

Apprenticeship and Certification Board 2021-2022 Annual Report



Manitoba 

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Message from the Chair



Honourable Jon Reyes
Minister of Advanced Education, Skills and Immigration
Room 156, Legislative Building
450 Broadway
Winnipeg, MB R3C 0V8

Dear Minister,

On behalf of the Apprenticeship and Certification Board, I am pleased to submit the Annual Report for the fiscal year of April 1, 2021 to March 31, 2022.

As mandated by The Apprenticeship and Certification Act, the Board is required to develop a strategic plan based on consultations with stakeholders, and report on the accomplishments of the strategic plan through an annual report. The Annual Report provides an opportunity for the Board to be accountable for its work and report on the accomplishments of the preceding year. This report will demonstrate that the Board is continuing to meet the objectives it set out in its five-year strategic plan and is acting as a responsible steward of the training and certification system.

Though the Board has the responsibility for setting the legislative and policy framework for the delivery of services, we acknowledge that it is the dedicated efforts of the management and staff at Apprenticeship Manitoba that transforms our goals into effective services that prioritize the needs of clients. The department and the Board remain committed to providing support to apprentices to facilitate steady progression to trades certification during the COVID-19 pandemic and beyond. As our province emerges from the pandemic, we continue to recognize the importance of skilled tradespeople in Manitoba's economic recovery plan.

Furthermore, we would also like to acknowledge the continued support of many industry stakeholders and interprovincial counterparts that participate in the apprenticeship and certification system. Their input, enthusiasm and commitment to strengthening our apprenticeship training system has assisted the Board in making improvements to our programs.

We look forward to continuing the important work of your department to meet the growing expectations for apprenticeship training and trades certification of Manitobans.

Sincerely,

Original signed by

Harvey Miller
Apprenticeship and Certification Board Chair

Overview

Apprenticeship Manitoba and the Apprenticeship and Certification Board (Board) govern and coordinate a relevant, accessible and responsive apprenticeship and certification system in Manitoba. The Board is responsible for:

- Promoting apprenticeship and certification;
- Supporting employer and employee participation in apprenticeship and certification;
- Advising the Minister about training needs and Manitoba's labour market needs for skilled tradespersons; and
- Participating in interprovincial apprenticeship initiatives.

Apprenticeship Manitoba provides the essential technical and administrative support to the Board, its Sector Committees and Industry Working Groups. The Executive Director of Apprenticeship Manitoba is the Secretary to the Board, and is the main contact for interprovincial and pan-Canadian apprenticeship initiatives. In addition, the Executive Director represents Manitoba at the Canadian Council of Directors of Apprenticeship (CCDA).

On June 14, 2021, Bill 61: *The Apprenticeship and Certification Amendment Act (2021)* officially came into force. The Bill has resulted in changes to the governance of the apprenticeship and certification system in Manitoba, including the Board.

The Board is now comprised of a Chair and a maximum of 12 board members; appointed by the Minister of Advanced Education, Skills and Immigration. The Chair is the official spokesperson for the Board, and is responsible for communication between the Board and the Minister. Along with the Chair, four members represent the interests of employers, four members represent the interest of employees, one member represents the public interest, and one non-voting member represents the interests of persons who provide technical training. In addition, the Executive Director of Apprenticeship Manitoba, who is the Secretary of the Board, is also a non-voting member.

The Bill also dissolved the Standing Committees and the Provincial Advisory Committees and established the new Sector Committees and Industry Working Groups to support the activities of the Board.



Organization

Sector Committees

The Board has five Sector Committees comprised of five to 11 members, consisting of employers and employees, the majority of whom are certified journeypersons in the trades. Individuals who wish to sit on a Sector Committee must submit an application to the Board. The Board reviews the applications and appoints members accordingly. As members' terms expire, the Apprenticeship and Certification Board seeks names of qualified candidates to serve on the Sector Committees.

The five Sector Committees are:

1. Construction Sector Committee
2. Manufacturing Sector Committee
3. Mechanical/Electrical Sector Committee
4. Transportation Sector Committee
5. Service Sector Committee

The purpose of each Sector Committee is to represent trades in common industries. The Sector Committees are responsible for:

- Recruiting members to participate on Industry Working Groups for identified trades;
- Reviewing and selecting applicants to form Industry Working Groups;
- Reviewing the work of trade-specific Industry Working Groups related to updates of program standards and providing a recommendation to the Board;

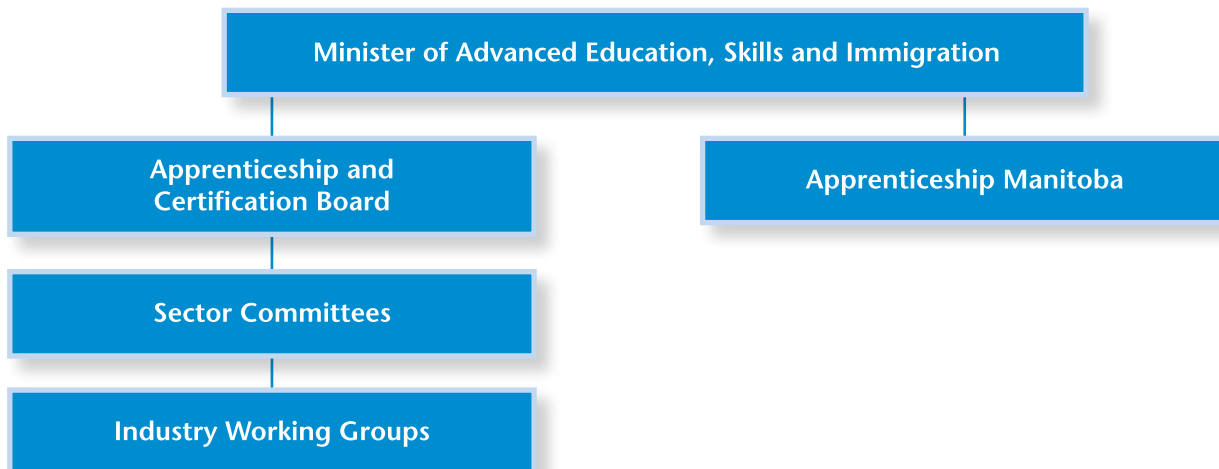
- Liaising with members of the sector to understand issues and potential impacts of Board considerations and bring forward concerns to the Board; and
- Providing any additional support that is identified by the Board.

Industry Working Groups (IWG)

Members of the Industry Working Groups are selected by Sector Committees and are comprised of three to five members each, and consist of at least one employer representative and one employee representative from industry. Individuals who are interested in becoming a member of an Industry Working Group must submit a formal application and be nominated by the group they are representing or by an association, union or organization.

The Industry Working Groups will convene on an as-needed basis, for a limited time. The purpose of each Industry Working Group is to foster stakeholder engagement and to ensure standards are reflective of current industry practices and needs. They are responsible for:

- Providing advice to Sector Committees on updates related to program standards, curriculum, exams and any other content related to the trades; and
- Consulting with industry prior to making recommendations to the Sector Committees.



Vision

Skilled Workforce

- Successful apprentices
- Empowered stakeholders
- Client-centred collaboration

Mission

Leading an industry-driven, integrated training and certification system that delivers a sustainable, skilled Manitoba workforce.

The Board ensures accountability by:

- Establishing certification standards that meet industry needs;
- Establishing program and delivery standards to ensure quality technical and practical training;
- Respecting and supporting the individual and shared responsibilities and the expertise and experience of Apprenticeship Manitoba;
- Developing a strategic plan in consultation with stakeholders, and providing an annual report documenting the Board's progress each year;
- Reporting to and advising the Minister responsible for administering The Apprenticeship and Certification Act;
- Providing relevant, accessible and responsive post-secondary education; and,
- Creating relationships and communicating with stakeholders to generate improvements to the apprenticeship and certification system.



The Apprenticeship and Certification Board



Laura (Lori) Garett
Vice Chair
Public Interest
Representative



Darryl Harrison
Employer
Representative



Shawn Henry
Employee
Representative



Richard Korving
Employer
Representative



Donald Mackenzie
Employer
Representative



David McCutcheon
Secretary



Harvey Miller
Chair



Adam Morin
Employee
Representative



Davide Novo
Employee
Representative



Carol Paul
Employer
Representative



Kevin Poirier
Training Provider
Representative



Ashley Weber
Employee
Representative

Strategic Plan Priorities

The Apprenticeship and Certification Board is committed to addressing the priorities identified in its 2018-2023 Strategic Plan. In 2021-2022, the Board focused on addressing the following priorities:

PRIORITY 1 > **Ensure a Risk-Based Approach to Quality Assurance**

OBJECTIVE: Implement Organizational Changes to Increase Industry Collaboration

Summary

Bill 61 has changed the governance structure of the apprenticeship and certification system by revising the Board structure and composition. The Standing Committees and Provincial Advisory Committees were removed and replaced with Sector Committees and Industry Working Groups respectively.

To increase meaningful collaboration between Apprenticeship Manitoba and Manitoba's industry, the Sector Committees will act as a liaison between industry and the Board. Sector Committee members are employees and employers who have a knowledge of, and contacts within the industry. With their combined apprenticeship and professional experience, they will best understand issues and potential impacts for consideration, and bring forward any concerns to the Board.

Sector Committees will also be responsible for convening Industry Working Groups (IWGs) to provide subject matter expertise on specific trade programs. Members of IWGs are employers and employees deemed knowledgeable in a trade and participate in an established trade program. They will provide Sector Committees and, by extension, the Board advice and updates on program standards and apprenticeship related information.

Results

The Apprentice and Certification Board General By-Law was updated to include the mandates of Sector Committees and Industry Working Groups. This allowed the Board to establish and appoint members to five new Sector Committees. It is anticipated that the Sector Committees will undertake their new roles in the beginning of the 2022-2023 fiscal year.



PRIORITY 2> Drive Updates to Red Seal and Provincial Trade Standards

OBJECTIVE: Work with Industry to Develop Program Standards

Summary

Program standards involve both regulatory and technical training requirements. Regulations set the legislated parameters for the designated trades, and technical training refers to the classroom-based instruction that provides apprentices theoretical learning. Apprentices apply the theoretical learning during their on-the-job training.

Updating program standards is a core Board responsibility. Based on the recommendations from Sector Committees and Industry Working Groups, the Board sets benchmarks for program standards. Sector Committees provide trade-specific expertise and recommend changes to program standards to keep them relevant and up-to-date.

The Canadian Council of Directors of Apprenticeship (CCDA) is undertaking a national project to harmonize apprenticeship programs across the country in order to facilitate apprentice mobility. As a participant in the Red Seal program, the Board is actively involved in reviewing recommendations from the Sector Committees to align with apprenticeship programs across Canada.

Should an issue arise in a trade when it is not included on the Board's work plan, industry members may bring the matter forward to the respective Sector Committee for consideration, where members may choose to inform the Board of the issue. More information on this process can be found by contacting Apprenticeship Manitoba's Manager of Policy, Legislation and Board Operations at apprenticeshipboard@gov.mb.ca.

Results

The trades listed below underwent an update to the technical training or Red Seal exam. Technical training updates for the Red Seal trades were initiated through the harmonization initiative. The Board worked with industry to align with the national recommendations. Additionally, industry members worked with the Red Seal Secretariat to develop new Red Seal certification exams. Updates to the provincial level placement exams were also completed with industry in 2021-2022.



| Trade | Technical Training Development | Red Seal Exam Development |
|---------------------------------------|--------------------------------|---------------------------|
| Agricultural Equipment Technician | | ✓ |
| Cabinetmaker | | ✓ |
| Carpenter | | ✓ |
| Construction Electrician | | ✓ |
| Gasfitter | | ✓ |
| Hairstylist | ✓ | ✓ |
| Industrial Electrician | | ✓ |
| Lather (Interior Systems Mechanic) | ✓ | ✓ |
| Mobile Crane Operator | | ✓ |
| Recreation Vehicle Service Technician | | ✓ |
| Welder | | ✓ |



Statistics

APPRENTICE REGISTRATIONS

10,305 Total Registered Apprentices **2,270** New Apprentice Registrations **1,143** Apprenticeship Certificates of Qualification Issued

HIGH SCHOOL APPRENTICESHIP PROGRAM

1,221 Registered Apprentices



TRADES QUALIFICATION (TQ)

169 TQ Applications Received

230 TQ Exams Administered

108 TQ Certificates of Qualification Issued



UNDER-REPRESENTED GROUPS

377¹ Women in Non-Traditional Trades



1,048² Women in Traditional Trades



1,009 Indigenous Apprentices



41 Persons with a Disability



The number of new and active apprentices shows a positive increase over the past year, which indicates a recovery from pandemic levels. In 2021-2022, there has been a 27 per cent increase in new apprentice registration compared to 2020-2021. This year, there was also an eight per cent increase in the total number of registered apprentices, with 10,305 total registrants compared to the 9,523 in 2020-2021.

This year marked the highest number of female apprentices on record, with 1,425 females registered in an apprenticeship program. This is an 18 per cent increase from the 2020-2021 pandemic level, which recorded 1,202 female apprentices.

Other notable areas include the number of registered Indigenous apprentices, which has

returned to pre-pandemic levels, as well as, the number of students registered in the High School Apprenticeship Program has remained consistent year-over-year. The number of exam sittings was reduced during the pandemic to accommodate safety protocols, which affected the number of certificates of qualification that were issued through apprenticeship and trades qualification. However, the number of scheduled examinations is now returning to pre-pandemic levels, which has translated to a rebound in certificates issued through apprenticeship. The number of certificates issued through trades qualification has yet to return to pre-pandemic numbers, but is anticipated to pick up over the upcoming year.

¹ Non-traditional trades exclude Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

² Traditional trades include Cook, Hairstylist, Esthetician (including Nail Technician and Skin Care Technician) and Electrologist.

CONTACT INFORMATION

Apprenticeship and Certification Board
c/o Manager, Policy, Legislation and Board Operations
100 –111 Lombard Ave
Winnipeg MB R3B 0T4
Email: apprenticeshipboard@gov.mb.ca

More information about the Apprenticeship and Certification Board
and Apprenticeship Manitoba can be found at:

<https://www.gov.mb.ca/wd/apprenticeship/>

This information is available in alternate formats upon request

