

Apprenticeship Manitoba

Minutes of a Meeting
The Apprenticeship and Certification Board
111 Lombard Ave.
February 18, 2015
9:00 a.m. – 2:03 p.m.

BOARD MEMBERS

In attendance:

Beach, Allan	Employee 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
McInerney, Betty	Employer Representative
Senff, Bob	Public Interest Representative
Siemens, Trent	Employer Representative

Regrets:

Blaikie, Daniel	Apprentice Representative
Stecy, Ron	Employee Representative

Staff:

Nancy Eller, Director of Training Standards
Julia Tetrault, Manager, Policy, Legislation and Board Operations
Janice Peters, Board Co-ordinator
Kevin McPike, Policy Analyst

Guests:

2015.02.01 OPENING

1. Call to Order

The Chair called the meeting to order at 9:00 a.m.

2. Approval of Agenda

Motion 2015.02.01 To accept the agenda as written.

Moved by Allan Beach

Seconded by Trent Siemens

Carried.

All in favour

Carried. 12 in favour 0 opposed 0 abstained

3. Approval of past minutes

Motion 2015.02.02 To accept the December 10, 2014 meeting minutes as written.

Moved by Ron Koslowsky

Seconded by Brent Charron

Carried.

12 in favour 0 opposed 0 abstained

2014.02.02 UPDATES: BOARD, DEPARTMENT

1. Chair's Update

Leonard Harapiak provided an update on the pending Board member vacancies as of June 30, 2015. Six members, including Board Chair, will reach their term limits at that time.

2. Executive Director's Update

Cordella Friesen provided an update about Apprenticeship Manitoba's challenges and opportunities. While work is being done to address capacity, Apprenticeship Manitoba will continue to prioritize commitments and initiatives already identified by the Board through the Board's Strategic Plan.

A more in-depth branch update will be provided at the voluntary half-day meeting on February 19, 2015.

2015.02.03 COMMITTEE REPORTS

1. Nominating Standing Committee (NSC)

No update. The next meeting is currently in the process of being scheduled.

2. Program Standards Standing Committee (PSSC)

Bob Senff presented the Record of Proceedings from the January 15, 2015 meeting for acceptance.

Motion 2015.02.03 To accept the Program Standards Standing Committee's January 15, 2015 notes as information.

Moved by Bruce Harris

Seconded by Betty McInerney

Carried. 12 in favour 0 opposed 0 abstained

Discussion:

Roofer

The Provincial Advisory Committee (PAC) is scheduled to review the consultation guide comments. Additional information will be provided to the Board at a later time.

Insulator (Heat and Frost)

On December 10, 2014, the Board approved the regulatory changes to the trade of Insulator (Heat and Frost), and approved the addition of a transition clause in the wage section so that existing apprentices would continue under current wages while new apprentices would be covered under the updated wages.

However, legal opinion revealed that no authority exists under *The Apprenticeship and Certification Act* to support wage differentiation for apprentices in the same level performing the same tasks. Therefore, this transition clause was not recommended. This information was provided to the PSSC, which then recommended that the Board revert to the status quo with respect to wages. The Board discussed these issues and directed the PSSC to meet again with the Insulator PAC Chair to further discuss the wage issues and to clarify the PAC's rationale for making their wage recommendation or explore possible alternatives to the transition clause.

Powerline Technician: Consultation with stakeholders

The PSSC recommended that the Board approve proceeding with the designation of Powerline Technician as a trade, including the proposed task-based ratio system. There was Board discussion about the result of the PSSC's consultation with industry stakeholders regarding the designation of Powerline Technician. Industry support has been received for the designation, including the use of a task-based supervision ratio depending on the level of risk for each task. The Board approved the PSSC's recommendations.

Motion 2015.02.04 *To accept the Program Standards Standing Committee's recommendation to proceed with the designation of Powerline Technician as a trade in Manitoba, including the adoption of a task-based ratio system contingent on criteria set out in regulation requiring documentation, including task and sub-task tracking, for on-the-job training and technical training.*

Moved by Anita Campbell

Seconded by Marc Lafond

Carried. 11 in favour 1 opposed 0 abstained

Harmonization

Nancy Eller provided an update to the Board on the Canadian Council for Director's of Apprenticeship (CCDA) harmonization task force project. She said the task force is working on harmonizing the number of hours, levels, and sequencing for ten Red Seal trades. The CCDA will meet to approve the new standards once the task force has completed its recommendations.

The PSSC recommended that due to harmonization efforts, the program standards updates for the trades of Crane and Hoisting Equipment Operator and Heavy Duty Equipment Technician be put on hold until results are finalized.

Motion 2015.02.05 *To approve the delay of updating program standards for Crane and Hoisting Equipment Operator and Heavy Duty Equipment Technician until after harmonization recommendations have been finalized.*

Moved by Betty McInerney

Seconded by Ryan Einarson

Carried. 12 in favour 0 opposed 0 abstained

3. Community Liaison Standing Committee (CLSC)

No update. The next meeting is currently in the process of being scheduled.

4. Governance Standing Committee (GSC)

Allan Beach presented the notes from the January 06, 2015 and February 13, 2015 meetings for acceptance.

Motion
2015.02.06

To accept the Governance Standing Committee's January 06, 2015 and February 13, 2015 notes as information.

Moved by Doug Lauvstad
Seconded by Bob Senff
Carried. 12 in favour 0 opposed 0 abstained

PSSC Vacancy

The *Apprenticeship and Certification Act* contains parameters for Board Standing Committee membership. Each standing committee must have a minimum of three individuals, a non-voting chair and an equal amount of employee and employer representatives. The Program Standards Standing Committee currently has an Employee Representative vacancy. The Board discussed the GSC's recommendation to fill the vacancy with Brent Charron.

Motion 2015.02.07 To accept the Governance Standing Committee's recommendation to appoint Brent Charron to the Program Standards Standing Committee as an Employee Representative.

Moved by Anita Campbell
Seconded by Doug Lauvstad
Carried. 12 in favour 0 opposed 0 abstained

Board Vacancies

The Board discussed the Board's pending vacancies due to upcoming term endings in June, 2015. There are six pending vacancies including Board Chair, which represents a significant amount of experience and knowledge on the Board. Members want to communicate to the Minister about the need for continuing diversity on the Board, including geographical representation. The Board Chair will request a meeting with the Minister to discuss the topic of competencies and representation.

Board Strategic Plan: Year Two (2015-2016)

The Board reviewed the Strategic Plan: Year Two (2015-2016) document. The GSC recommended that the Board accept the Strategic Plan: Year Two (2015-2016) as written.

Motion 2015.02.08 To accept the Governance Standing Committee's recommendation to approve the Strategic Plan: Year Two (2015-2016) as written.

Moved by Doug Lauvstad
Seconded by Bob Senff
Carried. 12 in favour 0 opposed 0 abstained

PSSC Terms of Reference

The GSC Terms of Reference (TOR) states that each sub-committee is mandated to review its roles and responsibilities on an annual basis and report to the GSC. The PSSC recommended, and the GSC agreed, that the following statement be removed from the PSSC TOR:

"An apprentice member may be appointed to the Committee but may not serve as Chair of the Committee."

The rationale is that this statement contradicts the section of the TOR entitled "Composition of the committee," which states,

"An apprentice representative is excluded from sitting on this committee".

Motion 2015.02.09 *To approve the Governance Standing Committee's recommendation to remove the following line from the Program Standards Standing Committee's terms of reference: "An apprentice member may be appointed to the Committee but may not serve as Chair of the Committee."*

Moved by Marc Lafond

Seconded by Doug Lauvstad

Carried. 12 in favour 0 opposed 0 abstained

Board Member Training

Board members discussed the GSC's meeting with Hugh Goldie from the Exchange Group regarding potential opportunities for training based on Board approved competencies.

The Board approved the continuing work of the GSC with Mr. Goldie to develop Board training opportunities based on themes related to risk management using questions that concentrate on building insight, foresight and oversight. The committee will continue to work on a training program with Mr. Goldie to identify needs and develop a training structure. Next steps include putting together a workable syllabus that incorporates priorities agreed upon by the Board.

The Board made the following motion:

Motion 2015.02.10 *To approve the Governance Standing Committee's recommendation to develop Board training opportunities with Mr. Goldie.*

Moved by Doug Lauvstad

Seconded by Marc Lafond

Carried. 12 in favour 0 opposed 0 abstained

2014.12.04 CONTINUING BUSINESS

No continuing business

2014.12.05 NEW BUSINESS

No new business

2014.12.06 RECENTLY REGISTERED REGULATIONS (information only)

No regulations have been recently registered.

2014.12.07 FUTURE AGENDA ITEMS

On February 19, 2015, a 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 the Canada Jobs Fund
- Report on the Women in the Trades Forum
- Report on the Board Policy Cafe (TGAC)

2014.12.08 CORRESPONDENCE/INFORMATION

No correspondence

2014.12.09 NEXT MEETING / EVENTS

Next Board meeting: May 13, 2015

2014.12.10 ADJOURNMENT

The meeting adjourned at 2:03 p.m.

May 13, 2015

*Date approved by the
Apprenticeship and
Certification Board*

*Leonard Harapiak, Chair
Apprenticeship and
Certification Board*

*Cordella Friesen, Secretary
Apprenticeship and
Certification Board*

