

Minutes of a Meeting
The Apprenticeship and Certification Board
111 Lombard Ave.
December 10, 2014
9:00 a.m. – 4:00 p.m.

BOARD MEMBERS

In attendance:

Beach, Allan	Employee Representative
Blaikie, Daniel	Apprentice Representative
Campbell, Anita	Public Interest Representative
Charron, Brent	Employee Representative
Einarson, Ryan	Employer Representative
Friesen, Cordella	Secretary and Ex-Officio Member
Harapiak, Leonard	Chair
Harris, Bruce	Employee Representative
Koslowsky, Ron	Employer Representative
Lauvstad, Doug	Employer Representative
Lafond, Marc	Employee Representative
Senff, Bob	Public Interest Representative
Siemens, Trent	Employer Representative
Stecy, Ron	Employee Representative

Regrets:

McInerney, Betty	Employer Representative
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Staff:

Nancy Eller, Director, Training Standards
Troy Zdebiak, A/Director, Operations
Julia Tetrault, Manager, Policy, Legislation and Board Operations
Benicia Campbell-Acevedo, Board Administrative Assistant

Guests:

2014.12.01

OPENING

.1 Call to Order

The meeting was called to order at 9:05 a.m.

.2 Approval of Agenda

The agenda was approved as written.

**Motion 2014.12.01 Moved by Allan Beach
Seconded by Ron Stecy**

Carried.

.3 Approval of past minutes

The Board minutes of September 24, 2014 were approved as written.

Motion 2014.12.02 *Moved by Ron Stecy*
Seconded by Bruce Harris

Carried.

.4 Review of previous meeting

N/A

2014.12.02

UPDATES: BOARD, DEPARTMENT

.1 Chair's Update

On behalf of the Board Leonard Harapiak thanked Apprenticeship Manitoba staff for their work on past events, including Awards of Distinction and Apprenticeship Recognition Week. Leonard spoke to the positive coverage these types of events provide for the apprenticeship system in Manitoba. He then outlined his participation on a Canadian Council of Directors of Apprenticeship (CCDA) conference call regarding harmonization and mentioned that consultations will be occurring over the next couple of months regarding harmonizing Red Seal trades across jurisdictions.

.2 Executive Director's Update

Cordella Friesen welcomed back Janice Peters, and announced following this Board meeting Janice will be working as the Acting Apprenticeship and Certification Board Coordinator, and Benicia Campbell-Acevedo will be acting in a community relations/recruitment coordinator role. The Board was informed that the competition for the Director of Operations position closed last week and a successful candidate will be identified in the new year. Cordella spoke to the Board about the new Minister of Jobs and the Economy, Honourable Kevin Chief, and mentioned there will be an opportunity for the Board to meet with Minister Chief at a future Board meeting. Cordella spoke about the 2015 Throne Speech, which mentioned a commitment to expand Apprenticeship Manitoba's mandate. Once direction is received from the Priorities and Planning Committee of

Cabinet, the Board will be notified. Cordella also provided an update on her CCDA meeting in November which highlighted two key priorities as apprentice mobility and harmonization. In addition, she announced that the request for quotes for 2015 Building for Tomorrow Youth camps has now been posted. Manitoba Education and Advanced Learning and Apprenticeship Manitoba are working together to collect data from the 2014 camps regarding the outcomes of the program. Lastly, Cordella provided a high-level divisional organization chart to the Board.

2014.12.03 COMMITTEE REPORTS

.1 Nominating Standing Committee (NSC)

Anita Campbell presented the notes from the November 18, 2014 meeting for acceptance.

Motion 2014.12.03 To accept the Nominating Standing Committee notes as information.

***Moved by Bob Senff
Seconded by Trent Siemens
Carried.***

Discussion:

The Board was provided with an update on the committee's initiative to simplify the application process and a lot of work has been done to make the PAC application more user-friendly. Once the committee is satisfied with the final product the PAC application will be presented to the Board for approval.

Aircraft Maintenance Journeyperson (AMJ)

The Nominating Standing Committee recommends the following individuals be appointed to the AMJ PAC for a three year term effective immediately till June 30, 2017.

Ken Tsudl	Chair
Dale Siemens	Employer Rep/Rural
Brad Winchar	Employer Rep/Urban
Jason Kendall	Employer Rep/Urban
Mike McCartan	Employee Rep/Rural
Chris Schwartz	Employee Rep/Urban
Anthony Loft	Employee Rep/Urban

The Board made the following motion:

Motion 2014.12.04 The Board accepts all appointments to the Aircraft Maintenance Journeyperson PAC.

***Moved by Ron Stecy
Seconded by Bob Senff
Carried.***

.2 Program Standards Standing Committee (PSSC)

Bob Senff presented the notes from the October 28, 2014 meeting for acceptance.

Motion 2014.12.05 *To accept the Program Standards Standing Committee's October 28, 2014 notes as information.*

Moved by Bob Senff
Seconded by Marc Lafond
Carried.

Bob Senff presented the notes from the December 5, 2014 meeting for acceptance.

Motion 2014.12.06 *To accept the Program Standards Standing Committee's December 5, 2014 notes as information.*

Moved by Bob Senff
Seconded by Ron Stecy
Carried.

Discussion:

CNC Machinist

There is a shortage of uptake in the CNC Machinist apprenticeship program, and the PSSC proposed holding industry consultations to gain feedback about different options to address the shortage.

Consultation Policy

The Apprenticeship and Certification Act (Act) includes an obligation for the Board and PAC's to consult with industry. While the types of consultation are not prescribed in legislation, the PSSC suggested that additional consultation options be used, including conference calling. The Board did not feel the need to make a formal decision on this matter as the current wording in legislation allows for a range of formats. For added clarity, the Board expressed support for alternative methods of consultation.

Training Institutions as Employers

A proposal was discussed regarding the potential for training institutions, such as the Aveda Institute, to register apprentices. Historically, training institutions have been excluded from being considered an employer. The Board discussed this policy issue, which is about training providers' requests to become an employer for the purposes of registering and training apprentices. The Board upheld the PSSC's recommendation to allow training institutions to register apprentices provided all legislated requirements are met. Future action may include the development of a policy or clarification in the General Regulation respecting the parameters of training providers becoming employers for the purposes of registering apprentices.

Insulator

Updates have been made to the insulator (Heat & Frost) regulation, including those related to wages, scope statement, and designated trainer provision. The Board made a recommendation to add a transition clause in addition to the coming into force provision so that existing apprentices fall under current wages while new apprentices will fall under updated wages.

The Board made the following motion:

Motion 2014.12.07 *To accept the Program Standards Standing Committee's recommended updates to the Insulator (Heat & Frost) regulation in principle with the addition of a transition clause regarding wages.*

Moved by Allan Beach
Seconded by Marc Lafond
Carried.

Powerline Technician: Manitoba Hydro

Manitoba Hydro and Apprenticeship Manitoba have been in discussions for a number of years regarding the potential designation of Powerline Technician as a Red Seal trade in Manitoba. Manitoba and Quebec are the only Canadian jurisdictions that have not designated Powerline Technician. Manitoba Hydro representatives were invited to meet with the PSSC to discuss their current training program and elaborate on a few concerns that they have highlighted during the process of discussions. One remaining challenge is the topic of supervision in terms of the ratio between apprentices and journeypersons. Manitoba Hydro representatives stated that their supervision ratios result in high quality training even though they sometimes use ratios that are more flexible than the ratio set by Board policy. Manitoba Hydro's supervision ratios correspond to the level of risk determined for each task. However, the PSSC mentioned that Manitoba Hydro is not the only employer of powerline technicians in the Province and there is no indication at this time that other employers have the same high quality standard of on-the-job training. Moving forward, equal standards would need to be upheld for all employers. There are currently no regulated standards in Manitoba in this industry.

The Board discussed the challenges raised by the PSSC and potential options in response to the issue of ratios. The Board believes it is important to move forward with the designation process for the trade, but that additional industry stakeholders should be invited to the table to provide their feedback. The Board decided to refer this issue back to the PSSC to continue discussions with broader industry representatives and gain a better understanding about Powerline Technicians in other jurisdictions.

.3 Community Liaison Standing Committee (CLSC)

Leonard Harapiak presented the notes from the October 23, 2014 meeting for acceptance.

Motion 2014.12.08 *To accept the Community Liaison Standing Committee notes as information.*

Moved by Allan Beach
Seconded by Ron Stecy
Carried.

Discussion:

On October 23, 2014 the CLC met with the Manitoba Employers Council (MEC) to discuss questions and concerns the MEC had regarding the apprenticeship and certification system and to continue connecting with employers as part of the employer engagement strategy.

Leonard Harapiak also spoke to the Board about the CLC tour of the Red River Technical Vocational Area on November 17, 2014. Harv Giesbrecht and Reg Toews organized the tour, which included meeting with employers, educators and other industry representatives in Southern Manitoba. The tour provided valuable information about community needs in the area and

showcased the level of cooperation and collaboration that is undertaken under the leadership of Mr. Giesbrecht and Mr. Toews. The programs, including those related to High School Apprenticeship Program, are hugely successful and are an inspiration to other regions.

.4 Governance Standing Committee (GSC)

Allan Beach presented the notes from the November 19, 2014 meeting for acceptance.

Motion 2014.12.09 To accept the Governance Standing Committee notes as information.

***Moved by Doug Lauvstad
Seconded by Bob Senff
Carried.***

Discussion:

Board Member Training

As part of the Board's mandate to develop a list of competencies, the GSC met with Asper School of Business representative Steve Vieweg to discuss potential training opportunities for Board members. To get a sense of what the needs of the Board may be, the GSC recommended that Mr. Vieweg attend a future Board meeting as an observer to determine some opportunities for training.

The Board made the following motion:

Motion 2014.12.10 The Board accepted the Governance Standing Committee's recommendation that Steve Vieweg be invited to attend a future Board meeting as an observer.

***Moved by Brent Charron
Seconded by Daniel Blaikie
Carried.***

Time Credit for on-the-Job Experience in Compulsory Trades

The GSC recommended that policies be drafted regarding time credit for on-the-job experience in compulsory trades. One policy would be for apprentices who change employers after the legislated parameter of 15 days, and one would be for out-of-province apprentices who apply for recognition of hours in Manitoba. These decisions are appealable under *The Apprenticeship and Certification Act*. The Board agreed this should be determined on a case-by-case basis and that each item is separate therefore two policies should be drafted.

The Board made the following motion:

Motion 2014.12.11 To accept the Governance Standing Committee's recommendation that two policies be drafted that will allow the Executive Director to make decisions on a case-by-case basis regarding time credit for on-the-job experience in compulsory trades.

***Moved by Ron Koslowsky
Seconded by Bob Senff
Carried.***

General Regulation Updates

The GSC recommended changes to the General Regulation, including removing the 10 year requirement for trades qualification applicants under section 22.

The Board made the following motion:

Motion 2014.12.12 *To accept the Governance Standing Committee's recommendation to remove the ten year requirement for trades qualification applicants under section 22, in principle.*

Moved by Bob Senff
Seconded by Trent Siemens
Carried.

The GSC recommended adding parameters under section 14 to allow the Executive Director additional options besides cancelling an apprenticeship agreement for infractions under that section.

The Board made the following motion:

Motion 2014.12.13 *To accept the Governance Standing Committee's recommendation to include options for courses of action in Section 14 regarding the cancellation of an apprenticeship agreement, in principle.*

Moved by Doug Lauvstad
Seconded by Ron Stecy
Carried.

The GSC is recommending to the Board to accept all proposed changes in principle to the language, practice and terminology within the General Regulation.

The Board made the following motion:

Motion 2014.12.14 *To accept the Governance Standing Committee's recommendation to accept all other proposed changes to the General Regulation, in principle.*

Moved by Bob Senff
Seconded by Anita Campbell
Carried.

2014.12.04 CONTINUING BUSINESS

Foreign Qualification Recognition Taskforce

Apprenticeship staff provided an update on this taskforce, which is working toward the objective of common approaches for the recognition and assessment of foreign qualifications. The taskforce

has harmonized the verification and application processes and using these documents will run a pilot from May to July 2015. This update was for Board information only, but the Board expressed support for the initiative and pilot project.

CCDA Harmonization

The Harmonization taskforce is moving forward with consultations and surveys over the next six weeks to receive input from industry across participating jurisdictions.

2014.12.05 NEW BUSINESS

2014.12.06 RECENTLY REGISTERED REGULATIONS (information only)

- Military Trades Recognition Regulation
- Boilermaker Regulation
- Hairstylist Regulation

2014.12.07 FUTURE AGENDA ITEMS

A future half-day meeting will be held to provide a status update to the Board on Apprenticeship Manitoba projects and initiatives, including:

Apprenticeship Futures Commission – status report
Apprenticeship Statistics
Presentation on Labour Market Information
Presentation on the Agreement on Internal Trade (AIT)
Update on the MOU with Labour
Update on Canada Apprentice Loans
Update on e-apprenticeship
Update on the Canada Jobs Fund
Report on the Women in the Trades Forum
Report on the Board Policy Cafe (TGAC)

2014.12.08 CORRESPONDENCE/INFORMATION

Regulations for Board Chair Signature:

- Esthetician Regulation

2014.12.09 NEXT MEETING / EVENTS

Next Board meeting: February 18, 2015

2014.12.10 ADJOURNMENT

The meeting adjourned at 4:00 p.m.

February 18, 2015

**Date approved by the
Apprenticeship and
Certification Board**

**Leonard Harapiak, Chair
Apprenticeship and
Certification Board**

**Cordella Friesen, Secretary
Apprenticeship and
Certification Board**