMIS – Mandatory to be completed Online before the 4th Semester Co-op Placement (Fleming College -\$34.98 plus applicable taxes).

Human Factors – Potential for this course to be completed through Transport Canada and students would be given additional Certificate of Completion.

Forklift License

CWB testing in semester 3

Appendix 3

Aircraft Interior Technician

The average **Aircraft Technician** salary in Canada is **\$60,200** per year or **\$30.87** per hour. Entry level positions start at **\$32,401** per year while most experienced workers make up to **\$67,140** per year.

Aircraft technician salaries per region

Alberta	\$71,175
Quebec	\$60,200
British Columbia	\$59,577
Ontario	\$48,750
New Brunswick	N/A

Appendix 4

Marine Engine Technician

The average **Marine Technician** salary in Canada is **\$63,372** per year or **\$32.50** per hour. Entry level positions start at **\$48,750** per year while most experienced workers make up to **\$67,050** per year.

Marine technician salaries per region

Ontario	\$63,372
British Columbia	\$63,372
Alberta	\$63,372
Nova Scotia	\$63,372
New Brunswick	\$63,372

Appendix 5

Recreational Vehicle Technician

The average **Rv Technician** salary in Canada is **\$53,625** per year or **\$27.50** per hour. Entry level positions start at **\$31,200** per year while most experienced workers make up to **\$80,000** per year.

Appendix 6

Small Engine Technician

The average **Small Engine Technician** salary in Canada is **\$44,850** per year or **\$23** per hour. Entry level positions start at **\$33,686** per year while most experienced workers make up to **\$55,000** per year.

Small engine technician salaries per region

Ontario	\$43,875
Northwest Territories	N/A
British Columbia	N/A
Nova Scotia	N/A
Manitoba	N/A

Appendix 7

Course Content Comparison

Material Content	Aircraft	Marine	RV	Small Engine
Trade Calculations		✓ 5	✓ 6	✓ 5
Tools and Equipment	✓ 26	✓ 13	✓ 6	✓ 13
Precision Measuring Equipment	✓ 17		✓ 9	
Human Factors	✓ 3			
Workplace Safety	✓ 30	✓ 18	✓ 6	✓ 18
Propane			✓ 18	
Electrical/Electronics	✓ 15.5	✓ 34	✓ 66	✓ 34
Water Systems	✓ 6		✓ 24	
Welding		✓ 24	✓ 48	✓ 24
Communications		✓ 4	✓ 6	✓ 4
Drawings/Diagrams	✓ 24	✓ 5	✓ 12	✓ 5
Fastening and Mounting and/or Sealing Techniques	✓ 42	✓ 6	✓ 6	✓ 6
Fuel Systems		✓ 24		✓ 24
Engine Systems		✓ 54		✓ 54
Braking, Transmission and Auxiliary Drive Systems		✓ 39		✓ 39
PDI, Warranty, Charts/Manuals and Related Information		✓ 4	✓ 29	✓ 4
Computer Skills			✓ 10	
Lifting and Blocking			✓ 6	

Notes:

Aircraft Interior Technician – Content taken from Aircraft Interior Technician CCAA (Canadian Council for Aviation and Aerospace)

Marine Engine Technician – Content taken from Ontario College of Trades Level 1*

RV Technician – Content taken from Ontario College of Trades Level 1 and ORVDA Standards Level 1

Small Engine Technician – Content taken from Ontario College of Trades Level 1*

The numbers shown with each individual Trade Course Subject represents the minimum number of hours to be completed for the in-school portion of that Level 1 of the Apprenticeship. (Except for Aircraft Interior Technician).

Level 1 and 2 for both the Marine Technician and Small Engine Technician are the same: Level 3 is only required for the Marine Technician Apprenticeship.

Appendix 8

Job Market

Aircraft Interior Technician

aircraft interior technician

Government of Canada

|

Huron Park, ON

Salary : \$34,125

\$17.50 hourly ... Languages English Education College/CEGEP Experience 1 year to less than 2 years Work Conditions and Physical Capabilities Manual dexterity; Attention to detail; Sitting; Bending

Interior Installation Technician

Flying Colours Corp

Peterborough, ON

[Apply on Hypjobs.ca](#)

Flying Colours Corp is a global leader in all aspects of aircraft completions and maintenance. With facilities in Canada, USA, and Singapore our continued growth and success is driven by our talented workforce that embody our core values: integrity, innovation and flexibility. Due to continued growth in our businesses, we have a requirement for an Aircraft Interior Installation Technician to join our Team at our Peterborough, Ontario location. General Accountability Responsible for safely and efficiently install all seats, sidewalls, TV's, appliances, galleys, lavatories, etc., into refurbished or green completion aircrafts in accordance with the instruction of the Crew Leader, as well as, any/all governing body's regulations. Additional responsibilities also include aircraft interior disassembly, modification, and assessing repairs, removals, and installations. Specific Accountabilities • Removal, disassembly, cleaning, inspection, repair, modification, refurbishment, and installation of aircraft interior and its associated components (seats, carpets, interior paneling, windows, galley, lavatory modules, insulation and sound proofing systems). • Maintain oxygen, water, waste, entertainment systems, emergency systems and equipment. • Work both in an aircraft and in a shop. • Familiar with the function, operation and safety requirements of aircraft passenger support systems. • Review and understand all necessary documentation (drawings, work scope, task cards/snags), to perform task(s). • Understand FCC expectations and which specific area(s) require rework. • Responsible for providing progress report on assigned tasks, discrepancies (any variable that will negatively affect the quality & timing of task(s) and recommendations • Inform Crew Leader of any necessary tools, equipment and supplies needed to perform task(s) (including items from stores). • Completely fill out timecards daily by making sure that the snag/task card information is correct. • Complete task cards as soon as task is completed (within 24 hours unless drawing/specification is not available). • Perform work in a productive, diligent, careful and safe manner. • Complete any special projects or other tasks as required or assigned. May be assigned to other areas of operations, based on business or customer requirements. • Any other job-related duties assigned by Crew Leader/Supervisor/Manager. Experience and Education Requirements • Secondary school diploma required and/or completion of College/CEGEP/technical training in a related field preferred. • Minimum one year of

transferable skills (through assembly, manufacturing, construction, installation). • Experience in an aviation-related field is preferable. Skills/Abilities • High attention to detail for the purposes of appearance, ergonomics, and safety. • Proven technical and mathematical aptitude. • Ability to read and interpret mechanical/engineering drawings and technical instructions. • Ability to operate a variety of hand and power tools, safely and with care and precision, are essential • Ability to understand and follow direction with minimal supervision. • Proven ability to communicate effectively orally and written. • Ability to trouble-shoot and problem solve. • Positive attitude and willingness to learn. • Self-motivated and able to maintain a rapid pace. • Ability to work independently and in a team environment. Working Conditions • Regular periods during which physical effort is required, e.g., walking standing, stooping, climbing, lifting material or equipment, some of which may be heavy or awkward (up to 50lbs) • Exposure to factors such as temperature variations/extremes, fumes, moving machinery, humidity, and materials which can cause periods of discomfort. • Occasional / frequent need to give concentrated attention, with one or two senses at a time, where stimuli are changing. • Occasional indirect and direct pressure from deadlines, production quotas, accuracy or similar demands. • Work in confined spaces and elevated heights when required. Working Hours This is a full-time (FT) position where hours will change due to business operational needs and flexibility is required. The rotational shift is 2 weeks on days then 2 weeks on afternoons. • Day Shift: 7am to 4pm • Afternoon Shift: 3pm to 12am Compensation We offer competitive compensation to qualified and highly motivated candidates. Please note that applicants for these positions must have current status to work in Canada in order to be considered for this opportunity. How to Apply Please apply online at <https://flyingcolourscorp.aaimtrack.com/jobs>. While we appreciate all resumes received, we can only contact directly those applicants under consideration for interview. Flying Colours Corp. is proud to participate in the Legislated Employment Equity Program (LEEP). We welcome applications from all qualified candidates including candidates representing the four designated groups: Women, member of Visible Minorities, Aboriginal Peoples and Persons with Disabilities.

Trim/Interior Technician

Skyservice Business Aviation

Mississauga, ON

[Apply on Jobvite](#)

[Apply on Hypjobs.ca](#)[Apply on RedHired](#)[Apply on Startup Jobs](#)

Over 1 month ago Full-time

SKYSERVICE BUSINESS AVIATION Skyservice is Canada's leader in business aviation. Built on the key principles of safety and service, we provide a full service experience from Aircraft Management, Aircraft Charter, Maintenance and Aircraft sales from our Fixed Base Operations in Toronto, Montreal, Ottawa and Calgary. People and values are the inseparable assets that drive our dedication to Quality, Safety, Respect, Commitment and Efficiency. These are the core values that guide us every day and help build our reputation as leaders in aviation services. Skyservice is a team dedicated to supporting and developing our employees. If you want to grow your career and broaden your experience, then Skyservice is the right team for you. RESPONSIBILITIES: • Aircraft interior Mechanics are responsible for the repair, maintenance and installation of seats, interior galleys and other aircraft furnishings and should have the following skill sets. The position of Interior Mechanic reports to the Aircraft Crew Chief. • Ability to use correct tools, methods, techniques and equipment required to perform repairs and maintenance of aircraft interiors. • Maintain aircraft interiors to AMM and company

standards. • Working knowledge of the IPC aircraft applicability and SB's • Record all maintenance work performed in accordance with Company procedures. • Assume responsibility of this work by signing and printing in the mechanic space. • Report any discrepancies or non-airworthy conditions of aircraft interiors or aeronautical parts to the Aircraft Crew Chiefs. • Shall be familiar with the contents of the relevant DPDs in the area that the individual is assigned to. • Shall take all relevant safety precautions in relation to the work they are performing. • Utilization of the SMS reporting program and adherence to the Safety Policy. QUALIFICATIONS: • 4 years' work related experience in aviation, auto, rail, furniture, marine upholstery or incabinetry • CAMC Registered "Aircraft Interior Technician" - an asset • Possession of valid driver's license • Preference will be given to those who have served an apprenticeship in aircraft interiors • Be available to work days, evenings or nights including weekends and holidays • An ability to meet all conditions of employment • Ability to obtain AVOP EDUCATION: Must have a College Diploma or University Degree Skyservice is an equal opportunity employer and welcomes applications from all interested parties. If for any reason you cannot apply through our job board, please contact a member of our Human Resources team for special accommodation

Interior Technician



Aerotek

Toronto, ON

[Apply on Aerotek.com](#)

[Apply on CareerBuilder.ca](#)[Apply on ZipRecruiter](#)[Apply on JSfirm.com](#)[Apply on Learn4Good](#)[Apply on Neuvoo](#)

16 days agoUS\$65K–US\$80K a yearFull-time

Job Description Our client is looking to bring on 5 additional interiors technicians to help in the installation of the interiors of green Global 6000 aircraft's cabins. Candidates will be reading and interpreting engineering drawings and doing installation of shell kits, lavatories, bulk heads. They will be shaping composite and wood panels, usually around 4x12. The aircrafts will be coming in empty; there will be therefore no removal to be done. The work will be the structural integrity of the aircraft's interior; the client will be sending the aircrafts back following completion to have the seats installed. Candidates need to have experience on aircrafts, performing work on the interior components with an educational background in the field. About Aerotek: We know that a company's success starts with its employees. We also know that an individual's success starts with the right career opportunity. As a Best of Staffing® Client and Talent leader, Aerotek's people-focused approach yields competitive advantage for our clients and rewarding careers for our contract employees. Since 1983, Aerotek has grown to become a leader in recruiting and staffing services. With more than 250 non-franchised offices, Aerotek's 8,000 internal employees serve more than 300,000 contract employees and 18,000 clients every year. Aerotek is an Allegis Group company, the global leader in talent solutions. Learn more at Aerotek.com. The company is an equal opportunity employer and will consider all applications without regards to race, sex, age, color, religion, national origin, veteran status, disability, sexual orientation, gender identity, genetic information or any characteristic protected by law. If you would like to request a reasonable accommodation, such as the modification or adjustment of the job application process or interviewing process due to a disability, please call [Phone number blocked] or email [Link Removed] .com for other accommodation options. However, if

you have questions about this position, please contact the Recruiter located at the bottom of the job posting. The Recruiter is the sole point of contact for questions about this position

Aircraft Interior Technicians



Nolinor Aviation

Mirabel, QC

[Apply on Hypjobs.ca](#)

[Apply on EMHired](#)[Apply on RedHired](#)

Over 1 month agoFull-time

Responsibilities: • Make the installation of aircraft interior finishing elements such as the seats, linings, toilets and storage space; • To monitor the installation, the wiring, piping and insulation; • Ensure compliance with customer expectations and design methods; • Be prepared to travel regularly across Canada and occasionally in other countries. Qualifications: • Hold a professional degree in a related field, an asset; • 0-3 years of relevant experience; • Ability to work on flexible working shifts (day and evening); • Good manual dexterity; • Being in good physical shape; • Experience in the aviation industry, an asset.

Aircraft Services Trainee

KELOWNA FLIGHTCRAFT

Hamilton, ON

[Apply on Neuvoo](#)

[Apply on Glassdoor](#)[Apply on LinkedIn](#)[Apply on Peersight](#)[Apply on Eluta.ca](#)

Over 1 month agoFull-time

The Aircraft Services Trainee (AST) position is an ideal job for individuals interested in pursuing a career in the aviation industry but have no formal education. An AST works on the aircraft completing tasks including, but not limited to, elementary maintenance, washing, grooming, and interior detailing. We have designed the position to offer on-the-job training to support successful candidates. The position is subject to bi-annual performance and wage reviews, which allows candidates to expect an increase in wage every six months. After several years of training, an AST can work towards achieving their certification as a Aircraft Interior Technician recognized by the Canadian Council of Aviation & Aerospace (CCAA). Once certified, the individual can be promoted to an Aircraft Interior Technician with the opportunity to achieve higher wages. Duties and Responsibilities Aircraft exterior duties-Washing main and nose landing gear wheels, trailing edge and leading edge, flight deck windows, lower and upper fuselage, entry doors and cargo doors, wings, belly, flaps and tail, wing to body fairing, horizontal and vertical stabilizers-Cargo pit preparation-Application of CPCP (Corrosion Prevention Control Program) Aircraft interior duties-Washing flight deck, galleys, and lavatories-Opening panels and removing interior components including but not limited to: seats, trims, carpet, sound proofing, lighting, cabinetry, galleys, and bins-Remove, inspect and repair of aircraft interior components including but not limited to: seats, trims, carpet, sound proofing, lighting, cabinetry, galleys, and bins-Removal of applicable hardware used in aircraft interiors-Reinstallation of aircraft interior components and hardware (under the supervision and inspection of a licensed AME) Equipment operation and maintenance-Use pressure washers and chemical sprayers-Maintaining equipment-Minor equipment repair Hangar Services-Hangar set up (5S procedure)-Hangar clean up (5S procedure) Ramp Services-Facilities support-GSE

(Ground Service Equipment) support·Ramp clean up·FOD (Foreign Object Debris) walks·Non-equipment snow removal·Operate fuel truck·Aircraft de-icing·Fuel Ground Services Equipment·Operate snow removal equipment·Wing walking·Marshaling aircraft·Aircraft fueling·Operate Ground Services Equipment·Applies safe work practices in all job duties including but not limited to·Wearing all appropriate personal protective equipment·Understanding and applying the Occupational Health & Safety Procedures·Understanding and applying the Risk Management System·Maintaining good housekeeping standards·Other Services including but not limited to·Paint Support·Facilities support·Shops support (building kits)·Warehouse support·Inventory support·Parts running·General Labour Required Certification, Education, Experience or Skills ·Completion of High School· Mechanical aptitude·Ability to use hand tools·Valid driver's license and willing to provide a recent Driver's Abstract·Customer Service focus·Safety First focus·Self-Starter with strong work ethic·Can work well both individually and as part of a team·Good communication skills·Ability to work with deadlines while maintaining a high degree of accuracy·Must be physically fit and able to climb ladders, stairs, work in small and/or awkward spaces and lift up to 40 lbs.·Must be able to work with a variety of cleaning solutions and chemicals·Ability and willingness to work a variety of shifts incl. occasional graveyard·Ability and willingness to work overtime if required·Works closely with and for·Project Supervisors·Paint Lead·AME Shift Leads·Facilities Lead·Supply Chain Supervisor Benefits Full-Time staff benefits include (but are not limited to):· Health and Dental· Short & Long-Term Disability· Health Spending Account· Paid vacation and Personal time off· The opportunity to bank overtime· Pension matching plan and voluntary RRSP· Employee & Family Assistance Program· Free financial advice· Uniform allowance· A bonus program based on organizational performance

Aircraft Interior Technician



Aero Support Group

Mississauga, ON (+1 other)

[Apply on Glassdoor](#)

13 days agoFull-time

COMPANY Avocet Aviation Services is looking for a talented Aircraft Interior Technician to join the team. Our 55,000 square foot hangar allows you to perform alterations to interior and exteriors of the aircraft. Our facility also includes a dedicated aircraft disassembly facility, along with a warehouse storage space for large components. If interested and meet the requirements listed below, we would love to hear from you! EXPECTATIONS • 18 Years of Age or Older - Valid Driver's License, and reliable transportation to work • Candidates must submit to 10-year FBI background check. (TSA Required) 10-year Pre-Employment background Check, FAA Pre-employment drug screening; and FAA Controlled Drug Program. • Ability to perform installation and fabrication work on pieces found within an airplane's interior. • Have strong communication skills and be able to read and interpret engineering documents. • Candidates must have a high school diploma or GED as well as some practical experience in installation and fabrication. • Experience carpeting, sound-proofing mechanisms, lighting, cabinets, or wall panels. • Prior Aviation Experience Preferred • A&P License preferred however NOT Required • A minimum of three years of related avionics installation experience in A321 or similar aircraft • Associate's degree (A.A.) or equivalent from two-year college or technical school preferred • FAA A&P license or meet requirements of FAR 65.101 to obtain a FAA repairman certificate • Proficiency

in general computer use and MS Office software, including Excel, Word, and Outlook • Must qualify as a U.S. person in compliance with ITAR 22 CFR 120.15 Duties • Inspect, remove, and install aircraft interior pieces, including doors, bulkheads, and lavatories. • Replacement of aging equipment, or it might be part of a customization service for particular aerospace clients. • Responsible for ensuring that work meets Federal Aviation Administration (FAA) standards and the quality standards of their own companies. • Maintain safe work environment for yourself and their coworkers and follow safety procedures. • May consult with higher technicians to develop more efficient and safe procedure for work process. • Respond to all requests for touch up/repairing of corporate aircraft interiors, as they arise. • General Cleaning including passenger main cabin seating. • Buffing, polishing or sanding of finished parts • Leather repair • Leather dye • Carpet repairs and fabrication • Adhering to all safety practices and procedures. • Comply with all training requirements and industry accepted practices. • Other duties as required by the Manager in Charge. • Perform installation of avionics options and STC modifications • Perform continuity, power, and ground checks and post installation operational checks of installed equipment in accordance with Pilatus process specifications and FAA standards • Mark wires, assemble, terminate, and test wire harness to engineering drawings • Perform pitot/static system modification and testing including FAR 91.411 and 91.413 certification

Marine Technician

Marine Technician

Centre de recrutement des Forces canadiennes - Québec

Fermont, Québec, Canada

Salary : \$60,200

military member will earn a base salary of approximately **\$ 60,200** after approximately four years of service. The salary increases

Marine Technician

Canadian Forces Recruiting Centre Quebec

Sherbrooke, Quebec, Canada

Salary : \$67,050

To have completed at least Math 426 (TS4 or SN4) Salary : 35 800\$ to 98 300\$ per year* *

The minimum wage mentioned above is the first

Marine Technician

Canadian Armed Forces

Camrose, AB, Canada

Salary : \$63,372

upplies. Pay and career development The starting salary for fully-trained Marine Technicians is **\$63,372** per year; however, depending on previous experience and training the starting salary may be high

Marine Technician

Centre de recrutement des Forces canadiennes - Québec

Saint-Jean-sur-Richelieu, Québec, Canada

Salary : \$60,200

military member will earn a base salary of approximately **\$ 60,200** after approximately four years of service. The salary increases

Marine Technician

Canadian Armed Forces

Altona, British Columbia (BC), Canada

Salary : \$63,372

upplies. Pay and career development The starting salary for fully-trained Marine Technicians is **\$63,372** per year; however, depending on previous experience and training the starting salary may be high

RV Technician

Service Technician Rv

Galaxy RV

|

Duncan, CA

Salary : \$72,800

miss out on this amazing opportunity!** **Salary**: **\$62,400.00 to \$83,200.00** /year

Experience: - Service Technician: 2 years

RV/Automotive Technician

ACCES Employment

Etobicoke, ON 576 Evans Avenue, M8W 2W1 , Canada

Salary : \$35,100

Job Type: Full Time Education: High School Pay Rate: **\$18.00** - \$21.00 Per Hour Duration:

Travel: Job Description: Imagine yourself being a part of international and local guests' holiday by provid

Journeyman/woman RV Technicians - Abbotsford

Fraserway RV

BC

Salary : \$64,350

Fraserway RV is a great place to work and here's why: Competitive wages - Experienced journeymen/women can earn up to \$33.00/hr plus incentive pay based on performance and years of experience. A complete benefit package - This includes ex

Journeyman RV Technician

Lethbridge Motors & RV

Lethbridge, AB

Salary : \$44,850

ou'll want to apply to this position: Industry competitive wages (\$30/hr if experienced, and **\$21-\$25/hr** if a 2nd year apprentice or better). Full company benefits and matching group RRSP's Fam

RV Technician General Labour

THE HITCH HOUSE INC.

Oro-Medonte, ON, Canada

Salary : \$31,200

ugh qualifications? No problem, we will train the candidate who best fits our team. Wages start @ **\$16** per hour plus bonuses. Send your resume to hstoate@... or in person at The Hitch Hous

RV Technician

Great Canadian Rv

Peterborough, ON (+1 other)

[Apply on Hypjobs.ca](#)

Full-time

We are looking for a full-time RV technician Job Duties include • Winterizing RV and Travel Trailers • PDI New and Used Trailers • Diagnostics and repair of RV, Travel Trailers and all internal Electrical systems, Propane Systems, Sanitation Systems. • General maintenance of RV and Travel Trailers • Maintain clean and orderly work area • Assist others in work area • Complete jobs in an accurate and timely manner • Customer walk thru • Setting customer hitches Skills/Qualifications: • Technical understanding of RV and Travel Trailer products, systems and accessories. • Multi-tasking capability • Team work –Work closely with the Service, Parts and Sales departments. • Knowledge and experience in electrical systems, L.P systems, Sanitation systems. • Ability to work unsupervised • Ability to assist others and take direction from Parts and service manager Experience: • RV Technician : 1 (Preferred) Job Type: Salary: \$18.00 to 25.00 /hour Experience: • RV Technician: 2 years (Required) Licence: • L.P Certification (Preferred) • Clean driving record Language: • English (Preferred) Job Type: Full-time Salary: \$18.00 to \$25.00 /hour Experience: • RV: 1 year (Preferred) Education: • Secondary School (Preferred) Language: • English (Preferred)

RV Service Technician

Camping Country Rv

Whitby, ON

[Apply on LinkedIn](#)

Full-time

We are looking for individuals with advanced diagnostic and repair skills to repair RV's. A successful technician will trouble shoot problems, remove and reinstall parts and pieces, and identify warranty issues. This position will have a technician who has a strong eye to detail, highly motivated, knowledgeable in all aspects of maintenance and repairs. RV service technician will take pride in their craftsmanship and organizational skills. Qualifications The successful candidate will have RV1, or G license gas ticket. Will be well versed in 12V and 120V, and will have exceptional experience with hand tools. 5 Years experience is preferred... We offer competitive wages and benefits from \$23hr - \$28hr depending on experience... Please send resumes to click apply

RV Service Technician \$41.6 per HOUR

Outdoor Travel (RV Dealership, On the QEW beside the Burlington Skyway Bridge)

Hamilton, ON (+1 other)

[Apply on Werkapp](#)

\$41.60 an hour Full-time

Outdoor Travel, one of Ontario's largest and most successful Recreation Vehicle Dealerships has an opportunity for an: RV Service Technician This key, hands on position offers strong

career growth and income potential, as well as variety and a great working environment! It focuses on the servicing, repair, and refurbishing of a large variety of Recreational Vehicles (motorhomes and towable trailers of all types, sizes, and price points). This is a limited opportunity for the right individual. Relevant Skill Sets: Ability to repair of all aspects of RV's, which are basically a house on wheels, with a broad range of equipment, needing: Electrical troubleshooting Appliance Repair Carpentry Plumbing Propane system repair Hitch installation Body work Mechanical/chassis Relevant Experience: We're looking for a team player that is motivated, well rounded, knowledgeable, and experienced in a variety of skill sets. Trade experience in any of the above skills – appliance repair, electrical troubleshooting, building or other general maintenance, HVAC, etc. are all relevant and beneficial. Job specific RV training will be provided. Anticipated Start Date: As soon as possible Company Description: Outdoor Travel is a growing full service dealership that is family operated and has been in business, since 1992, that services & sells everything from entry level trailers to large motorhomes and coaches, providing a fun and adventurous lifestyle that appeals to a broad range of people. In addition to the service department there is a Sales Department, Finance and Insurance Department, Parts and Accessories Store, and Rental Department. Website: www.rvvacations.com To apply please email or fax resumes to: Scott Mahon Email: [scott\[@\]rvvacations.com](mailto:scott[@]rvvacations.com) We thank all applicants for their interest; however, only those short listed will be contacted. Keywords: construction, electrical, mechanic, mechanical, gas, propane, RV, welding, automotive, auto, car, truck, diesel, woodworking, housing, motorhome, home, travel trailer, heavy equipment, retail, troubleshooting Job Type: Full-time Job Type: Full-time

HIRING NOW for RV Technician Position
CRUISE CANADA INC.
Bolton, ON

[Apply on Kijiji](#)

Full-time

Cruise Canada Inc. is one of the largest RV Rental & Sale's company. We are looking to hire a RV Technician with some Prior RV or Car repairs experience for our Bolton location. Excellent working conditions. Applicants must be self-motivated, reliable, team oriented, should possess a valid G driver's license and must be available to work from Monday to Saturday 09:00 am to 05:00 pm. WAGES are \$16.50 Per Hr. Come grow with the industry leader in business for over 30 years. Please apply by replying back to this ad or by Fax at 905 951 3370

RV Technician

The 401 Auto RV Group
Cambridge, ON (+1 other)

[Apply on LinkedIn](#)

[Apply on Openings At The 401 Auto RV Group](#)[Apply on Neuvoo](#)[Apply on Canada Jobs - Canada Job Vacancies & Job Openings ...](#)[Apply on Option-Carriere](#)[Apply on Recruit.net](#)

Full-time

We are seeking an experienced RV 1 Tech in the Cambridge, ON area to join our industry leading team at our newest location!. Pay will be negotiable, and based on your ability to produce. Essential Job Functions • Positive attitude • RV 1 • Desire and capability to fix it right the first time • Ability to perform PDI and warranty repairs • Ability to diagnose and repair • Work without constant supervision • Follow all Health and Safety guidelines Essential Job Skills • High school education or equivalent • 1+ yrs years of RV technician experience • Strong communication skills • Friendly attitude • Above average technical skills Job Type: Full-time Salary: \$20.00 to \$22.00 /hour

RV Technician - Jobs in Salisbury, NB - 272164

Leisure Days RV Center

Ayr, ON

[Apply on Wisdom Jobs CA](#)

Full-time

Responsibilities include but not limited too- performing pre-delivery inspections, customer demonstrations, troubleshooting, repair and maintenance on propane and electric appliances, body and structural components, replace roofs, siding, windows, doors, vents, awnings, floor coverings, cabinets, counter tops, plumbing, installing accessories, batteries and charging systems. Experience - 1-3 years but willing to train the right individual Skills - Good communication, organizational and learning skills. Pride in workmanship and the desire to attain a superior level of expertise. The ability to work independently and as a team member. Desire to be challenged with a variety of tasks that are rarely repetitious in nature. Job Type: Full-time Licence: • Drivers Licence (Required)

RV 2 Technician

Sunrise Tourist Corp

Port Hope, ON

[Apply on Hypjobs.ca](#)

Full-time

who can diagnose, troubleshoot and analyze units needing repair and maintenance. Duties include repair and maintain interior and exterior components on motor homes, travel trailers, and fifth wheels. Also includes installation of accessories, performing pre-delivery inspections, reading and writing work orders. Other skills would be the ability to repair, replace and maintain roofs, siding, windows, etc. but Mechanical, electrical and electronics experience would be an asset. Good communication, organizational and learning skills. Ability to work independently and as a team member. Please contact us at 905-885-6939 if you are interested in the position. You can also submit your resume as well. Job Types: Full-time, Apprenticeship Experience: • RV 2 technician: 1 year (Preferred) Licence: • Propane Safety (Preferred)

RV Technician
Fleetwood National
Ottawa, ON

[Apply on ZipRecruiter](#)

[Apply on Recruit.net](#)[Apply on JobHack.net](#)

\$40K–\$75K a yearFull-time

POSITION We are looking for individuals with advanced diagnostic and repair skills for repairing Recreational Vehicles, an individual who is passionate and knowledgeable about maintaining and repairing mechanical, plumbing, HVAC and electrical problems. A successful RV Technician will have a strong attention to detail, highly motivated and well versed in all aspects of repairs & maintenance. **WHO ARE WE LOOKING FOR** We need team players with high personal goals and positive attitudes **WHAT WE OFFER** You will join one of the largest and well known RV Businesses in Canada. You get the opportunity to have a challenging and rewarding career where you are appreciated and compensated for your efforts. We offer great compensation packages bonus plans and health care packages. **WE LOOK FORWARD TO HAVING YOU ON OUR TEAM**

Small Engine Technician

Small engine technician
bpt components & parts inc
Mississauga, ON

Salary : \$39,000

\$19.00 to \$21.00 hourly ... Languages English Education Secondary (high) school graduation certificate or equivalent experience Equipment and Machinery Experience Diesel engines Experience 1 year to less t

New!technician, small engine
Ron's Equipment Rental & Industrial Supply
Yellowknife, NT, Canada

Salary : \$41,925

\$18.00 to \$25.00 hourly ... Languages English Education Other trades certificate or diploma Credentials (certificates, licences, memberships, courses, etc.) Small Equipment Mechanic Trade Certification Equipm

Agriculture Service Technician / Small Engine Mechanic (\$18.00 to \$28.00) Cumberland
2082278

NetHire
Canada

Salary : \$44,850

work with us! We offer our employees competitive pay (**\$18.00 to \$28.00**) based on experience, comprehensive benefits, and

Outdoor Power Equipment Technician/Small Engine Mechanic

WorkBC
Vernon, Canada

Salary : \$35,100

Salary: \$18.00/Hourly ... Job Description Western Equipment Ltd. in Vernon is looking for an Outdoor Power Equipment Technician/Small Engine Mechanic. Experience with Stihl, Briggs & Stratton, Honda and other brands would

small engine technician

nestor falls marine
Nestor Falls, ON

Salary : \$53,625

\$25.00 to \$30.00 hourly ... Languages English Education Secondary (high) school graduation certificate or equivalent experience Credentials (certificates, licences, memberships, courses, etc.) Small Equipment Me

Agriculture Service Technician / Small Engine Mechanic job

Canada Jobs and Careers

Cumberland, ON , Canada

Salary : \$44,850

up to 75 pounds is required. Come work with us! We offer our employees competitive pay (\$18.00 to \$28.00) based on experience, comprehensive benefits, and opportunities for advancement and the gra

Appendix 9

Resources

<http://www.avaerocouncil.ca/en/aircraft-interior-technician>

https://www.collegeoftrades.ca/wp-content/uploads/TS_MarineEngineTechnician435B_EN.pdf

<https://www.ontariorvda.ca/education-and-careers/recreation-vehicle-service-technician/>

https://www.collegeoftrades.ca/wp-content/uploads/TS_SmallEngineTechnician435A_EN.pdf

<http://neuvoo.ca/salary/?job=Aircraft%20Technician>

<https://neuvoo.ca/salary/?job=marine+technician>

<file:///H:/NEW%20Concept%20Proposal/Rv%20technician%20salary%20-%20Average%20salary.html>

<https://neuvoo.ca/salary/?job=small+engine+technician>

https://study.com/directory/category/Mechanic_and_Repair_Technologies/Vehicle_Repair_and_Maintenance/Small_Engine_Mechanics.html

<https://www.onetonline.org/link/summary/49-3092.00>

<https://www.onetonline.org/link/summary/49-3051.00>

https://study.com/articles/Aircraft_Interior_Technician_Job_Description_Duties_and_Outlook.html

Transportation Maintenance Technician

NEW PROGRAM RESEARCH , DECEMBER 2019



Carmen A. Gelette, Library Technologist
FLEMING COLLEGE | LIBRARY

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OVERVIEW OF THE OCCUPATIONS

Small Engine Technician: NOC 7335

Turf Equipment Technician: NOC 7335

Marine Technician: NOC 7384

RV Technician: NOC 7384

Aircraft Interior Technician: NOC 6345

NOC 7335: OTHER SMALL ENGINE /EQUIPMENT REPAIRERS

Source: Canada Job Bank (September 2019).

<https://www.jobbank.gc.ca/marketreport/occupation/21575/22412>

Workers in this unit group test, repair and service small gasoline and diesel-powered engines and equipment, such as garden tractors, lawn mowers and other related equipment.

SUMMARY OF MAIN DUTIES FOR SOME OCCUPATIONS IN THIS GROUP

- ☐ Review work orders and discuss work to be performed with supervisor
- ☐ Inspect and test engines and other mechanical components using test devices to diagnose and isolate faults
- ☐ Adjust, repair or replace mechanical or electrical system parts and components using hand tools and equipment
- ☐ Test and adjust repaired equipment for proper performance
- ☐ Perform scheduled maintenance service on equipment
- ☐ Advise customers on work performed and general condition of equipment
- ☐ Determine estimates of repair cost.

COMMON JOB TITLES

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> air-cooled engine mechanic | • small engine technician |
| <input type="checkbox"/> small equipment repairer | • small equipment mechanic apprentice |
| <input type="checkbox"/> gasoline powered lawn mower repairer | |
| <input type="checkbox"/> lawn and garden equipment technician | |

TYPICAL EMPLOYERS

They are employed by dealer service shops and by independent service establishments.

7335: EMPLOYMENT OUTLOOK

7335: OUTLOOK FOR MUSKOKA-KAWARTHAS REGION

<https://www.jobbank.gc.ca/marketreport/outlook-occupation/21575/22412>

(September 18, 2019)

The employment outlook will be **fair** for Other small engine and small equipment repairers (NOC 7335) in the Muskoka - Kawarthas region for the 2018-2020 period.

The following factors contributed to this outlook:

- ☐ Employment growth will lead to a moderate number of new positions.
- ☐ Several positions will become available due to retirements.
- ☐ There are a small number of unemployed workers with recent experience in this occupation.

The Muskoka–Kawarthas area has **the highest concentration of these workers in the province**. Muskoka—Kawarthas is a popular tourist area for leisure activities, which may encourage purchases for outdoor equipment and help support work in this field.

Here are some key facts about Other small engine and small equipment repairers in the Muskoka - Kawarthas region:

- ☐ Approximately 140 people worked in this occupation in May 2015.
- ☐ Other small engine and small equipment repairers mainly work in the following sectors:
 - Other services (except public administration) (NAICS 81): 61%
 - Retail Trade (NAICS 44-45): 23%
 - Information, cultural, arts, entertainment and recreation services (NAICS 51,71): 10%
 - Finance, insurance and Real estate and rental and leasing (NAICS 52-53): 7%

7335: PROVINCIAL OUTLOOK FOR ONTARIO

<https://www.jobbank.gc.ca/marketreport/outlook-occupation/21575/ON>

(September 18, 2019)

The employment outlook will be **fair** for Other small engine and small equipment repairers (NOC 7335) in Ontario for the 2018-2020 period.

The following factors contributed to this outlook:

- ☐ Employment growth will lead to a moderate number of new positions.
 - ☐ Several positions will become available due to retirements.
 - ☐ There are a moderate number of unemployed workers with recent experience in this occupation.
-

These repairers work in a variety of industries in the province, but one-half provide repair and maintenance services mainly for personal and household goods. A lot of the work in this field comes from repairing outdoor power equipment such as lawn mowers, snow blowers, and other garden tools. When sales of these goods have been strong for a few years, the need for repair work may subsequently rise, supporting job prospects in this field. On the other hand, in slower times, consumers may also buy less of these discretionary items and delay repair work. However, in general, consumers have been spending less to repair personal and household goods (except motor vehicles), which may create fewer job opportunities for some repairers in the long term.

Overall, small engines have become more complex. This will make it harder for individuals to repair equipment themselves so the need for some repair services may rise. Workers may also find opportunities in the retail trade and recreational industries, but job vacancies will likely be fewer. Repairers that work in the recreational industry may provide services at places such as resorts and go-cart facilities, which normally have peak seasons.

Although many of the jobs in this field offer full-time work, a fair number of positions are seasonal in nature with more opportunities in the spring and summer months. This can lead to overtime for workers during this period. Other small engine and small equipment repairers have a relatively higher rate of self-employment (37%) than all occupations in the province. Start-up costs to buy diagnostic tools and repair equipment can be high for new entrants and may limit some from entering this field.

Since small engines have become more complex, employers may prefer workers with trade certification. For example, small engine technician and turf equipment technician are skilled trades associated with this occupational group in Ontario. While trade certification is voluntary for these occupations, individuals who have completed an apprenticeship program or have related college courses will have better job prospects.

Generally, workers with several years of repair experience or with expert knowledge of a certain piece of equipment may fare better in the job market. Some employers prefer workers who are familiar with welding, hydraulics and electrical systems. Job duties can be physically demanding at times and workers may need a valid driver's licence. Companies may advertise job vacancies in the early spring and autumn months as they prepare for the upcoming summer and winter seasons.

Here are some key facts about Other small engine and small equipment repairers in the Ontario region:

- ☐ Approximately 1,100 people worked in this occupation in May 2015.
- ☐ Other small engine and small equipment repairers mainly work in the following sectors:
 - Repair and maintenance (NAICS 811): 49%
 - Other retail stores (NAICS 44-45, except 445): 14%
 - Arts, entertainment and recreation (NAICS 71): 7%
 - Wholesale trade (NAICS 41): 6%
 - Real Estate and rental and leasing (NAICS 53): 6%
- ☐ The distribution of full-time and part-time workers in this occupation is:
 - Full-time workers: 83% compared to 79% for all occupations
 - Part-time workers: 17% compared to 21% for all occupations

- ☐ 67% of other small engine and small equipment repairers work all year, while 33% work only part of the year, compared to 63% and 37% respectively among all occupations. Those who worked only part of the year did so for an average of 32 weeks compared to 31 weeks for all occupations.
- ☐ 37% of other small engine and small equipment repairers are self-employed compared to an average of 12% for all occupations.

Outlook Breakdown by Region

Location	Job outlook
Hamilton–Niagara Peninsula Region	Undetermined ☆☆☆
Kingston–Pembroke Region	Fair ☆☆☆
Kitchener–Waterloo–Barrie Region	Fair ☆☆☆
London Region	Undetermined ☆☆☆
Muskoka–Kawartha Region	Fair ☆☆☆
Northeast Region	Undetermined ☆☆☆
Northwest Region	Undetermined ☆☆☆
Ottawa Region	Fair ☆☆☆
Stratford–Bruce Peninsula Region	Undetermined ☆☆☆
Toronto Region	Fair ☆☆☆
Windsor–Sarnia Region	Undetermined ☆☆☆

7335: NATIONAL OUTLOOK: 10 YEAR PROJECTION (2017-2026)

Source: Canadian Occupational Projection System (COPS). (October, 2017).
<http://occupations.esdc.gc.ca/sppc-cops/occupationsummarydetail.jsp?&tid=237>

Surplus: This occupational group is expected to face labour surplus conditions over the period of 2017-2026 at the national level. The section below contains more detailed information regarding the outlook for this occupational group

Occupations in this Group

- ☐ Oil and solid fuel heating mechanics (7331)
 - ☐ Appliance servicers and repairers (7332)
 - ☐ Electrical mechanics (7333)
 - ☐ Motorcycle, all-terrain vehicle and other related mechanics (7334)
 - ☐ Other small engine and small equipment repairers (7335)
-

Skill Type: Trades, transport and equipment operators and related occupations

Skill Level: Occupations usually require college or vocational education or apprenticeship training.

- ☐ Employment in 2016: 31,100marine repair
- ☐ Median Age of workers in 2016: 42.3 years old
- ☐ Estimated Median Age of Retirement in 2016: 64 years old

In order to determine the expected outlook of an occupation, the magnitude of the difference between the projected total numbers of new job seekers and job openings over the whole projection period (2017-2026) is analyzed in conjunction with an assessment of labour market conditions in recent years. The intention is to determine if recent labour market conditions (surplus, balance or shortage) are expected to persist or change over the period 2017-2026. For instance, if the analysis of key labour market indicators suggests that the number of job seekers was insufficient to fill the job openings (a shortage of workers) in an occupational group in recent years, the projections are used to assess if this situation will continue over the projection period or if the occupation will move towards balanced conditions.

The analysis of key labour market indicators such as employment and wage growth as well as the unemployment rate suggests that the number of job seekers exceeded substantially the number of job openings in this occupational group over the 2014-2016 period.

For Other mechanics and related repairers, over the period 2017-2026, new job openings (arising from expansion demand and replacement demand) are expected to total 8,600, while 9,100 new job seekers (arising from school leavers, immigration and mobility) are expected to be available to fill them.

As job openings and job seekers are projected to be relatively similar over the 2017-2026 period, the labour surplus conditions seen in recent years are expected to continue over the projection period. A more detailed analysis of the outlook of this occupation will be released in the coming weeks.

Projection of Cumulative Job Openings and Job Seekers over the Period of 2017-2026

	Level	Share
Expansion Demand:	900	10%
Retirements:	6,300	73%
Other Replacement Demand:	800	9%
Emigration:	500	6%
Projected Job Openings:	8,600	100%

	Level	Share
School Leavers:	8,500	93%
Immigration:	1,300	14%
Other:	-700	-8%
Projected Job Seekers:	9,100	100%

7335: WAGE ESTIMATES

Source: job bank

<https://www.jobbank.gc.ca/marketreport/wages-occupation/14808/ON> (September 18, 2019)

Community/Area	Wages (\$/hour)		
	Low	Median	High
Hamilton–Niagara Peninsula Region	14.00	21.00	32.69
Kingston–Pembroke Region	15.00	24.04	35.50
Kitchener–Waterloo–Barrie Region	15.00	25.00	34.36
London Region	15.00	26.00	34.35
Muskoka–Kawartha Region	15.00	24.04	35.50
Northeast Region	15.00	24.04	32.28
Northwest Region	15.00	25.00	33.25
Ottawa Region	15.00	23.00	38.00
Stratford–Bruce Peninsula Region	15.00	24.04	35.50
Toronto Region	14.50	25.64	38.00
Windsor–Sarnia Region	15.00	24.04	35.50
Canada	15.00	24.00	38.00
Ontario	15.00	24.04	35.50

NOC 7384: OTHER TRADES AND RELATED OCCUPATIONS, N.E.C.

Job Bank Canada (September 2019).

<https://www.jobbank.gc.ca/marketreport/occupation/15006/ON>

unit group includes tradespersons and related skilled workers, not elsewhere classified, who repair, service, install, calibrate or fabricate a variety of products. This unit group includes commercial divers. They are employed by a wide range of establishments, or they may be self-employed.

SUMMARY OF MAIN DUTIES

- ☐ Gunsmiths: Fabricate guns and repair and modify firearms according to blueprints or customers' specifications.
 - ☐ Locksmiths: Repair, install and adjust locks, make keys and change lock combinations.
 - ☐ Recreation vehicle technicians: Repair or replace electrical wiring, plumbing, propane gas lines, appliances, windows, doors, cabinets and structural frames in recreational vehicles.
-

- ☐ Safe and vault servicers: Install, repair and maintain safes and vaults in banks and other establishments.
- ☐ Saw fitters: Repair, set and sharpen band saws, chain saws, circular saws and other types of saw blades according to specifications.
- ☐ Die setters: Select dies for forging according to work order and specifications; position align and bolt dies to ram and anvil of power presses and hammers.
- ☐ Commercial divers: Perform underwater activities related to construction, inspection, search, salvage, repair and photography.

COMMON JOB TITLES

- ☐ explosive ordnance detector
 - ☐ restoration steeplejack
 - ☐ reclamation diver
 - ☐ vault repairer
 - ☐ safe maker
 - ☐ aircraft patternmaker
 - ☐ blacksmith
 - ☐ die setter
 - ☐ toolsmith
 - ☐ commercial diver
 - ☐ underwater contractor
 - ☐ locksmith
 - ☐ saw fitter
 - ☐ small arms repairer
 - ☐ recreation vehicle technician
 - ☐ marine repair technician
 - ☐ gunsmith
 - ☐ farrier
-

7384: EMPLOYMENT OUTLOOK

7384: PROVINCIAL OUTLOOK

(September, 2019). <https://www.jobbank.gc.ca/marketreport/outlook-occupation/15006/ON>

Undetermined: An employment outlook has not been assigned to this occupation in **Muskoka-Kawarthas** region due to low levels of employment.

Undetermined: An employment outlook has not been assigned to this occupation in **Ontario**, or any region in Ontario, due to low levels of employment.

7384: NATIONAL OUTLOOK

Canadian Occupational Projection System (COPS). (October, 2017).
<http://occupations.esdc.gc.ca/sppc-cops/occupationsummarydetail.jsp?&tid=240>

Surplus: This occupational group is expected to face labour surplus conditions over the period of 2017-2026 at the national level. The section below contains more detailed information regarding the outlook for this occupational group.

Occupations in this Group

- ☐ Printing press operators (7381)
- ☐ Other trades and related occupations, n.e.c. (7384)

Skill Type: Trades, transport and equipment operators and related occupations

Skill Level: Occupations usually require college or vocational education or apprenticeship training.

- ☐ Employment in 2016: 23,500
- ☐ Median Age of workers in 2016: 44.7 years old
- ☐ Estimated Median Age of Retirement in 2016: 65 years old

The analysis of key labour market indicators such as employment and wage growth as well as the unemployment rate suggests that the number of job seekers exceeded substantially the number of job openings in this occupational group over the 2014-2016 period.

For Printing press operators and other trades and related occupations, n.e, over the period 2017-2026, new job openings (arising from expansion demand and replacement demand) are expected to total 2,600, while 2,400 new job seekers (arising from school leavers, immigration and mobility) are expected to be available to fill them.

As job openings and job seekers are projected to be relatively similar over the 2017-2026 period, the labour surplus conditions seen in recent years are expected to continue over the projection period. A more detailed analysis of the outlook of this occupation will be released in the coming weeks.

Projection of Cumulative Job Openings and Job Seekers over the Period of 2017-2026

	Level	Share
Expansion Demand:	-3,700	-142%
Retirements:	5,300	204%
Other Replacement Demand:	700	27%
Emigration:	300	12%
Projected Job Openings:	2,600	100%

	Level	Share
School Leavers:	4,400	183%
Immigration:	1,100	46%
Other:	-3,100	-129%
Projected Job Seekers:	2,400	100%

7384: WAGE ESTIMATES

Community/Area	Wages (\$/hour)		
	Low	Median	High
Hamilton–Niagara Peninsula Region	17.00	24.00	29.00
Kingston–Pembroke Region	16.00	24.09	33.00
Kitchener–Waterloo–Barrie Region	17.00	24.00	29.00
London Region	17.00	24.00	29.00
Muskoka–Kawartha Region	17.00	23.25	37.00
Northeast Region	N/A	N/A	N/A
Northwest Region	N/A	N/A	N/A
Ottawa Region	17.00	24.00	29.00
Stratford–Bruce Peninsula Region	N/A	N/A	N/A
Toronto Region	15.15	23.50	34.30
Windsor–Sarnia Region	17.00	24.00	29.00
Canada	17.00	24.00	38.00
Ontario	17.00	24.00	29.00

NOC 6345: UPHOLSTERERS

Upholsterers cover furniture, fixtures and similar items with fabric, leather or other upholstery materials. They are employed by furniture, aircraft, motor vehicle and other manufacturing companies, furniture retail outlets and repair shops or they may be self-employed.

SUMMARY OF MAIN DUTIES

- ☐ Upholsterers perform some or all of the following duties:
- ☐ This group performs some or all of the following duties:
- ☐ Discuss upholstery fabric, colour, and style with customers and provide cost estimate for upholstering furniture or other items
- ☐ Lay out, measure and cut upholstery materials according to sketches or design specifications
- ☐ Replace worn-out webbing, springs and other furniture parts using hand and power tools
- ☐ Operate sewing machines or sew upholstery materials by hand to seam cushions and join sections of covering materials
- ☐ Install padding and underlays and fasten covering materials to furniture frames
- ☐ Tack, glue or sew ornamental trim, braids or buttons on upholstered items
- ☐ Lay out, cut, fabricate and install upholstery in aircrafts, motor vehicles, railway cars, boats and ships
- ☐ May repair furniture frames and refinish wood surfaces
- ☐ May make upholstery patterns from sketches, customer descriptions or blueprints
- ☐ May install, fabricate, maintain and repair interior components of aircraft, such as seats, coverings, drapes, cargo nets, flooring, closets, bins and panels.

COMMON JOB TITLES

- ☐ automobile upholsterer
- ☐ custom upholsterer
- ☐ furniture upholsterer
- ☐ upholstery repairer
- ☐ upholsterer
- ☐ aircraft interior technician

6345: EMPLOYMENT OUTLOOK

6345: PROVINCIAL OUTLOOK FOR ONTARIO

Job Bank Canada. (September 2019). <https://www.jobbank.gc.ca/marketreport/outlook-occupation/14894/ON>

Undetermined: An employment outlook has not been assigned to this occupation in **Muskoka-Kawartha** region due to low levels of employment.

The employment outlook will be **fair** for Upholsterers (NOC 6345) in **Ontario** for the 2018-2020 period.

The following factors contributed to this outlook:

- ☐ Employment growth will lead to a moderate number of new positions.
- ☐ Several positions will become available due to retirements.
- ☐ There are a small number of unemployed workers with recent experience in this occupation.

Upholsterers are employed mainly in the repair and maintenance services and the furniture and related product manufacturing industries. Over the past few years, consumers have been more inclined to purchase new furniture rather than have old furniture repaired and reupholstered. This shift has been most likely due to the increased availability of more affordable imported furniture and the high relative costs of upholstering services. The availability of cheaper products has had a negative impact on the Canadian furniture manufacturing industry.

Other factors impacting this occupation are the availability of used furniture through online resale sites and the rise in condo living requiring furniture that fit smaller spaces. All of these factors may likely limit business opportunities available for upholsterers.

With almost 40% of the workforce over the age of 55, opportunities in this occupation are expected to come from vacated positions and business due to retirements. Nearly 40% of the professionals in this occupation are self-employed.

Here are some key facts about Upholsterers in the Ontario region:

- ☐ Approximately 2,150 people work in this occupation.
- ☐ Upholsterers mainly work in the following sectors:
 - Repair and maintenance (NAICS 811): 46%
 - Furniture and related product manufacturing (NAICS 337): 31%
 - Other retail stores (NAICS 44-45, except 445): 8%
- ☐ The distribution of full-time and part-time workers in this occupation is:
 - Full-time workers: 88% compared to 79% for all occupations
 - Part-time workers: 12% compared to 21% for all occupations
- ☐ 69% of upholsterers work all year, while 31% work only part of the year, compared to 63% and 37% respectively among all occupations. Those who worked only part of the year did so for an average of 33 weeks compared to 31 weeks for all occupations.
- ☐ 37% of upholsterers are self-employed compared to an average of 12% for all occupations.

6345: NATIONAL OUTLOOK

Canadian Occupational Projection System (COPS). (October, 2017).

<http://occupations.esdc.gc.ca/sppc-cops/occupationsummarydetail.jsp?&tid=179>

BALANCE: Labour demand and labour supply are expected to be broadly in line for this occupation group over the 2017-2026 period at the national level. The section below contains more detailed information regarding the outlook for this occupational group.

Occupations in this Group

- ☐ Tailors, dressmakers, furriers and milliners (6342)
- ☐ Shoe repairers and shoemakers (6343)
- ☐ Jewellers, jewellery and watch repairers and related occupations (6344)
- ☐ Upholsterers (6345)
- ☐ Funeral directors and embalmers (6346)

Skill Type: Sales and service occupations

Skill Level: Occupations usually require college or vocational education or apprenticeship training.

- ☐ Employment in 2016: 36,900
- ☐ Median Age of workers in 2016: 48.8 years old
- ☐ Estimated Median Age of Retirement in 2016: 71 years old

The analysis of key labour market indicators such as employment and wage growth as well as the unemployment rate suggests that the number of job seekers was sufficient to fill the job openings in this occupational group over the 2014-2016 period.

For Tailors, dressmakers, furriers and milliners & Shoe repairers and shoemakers; Jewellers, jewellery and watch repairers and related occupations; Upholsterers; Funeral directors and embalmers, over the period 2017-2026, new job openings (arising from expansion demand and replacement demand) are expected to total 6,000, while 6,400 new job seekers (arising from school leavers, immigration and mobility) are expected to be available to fill them.

As job openings and job seekers are projected to be at relatively similar levels over the 2017-2026 period, the balance between labour supply and demand seen in recent years is expected to continue over the projection period. A more detailed analysis of the outlook of this occupation will be released in the coming weeks.

Projection of Cumulative Job Openings and Job Seekers over the Period of 2017-2026

	Level	Share
Expansion Demand:	-100	-2%
Retirements:	3,200	53%
Other Replacement Demand:	2,300	38%
Emigration:	600	10%
Projected Job Openings:	6,000	100%

	Level	Share
School Leavers:	5,300	83%
Immigration:	2,700	42%
Other:	-1,500	-23%
Projected Job Seekers:	6,400	100%

6345: WAGE ESTIMATES

Community/Area	Wages (\$/hour)		
	Low	Median	High
Hamilton–Niagara Peninsula Region	N/A	N/A	N/A
Kingston–Pembroke Region	N/A	N/A	N/A
Kitchener–Waterloo–Barrie Region	14.57	18.88	27.50
London Region	N/A	N/A	N/A
Muskoka–Kawartha Region	N/A	N/A	N/A
Northeast Region	N/A	N/A	N/A
Northwest Region	N/A	N/A	N/A
Ottawa Region	N/A	N/A	N/A
Stratford–Bruce Peninsula Region	N/A	N/A	N/A
Toronto Region	14.57	18.88	27.50
Windsor–Samia Region	N/A	N/A	N/A
Canada	13.25	18.00	29.69
Ontario	14.57	18.88	27.50

INDUSTRIES EMPLOYING ALL 3 OCCUPATIONS

Source: EMSI Analyst (2019.3). Census Divisions included: Simcoe, Durham, Peterborough, Kawartha Lakes, and Northumberland.

Industry	Occupation Group Jobs in Industry (2018)	% of Occupation Group in Industry (2018)	% of Total Jobs in Industry (2018)
 Personal and household goods repair and maintenance	88	22.0%	18.6%
 Other motor vehicle dealers	75	18.6%	6.2%
 Other amusement and recreation industries	22	5.4%	0.3%
 Investigation and security services	21	5.3%	0.9%
 Household and institutional furniture and kitchen cabinet manufacturing	17	4.3%	2.6%

STUDENT DEMAND & MARKET

Source: Ontario Ministry of Training, Colleges & Universities (2019). College Enrolment.

<https://www.ontario.ca/data/college-enrolment>

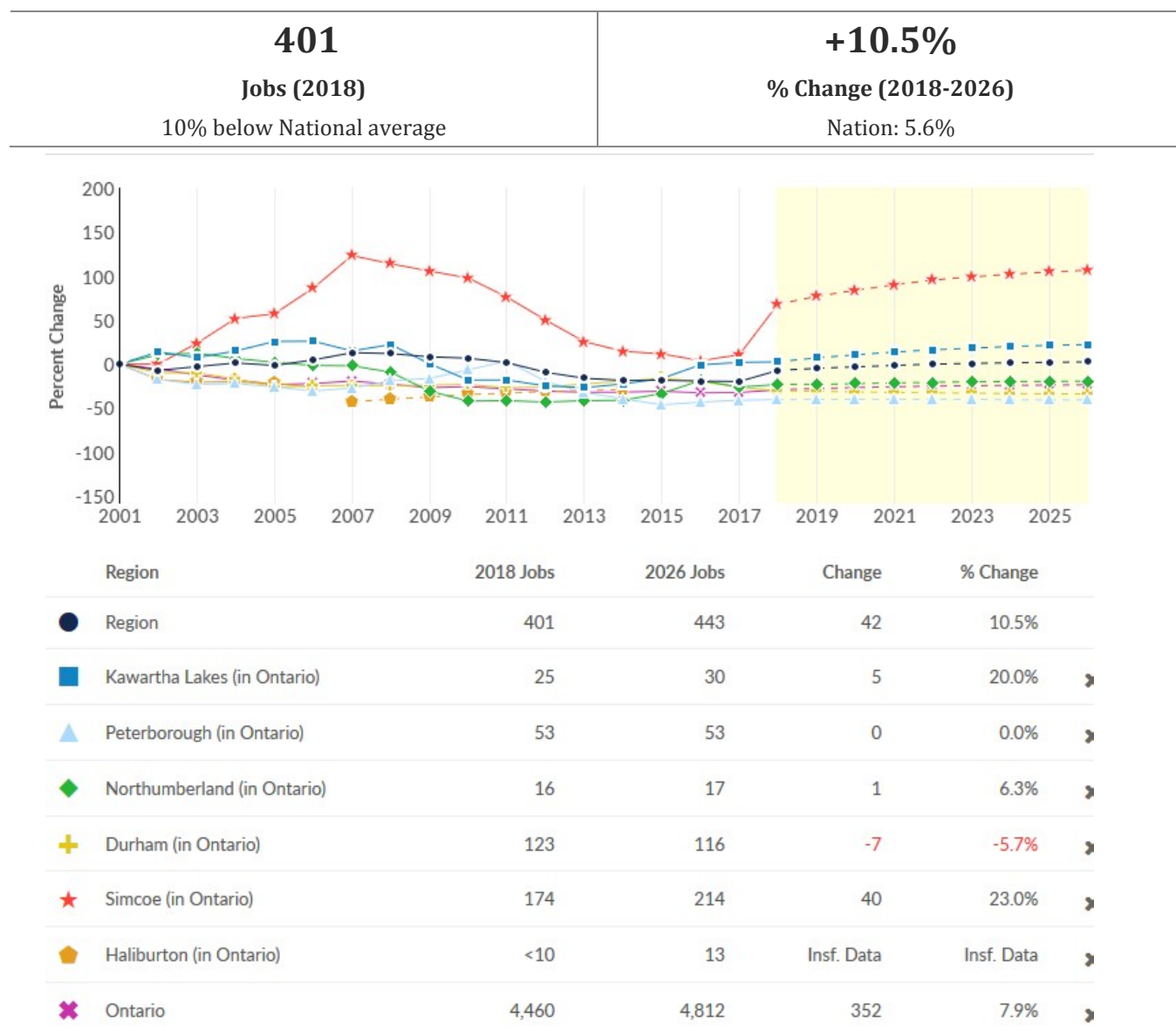
College	Program Name	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Centennial College	Motorcycle And Powersports Products Repair Techniques	25	32	28	28	22	26	32
Conestoga College	Motive Power Fundamentals - Motorcycle and Power Sport Vehicles				12			
Conestoga College	Motive Power Technician - Motorcycle and Power Sport Vehicles			14	16	14		
Conestoga College	Motive Power Techniques - Motorcycle and Power Sport Vehicles Repair						18	
Georgian College	Marine Engineering Technician		36	54	45	38	40	18
Georgian College	Marine Engineering Technology	48	31	21				16
Georgian College	Mechanical Techniques - Marine Engine Mechanic	26	27	17	15	34	21	20
Georgian College	Mechanical Techniques - Small Engine Mechanic	23	13	18	13	10	14	14
Sault College	Motive Power Fundamentals - Marine and Small Engine Repair							
Sault College	Motive Power Fundamentals – Marine and Small Engine Repair		13					
TOTALS		122	152	152	129	118	119	100

LABOUR MARKET FOR ALL 3 NOC CODES

Source: EMSI Analyst (2019.3).

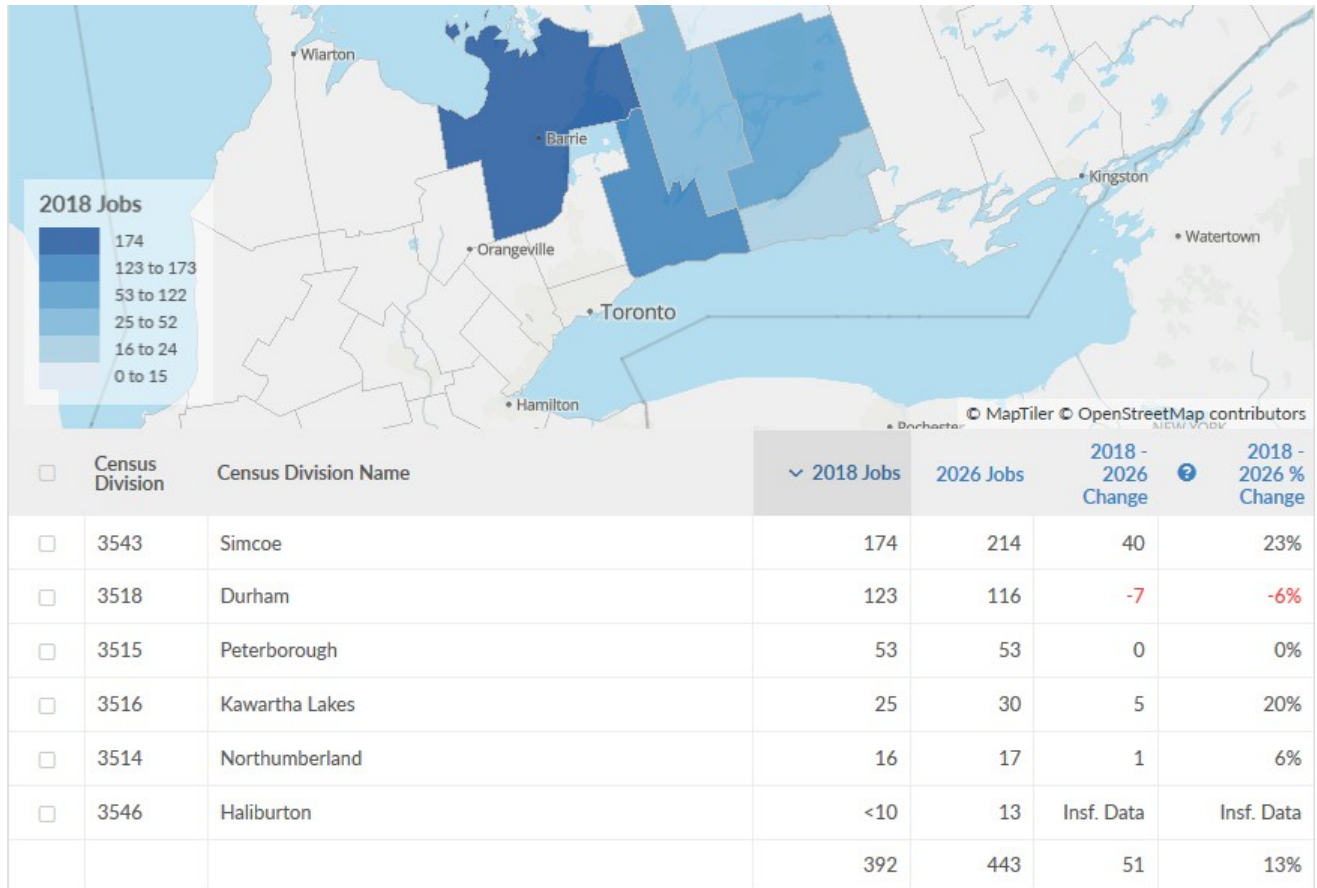
Note: Data is for census divisions of Peterborough, Durham, Northumberland, Kawartha Lakes, Simcoe, and Haliburton

REGIONAL BREAKDOWN BY CENSUS DIVISION (3 OCCUPATIONS)



REGIONAL BREAKDOWN BY CENSUS DIVISION

Source: EMSI Analyst (2019.3)



 REGIONAL COMPARISON BY OCCUPATION

2018 Jobs

Occupation	Description	Northumberland (in Ontario)	Peterborough (in Ontario)	Kawartha Lakes (in Ontario)	Durham (in Ontario)	Simcoe (in Ontario)	Haliburton (in Ontario)	Ontario
6345	Upholsterers	<10	22	11	48	22	<10	1,580
7335	Other small engine and small equipment repairers	<10	12	<10	30	82	<10	1,153
7384	Other trades and related occupations, n.e.c.	<10	20	<10	45	70	<10	1,726
Total		16	53	25	123	174	<10	4,460

2026 Jobs

Occupation	Description	Northumberland (in Ontario)	Peterborough (in Ontario)	Kawartha Lakes (in Ontario)	Durham (in Ontario)	Simcoe (in Ontario)	Haliburton (in Ontario)	Ontario
6345	Upholsterers	<10	21	14	50	21	<10	1,697
7335	Other small engine and small equipment repairers	<10	16	<10	25	109	<10	1,264
7384	Other trades and related occupations, n.e.c.	<10	16	<10	41	84	<10	1,852
Total		17	53	30	116	214	13	4,812

PROFESSIONAL REGULATION

Source: Job Bank Canada (September 18, 2019)

NOC 7335: <https://www.jobbank.gc.ca/marketreport/requirements/21575/22412>

Location	Job title	Regulation	Regulatory body
<u>Canada</u>			
<u>Ontario</u>	Amusement Device Mechanic	Regulated (compulsory)	Technical Standards and Safety Authority
	Small Engine Technician	Regulated (voluntary)	Ontario College of Trades
	Turf Equipment Technician	Regulated (voluntary)	Ontario College of Trades

NOC 7384: <https://www.jobbank.gc.ca/marketreport/requirements/15006/22412>

Location	Job title	Regulation	Regulatory body
<u>Canada</u>			
<u>Ontario</u>	Blacksmith	Regulated (voluntary)	Ontario College of Trades
	Locksmith	Regulated (voluntary)	Ontario College of Trades
	Recreation Vehicle Service Technician	Regulated (voluntary)	Ontario College of Trades
	Saw Filer/fitter	Regulated (voluntary)	Ontario College of Trades

NOC 6345: <https://www.jobbank.gc.ca/marketreport/requirements/14894/22412>

No information provided.

Note: As of October 21, 2019, responsibility for Apprenticeship and Skilled Trades, including the transition to the new Ministry-led service delivery model, has been transferred to the Ministry of Labour, Training and Skills Development. During the transition, the Ministry and the College continue to jointly deliver key services as required under the Ontario College of Trades and Apprenticeship Act, 2009 (OCTAA). Among other duties, the Ministry continues to register training agreements with apprentices, assess employer eligibility to take on apprentices, and administer Certificate of Qualification exams. As required under OCTAA, the College supports this work, including by continuing to issue skilled trades credentials (Certificates of Qualification and Statements of Membership) and supporting labour mobility through credential verification.

Source: Ontario College of Trades (2019, November 8).

<https://www.collegeoftrades.ca/news/ontario-government-transfers-responsibility-for-apprenticeship-and-skilled-trades>

“The Government of Ontario has passed the Modernizing the Skilled Trades and Apprenticeship Act, 2019 (Act) which establishes a new governance model for the skilled trades and apprenticeship

system. The new system will be a Ministry-led delivery model with industry input in training programs and regulation.

During the transition to the new Ministry-led delivery model and the wind-down of the Ontario College of Trades (College) in fall of 2019, the Ministry of Training, Colleges and Universities (Ministry) and the College continue to deliver key services.”

Source: Ontario College of Trades (2019, June 6). <https://www.collegeoftrades.ca/latest-news/the-modernizing-the-skilled-trades-and-apprenticeship-act-2019-and-college-resumes-accepting-membership-payments>

INDUSTRY TRENDS

Pin, L. (September 26, 2018). Boat industry sinking as mechanics dry up. *The Sarnia Observer*. <https://www.theobserver.ca/news/local-news/boat-industry-sinking-as-mechanics-dry-up>

- Hundreds of thousands of boats are moored in the region, but mechanics to service those boats are disappearing – and not being replaced.
- Rob Davidson, program co-ordinator at Georgian College. “Technicians are getting harder to find. The age limit of a technician nowadays is growing and some are retiring.”
- Davidson: “Last year, I had 150 job postings for 25 students,” Davidson said. “Young people are just not getting into the trades.”
- It’s frustrating for current small-time mechanics who cannot grow their businesses. It’s worse for companies that lose their mechanics.

The Portage Group. (April, 2018) 2018 Economic Impact of the Canadian Recreation Vehicle Industry. <https://www.rvda.ca/documents/2018RVDAEconomicImpactStudy-FINAL.pdf>

- ☐ In total, the RV sector generated an estimated 66,000 jobs and delivered \$4.7 billion in added value to the Canadian economy (2017)
- ☐ Sales & Service: RV retail sales and service businesses (NAICS 44121) generated an estimated total of \$3.4 billion in sales in 2017
- ☐ Maintenance accounts for 28% of non-travel spending for RV owners
- ☐ Ontario accounts for the largest share of RV ownership at 31%,

Canadian Council for Aviation & Aerospace. (March 2018). Labour Market Information Report. https://www.avaerocouncil.ca/sites/default/files/files/ccaa_lmi_report_march_2018_-_final.pdf

- ☐ Currently, the Canadian aviation and aerospace industry directly employs 154,000 workers. The industry needs to hire 55,000 new workers by 2025 to keep pace with projected growth and replacement demand
-

- ☐ Ontario (32%) and Quebec (21%) together make up over half of employment in Support Activities for Air Transportation which includes maintenance,
- ☐ The majority of the industry noted a lack of soft skills and business skills in new hires. This includes leadership, critical thinking and communication skills as well as the ability to troubleshoot and make independent decisions, among others
- ☐ Occupations with the largest hiring needs in the industry include pilots, mechanics, avionics, flight attendants, assemblers, air traffic controllers, managers, machinists, and engineers.
- ☐ Additional occupations that have been cited as being the most difficult to hire for include: Aircraft Electrical/Electronics/Instrument Component Technician • Assemblers • Electricians • **Interior technicians**

FEDERAL/PROVINCIAL IMPACT

Provincial

Ontario Ministry of Finance. (April 2019). 2019 Ontario Budget: Creating Jobs and Fighting for Ontario Workers. <https://budget.ontario.ca/2019/bg-jobs.html>

The purported aims of this budget include:

- ☐ Establishing programs that encourage the people of Ontario to enter skilled trades, get retrained and become aware of the benefits of good-paying jobs in the trades.
- ☐ Developing a one-window digital portal for apprentices.
- ☐ Making sure hard-working people get assistance to learn new skills when they lose a job through no fault of their own.
- Mobilizing Employment Ontario's Rapid Re-employment and Training Services program to help General Motors and Fiat Chrysler workers regain employment as quickly as possible.
- ☐ Launching a new micro-credentials pilot this spring to provide people with the skills employers are seeking.
- ☐ Launching a pilot initiative to bring highly skilled immigrants to smaller communities.

Federal

Department of Finance Canada. (March, 2019). 2019 Budget: Enhancing Supports for Apprenticeship. <https://www.budget.gc.ca/2019/docs/plan/chap-01-en.html>

Continuation of the **Union Training and Innovation Program** (launched in 2017):

- ☐ Leveraging over \$23 million in investments through cost-shared purchases of advanced training equipment and funding for innovative approaches to apprenticeship training.
 - ☐ Targeting training supports to over 28,000 Canadians.
 - Helping vulnerable Canadians—women, Indigenous Peoples, persons with disabilities and newcomers to Canada make up 40 per cent of project participants.
-

- ☐ Helping improve accessibility to training in remote communities through e-learning platforms and mobile training units.

Skills Canada to be provided with 40 million over four years, starting in 2020–21

- ☐ encourage and support a coordinated approach to promoting skilled trades and technologies to young people through skills competitions
- ☐ providing resources to better equip young people for careers in the skilled trades.
- ☐ PLUS \$6 million over two years, to create a national campaign to promote the skilled trades as a first-choice career for young people.

Apprenticeship Strategy to address the barriers to entry and progression in existing supports and programs (eg. Apprenticeship Incentive and Completion Grants) and support employers who face challenges in hiring and retaining apprentices.

ASSOCIATION POSITION PAPERS

No information at this time.

PROFESSIONAL ASSOCIATIONS

[Canadian Council for Aviation & Aerospace](#)

[Recreational Vehicle Dealers Association \(RVDA\) Canada](#)

[Ontario RV Dealers Association](#)

[Boating Ontario](#)

[Canadian Institute of Marine Engineering](#)

[Outdoor Power Equipment Institute of Canada \(OPEIC\)](#)

EDUCATIONAL COMPETITORS

COMMUNITY COLLEGE/INSTITUTE INFORMATION

Notes:

Not included here: Aviation technician – Aircraft Maintenance /Avionics Maintenance,

Motive Power programs are included as there is substantial overlap in program description and/or outcomes / courses.

Highlighted programs are closest in scope.

COLLEGE	PROGRAM TITLE	LENGTH, TYPE (DIPLOMA, CERT., POST)	DELIVERY METHOD(S)	OTHER (UNIQUE TO THE PROGRAM)
Algonquin	Motive Power Technician	Ontario College Diploma Compressed to 42 weeks		BYOD
Algonquin	Motive Power Technician – Diesel Equipment and Truck	Ontario College Diploma Compressed to 42 weeks		BYOD
Cambrian	Motive Power (Automotive) Technician - Service and Management	Ontario College Diploma 4 semesters	Optional paid co-op	Your diploma equates to the three levels of theory required towards your apprenticeship Certificate of Qualification.
Cambrian	Motive Power Technician – Truck and Coach	Ontario College Diploma 4 semesters	Optional paid co-op	Your diploma equates to the three levels of theory required towards your apprenticeship Certificate of Qualification.
Canadore	Motive Power Technician	Ontario College Diploma Compressed to 40weeks	Includes a 2 week placement	Successful completion is equivalent to Levels 1 and 2 (automobile) and Level 1 (truck and coach) Apprenticeship in-class portion

Centennial	Automotive – Motive Power Technician	Ontario College Diploma 4 semesters	Co-op option	In addition to your diploma, you'll earn the Ozone Depletion Prevention (ODP) certification.
Centennial	Motive Power Fundamentals	Ontario College Certificate 2 semesters		
Centennial	Trades Foundations – Motive Power: Alternate Offer Only	Ontario College Certificate		no direct applications). Program provides an opportunity to prepare to meet the English communications assessment entry point for a Motive Power program in the School of Transportation.
Centennial	Motive Power – Heavy Duty Equipment Technician	Ontario College Diploma 4 semesters	Co-op option	
Centennial	Motorcycle and Powersports Products Repair Techniques	Ontario College Certificate 2 semesters (28 weeks)		
Centennial	Truck and Coach Motive Power Technician	Ontario College Diploma 4 semesters		Because the program is based on the Truck and Coach Technician apprenticeship curriculum standards, you'll meet the requirements for Level 1 and 2 in-school apprenticeship training.
Centennial	Truck and Coach Technician – Mack/Volvo	Ontario College Certificate Modified Apprenticeship programs 32 week in-class		Upon successful program completion, with a 75 per cent grade average, you'll complete a job interview at a hiring MACK/VOLVO dealership or fleet operation, where you'll

				obtain your on-the-job apprenticeship training.
Centennial	Truck and Coach Technician A.T.S.	Ontario College Certificate Modified Apprenticeship programs 32 week in-class	4 week placement	
Centennial	Auto Body Repair Techniques	Ontario College Certificate 2 semesters		
Centennial	Auto Body Repair Technician	Ontario College Diploma 4 semesters		
Centennial	Automotive Parts & Service Operations	Ontario College Diploma 4 semesters	Optional co-op work term	
Centennial	Automotive Service Technician Co-op Partnered with TADA and FCA	Ontario College Diploma 4 semesters		Upon graduation, you will have completed level 1 and 2 of the Ontario AST apprenticeship in-school curriculum
Centennial	Specialty Automotive Service Technician programs	Ontario College Certificate Modified Apprenticeship programs 32 week in-class		Canadian Tire Ford Asset General Motors of Canada Asep Honda Ahap Toyota
Conestoga	Motive Power Fundamentals – Automotive Repair	Ontario College Certificate		
Conestoga	Motive Power Technician – Automotive Service	Ontario College Diploma		

Conestoga	Motive Power Technician – Truck and Coach	Ontario College Diploma		
Conestoga	Motive Power Techniques – Truck and Coach Repair	Ontario College Certificate		
Conestoga	Motive Power Technician – Heavy Duty Equipment Repair	Ontario College Certificate		
Conestoga	Motive Power Technician – Heavy Duty Equipment	Ontario College Diploma	Optional Co-op	
Conestoga	Motive Power Technician – Motorcycle and Power Sport Vehicles	Ontario College Certificate		
Confederation	Motive Power Techniques - Automotive	Ontario College Certificate	2 week field placement	
Confederation	Motive Power Techniques – Heavy Equipment	Ontario College Certificate	2 week field placement	
Durham	Automotive Technician – Service and Management (Motive Power Technician)	Ontario College Certificate 4 semesters		
Durham	Mechanical Engineering Technician – Non-Destructive Evaluation	Ontario College Diploma Fast-track: 2 semesters		Required: Honours Bachelor of Science degree in either mechanical engineering, electrical engineering, material science or physics including a credit in physics, calculus, statistics and electricity
Fanshawe	Aircraft Structural Repair Technician	Ontario College Certificate		This is a Transport Canada-approved program (TC-2019-09-4268) that will allow

				eligible graduates to receive 10 months towards a Transport Canada-issued Aircraft Maintenance Engineer (AME) License, Category S.
Fanshawe	Auto Body Repair Techniques	Ontario College Certificate 30 weeks		Arrangements will be made for graduates of this program to write the level one apprenticeship exemption exam, rewarding them one year's credit toward their three-year apprenticeship schooling.
Fanshawe	Motive Power Technician (Automotive)	Ontario College Diploma		
Fanshawe	Motive Power Technician (Diesel)	Ontario College Diploma		
Georgian	Mechanical Techniques – Marine Engine Mechanic	Ontario College Certificate	Field Placement	
Georgian	Mechanical Techniques – Small Engine Mechanic	Ontario College Certificate	Field Placement	
Georgian	Marine Engineering Technology	Ontario College Advanced Diploma	2 Co-op work terms	
Georgian	Marine Technology - Navigation	Ontario College Advanced Diploma	3 Co-op work terms	
Loyalist	Motive Power Fundamentals – Parts and Counter Personnel	Ontario College Certificate		
Loyalist	Motive Power Technician – Service and Management	Ontario College Diploma		

Mohawk	Motive Power Fundamentals	Ontario College Certificate 2 semesters		BYOD
Mohawk	Motive Power Technician	Ontario College Diploma		BYOD
Mohawk	Automotive Service Technician – 310S	Mohawk College Certificate		Ministry Funded-Apprenticeship
Niagara	Motive Power Technician - Automotive	Ontario College Diploma	Co-op (sponsored)	Through the Ministry of Training, Colleges, and Universities–Apprentice Branch, students complete their diploma program while working towards their Certificate of Qualifications requirements
Northern	Motive Power Technician – Automotive Service	Ontario College Diploma		BYOD
Northern	Motive Power Technician – Heavy Equipment	Ontario College Diploma		BYOD Level 2,3 Apprenticeship upon completion of placement
Sault	Aircraft Structural Repair Technician	Ontario College Certificate	In partnership with Fanshawe College.	Transport Canada accredited
Sault	Motive Power Fundamentals – Automotive Repair	Ontario College Certificate		
Sault	Motive Power Fundamentals – Heavy Equipment and Truck Repair	Ontario College Certificate		

Sault	Motive Power Technician – Advanced Repair	Ontario College Diploma	Optional unpaid placement	
St. Clair	Motive Power Technician	Ontario College Diploma		
St. Clair	Mechanical Engineering Technology – Automotive Product Design	Ontario College Advanced Diploma		
St. Lawrence	Motive Power Technician	Ontario College Diploma		

PROGRAM FUNDING COMPARATOR: MTCU-APS DATA

INSTITUTION	APS TITLE	MTCU CODE	MAESD TITLE	PROGRAM WEIGHT	FUNDING UNIT	DEGREE FACTOR
ALGO	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2
ALGO	Motive Power Technician – Diesel Equipment and Truck	56405	Motive Power Technician	1.3	2.6	2
CAMB	Motive Power Techniques - Heavy Equipment	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CAMB	Motive Power Technician - Service And Management	56405	Motive Power Technician	1.3	2.6	2
CAMB	Motive Power Technician - Truck & Coach	56405	Motive Power Technician	1.3	2.6	2

CANA	Motive Power Fundamentals - Auto Service	46405	Motive Power Fundamentals	1.3	1.1	1
CANA	Motive Power Fundamentals - Motorcycle and Sport Vehicle Repair	46405	Motive Power Fundamentals	1.3	1.1	1
CANA	Motive Power Techniques - Small Powered Equipment	47100	Motive Power Techniques - Small Powered Equipment	1.4	1.2	1
CANA	Motorcycle Repair Techniques	47100	Motive Power Techniques - Small Powered Equipment	1.4	1.2	1
CANA	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2
CANA	Motive Power Technician - Marine And Small Powered Equipment	56405	Motive Power Technician	1.3	2.6	2
CANA	Motive Power Technician- Turf Operations Equipment	56405	Motive Power Technician	1.3	2.6	2
CENT	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1
CENT	Motive Power Techniques - Heavy Duty Equipment	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CENT	Motive Power Techniques - Truck and Coach	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CENT	Motorcycle And Powersports Products Repair Techniques	47100	Motive Power Techniques - Small Powered Equipment	1.4	1.2	1
CENT	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2
CENT	Motive Power Technician - Administration	56405	Motive Power Technician	1.3	2.6	2

CENT	Motive Power Technician - Technical	56405	Motive Power Technician	1.3	2.6	2
CENT	Motive Power - Truck and Coach Technician	56405	Motive Power Technician	1.3	2.6	2
CENT	Motive Power - Heavy Duty Equipment Technician	56405	Motive Power Technician	1.3	2.6	2
CONF	Motive Power Techniques - Heavy Equipment	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CONF	Motive Power Techniques - Equipment Systems	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CONF	Motive Power Techniques - Small Powered Equipment	47100	Motive Power Techniques - Small Powered Equipment	1.4	1.2	1
CONS	Motive Power Techniques	46405	Motive Power Fundamentals	1.3	1.1	1
CONS	Motive Power Fundamentals - Automotive Service	46405	Motive Power Fundamentals	1.3	1.1	1
CONS	Motive Power Fundamentals - Truck And Coach	46405	Motive Power Fundamentals	1.3	1.1	1
CONS	Motive Power Fundamentals - Truck Trailer Service	46405	Motive Power Fundamentals	1.3	1.1	1
CONS	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1
CONS	Motive Power Fundamentals - Motorcycle and Power Sport Vehicles	46405	Motive Power Fundamentals	1.3	1.1	1
CONS	Motive Power Fundamentals –	46405	Motive Power Fundamentals	1.3	1.1	1

	Automotive Repair					
CONS	Motive Power Techniques - Truck and Coach Repair	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CONS	Motive Power Techniques - Heavy Duty Equipment Repair	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
CONS	Motive Power Techniques - Motorcycle and Power Sport Vehicles Repair	47100	Motive Power Techniques - Small Powered Equipment	1.4	1.2	1
CONS	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2
CONS	Motive Power Technician - Heavy Duty Equipment	56405	Motive Power Technician	1.3	2.6	2
CONS	Motive Power Technician - Automotive Service	56405	Motive Power Technician	1.3	2.6	2
CONS	Motive Power Technician - Truck and Coach	56405	Motive Power Technician	1.3	2.6	2
CONS	Motive Power Technician - Motorcycle and Power Sport Vehicles	56405	Motive Power Technician	1.3	2.6	2
DURH	Motive Power Fundamentals - Parts And Counter Personnel	46405	Motive Power Fundamentals	1.3	1.1	1
DURH	Motive Power Technician - Service And Management	56405	Motive Power Technician	1.3	2.6	2
FANS	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1

FANS	Motive Power Techniques - Support	46420	Motive Power Techniques - Support	1.5	1.2	1
FANS	Motive Power Technician - Automotive	56405	Motive Power Technician	1.3	2.6	2
FANS	Motive Power Technician - Diesel	56405	Motive Power Technician	1.3	2.6	2
FANS	Motive Power Technician (core)	56405	Motive Power Technician	1.3	2.6	2
FANS	Motive Power Technician - Service Management	62907	Business Administration - Automotive Marketing	1	3	3
FANS	Motive Power Service Management	72907	Motive Power Service Management	0	0	1
GEOR	Mechanical Techniques - Marine Engine Mechanic	41007	Mechanical Techniques	1.3	1.6	1
GEOR	Mechanical Technician - Outdoor Power Equipment	55300	Mechanical Technician	1.4	2.4	2
GEOR	Mechanical Technician - Marine	55300	Mechanical Technician	1.4	2.4	2
GEOR	Marine Engineering Technician	58600	Marine Engineering Technician	1.2	3.3	2
GEOR	Marine Engineering Technology	68600	Marine Engineering Technology	1.4	4.7	3
LAMB	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1
LOYT	Mechanical Techniques - Marine and Small Engine Mechanic	41007	Mechanical Techniques	1.3	1.6	1
LOYT	Motive Power Fundamentals - Parts And	46405	Motive Power Fundamentals	1.3	1.1	1

	Counter Personnel					
LOYT	Motive Power Technician - Service And Management	56405	Motive Power Technician	1.3	2.6	2
LOYT	Motive Power Technician - Service And Management (year 1)	56405	Motive Power Technician	1.3	2.6	2
MOHA	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1
MOHA	Motive Power Engineering Technician	56405	Motive Power Technician	1.3	2.6	2
MOHA	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2
MOHA	Motive Power Engineering Technology	66405	Motive Power Technician	0	0	0
MOHA	Mechanical Engineering Technology - Motive Power	66405	Motive Power Technician	0	0	0
NIAG	Motive Power Techniques	46405	Motive Power Fundamentals	1.3	1.1	1
NIAG	Motive Power Operations - Automotive	56405	Motive Power Technician	1.3	2.6	2
NIAG	Motive Power Technician - Automotive	56405	Motive Power Technician	1.3	2.6	2
NORT	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1
NORT	Motive Power Technician - Automotive Service	56405	Motive Power Technician	1.3	2.6	2
NORT	Motive Power Technician - Heavy Equipment	56405	Motive Power Technician	1.3	2.6	2
SAUL	Motive Power Fundamentals - Parts And	46405	Motive Power Fundamentals	1.3	1.1	1

	Counter Personnel					
SAUL	Motive Power Fundamentals - Automotive Repair	46405	Motive Power Fundamentals	1.3	1.1	1
SAUL	Motive Power Fundamentals - Marine and Small Engine Repair	46405	Motive Power Fundamentals	1.3	1.1	1
SAUL	Motive Power Techniques - Heavy Equipment Diesel	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
SAUL	Motive Power Fundamentals - Heavy Equipment & Truck Repair	46705	Motive Power Techniques - Heavy Equipment	1.3	1.2	1
SAUL	Motive Power Technician - Service And Management	56405	Motive Power Technician	1.3	2.6	2
SAUL	Motive Power Technician - Advanced Repair	56405	Motive Power Technician	1.3	2.6	2
SHER	Marina Operations	47103	Marina Techniques	1.4	1.6	1.5
SLAW	Motive Power Fundamentals	46405	Motive Power Fundamentals	1.3	1.1	1
SLAW	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2
SLAW	Marine Engineering Technology	68600	Marine Engineering Technology	1.4	4.7	3
SLAW	Marine Engineering Technology - Control And Instrumentation	68600	Marine Engineering Technology	1.4	4.7	3
SSFL	Marina Techniques	47103	Marina Techniques	1.4	1.6	1.5

SSFL	Motive Power Technician - Marine And Leisure Equipment	56405	Motive Power Technician	1.3	2.6	2
STCL	Motive Power Fundamentals - Truck and Coach Repair Techniques	46405	Motive Power Fundamentals	1.3	1.1	1
STCL	Motive Power Technician	56405	Motive Power Technician	1.3	2.6	2

PROVINCIAL PRIVATE COLLEGES & OTHER EDUCATIONAL OPPORTUNITIES

Source: Schoolfinder.com (December 2019).

There are no private colleges in Ontario offering programs under any of these names:

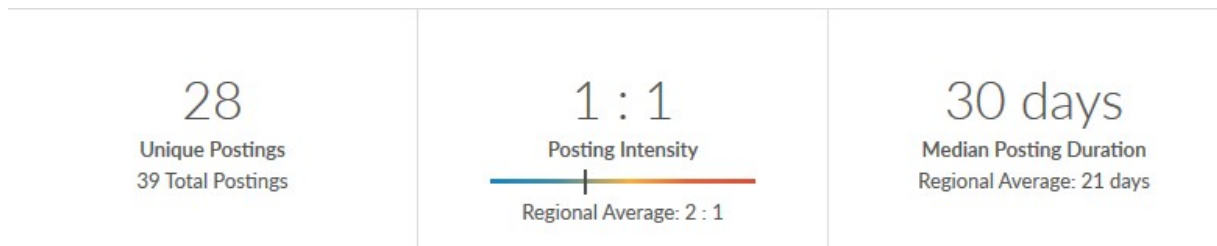
- | | |
|---|---|
| <input type="checkbox"/> Transportation Maintenance | <input type="checkbox"/> Outdoor Power |
| <input type="checkbox"/> Aircraft Interior (Technician) | <input type="checkbox"/> RV Technician |
| <input type="checkbox"/> Aircraft Maintenance | <input type="checkbox"/> RV Repair |
| <input type="checkbox"/> Marine technician | <input type="checkbox"/> Recreational vehicle |
| <input type="checkbox"/> Marine Engine | <input type="checkbox"/> Turf Equipment |
| <input type="checkbox"/> Motive power | <input type="checkbox"/> Transportation Maintenance |

INSTITUTION	PROGRAM TITLE	LENGTH, TYPE (DIPLOMA, CERT., POST)	DELIVERY METHOD(S)	OTHER (UNIQUE TO THE PROGRAM)
ICS Canada	Online Small Engine Repair Course	Career Diploma 4 months	Online	Students also receive preparatory materials for the Outdoor Power Equipment (OPE) two and four-stroke engine certification tests through the Equipment & Engine Training Council.

JOB POSTING ANALYTICS FOR 3 NOCS

Source: EMSI Analyst. (2019.3). Data for 3 NOCs in 6 census Divisions: Peterborough, Kawartha Lakes, Durham, Simcoe, Haliburton, and Northumberland.

JOB POSTINGS OVERVIEW: NOVEMBER 2017 TO AUGUST 2019



There were 39 total job postings for your selection from November 2017 to August 2019, of which 28 were unique. These numbers give us a Posting Intensity of 1-to-1, meaning that for every 1 postings there is 1 unique job posting.

This is close to the Posting Intensity for all other occupations and companies in the region (2-to-1), indicating that they are putting average effort toward hiring for this position.

TOP CITIES POSTING

City	Total/Unique (Nov 2017 - Aug 2019)	Posting Intensity	Median Posting Duration
Oshawa	4 / 4	1 : 1	31 days
Peterborough	5 / 4	1 : 1	22 days
Toronto	11 / 4	3 : 1	32 days
Port Perry	5 / 3	2 : 1	30 days
Barrie	2 / 2	1 : 1	30 days
Innisfil	2 / 2	1 : 1	32 days
Orillia	3 / 2	2 : 1	32 days
Cobourg	1 / 1	1 : 1	3 days
Goodwood	1 / 1	1 : 1	32 days
Kawartha Lakes	1 / 1	1 : 1	4 days

TOP COMPANIES POSTING

Company	Total/Unique (Nov 2017 - Aug 2019)	Posting Intensity	Median Posting Duration
Port Perry Auto Glass & Trim Ltd.	4 / 2	2 : 1	30 days
Canadian Yacht Tops	2 / 2	1 : 1	32 days
Pro-Tect Lock & Safe	2 / 2	1 : 1	4 days
Northern Pride Freight Inc	2 / 1	2 : 1	n/a
Trim Tech Interiors & Glass Inc	1 / 1	1 : 1	117 days
Ace Upholstery Limited	1 / 1	1 : 1	32 days
Upholstery By Arlo	1 / 1	1 : 1	4 days
Trilab, LLC	1 / 1	1 : 1	30 days
Rest Well Motel	1 / 1	1 : 1	29 days
Corporate Security Solutions, Inc.	1 / 1	1 : 1	30 days

EMPLOYMENT POS TINGS

Source: EMSI Analyst. (2019.3). Data for 3 NOCs in 6 census Divisions: Peterborough, Kawartha Lakes, Durham, Simcoe, Haliburton, and Northumberland.

Postings on Websites (3 NOCs: Nov 2017 - Aug 2019)

Website	Postings on Website (Nov 2017 - Aug 2019)
Kijiji.ca	11
Wowjobs.ca	10
Jobbank.gc.ca	4
Workopolis.com	3
Alljobs.ca	2
Allstarjobs.ca	1
Glassdoor.ca	1
Learn4good.com	1
Maxeor.ca	1
Thestaffingconnection.ca	1

Current Related Postings (December 10 2019):

- ☐ Wowjobs: Aircraft Interior Technician
 - Peterborough area (50 km): 1 posting
 - Ontario: 6 postings
- ☐ Wowjobs: Marine Engine Technician
 - Peterborough area (50 km): 0 postings
 - Ontario: 12 postings
- ☐ Wowjobs: RV Technician
 - Peterborough area (50 km): 2 postings
 - Ontario: 14 postings
- ☐ Wowjobs: Small Engine Technician
 - Peterborough area (50 km): 1 posting
 - Ontario: 40 postings

SAMPLE POSTING 1

Sewing / Upholstery Technician

Flying Colours Corp - FCCN –
Peterborough, ON

Flying Colours Corp is a global leader in all aspects of aircraft completions and maintenance. With facilities in Canada, USA, and Singapore our continued growth and success is driven by our talented workforce that embody our core values: integrity, innovation and flexibility.

Due to continued growth in our businesses, we have a requirement for an Upholstery Technician to join our Team at our Peterborough, Ontario location.

General Accountability

Sewing and Upholstery Technicians are expected to work safely and efficiently at all times. Candidates should have general knowledge of aircraft cabinets and components, including repairing, modifying, refurbishing, and fabricating aircraft seating and interior components including stripping and re-covering existing interior coverings.

Specific Accountabilities

Sewing and Upholstery Technicians fabricate, repair, modify, and refurbish aircraft seats, divans, sidewalls and associated components, including the re-upholstery of panels, liners and sidewalls, to high degrees of finish quality and structural safety.

Incumbents must demonstrate the ability to work with high-grade leather materials from blueprints, drawings and other illustrations or written work instructions.

Technicians must plan, prepare and cut materials to standardized patterns for stitching and fitting to customer and engineered requirements.

Sewing Technicians must demonstrate competency in the following accountabilities:

The skill to operate industrial, single, multi-needle sewing machines, sergers, leather skiving machines, piping or binding machines.

Sewers must be skilled at operating machines to join sections of seating material typically, leather as well as other components into finished products used within aircraft interiors.

Knowledge of different stitching styles such as top stitching, French seaming, back stitch and blind stitch.

Sewers must be able demonstrate the ability to upholster finished products such seat backs bottoms and divan cushions

The ability to work from a rendering to create patterns and provide written instructions for team members to follow

Upholstery Technicians must demonstrate competency in the following accountabilities:

Possesses all the various skills needed to build and break down a cabin seat.

This job requires a high attention to detail not only for the purposes of appearance and ergonomics, but also for safety and structural integrity purposes.

Certain Technicians in this classification may also measure, cut and prepare foam materials used in the upholstery process.

Familiar with breakdown, building up and troubleshooting of aircraft seats and interior components.

Ability to strip and recover seats and their components.

Ability to match, adhere and fasten together materials or components using adhesives.

Ability to fit, build-up, assemble and finish seating and other upholstered components from materials fabricated and manufactured onsite.

Possesses the ability to cover large monuments such as headliners and sidewalls

Performs work in a productive, diligent, careful and safe manner.
 Complete any special projects or other tasks as required or assigned. May be assigned to other areas of operations, based on business or customer requirements.
 Works in compliance with all Administrative, Health & Safety policies and procedures as per legislative requirements and as outlined in Company policies.

Experience and Education Requirements

Secondary school diploma required and/or completion of College/CEGEP/technical training in a related field preferred.

Applicants must have extensive, practical industrial sewing and upholstery experience, ideally working with seating and leather materials.

Seamstress / sewers must have the additional qualifications and skill to masterfully operate the following:

Multi-needle machine

Leather stitching machine

Piping or binding machine.

Experience in an aviation-related field is preferable.

Skills/Abilities

Candidates must be able to understand and work from blueprints as well as other written instructions and design specifications.

Strong mathematical knowledge is required, as is the ability to make accurate measurements and finish materials to a high level of quality and precision.

Applicants with industrial sewing and upholstery experience are preferred.

Excellent planning, organization and coordination skills.

Excellent judgment, strong attention to detail.

Ability to understand and follow direction with minimal supervision.

Proven ability to communicate effectively orally and written.

Ability to trouble-shoot and problem solve.

Positive attitude and willingness to learn.

Self-motivated and able to maintain a rapid pace.

Ability to work independently and in a team environment.

Working Conditions

Regular periods during which physical effort is required, e.g., walking standing, stooping, climbing, lifting material or equipment, some of which may be heavy or awkward.

Exposure to factors such as temperature variations/extremes, fumes, moving machinery, humidity, and materials which can cause periods of discomfort.

Frequent need to give concentrated attention, with one or two senses at a time, where stimuli are changing.

Occasional direct and indirect pressure from deadlines, production quotas, accuracy or similar demands.

Working Hours

This is a full-time FT position where hours will change due to business operational needs and flexibility is required. At present, the standard hours of work are 8am-5pm, Monday to Friday.

Compensation

We offer competitive compensation to qualified and highly motivated candidates. Please note that applicants for these positions must have current status to work in Canada in order to be considered for this opportunity.

Flying Colours Corp. is proud to participate in the Legislated Employment Equity Program LEEP. We welcome applications from all qualified candidates including candidates representing the four designated groups: Women, member of Visible Minorities, Aboriginal Peoples and Persons with Disabilities.

<https://www.wowjobs.ca/BrowseResults.aspx?q=aircraft+interior+&l=Peterborough%2C+ON&job=BryjXq4vFSYNqriBZEZU9zrnyCrjYeA5G-F-inVhHKxSpydx2L5GTg>

SAMPLE POSTING 2

Marine Technician

Bridgeview Marine Services
Sarnia, ON

Job Types: Full-time, Permanent

Salary: \$50,000.00 to \$60,000.00 /year

THE IDEAL CANDIDATE

- ☐ Have their own hand tools (we supply the specialized shop tools)
- ☐ Be able to work independently
- ☐ Be strong at trouble shooting and maintaining marine system
- ☐ Have diesel service experience
- ☐ Have some experience in operating a boat
- ☐ Have a boaters and drivers license

JOB DESCRIPTION

- ☐ Perform maintenance and service on 16ft run about Boats to 90ft Yachts
- ☐ Troubleshooting/Diagnostic work on engines and drive trains, electrical systems, fresh water systems.
- ☐ Engine, Transmission and prop shaft remove and replace for service
- ☐ Repairs to marine water systems, heads and holding tanks, bilge pumps, ect
- ☐ Getting boats ready for the water in the spring and winterizing in the fall and shrink wrapping.
- ☐ Review work orders and discuss work with supervisor.

HOURS

- ☐ The service department hours are Monday to Friday 8am till 5pm
 - ☐ There can be some over time work in a emergency situation on a weekend
-

ABOUT US

- ☐ Our shop is in with a 700 slip Marina.
- ☐ We have three buildings for heated storage boats
- ☐ If your [sic] looking for employment working on the water with boats we have an amazing opportunity to join our team.

Experience: Repair: 5 years (Required)

Education: AEC / DEP or Skilled Trade Certificate (Preferred)

Licence: Marine (Preferred)

Language: English (Required)

<https://www.wowjobs.ca/BrowseResults.aspx?q=marine+engine+technician&l=Ontario&job=p7PNcpp-lu3yEHliC3EE1ChUBNMCD3tUEstaoPNZ9yIKqVjMfGATNA>

SAMPLE POSTING 3

RV Technician

1000 Islands RV Centre
Gananoque, ON

This is a Full Time year round position with company benefits. Pay is based on experience.

1000 Islands RV Centre in the beautiful Gananoque, Ontario is currently looking for an RV Technician to join our team!

We are ideally looking for someone with advanced diagnostic and repair skills for Recreational Vehicle (RV) coach systems, generators and coach body repairs. Someone who is passionate about fixing mechanical, plumbing, HVAC, electrical, and maintenance problems would be ideal. A successful Recreational Vehicle (RV) Technician will have strong attention to detail, be self-motivated and well-versed in all maintenance and repairs. 1000 islands RV will pay to certify individuals not already certified.

Essential Job Functions:

- ☐ Provide and document complete diagnostic test and repair or replacement services to customers
 - ☐ Perform electrical, plumbing, carpentry and appliance maintenance
-

- ☐ Track all parts and materials used in repairs or replacements
- ☐ Keep supervisor apprised of work progress
- ☐ Ensure that the final work product meets quality standards and is inspected by supervisor or designee
- ☐ Maintain a safe and clean work area for customers and coworkers
- ☐ Perform other miscellaneous duties as assigned

Essential Job Skills:

- ☐ Certification from college or technical school in trade field (HVAC, Electrical, Plumbing, Maintenance, etc.) is certainly helpful but, we also consider applicable work experience
- ☐ Minimum 1 year service technician experience or related fields preferred
- ☐ RVI certification helpful but not required
- ☐ Prolonged periods of standing, stooping, crawling, and bending
- ☐ May lift up to 25 lbs and/or move up to 50 lbs. with assistive devices
- ☐ Must furnish own hand/shop tools
- ☐ Valid driver's license

Experience:

- ☐ General Maintenance: 1 year (Preferred)
- ☐ Plumbing: 1 year (Preferred)
- ☐ Electrical: 1 year (Preferred)

Licence: G1 Driver's (Preferred)

<https://www.wowjobs.ca/BrowseResults.aspx?q=RV+technician&l=ontario&job=HnB0ifDguyR8gPQAf9t9h53tkS4nneX7y49j3zKTj4Cz2urRK6QEQ>

SAMPLE POSTING 4

Small Engine Technician / Mechanic

Achieve Business Solutions

Burlington, ON

Job Types: Full-time, Permanent

Salary: \$50,000.00 /year

Small Engine Mechanic Responsibilities and Duties

- ☐ Repairing small engine equipment including but not limited to trimmers, lawn mowers, chainsaws, blowers etc.
 - ☐ Small engine mechanic will open, assemble and perform pre-delivery inspections on new mowers, line trimmer, etc.
 - ☐ Small engine mechanic will assemble and test snowploughs and salters in the winter
 - ☐ Small engine mechanic is self-motivated and organised
 - ☐ Small engine mechanic is reliable
-

- ☐ During busy spring and fall periods small engine mechanic is an expectation to work outside the normal business hours

Skills, Knowledge Qualifications

- ☐ Small engine mechanic must have minimum 2 years' experience repairing and servicing small engine equipment (i.e. snow equipment, mowers/small tractors, line trimmers) in a service dept
- ☐ Small engine mechanic has proficient knowledge of mechanical, electrical and hydraulic systems
- ☐ Small engine mechanic has ability to perform complex repairs and maintenance following Technical Manual procedures on the machines
- Small engine mechanic has a valid driver's license
- ☐ Small engine mechanic is able to perform heavy lifting (Capable of lifting more than 50lbs)
- ☐ Small engine mechanic has knowledge of Windows programs and computerised parts look up

Soft skills Qualifications

- ☐ Superior verbal communication skills
- ☐ Should have their own basic tools
- ☐ Good problem solving and troubleshooting skills
- ☐ Enthusiastic and willing to continue to learn and grow as a Mechanic
- ☐ Ability to work independently as well as with a team.

Experience: Repairing small engine equipment (mowers & snow Blowers,: 2 years (Required)

https://www.wowjobs.ca/BrowseResults.aspx?q=small+engine+technician&l=ontario&job=pI088JTKHgXOqGXmlNtlxy4bR_L_SXwGJz96HJiy9M_5R6UrWkdz4g



Board of Governors | Briefing Note

Topic: Proposal to Develop a Respiratory Therapy Advanced Diploma Program
Report To: Public Board Meeting
Meeting Date: January 22, 2020
Prepared By: Linda Poirier, Interim Dean, School of Health and Wellness

Recommendation

That the Board of Governors of Sir Sandford Fleming College approve this proposal to develop a new Respiratory Therapy Ontario Colleges Advanced Diploma Program with an estimated start date of September 2021.

Overview

The School of Health and Wellness (H&W) is committed to establishing a reputation for delivering high quality health programming in order to meet the employment needs of the province. According to the Government of Canada Job Outlook resources, we can expect that there will be a labour shortage for respiratory therapists, clinical perfusionists and cardiopulmonary technologists (NOC 3214) in Canada over the next 10 years. Regionally, there is a projected labour market increase of 18.3% for Respiratory Therapists for the period 2018-2026 in the Fleming College catchment area.

Program description/program idea.

The Respiratory Therapist title is a regulated profession in Ontario by the *College of Respiratory Therapists of Ontario*. In order to qualify for licensing with this regulatory body, applicants must complete a three-year long educational program that is accredited by the *Council on Accreditation for Respiratory Therapy Education*. In addition, the Respiratory Therapy Program Standard was recently updated in 2017 by the Ministry of Colleges and Universities. The approved program standard leads to an Ontario College Advanced Diploma; therefore, the proposed program would be designed as a 3-year Ontario College Advanced Diploma in Respiratory Therapy. It would be aimed at students who are interested in pursuing a career in a health-related field that focuses on respiratory care.

Labour market description.

In addition to the projected *labour shortage* in the next 10 years, the job outlook for respiratory therapists working in Ontario is *good* over the next 3 years. This outlook is applicable to all respiratory therapists, clinical perfusionists and cardiopulmonary technologists (NOC 3214)¹. Regionally, the labour market for Respiratory Therapists is projected to increase by 18.3% during the period 2018-2026 and Canada-wide by 23.4% during the same period².

Graduates trained in respiratory therapy would have a number of options available to them that would include employment as staff therapists in hospitals, in adult, pediatric and neonate intensive care units, the private sector, community care, medical sales, dental offices or research, in emergency departments, cardiopulmonary diagnostic units and in sleep clinics.

As Ontario's population continues to grow and age, a greater number of patients with chronic respiratory, cardiac, and pulmonary diseases and overall health-care needs will further support opportunities for these professionals. The incidence of such diseases tends to increase with age and demand for this occupation will be maintained as the medical community continues to focus on reducing instances of these diseases and improve quality of life of those afflicted by these diseases. In addition, the occupation could see a rise in demand as the provincial government seeks to increase the capacity of long-term

care homes and leverage retirement homes and supportive housing providers to reduce hospital stays. Respiratory complications and disease directly related to greater air pollution will also play a factor.

According to *Government of Canada, Job Outlook*, some key facts about Respiratory therapists, clinical perfusionists and cardiopulmonary technologists in the Ontario region include the following:

- The distribution of full-time and part-time workers in this occupation is:
 - Full-time workers: 82% compared to 79% for all occupations
 - Part-time workers: 18% compared to 21% for all occupations
- 71% of respiratory therapists, clinical perfusionists and cardiopulmonary technologists work all year, while 29% work only part of the year, compared to 63% and 37% respectively among all occupations. Those who worked only part of the year did so for an average of 34 weeks compared to 31 weeks for all occupations.
- Less than 5% of respiratory therapists, clinical perfusionists and cardiopulmonary technologists are self-employed compared to an average of 12% for all occupations.
- Wages for Respiratory Therapists in Ontario have a median of \$38.00 per hour with a low of \$22.80 per hour and a high of \$44.00 per hour.

Student target audience.

The new Respiratory Therapy program would be aimed at students graduating from high school as well as mature learners with a strong interest in health and science. They will ideally have strong analytical and observational skills, be able to work effectively in stressful situations and be willing to work collaboratively within the healthcare team.

Rationale for new program.

In alignment with the Strategic Mandate Agreement 3 metrics, early research demonstrates that the Respiratory Therapy program will provide stable enrolment, a potential for growth and high employment in a related field, thus enhancing our proposed Health Technology cluster. The program would also complement our current Paramedic and Practical Nursing offerings and provide more than the standard choice of programming for those interested in pursuing a career in healthcare that incorporates a combination of diagnostics and therapy.

Similar to the Practical Nursing and the Paramedic graduates, candidates must successfully pass a final board examination, specifically the Canadian Board for Respiratory Care (CBRC) National Examination prior to becoming eligible for licensing with the College of Respiratory Therapists of Ontario. As a direct result, the school is well positioned and experienced in designing curriculum and activities that support the students' success in writing the professional licensing examinations.

The program will also be required to be accredited by the Council on Accreditation for Respiratory Therapy Education. The School of Health and Wellness currently has several successful accredited programs and we are familiar with the processes and obligations that accreditation entails.

With respect to competition, there are seven colleges that offer the Respiratory Therapist Ontario College Advanced Diploma in Ontario: Algonquin College – Ottawa

- Canadore College – North Bay
- Conestoga College = Kitchener
- Fanshawe College – London
- La Cité' Collegiale – Ottawa
- St. Clair College – Windsor
- The Michener Institute for Applied Health Sciences - Toronto

All seven of these programs are accredited by the Council on Accreditation for Respiratory Therapy Education. Only one of these colleges, Conestoga College, is located in the Central Region of which Fleming College belongs.

In the 2018/2019 academic year, it is important to note that there were 293 applications for the Conestoga Respiratory Therapy program and 39 registrations as the program only offers limited seats

every year. Overall, in 2018/2019, there were 1437 applications for Respiratory Therapy programs and 229 registrations indicating that there is a sizeable student market. Given these impressive applications statistics, we are confident we would also be forecasting a stable enrolment situation.

We would propose introducing the Indigenous Perspective Designation into the program curriculum.

Estimated target start date: September 2021. (Dependent on the length of the accreditation processes)

Alignment with Strategic Direction

To expand and occupy an unfilled niche in health college programming in Ontario and thereby address our Strategic Planning commitment priority #1: to focus on the needs of students and employer in the labour market, we are proposing the addition of a Respiratory Therapy program at Sutherland campus.

Risks and Considerations

☒ External Environment ☐ Internal Environment ☒ Financial ☐ Human Resources
☐ Information Technology ☐ Legal ☒ Operational ☐ Strategic ☐ N/A

The proposed Respiratory Therapy Ontario College Advance Diploma would build on a perceived lack of variety in our current program offerings related to healthcare and provide synergies with our existing health related programs. It would also meet a projected employment need in the province.

Furthermore, given the lack of respiratory therapy programs in our central region, the proposed program would allow Fleming to establish itself as the go-to program in this region to prepare high-quality and competent Respiratory Therapists.

The considered risks include:

- I. In launching this new program, we would be required to participate in an extensive official accreditation process (in addition to the CVS and MTCU funding application proposal). However, we feel that the commitment to program quality related to national standards recognition outweighs the associated efforts and work involved on our end to align program development process/prescribed standards. Again, this speaks to our commitment to offer high quality health programming.
- II. While not investigated thoroughly, the capital costs, equipment and space issues will need to be reviewed in more detail. We are proposing exploring sharing lab space with the Paramedic program and the OTA/PTA program and the addition of more simulation equipment to augment experiential learning activities.
- III. Currently we do not employ professors who are licensed Respiratory Therapists (subject matter experts) therefore active recruitment efforts would be required.
- IV. Securing adequate placement sites for clinical placement. Cast a wide net to hospitals, pulmonary function clinics from Oshawa, Kingston and further north to gauge the possibility of a clinical placement partnership.

We would request feedback on the proposed program and approval to move forward developing the program.

Reference:

¹Government of Canada (2019) Job Bank. Retrieved from:

<https://www.jobbank.gc.ca/marketreport/outlook-occupation/22786/ca>

²Emsi Analyst 2019.3. Accessed on November 11, 2019.

Supporting Documentation

N/A



Board of Governors | Briefing Note

Topic: Registered Nurse - Perioperative Nursing Ontario College Graduate Certificate
Report To: Public Board Meeting
Meeting Date: January 22nd, 2020
Prepared By: Linda Poirier, Interim Dean, School of Health and Wellness

Recommendation

That the Board of Governors of Sir Sandford Fleming College approve the request to change the status of the existing Registered Nurse - Perioperative Nursing Ontario College Graduate Certificate from part-time to include a full-time offering targeting Registered Nurses for implementation in September 2020.

Overview

Summary

Recently, the Director of Surgical Services & Medical Outpatients PRHC, contacted the President's office to discuss a labour market shortage related to trained Operating Room Registered Nurses (RN) within our community hospitals as well as the need to train RNs in an accelerated format to address this need.

Further research indicates that as of September 4, 2019, a total of 89 external jobs have been advertised for operating room nurses province-wide, and this does not include any of the internal postings issued by Ontario hospitals themselves. These nursing vacancies have been affecting hospitals Canada-wide. Operating room closures have been experienced in Hamilton and in Quebec, patients have died waiting for operation as a result of nursing shortages. It is evident that the demand for operating room nurses is not limited to PRHC.

In order to meet the demonstrated needs of the community and the province, and to fulfill commitment 1 of the Strategic Plan that speaks to focusing in the needs of the employers in the labour market, the School of Health and Wellness is proposing to convert the existing part-time program to a fulltime accelerated Registered Nursing - Perioperative Nursing Graduate Certificate offering. The intake for September 2020 was determined in consultation with PRHC and the graduation dates of the B.Sc. N. programs as well as the vacation schedules of the functioning operating suites. The program will continue to be offered part-time through Continuing Education where the Practical Nurses can register.

Background:

Registered Nursing (RN) in Ontario is in a continued state of growth. By 2026, Ontario will see a 17% increase in the number of nursing occupations, including an additional 1,091 RN positions in the Fleming College Catchment Area¹. Overall demand for RN positions depends on a number of factors, including the need for replacements (i.e. retirements or separations) and the creation of new jobs. By 2021, projected RN job openings in Ontario will be estimated at > 20,000, with 54% coming from replacements, and 46% stemming from new job openings².

Although RNs work in a number of different industries, the most common place of employment remains at general medical and surgical hospitals, which accounted for 30.5% of the RN positions advertised in the Fleming Catchment Area for 2018¹. Within hospitals themselves, demand for qualified RNs spans departments or wards, and the skills needed for effective service delivery may vary. Notably, Peterborough Regional Health Centre (PRHC) has indicated a shortage for operating room (OR) nurses within its surgical department, and a need to fill these positions as quickly as possible to ensure effective service delivery.

Nursing Shortage:

Even though the Registered Nursing sector is growing in Ontario, the province is experiencing a shortage that is affecting patient care in the province. According to the Registered Nurses' Association of Ontario (RNAO), the RN vacancy rate in Ontario's hospitals was 16.5% and the actual number of RN vacancies – as reported by 62 hospitals to the Ontario Hospital Association – was 4,385 positions³. When extrapolated to all of Ontario's 132 hospitals, this amounts to 10,088 RN vacancies³. This high vacancy rate is concerning to both RNAO and Ontario Nurses' Association (ONA), particularly given that RN employment lags behind population growth and between 2011 and 2017, when the Ontario population grew by 7%, the RN employment rose by just 2.2%³. The shortages being experienced by PRHC is not surprising considering that the RN workforce is primarily (more than 60%) in the hospital sector³.

In addition to these vacancies, the growth of the Ontario RN workforce is not in step with Ontario's population growth. According to the RNAO, since 1990, Ontario has also lagged behind the rest of the country in its ratio of working RNs per population³. In 2015, Ontario moved into last place among the provinces and territories in terms of RN-to-population ratio and remains well below the rest of the country³. The current average of 703 RNs per 100,000 people is in stark contrast to the 2016 average of 839 RNs per 100,000 people in the rest of the country³.

Operating Room Nursing Shortage:

It is evident that the demand for operating room nurses is not limited to PRHC and that these vacancies are affecting hospitals Canada wide. In Ontario, as of February 2019, Hamilton Health Sciences (HHS) closed operating rooms in Grimsby on weekends because of a shortage of specially trained nurses, leaving people in labour travelling to other cities⁴.

Hamilton hospitals also desperately needs more surgical nurses, although CEO Rob MacIsaac says the situation is not dire enough yet to prompt closures⁴. "We've had to postpone surgeries," he said. "We're tight, but we're confident we can continue to offer services across our larger sites." Conservative Niagara West MPP Sam Oosterhoff put the blame squarely on HHS despite MacIsaac calling the shortages a national problem⁴.

At a time when it is cutting millions of dollars in costs, HHS is offering a \$30,000 signing bonus to surgical nurses from other provinces to come to Hamilton General, Juravinski, McMaster Children's or West Lincoln Memorial hospitals⁴. West Lincoln has lost so many nurses in two weeks in February that its operating rooms were closed Friday nights to Monday mornings starting Feb. 22, 2019⁴.

Out of province the situation is similar with the shortage of OR nurses in Quebec directly affecting delayed wait times and mortality⁵. A recent survey by the Quebec's association of cardiac surgeons found 12 patients died between January and April 2019 while waiting for an operation⁵. The association's president, Dr. Louis Perrault, said the number of deaths of people waiting for heart surgery may have grown since then. Perrault said surgery is not being performed in a timely manner most often because of a shortage of operating room nurses and perfusionists — the technicians who operate the heart-lung machine during the surgery⁵.

B.C.'s leading pediatric hospital says it has been forced to close 25 per cent of its operating rooms because of a shortage of specialized nurses over time in the last several years⁶. Since the beginning of May 2017, BC Children's Hospital says it has cancelled or postponed at least 56 cases⁶. Chief Operating Officer Linda Lemke says the majority of procedures have been rescheduled, some with a two-week delay. "OR nurses are a difficult position to fill. There's actually a worldwide shortage of nurses who need specialized training," she said, adding that the problem is compounded at BC Children's because it requires staff to go through additional training to work on "little people" ⁶.

Target Hospitals:

In the Fleming Catchment Area¹, there are number of hospitals that require operating nurses to support the functions of their surgical teams. In addition to PRHC, Ross Memorial Hospital, Northumberland Hills

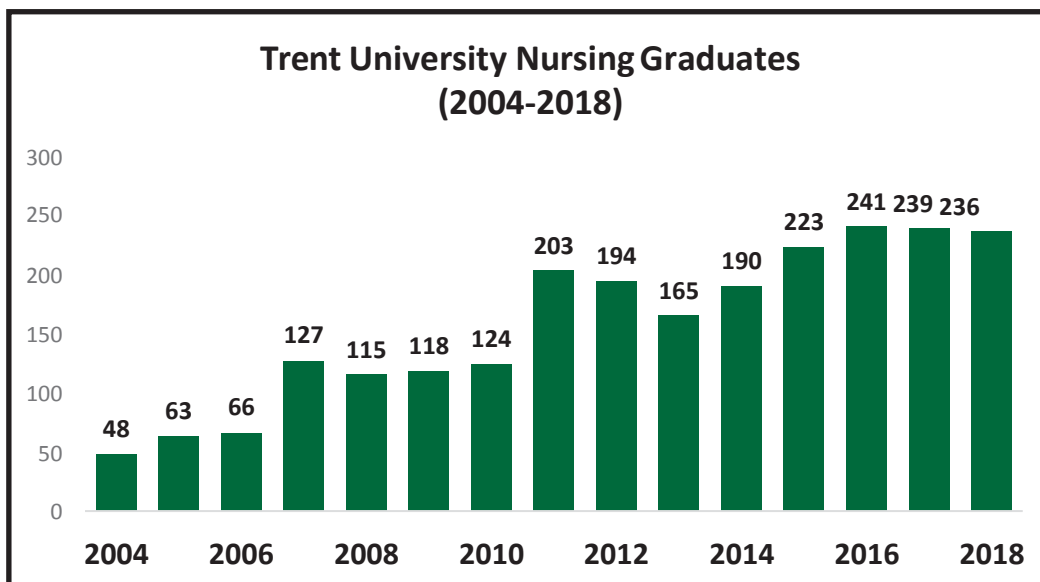
Hospital, Campbellford Memorial Hospital, Lakeridge Health (Ajax Pickering, Bowmanville, Oshawa and Port Perry), Quinte Health Care (Belleville General Hospital Trenton Memorial Hospital), and Kingston General Hospital have active operating rooms, each of which require operating room nurses to remain effective and efficient. Our intention is to approach those partners to sponsor RNs to complete the Registered Nursing - Perioperative Nursing Ontario College Graduate Certificate.

Target Student Audience:

In addition to approaching the above-mentioned hospitals for potential sponsored students, Queens' University, Durham College, and Trent University all offer B.Sc.N. Nursing programs in which to target new graduates.

Locally, the Trent/Fleming School of Nursing has produced an average of 165 Bachelor of Science in Nursing (B.Sc.N.) graduates per year since 2005. These graduates serve as potential targets for the Registered Nurse - Perioperative Nursing Graduate Certificate at Fleming College, and the existing Trent/Fleming relationship will help support the enhancement of this pathway. Additional student demand might come from graduates of Queen's University Bachelor of Nursing Science program (B.N.Sc.). This program enrolls over 400 students per year⁷, has an average graduation rate of 90.2%, and an employment rate of 93.4% after six months after graduation (100% after two years)⁸.

B.Sc.N. Graduates from Trent University



Source: Trent University, Office of Institutional Planning and Analysis

Provincially, the Canadian Institute for Health Information (CIHI) data show a very sharp growth in the number of Ontario RN graduates between 2005 and 2015 (from 1,619 graduates to 4,141), accounting for 57.5% of the reported Canadian growth (from 8,013 graduates to 12,398)⁹. Ontario also retains most of their in-province graduates as 93.5% of its RN workforce is educated in Ontario⁹. After graduation, Ontario RNs have been particularly mobile within Canada as well as internationally⁹. Ontario is a major net recipient from Quebec and a net contributor to B.C. and Alberta⁹. Ontario is a net contributor of RNs to Alberta and B.C. (2,006 Ontario RN graduates are in Alberta and 2,429 are in B.C.), and Ontario is a net recipient from Quebec (2,404 Quebec RN graduates are in Ontario)⁹.

Competition:

Access to operating nurses with the right credentials is therefore a critical aspect in supporting identified labour market need. However, there are only five academic institutions in Ontario that offer perioperative nursing (including Fleming), and only one full-time program (George Brown) that is approved by the Operating Room Nurses Association of Canada (ORNAC). George Brown's full semester Operating Room Perioperative Nursing program has received 602 applications that translated into 185 registrants since launching the program in 2014-15. Consistent application and registration numbers at George Brown shows evidence of sustained student demand.

Operating Room Perioperative Nursing – George Brown Enrolment

Year	Fall			Winter		
	Applicants	Confirmations	Registrants	Applicants	Confirmations	Registrants
2014-15	52	25	20	54	19	18
2015-16	58	32	23	58	16	16
2016-17	52	27	20	50	19	20
2017-18	49	29	22	73	24	25
2018-19	76	26	21	80	31	NA
TOTAL	287	139	106	315	109	79

Source: OCAS Data Warehouse RPT00411 prepared Jan. 9, 2019

Curriculum:

The curriculum of the fulltime offering will use the five existing courses already delivered in the part-time program (NRSG 187, NRSG 188, NRSG 106, NRSG 64, NRSG 47). The existing courses NRSG 187 and NRSG 188 will be combined into a NEW course offering. The remaining existing courses will have their lectures converted to an online format. Some development work will need to occur to better align assessments with learning outcomes and to convert face-to-face lectures to online delivery.

The curriculum will be designed to meet the needs of the target market (i.e. graduates or practicing Registered Nurses who are able to commit 1 weekend day and 1 day per week to study for 10 weeks). The weekly course load will consist of 10 hours of lecture (online) per week and 8 hours of face-to-face labs per week (hospital setting) for 10 weeks with the placement course to follow. Labs could be scheduled all together every Saturday or Sunday depending on Fleming health lab availability and OR availability.

Course	Hours	Delivery
NEW	160	4-5 weeks, full time placement at 32-40 hours per week in perioperative setting
NRSG 106	60	10 weeks, 1-3hr lec (online), 1-3hr lab per week (delivered on weekend at hospital OR)
NRSG 64	60	10 weeks, 1-3hr lec (online), 1-3hr lab per week (delivered on weekend at hospital OR)
NRSG 47	60	10 weeks, 2-2hr lec (online), 1-2hr lab per week (delivered on weekends and labs in hospital OR)

Costing:

This program will be testing using the new costing model and will necessitate further discussion at the SMT table. We suggest consideration for this program focusing on the implications to the SMA 3 metrics rather than the traditional CTO model. In the traditional sense, this program is not a revenue generator based on enrolment. It will though address many of the SMA 3 performance target metrics including and therefore positively impact future funding. Those metrics include:

- Graduate employment in a related field (>70%)
- Graduation rate (high >70%)
- Community/local impact
- Graduate employment earnings (high)
- Experiential learning
- Institutional strength/focus

Please see the supporting document entitled Costing Document and the briefing note; *Emerging New Program Costing Model* for further explanation.

Alignment with Strategic Direction

This proposal aligns solidly with the first Strategic Direction commitment that focuses on meeting the needs of students and employers in the labour market. We have declared in the Strategic Plan that we will be more responsive to the needs of our employers and are looking to provide the talent businesses are looking for. The initial inception of this program proposal came directly from a major community partner identifying a clear employment need that was validated with research.

It also aligns with many of the SMA 3 performance target metrics as addressed in the costing section earlier in the document.

Risks and Considerations

☒ External Environment ☐ Internal Environment ☐ Financial ☐ Human Resources
☐ Information Technology ☐ Legal ☐ Operational ☐ Strategic ☐ N/A

External Environment:

Robust registration is always a risk to fill target of 15 students. There are only five academic institutions in Ontario that offer perioperative nursing (including Fleming), and only one full-time program (George Brown) that is approved by the Operating Room Nurses Association of Canada (ORNAC).

George Brown's full semester Operating Room Perioperative Nursing program has received 602 applications that translated into 185 registrants since launching the program in 2014-15.

To mitigate the risk, our plan is to market directly to both B.Sc.N. graduates (including major focus on Trent/Fleming School of Nursing graduates) and the OR Directors of Surgical Services in hospitals from GTA to Kingston who may choose to sponsor new RN hires to complete the Registered Nurse - Perioperative Nursing Ontario College Graduate Certificate for future employment in their hospitals.

We have already secured the use of some operating suites at 2 community hospitals, further building community partnerships, and have confirmed the availability of the Health lab here at Fleming on the weekends.

Supporting Documentation

- **Costing document**

Costing document

Program Costing			
Program Name	Operatng Room Perioperative Nursing	Date/Version	04/05/2020
Credential	Ontario College Diploma	School Dean	Linda Poirier
Gross Domestic Tuition (per semester)	\$ 2,576.00	Net Domestic Tuition (less financial aid 8%)	\$ 2,369.92
Gross International Tuition (per semester)		Net International Tuition	-\$ 1,800.00
WFU (WtxFu)	0.85	Base Operating Grant (BOG) Allocation per WFU (@ corridor mid point)	\$ 4,150.00
WFU per semester	0.85	Small Northern Rural (SNR) Grant Enhancement	\$ 272.00

Domestic Enrolment Projections					
Description	FY01	FY02	FY03	FY04	FY05
Sem1	15	30	30	30	30
Sem 2		0	0	0	0
Sem 3	0		0	0	0
Sem 4		0	0	0	0
Sem 5			0	0	0
Sem 6			0	0	0
Total enrolment	15	30	30	30	30
Co-op if applicable					

International Enrolment Projections					
Description	FY01	FY02	FY03	FY04	FY05
Sem1	0	0	0	0	0
Sem 2	0	0	0	0	0
Sem 3	0	0	0	0	0
Sem 4		0	0	0	0
Sem 5		0	0	0	0
Sem 6		0	0	0	0
Total enrolment	0	0	0	0	0
Co-op if applicable					

Incremental Costing						
Revenues/Source of Funding						
Description	FY01	FYIJ2	FY03	FYIJ4	FYIJS	T total
Dome stic Tuition	35,548.80	71,097.60	71,097.60	71,097.60	71,097.60	\$ 319,939.21)
MTCU Grant	56,380.50	112,761.00	112,761.00	112,761.00	112,761.00	\$ 507,424.51)
I nternational Tuition						\$
						\$
Co-op funding						\$
	\$ 91,929.31)	\$ 183,858.61)	\$ 183,858.61)	\$ 183,858.61)	\$ 183,858.61)	\$ 827,363.71)

Program Delivery Costing						
Description	FY01	FYIJ2	FY03	FYIJ4	FYIJS	T total
Salaries & Benefits						\$
FT Faculty						\$
PT Faculty	37,658.53	75,317.05	75,317.05	75,317.05	75,317.05	\$ 338,926.73
Program Co-ordinator	9,679.35	9,679.35	9,679.35	9,679.35	9,679.35	\$ 48,396.77
FT Technician						
PT Technician						\$
other direct staffin						
						\$ -
Course Su li es/Instructional Cost						\$ -
Computer Software & Maintenance						\$ -
Faculty Travel						\$ -
Equipment Rental and/or Maintenance						\$ -
Other-Office Supplies, Hospitality,Duplicating, etc						\$ -
add rows above this line as needed						
Program Delivery Costing	\$ 47,337.88	\$ 84,996.41	\$ 84,996.41	\$ 84,996.41	\$ 84,996.41	\$ 387,323.50

Incremental Academic Overhead - program supports not directly related to delivery						
Description	FYIJ1	FY02	FYIJ3	FY04	FYIJS	Tot al
Faculty suooo.rt costs						\$ -
Travel and Profess ion al Developm ent						\$ -
Circ ulum Qu ality supports - Review/Renewal						\$ -
Other (list and add rows as needed)						\$ -
						\$ -
						\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Pro ram Develo ment/Investment							
Description	FY00	FY01	FY02	FY03	FY04	FY05	Total
Deve l opme nt	20,429.00						\$ 20,429.00
Eq uipmen t	3,619.35						\$
Consu ltinu costs							\$
Capit al expendit ures							\$
	3,000.00						\$ 3,000.00
Other (list							
Tto ram developmen t	\$ 24,048.35	\$	\$	\$	\$	\$	24,048.35
		FY02	FY03	FY04	FY05		Total
Incremental Revenues	\$ 35,548.80	\$ 71,097.60	\$ 71,097.60	\$ 71,097.60	\$ 71,097.60	\$	319,939.20
Incremental Costs	\$ 47,337.88	\$ 84,996.41	\$ 84,996.41	\$ 84,996.41	\$ 84,996.41	\$	387,323.50
Net Investme nt	\$ -	\$	\$	\$	\$	\$	
NET INCOME/CASH	-\$ 24,048.35	-\$ 11,789.08	-\$ 13,898.81	-\$ 13,898.81	-\$ 13,898.81	-\$ 13,898.81	67,384.30

Contribution to Overhead						
Non-Incremental Program Distributions						
Description	FY01	FY02	FY03	FY04	FY05	Total
MTCU Grant	56,380.50	112,761.00	112,761.00	112,761.00	112,761.00	\$ 507,424.50
Dean & Other academic staff supports	2,206.30					19,856.73
program revenue	91,929.30	183,858.60	183,858.60	183,858.60	183,858.60	827,363.70
program expense	71,386.23	84,996.41	84,996.41	84,996.41	84,996.41	411,371.85
Net Contribution to Overhead	\$ 20,543.07	\$ 98,862.19	\$ 98,862.19	\$ 98,862.19	\$ 98,862.19	\$ 415,991.85
% CTO	22%	54%	54%	54%	54%	
College Overhead Target	30,336.67	60,673.34	60,673.34	60,673.34	60,673.34	273,030.02

References:

- ¹ Economic Modelling Inc. (2019). Occupational summary for registered nurses and registered psychiatric nurses. Retrieved September 4, 2019 from <https://www.economicmodeling.com/>
- ² Government of Ontario. (2019). Ontario's labour market: search job profiles NOC 3012. Retrieved September 4, 2019 from <https://www.iaccess.gov.on.ca/labourmarket/jobProfile/jobProfileFullView.xhtml?nocCode=3012>
- ³ Registered Nurses' Association of Ontario. (2018 May). Ontarians need more registered nurses: backgrounder. Retrieved September 4, 2019 from https://rnao.ca/sites/rnao-ca/files/RNAO_ONA_Backgrounder_May72018.pdf
- ⁴ Frketich, J. (2019, Feb 15). HHS nursing shortage leads to weekend OR closure. The Hamilton Spectator. Retrieved September 4, 2019 from <https://www.thespec.com/news-story/9179682-hhs-nursing-shortage-leads-to-weekend-or-closure/>
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- ⁶ Vancouver Sun. (2015, Nov 3). Vancouver General's nurse shortage worsens surgery backlog. Times Colonist. Retrieved September 4, 2019 from <https://www.timescolonist.com/news/b-c/vancouver-general-s-nurse-shortage-worsens-surgery-backlog-1.2101989>
- ⁷ Ministry of Training, College and Universities. (2019). University Enrolment. Retrieved September 4, 2019 from <https://www.ontario.ca/data/university-enrolment>
- ⁸ Queen's University. (2019). Common University Data Ontario (CUDO). Retrieved September 4, 2019 from <https://www.queensu.ca/planningandbudget/cudo>
- ⁹ Registered Nurses' Association of Ontario (RNAO). (2018 April). RN/NP workforce backgrounder. Retrieved September 4, 2019 from <https://rnao.ca/policy/reports/rnnp-workforce-backgrounder>



Board of Governors | Briefing Note

Topic: By-law 2, Fleming College Council
Report To: Public Board Meeting
Meeting Date: January, 22, 2020
Prepared By: Office of the President

Recommendation

That the Board of Governors of Sir Sandford Fleming College approve By-law 2, Fleming College Council, for immediate implementation.

Overview

In accordance with the Ministry of Training, Colleges and Universities' Minister's Binding Policy Directive regarding Governance and Accountability, the Board of Governors is to ensure that an advisory college council is established. The purpose of council is to provide a means for the College community to provide advice to the President on matters of importance to students and staff.

The Board of Governors is to ensure that the structure, composition, terms of reference and procedures for the Council is established in by-law. Previously Fleming College had a "President's Advisory Council" and affiliated terms of reference, however, a by-law had not been established. The Office of the President conducted comprehensive research of other Ontario College's councils and used best-practices to guide the creation of By-Law 2, Fleming College Council.

By-Law 2, Fleming College Council noteworthy changes include:

- modernized name;
- enhanced membership selection by constituent group; and
- updated number of meetings required.

The new By-Law 2, Fleming College Council was endorsed by the College's Senior Management Team and provided to the College's Academic and Support Staff Union Presidents for their review prior to presenting for Board of Governors approval.

Alignment with Strategic Direction

By-law 2, Fleming College Council aligns with our Strategic Plan shared commitments to empower our staff and focus on the needs of our students.

Risks and Considerations

☐ External Environment ☒ Internal Environment ☐ Financial ☐ Human Resources
☐ Information Technology ☒ Legal ☐ Operational ☐ Strategic ☐ N/A

Supporting Documentation

- By-Law 2, Fleming College Council

THE SIR SANDFORD FLEMING COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BY-LAW 2

By-law 2 pertains to the establishment of an Advisory College Council pursuant to the Minister's Policy Directive regarding Governance and Accountability under the *Ontario Colleges of Applied Arts and Technologies Act, 2002* (herein referred to as "the Act").

1. DEFINITIONS

1.1 In this By-law, unless the context otherwise specifies or requires, the following terms have the following meanings:

- (a) "Academic Staff Member" means a person who is employed by the College as a teacher or counsellor;
- (b) "Administrative Staff Member" means a person who is employed by the College and who is not a senior administrative staff member, academic staff member, a support staff member or a student;
- (c) "Board" means the Board of Governors of the College;
- (d) "By-law" means this By-law 2, as may be amended from time to time;
- (e) "Chair" means the chair of the Council;
- (f) "College" means The Sir Sandford Fleming College of Applied Arts and Technology established by the Act as an agency of the Crown, and is also known as Fleming College and/or Sir Sandford Fleming College;
- (g) "Employed" means having an employment contract for the duration of appointment term as defined within By-law 2, sec. 4.1 (c);
- (h) "Fleming College Council" and/or "Council" means the Advisory College Council pursuant to the Minister's Policy Directive regarding Governance and Accountability under the *Ontario Colleges of Applied Arts and Technologies Act, 2002*;
- (i) "President" means the President of the College;
- (j) "Representative" means a staff or student Council member appointed in accordance with By-law 2, sec. 4.1 (b);
- (k) "Senior Administrative Staff Member" means a person employed by the College who reports directly to the President and is not an academic staff member, a support staff member, or a student;
- (l) "Staff" means anyone employed by the College who is not the President;

- (m) “Student” means a person who is enrolled in, and will be attending, a program of instruction at the College as of September 1st of the term of appointment;
- (n) “Support Staff Member” means a person who is employed by the College and is not an administrative or academic staff member.

2. GENERAL

- 2.1 The Board, in accordance with the Ministry of Training, Colleges and Universities’ Minister’s Binding Policy Directive pertaining to Governance and Accountability, is to ensure that an Advisory College Council (hereinafter referred to as “Fleming College Council” or “the Council”) is established.
- 2.2 The purpose of the Fleming College Council is to provide a means for students and staff of the College to provide advice to the President on matters of importance to the College community.
- 2.3 The Board is to ensure that the structure, composition, terms of reference and procedures for the Council is established in By-law.
- 2.4 The Board shall receive for information annually a Fleming College Council report.

3. ROLE OF FLEMING COLLEGE COUNCIL

- 3.1 The Fleming College Council will serve as an advisory body to the President. Council provides the means for staff and students to be consulted with, and provide input on, significant College matters such as (but not limited to):
 - strategic planning and College initiatives;
 - new operational policies, procedures and processes; and
 - other operational matters of importance to the College.
- 3.2 The Council supports the College’s strategic mission, vision and values.
- 3.3 The Council represents a collaborative culture with members actively contributing to planning and decision-making processes.
- 3.4 The Council provides a respectful forum for stakeholder discussions and debate on strategic, policy and procedural matters.

4. TERMS OF REFERENCE

- 4.1 Fleming College Council Membership
 - a) Council shall be composed of up to eighteen (18) members of the following persons and constituent groups, as follows:
 - (i) Council Chair (1) - Fleming College President
 - (ii) Senior Administrative Staff Representative – as selected by the President
 - (iii) Student Administrative Council Representatives (2) – President of the

Frost Student Association (FSA) and President of the Student Administrative Council (SAC)

- (iv) Academic Representatives (up to 4)
 - (v) Support Staff Representatives (up to 4)
 - (vi) Administrative Staff Representatives (up to 2)
 - (vii) Student Representatives (up to 4)
- b) Council representatives are appointed or selected as follows:
- (i) Council Chair - Fleming College President appointed by virtue of office.
 - (ii) Senior Administrative Staff Representative – as selected by the President, rotating as required.
 - (iii) Student Administrative Council Representatives – President of the Frost Student Association (FSA) and President of the Student Administrative Council (SAC) appointed by virtue of office.
 - (iv) Academic Representatives – three (3) selected by the College's Academic Union with no more than one (1) representative from the Local Executive (Executives or Stewards). One (1) part-time or partial load academic employee selected by the Vice-President Academic Experience.
 - (v) Support Staff Representatives – selected by the College's Support Staff Union. One (1) representative must be employed as a part-time support staff. No more than one (1) representative may be from the Local Executive (Executives or Stewards).
 - (vi) Administrative Staff Representatives (up to 2) – selected by Senior Administrative Staff Members via a call for candidates.
 - (vii) Student Representatives – the Student Administrative Council (SAC) selects two (2) student representatives and the Frost Student Association (FSA) selects two (2) student representatives.
- c) Fleming College Council membership terms are as follows:
- (i) Representatives from faculty, support staff and administrative staff shall serve for a maximum of two (2) years.
 - (ii) The Student representative shall serve a one (1) year term.
 - (iii) The term of appointment will coincide with the academic year, defined as September 1 of each year through to August 31 of the following year.

5. MEETINGS

- 5.1 Fleming College Council will meet three (3) times yearly with additional meetings, as required, at the call of the Chair.
- 5.2 The Council meeting agenda will be determined by the Chair.
- 5.3 Consultation on new or revised operational policy, procedures as well as other Fleming College Council matters may be conducted via email at the discretion of the Chair.
- 5.4 Quorum
 - (i) Fleming College Council quorum is a simple majority of current members, excluding vacancies.
- 5.5 Reporting and Deliverables
 - (iv) Fleming College Council agendas and official minutes will be made available to the Fleming College community via the College portal.
 - (v) A report from Council shall be provided annually to the Board for information.
 - (vi) Advice and direction provided by Fleming College Council will be considered by the President when rendering final decision pertaining to strategic and operational initiatives.

6. MEMBER VACANCIES & MEMBER REMOVAL

- 6.1 If a vacancy occurs among any Fleming College Council members the process for appointment, as per sec. 4.1 (b), will be initiated.
- 6.2 The term of the member appointed to fill a vacancy shall commence on the date of the appointment, and shall be for the remainder of the term of the member whose position became vacant. At the discretion of the Chair, the term may be extended up to one (1) additional year.
- 6.3 The Chair may remove any member of Council before the expiration of his or her term that has:
 - (i) neglected or refused to participate in Council meetings or contributed to effective discussion;
 - (ii) failed to observe and perform his or her fiduciary duty to act honestly, in good faith and in the best interests of the College;
 - (iii) failed to attend two thirds (2/3) of scheduled Council meetings; or
 - (iv) demonstrated conduct unbecoming of a member including but not limited to activities that are illegal, are in breach of established College policies and procedures, constitute or demonstrate harassment, violence or discrimination, or misconduct that would adversely affect

the image and/or operations of the Council or the College if the member were to continue.

7. FORCE AND EFFECT

- 7.1 This By-law shall come into force and take effect on the date it is approved by the Board.

8. AMENDMENTS TO BY-LAW

- 8.1 This By-law may be amended or repealed at a regular meeting of the Board by an affirmative majority vote of the Governors present.

Enacted by the Board and sealed with the corporate seal this the ____day of ____2020.

Dan Marinigh
Chair of the Board of Governors

Maureen Adamson
Fleming College Council Chair / President